



**28 NOVEMBER 2017**

**ORDINARY MEETING**

**MINUTES**

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## **1. OPENING**

The Chairperson declared the meeting open at 3:12pm

## **2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

### **2.1 Members Present**

Cr DJ Ridgway            Shire President  
Cr DL Brown  
Cr DW Davis  
Cr P Gogol  
Cr SW Martin  
Cr TWT Seed  
Cr LC Shaw  
Cr DC White

### **2.2 Staff In Attendance**

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

### **2.3 Observers And Visitors**

Mr Bruce Mann (from 3:12pm to 3:42pm)

### **2.4 Apologies and Approved Leave of Absence**

Mr SP Gollan            Chief Executive Officer  
Cr CJ Pepper            Deputy President  
Mr BS de Beer          Manager of Planning

### **2.5 Condolences**

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

SMITH	Valma Johanna	29 October 2017
COLE	William George	01 November 2017

## **3. DECLARATIONS OF INTEREST**

### **3.1 Cr Davis – Item 9.4 – Interest of Proximity**

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

Nil

## **5. PUBLIC QUESTION TIME**

### **5.1 Mr Bruce Mann - Item 9.3**

Mr Bruce Mann asked if Council would take into consideration, issues concerning fire hazards and unwanted trespassers when deliberating his item 9.3?

Response: Yes, Council will consider these matters.

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

**6.1 Cr CJ Pepper**

Cr CJ Pepper has applied for Leave of Absence, due to health reasons, from 28 November 2017 until 15 February 2018, a total of 2 Ordinary Council Meetings and 2 Committee meetings.

**OFFICER'S RECOMMENDATION**

That Council grant a Leave of Absence to Cr CJ Pepper from 28 November 2017 until 15 February 2018.

**COUNCIL RESOLUTION**

**M1/1117**

**Moved Cr Davis**

**Seconded Cr Martin**

**That Council grant a Leave of Absence to Cr CJ Pepper from 28 November 2017 until 15 February 2018.**

**CARRIED 8/0**

## **7. CONFIRMATION OF MINUTES**

### **7.1 Minutes Of The Ordinary Council Meeting Held 24 October 2017**

#### **OFFICER'S RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held Tuesday 24 October 2017 be confirmed.

#### **COUNCIL RESOLUTION**

**M2/1117**

**Moved Cr Gogol**

**Seconded Cr Shaw**

**That the Minutes of the Ordinary Council Meeting held Tuesday 24 October 2017 be confirmed.**

**CARRIED 8/0**

## **7.2 Minutes Of The Annual Electors Meeting Held 15 November 2017**

### **OFFICER'S RECOMMENDATION**

That the Minutes of the Annual Electors Meeting held Wednesday 15 November 2017 be received.

(Under separate cover)

### **COUNCIL RESOLUTION**

**M3/1117**

**Moved Cr Martin**

**Seconded Cr Gogol**

**That the Minutes of the Annual Electors Meeting held Wednesday 15 November 2017 be received.**

**CARRIED 8/0**

**7.3 Minutes Of The Local Emergency Management Committee Meeting Held  
21 November 2017**

**OFFICER'S RECOMMENDATION**

That the Minutes of the Local Emergency Management Committee Meeting held Tuesday 21 November 2017 be received.

(Under separate cover)

**COUNCIL RESOLUTION**

**M4/1117**

**Moved Cr Gogol**

**Seconded Cr Shaw**

**That the Minutes of the Local Emergency Management Committee Meeting held Tuesday 21 November 2017 be received.**

**CARRIED 8/0**

**8. TECHNICAL SERVICES**

Nil



**COUNCIL RESOLUTION**

**M5/1017**

**Moved Cr Brown**

**Seconded Cr White**

**That the order of business in the agenda be changed to allow Item 9.3 to be brought forward and dealt with at this time, the meeting will then resume in sequential order.**

**CARRIED 8/0**

## **9. PLANNING SERVICES**

### **9.3 Road Closure – Section of Unconstructed Road Reserve – Lennard Road**

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**SUBMISSION TO:** Ordinary Council Meeting 26 September 2017  
**REPORT DATE:** 14 September 2017  
**APPLICANT:** Mr Bruce Mann  
**FILE REFERENCE:** RO 005  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Application Documentation and Letter

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#### **SUMMARY**

It is proposed that an unconstructed section of Lennard Road be closed. It will be recommended that Council resolve to initiate closure of the subject section of the road.

#### **BACKGROUND**

Council received a written request for Road Closure from the affected land owner (Bruce Mann). The application letter and mapping are attached to this report.

The item went before Council at the 26 September 2017 ordinary meeting, where the item lay on the table to provide further clarification around the mapping.

The applicant has submitted a new map that shows that no lots will be landlocked after road closure as a result of easements that are in place.

The applicant submits that the unconstructed road reserve presents a fire, security and biosecurity risk to his properties, and that the section of road reserve be closed.

#### **COMMENT**

It is submitted that the closure of the section of road will address the concerns as raised by the applicant.

#### **CONSULTATION & ADVERTISING**

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

#### **STATUTORY ENVIRONMENT**

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

#### **FINANCIAL IMPLICATIONS**

The road closure process will require advertising.

#### **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 closure of the section of unconstructed road of Lennard Road and instruct the Shire Planner to commence with the advertising of the road closure.

**COUNCIL RESOLUTION**

**M6/1117**

**Moved Cr White**

**Seconded Cr Gogol**

**That Council initiate the closure of the section of unconstructed road of Lennard Road and instruct the Shire Planner to commence with the advertising of the road closure.**

**CARRIED 8/0**

## Attachment 9.3

### **Beverley Planner**

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**From:** 61427246333@online.telstra.com.au  
**Sent:** Tuesday, 12 September 2017 5:13 AM  
**To:** Beverley Planner

---

I Bruce Mann who owned land either side of Lennard Road wish to close a section of Lennard road between lot 846 and 847.

I want this section closed for security, bio security and fire risk reasons.

This closure does not land lock any land owners on Lennard Road

Yours sincerely

Bruce Mann

Hi Stefan

Is this letter ok to use for the road closure of Lennard Road

Cheers

Bruce

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## **9.1 Proceeding with Local Planning Policy – The Heritage List**

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<b>SUBMISSION TO:</b>	<b>Ordinary Council Meeting 28 November 2017</b>
<b>REPORT DATE:</b>	<b>1 September 2017</b>
<b>APPLICANT:</b>	<b>Shire of Beverley</b>
<b>FILE REFERENCE:</b>	<b>ADM 0219</b>
<b>AUTHOR:</b>	<b>B.S. de Beer, Shire Planner</b>
<b>ATTACHMENTS:</b>	<b>Local Planning Policy No 15: The Heritage List (under separate cover)</b>

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### **SUMMARY**

Council initiated public notification of a *Draft Local Planning Policy - The Heritage List*. It will be recommended the policy be proceeded with now that public notification of the draft policy has concluded.

### **BACKGROUND**

As part of the review of the Shire of Beverley Municipal Heritage Inventory 1995, the State Heritage Office recommended that the Shire consider adopting a Local Planning Policy to guide the format of the reviewed inventory and to establish protocols on related matters.

The self-explanatory *Draft Local Planning Policy – The Heritage List* is attached to this report.

Council at its 26 September 2017 meeting resolved to:

‘proceed to advertising of the *Draft Local Planning Policy – The Heritage List* pursuant to Clause 4 of Schedule 2, Part 2, of the Planning and Development (Local Planning Schemes) Regulations 2015’.

The *Draft Local Planning Policy – The Heritage List* was subsequently advertised as prescribed in the abovementioned legislation. Only one submission was received and is summarised below.

### **COMMENT**

To reiterate the previous submission to Council, the objectives of the *Local Planning Policy – The Heritage List* are as follows:

- to achieve transparency and consistency in the designation of a Heritage List;
- to provide clear guidelines on how challenges to inclusion will be assessed;
- to ensure that the Heritage List is maintained in a manner and form that is consistent with the local planning scheme; and
- to clarify which places will fall outside the scheme provisions for heritage.

## CONSULTATION

The public notification resulted in one response, summarised below:

	Respondent	Property	Comment	Planner's Response
1	Julian Donaldson National Trust Western Australia	-	<p>This Policy is supported by the National Trust. It represents a positive approach towards the identification and management of the Shire's heritage places by providing a clear explanation of the objectives and processes associated with the inclusion of places of heritage significance.</p> <p>The National Trust of Western Australia has Classified places of heritage significance within the Shire and would be pleased to provide comment or information as required. The Trust is also able to review development applications for proposed changes to heritage listed places and would appreciate being kept informed of such developments which will contribute to our archive.</p> <p>As a community organisation, the National Trust is committed to assisting local governments, especially those in regional areas. We are keen to continue our strong partnership with Shire of Beverley, not only in terms of the opportunities associated with Avondale but we can also assist and offer services in regard to setting up tax deductible heritage appeals and the provision of heritage and planning advice.</p>	Duly noted.

No modifications to the Draft policy are recommended on the grounds of the submission received.

### STATUTORY ENVIRONMENT

Council has the power to make Local Planning Policies under Clause 4 of Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

### FINANCIAL IMPLICATIONS

Council will be required to pay the required advertising costs.

### STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

### POLICY IMPLICATIONS

The outcome of this exercise will result in a new Local Planning Policy – The Heritage List.

### VOTING REQUIREMENTS

Simple Majority



**OFFICER'S RECOMMENDATION**

That Council resolve to:

1. Proceed with the policy without modification;
2. Publish a notice to this effect in the *Beverley Blarney* pursuant to Clause 4(4) of Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

**COUNCIL RESOLUTION**

**M7/1117**

**Moved Cr Martin**

**Seconded Cr Gogol**

That Council resolve to:

1. Proceed with the policy without modification;
2. Publish a notice to this effect in the *Beverley Blarney* pursuant to Clause 4(4) of Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

**CARRIED 8/0**

## **9.2 Proposed Causeway across Avon River – Road Dedication – Railway Street**

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**SUBMISSION TO:** Ordinary Council Meeting 28 November 2017  
**REPORT DATE:** 5 November 2017  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** R 005  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Locality Map, Proposed Road Alignment (under separate cover)

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### **SUMMARY**

Council is required to acknowledge the alignment of the proposed causeway across the Avon River at Railway Street and related matters, and agree to commencement of a Road Dedication exercise for this purpose.

### **BACKGROUND**

Shire staff met with representatives from Main Roads WA regarding the alignment of the planned causeway and the impact on adjoining land. Despite having discussed options at this meeting that would avoid encroaching on privately owned land (preferred 'option 1') the design subsequently presented does encroach on a number of properties including privately owned land – please refer to locality map.

The affected privately owned land (lot 27 Bartram Street - indicated with a red outline on the attached map), measures 2,906 m<sup>2</sup> and is zoned 'Residential R10/25'. It is in the Ownership of Ross Ernest Birch and is undeveloped and vacant at present. The property is encumbered by the Avon River Flood Fringe area and is also located within a Bushfire Prone area.

The reasons given by Main Roads WA for the preferred design option are quoted below:

*'Option 1 referred to in your email, as well as Option 2, were early 2D design development options indicating the centre & edge lines in plan. The design intention has always been to avoid/limit acquiring private land, however the causeway is also required to conform with Main Roads WA and Austroads standards & guidelines.*

*'As the concept design progressed to incorporate the vertical geometry of Railway St & Causeway levels, it became evident that reclaiming the private land (Lot 27 and Lot 3001), as well as State owned land (Lot 26) was unavoidable. Significant amount of earthworks are required for both options 1 and 2 to conform to minimum accepted standards. This means the batters would spill over to the private property Lot 27. Although, the majority of the batter extents only as far as the existing unsealed track on the property. (Refer to the drawings indicating the shoulders, pavement batters and earthworks). Please note that the geometry of the causeway is severely constrained at this location (near Lot 27) due to the narrow road reserve and requirement for change in direction to align with the intersection at Lukin Street.*

*'Shifting the alignment further south to completely avoid private property (Lot 27) would have a significant impact to the environmental and heritage approvals and would mean significant amount of additional land will be required from Lot 3001. Further the concept design would also have to re-commence with a new waterways analysis to adopt the new causeway location and alignment. There is no guarantee that a new footprint would not create new challenges and non-conformances.'*

*'In speaking with Kula, it is the Shire's responsibility to liaise with the land owner(s), as the causeway will be owned by the Shire.'*

*'Moving forward, the design is best put on hold until the Shire can confirm land acquisition and agree to the alignment.'*

*'The alternative option of shifting the causeway south is costly and time consuming, which Main Roads will not support.'*

#### **COMMENT**

The proposed 'second crossing' of the Avon River, as proposed by this project, will benefit the community of Beverley in a profound way and should be pursued. The geometric designs from Main Roads WA in regards to the land required, to bring the project in line with the various standards, are acknowledged and Council is requested to confirm this with a formal resolution in order for the project to proceed. The implication of this is that the private land owner affected will have to be approached and the subject property be bought – seen as the only logical alternative to proceed.

