



22 August 2017

ORDINARY MEETING

MINUTES

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1. OPENING

The Chairperson declared the meeting open at 3:00pm

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members Present

Cr DJ Ridgway President
Cr KM Murray Deputy President
Cr DL Brown
Cr T Buckland
Cr DW Davis
Cr P Gogol
Cr DC White

2.2 Staff In Attendance

Mr SP Gollan Chief Executive Officer
Mr BS de Beer Shire Planner (from 3:19pm to 3:25pm)

2.3 Observers And Visitors

2.4 Apologies and Approved Leave of Absence

Cr JD Alexander Apologies
Cr LC Shaw Approved Leave of Absence

2.5 Condolences

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

GROVER	Fay Noel	2 August 2017
GROVER	Kevin Douglas	10 August 2017
STRACHAN	June Natalie	13 August 2017

3. DECLARATIONS OF INTEREST

3.1 Cr D Ridgway – Item 11.3 – Impartiality Declaration

3.2 Mr S Gollan (CEO) – Item 11.3 – Impartiality Declaration

3.3 Ms A Lewis (Staff) – Item 11.3 – Impartiality Declaration

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 25 July 2017

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held Tuesday 25 July 2017 be confirmed.

COUNCIL RESOLUTION

M1/0817

Moved Cr Brown

Seconded Cr Buckland

That the Minutes of the Ordinary Council Meeting held Tuesday 25 July 2017 be confirmed.

CARRIED 7/0

7.2 Minutes Of The Economic & Community Strategy Meeting Held 8 August 2017

OFFICER'S RECOMMENDATION

That the Minutes of the Economic and Community Strategy Committee Meeting held Tuesday 8 August 2017 be received.

(Under separate cover)

Refer to agenda items: 11.3, 11.4 and 12.1

Amendment to the Economic & Community Strategy Committee Minutes:

The Community Grants Item 5.1 did not acknowledge that the applications were reviewed by the Executive Assistant Ali Lewis, as well as CEO Stephen Gollan. This was unknown to the Deputy CEO at the time of writing. The item which is 11.3 in this Agenda, has been updated to reflect this.

COUNCIL RESOLUTION

M2/0817

Moved Cr Gogol

Seconded Cr Murray

That the Minutes of the Economic and Community Strategy Committee Meeting held Tuesday 8 August 2017 be received.

CARRIED 7/0

8. TECHNICAL SERVICES

Nil

3:19pm – Shire Planner, Stefan de Beer joined the meeting.

9. PLANNING SERVICES

9.1 Development Application: Single Dwelling & Outbuilding – 40 Queen Street

SUBMISSION TO: Ordinary Council Meeting 22 August 2017
REPORT DATE: 14 August 2017
APPLICANT: Eric Ellis
FILE REFERENCE: QUE 1103
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Locality Map, Site Plan and Elevation Plan

SUMMARY

An application has been received to convert the existing old church building located at 40 (Lot 2) Queen Street, into a Single Dwelling. It will be recommended the application be approved.

BACKGROUND

The subject property is located at 40 (Lot 2) Queen Street, is zoned '*Town Centre*' in terms of the Shire of Beverley Town Planning Scheme No. 2 (TPS 2), and is 1,012 m² in extent.

In terms of TPS 2 a 'single house' is an 'AA' use in the '*Town Centre*' zone which means that Council may permit the use at its discretion.

COMMENT

The proposal is deemed to be in harmony with the planning intent for the precinct as reflected in the Shire of Beverley Local Planning Strategy. No land use conflicts are anticipated for the proposed development and it is deemed to be in pace with the character of the area.

An application for planning approval for a single dwelling on 38 (Lot 1) Queen Street, immediately to the south of the subject site, and also within the '*Town Centre*' zone, had been considered and approved by Council in July 2015.

The existing church building on the site is not at present recorded on the Municipal Heritage Inventory (HI) and henceforth no planning controls are in place when considering an application for development approval.

The Shire's Municipal Heritage Inventory 1995 is in the process of being reviewed and it is the intention to approach the owners of the subject lot to consider inclusion of the place in the revised HI. It is however submitted that even if the place is to be listed in the HI the development proposed as per this application would be sympathetic to the heritage fabric of the place and should be approved.

The adaptive reuse of heritage listed places is a recognised approach in retaining the heritage values and integrity of a property.

The proposed placement of an outbuilding at the rear of the building is also considered to be appropriate and will be recommended for approval. It will be recommended that the outbuilding be clad in colorbond.

CONSULTATION

No consultation was deemed required.

STATUTORY ENVIRONMENT

The application may be approved under 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 REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to grant planning approval for a Single Dwelling and Outbuilding at 40 (Lot 2) Queen Street, Beverley, subject to the following conditions and advice notes:

Conditions:

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
2. Suitable arrangements are to be made for connection to the sewer system prior to occupation.
3. Suitable arrangements are to be made for connection to a potable water supply prior to occupation.
4. The cladding of the outbuilding is to be Colorbond or similar approved material, in a colour which is in harmony with the area.
5. The outbuilding shall not be used for human habitation, commercial or industrial purposes.

Advice Notes:

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.

Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.

Note 4: The applicant is advised a building permit is required prior to commencement of any building works.

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

COUNCIL RESOLUTION

M3/0817

Moved Cr Buckland

Seconded Cr Brown

That Council resolve to grant planning approval for a Single Dwelling and Outbuilding at 40 (Lot 2) Queen Street, Beverley, subject to the following conditions and advice notes:

Conditions:

- 1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
- 2. Suitable arrangements are to be made for connection to the sewer system prior to occupation.**
- 3. Suitable arrangements are to be made for connection to a potable water supply prior to occupation.**
- 4. The cladding of the outbuilding is to be Colorbond or similar approved material, in a colour, approved by the Shire Planner which is in harmony with the area.**
- 5. The outbuilding shall not be used for human habitation, commercial or industrial purposes.**

Advice Notes:

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.

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

CARRIED 7/0

Attachment 9.1



Attachment 9.1

11-8-17

lot 2 Queen st

To Whom it May Concerne

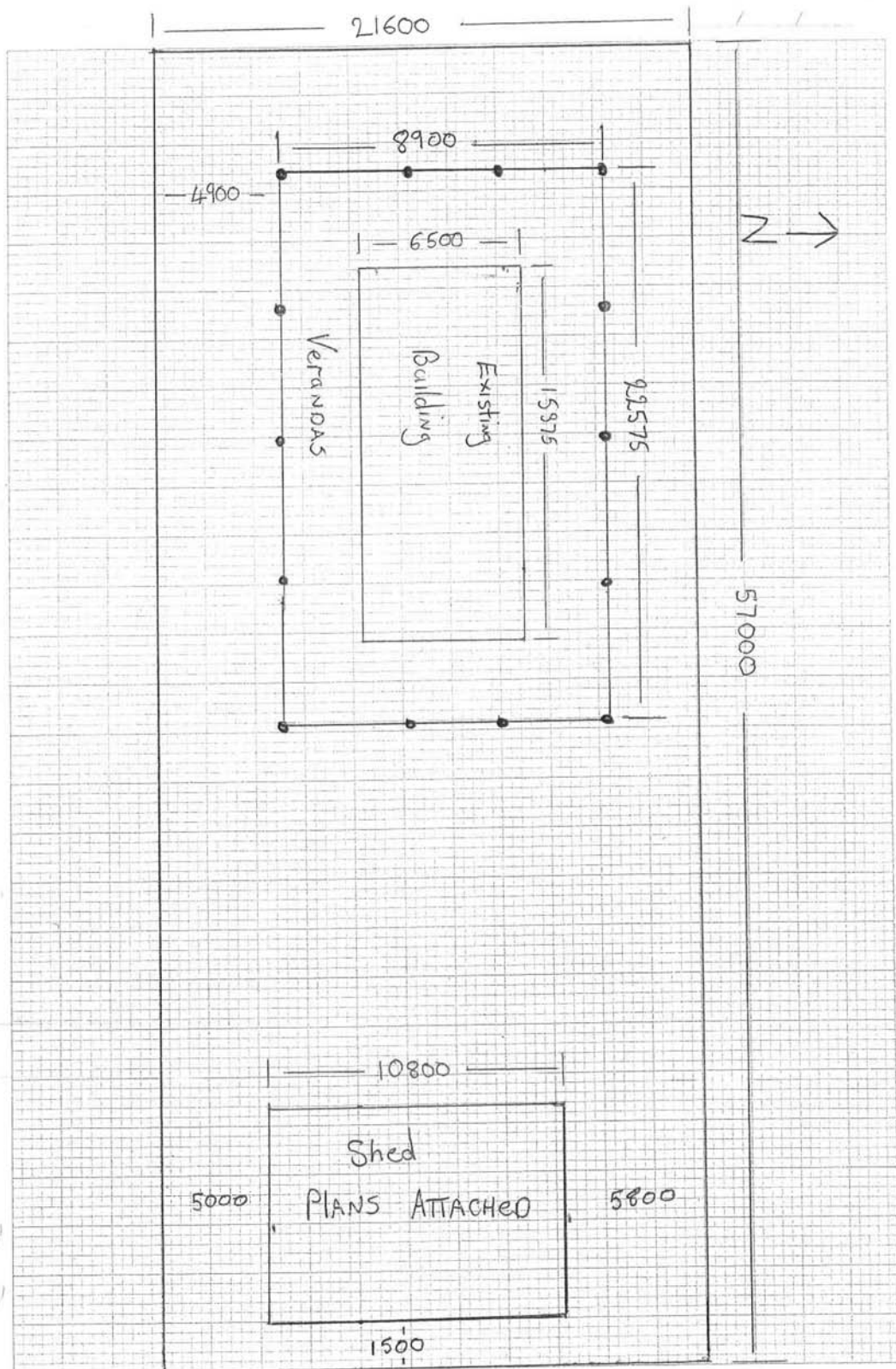


I Am submitting this Application to renovate my old stone church into a Home i have owned this Building for around 15 Years approval WAS granted Back in 2006 But work commitment saw me leave Town I have since Moved Back to Beverley and now have the Time and the means to Renovate this Building. The overall apperence of the Building wont change Much on the outside apart from large Verandas all the way around

Regards Eric Ellis

A handwritten signature in blue ink, appearing to read 'Eric Ellis'.

Attachment 9.1



Attachment 9.1

Internal Fit out

MEZZANINE FLOOR will be designed by
Midland Timber

Internal wall will be Treated structural Pine

MEZZANINE FLOOR will be 22mm chip Board Flooring

Verandas

Veranda Posts will be Recycled Hard wood Power
Poles

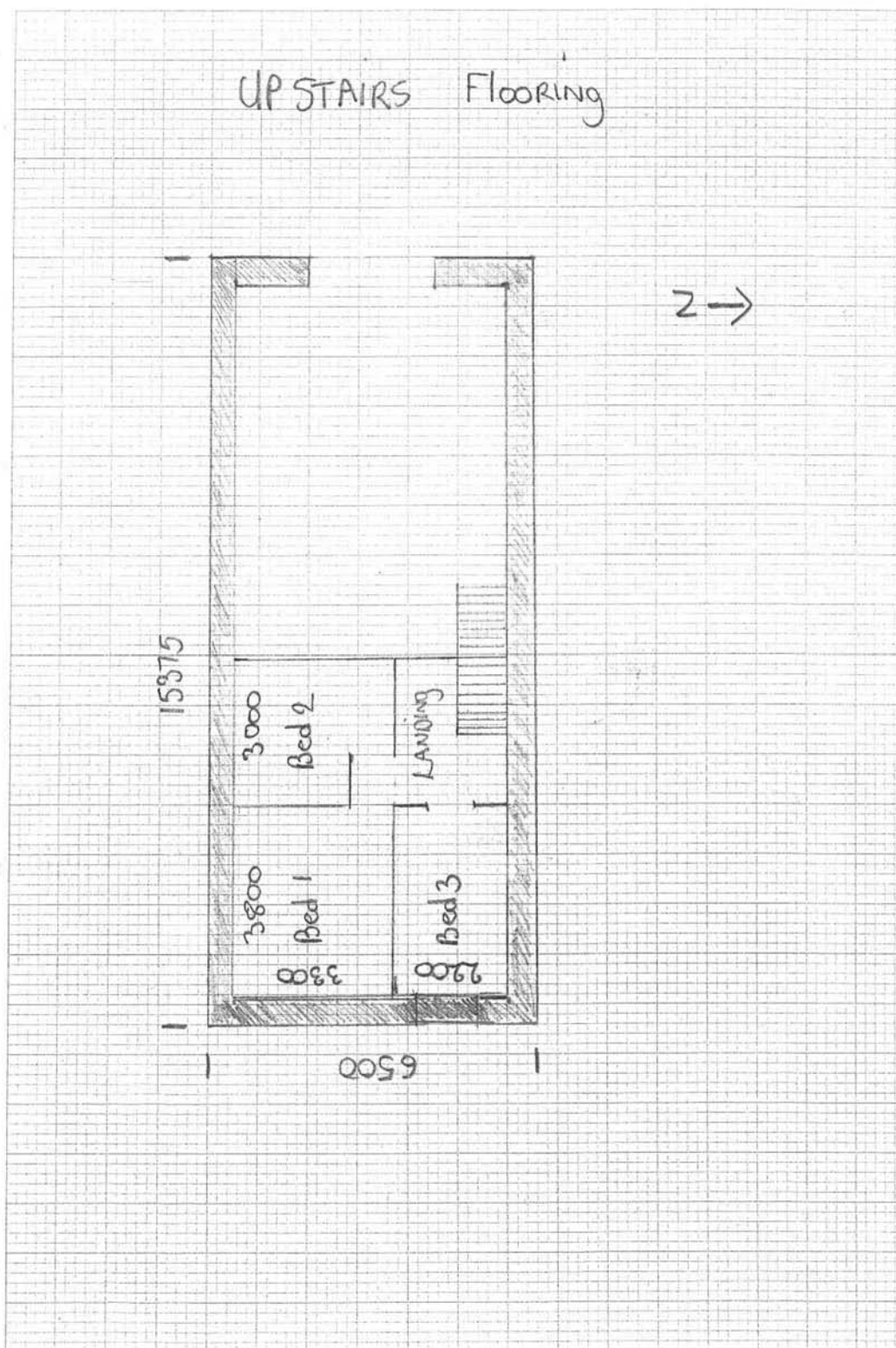
FACIAS will be webbed TRUSSES with steel
RAFTERS for strength

New ZINC ROOF

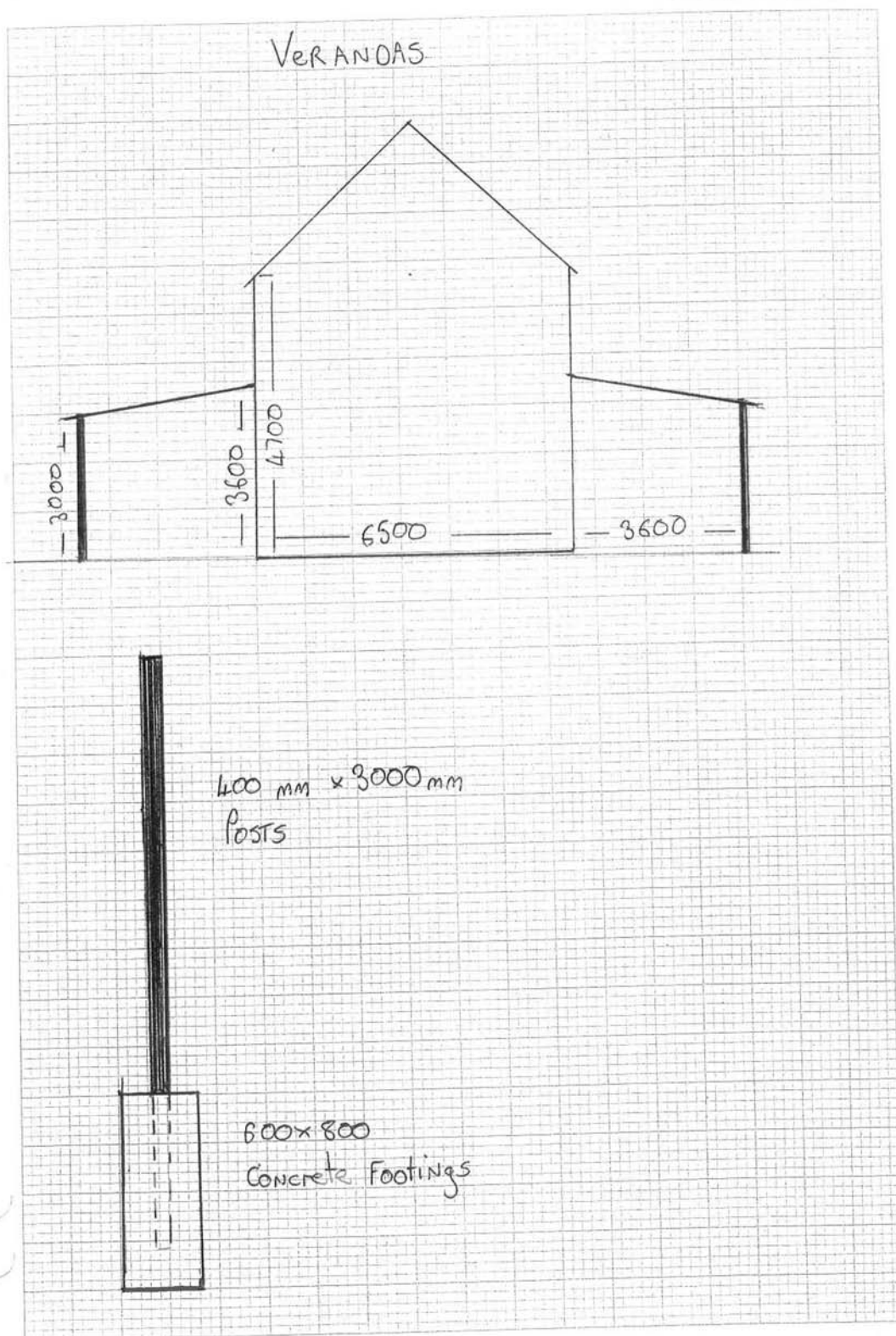
Kitchen - BATHROOM - LAUNDRY

These will be flat Pack ITEMS

Attachment 9.1

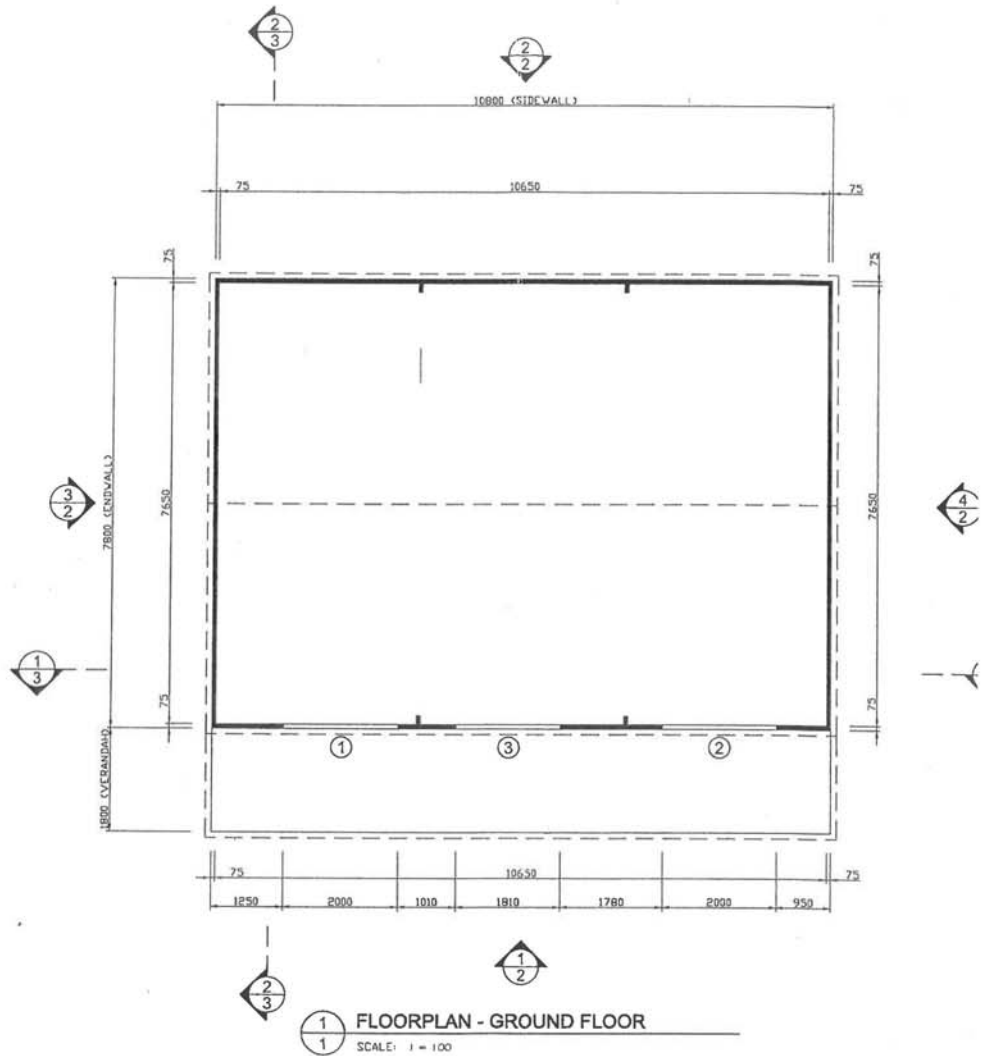


Attachment 9.1

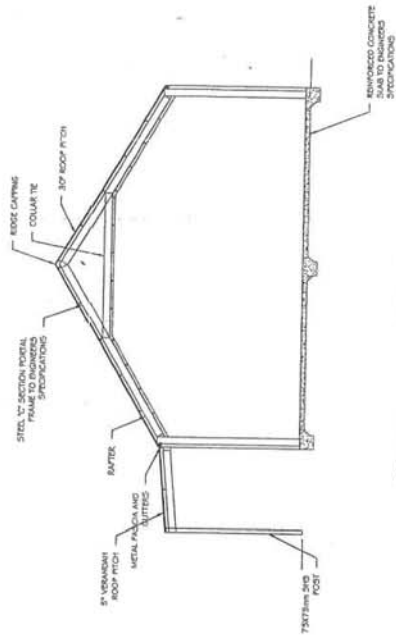


Attachment 9.1

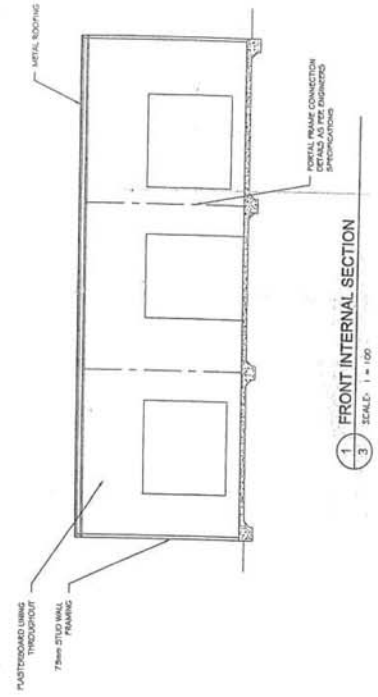
Veranda To Be enclosed as Part of The shed



Attachment 9.1

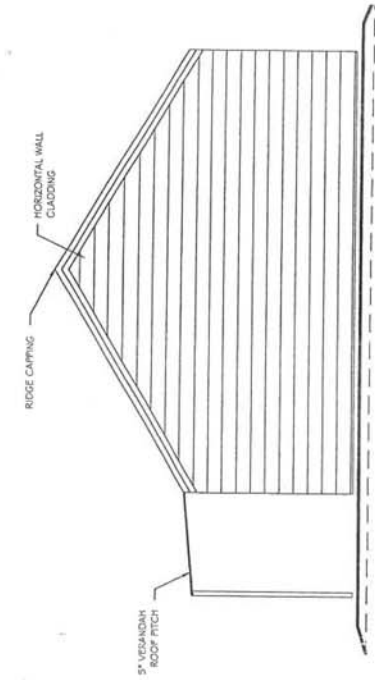


LEFT INTERNAL SECTION
SCALE: 1 = 100

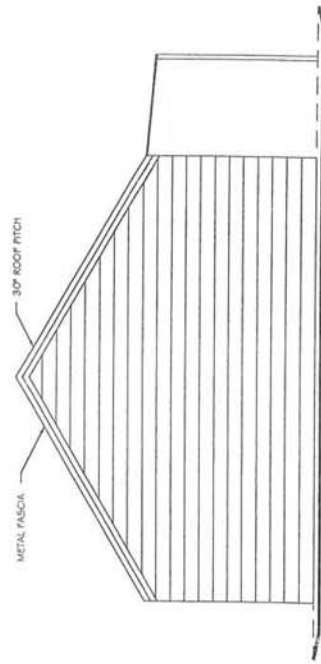


FRONT INTERNAL SECTION
SCALE: 1 = 100

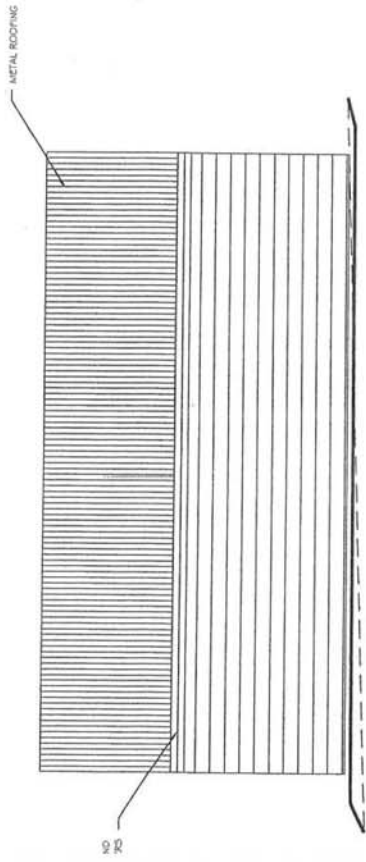
Attachment 9.1



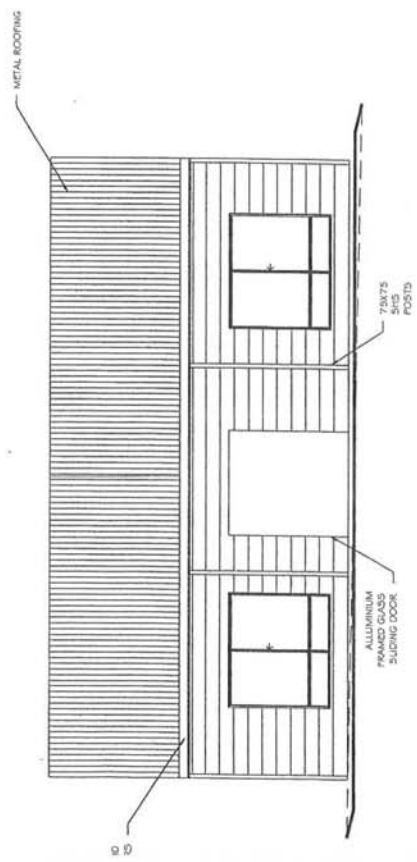
4
2
RIGHT EXTERIOR ELEVATION
 SCALE: 1 = 100



3
LEFT EXTERIOR ELEVATION



2
2
BACK EXTERIOR ELEVATION
 SCALE: 1 = 100



1
FRONT EXTERIOR ELEVATION

9.2 Partial Road Closure – Westdale Road, Westdale

SUBMISSION TO: Ordinary Council Meeting 22 August 2017
REPORT DATE: 15 August 2017
APPLICANT: Shire of Beverley
FILE REFERENCE: RO 005
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Contextual Locality & Locality Map, Fire Shed Plans

SUMMARY

It is proposed to close a section of road reserve, being part of the Westdale Road reserve for the purposes of constructing of a Fire Shed to house equipment of the Dale West Bush Fire Brigade. It will be recommended that Council resolve to initiate closure of the subject section of the road.

BACKGROUND

Council's Community Emergency Services Manager (CESM) applied to the Department of Fire and Emergency Services (DFES) for grant funding for a new Fire Shed for the Dale West Bush Fire Brigade.

A requisite of the grant funding is security of tenure in and/or a management order over the subject land in favour of the Shire.

COMMENT

The identified site for the proposed Fire Shed is regarded as being located optimally in terms of the ability to service the sub-region in which it is located. It is anticipated that the area of road to be closed will be approx. 2,500 m².

To secure a Management Order over the subject land it is now required to perform a Partial Road Closure exercise in order to create a new cadastral entity for the purpose. The new cadastral entity will then become a designated Reserve over which the Shire will be afforded a Management Order for the permitted use of a Fire Shed.

The above proposed route avoids the requirement to purchase the subject land, post road closure, for which no budget allocations were made.

CONSULTATION & ADVERTISING

Should Council initiate the partial closure of the road reserve, public advertising must be conducted for a minimum of 35 days.

Consultation in regards to this item was had with the CESM and the Department of Planning, Lands and Heritage.

STATUTORY ENVIRONMENT

Roads are closed under Section 58 of the Land Administration Act 1997 in compliance with Land Administrative Regulations 1998.

FINANCIAL IMPLICATIONS

The Shire will be responsible for the surveying costs associated with the creation of the new Reserve Lot – (approx. \$ 5,000 - to be confirmed), as well as costs associated with the advertising and consultation for Road Closure.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

There are no policy implications relative to this application.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council initiate the partial closure of the section of the Westdale Road as per the sketch plan and instruct the Shire Planner to commence with the advertising of the road closure.

COUNCIL RESOLUTION

M4/0817

Moved Cr Davis

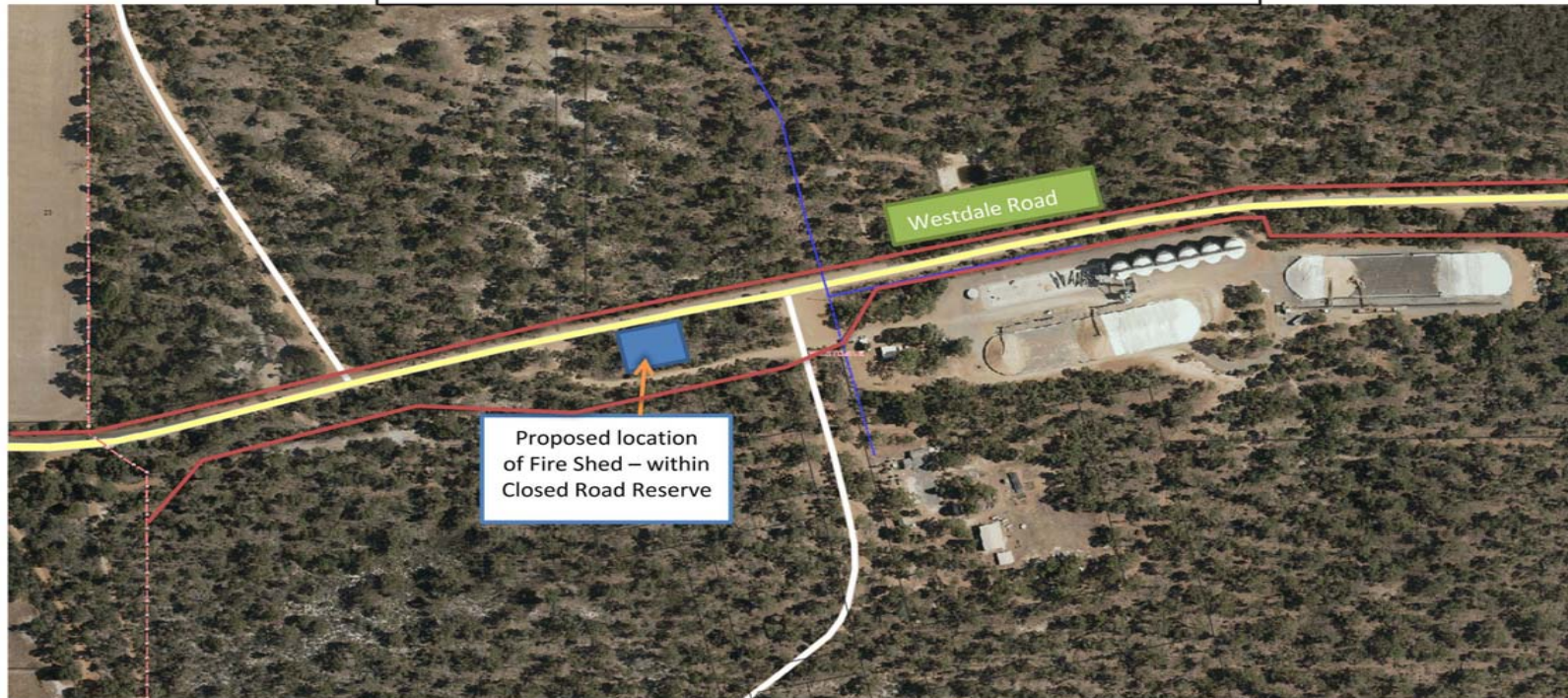
Seconded Cr White

That Council initiate the partial closure of the section of the Westdale Road as per the sketch plan and instruct the Shire Planner to commence with the advertising of the road closure.