Shire staff is investigating the market value of the affected Lot 27 Bartram Street, and would further recommend that Council appoint a registered valuer to obtain a formal valuation of the subject land in order to progress the matter, and before negotiations are entered into with the affected landowner.

Other affected land owned by the Crown (Lot 3001 Forrest Street – 'Old Aerodrome') will also require negotiation with the Department of Planning, Lands and Heritage. It is proposed this be done through a Road Dedication exercise pursuant to Section 56 of the Land Administration Act 1997.

#### **CONSULTATION**

Consultation was had with Main Roads WA, Landgate's Valuation Services (informal), and Helen Stubing Estate Agent (informal).

#### **STATUTORY ENVIRONMENT**

*Land Administration Act 1997*

#### **FINANCIAL IMPLICATIONS**

Council will be required to pay for any land surveying costs associated with the road alignment – approximately \$10,000.00

Council will be required to pay for advertising costs in relation to the Road Dedication exercise – approximately \$200.00

Council will be required to pay for any valuation services associated with the acquisition of land – approximately \$600.00

Council will be required to purchase the privately owned land – Lot 27 Bartram Street – the value thereof to be determined by professional valuer, to be appointed – approx. \$33,000.00 - \$45,000.00 (estimate only).

### **STRATEGIC IMPLICATIONS**

The new road will bring a much needed 'second crossing' across the Avon river which will benefit the Beverley Community.

### **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council resolve to;

1. Acknowledge and accept the proposed alignment as presented by Main Roads WA plan # 245215-50-C-RP-001, attached to this report, and minor – non-material deviations thereof;
2. Authorise the Chief Executive Officer to appoint a professional valuer to determine fair market value for Lot 27 Bartram Street;
3. Authorise the Chief Executive Officer to negotiate with the owner of Lot 27 Bartram Street for an agreed purchase price, plus a 10% *bonae voluntatis* (good will) fee;
4. Instruct the Shire Planner to progress the Road Dedication exercise pursuant to Section 56 of the Land Administration Act 1997.

### **COUNCIL RESOLUTION**

**M8/1117**

**Moved Cr Gogol**

**Seconded Cr Seed**

**That Council resolve to;**

1. **Acknowledge and accept the proposed alignment as presented by Main Roads WA plan # 245215-50-C-RP-001, attached to this report, and minor – non-material deviations thereof;**
2. **Authorise the Chief Executive Officer to appoint a professional valuer to determine fair market value for Lot 27 Bartram Street;**
3. **Authorise the Chief Executive Officer to negotiate with the owner of Lot 27 Bartram Street for an agreed purchase price, plus a 10% *bonae voluntatis* (good will) fee;**
4. **Instruct the Shire Planner to progress the Road Dedication exercise pursuant to Section 56 of the Land Administration Act 1997.**

**CARRIED 8/0**

3:42pm – Mr Bruce Mann left the meeting and did not return.

3:42pm – Prior to any consideration of Item 9.4, Cr Davis made a declaration of proximity, given that he is an adjoining land owner and left the meeting.

#### **9.4 Development Application – Various – 49 (Lot 202) Simmons Road**

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**SUBMISSION TO:** Ordinary Council Meeting 28 November 2017  
**REPORT DATE:** 14 November 2017  
**APPLICANT:** John & Kerrie Quake  
**FILE REFERENCE:** SIM 51543  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Locality Map, Site Plan, House & Shed Plans, Building Surveyor's Report, Outline Development Plan, Deposited Plan showing Building Envelopes.

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#### **SUMMARY**

An application has been received to construct a Relocated Second Hand Dwelling & Zincalume Outbuildings (Sheds) on 49 (Lot 202) Simmons Road, Beverley. The applicant also requested a new location for the building envelope. It will be recommended the application be approved.

#### **BACKGROUND**

The applicant is proposing to relocate a second hand building (dwelling) to 49 (Lot 202) Simmons Road, and to also construct 2 x Zincalume Outbuildings (measuring 3.75m X 7.5m and 2m in height each). The applicant also requested a revised location for the Building Envelope. All of the above requires consideration by Council.

The subject site is zoned '*Rural Residential 5*', is 2.0017ha in extent and is vacant at present.

#### **COMMENT**

##### Relocated Second Hand Building/Dwelling:

Planning for second hand dwellings is guided by Council's Relocated Second Hand Buildings Policy. The objective of the policy is to ensure that the relocation of second hand buildings is undertaken to an approved standard which pays regard to local amenity and aesthetics.

To address any possible amenity and aesthetic concerns should Council approve the application, it will be recommended the dwelling is painted and finished to an acceptable standard, as conditions of approval. To ensure the dwelling is finished within an acceptable timeframe it will be recommended a bond, in compliance with Shire of Beverley Town Planning Scheme No. 2 (TPS 2) and Council's policy, is also imposed as a condition of approval.

Council's Relocated Second Hand Buildings Policy requires an inspection by the Shire's Building Surveyor of the dwelling prior to relocation into the Shire. The

purpose of this requirement is to ensure the dwelling is suitable for relocation. The Shire's Building Surveyor did inspect the property *in situ* and has submitted a favourable report in this regard (attached hereto).

The recommended conditions of approval are consistent with TPS 2 and Council policy and are anticipated to address any matters of concern. Therefore it will be recommended the application is approved.

Zincalume Outbuildings:

The Council's Outbuilding policy requires Outbuildings in this Zone to be cladded in Colourbond whereas the applicant is proposing 2 x Outbuildings with Zincalume cladding. The applicant however submitted that he will spray paint the Outbuildings in the same colour scheme as the relocated second hand dwelling, and it will be recommended that this be made a condition of planning approval. The applicant also verbally proposed to plant trees as a visual landscaping buffer between Simmons Road and the Outbuildings, although this is not indicated on the site plan. The Outbuildings otherwise comply with all aspects of Council's Outbuilding Policy.

Amendment of Building Envelope Location:

The applicant submits that, as a result of unique on-site geological conditions (rocky outcrops and shallow granite) it will be challenging to develop at the present Building Envelope location, and a new location on the property for the Building Envelope is therefore requested. Shire Planner is of the opinion that the request is reasonable under the unique circumstances and that approval to move the Building Envelope to the new position indicated on the site plan should be approved. It is still the intention to have all proposed development contained within the new building envelope area, which aims to enhance the overall amenity of the broader development as depicted in the adopted Outline Development Plan for the subdivision (attached hereto).

Domestic Water Supply:

In terms of TPS2 requires for the '*Rural Residential 5*' Zone:

*'...no dwelling shall be constructed or approved for construction unless a minimum of 92,000 litres domestic water storage tank or other approved potable water supply and storage facility is established with the dwelling.'*

This will be recommended to be made a condition of planning approval.

**Advertising**

The application was advertised for a period of 14 days to neighbouring land owners considered to be potentially affected by the revised Building Envelope. No submissions were received.

**STATUTORY ENVIRONMENT**

The application may be approved in terms of 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**

M9/1117

Moved: Gogol

Seconded: Cr Shaw

That Council grant planning approval for the amendment of the Building Envelope Location and for the placement of a Relocated Second Hand Dwelling and Outbuildings at 49 (Lot 202) Simmons Road, Beverley subject to the following conditions and advice notes:

Conditions:

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by the Manager: Planning & Development Services.
2. Prior to the issue of a Building Permit, a bond of \$5,000 is to be lodged with the Shire of Beverley to ensure all works, including clearing the site of debris, and connecting plumbing and water, are completed to the satisfaction of the Shire Building Surveyor and comply with the relevant provisions of the Building Code of Australia.
3. All works are to be completed within 12 months from the date of this determination.
4. Prior to occupation, the exterior of the dwelling is to be finished to an acceptable standard which is in harmony with the amenity of the area, to the satisfaction of the Shire.
5. As the Water Corporation reticulated sewer is not available the premises are to be connected to an approved wastewater treatment system, which complies with the requirements of the Treatment of Sewage and Disposal of Effluent and Liquid Waste Regulations. The approved system is not to be used for disposal of industrial liquid waste or other non-ablution wastes (refer to Advice Note 6).

6. Prior to occupation a minimum of 92,000 litres domestic water storage tank or other approved potable water supply and storage facility must be established with the dwelling.
7. Prior to use the outbuildings shall be painted in a colour which is in harmony with the rest of the development to the satisfaction of the Manager: Planning & Development Services.
8. The outbuildings 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: With regard to Condition 2, in compliance with Council's Relocated Second-Hand Buildings Policy, the \$5,000 bond is to be lodged with the Shire. Bank or other guarantees are not acceptable.
- Note 6: With regard to Condition 5, an application is to be submitted to the Council's Environmental Health Section in conjunction with the Building Permit application.
- Note 7: 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**

**M10/1117**

**Moved Cr Shaw**

**Seconded Cr Brown**

**That Council lay the item on the table until the 18 December 2017 Ordinary Council Meeting to receive further planning advice and answer questions in regards to the building envelope, Second-hand Dwelling Policy and Outbuilding Policy for the zincalume shed from a Planner.**

**CARRIED 7/0**

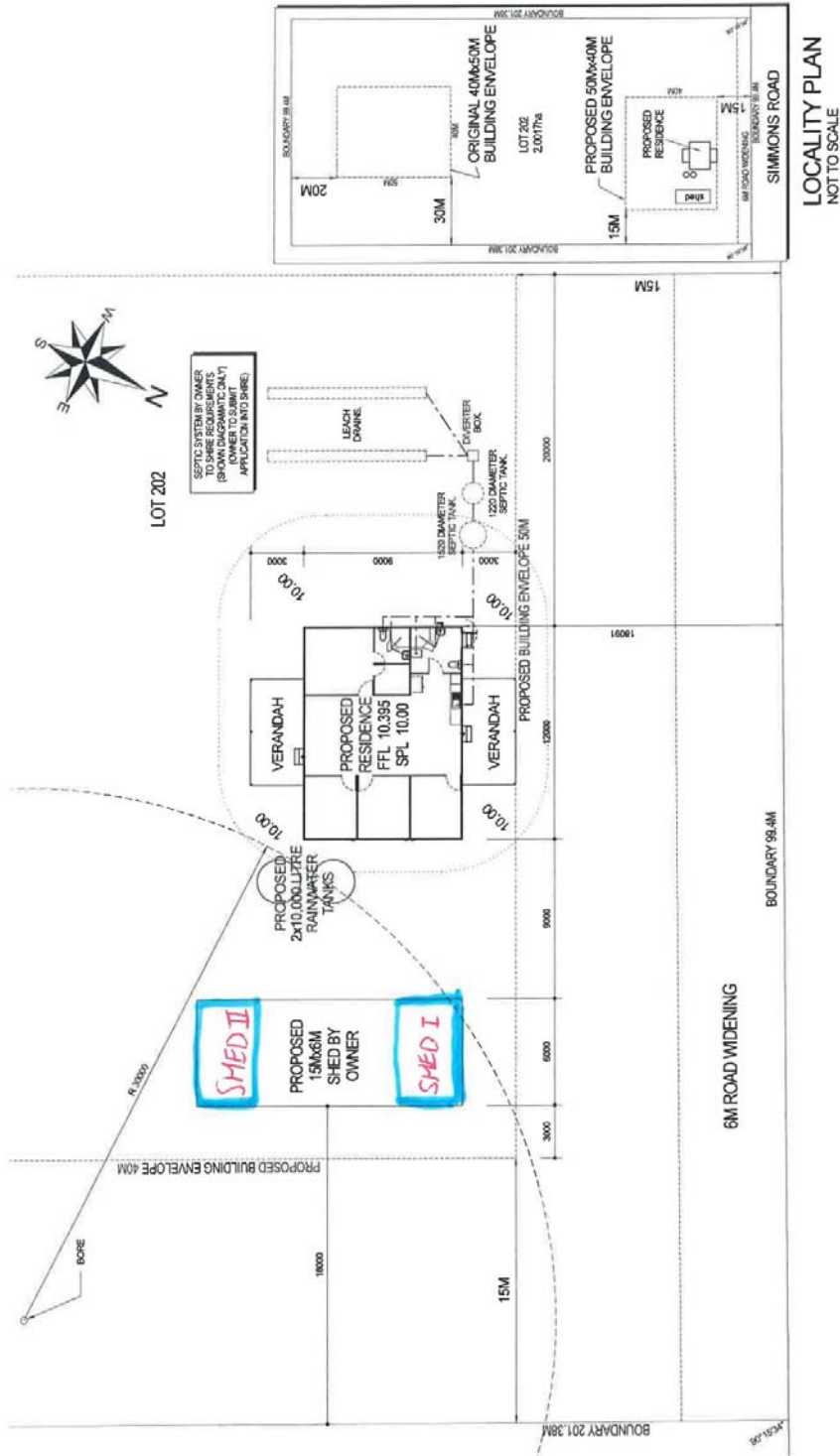
3:54pm - Cr Davis rejoined the meeting.