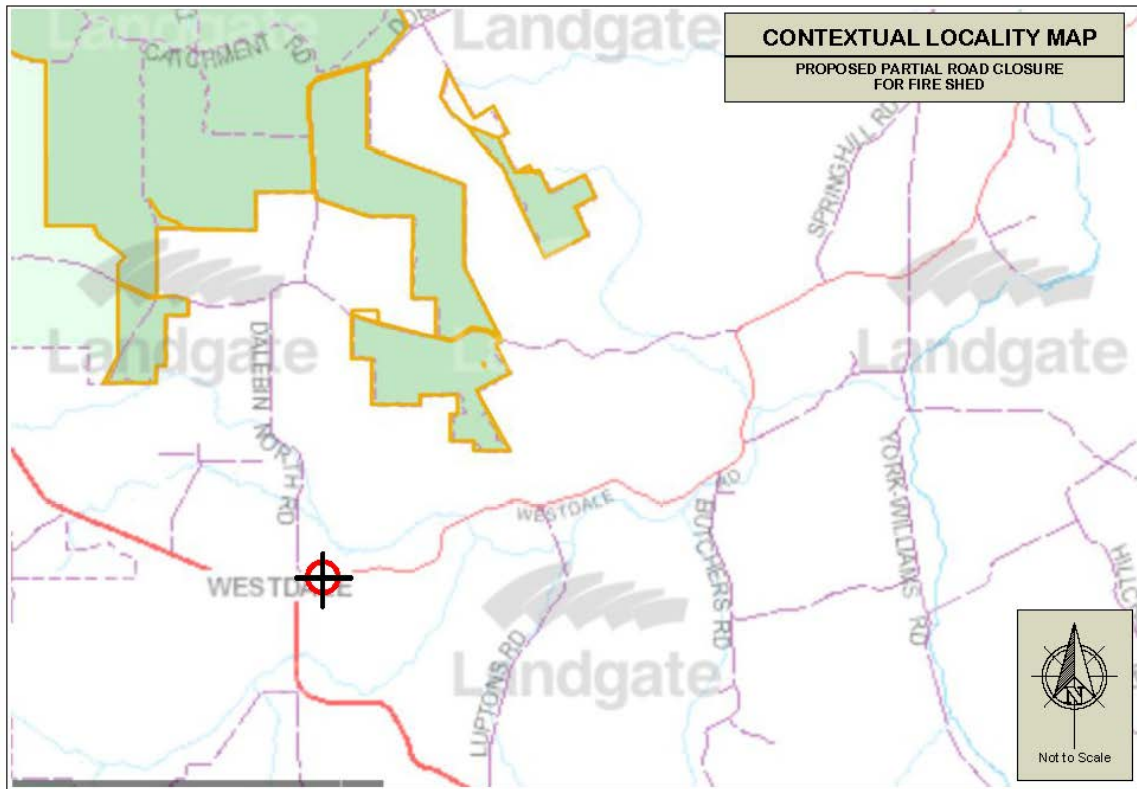
CARRIED 7/0

Attachment 9.2

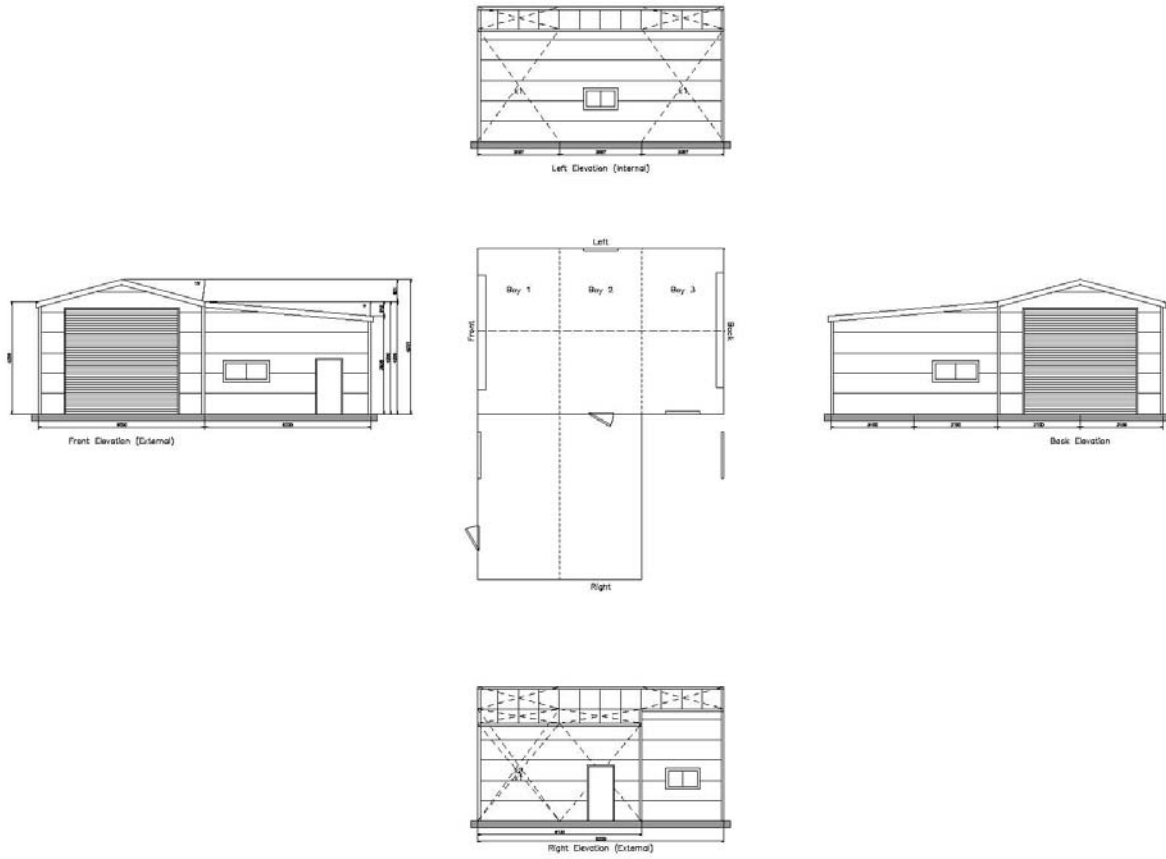
LOCALITY MAP: PROPOSED PARTIAL ROAD CLOSURE – WESTDALE ROAD RESERVE



Attachment 9.2



Attachment 9.2



3:20pm – Cr Murray left the meeting.

9.3 Late Item – Development Application: Intermediate Bulk Container Fuel Storage Unit – Lot 29705 Bremner Road (Beverley Soaring Society)

SUBMISSION TO: Ordinary Council Meeting 22 August 2017
REPORT DATE: 22 August 2017
APPLICANT: Patrick Dubois – Beverley Soaring Society
FILE REFERENCE: BRE 32745
AUTHOR: B S de Beer, Shire Planner
ATTACHMENTS: Locality Map, Site plan, Operations Manual - Towplane refuelling facility (Under separate cover), Intermediate Bulk Container Specifications

SUMMARY

An application has been received for the placement of a 1,500 litre Intermediate Bulk Container (IBC) within a colorbond shed for Avgas storage at the Beverley Airfield. The application will be recommended for approval.

BACKGROUND

The Shire has received an application for development approval to construct a colorbond shed that will house an Intermediate Bulk Container (IBC) for the storage of 1,500 litres of Avgas fuel for the Beverley Soaring Society's towplane at the Beverley Airfield. The proposal is regarded as an extension to an existing non-conforming use recognised by Council at its 28 October 2008 meeting.

The subject site is zoned '*Farming*', contains buildings associated with the Beverley Soaring Society, a number of on-site caravans and existing glider hangars.

The proposed location of the IBC is adjacent to the existing fuel storage facility that will continue to be used.

PROPOSAL

The applicant advises that the Beverley Soaring Society (BSS) at present has one single bunded above ground primary/mixing storage tank which has a maximum useable capacity of 10,000 litres of fuel to provide fuel to the tow aircraft.

The single tank is installed in a secure locked area with a wire mesh surround and a roof to prevent the bund filling with water.

For cost saving reasons, BSS is implementing a mixed fuels strategy for the towplanes comprising of 75% ULP98 and 25% Avgas100, referred to as *Mogas*. The mixed fuels strategy requires an additional 1,500 litre Intermediate Bulk Container (IBC) for the storage of Avgas100.

The applicant submits that BSS towplanes have been modified to accept this fuel mix by way of a minor engine modification, in accordance with an STC issued by Petersen Aviation.

For reasons of security, the IBC is proposed to be incorporated within a standard 3.0 x 3.0 shed, upon a 3.5 x 4.5m concrete slab, adjacent to the main fuel facility enclosure. The primary 10,000 litre tank will be the *Mogas* mixing tank from which the fuel mix for the towplanes will be drawn. The IBC gravity feeds Avgas100, as required, to the mixing tank. Fuel resupply of ULP98 will be added directly to the mixing tank.

BSS holds a Dangerous Goods Site Licence DGS009748 which covers both ULP98 and Avgas100.

COMMENT

The proposed development is regarded as an ancillary use to '*Club Premises*' and as such is a land use not permitted in a Farming zone. However under Clause 5.2 of the Shire of Beverley's Town Planning Scheme No. 2 (TPS 2) Council may grant Planning Approval for the extension of a recognised non-conforming land use. Council recognised non-conforming rights for the land use '*Club Premises*' on the subject site at its 28th October 2008 meeting. Therefore Council may grant Planning Approval for the proposed development.

It is submitted that the proposal will enhance the existing gliding activities that promotes a positive image of Beverley to the wider community. It will therefore be recommended Council grant Planning Approval for the application.

STATUTORY ENVIRONMENT

The application may be approved under Clause 5.2 of 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

Simple Majority

OFFICER'S RECOMMENDATION

That Council grant Development Approval for the construction of a Colorbond Shed and placement of an Intermediate Bulk Container (IBC) for 1,500 litre Avgas Fuel Storage at Lot 29705 Bremner Road / Lukin Street, Beverley, subject to the following conditions and advice notes: -

Conditions:

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the

applicant and endorsed by the Shire's Manager: Planning & Development Services.

2. The prescripts of the *Operations Manual - Towplane Refueling Facility* shall be adhered to at all times.
3. The cladding of the IBC Shed is to be Colorbond or similar approved material, in a colour which is in harmony with the area, to the satisfaction of the Manager: Planning & Development Services.

Advice Notes:

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.

Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.

Note 4: The applicant is advised a building permit is required prior to commencement of any building works.

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

COUNCIL RESOLUTION

M5/0817

Moved Cr Buckland

Seconded Cr Brown

That Council grant Development Approval for the construction of a Colorbond Shed and placement of an Intermediate Bulk Container (IBC) for 1,500 litre Avgas Fuel Storage at Lot 29705 Bremner Road / Lukin Street, Beverley, subject to the following conditions and advice notes: -

Conditions:

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

The prescripts of the *Operations Manual - Towplane Refueling Facility* shall be adhered to at all times.

The cladding of the IBC Shed is to be Colorbond or similar approved material, in a colour which is in harmony with the area, to the satisfaction of the Manager: Planning & Development Services.

Advice Notes:

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.

Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.

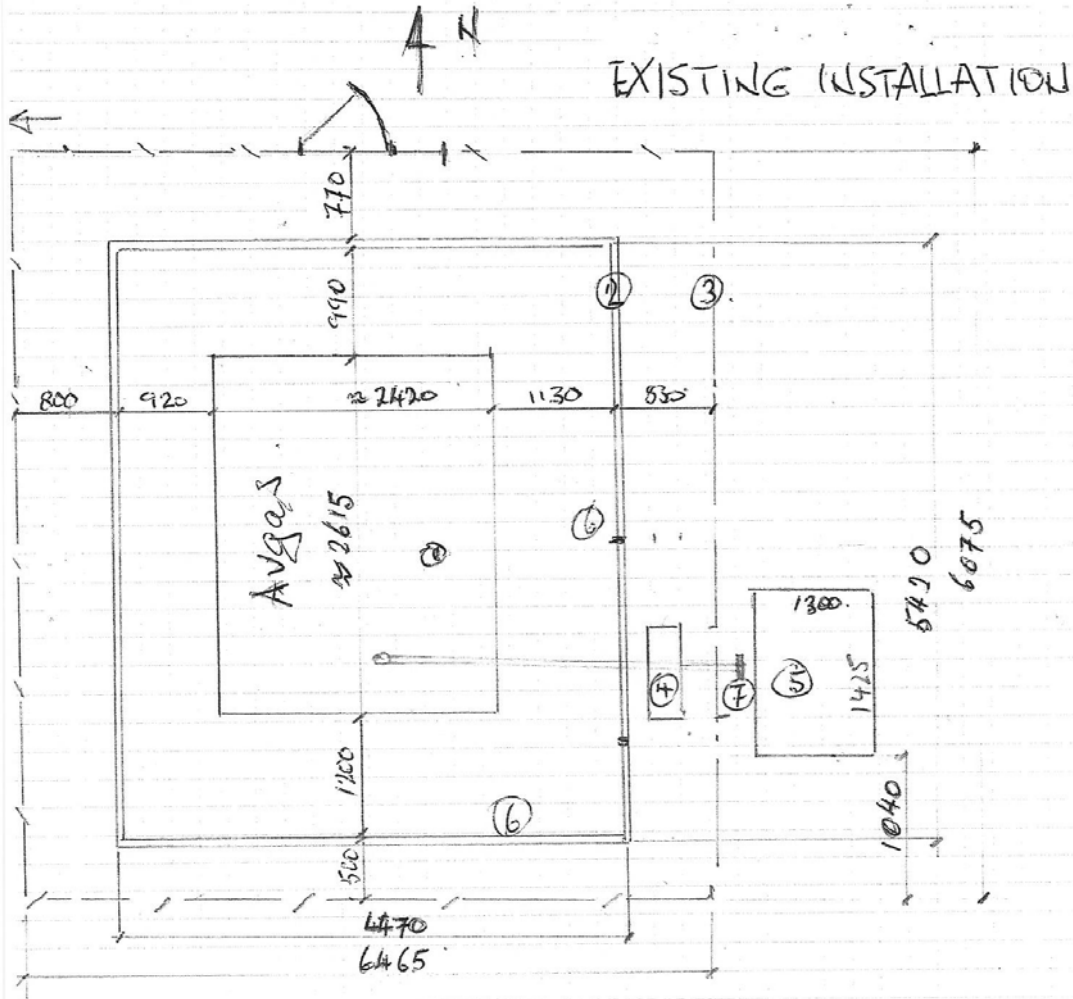
Note 4: The applicant is advised a building permit is required prior to commencement of any building works.

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

CARRIED 6/0

3:25pm – Stefan de Beer, Shire Planner left the meeting and did not return.

Attachment 9.3



Roof height (incl) 2700mm

A

- 90 mm wall thickness.
- bond depth 1300 mm (active).
- bond wall height 1730
- dispensing hose length ± 24m.

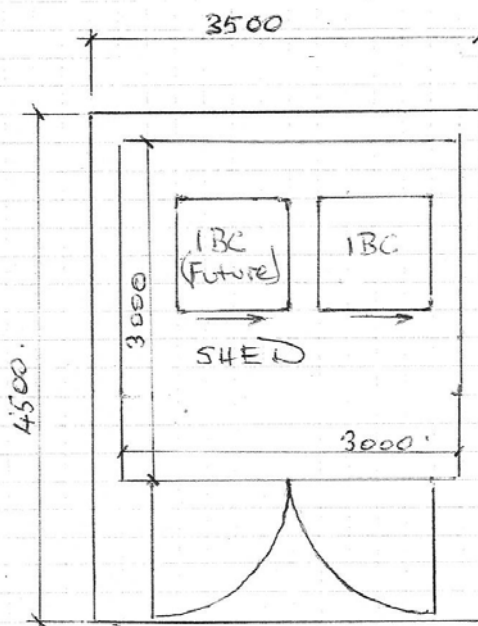
- ① 13,000lt tank.
- ② bond wall.
- ③ fence
- ④ pump.
- ⑤ dispensing.
- ⑥ east & west wall, 1 verging on collapse.
- ⑦ flange tank/dispensing

Scale : approx 1 in 250

Attachment 9.3

Date: 20/8/2017. →

NEW INSTALLATION



CONCRETE 4500 x 3500.
PAD.

SHED, 3000 x 3000 x 2800 H. →

Attachment 9.3



**Technical Specification For
400GAL/1500L IBCs tank**

1. Design standards and approval

1.1 Design standards

Design and test Standard: UN31A/Y. manufactured and tested in accordance with IMDG. The strength calculation of the IBC meet demand of IMDG

1.2 Approval and Certificate

IMDG UN31A/Y.

2. Dimensions and ratings

3.1 External dimensions of the IBCs tank :

Length×Width×Height: 1257×1105×1465 (mm)

3.2 Dimensions of the tank:

Material: SS304

Thickness: 3.0mm (Nominal thickness)

3.3 Max. total capacity : 396 gallon/1500 liters.

Max. filling capacity : 388 gallon/1470 liters(Maximums degree of filling: 98 %).

Density: $\rho \leq 1.90 \text{ Kg/L}$

3.4 Ratings:

Max. gross mass(R): 3,075 kg

Max. payload (P): 2,845 kg

Tare mass (T): 230kg

4. Pressure & Temperature rating

4.1 Pressure:

Design Pressure: Atmospheric Pressure

4.2 Design temperature

Tank shell design temperature: -40°C ~ 50°C

5. Fittings:

Attachment 9.3



5.1 Manhole Assembly (inside 567 mm)

22-5/16" 304 stainless steel manlid with TEF COAT EPDM gasket and 3" fusible vent with PTFE seal gasket and Zinc-plated clamp ring and Stainless steel bolted;

5.2 Relief Valve

Pressure setting 5 psi.

5.3 Air Vent System:

Keep pressure balance when discharging the liquid. 1" with PTFE seal gasket. And cam lock and dust cap with FKM seal gasket

5.4. Bottom Valve:

Discharging valve 2" with PTFE seal material. Cam lock and dust cap with PTFE seal gasket.

5.5. Level gauge:

1/2" mini ball valve and 1/2" PU pipe. The level gauge only provides a visual means for checking the content of an IBC and a means for checking the injection rate or the discharging rate of liquid.

6. Finish:

Weld seam: Acid cleaning and passivation.

10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

3:26pm – Cr Murray rejoined the meeting.

11. FINANCE

11.1 Monthly Financial Report

SUBMISSION TO: Ordinary Council Meeting 22 August 2017
REPORT DATE: 16 August 2017
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: July 2017 Financial Reports

SUMMARY

Council to consider accepting the financial report for the period ending 31 July 2017.

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 2017 Ordinary Meeting, item 11.3.

COMMENT

The monthly financial report for the period ending 31 July 2017 has been provided and includes:

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

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 2017/18 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

AF004 – Investing Surplus Funds

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION

M5/0817

Moved Cr Buckland

Seconded Cr Gogol

That the monthly financial report for the month of July 2017 be accepted and material variances be noted.

CARRIED 7/0

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 July 2017**

Description	Budget 2017/18	YTD Budget 2017/18	YTD Actual 2017/18	YTD Variance	Notes To Material Variances
Operating Revenue					
General Purpose Funding	3,228,040.00	2,897,636.00	2,893,286.51	(4,349.49)	
Governance	6,100.00	374.00	0.00	(374.00)	
Law, Order & Public Safety	186,149.00	12,838.00	12,186.36	(651.64)	
Health	100.00	0.00	0.00	0.00	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	1,403,903.00	10,321.00	9,492.65	(828.35)	
Community Amenities	198,279.00	177,998.00	176,685.28	(1,312.72)	
Recreation & Culture	2,691,835.00	4,402.00	4,706.17	304.17	
Transport	7,016,564.00	115,709.00	69,087.82	(46,621.18)	Allocated MRWA Direct Grant funding reduced post Budget adoption (\$46,842).
Economic Activities	81,500.00	9,415.00	10,661.33	1,246.33	
Other Property & Services	43,100.00	2,666.00	3,682.95	1,016.95	
Total Operating Revenue	14,855,570.00	3,231,359.00	3,179,789.07	(51,569.93)	
Operating Expenditure					
General Purpose Funding	(179,989.00)	(11,465.00)	(11,535.57)	(70.57)	
Governance	(249,780.00)	(40,659.00)	(35,166.31)	5,492.69	
Law, Order & Public Safety	(448,152.00)	(52,626.00)	(49,382.71)	3,243.29	
Health	(148,255.00)	(12,020.00)	(10,984.74)	1,035.26	
Education & Welfare	(78,374.00)	(2,781.00)	(2,839.05)	(58.05)	
Housing	(257,109.00)	(22,620.00)	(20,851.50)	1,768.50	
Community Amenities	(623,763.00)	(29,200.00)	(27,775.68)	1,424.32	
Recreation & Culture	(1,043,277.00)	(82,369.00)	(78,829.42)	3,539.58	
Transport	(2,203,252.00)	(157,618.00)	(155,930.40)	1,687.60	
Economic Activities	(494,577.00)	(29,700.00)	(27,885.38)	1,814.62	
Other Property & Services	3,651.00	(11,416.00)	(59,681.81)	(48,265.81)	POC & PWOH allocation variations.
Total Operating Expenditure	(5,722,877.00)	(452,474.00)	(480,862.57)	(28,388.57)	
Net Operating	9,132,693.00	2,778,885.00	2,698,926.50	(79,958.50)	
Capital Income					
Self-Supporting Loan - Principal Repayment	14,411.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	211,000.00	120,000.00	120,000.00	0.00	
Total Capital Income	225,411.00	120,000.00	120,000.00	0.00	

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 July 2017**

Description	Budget 2017/18	YTD Budget 2017/18	YTD Actual 2017/18	YTD Variance	Notes To Material Variances
Capital Expenditure					
Land and Buildings	(6,534,594.00)	(31,094.00)	(31,027.32)	66.68	
Plant and Equipment	(531,000.00)	(324,000.00)	(324,000.00)	0.00	
Office Furniture and Equipment	(50,500.00)	(833.00)	0.00	833.00	
Road Construction	(3,700,515.00)	(35,000.00)	(33,667.41)	1,332.59	
Other Infrastructure	(4,343,000.00)	(25,000.00)	(23,069.09)	1,930.91	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(69,209.00)	0.00	0.00	0.00	
Total Capital Expenditure	(15,228,818.00)	(415,927.00)	(411,763.82)	4,163.18	
Net Capital	(15,003,407.00)	(295,927.00)	(291,763.82)	4,163.18	
Adjustments					
Depreciation Written Back	1,691,589.00	139,033.00	138,849.79	(183.21)	
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	
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	0.00	0.00	
(Profit)/Loss on Disposal of Assets Written Back	(4,000.00)	(6,166.00)	(6,529.00)	(363.00)	
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
Add Funding From					
Transfer (To)/From Reserves	390,448.00	0.00	0.00	0.00	
New Loan Funds	1,521,151.00	0.00	0.00	0.00	
Opening Surplus/(Deficit)	2,271,526.00	2,271,526.00	2,271,526.49	0.49	
Total Adjustments	5,870,714.00	2,404,393.00	2,403,847.28	(545.72)	
CLOSING SURPLUS/(DEFICIT)	0.00	4,887,351.00	4,811,009.96	(76,341.04)	

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 July 2017	
Description	YTD Actual 2017/18
Current Assets	
Cash at Bank	114,552.29
Cash - Unrestricted Investments	1,961,188.75
Cash - Restricted Reserves	2,285,770.33
Cash on Hand	300.00
Accounts Receivable	3,816,701.37
Self-Supporting Loan - Current	14,411.41
Inventory - Fuel	10,323.87
Total Current Assets	8,203,248.02
Current Liabilities	
Accounts Payable	(836,388.65)
Loan Liability - Current	(69,209.08)
Annual Leave Liability - Current	(175,992.28)
Long Service Leave Liability - Current	(140,242.31)
Doubtful Debts	(168,489.59)
Total Current Liabilities	(1,390,321.91)
Adjustments	
Less Restricted Reserves	(2,285,770.33)
Less Self Supporting Loan Income	(14,411.41)
Add Leave Reserves - Cash Backed	229,056.51
Add Loan Principal Expense	69,209.08
Total Adjustments	(2,001,916.15)
NET CURRENT ASSETS	4,811,009.96

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING
31 July 2017**

Description	Actual 2016/17	YTD Actual 2017/18	Movement
Current Assets			
Cash and Cash Equivalents	4,705,857.09	4,361,811.37	(344,045.72)
Accounts Receivable	618,061.15	3,816,701.37	3,198,640.22
Self-Supporting Loan - Current	14,411.41	14,411.41	0.00
Inventory	13,591.69	10,323.87	(3,267.82)
Total Current Assets	5,351,921.34	8,203,248.02	2,851,326.68
Current Liabilities			
Accounts Payable	(524,545.44)	(836,388.65)	(311,843.21)
Loan Liability - Current	(69,209.08)	(69,209.08)	0.00
Annual Leave Liability - Current	(175,992.28)	(175,992.28)	0.00
Long Service Leave Liability - Current	(140,242.31)	(140,242.31)	0.00
Doubtful Debts	(168,489.59)	(168,489.59)	0.00
Total Current Liabilities	(1,078,478.70)	(1,390,321.91)	(311,843.21)
Non-Current Assets			
Non-Current Debtors	106,148.59	106,148.59	0.00
Land and Buildings	18,496,080.21	18,493,956.58	(2,123.63)
Plant and Equipment	1,987,610.88	2,169,518.15	181,907.27
Furniture and Equipment	172,475.58	168,579.88	(3,895.70)
Infrastructure	27,937,365.04	27,920,920.13	(16,444.91)
Self-Supporting Loan - Non Current	74,124.94	74,124.94	0.00
Total Non-Current Assets	48,773,805.24	48,933,248.27	159,443.03
Non-Current Liabilities			
Loan Liability - Non Current	(1,000,521.50)	(1,000,521.50)	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(30,300.18)	(30,300.18)	0.00
Total Non-Current Liabilities	(1,030,821.68)	(1,030,821.68)	0.00
Net Assets	52,016,426.20	54,715,352.70	2,698,926.50
Equity			
Accumulated Surplus	(39,234,985.63)	(41,933,912.13)	(2,698,926.50)
Reserves - Cash Backed	(2,285,770.33)	(2,285,770.33)	0.00
Reserve - Revaluations	(10,495,670.24)	(10,495,670.24)	0.00
Total Equity	(52,016,426.20)	(54,715,352.70)	(2,698,926.50)

SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE & TYPE FOR THE PERIOD ENDING 31 July 2017		
Description	Budget 2017/18	YTD Actual 2017/18
Income		
Rates	2,669,880.00	2,892,854.98
Operating Grants, Subsidies and Contributions	2,271,419.00	82,698.89
Profit On Asset Disposal	12,000.00	6,529.00
Service Charges	0.00	0.00
Fees & Charges	523,761.00	200,090.91
Interest Earnings	103,888.00	(428.47)
Other Revenue	60,500.00	4,572.76
Non-Operating Grants, Subsidies and Contributions	9,238,188.00	0.00
Total Income by Nature & Type	14,879,636.00	3,186,318.07
Expenditure		
Employee Costs	(2,134,739.00)	(140,353.31)
Materials & Contracts	(1,840,463.00)	(64,161.10)
Utilities	(208,638.00)	(14,246.45)
Depreciation On Non-Current Assets	(1,691,589.00)	(138,849.79)
Interest Expenses	(34,504.00)	310.80
Insurance Expenses	(168,227.00)	(107,993.46)
Other Expenditure	(81,975.00)	(26,812.50)
Loss On Asset Disposal	(8,000.00)	0.00
Loss on Revaluation of Non-Current Assets	0.00	0.00
Total Expenditure by Nature & Type	(6,168,135.00)	(492,105.81)
Allocations		
Reallocation Codes Expenditure	421,192.00	4,714.24
Reallocation Codes Income	0.00	0.00
Total Allocations	421,192.00	4,714.24
Net Operating by Nature & Type	9,132,693.00	2,698,926.50

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 July 2017**

Job #	Job Description	YTD Actual 2017/18
	Rural Road Maintenance	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	0.00
RR002	Athol Rd (RoadID: 26) (Maintenance)	1,982.18
RR003	Avoca Rd (RoadID: 98) (Maintenance)	476.82
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	0.00
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	0.00
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	1,501.06
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	1,407.58
RR008	Barrington Rd (RoadID: 13) (Maintenance)	0.00
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)	3,084.94
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)	0.00
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)	0.00
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)	0.00
RR029	Corberding Rd (RoadID: 43) (Maintenance)	0.00
RR030	County Peak Rd (RoadID: 96) (Maintenance)	0.00
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	0.00
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	0.00
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)	0.00
RR039	Ewert Rd (RoadID: 27) (Maintenance)	3,133.96

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 July 2017**

Job #	Job Description	YTD Actual 2017/18
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	0.00
RR041	Fishers Rd (RoadID: 75) (Maintenance)	544.93
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	1,121.63
RR043	Gors Rd (RoadID: 30) (Maintenance)	0.00
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	0.00
RR045	Heals Rd (RoadID: 95) (Maintenance)	801.97
RR046	Hills Rd (RoadID: 76) (Maintenance)	0.00
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	0.00
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	0.00
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	879.01
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)	0.00
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	0.00
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	0.00
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	0.00
RR060	Lennard Rd (RoadID: 58) (Maintenance)	0.00
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	0.00
RR062	Luptons Rd (RoadID: 22) (Maintenance)	0.00
RR063	Maitland Rd (RoadID: 39) (Maintenance)	0.00
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	0.00
RR065	Manns Rd (RoadID: 59) (Maintenance)	0.00
RR066	Manuels Rd (RoadID: 37) (Maintenance)	0.00
RR067	Mawson Rd (RoadID: 100) (Maintenance)	4,955.63
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)	4,894.61
RR075	Murrays Rd (RoadID: 71) (Maintenance)	0.00
RR076	Negus Rd (RoadID: 50) (Maintenance)	0.00
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	0.00
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	0.00
RR079	Patten Rd (RoadID: 53) (Maintenance)	0.00

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 July 2017**

Job #	Job Description	YTD Actual 2017/18
RR080	Petchells Rd (RoadID: 38) (Maintenance)	1,267.50
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	0.00
RR082	Pike Rd (RoadID: 45) (Maintenance)	0.00
RR083	Potts Rd (RoadID: 14) (Maintenance)	0.00
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	908.13
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	0.00
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	0.00
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	2,835.40
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	111.70
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)	323.14
RR096	Sims Rd (RoadID: 155) (Maintenance)	0.00
RR097	Ski Rd (RoadID: 83) (Maintenance)	2,887.48
RR098	Smith Rd (RoadID: 72) (Maintenance)	0.00
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	841.96
RR100	Spavens Rd (RoadID: 44) (Maintenance)	0.00
RR101	Springhill Rd (RoadID: 23) (Maintenance)	0.00
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)	0.00
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	317.56
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)	0.00
RR114	Westdale Rd (RoadID: 166) (Maintenance)	1,170.66
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)	584.00