Attachment 9.4



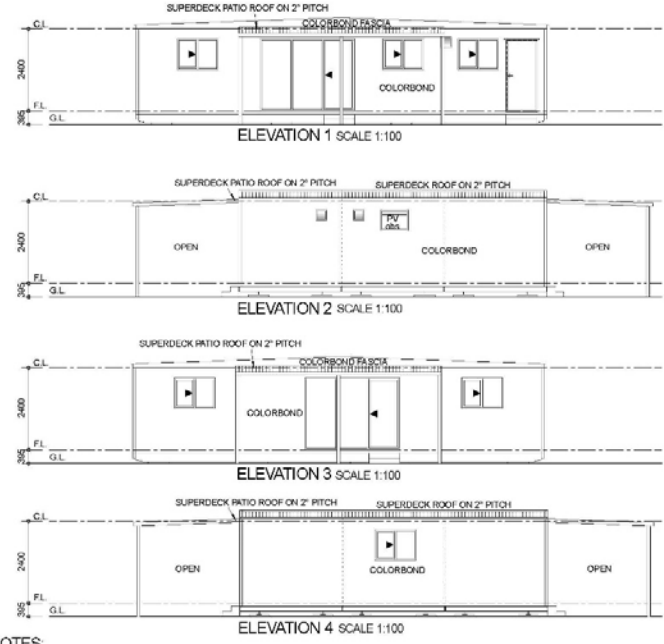
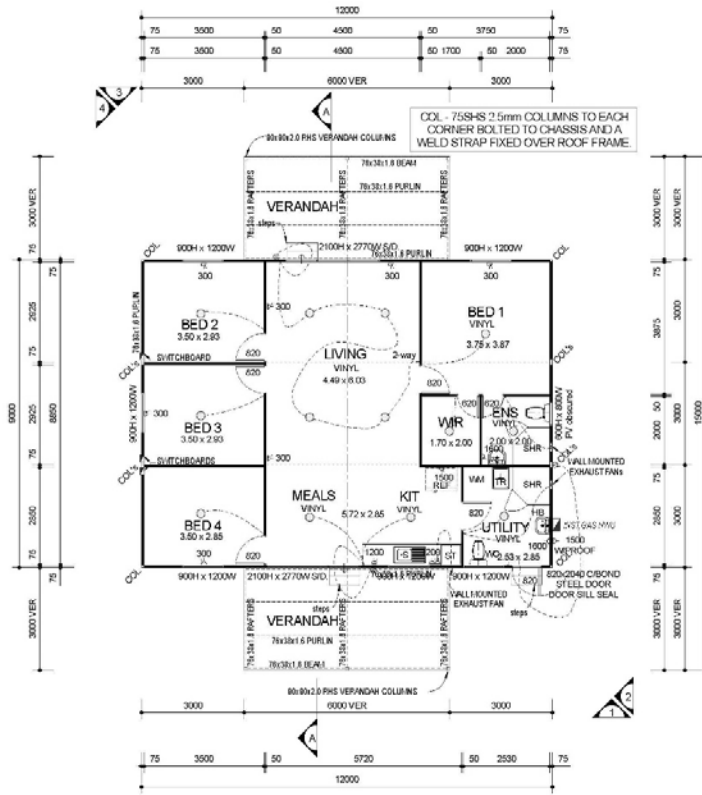
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Please refer to original documentation for all legal purposes.

Attachment 9.4



<b>SITE &amp; LOCALITY PLAN</b>		<b>JOODALUP/DESIGNS</b>		<b>CLIENT NAME</b>	
<b>Steve's Transportables</b>		Address 845 Muchea South Rd, Muchea, Post office Box 97, Muchea, 9501. Phone 08 9571 4361 Fax 08 95710158 Mobile 0411 513 771		<b>JOHN &amp; KEARIE QUAKE</b>	
Steve Shorter - Proprietor Phone 0419 955 259 Email sshorter.1@bigpond.com		<b>JOODALUP DESIGNS</b>		SITE ADDRESS: <b>LOT 202 SIMMONS RD, BEVERLEY, WA 6304</b>	
		© copyright		SHIRE OF BEVERLEY	
		SIMMONS ROAD		DRAWING NAME	
				<b>SITE PLAN</b>	
				Sheet No: <b>6 OF 6</b>	
				Revision: <b>0</b>	
				Drawing No: <b>6 OF 6</b>	
				Date Issued: <b>OCT 2017</b>	
				Scale: <b>1:200</b>	
				File Name: <b>E:\Council\2016\Site\Transportables\Site\LOT202.rvt</b>	

Attachment 9.4



- NOTES  
FUTURE RICYCLE A/CORD BY OWNER
- | ELECTRICAL LEGEND |                                      |
|-------------------|--------------------------------------|
| —                 | LIGHT - 2x36w FLUORESCENT - DIFFUSED |
| ⊖                 | LIGHT - EXTERNAL BULKHEAD - W/PROOF  |
| ○                 | LIGHT - OYSTER LIGHT FITTING (FLURO) |
| △                 | GPO - 10AMP SINGLE - HEIGHT SHOWN    |
| △                 | GPO - 10AMP DOUBLE - HEIGHT SHOWN    |
| △                 | GPO - 15AMP SINGLE - HEIGHT SHOWN    |
| △                 | EXHAUST FAN - WALL MOUNTED           |
| △                 | SWITCH ISOLATOR FOR COOKER           |
| ●                 | FIRE - SMOKE DETECTOR - HARD WIRED   |

FLOOR & ELECTRICAL PLANS & ELEVATIONS

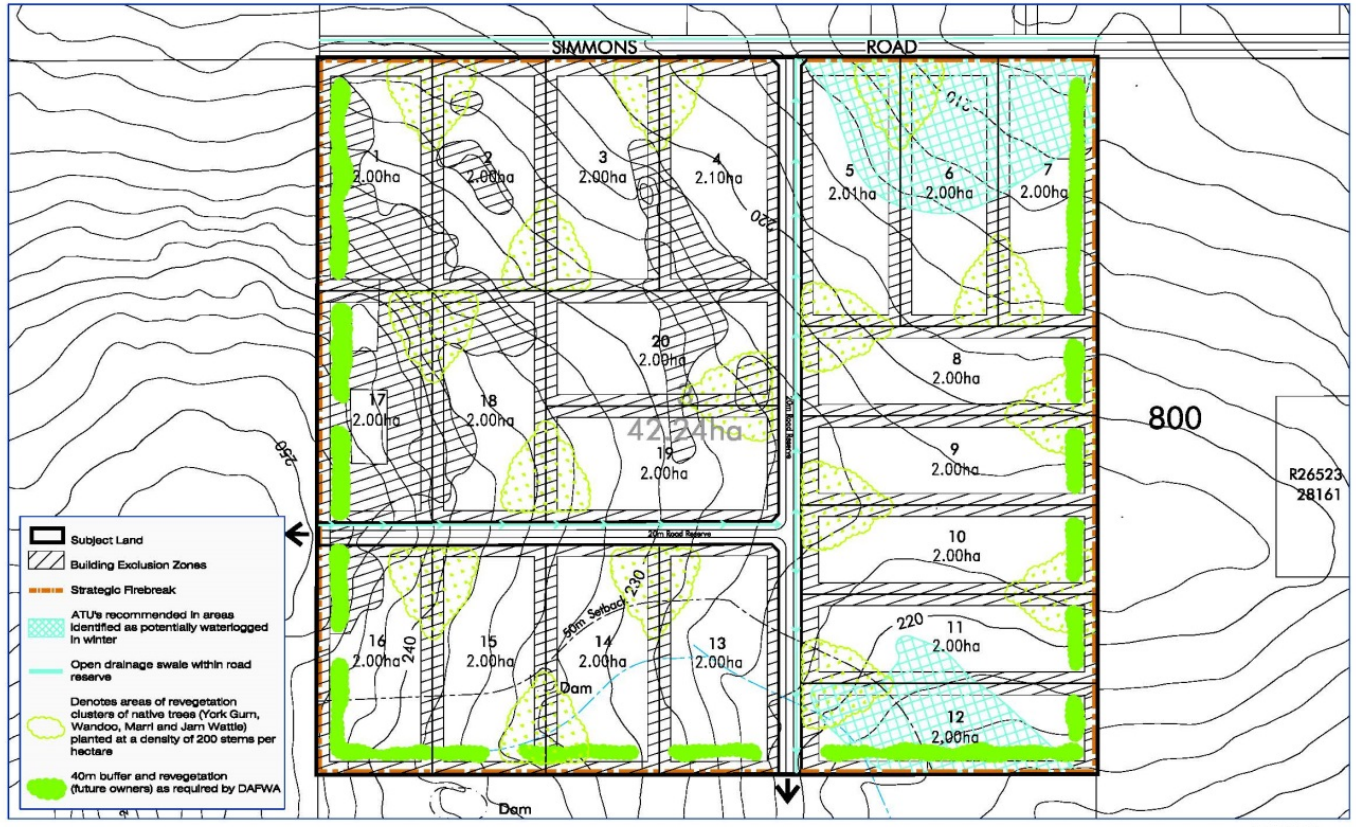


<p>12 x 9m UNIT 4 x 2</p> <p><b>Steve's Transportables</b> Steve Shorter - Proprietor Phone 0419 955 259 Email sshorter.1@bigpond.com</p>	<p>JOONDALUP DESIGNS Address 845 Muchea South Rd, Muchea, 6501. Post office Box 97, Muchea, 6501. Phone 08 9571 4361 Fax 08 95710158 Mobile 0411 513 771</p>		<p>CLIENT NAME: <b>JOHN &amp; KEARIE QUAKE</b></p>	<p>Issue No: 0</p>	<p>Version: FOR APPROVAL</p>	<p>Issue No: 06.10.17</p>	<p>By: LA</p>
			<p>SITE ADDRESS: <b>LOT 202 SIMMONS RD, BEVERLEY, VA 6304</b></p>	<p>DRAWING NAME: <b>FLOOR / ELECTRICAL PLAN &amp; ELEVATIONS</b></p>	<p>Sheet No: <b>1 OF 6</b></p>	<p>Revision: <b>0</b></p>	<p>Drawn By: LA</p>





Attachment 9.4



**OUTLINE DEVELOPMENT PLAN**  
**LOT 3 SIMMONS ROAD**  
**BEVERLEY**

NOTE:  
On-site effluent disposal systems to be set back 50m from existing creek line.  
Areas and dimensions subject to survey.  
**JOB REFERENCE: 100419**

SCALE 1:3000  
20th NOVEMBER 2007

**GRAY & LEWIS**  
LAND USE PLANNERS

**FIGURE 3**  
Suite 5, 2 Hardy Street  
South Perth, WA 6151  
T (08) 9474 1722  
F (08) 9474 1172  
perth@graylewis.com.au

Attachment 9.4

TRANSPORTABLE BUILDINGS INSPECTION REPORT

**Applicant:** John & Kerrie Quake

**Current Address of Buildings:** Steve's Transportables, Bullsbrook

**Inspection Date:** 20 October 2017

**Summary of Proposal:** It is proposed to relocate a transportable building that has been converted to a dwelling to Lot 200 Simmons Road, Beverley.