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 July 2017**

Job #	Job Description	YTD Actual 2017/18
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	641.63
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	0.00
RR888	Tree Lopping - Rural Roads (Maintenance)	9,922.00
RR999	Rural Roads Various (Maintenance)	714.69
WANDRRA	Disaster Recovery Works	0.00
Sub Total	Rural Road Maintenance	47,310.17
	Town Street Maintenance	
TS001	Barnsley St (RoadID: 162) (Maintenance)	566.86
TS002	Bartram St (RoadID: 114) (Maintenance)	0.00
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	0.00
TS005	Broun St (RoadID: 144) (Maintenance)	0.00
TS006	Chestillion Ct (RoadID: 139) (Maintenance)	0.00
TS007	Chipper St (RoadID: 126) (Maintenance)	0.00
TS008	Council Rd (RoadID: 149) (Maintenance)	142.41
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	0.00
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)	0.00
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)	0.00
TS024	Hopkin St (RoadID: 128) (Maintenance)	0.00
TS025	Horley St (RoadID: 127) (Maintenance)	0.00
TS026	Hunt Rd (Maintenance)	3,059.14
TS027	Husking St (RoadID: 117) (Maintenance)	191.41
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	80.70
TS030	Langsford St (RoadID: 152) (Maintenance)	0.00

SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 July 2017		
Job #	Job Description	YTD Actual 2017/18
TS031	Lennard St (RoadID: 113) (Maintenance)	0.00
TS032	Ludgate St (RoadID: 143) (Maintenance)	0.00
TS033	Lukin St (RoadID: 104) (Maintenance)	370.88
TS034	Mcneil St (RoadID: 141) (Maintenance)	0.00
TS035	Monger St (RoadID: 116) (Maintenance)	0.00
TS036	Morrison St (RoadID: 112) (Maintenance)	0.00
TS037	Nicholas St (RoadID: 123) (Maintenance)	0.00
TS038	Prior Pl (RoadID: 174) (Maintenance)	0.00
TS039	Queen St (RoadID: 110) (Maintenance)	24.31
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)	24.31
TS045	Shed St (RoadID: 136) (Maintenance)	0.00
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)	288.36
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	0.00
TS888	Tree Lopping - Town Streets (Maintenance)	0.00
TS999	Town Streets Various (Maintenance)	482.18
Sub Total	Town Streets Maintenance	5,230.56
Total	Road Maintenance	52,540.73

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 July 2017						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
2316440	Reserve Funds Bendigo					
	Long Service Leave	99,175.45				
	Office Equipment	20,839.71				
	Airfield Emergency	37,259.48				
	Plant	210,493.53				
	Bush Fire Fighters	120,195.85				
	Building	402,229.01				
	Recreation Ground	389,632.27				
	Cropping Committee	378,493.86				
	Avon River Development	24,158.64				
	Annual Leave	129,881.06				
	Community Bus	31,870.39				
	Road Construction	365,825.93				
	Senior Housing	75,715.15	2,285,770.33	3 mths	2.35%	27/06/2017
2902-40204	Online Saver ANZ	128.27	128.27	Ongoing	0.00%	Ongoing
2181730	Term Deposit Bendigo	311,060.48	311,060.48	3 mths	2.30%	8/08/2017
2279055	Term Deposit Bendigo	400,000.00	400,000.00	3 mnths	2.35%	24/08/2017
2288671	Term Deposit Bendigo	450,000.00	450,000.00	3 mths	2.45%	1/09/2017
2297462	Term Deposit Bendigo	400,000.00	400,000.00	4 mnths	2.55%	13/10/2017
2297465	Term Deposit Bendigo	400,000.00	400,000.00	5 mnths	2.55%	13/11/2017
	Total		4,246,959.08			

11.2 Accounts Paid by Authority

SUBMISSION TO: Ordinary Council Meeting 22 August 2017
REPORT DATE: 16 August 2017
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: July 2017 – 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 2017.

COMMENT

Unless otherwise identified, all payments have been made in accordance with Council's 2017/18 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 2017/18 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 List of Accounts as presented, be received:

July 2017:

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

Cheque vouchers

05 JUL 2017	1580-1580	(1)	\$	1393.79	(authorised by CEO S Gollan and DCEO S Marshall)
13 JUL 2017	1581-1581	(1)	\$	716.26	(authorised by CEO S Gollan and Cr D White)
20 JUL 2017	1587-1591	(5)	\$	27,537.29	(authorised by CEO S Gollan and DCEO S Marshall)
27 JUL 2017	1592-1592	(1)	\$	929.50	(authorised by CEO S Gollan and DCEO S Marshall)

Total of cheque vouchers for JUL 2017 incl \$30,576.78 previously paid

EFT vouchers

05 JUL 2017	EFT 2461-2479	(19)	\$	75,155.98	(authorised by CEO S Gollan and DCEO S Marshall)
13 JUL 2017	1-41	(41)	\$	58,003.06	(authorised by Cr D White and Cr T Buckland)
13 JUL 2017	EFT 2480-2504	(25)	\$	111,138.06	(authorised by CEO S Gollan and Cr D White)
20 JUL 2017	EFT 2507-2531	(25)	\$	57,909.25	(authorised by CEO S Gollan and DCEO S Marshall)
27 JUL 2017	EFT 2533-2536	(4)	\$	4,487.48	(authorised by CEO S Gollan and DCEO S Marshall)
27 JUL 2017	1-40	(40)	\$	54,429.65	(authorised by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for JUL 2017 incl \$361,123.48 previously paid.

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

Cheque vouchers

Total of cheque vouchers for JUL 2017 incl \$ 0.00 previously paid.

EFT vouchers

20 JUL 2017	EFT 2506-2506	(1)	\$	350.00	(authorised by CEO S Gollan and DCEO S Marshall)
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Total of EFT vouchers for JUL 2017 incl \$ 350.00 previously paid.

(3) **Direct Debit** Payments totalling \$ 97,017.82 previously paid.

(4) **Credit Card** Payments totalling \$ 1,276.25 previously paid.

COUNCIL RESOLUTION

M6/0817

Moved Cr Buckland

Seconded Cr Brown

That the List of Accounts as presented, be received:

July 2017:

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

Cheque vouchers

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13 JUL 2017	1581-1581	(1)	\$	716.26	(authorised by CEO S Gollan and Cr D White)
20 JUL 2017	1587-1591	(5)	\$	27,537.29	(authorised by CEO S Gollan and DCEO S Marshall)
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Total of cheque vouchers for JUL 2017 incl \$30,576.78 previously paid

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27 JUL 2017	1-40	(40)	\$	54,429.65	(authorised by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for JUL 2017 incl \$361,123.48 previously paid.

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

Cheque vouchers

Total of cheque vouchers for JUL 2017 incl \$ 0.00 previously paid.

EFT vouchers

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Total of EFT vouchers for JUL 2017 incl \$ 350.00 previously paid.

(3) Direct Debit Payments totalling \$ 97,017.82 previously paid.

(4) Credit Card Payments totalling \$ 1,276.25 previously paid.

CARRIED 7/0

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1580	05-Jul-2017	Commissioner of State Revenue	Refund of Claimed Deferred Interest	(1,393.73)	(1,393.73)
Cheque #	1581	13-Jul-2017	Telstra	Mobiles: CESM, LHand, CEO, D/CEO, PLANNER, 2 x Message Sign + 2 Tablets: Rent to 27 Jul Calls to 27 Jun	(716.26)	(716.26)
Cheque #	1587	20-Jul-2017	ACMA - Australian Comm & Media Authority	Land mobile Appart Lic Renewal Lic 252882/1 Exp: 31/07	(109.00)	
Cheque #	1588	20-Jul-2017	ATO - Australian Tax Office	June 2017 BAS Obligation	(13,306.00)	
Cheque #	1589	20-Jul-2017	Synergy	Power Bills - Jul 17	(12,206.00)	
Cheque #	1590	20-Jul-2017	Telstra	Telephone Bills - Jul 17	(1,311.23)	
Cheque #	1591	20-Jul-2017	Water Corporation	Water Bills - Jul 17	(605.06)	(27,537.29)
Cheque #	1592	27-Jul-2017	Synergy	Town Hall: 18 May - 17 Jul 17	(929.50)	(929.50)
EFT Pymt	EFT 2461	05-Jul-2017	ASB Marketing P/L	Beverley Brand Merchandise	(3,499.71)	
EFT Pymt	EFT 2462	05-Jul-2017	Avon Waste	1,960 x Bin Collection FE 23 Jun 1 x Recycling	(4,285.86)	
EFT Pymt	EFT 2463	05-Jul-2017	BDF - Beverley Dome Fuel & Hire	5982 L Diesel @ 1.1035/L	(6,601.14)	
EFT Pymt	EFT 2464	05-Jul-2017	BPA Engineering	LB1601 - Bev Cornerstone: Stormwater drainage progress claim	(1,100.00)	
EFT Pymt	EFT 2465	05-Jul-2017	BSL - Building Commission	June Collections x 2	(282.67)	
EFT Pymt	EFT 2466	05-Jul-2017	Beverley Transport Service	MUN1710 - Truck hire to cart gravel to Yenyening Lakes Rd	(12,248.50)	
EFT Pymt	EFT 2467	05-Jul-2017	CTF - Construction Training Fund (BCTIF)	June Collections x 1	(171.75)	
EFT Pymt	EFT 2468	05-Jul-2017	Covs	LED Tail Light - BE3635	(248.13)	
EFT Pymt	EFT 2469	05-Jul-2017	Dawsons Concrete & Reinforcing	Footpath Renewal: Progress Payment	(10,000.00)	
EFT Pymt	EFT 2470	05-Jul-2017	Fire & Safety WA	Personal protective equipment & clothing for BFB'S	(1,226.61)	
EFT Pymt	EFT 2471	05-Jul-2017	Flexible Drive Pty Ltd	LED Worklights	(2,203.82)	
EFT Pymt	EFT 2472	05-Jul-2017	Game On Contracting	MUN1710 Cart Gravel to Yenyening Lakes Rd	(18,658.75)	
EFT Pymt	EFT 2473	05-Jul-2017	Morris Pest and Weed Control	Various Bridges: Termite Inspection & Treatment	(4,930.00)	
EFT Pymt	EFT 2474	05-Jul-2017	Norm Reynolds Electrical &	OF1702 - 59 John St - Lounge Suite	(2,800.00)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS	
			Furniture (Retravision)				
EFT Pymt	EFT 2475	05-Jul-2017	PCS - Perfect Computer Solutions	Computer Support: June 2017	(85.00)		
EFT Pymt	EFT 2476	05-Jul-2017	Porter Consulting Engineers	Re: Beverley Aged Care Developments - Claim for Project costs as requested for preparation of indicative development costs	(4,400.00)		
EFT Pymt	EFT 2477	05-Jul-2017	Shacks Holden	BEV0 (PSDN08): 15,000k Service	(572.34)		
EFT Pymt	EFT 2478	05-Jul-2017	Sunny Sign Company	Various Signs - Various Areas	(1,745.70)		
EFT Pymt	EFT 2479	05-Jul-2017	The Red Vault	Catering: Works Training	(96.00)	(75,155.98)	
EFT Pymt	EFT 2480	13-Jul-2017	ADC Projects	LB1601 - Completion of Stage 2, documentation for Tender - Bev Cornerstone	(13,717.00)		
EFT Pymt	EFT 2481	13-Jul-2017	ASB Marketing P/L	Uniform Order - Steve Gollan	(451.94)		
EFT Pymt	EFT 2482	13-Jul-2017	Avon Trading Co	June 2017 Hardward Purchases	(823.74)		
EFT Pymt	EFT 2483	13-Jul-2017	B M Minchin & Sons	Gravel Royalties: Jan - Jun 17	(7,891.40)		
EFT Pymt	EFT 2484	13-Jul-2017	BOC Limited	2017-05 May Cylinder Rental	(30.22)		
EFT Pymt	EFT 2485	13-Jul-2017	BPA Engineering	Bev Cornerstone Centre: Stages 1 & 2 Carpark Design	(16,720.00)		
EFT Pymt	EFT 2486	13-Jul-2017	Beverley Supermarket & Liquor (IGA)	June 2017 Purchases	(779.94)		
EFT Pymt	EFT 2487	13-Jul-2017	Blackwoods	Various Buildings - Cleaning Products	(1,068.56)		
EFT Pymt	EFT 2488	13-Jul-2017	Bunnings Building Supplies P/L	Wet and Dry Vacuum Cleaner	(79.00)		
EFT Pymt	EFT 2489	13-Jul-2017	Core Business Australia Pty Ltd	WANDRRA: Claim - 5 Jun	(1,727.00)		
EFT Pymt	EFT 2490	13-Jul-2017	Correring Pty Ltd	Gravel Royalties: Jan - Jun 17	(18,008.10)		
EFT Pymt	EFT 2491	13-Jul-2017	Cr Denise Jo Ridgway	Travel Claim Apr - Jun 17	(816.26)		
EFT Pymt	EFT 2492	13-Jul-2017	Creative Spaces	Beverley Interpretation Plan	(8,923.20)		
EFT Pymt	EFT 2493	13-Jul-2017	EA Strange & Co	Gravel Royalties: Jan - Jun 17	(13,987.60)		
EFT Pymt	EFT 2494	13-Jul-2017	Felton Industries P/L	LB1717 - Two sided park setting & 120L Bin (General)	(7,997.00)		
EFT Pymt	EFT 2495	13-Jul-2017	Game On Contracting	MUN1710: Cart Gravel to Ski Road	(8,844.00)		