**Description of Buildings:** The building is a modular former mine-site accommodation that has been professionally converted to a single dwelling containing three (3) bedrooms, lounge, dining, kitchen, ensuite and combined bathroom/laundry.

**Estimated Age of Building:** February 2008 (as per Compliance Plate)

Walls

Type: Metal Condition: Good

Rectification Required: Nil (other than repairs required following relocation).

Roof

Type: Metal roofing Condition: Good

Rectification Required: Nil (other than repairs required following relocation).

Floor

Type: Metal Condition: Good

Rectification Required: Nil (other than repairs required following relocation).

**Structure – Sub-Floor** Type: Steel Condition: Good

Rectification Required: Nil (other than repairs required following relocation).

Interior and Services (Any Relevant Comment)

Appearance: Good. Metal clad. Some minor water damage on ceilings. Fittings to be installed.

**General Remarks**

When inspected the building was in three (3) pieces stored for sale for a period of 12 months (as advised by seller) and as a result some water damage had occurred to some ceilings as can be seen in the photographs taken.

A number of inspections have now been undertaken at Steve's Transportables where former mine-site buildings are being converted into 2, 3 and 4 bedroom dwellings for relocation within the Shire of Beverley. All dwelling conversions have been compliant with current building standards, including structural engineering and energy efficiency requirements.

#### Attachment 9.4

The appearance of this dwelling could be improved through the addition of a front verandah, awning or the like.

Photographs were taken during the inspection and are attached to this Report.

#### **Recommendation**

That the dwelling the subject of this inspection can be approved for relocation to the nominated site subject to the following:

A Building Permit application being submitted and approved prior to the relocation of any buildings.

A Structural Engineer's Certification for the building being submitted with the application for a Building Permit.

Details of compliance of the energy efficiency requirements of the Building Code of Australia being submitted with the application for the Building Permit.

An application for a septic system being approved and the system being installed prior to the occupation of any buildings.

Jacky Jurmann

23 October 2017

Inspecting Officer

Date



Attachment 9.4

PHOTOGRAPHS



*Front elevation*



*Rear elevation*

Attachment 9.4



*Side elevation (showing 3 pieces)*



*Kitchen*

Attachment 9.4



*Bathroom*



*Laundry*



Attachment 9.4



*Internal*

*Compliance Plate*



Attachment 9.4



*Minor water damage (top and bottom photos)*





*Sub-floor structure*

Attachment 9.4

SHEED I

**DESIGN CRITERIA**

- THESE STRUCTURES ARE CLASSIFIED AS CLASS 1b OF IMPORTANCE LEVEL 2 AND ARE TO BE CONSTRUCTED TO THE REQUIREMENTS OF THE BUILDING REGULATIONS 2011.
- THE STRUCTURAL ELEMENTS ON THIS DRAWING SHALL BE DESIGNED TO THE FOLLOWING PRESSURE CONSISTENT WITH REGION H1 OF AS 1684 - 2012 BASED ON PRESSURE COEFFICIENTS INTERNAL & EXTERNAL FROM AS/NZS 4223 - 2011.
- THE STRUCTURES SHALL BE DESIGNED FOR A WIND SPEED OF 111 KM/H WITH THE FOLLOWING:
  - WIND-RESISTIBLE ROOFS WITH LIVE LOADS CONSISTENT WITH THE FOLLOWING:
    - POINT LOAD: 1.5 kN

① DIMOTES PART; REFER TO S/S FOR DETAILS

**TRUSS SHED RANGE SIZES**

SIZE	DOORS
4.5m x 2.25m x 2.94m	2
4.8m x 2.25m x 2.95m	2
4.8m x 3.0m x 2.94m	2
4.8m x 3.0m x 2.95m	2
7.5m x 3.0m x 2.94m	2
7.5m x 3.0m x 2.95m	2
4.8m x 3.75m x 2.94m	2
7.5m x 3.75m x 2.94m	2

**GENERAL**

- THESE STRUCTURES ARE TO BE CONSTRUCTED IN ACCORDANCE WITH THE BUILDING REGULATIONS 2011 FOR STRUCTURAL ENGINEERING PURPOSES ONLY. ANY DISCREPANCIES THAT COULD RESULT IN CHANGES TO THE STRUCTURAL DESIGN SHALL BE THE RESPONSIBILITY OF THE CLIENT PRIOR TO PROCEEDING WITH CONSTRUCTION.
- ALL DIMENSIONS SHOWN SHALL BE VERIFIED BY THE BUILDER ON SITE PRIOR TO CONSTRUCTION.
- THE STRUCTURES SHALL BE DESIGNED TO WITHSTAND WIND SPEEDS OF 111 KM/H.
- DURING CONSTRUCTION THE STRUCTURES SHALL BE MAINTAINED IN A STABLE CONDITION AND NO PART SHALL BE PROTRUSING TEMPORARILY UNLESS IT IS PROTECTED TO PREVENT DAMAGE TO THE WORKS STABLE AT ALL TIMES.

**CONCRETE & FOUNDATIONS**

- SLAB THICKNESS IS SHOWN INDICATIVELY. SLAB PROFILES SHOULD BE DESIGNED IN ACCORDANCE WITH AS 3600. SLAB DESIGN BY OTHERS.

**FIXINGS**

- REFER TO S/S FOR FIXING DETAILS.
- BOLT TO SHEET PILE OCCURS AT CENTRE OF PILE.

**STEELWORK**

- REFER TO S/S & S6 FOR STEERING MEMBER DETAIL.
- PROF. WALL AND DOOR SHEETING TO BE GRADE 500B AT 200 INCL IN 100 WITH A 8 PAT. PROVIDE SATISFACTORY CORROSION PROTECTION TO ALL UNPAINTED COMPONENTS.

**NOTE:** 15# x 315 x 2.8 SHED SHOWN INDICATIVELY. TO BE PROPORTIONED ACCORDINGLY.

**TYPICAL BASE FIXINGS**

NOTE: ANCHOR BOLTS ARE TO BE PROVIDED EACH SIDE OF DOOR OPENINGS. THE WALL CONTAINING DOORS SHALL HAVE AT LEAST AS MANY ANCHOR BOLTS AS SHOWN.

40 FASTENERS (EVERY 2ND PURLIN) EVENLY SPACED

15 FASTENERS (EVERY 2ND RIB) EVENLY SPACED

15 FASTENERS (EVERY 2ND RIB) EVENLY SPACED

40 FASTENERS (EVERY PURLIN) EVENLY SPACED

1500 O/A

**ROOF FIXING PLAN**

SCALE: 1:50

**END ELEVATION**

SCALE: 1:50

19 FASTENERS TYPICAL

5 FASTENERS (EVERY 3RD PURLIN) TYPICAL

1800

**SIDE ELEVATION**

SCALE: 1:50

19 FASTENERS TYPICAL

5 FASTENERS (EVERY 3RD PURLIN) TYPICAL

1800

**NOTE:** PROVIDE ③ WALL AROUND DOORS, TYPICAL.

PROVIDE 1# MASONRY ANCHOR AT E OF DOORS INTO SLAB. SEE DETAIL ON S16.

**TRUSS SHED RANGE SIZES**

SIZE	DOORS
4.5m x 2.25m x 2.94m	2
4.8m x 2.25m x 2.95m	2
4.8m x 3.0m x 2.94m	2
4.8m x 3.0m x 2.95m	2
7.5m x 3.0m x 2.94m	2
7.5m x 3.0m x 2.95m	2
4.8m x 3.75m x 2.94m	2
7.5m x 3.75m x 2.94m	2

**CONSTRUCTION**

15076 - S11

C1

**DURABUILT**

**TRUSSED ROOF SHED RANGE**

**Durabuilt Products®**

**REVISIONS**

REV	DATE	BY	CHK	DESCRIPTION
CT	16/12/2016	FOR CONSTRUCTION	SW	DR
P3	12/12/2016	PRELIMINARY	SW	DR
P2	12/12/2016	PRELIMINARY	SW	DR
P1	12/12/2016	PRELIMINARY	SW	DR
REV	DATE	BY	CHK	DESCRIPTION
1			SW	DR





## **9.5 Development Application – Intensive Agriculture & Windmill – Lot 204 Richardson Street**

---

**SUBMISSION TO:** Ordinary Council Meeting 28 November 2017  
**REPORT DATE:** 15 November 2017  
**APPLICANT:** Jim Livingstone  
**FILE REFERENCE:** RIC 599  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Locality Map, Wind Mill Plans, Existing Windmills in the precinct

---

### **SUMMARY**

An application has been received to conduct an Intensive Agricultural land use (olive plantation), and an ancillary use (windmill) to extract ground water for the plantation, on Lot 204 Richardson Street, Beverley. It will be recommended the application be approved.

### **BACKGROUND**

An application has been submitted to conduct an intensive agricultural land use (olive plantation – approx. 370 trees) on the subject property, with a windmill to extract water for the plantation from an existing bore. The anticipated height of the windmill will be 29 feet (approx. 8.8 meters in total). The proposed location of the windmill is indicated on the attached locality map – set back approx. 48 m from the eastern boundary and 58 m from the southern boundary of the lot.

The subject site is zoned ‘*Rural Residential 1*’, is 1.8135 ha in extent and contains an existing olive plantation, residence and outbuildings.

### **COMMENT**

The Shire of Beverley Town Planning Scheme No. 2 (TPS 2) defines the proposed land use as follows:

*‘Intensive Agriculture’:*

*Means the use of land for the purposes of trade, commercial reward or gain, including such buildings and earthworks normally associated with the following-*

*(a) The production of grapes, vegetables, flowers, exotic and native plants, fruit and nuts...*

The land use is an ‘AA’ use in the ‘*Rural Residential*’ zone in terms of the Zoning Table 1 of TPS 2, meaning that Council may, at its discretion, permit the use. No onsite processing or selling of harvested olives will be done, as processing is being done at a plant in York. The proposed windmill is regarded as an ancillary or subservient use to the olive plantation to enable extraction from an existing bore on site to enable reticulated watering of the trees.

Beverley is by nature a Country Town and it is generally expected that these types of land uses and associated windmill structures would be encountered. It is the view that the windmill structure in itself further defines the rural character of the town in a very positive way. The specific zone (‘*Rural Residential*’) in which the proposal is located is also regarded as being appropriate for this type of land use. Attached is a

map showing other existing windmills in the precinct. The calculated height (including the fan blade unit) of these windmills is approx. 5.7meters. The proposed windmill is proposed to have a maximum height (including the fan blade unit) of 8.8 meters, which is slightly taller than the existing average, however still regarded as being appropriate.

Notwithstanding the rural character of Beverley and to enable Council in future to have control over a possible undesirable proliferation of windmills in other zones within the Beverley townsite, it is recommended that Council consider adopting a Local Planning Policy for windmills, to be brought to Council in due course.

### Advertising

In regards to the possible impact of the windmill structure on the amenity of the locality it was decided to advertise the application to landowners considered to be impacted by the proposal, even though this was not a minimum legal requirement in terms of TPS 2.

The application was advertised for a period of 14 days and the following submissions were received. Planner's responses are included in the table below.

	<b>Respondent</b>	<b>Property</b>	<b>Comment</b>	<b>Planner's Response</b>
1	Di & Ric Smith	13704 Langsford Street Beverley WA 6304	No objection to proposal if it complies with land use allowed for the zone it lies in.	Noted. Proposed land use is at Council's discretion.
2	Heather Macdonald	2 Dempster Street Beverley WA 6304	No objection to proposal.	Noted.
3	OC Thomas & EA Thomas	105 Richardson Street Beverley WA 6304	No objection to proposal.  Good luck to him, hope he does well.	Noted.
4	GE Bolger	2 Grigson Street Beverley WA 6304	No objection to proposal.	Noted.
5	J Johnson	16 Grigson Street Beverley WA 6304	No objection to proposal.	Noted.
6	LJ Wall	PO Box 303 Beverley WA 6304	No objection to proposal.	Noted.
7	D Ward	Lot 182 Langsford Street Beverley WA 6304	No objection to proposal.	Noted.
8	DC Inglis	21 Grigson Street Beverley WA 6304	No objection to proposal.	Noted.

### STATUTORY ENVIRONMENT

The application may be approved in terms of 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 policies on windmills within the Beverley Townsite and it is proposed that this be addressed through a future Local Planning Policy.

### **VOTING REQUIREMENTS**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council grant planning approval for an Intensive Agriculture land use (Olive Plantation) & Windmill at Lot 204 Richardson 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 Manager: Planning & Development Services.
2. No processing on or selling of products from the Olive Plantation shall be permitted on the subject site (lot 204 Richardson Street), without the prior approval of the Council first being sought and obtained.

#### **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 being 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: The applicant is advised to maintain the windmill in an operable condition to the manufacturer's specifications, to the satisfaction of the Shire.
- Note 6: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

**COUNCIL RESOLUTION**

**M11/1117**

**Moved Cr Martin**

**Seconded Cr Seed**

**That Council grant planning approval for an Intensive Agriculture land use (Olive Plantation) & Windmill at Lot 204 Richardson 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 Manager: Planning & Development Services.**
- 2. No processing on or selling of products from the Olive Plantation shall be permitted on the subject site (lot 204 Richardson Street), without the prior approval of the Council first being sought and obtained.**

**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 being 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.**

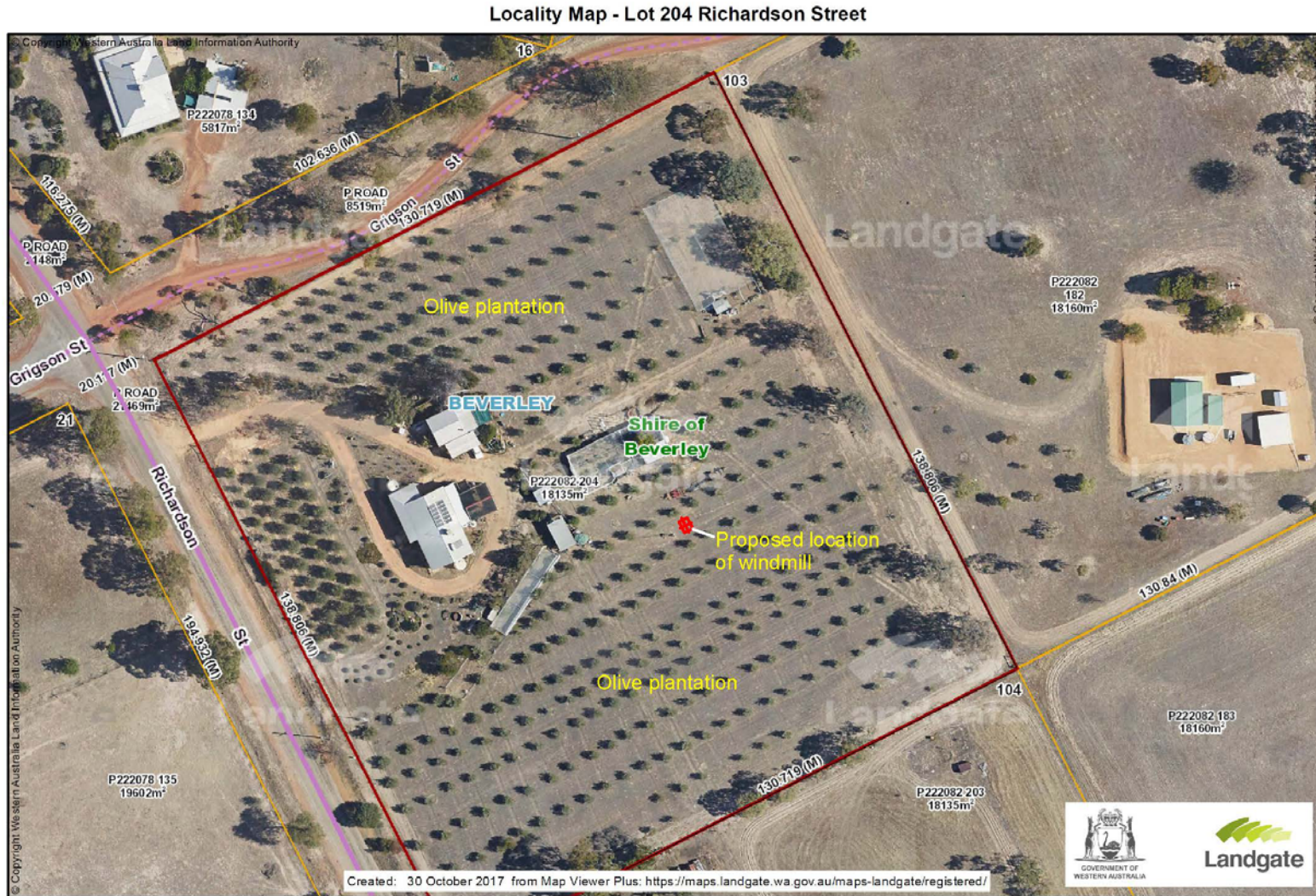
**Note 4: The applicant is advised a building permit is required prior to commencement of any building works.**

**Note 5: The applicant is advised to maintain the windmill in an operable condition to the manufacturer's specifications, to the satisfaction of the Shire.**