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 2496	13-Jul-2017	June Ursula Wood (Estate of)	Rates refund for assessment A299 26 JOHN ST BEVERLEY 6304	(554.00)	
EFT Pymt	EFT 2497	13-Jul-2017	Kleenheat Gas	SH06: 2016/17 Cylinder Service for 59 (L46) Smith St	(69.30)	
EFT Pymt	EFT 2498	13-Jul-2017	LGPA - Local Government Professionals Aust WA (LGMA)	Induction to local government workshop 20 July - J Murray	(290.00)	
EFT Pymt	EFT 2499	13-Jul-2017	Stephen Gollan	Getaway Outdoors - Gift Voucher - D & L Storer - Farewell Gift	(350.00)	
EFT Pymt	EFT 2500	13-Jul-2017	The Colliefields	2 Night Accom Collie - BRMPC Meeting 25th & 26th Oct 16	(198.00)	
EFT Pymt	EFT 2501	13-Jul-2017	Toll Ipec P/L (Courier Aust)	Freight Charges: Various Products	(79.79)	
EFT Pymt	EFT 2502	13-Jul-2017	Total Tools Midland	Workshop - Various Tools	(3,295.95)	
EFT Pymt	EFT 2503	13-Jul-2017	WA Contract Ranger Services	Ranger Services: 22 - 26 June 17	(724.62)	
EFT Pymt	EFT 2504	13-Jul-2017	WA Treasury Corporation	Guarantee Fee on Loans 112, 117, 118, 119	(3,711.44)	(111,138.06)
EFT Pymt	EFT 2507	20-Jul-2017	AITs Specialists P/L	2017-06 Jun Fuel Tax Credits	(266.31)	
EFT Pymt	EFT 2508	20-Jul-2017	Arrow Bronze	Niche Wall - Anglican: Double Plaque - R Kempton (Inc extra proof)	(247.44)	
EFT Pymt	EFT 2509	20-Jul-2017	Australia Post	Jun 2017 Postage	(475.46)	
EFT Pymt	EFT 2510	20-Jul-2017	Autopro Northam	Fuel Filter: PLDR02 & Degreaser 5L	(57.32)	
EFT Pymt	EFT 2511	20-Jul-2017	Avon Express	Freight Charges	(198.00)	
EFT Pymt	EFT 2512	20-Jul-2017	Avon Valley Windscreens	2 x Windscreen Replacement - PTRK04 & PUTE08	(1,029.00)	
EFT Pymt	EFT 2513	20-Jul-2017	BDF - Beverley Dome Fuel & Hire	3500 L Diesel @ 1.1383/L	(3,984.05)	
EFT Pymt	EFT 2514	20-Jul-2017	Barend Stephanus de Beer	Reimbursements for various purchases	(108.68)	
EFT Pymt	EFT 2515	20-Jul-2017	Beverley Country Kitchen (BCK)	Corporate Strategy Meeting - 12 People: Lunch	(300.00)	
EFT Pymt	EFT 2516	20-Jul-2017	Blackwoods	Town Streets - 120 L Bin Bags	(105.97)	
EFT Pymt	EFT 2517	20-Jul-2017	Country Wide Windscreens	Stone chip repair on Toyota Prado - 1GGD228	(88.00)	
EFT Pymt	EFT 2518	20-Jul-2017	Dept of Fire & Emergency Services (DFES)	Prescribed burning forum 2017 training - Conference accommodation and meals	(185.00)	
EFT Pymt	EFT 2519	20-Jul-2017	Dept of Planning Lands and Heritage	Res Avon 27959 Lease M355805 to 31 Dec 17	(4,675.00)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 2520	20-Jul-2017	Frontline Fire & Rescue	Various purchases - Plant & Equipment and Clothing & Accessories	(9,794.97)	
EFT Pymt	EFT 2521	20-Jul-2017	Hitachi Construction Machinery	Repairs to Grader BE029	(9,427.86)	
EFT Pymt	EFT 2522	20-Jul-2017	John Hansen	Reimbursement for Nero BackItUp Software	(40.86)	
EFT Pymt	EFT 2523	20-Jul-2017	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT Pymt	EFT 2524	20-Jul-2017	Landgate	Valuation Rolls - Min Charge & Mining Tenements	(166.20)	
EFT Pymt	EFT 2525	20-Jul-2017	Michael Wilson	2017-06 July: Photocopying & delivery of Blarney	(250.00)	
EFT Pymt	EFT 2526	20-Jul-2017	PCS - Perfect Computer Solutions	Computer Support: 20/06 - 2/07	(935.00)	
EFT Pymt	EFT 2527	20-Jul-2017	Perth Patio Magic P/L	LB1708 - Shelter over Vampire Jet - Hunt Rd (Flying Through History Project)	(18,630.00)	
EFT Pymt	EFT 2528	20-Jul-2017	Ramm Software P/L	Ramm Annua; Support and maintenance fee for the period 01 July to 30 Jun 2017 - Includes CPI of 120.26 (2.10%)	(6,431.85)	
EFT Pymt	EFT 2529	20-Jul-2017	Toll Ipec P/L (Courier Aust)	Freight Charges - 6Jul 17	(20.59)	
EFT Pymt	EFT 2530	20-Jul-2017	Toll NQX Express	Replacement Bollards for Avon River Park plus freight	(327.80)	
EFT Pymt	EFT 2531	20-Jul-2017	Window Films Western Australia	PCB01 (BEV1) - Window Tint (14 metres)	(122.89)	(57,909.25)
EFT Pymt	EFT 2533	27-Jul-2017	Australian Forest Growers	Australian Master TreeGrower Course: Northam Jul to Sept 2017	(220.00)	
EFT Pymt	EFT 2534	27-Jul-2017	CCZ WALGA (Central Country Zone)	Annual Subscription 2017/18	(4,158.00)	
EFT Pymt	EFT 2535	27-Jul-2017	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT Pymt	EFT 2536	27-Jul-2017	Toll Ipec P/L (Courier Aust)	Freight Charges: 06 Jul - 14 Jul 17	(68.48)	(4,487.48)
Direct Debit	DD 1237.1	11-Jul-2017	ClickSuper	Superwrap - Personal Super Plan	(773.79)	
Direct Debit	DD 1237.2	11-Jul-2017	ClickSuper	WA Super	(7,372.48)	
Direct Debit	DD 1237.3	11-Jul-2017	ClickSuper	BT Super For Life	(380.88)	
Direct Debit	DD 1237.4	11-Jul-2017	ClickSuper	MLC Super Fund	(91.20)	
Direct	DD 1237.5	11-Jul-2017	ClickSuper	Australian Super	(182.99)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Debit						
Direct Debit	DD 1237.6	11-Jul-2017	ClickSuper	Colonial First State Super (Gibson Daniel)	(200.96)	(9,002.30)
Direct Debit	DD 1263.1	25-Jul-2017	ClickSuper	Superwrap - Personal Super Plan	(773.79)	
Direct Debit	DD 1263.2	25-Jul-2017	ClickSuper	WA Super	(7,459.42)	
Direct Debit	DD 1263.3	25-Jul-2017	ClickSuper	BT Super For Life	(380.88)	
Direct Debit	DD 1263.4	25-Jul-2017	ClickSuper	MLC Super Fund	(91.20)	
Direct Debit	DD 1263.5	25-Jul-2017	ClickSuper	Australian Super	(188.66)	
Direct Debit	DD 1263.6	25-Jul-2017	ClickSuper	Colonial First State Super (Gibson Daniel)	(201.13)	(9,095.08)
Direct Debit	EFT 2532	21-Jul-2017	Toyota Finance	BRMP Vehicle Loan 10 of 12 Payments	(1,366.38)	(1,366.38)
Direct Debit	23	03-Jul-2017	6 - Westnet Payments	Westnet Payments	(66.00)	(66.00)
Direct Debit	23	03-Jul-2017	7 - CBA Merchant Fee	CBA Merchant Fee	(129.81)	(129.81)
Direct Debit	23	03-Jul-2017	7 - CBA Merchant Fee	CBA Merchant Fee	(27.75)	(27.75)
Direct Debit	23	05-Jul-2017	8 - ANZ Transactive Fee	ANZ Transactive Fee	(93.70)	(93.70)
Direct Debit	23	28-Jul-2017	9 - Vodafone Messaging	Vodafone Messaging	(82.50)	(82.50)
Direct Debit	23	03-Jul-2017	3 - Payments for DoT	Payments for DoT	(4,018.25)	
Direct Debit	23	04-Jul-2017	3 - Payments for DoT	Payments for DoT	(34,892.95)	
Direct Debit	23	05-Jul-2017	3 - Payments for DoT	Payments for DoT	(948.45)	
Direct Debit	23	06-Jul-2017	3 - Payments for DoT	Payments for DoT	(2,113.30)	
Direct Debit	23	07-Jul-2017	3 - Payments for DoT	Payments for DoT	(2,317.95)	
Direct Debit	23	10-Jul-2017	3 - Payments for DoT	Payments for DoT	(1,085.15)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	23	12-Jul-2017	3 - Payments for DoT	Payments for DoT	(5,297.25)	
Direct Debit	23	13-Jul-2017	3 - Payments for DoT	Payments for DoT	(1,478.00)	
Direct Debit	23	14-Jul-2017	3 - Payments for DoT	Payments for DoT	(658.50)	
Direct Debit	23	17-Jul-2017	3 - Payments for DoT	Payments for DoT	(2,013.90)	
Direct Debit	23	18-Jul-2017	3 - Payments for DoT	Payments for DoT	(1,470.15)	
Direct Debit	23	19-Jul-2017	3 - Payments for DoT	Payments for DoT	(5,418.65)	
Direct Debit	23	20-Jul-2017	3 - Payments for DoT	Payments for DoT	(893.75)	
Direct Debit	23	21-Jul-2017	3 - Payments for DoT	Payments for DoT	(2,401.75)	
Direct Debit	23	24-Jul-2017	3 - Payments for DoT	Payments for DoT	(900.05)	
Direct Debit	23	25-Jul-2017	3 - Payments for DoT	Payments for DoT	(1,127.35)	
Direct Debit	23	26-Jul-2017	3 - Payments for DoT	Payments for DoT	(853.25)	
Direct Debit	23	27-Jul-2017	3 - Payments for DoT	Payments for DoT	(1,656.75)	
Direct Debit	23	28-Jul-2017	3 - Payments for DoT	Payments for DoT	(4,458.85)	
Direct Debit	23	31-Jul-2017	3 - Payments for DoT	Payments for DoT	(3,150.05)	(77,154.30)
Direct Debit	EFT 2505	13-Jul-2017	Credit Card - Shire of Beverley	Various Purchases	(1,276.25)	(1,276.25)
PAYMENTS RAISED IN CURRENT MONTH					(377,561.62)	(377,561.62)
WAGES & SALARIES						
EFT Pymt		13-Jul-2017	Wages & Salaries	FE - 13 July 2017	(58,003.06)	
EFT Pymt		27-Jul-2017	Wages & Salaries	FE - 27 July 2017	(54,429.65)	
WAGES & SALARIES					(112,432.71)	(112,432.71)

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT						
<i>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</i>					<i>0.00</i>	<i>0.00</i>
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
<i>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</i>					<i>0.00</i>	<i>0.00</i>
TRANSFERS to TRUST						
<i>TRANSFERS to TRUST</i>					<i>0.00</i>	<i>0.00</i>
OTHER AMENDMENTS/GENERAL JOURNALS						
<i>OTHER AMENDMENTS/GENERAL JOURNALS</i>					<i>0.00</i>	<i>0.00</i>
INVESTMENTS						
<i>INVESTMENTS</i>					<i>0.00</i>	<i>0.00</i>
TOTAL EXPENDITURE for MUNICIPAL ACCOUNT						(489,994.33)
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT						
Credit card	06Jun2017	13-Jun-2017	Wattle Grove Motel	Accommodation and Meals for Joshua Barker as per attached letter of authority for credit card charge	135.00	
Credit card	16Jun17- PUTE01	16-Jun-2017	Alberts Car Stereo Midland	Fit and Setup Hands Free	399.00	
Credit card	21JUNE17	21-Jun-2017	Wattle Grove Motel	Joshua Barker - Accommodation and meals as per attached. \$135.00 - 1 night & \$71.00 - meals	206.00	
Credit card	MR178901	22-Jun-2017	MAL Austomotives	BEV1 (PCB01) - Motor vehicle inspection	154.25	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
	9					
Credit card	FAREWEL L:K.M	27-Jun-2017	Ginger and Smart	Gift Voucher K. Mclean - Farewell Gift	300.00	
Credit card	BE035- JUNE27	27-Jun-2017	Department of Transport	: Change of plates 1GHT547 > BE035	16.60	
Credit card	1502416	28-Jun-2017	Statewide Bearings Welshpool	Uni Joint - BE004	15.40	
Credit card	RTR1703	30-Jun-2017	Dept Environment Regulation	Cleaning Permit - Top Beverley Rd (SKL 0.82, 0.90, 1.22, 3.637, 4.20, 4.76, 6.25, 6.42)	50.00	
Credit card	CREDITN OTE01	16-Jul-2017	Alberts Car Stereo Midland	Fit and Setup hands free kit - Pute 01	(399.00)	
Credit card	16JUN17	16-Jul-2017	Alberts Car Stereo Midland	PUTE01 - Fit and Setup Hands Free Kit	399.00	
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT					1,276.25	
TRUST ACCOUNT DETAILS						
PAYMENTS RAISED IN CURRENT MONTH						
EFT Pymt	EFT 2506	20-Jul-2017	Shire of Beverley	FUNDS BANKED INCORRECTLY - TRANSFER TO MUNI ACCT A722	(350.00)	
PAYMENTS RAISED IN CURRENT MONTH					(350.00)	(350.00)
PAYMENTS UNPRESENTED IN CURRENT BANK #						
PAYMENTS UNPRESENTED IN CURRENT BANK #					0.00	0.00
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					0.00	0.00

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
OTHER AMENDMENTS/GENERAL JOURNALS						
				OTHER AMENDMENTS/GENERAL JOURNALS	0.00	0.00
				TOTAL EXPENDITURE for TRUST ACCOUNT		(350.00)
TOTAL EXPENDITURE as reconciled to the JULY 2017 BANK STATEMENTS						
				Municipal Account Expenditure		(489,994.33)
				Trust Account Expenditure		(350.00)
				TOTAL EXPENDITURE for JULY 2017		(490,344.33)

3:35pm – Prior to any consideration of Item 11.3, Cr Ridgway declared an interest of Impartiality given she is the Treasurer of Avondale Farm Project Association. Two other staff declarations were provided prior to the meeting and are declared within the report.

11.3 Community Grants

SUBMISSION TO: Ordinary Council Meeting 22 August 2017
REPORT DATE: 16 August 2017
APPLICANT: Various Community Groups
FILE REFERENCE: ADM 0428
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to award grant funding for various Community Groups as recommended by the Economic and Community Strategy Committee.

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 first round of Community Grants for 2017/2018 financial year was advertised in the June and July 2017 Beverley Blarney and on the Shire of Beverley website. Applications opened on 3rd July and closed on 28th July 2017. A total of seven applications were received, four for the Major Grants and three for the Minor Grants.

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 \$1,000).

The applications were reviewed by the Economic and Community Strategy Committee at its 8 August 2017 meeting and recommendations have been listed at the end of the report under 'Committee's Recommendation'.

Minor Grants - 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; or Youth (5 to 18yrs)

Major Grants - 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.

Club/Group	Members	Inc.	Activity	Amount Requested	Amount Suggested	Reasoning
MAJOR FUNDING (50:50 Matching Funds)						
Beverley District High School P & C	45	Yes	Major Category: Minor Infrastructure/ Equipment/ Development BDHS Nature Playground – to engage children in outdoors and natural environment.	\$5,000	\$2,500.00	Over 50% contribution from group. Provides assistance to foster play away from technology and has educational benefits to children. Reduced amount suggested to allow funding to remain for the second round in January 18.
Beverley Naturalists Club	8	Yes	Major Category: Environment. Phase Two Brooking Street Reserve – to stabilise expose banks by replanting seedlings, building bat boxes and survey area for proposed walk trail.	\$5,000	\$2,350.00	Assists volunteers. May reduce mosquitos. Reduced amount suggested due to small membership numbers and second round funding. \$2500.00 will still allow the group to make significant purchases for the project.
Beverley Golf Club	50	Yes	Major Category: Sport and Recreation Equipment purchase (chainsaw, mower and whippersnapper) to assist maintaining grounds.	\$621.36	\$621.36	Support volunteers. Save on maintenance. Maintain high standard of sport facility to members and outside visitors during tournaments and open days.
Beverley RSL	42	?	Major Category: Minor Infrastructure/ Equipment/ Development Drainage Surrounding RSL Hall – pipes to connect to downpipes to carry rainwater into the stormwater drain.	\$1,500.00	\$1,500.00	Assist in the preservation of historic building. Assist in prevention of white ants and rising damp.
MINOR FUNDING (Up to \$1000 no matching funds required)						
Avondale Farm Project Association	40	Yes	Minor Category: History and or Heritage. Clydesdale Handling at Avondale. Construction of a horse “crush” to allow the Clydesdales to be medicated and treated as necessary.	\$960.00	\$960.00	Allows AFPA volunteers to handle the Clydesdale horses in a safe manner. Improved Tourism Attraction if horses can be seen by visitors. Improved tourism brings economic benefits to Community.
Beverley Lawn Tennis Club	101	Yes	Minor Category: Tourism Replacement of Easter Tennis Tournament Laptop Computer.	\$997.00	\$997.00	Supports volunteers to efficiently run the Easter Tournament, which attracts 200-250 players, with 50% being visitors to Beverley. Economic benefit to Community.
Beverley Bowling and Croquet Club	89	Yes	Minor Category: Volunteer Upskilling Office Upgrade – Governing body Bowls WA is recommending that clubs enter events, results, memberships online.	\$884.54	\$884.54	Supports volunteers. Assist club to comply with Bowls WA recommendation. Allows members and visitors to view results. Consistent membership.

The Beverley RSL submission was not compliant as the group did not provide proof of incorporation or a quote justifying project costs.

All other applications met the compliance criteria.

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

The applications were considered by Stephen Gollan (CEO) and Executive Assistant, Ali Lewis. In assessing the applications the Chief Executive Officer declares that he is a member of the Beverley Golf Club and has also played in the Easter Tennis Tournament, but is not a member (tennis). The Executive Assistant declares that she is a member of both the Beverley Lawn Tennis Club and Beverley Golf Club.

The table on page 5 outlines the Grant Applications, the activities groups wish to use the money for, the amount they requested and the amount with reasoning that we are suggesting they receive.

While there is \$10,000 available to the two grant categories, I would like to suggest that a minimum of \$3,000 be kept in the Major Category for the second round of grants in January 2018.

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Community Grant Program

2017-2018 Total Major Grants \$10,000

2017-2018 Total Minor Grants \$10,000

STRATEGIC IMPLICATIONS

Sustainable Community – Foster Community Participation – Support community needs.

POLICY IMPLICATIONS

Community Grant Policy

VOTING REQUIREMENTS

Absolute Majority

COMMITTEE'S RECOMMENDATION

That Council award the following Community Grants under the first round of submissions for the 2017/2018 financial year:

1. BDHS P & C Inc (\$2,500.00)
2. Beverley Naturalists Club Inc (\$2,350.00)
3. Beverley Golf Club (\$621.36)
4. Beverley RSL (\$1,500.00) – provided the group is incorporated and a justification of cost is provided
5. Avondale Farm Project Association Inc (\$960.00)
6. Beverley Lawn Tennis Club Inc (\$997.00)
7. Beverley Bowling and Croquet Club Inc (\$884.54)

Note: The CEO advised that the Beverley RSL had withdrawn their application via letter received Monday 24 August 2017.

COUNCIL'S RESOLUTION

M7/0817

Moved Cr Murray

Seconded Cr Davis

That Council award the following Community Grants under the first round of submissions for the 2017/2018 financial year:

1. **BDHS P & C Inc (\$2,500.00)**
2. **Beverley Naturalists Club Inc (\$2,350.00)**
3. **Beverley Golf Club (\$621.36)**
4. **Beverley RSL (\$1,500.00) – application withdrawn 24 August 2017**
5. **Avondale Farm Project Association Inc (\$960.00)**
6. **Beverley Lawn Tennis Club Inc (\$997.00)**
7. **Beverley Bowling and Croquet Club Inc (\$884.54)**

CARRIED BY ABSOLUTE MAJORITY 7/0

AMENDMENT

M8/0817

Moved Cr Davis

Seconded Cr Brown

That Council reallocate \$750.00 to the BDHS P & C application and \$750.00 to the Beverley Naturalists Club from the withdrawn Beverley RSL Application.

LOST 3/4

The original motion (M7/0817), then became the motion and was carried by absolute majority 7/0.

11.4 Swimming Pool

SUBMISSION TO: Ordinary Council Meeting 22 August 2017
REPORT DATE: 15 August 2017
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Swimming Pool Repair Quote

SUMMARY

Council to consider reallocating \$10,000 in budgeted funding from Swimming Pool development planning to Swimming Pool bowl repairs and to appoint a working group to progress the Swimming Pool Development Plan.

BACKGROUND

At the August 2017 Economic and Community Strategy Committee meeting issues regarding leaks in the Swimming Pool bowl were discussed and several options for remedial works were presented.

The Committee directed staff to prepare an agenda item to progress remedial works and to formalise a working group to undertake the creation of a Swimming Pool Development Plan.

COMMENT

The Swimming Pool has experienced water loss during the winter months over the past two seasons. It is presumed that this is due to contraction of the control joints due to the cold weather.

Prior to the 2016/17 Pool season, Wetdeck Pools were appointed to investigate the source of the water loss and to attempt to slow the leaks by applying a sealant under water.

The sealant did stop the leaks for the pool season, however the onset on the 2017 winter saw the joints contract again and the patching fail.

Wetdeck Pools were again approached to provide alternative options to remedy the loss of water (see attachment).

From these recommendations Staff believe the best course of action is to progress with Option 1 being a partial rebuild of the three main control joints of the Pool.

As the water level of the Pool is already low, Staff also recommend continuing with the planned bowl repaint as budgeted.

Combined the cost of the proposed works totals \$49,700 ex GST (2017/18 Budget of \$40,000 for Bowl repaint). It is proposed that \$9,700 be reallocated from Council's Swimming Pool planning Budget allocation of \$30,000.

The completion of these works should see the life of the pool extended to allow for appropriate planning for the future of the Pool to be undertaken.

Further, from discussions at the Economic and Community Strategy Committee meeting, it is suggested that a working group be formed to progress the Swimming Pool Development Plan. Suggested structure of the group is as follows:

Three Councillors;

An Executive Staff Member;

The Swimming Pool Manager, Brad Miller; and

A Swimming Club Representative.

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

\$9,700 reallocation of budgeted funds from Swimming Pool planning (current budget \$30,000) to Swimming Pool capital works (current budget \$40,000).

STRATEGIC IMPLICATIONS

Built environment – Maintain and upgrade our assets and infrastructure – Provide facilities to support sporting and community needs.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That:

1. Wetdeck Pools be engaged to complete the partial rebuild of three control joints and repaint the Swimming Pool bowl;
2. \$9,700 in budgeted funding be reallocated from Swimming Pool planning to Swimming Pool capital works;
3. A working group consisting of:
Three Councillors, An Executive Staff member, the Swimming Pool Manager and a Swimming Club representative, be formed to progress the Swimming Pool Development Plan.

COUNCIL RESOLUTION

M9/0817

Moved Cr Gogol

Seconded Cr Buckland

That:

1. **Wetdeck Pools be engaged to complete the partial rebuild of three control joints and repaint the Swimming Pool bowl;**
2. **\$9,700 in budgeted funding be reallocated from Swimming Pool planning to Swimming Pool capital works;**
3. **A working group consisting of:
Three Councillors, An Executive Staff member, the Swimming Pool Manager; a Swimming Club representative and a Community Member be formed to progress the Swimming Pool Development Plan.**

CARRIED 7/0

11.5 Tender – Construction of Cornerstone Building

SUBMISSION TO: Ordinary Council Meeting 22 August 2017
REPORT DATE: 16 August 2017
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0532
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Confidential Evaluation Report (Under separate cover)

SUMMARY

Council to consider awarding a tender for the construction of the Beverley Cornerstone Community Centre.

BACKGROUND

At its meeting held on 27 June 2017, Council was advised that tenders for the construction of the Beverley Cornerstone Community Centre would be called for in July.

A state-wide Request for Tender advertisement was placed in the West Australian on 1 July 2017 and on the 5th July 2017, with tender submissions closing at 4:00pm on 1st August 2017.

COMMENT

19 tender packages were issued to interested parties. At the close of the tender submission period, 11 tenders had been received from the following firms-

- (1) Build On;
- (2) RHG Contractors;
- (3) Customised Projects;
- (4) Pindan;
- (5) BGC;
- (6) Lanskey Constructions;
- (7) Alita Constructions;
- (8) BE Projects;
- (9) Cooper and Oxley;
- (10) ACorp;
- (11) Q Design and Construct;

The CEO appointed Mr S Gollan, Mr B Adcroft, Mr G McDonald and Mr D Long, to the Evaluation Panel to undertake an evaluation of all tender submissions and provide a Tender Evaluation Report.

The Tender Evaluation Report details that the preferred tenders, in order of assessment are:

- (1) RHG Contractors
- (2) Customised Projects
- (3) Pindan

The most advantageous tender to the Council is RHG Contractors for the following reasons:

- (1) RHG Contractors is a highly experienced construction firm in similar projects to the Beverley Cornerstone Community Centre. RHG Contractors has previously undertaken the construction of a range of commercial and multi-purpose facilities.
- (2) The price submitted by RHG Contractors is not the lowest priced tender, but is very competitive and represents value for money. The price has incorporated all the allowances related to the construction works required for this Request for Tender.
- (3) The tender submission from RHG Contractors represents best value for money.

DISCLOSURE OF INTEREST

No disclosure of interest has been tabled.

ATTACHMENTS

A copy of the Tender Evaluation Report from Evaluation Panel is attached marked – Confidential Attachment Evaluation Report – RFT 01/1718 Construction Services – Beverley Cornerstone Community Centre.

CONSULTATION

In accordance with *Functions and General Regulations 14 and 15*, Council placed a state-wide advertisement in the West Australian on 1st July 2017 and also on 5th July 2017, with the closing date being 1st August 2017, providing a period of greater than 14 days for tender submissions to be made.

No other consultation has been undertaken.

POLICY IMPLICATIONS

There are no known policy implications related to this item.

STATUTORY ENVIRONMENT

Local Government Act 1995

3.57 Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

Local Government (Functions and General) Regulations 1996

11. Tenders to be invited for certain contracts

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100 000 unless subregulation (2) states otherwise.
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if —
 - (a) the supply of the goods or services is to be obtained from

- expenditure authorised in an emergency under section 6.8(1)(c) of the Act;
- (b) the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA;
 - (ba) the local government intends to enter into a contract arrangement for the supply of goods or services where —
 - (i) the supplier is either —
 - (I) an individual whose last employer was the local government; or
 - (II) a group, partnership or company comprising at least 75% of persons whose last employer was that local government;
 - (ii) the contract —
 - (I) is the first contract of that nature with that individual or group; and
 - (II) is not to operate for more than 3 years; and
 - (iii) the goods or services are —
 - (I) goods or services of a type; or
 - (II) (in the opinion of the local government) substantially similar to, or closely related to, goods or services of a type,
that were provided by the individual (or persons) whilst employed by the local government;
 - (c) within the last 6 months —
 - (i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications; or
 - (ii) the local government has, under regulation 21(1), sought expressions of interest with respect to the supply of the goods or services but no person was, as a result, listed as an acceptable tenderer;
 - (d) the contract is to be entered into by auction after being expressly authorised by a resolution of the council of the local government;
 - (e) the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government;
 - (ea) the goods or services are to be supplied —
 - (i) in respect of an area of land that has been incorporated in a district as a result of an order made under section 2.1 of the Act changing the boundaries of the district; and
 - (ii) by a person who, on the commencement of the order referred to in subparagraph (i), has a contract to supply the same kind of goods or services to the local government of the district referred to in that subparagraph;
 - (f) the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier; or
 - (g) the goods to be supplied under the contract are —

- (i) petrol or oil; or
- (ii) any other liquid, or any gas, used for internal combustion engines.

14. Requirements for publicly inviting tenders

- (1) When regulation 11(1), 12 or 13 requires tenders to be publicly invited, State-wide public notice of the invitation is to be given.
- (2) If the CEO has, under regulation 23(4), prepared a list of acceptable tenderers, instead of giving State-wide public notice the CEO is required to give notice of the invitation to each acceptable tenderer listed.
- (2a) If a local government —
 - (a) is required to invite a tender; or
 - (b) not being required to invite a tender, decides to invite a tender, the local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.
- (3) The notice, whether under subregulation (1) or (2), is required to include —
 - (a) a brief description of the goods or services required;
 - (b) particulars identifying a person from whom more detailed information as to tendering may be obtained;
 - (c) information as to where and how tenders may be submitted; and
 - (d) the date and time after which tenders cannot be submitted.
- (4) In subregulation (3)(b) a reference to detailed information includes a reference to —
 - (a) such information as the local government decides should be disclosed to those interested in submitting a tender;
 - (b) detailed specifications of the goods or services required;
 - (c) the criteria for deciding which tender should be accepted;
 - (d) whether or not the local government has decided to submit a tender; and
 - (e) whether or not the CEO has decided to allow tenders to be submitted by facsimile or other electronic means, and if so, how tenders may so be submitted.
- (5) After a notice has been given under subregulation (1) or (2), a local government may vary the information referred to in subregulation (3) by taking reasonable steps to give each person who has sought copies of the tender documents or each acceptable tenderer, as the case may be, notice of the variation.

15. Minimum time to be allowed for submitting tenders

- (1) If the notice is published in the newspaper as part of giving State-wide public notice, the time specified in the notice as the time after which tenders cannot be submitted has to be at least 14 days after the notice is first published in the newspaper as part of giving State-wide public notice.
- (2) If the notice is given to a person listed as an acceptable tenderer, the time specified in the notice as the time after which tenders cannot be submitted has to be at least 14 days after the notice is given.

16. Receiving and opening tenders

- (1) The CEO is responsible for keeping any tender submitted including a tender submitted by facsimile or other electronic means in safe custody, and for ensuring that it remains confidential.
- (2) Tenders are not to be opened, examined, or assessed until the time after which further tenders cannot be submitted.
- (3) When tenders are opened —
 - (a) at least one and, if practicable, more than one employee of the local government or one person authorised by the CEO to open tenders and, if practicable, one or more other persons, is required to be present;
 - (b) members of the public are entitled to be present; and
 - (c) details of the tenders (other than the consideration sought in the tender) are to be immediately recorded in a register to be known as the tenders register.

18. Choice of tender

- (1) A tender is required to be rejected unless it is submitted at a place, and within the time, specified in the invitation for tenders.
- (2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.
- (3) If, under regulation 23(4), the CEO has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.
- (4) Tenders that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them it thinks it would be most advantageous to the local government to accept.
- (4a) To assist the local government in deciding which tender would be the most advantageous to it to accept, a tenderer may be requested to clarify the information provided in the tender.
- (5) The local government may decline to accept any tender.
- (6) If a local government has accepted a tender but acceptance of the tender does not create a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree not to enter into a contract in relation to the tender, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.
- (7) If a local government has accepted a tender and acceptance of the tender creates a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree to terminate the contract, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.

STRATEGIC IMPLICATIONS

The Beverley Cornerstone Community Centre project is a strategic initiative identified in Councils Strategic Community Plan, Corporate Business Plan and Long Term Financial Plan.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council;

1. Award Tender 01/1718 – Construction Services – Beverley Cornerstone Community Centre to RHG Contractors for the fixed price of \$2,560,526.00 (excluding GST) as per their tender submission and the Request for Tender documentation, subject to RHG Contractors entering into an agreed contract with the Shire of Beverley.
2. Delegates authority to the Chief Executive Officer to award the final contract.

COUNCIL RESOLUTION

M10/0817

Moved Cr Buckland

Seconded Cr Murray

That Council;

1. **Award Tender 01/1718 – Construction Services – Beverley Cornerstone Community Centre to RHG Contractors for the fixed price of \$2,560,526.00 (excluding GST) as per their tender submission and the Request for Tender documentation, subject to RHG Contractors entering into an agreed contract with the Shire of Beverley.**
2. **Delegates authority to the Chief Executive Officer to award the final contract.**

CARRIED BY ABSOLUTE MAJORITY 7/0

12. ADMINISTRATION

12.1 AASB 124 Related Party Disclosure Policy and Procedure

SUBMISSION TO: Ordinary Council Meeting 22 August 2017
REPORT DATE: 16 August 2017
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0231
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Circular 07-2017, Proposed Policy and Procedure

SUMMARY

Council to adopt the proposed policy and procedure for *AASB 124 Related Party Disclosures*, as recommended by the Economic and Community Strategy Committee.

BACKGROUND

On 14 June 2017 the Director General of the Department of Local Government and Communities, Ms Jennifer Mathews, released circular 07-2017 Changes to Accounting Standards – Implementation of Related Party Disclosures.

The circular outlined the implementation of AASB 124 which provides a framework for reporting relationships (financial) between the key decision makers in a reporting entity and the reporting entity (i.e. Executive Staff and Councillors and the Shire of Beverley).

COMMENT

Circular 07-2017 and the AASB 124 Related Party Disclosures Implementation Guide (“the guide” produced by the Department of Local Government and Communities) is attached.

In summary, AASB 124 is attempting to increase transparency relating to “related party transactions”.

A “related party”, as defined by the guide, can be:

- Entities related to council (i.e. an entity set up, controlled, or is significantly influenced by council such as a regional council and regional subsidiaries);
- Key Management Personnel (KMP) of council (i.e. mayor/president, councillors, CEOs and/or managers/directors).
- Close family members of Key Management Personnel (KMP); and
- Entities that are controlled or jointly controlled by KMP or their close family members (i.e. joint ventures, companies, sporting clubs).

It is envisaged that “related party” transactions, apart from executive remuneration, will not be financially material in nature and therefore will not require disclosure.

A note in the 2016/17 Annual Report will be included outlining KMP remuneration as outlined in the Disclosure Requirements (dot point 1 on page 7 of the guide). The other Disclosure requirements are not expected to be triggered given Council's current operating practices.