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

**CARRIED 8/0**

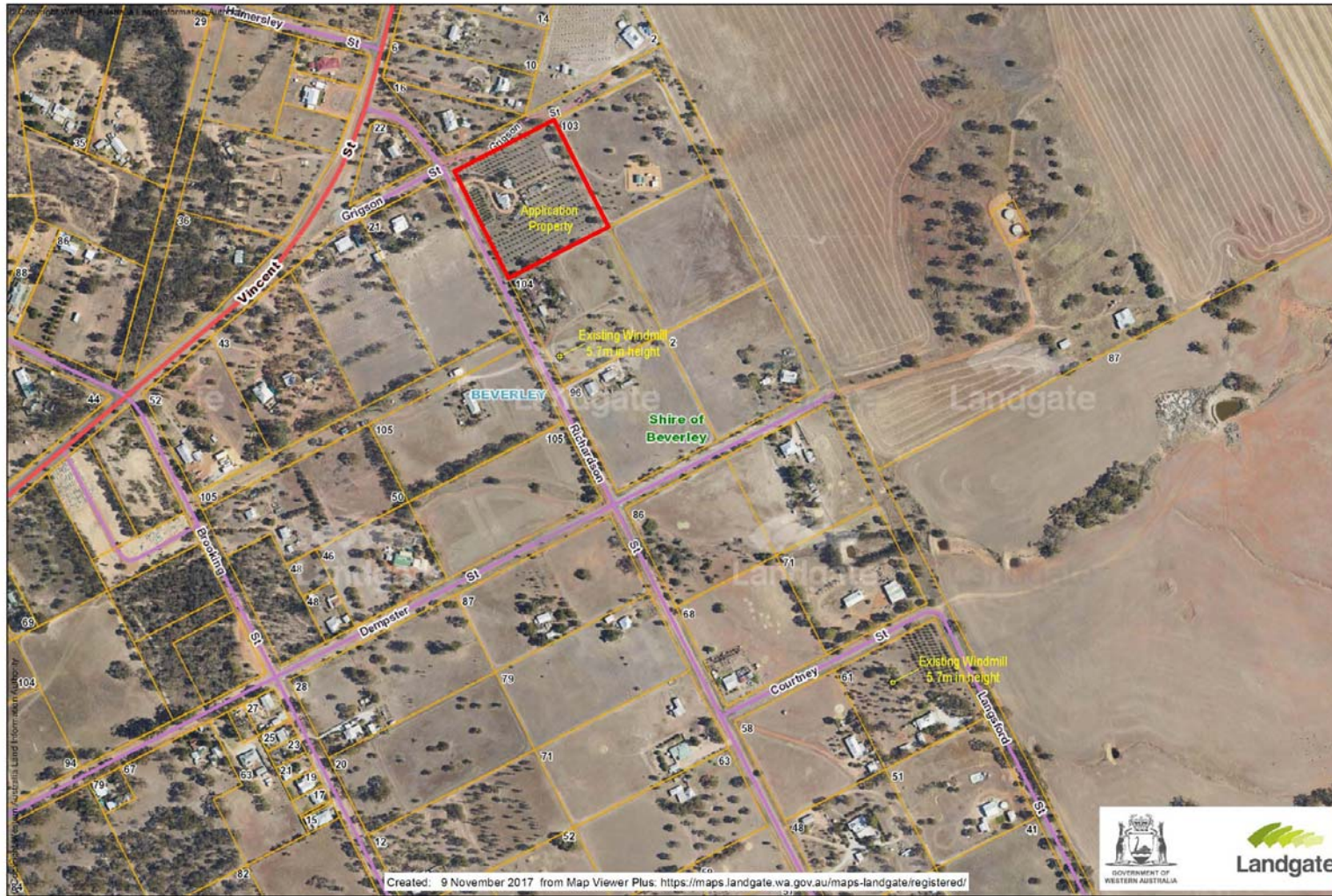
Attachment 9.5





Attachment 9.5

Existing Windmills



Attachment 9.5

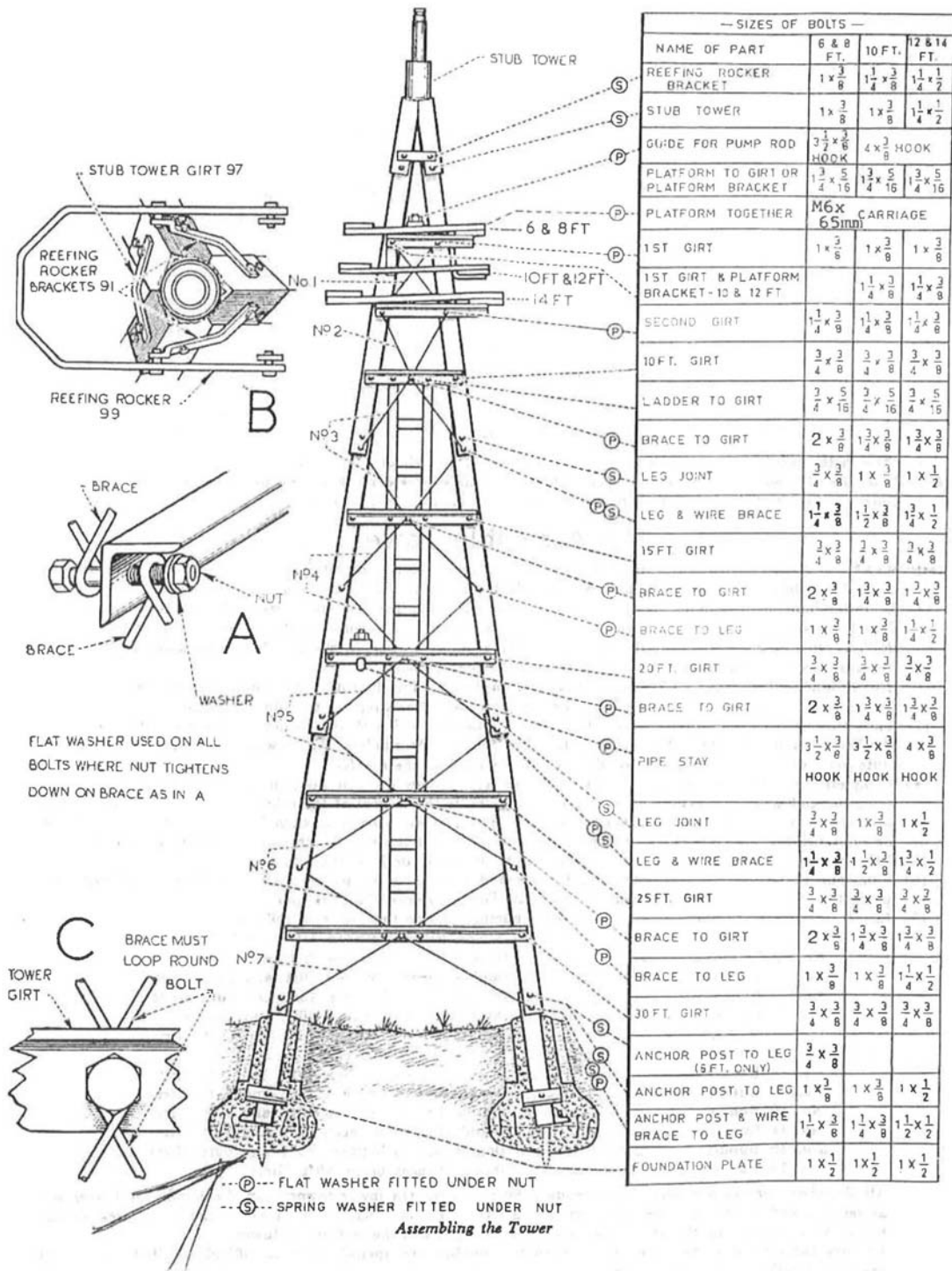




Attachment 9.5

Page Four

SOUTHERN CROSS "IZ" PATTERN WINDMILLS



— SIZES OF BOLTS —			
NAME OF PART	6 & 8 FT.	10 FT.	12 & 14 FT.
REEFING ROCKER BRACKET	1 x 3/8	1 1/4 x 3/8	1 1/4 x 1/2
STUB TOWER	1 x 3/8	1 x 3/8	1 1/4 x 1/2
GUIDE FOR PUMP ROD HOOK	3 1/2 x 3/8	4 x 3/8	HOOK
PLATFORM TO GIRT OR PLATFORM BRACKET	1 3/4 x 5/16	1 3/4 x 5/16	1 3/4 x 5/16
PLATFORM TOGETHER	M6 x 65mm CARRIAGE		
1ST GIRT	1 x 3/8	1 x 3/8	1 x 3/8
1ST GIRT & PLATFORM BRACKET-10 & 12 FT		1 1/4 x 3/8	1 1/4 x 3/8
SECOND GIRT	1 1/4 x 3/8	1 1/4 x 3/8	1 1/4 x 3/8
10 FT. GIRT	3/4 x 3/8	3/4 x 3/8	3/4 x 3/8
LADDER TO GIRT	3/4 x 5/16	3/4 x 5/16	3/4 x 5/16
BRACE TO GIRT	2 x 3/8	1 3/4 x 3/8	1 3/4 x 3/8
LEG JOINT	3/4 x 3/8	1 x 1/2	1 x 1/2
LEG & WIRE BRACE	1 1/4 x 3/8	1 1/2 x 3/8	1 3/4 x 1/2
15 FT. GIRT	3/4 x 3/8	3/4 x 3/8	3/4 x 3/8
BRACE TO GIRT	2 x 3/8	1 3/4 x 3/8	1 3/4 x 3/8
BRACE TO LEG	1 x 3/8	1 x 3/8	1 1/4 x 1/2
20 FT. GIRT	3/4 x 3/8	3/4 x 3/8	3/4 x 3/8
BRACE TO GIRT	2 x 3/8	1 3/4 x 3/8	1 3/4 x 3/8
PIPE STAY	3 1/2 x 3/8	3 1/2 x 3/8	4 x 3/8
LEG JOINT	3/4 x 3/8	1 x 3/8	1 x 1/2
LEG & WIRE BRACE	1 1/4 x 3/8	1 1/2 x 3/8	1 3/4 x 1/2
25 FT. GIRT	3/4 x 3/8	3/4 x 3/8	3/4 x 3/8
BRACE TO GIRT	2 x 3/8	1 3/4 x 3/8	1 3/4 x 3/8
BRACE TO LEG	1 x 3/8	1 x 3/8	1 1/4 x 1/2
30 FT. GIRT	3/4 x 3/8	3/4 x 3/8	3/4 x 3/8
ANCHOR POST TO LEG (5 FT. ONLY)	3/4 x 3/8		
ANCHOR POST TO LEG	1 x 3/8	1 x 3/8	1 x 1/2
ANCHOR POST & WIRE BRACE TO LEG	1 1/4 x 3/8	1 1/4 x 3/8	1 1/2 x 1/2
FOUNDATION PLATE	1 x 1/2	1 x 1/2	1 x 1/2



## **9.6 Development Application – Cottage Industry – 7651 (Lot 29) Great Southern Highway, Beverley**

---

**SUBMISSION TO:** Ordinary Council Meeting 28 November 2017  
**REPORT DATE:** 17 November 2017  
**APPLICANT:** JM Evans & I Spence  
**FILE REFERENCE:** GRE 1362  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Locality Map, Applicant's submission, Site Sketch Plans

---

### **SUMMARY**

An application has been received to conduct a Cottage Industry land use on 7651 (Lot 29) Great Southern Highway, Beverley. It will be recommended the application be approved.

### **BACKGROUND**

An application has been submitted to conduct a Cottage Industry land use on the subject property.

The subject site is zoned 'Farming', is 1.662 ha in extent and contains an existing residence and outbuildings.

The applicant proposes to make small, limited edition, cement garden sculptures (approx. dimensions 30cm x 30cm) and distribute them to certain galleries (i.e. Happs Pottery in Dunsborough) and upmarket garden nurseries like Mia Flora in Mount Lawley, etc.

Opportunities also exist to market the products and other art on the Internet. It is proposed to sell items off site with local clientele having the ability to collect items from the site, ordered online.

Please refer to the full submission of the applicant attached to this report.

### **COMMENT**

The Shire of Beverley Town Planning Scheme No. 2 (TPS 2) defines the proposed land use as follows:

*'Industry-Cottage':*

*Means an industry which produces arts and craft goods which cannot be carried out under the provisions relating to a "home occupation" and that: -*

- (b) does not cause injury to or prejudicially affect the amenity of the neighbourhood including (but without limiting the generality of the foregoing) injury, or prejudicial affection, due to the emission of light, noise, vibration, steam, soot, ash, dust, grit, oil, liquid wastes or waste products;*
- (c) where operated in the 'Residential' zone, does not entail the employment of any person not a member of the occupier's family normally resident on the land;*
- (d) is conducted in an outbuilding which is compatible to the zone and its amenity and does not occupy an area in excess of 55m<sup>2</sup>;*
- (e) does not require the provisions of any essential service main of a greater capacity than normally required in the zone in which it is located;*

(f) *does not display a sign exceeding 0.2m<sup>2</sup> in area.*

The proposed land use is an 'AA' use in the 'Farming' zone in terms of the Zoning Table 1 of TPS 2, meaning that Council may, at its discretion, permit the use.

The proposal is supported for the following reasons:

- The proposed development is very limited in nature and will have negligible effect on the environment and no discernible negative effect on the amenity of the area;
- existing buildings and infrastructure on the property will be used and improved over time by the proposal;
- the outbuilding in which the activity will take place is 54m<sup>2</sup> in extent – in line with the TPS 2 requirement;
- no retail sales will be conducted from the premises, only collection of sculptures;
- economic diversification within the bounds of the prescripts of the Town Planning Scheme should be encouraged.

### **ADVERTISING**

No public notification was considered necessary nor is it a minimum statutory requirement of TPS 2.

### **STATUTORY ENVIRONMENT**

The application may be approved in terms of 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 planning approval for a Cottage Industry land use (making of cement garden sculptures) at 7651 (Lot 29) Great Southern Highway, Beverley subject to the following conditions and advice notes:

#### **Conditions:**

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by the Manager: Planning & Development Services.
2. No direct retail sales of the products shall be conducted from the property.

3. Hours for collection of the products shall be limited to between 8am to 5pm.

**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 being 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**

**M12/1117**

**Moved Cr Davis**

**Seconded Cr Martin**

**That Council grant planning approval for a Cottage Industry land use (making of cement garden sculptures) at 7651 (Lot 29) Great Southern Highway, Beverley subject to the following conditions and advice notes:**

**Conditions:**

- 1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by the Manager: Planning & Development Services.**
- 2. No direct retail sales of the products shall be conducted from the property.**
- 3. Hours for collection of the products shall be limited to between 8am to 5pm.**

**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 being 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 8/0**

Attachment 9.6

Locality Map - 7651 (Lot 29) Great Southern Highway

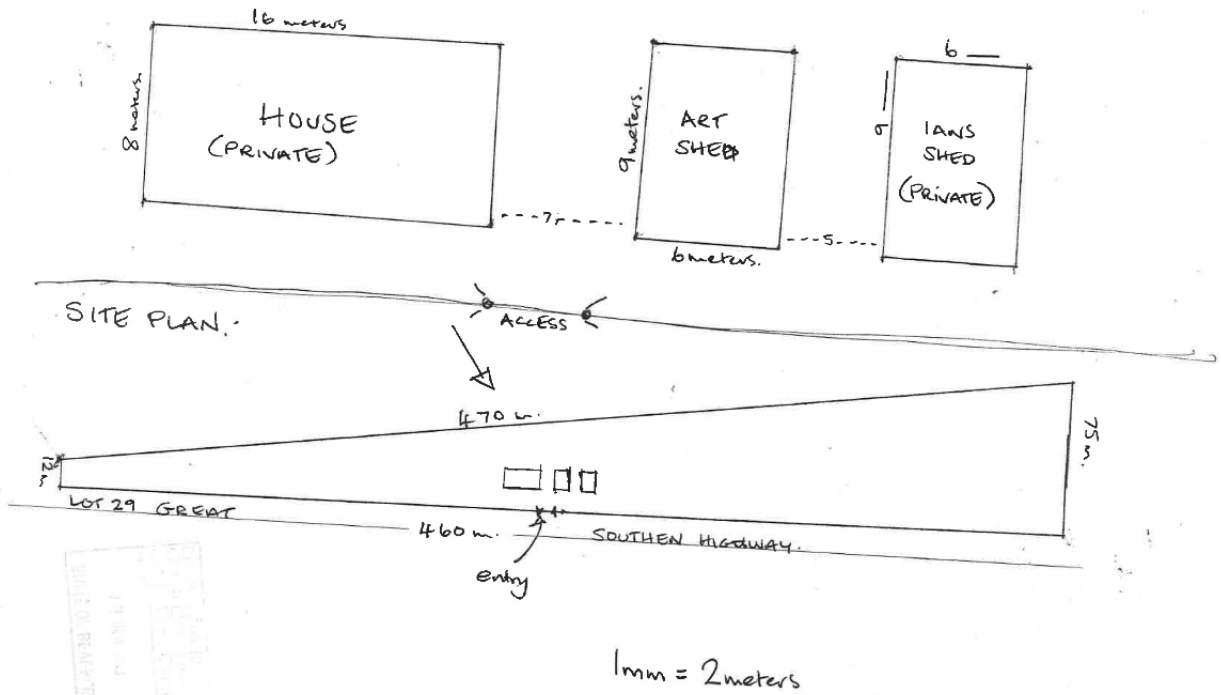




Attachment 9.6



CLOSE UP:



## Attachment 9.6

APPLICATION FOR 'INDUSTRY - COTTAGE' BY MANDY EVANS ARTIST  
FOR  
7651 GREAT SOUTHERN HIGHWAY BEVERLEY WA



Throughout my career as an artist I have primarily survived by making prints of original paintings and drawings

After going back to university to learn how to sell my art on the internet - I then moved to Beverley 2 years ago to implement these digital marketing strategies (a very slow long term plan that is working quite well) see <https://www.mandyevansartist.com>

During this time I have developed a series of small 30cm x 30cm cement garden sculptures in a process taught to me by Ray? (who at one time ran a small cement garden ornament shop at Vincent St near the bridge)

By using this same process I can make small runs of limited edition sculptures of my original work - which can then be distributed to certain galleries (like Happs Pottery in Dunsborough) and up market garden nurseries (like Mia Flora in Mount Lawley, or Zanthorea in the hills in Perth)

I would also market them on the internet along with my other art



Although they are still in very much prototype mode - I have created a very humble business plan to begin distribution to the previously mentioned retailers

It extends to creating less than 10 sculptures per week (which would take two bags of cement + 4 equal parts of sand) - with expected sales being less than half of that, and the rest being used to create my own gardens and landscaping around the house

I have large plans for extensive gardens that I have already terrified Stefan with - but they are not the purpose of this application, and will take literally years to build



## Attachment 9.6

The purpose of this application is to begin stage one of a slow long term plan - where I continue to develop the original cement sculptures, latex moulds and limited edition objects with a view to sell off site, and also have local people pick up products they have bought online

As I have not yet completed my product line, or have no gardens or outdoor display area - I cannot see any traffic being created by this proposal at this point, nor for some time to come.



You can see in the overhead shot of the area, there are two matching sheds (both 9m x 6m) next to a 16 m x 8m house. (Behind the middle shed is a lean-to storage area)

It is in the middle shed where I intend to store my art supplies and primarily work - but I would like to start my actual cement mixing in the area in between both sheds with a view to landscaping that area first.

As I clean out the mixer (and by using the off casts from the carving) - the waste cement creates a fine rubble, where over weeks and months becomes quite a nice floor surface for pathways and parking - which turns into an improvement. It takes a long time, but I would hope to keep moving the cement mixer and incrementally create nice garden paths.

The cement dust created from the process would in no way affect anyone but myself as we are more than 200 meters away from the nearest neighbour.

In the first year or so I can't see myself using any more than two bags a week, so this is a minimal use of water, and I would probably use the scheme water from the tap (keeping any rain water for use in the garden)



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

Nil

## **11. FINANCE**

### **11.1 Monthly Financial Report**

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**SUBMISSION TO:** Ordinary Council Meeting 28 November 2017  
**REPORT DATE:** 21 November 2017  
**APPLICANT:** N/A  
**FILE REFERENCE:** N/A  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** October 2017 Financial Reports

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#### **SUMMARY**

Council to consider accepting the financial report for the period ending 31 October 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 October 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

**OFFICER’S RECOMMENDATION**

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

**COUNCIL RESOLUTION**

**M13/1117**

**Moved Cr Brown**

**Seconded Cr Davis**

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

**CARRIED 8/0**

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

Description	Budget 2017/18	YTD Budget 2017/18	YTD Actual 2017/18	YTD Variance	Notes To Material Variances
<b>Operating Revenue</b>					
General Purpose Funding	3,228,040.00	2,794,321.00	2,796,719.22	2,398.22	
Governance	6,100.00	100.00	16,802.70	16,702.70	CCZ Golf Day Sponsorship and Nomination Fees unbudgeted.
Law, Order & Public Safety	186,149.00	80,076.00	201,800.04	121,724.04	BRMPC Grant funding extended for full year \$124,356 unbudgeted to be offset by BRMPC program expenditure.
Health	100.00	0.00	127.27	127.27	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	1,403,903.00	30,032.00	31,042.85	1,010.85	
Community Amenities	198,279.00	188,707.00	190,765.49	2,058.49	
Recreation & Culture	2,691,835.00	450,306.00	418,796.91	(31,509.09)	DSR Swimming Pool Revitalisation funding (\$32,000) cut from State Budget.
Transport	7,016,564.00	455,753.00	409,968.19	(45,784.81)	Allocated MRWA Direct Grant funding (\$46,842) cut from State Budget.
Economic Activities	81,500.00	44,788.00	48,822.25	4,034.25	
Other Property & Services	43,100.00	23,664.00	27,938.64	4,274.64	
<b>Total Operating Revenue</b>	<b>14,855,570.00</b>	<b>4,067,747.00</b>	<b>4,142,783.56</b>	<b>75,036.56</b>	
<b>Operating Expenditure</b>					
General Purpose Funding	(179,989.00)	(46,260.00)	(45,050.87)	1,209.13	
Governance	(249,780.00)	(81,992.00)	(77,124.44)	4,867.56	
Law, Order & Public Safety	(448,152.00)	(155,160.00)	(146,593.55)	8,566.45	
Health	(148,255.00)	(49,365.00)	(42,931.18)	6,433.82	
Education & Welfare	(78,374.00)	(26,274.00)	(23,291.08)	2,982.92	
Housing	(257,109.00)	(87,830.00)	(88,715.73)	(885.73)	
Community Amenities	(623,763.00)	(168,093.00)	(162,746.52)	5,346.48	
Recreation & Culture	(1,043,277.00)	(358,289.00)	(366,171.12)	(7,882.12)	
Transport	(2,203,252.00)	(728,075.00)	(724,934.66)	3,140.34	
Economic Activities	(494,577.00)	(125,054.00)	(277,002.19)	(151,948.19)	Write Off of Aeronautical Museum following demolition (\$159,328) non-cash unbudgeted.
Other Property & Services	3,651.00	(75,081.00)	(98,041.31)	(22,960.31)	POC & PWOH allocation variations.
<b>Total Operating Expenditure</b>	<b>(5,722,877.00)</b>	<b>(1,901,473.00)</b>	<b>(2,052,602.65)</b>	<b>(151,129.65)</b>	
<b>Net Operating</b>	<b>9,132,693.00</b>	<b>2,166,274.00</b>	<b>2,090,180.91</b>	<b>(76,093.09)</b>	
<b>Capital Income</b>					
Self-Supporting Loan - Principal Repayment	14,411.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	211,000.00	170,000.00	167,727.27	(2,272.73)	
<b>Total Capital Income</b>	<b>225,411.00</b>	<b>170,000.00</b>	<b>167,727.27</b>	<b>(2,272.73)</b>	

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

Description	Budget 2017/18	YTD Budget 2017/18	YTD Actual 2017/18	YTD Variance	Notes To Material Variances
<b>Capital Expenditure</b>					
Land and Buildings	(6,529,594.00)	(301,094.00)	(313,144.92)	(12,050.92)	Unit 5 Hunt Road Village Refurb \$7,216 over Budget due to staff hours allocated to works.
Plant and Equipment	(531,000.00)	(384,000.00)	(378,990.90)	5,009.10	
Office Furniture and Equipment	(55,500.00)	(10,000.00)	(7,836.36)	2,163.64	
Road Construction	(3,700,515.00)	(156,050.00)	(156,163.58)	(113.58)	
Other Infrastructure	(4,343,000.00)	(60,000.00)	(61,375.18)	(1,375.18)	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(69,209.00)	(7,272.00)	(7,272.46)	(0.46)	
<b>Total Capital Expenditure</b>	<b>(15,228,818.00)</b>	<b>(918,416.00)</b>	<b>(924,783.40)</b>	<b>(6,367.40)</b>	
<b>Net Capital</b>	<b>(15,003,407.00)</b>	<b>(748,416.00)</b>	<b>(757,056.13)</b>	<b>(8,640.13)</b>	
<b>Adjustments</b>					
Depreciation Written Back	1,691,589.00	593,846.00	618,853.35	25,007.35	Depreciation expensed greater than anticipated YTD.
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)	(6,664.00)	155,128.30	161,792.30	Write Off of Aeronautical Museum following demolition \$159,328 non-cash unbudgeted.
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	
<b>Add Funding From</b>					
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	
<b>Total Adjustments</b>	<b>5,870,714.00</b>	<b>2,858,708.00</b>	<b>3,045,508.14</b>	<b>186,800.14</b>	
<b>CLOSING SURPLUS/(DEFICIT)</b>	<b>0.00</b>	<b>4,276,566.00</b>	<b>4,378,632.92</b>	<b>102,066.92</b>	

<b>SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 October 2017</b>	
<b>Description</b>	<b>YTD Actual 2017/18</b>
<b>Current Assets</b>	
Cash at Bank	423,376.05
Cash - Unrestricted Investments	3,358,746.78
Cash - Restricted Reserves	2,285,770.33
Cash on Hand	300.00
Accounts Receivable	1,273,549.05
Self-Supporting Loan - Current	14,411.41
Inventory - Fuel	9,109.53
<b>Total Current Assets</b>	<b>7,365,263.15</b>
<b>Current Liabilities</b>	
Accounts Payable	(430,780.82)
Loan Liability - Current	(61,936.62)
Annual Leave Liability - Current	(175,992.28)
Long Service Leave Liability - Current	(140,242.31)
Doubtful Debts	(168,489.59)
<b>Total Current Liabilities</b>	<b>(977,441.62)</b>
<b>Adjustments</b>	
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	61,936.62
<b>Total Adjustments</b>	<b>(2,009,188.61)</b>
<b>NET CURRENT ASSETS</b>	<b>4,378,632.92</b>

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

Description	Actual 2016/17	YTD Actual 2017/18	Movement
<b>Current Assets</b>			
Cash and Cash Equivalents	4,705,857.09	6,068,193.16	1,362,336.07
Accounts Receivable	618,061.15	1,273,549.05	655,487.90
Self-Supporting Loan - Current	14,411.41	14,411.41	0.00
Inventory	13,591.69	9,109.53	(4,482.16)
<b>Total Current Assets</b>	<b>5,351,921.34</b>	<b>7,365,263.15</b>	<b>2,013,341.81</b>
<b>Current Liabilities</b>			
Accounts Payable	(524,545.44)	(430,780.82)	93,764.62
Loan Liability - Current	(69,209.08)	(61,936.62)	7,272.46
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
<b>Total Current Liabilities</b>	<b>(1,078,478.70)</b>	<b>(977,441.62)</b>	<b>101,037.08</b>
<b>Non-Current Assets</b>			
Non-Current Debtors	106,148.59	106,148.59	0.00
Land and Buildings	18,496,080.21	18,438,854.27	(57,225.94)
Plant and Equipment	1,987,610.88	2,088,332.07	100,721.19
Furniture and Equipment	172,475.58	166,063.24	(6,412.34)
Infrastructure	25,369,332.35	25,308,051.46	(61,280.89)
Self-Supporting Loan - Non Current	74,124.94	74,124.94	0.00
<b>Total Non-Current Assets</b>	<b>46,205,772.55</b>	<b>46,181,574.57</b>	<b>(24,197.98)</b>
<b>Non-Current Liabilities</b>			
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
<b>Total Non-Current Liabilities</b>	<b>(1,030,821.68)</b>	<b>(1,030,821.68)</b>	<b>0.00</b>
<b>Net Assets</b>	<b>49,448,393.51</b>	<b>51,538,574.42</b>	<b>2,090,180.91</b>
<b>Equity</b>			
Accumulated Surplus	(36,666,952.94)	(38,757,133.85)	(2,090,180.91)
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
<b>Total Equity</b>	<b>(49,448,393.51)</b>	<b>(51,538,574.42)</b>	<b>(2,090,180.91)</b>

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 October 2017						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
<b>2316440</b>	<b>Reserve Funds Bendigo</b>					
	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	6 mths	2.65%	21/12/2017
<b>2902-40204</b>	<b>Online Saver ANZ</b>	128.27	128.27	Ongoing	0.00%	Ongoing
<b>2367874</b>	<b>Term Deposit Bendigo</b>	402,369.32	402,369.32	4 mths	2.35%	22/12/2017
<b>2377812</b>	<b>Term Deposit Bendigo</b>	452,839.87	452,839.87	4 mths	2.35%	4/01/2018
<b>2394281</b>	<b>Term Deposit Bendigo</b>	400,000.00	400,000.00	6 mths	2.50%	21/03/2018
<b>2407244</b>	<b>Term Deposit Bendigo</b>	400,000.00	400,000.00	5 mths	2.50%	6/03/2018
<b>2416126</b>	<b>Term Deposit Bendigo</b>	403,409.32	403,409.32	6 mths	2.50%	13/04/2018
<b>9777-24432</b>	<b>Term Deposit ANZ</b>	500,000.00	500,000.00	5 mths	2.35%	5/02/2018
<b>9778-24193</b>	<b>Term Deposit ANZ</b>	400,000.00	400,000.00	4 mths	2.35%	22/01/2018
	<b>Total</b>		<b>5,244,517.11</b>			



<b>SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE &amp; TYPE FOR THE PERIOD ENDING 31 October 2017</b>		
<b>Description</b>	<b>Budget 2017/18</b>	<b>YTD Actual 2017/18</b>
<b>Income</b>		
Rates	2,669,880.00	2,666,901.44
Operating Grants, Subsidies and Contributions	2,271,419.00	459,023.43
Profit On Asset Disposal	12,000.00	6,529.00
Service Charges	0.00	0.00
Fees & Charges	523,761.00	316,292.15
Interest Earnings	103,888.00	22,247.21
Other Revenue	60,500.00	31,287.89
Non-Operating Grants, Subsidies and Contributions	9,238,188.00	647,759.00
<b>Total Income by Nature &amp; Type</b>	<b>14,879,636.00</b>	<b>4,150,040.12</b>
<b>Expenditure</b>		
Employee Costs	(2,134,739.00)	(618,191.87)
Materials & Contracts	(1,840,463.00)	(402,564.89)
Utilities	(208,638.00)	(58,235.74)
Depreciation On Non-Current Assets	(1,691,589.00)	(618,853.35)
Interest Expenses	(34,504.00)	(548.35)
Insurance Expenses	(168,227.00)	(172,654.99)
Other Expenditure	(81,975.00)	(52,534.18)
Loss On Asset Disposal	(8,000.00)	(161,657.30)
Loss on Revaluation of Non-Current Assets	0.00	0.00
<b>Total Expenditure by Nature &amp; Type</b>	<b>(6,168,135.00)</b>	<b>(2,085,240.67)</b>
<b>Allocations</b>		
Reallocation Codes Expenditure	421,192.00	25,381.46
Reallocation Codes Income	0.00	0.00
<b>Total Allocations</b>	<b>421,192.00</b>	<b>25,381.46</b>
<b>Net Operating by Nature &amp; Type</b>	<b>9,132,693.00</b>	<b>2,090,180.91</b>

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

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
	<b>Rural Road Maintenance</b>	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	1,371.98
RR002	Athol Rd (RoadID: 26) (Maintenance)	1,982.18
RR003	Avoca Rd (RoadID: 98) (Maintenance)	476.82
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	234.65
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	140.08
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	1,501.06
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	3,854.95
RR008	Barrington Rd (RoadID: 13) (Maintenance)	188.21
RR009	Batemans Rd (RoadID: 78) (Maintenance)	0.00
RR010	Batys Rd (RoadID: 60) (Maintenance)	879.01
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	2,173.18
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	1,340.72
RR013	Beringer Rd (RoadID: 29) (Maintenance)	3,084.94
RR014	Bethany Rd (RoadID: 148) (Maintenance)	770.42
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	0.00
RR017	Bremner Rd (RoadID: 6) (Maintenance)	232.97
RR018	Buckinghams Rd (RoadID: 94) (Maintenance)	841.05
RR019	Bushhill Road (RoadID: 183) (Maintenance)	0.00
RR020	Butchers Rd (RoadID: 20) (Maintenance)	3,802.45
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	305.78
RR022	Carrs Rd (RoadID: 47) (Maintenance)	1,811.32
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	525.34
RR024	Caudle Rd (RoadID: 140) (Maintenance)	1,802.92
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	0.00
RR026	Clulows Rd (RoadID: 16) (Maintenance)	5,253.52
RR027	Collins Rd (RoadID: 66) (Maintenance)	1,260.63
RR028	Cookes Rd (RoadID: 61) (Maintenance)	508.82
RR029	Corberding Rd (RoadID: 43) (Maintenance)	4,478.13
RR030	County Peak Rd (RoadID: 96) (Maintenance)	0.00
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	3,164.89
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	4,877.48
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	3,499.90
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	5,133.55
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	3,407.38
RR036	Drapers Rd (RoadID: 79) (Maintenance)	0.00
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	694.50
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	18,764.06
RR039	Ewert Rd (RoadID: 27) (Maintenance)	3,133.96

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

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	280.49
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)	1,986.81
RR046	Hills Rd (RoadID: 76) (Maintenance)	1,204.11
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	987.44
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	154.09
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	2,674.20
RR050	Jas Rd (Maintenance)	1,075.00
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	415.44
RR052	Jones Rd (RoadID: 48) (Maintenance)	1,639.50
RR053	K1 Rd (RoadID: 85) (Maintenance)	1,395.54
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	0.00
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	2,954.82
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	1,694.16
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	117.31
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	6,930.45
RR060	Lennard Rd (RoadID: 58) (Maintenance)	2,655.95
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	450.45
RR062	Luptons Rd (RoadID: 22) (Maintenance)	4,087.71
RR063	Maitland Rd (RoadID: 39) (Maintenance)	5,524.01
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	987.57
RR065	Manns Rd (RoadID: 59) (Maintenance)	925.52
RR066	Manuels Rd (RoadID: 37) (Maintenance)	713.47
RR067	Mawson Rd (RoadID: 100) (Maintenance)	8,348.05
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	163.45
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)	1,154.11
RR073	Mills Rd (RoadID: 80) (Maintenance)	384.76
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	7,861.76
RR075	Murrays Rd (RoadID: 71) (Maintenance)	234.65
RR076	Negus Rd (RoadID: 50) (Maintenance)	1,130.74
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	3,130.34
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	1,378.00
RR079	Patten Rd (RoadID: 53) (Maintenance)	1,511.24

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

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
RR080	Petchells Rd (RoadID: 38) (Maintenance)	1,500.91
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	338.84
RR082	Pike Rd (RoadID: 45) (Maintenance)	2,195.53
RR083	Potts Rd (RoadID: 14) (Maintenance)	3,368.49
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	1,102.73
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	0.00
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	0.00
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	2,951.52
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	781.53
RR089	Rogers Rd (RoadID: 62) (Maintenance)	947.72
RR090	Rossi Rd (RoadID: 156) (Maintenance)	434.58
RR091	Rumble Rd (Maintenance)	392.10
RR092	Schillings Rd (RoadID: 65) (Maintenance)	528.25
RR093	Shaw Rd (RoadID: 184) (Maintenance)	0.00
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	1,235.91
RR095	Simmons Rd (RoadID: 101) (Maintenance)	323.14
RR096	Sims Rd (RoadID: 155) (Maintenance)	184.41
RR097	Ski Rd (RoadID: 83) (Maintenance)	3,996.57
RR098	Smith Rd (RoadID: 72) (Maintenance)	939.91
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	3,285.30
RR100	Spavens Rd (RoadID: 44) (Maintenance)	0.00
RR101	Springhill Rd (RoadID: 23) (Maintenance)	2,547.93
RR102	Steve Edwards Drv (RoadID: 173) (Maintenance)	540.41
RR103	St Jacks Rd (RoadID: 34) (Maintenance)	0.00
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	0.00
RR105	Thomas Rd (RoadID: 31) (Maintenance)	1,173.22
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	317.56
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	389.29
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	2,786.14
RR109	Walgy Rd (RoadID: 42) (Maintenance)	0.00
RR110	Walkers Rd (RoadID: 86) (Maintenance)	123.20
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	0.00
RR112	Warradale Rd (RoadID: 67) (Maintenance)	2,919.61
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	1,114.51
RR114	Westdale Rd (RoadID: 166) (Maintenance)	7,219.27
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	280.49
RR116	Woods Rd (RoadID: 68) (Maintenance)	610.25
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	1,124.67
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	820.24
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	5,174.21

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

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	1,202.00
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	23,318.18
RR888	Tree Lopping - Rural Roads (Maintenance)	79,426.82
RR999	Rural Roads Various (Maintenance)	15,671.51
WANDRRA	Disaster Recovery Works	0.00
<b>Sub Total</b>	<b>Rural Road Maintenance</b>	<b>318,581.50</b>
	<b>Town Street Maintenance</b>	
TS001	Barnsley St (RoadID: 162) (Maintenance)	566.86
TS002	Bartram St (RoadID: 114) (Maintenance)	1,079.62
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	1,221.04
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)	703.42
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	244.07
TS011	Delisle St (RoadID: 120) (Maintenance)	0.00
TS012	Dempster St (RoadID: 111) (Maintenance)	176.24
TS013	Duffield St (RoadID: 160) (Maintenance)	0.00
TS014	Edward St (RoadID: 107) (Maintenance)	611.71
TS015	Elizabeth St (RoadID: 131) (Maintenance)	58.56
TS016	Ernest Drv (RoadID: 135) (Maintenance)	329.20
TS017	Forrest St (RoadID: 103) (Maintenance)	258.01
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)	1,323.13
TS022	Harper St (RoadID: 109) (Maintenance)	117.13
TS023	Hope St (RoadID: 115) (Maintenance)	3,362.01
TS024	Hopkin St (RoadID: 128) (Maintenance)	0.00
TS025	Horley St (RoadID: 127) (Maintenance)	70.44
TS026	Hunt Rd (Maintenance)	3,130.33
TS027	Husking St (RoadID: 117) (Maintenance)	191.41
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	616.54
TS030	Langsford St (RoadID: 152) (Maintenance)	58.94

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

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2017/18</b>
TS031	Lennard St (RoadID: 113) (Maintenance)	117.13
TS032	Ludgate St (RoadID: 143) (Maintenance)	0.00
TS033	Lukin St (RoadID: 104) (Maintenance)	1,041.59
TS034	Mcneil St (RoadID: 141) (Maintenance)	0.00
TS035	Monger St (RoadID: 116) (Maintenance)	244.17
TS036	Morrison St (RoadID: 112) (Maintenance)	0.00
TS037	Nicholas St (RoadID: 123) (Maintenance)	1,071.30
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)	199.26
TS045	Shed St (RoadID: 136) (Maintenance)	58.56
TS046	Short St (RoadID: 121) (Maintenance)	0.00
TS047	Smith St (RoadID: 108) (Maintenance)	0.00
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	1,363.40
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	0.00
TS888	Tree Lopping - Town Streets (Maintenance)	6,728.59
TS999	Town Streets Various (Maintenance)	2,881.58
<b>Sub Total</b>	<b>Town Streets Maintenance</b>	<b>27,848.55</b>
<b>Total</b>	<b>Road Maintenance</b>	<b>346,430.05</b>



## **11.2 Accounts Paid by Authority**

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**SUBMISSION TO:** Ordinary Council Meeting 28 November 2017  
**REPORT DATE:** 21 November 2017  
**APPLICANT:** N/A  
**FILE REFERENCE:** N/A  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** October 2017 – List of Accounts

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### **SUMMARY**

Council to consider authorising the payment of accounts.

### **BACKGROUND**

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

#### October 2017:

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

##### Cheque vouchers

05 October 17	1614-1615	(2)	\$	435.70	(authorised by CEO S Gollan and DCEO S Marshall)	
16 October 17	1616-1618	(3)	\$	70,856.32	(authorised by CEO S Gollan and DCEO S Marshall)	
25 October 17	1619-1620	(2)	\$	7,393.23	(authorised by CEO S Gollan and DCEO S Marshall)	
Total of cheque vouchers for October 2017 incl				\$	78,685.25	previously paid

##### EFT vouchers

05 October 17	1-39	(39)	\$	53,260.43	(authorised by DCEO S Marshall and Cr K Murray)	
05 October 17	EFT 2809-2831	(23)	\$	65,545.45	(authorised by CEO S Gollan and DCEO S Marshall)	
05 October 17	EFT 2832-2832	(1)	\$	521.00	(authorised by CEO S Gollan and DCEO S Marshall)	
12 October 17	EFT 2834-2857	(24)	\$	153,201.57	(authorised by CEO S Gollan and Cr K Murray)	
16 October 17	EFT 2858-2863	(6)	\$	50,366.37	(authorised by CEO S Gollan and DCEO S Marshall)	
19 October 17	1-40	(40)	\$	56,216.00	(authorised by DCEO S Marshall and Cr K Murray)	
20 October 17	EFT 2868-2885	(18)	\$	51,821.00	(authorised by DCEO S Marshall and Cr D Davis)	
27 October 17	EFT 2888-2902	(15)	\$	17,226.73	(authorised by CEO S Gollan and Cr D White)	
Total of EFT vouchers for October 2017 incl				\$	448,158.55	previously paid.

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

##### Cheque vouchers

Nil vouchers

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

##### EFT vouchers

05 October 17	EFT 2808-2808	(1)	\$	88.75	(authorised by CEO S Gollan and DCEO S Marshall)	
13 October 17	EFT 2833-2833	(1)	\$	200.00	(authorised by CEO S Gollan and Cr K Murray)	
20 October 17	EFT 2866-2867	(2)	\$	230.00	(authorised by DCEO S Marshall and Cr D Davis)	
27 October 17	EFT 2886-2887	(2)	\$	250.00	(authorised by CEO S Gollan and Cr D White)	
Total of EFT vouchers for October 2017 incl				\$	768.75	previously paid.

(3) **Direct Debit** Payments totalling \$ 101,265.07 previously paid.

(4) **Credit Card** Payments totalling \$ 267.31 previously paid.

**COUNCIL RESOLUTION**

**M14/1117**

**Moved Cr Brown**

**Seconded Cr Seed**

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

**October 2017:**

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

**Cheque vouchers**

05 October 17	1614-1615	(2)	\$ 435.70	(authorised by CEO S Gollan and DCEO S Marshall)
16 October 17	1616-1618	(3)	\$ 70,856.32	(authorised by CEO S Gollan and DCEO S Marshall)
25 October 17	1619-1620	(2)	\$ 7,393.23	(authorised by CEO S Gollan and DCEO S Marshall)
<b>Total of cheque vouchers for October 2017 incl</b>			<b>\$ 78,685.25</b>	<b>previously paid</b>

**EFT vouchers**

05 October 17	1-39	(39)	\$ 53,260.43	(authorised by DCEO S Marshall and Cr K Murray)
05 October 17	EFT 2809-2831	(23)	\$ 65,545.45	(authorised by CEO S Gollan and DCEO S Marshall)
05 October 17	EFT 2832-2832	(1)	\$ 521.