The Corporate Strategy Committee at its 11 July meeting discussed the AASB 124 Related Party Disclosures Implementation Guide and recommended it be noted and a policy formulated.

A Related Party Disclosures Policy and separate procedure was developed by management using guidelines and templates from WALGA, it was then reviewed by the Economic and Community Strategy Committee at its 8 August 2017 meeting. The Committee have recommended the policy and procedure be adopted.

FINANCIAL IMPLICATIONS

Total financial implications unclear at this time. Dependent on how much staff time is required to implement the systems required to report required information.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

New Policy – AF011 Related Party Disclosures

VOTING REQUIREMENTS

Simple Majority

COMMITTEE'S RECOMMENDATION

That Council adopt Policy AF011 Related Party Disclosures and the Related Party Disclosures Procedure Guide.

COUNCIL RESOLUTION

M11/0817

Moved Cr Murray

Seconded Cr Brown

That Council adopt Policy AF011 Related Party Disclosures and the Related Party Disclosures Procedure Guide.

CARRIED 7/0

Attachment 12.1



Government of **Western Australia**
Department of **Local Government and Communities**

Our Ref: 38-11; E1716966

TO ALL LOCAL GOVERNMENTS

CIRCULAR N^o 07-2017

CHANGES TO ACCOUNTING STANDARDS – IMPLEMENTATION OF RELATED PARTY DISCLOSURES

As a result of changes to the accounting standards, from 2016/17 financial year, all local governments are required to disclose the nature of related party relationships when preparing general purpose financial reports in compliance with AASB 124.

AASB 124 is the Australian accounting standard that provides a framework for reporting relationships between the key decision makers in a reporting entity and the reporting entity. This relationship is commonly described as “related party”.

AASB 124 will only impact on disclosure in financial statements and will not impact on financial position or performance. Local governments are required to disclose when a related party transaction has occurred in the reporting year.

The Department of Local Government and Communities (DLGC) recommends that each local government establish and implement systems to identify related parties to enable recording of related party transactions from 1 July 2016. If the transaction(s) are material, this will need to be disclosed in the annual financial report in accordance with the requirements set out in AASB 124.

The [AASB124 Related Party Disclosure Implementation Guide](#) has been prepared to assist local governments to implement this new requirement and is available on the DLGC website.

The guide provides key reporting requirements, implementation steps, a useful check list, a sample council policy and sample disclosure notes. For more information, contact Ning Yan on 6552 1701 or via email ning.yan@dlgc.wa.gov.au.

A handwritten signature in cursive script, appearing to read 'J Mathews'.

Jennifer Mathews
DIRECTOR GENERAL
14 June 2017

Attachment 12.1 – Policy

1.11 Related Party Disclosure

Policy Type:	Accounting and Finance
Date Adopted:	

Policy No:	AF011
Date Last Reviewed:	

Legal (Parent):
1. AASB 124

Legal (Subsidiary):
1. Local Government Act 1995
2. Local Government (Financial Management) Regulations 1996.

ADOPTED POLICY	
Title:	RELATED PARTY DISCLOSURE
Objective:	To ensure that the Shire's financial statements contain disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and transactions.

Policy

BACKGROUND

The relevant standard for the purpose of this Policy is AASB 124 Related Party Disclosures, July 2015 (AASB 124).

OBJECTIVE

The objective of the Policy is to ensure that the existence of certain related party relationships, related party transactions and information about the transactions, necessary for users to understand the potential effects on the Financial Statements are properly identified, recorded in Council's systems, and disclosed in Council's Annual Financial Report in compliance with AASB 124.

POLICY STATEMENT

Council in complying with disclosure requirements in AASB 124, will;

- (1) identify related party relationships, related party transactions and ordinary citizen transactions;
- (2) identify information about the related party transactions for disclosure;
- (3) Establish a procedure to capture and record the related party transactions and information about those transactions;
- (4) identify the circumstances in which disclosure is required; and
- (5) determine the disclosures to be made about those items in the Annual Financial Report for the purpose of complying with AASB 124.

Refer to Shire of Beverley Related Party Disclosure Procedure Guidelines.

Attachment 12.1 – Procedure and Disclosures

1.1 Procedure Guide for AASB Related Party Disclosures

Procedure Type:	Accounting and Finance	Procedure No:	AF001
Date Adopted:		Policy Related to:	AF011

Legal (Parent):
1. AASB 124

Legal (Subsidiary):
1. Local Government Act 1995

ADOPTED PROCEDURE	
Title:	PROCEDURE FOR AASB 124 RELATED PARTY DISCLOSURES
Objective:	Type objective here

Procedure

The scope of AASB 124 Related Party Disclosures was extended in July 2015 to include application by not- for-profit entities, including local governments. The operative date for Local Government is 1 July 2016, with the first disclosures to be made in the Financial Statements for year ended 30 June 2017. This procedure outlines required mechanisms to meet the disclosure requirements of AASB 124.

Background

The objective of the standard is to ensure that an entity's financial statements contain disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and transactions.

The disclosure requirements apply to the existence of relationships regardless of whether a transaction has occurred or not. For each financial year, the Shire of Beverley must make an informed judgement as to who is considered to be a related party and what transactions need to be considered, when determining if disclosure is required.

The purpose of this procedure is to stipulate the information to be requested from related parties to enable an informed judgement to be made.

Identification of Related Parties

AASB 124 provides that the Shire of Beverley will be required to disclose in its Annual Financial reports, related party relationships, transactions and outstanding balances.

Related parties includes a person who has significant influence over the reporting entity, a member of the key management personnel (KMP) of the entity, or a close family member of that person who may be expected to influence that person.

KMP are defined as persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly.

For the purposes of determining the application of the standard, the Shire of Beverley has identified the following persons as meeting the definition of Related Party:

- An elected Council member
- Key management personnel being a person employed under section 5.36 of the Local Government Act 1995 in the capacity of Chief Executive Officer and section 5.37 being in senior capacity. Senior Capacity is declared as the Deputy Chief Executive Officer, Manager of Works and Manager of Planning and Development Services.
- Close members of the family of any person listed above, including that person's child, spouse or domestic partner, children of a spouse or domestic partner, dependents of that person or person's spouse or domestic partner.
- Entities that are controlled or jointly controlled by a Council member, KMP or their close family members. (Entities include companies, trusts, joint ventures, partnerships and non-profit associations such as sporting clubs).

The Shire of Beverley will therefore be required to assess all transactions made with these persons or entities.

Identification of Related Party Transactions

A related party transaction is a transfer of resources, services or obligations between the Shire of Beverley (reporting entity) and the related party, regardless of whether a price is charged.

For the purposes of determining whether a related party transaction has occurred, the following transactions or provision of services have been identified as meeting this criteria:

- Paying rates
- Fines
- Use of Shire of Beverley owned facilities such as Recreation Centre, Town Hall, library, parks, ovals and other public open spaces (whether charged a fee or not)]
- Attending council functions that are open to the public
- Employee compensation whether it is for KMP or close family members of KMP
- Application fees paid to the Shire of Beverley for licences, approvals or permits
- Lease agreements for housing rental (whether for a Shire of Beverley owned property or property sub-leased by the Shire of Beverley through a Real Estate Agent)
- Lease agreements for commercial properties
- Monetary and non-monetary transactions between the Shire of Beverley and any business or associated entity owned or controlled by the related party (including family) in exchange for goods and/or services provided by/to the Shire of Beverley (trading arrangement)
- Sale or purchase of any property owned by the Shire of Beverley, to a person identified above.
- Sale or purchase of any property owned by a person identified above, to the Shire of Beverley
- Loan Arrangements
- Contracts and agreements for construction, consultancy or services

Some of the transactions listed above, occur on terms and conditions no different to those applying to the general public and have been provided in the course of delivering public service objectives. These transactions are those that an ordinary citizen would undertake with council and are referred to as an Ordinary Citizen Transaction (OCT). Where the Shire of Beverley can determine that an OCT was provided at arms length, and in similar terms and conditions to other members of the public and, that the nature of the transaction is immaterial, no disclosure in the annual financial report will be required.

Disclosure Requirements

For the purposes of determining relevant transactions in point 2 above, elected Council members and key management personnel as identified above, will be required to complete a Related Party Disclosures - Declaration form for submission to financial services.

Ordinary Citizen Transactions (OCTs)

Management will put forward a draft resolution to Council annually, declaring that in its opinion, based on the facts and circumstances, the following OCT that are provided on terms and conditions no different to those applying to the general public and which have been provided in the course of delivering public service objectives, are unlikely to influence the decisions that users of the Council's financial statements make. As such no disclosure in the quarterly Related Party Disclosures - Declaration form will be required.

- Paying rates
- Fines
- Use of Shire of Beverley owned facilities such as Recreation Centre, Civic Centre, library, parks, ovals and other public open spaces (whether charged a fee or not)
- Attending council functions that are open to the public

Where these services were not provided at arms length and under the same terms and conditions applying to the general public, elected Council members and KMP will be required to make a declaration in the Related Party Disclosures - Declaration form about the nature of any discount or special terms received.

All other transactions

For all other transactions listed in point 2 above, elected Council members and KMP will be required to make a declaration in the *Related Party Disclosures - Declaration* form.

Frequency of disclosures

Elected Council members and KMP will be required to complete a *Related Party Disclosures - Declaration* form each quarter.

Disclosures must be made by all Councillors immediately prior to any ordinary or extraordinary election. Disclosures must be made immediately prior to the termination of employment of/by a KMP.

Confidentiality

All information contained in a disclosure return, will be treated in confidence. Generally, related party disclosures in the annual financial reports are reported in aggregate and as such, individuals are not specifically identified. Notwithstanding, management is required to exercise judgement in determining the level of detail to be disclosed based on the nature of a transaction or collective transactions and materiality. Individuals may be specifically identified, if the disclosure requirements of AASB 124 so demands.

Materiality

Management will apply professional judgement to assess the materiality of transactions disclosed by related parties and their subsequent inclusion in the financial statements.

In assessing materiality, management will consider both the size and nature of the transaction, individually and collectively.

Associated Regulatory Framework

AASB 124 Related Party Disclosures

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Associated Policies

Shire of Beverley Policy Manual – Policy AF011

Further Information

Related Party Disclosures - Declaration form

Related Party Disclosures – Declarations Form

As per requirements of AASB 124 Related Party Disclosures, and the Shire of Beverley Procedure Guide for Related Party Disclosures, the following declaration must be completed by all Councillors, the Chief Executive Officer and Deputy Chief Executive Officer, Manager of Works and Manger of Planning and Development Services of the Shire of Beverley who were elected or employed at any time during the financial year.

Disclosure Period:	
Person making disclosure:	
Position held:	

CLOSE MEMBERS OF THE FAMILY

Name of Family Member	Relationship to you

ENTITIES THAT I, OR A CLOSE FAMILY MEMBER CONTROLS OR JOINTLY CONTROLS

Name of Entity	Name of person who has control/nature of control

ORDINARY CITIZEN TRANSACTIONS – NOT PROVIDED AT ARMS LENGTH

Did you or any member of your close family use facilities provided at the Recreation Grounds, Amenities, Town Hall, or use any other council provided facility AND you received a discount or special terms that would not otherwise be offered to any other member of the public?

Name of person using facility	Facility used	Nature of transaction	Nature of special conditions or discount

LEASING AGREEMENTS – DOMESTIC RESIDENTIAL

Did you, a close family member or related entity, enter into a lease agreement with the Shire of Beverley (either as lessee or lessor) for the provision of a domestic rental property (includes properties owned by the Shire of Beverley and privately owned properties sub-leased through the Shire of Beverley from a real estate)? Did you receive or provide a discount or special terms that would not otherwise be offered to any other member of the public?

Name of person party to the lease	Property Address	Term of Lease & weekly rent	Detail of any non-arms length conditions

LEASING AGREEMENTS – COMMERCIAL

Did you, a close family member or related entity, enter into a lease agreement with the Shire of Beverley (either as lessee or lessor) for the provision of a commercial property ? Did you receive or provide a discount or special terms that would not otherwise be offered to any other member of the public?

Name of person party to the lease	Property Address	Term of Lease & weekly rent	Detail of any non-arms length conditions

TRADING ARRANGEMENTS

Were you, or a close family member the owner of any business (or in a position to substantially control the business) that provided goods or services to the Shire of Beverley? Were those goods or services provided on the same terms and conditions as those available to any other customer? If not, please provide details.

Business Name	Goods or Services provided	Approximate value	Terms and conditions

OTHER AGREEMENTS

Did you, or a close family member or related entity, enter into any other agreements/arrangements with the Shire of Beverley (whether or not a price was charged)?
That may include (but is not limited to): construction contracts, service contracts (such as cleaning, maintenance, security)

Name of person or business/company	Nature of agreement	Value of Agreement	Terms and conditions

PURCHASE OF PROPERTY

Did you, or a close family member or related entity, purchase any property or other assets from the Shire of Beverley?
That may include vehicles, plant equipment, land or buildings.
Was the purchase made at arms length, and on terms and conditions available to any other member of the public? If not please provide details.

Name of person or entity name	Property purchased	Value of purchase	Terms and conditions

SALE OF PROPERTY

Did you, or a close family member or related entity, sell any property or other assets to the Shire of Beverley? That may include vehicles, plant equipment, land or buildings.
Was the sale made at arms length, and on terms and conditions available to any other member of the public? If not please provide details.

Name of person or entity name	Property sold	Value of Sale	Terms and conditions

FEES AND CHARGES FOR APPLICATIONS

Did you, or a close family member or related entity, make an application to Council for a trading, building, planning or development application, licence or approval or any other type of permit or licence?

Name of person or entity name	Application type	Application and/or receipt number

SELF SUPPORTING LOANS

Did you, or a close family member or related entity, enter into a loan agreement with the Shire of Beverley? For example a club for which you have control.

Name of person or entity name	Loan details	Value of loan	Terms and conditions

OTHER AGREEMENTS

Please list any other agreement or arrangement you believe is a related party transaction and should be declared.

Name of person or entity or business	Nature of Agreement	Value of agreement	Terms and conditions

I have made this declaration after reading the information supplied by Council which details the meaning of the definitions to which this declaration relates.

I declare that all information and details provided in this form are true and correct to the best of my knowledge and belief and that no known relevant information has been omitted.

Signed: _____ Date: ____/____/____

Please return this form to the Deputy Chief Executive Officer.

12.2 Councillor Resignation – Cr Murray

SUBMISSION TO: Ordinary Council Meeting 22 August 2017
REPORT DATE: 16 August 2017
APPLICANT: N/A
FILE REFERENCE: ADM 0109
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to accept the resignation of Cr Keith Murray.

COMMENT

On the 14 August 2017, written notice of resignation was received from Cr Murray. Cr Murray has stated that he has found his ten years as Councillor both rewarding and constructive and has enjoyed working with Council and staff alike.

It is with regret that I recommend Cr Murray's resignation be accepted. Cr Murray was elected to Council in October 2007 and has been a valuable and dedicated Councillor for Beverley. Notably, Cr Murray has been on the Cropping Committee since 2007 and has also been Council's representative for the Regional Road Group and Local Health Advisory Group for many years both of which require significant travel to attend meetings. In October 2015, Cr Murray was elected as Deputy President. Cr Murray's last meeting will be the 26 September 2017 Ordinary Council Meeting.

There will now be six (6) vacancies at the 21 October 2017 Local Government Election, with five 4 year terms and one 2 year term. The two year term being Cr Murray's vacated position. This will be reflected in the advertising to take place in the West Australian on 30 August 2017.

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

N/A

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council accept Cr Murray's resignation and pass a vote of recognition and appreciation to Cr Murray for his ten years on Council, including two years as Deputy President.

COUNCIL RESOLUTION

M12/0817

Moved Cr Gogol

Seconded Cr Buckland

That Council accept Cr Murray's resignation and pass a vote of recognition and appreciation to Cr Murray for his ten years on Council, including two years as Deputy President.

CARRIED 7/0

13. NEW BUSINESS ARISING BY ORDER OF THE MEETING

Nil

14. CLOSURE

The Chairman declared the meeting closed at 4:20pm.

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

PRESIDING MEMBER:

DATE: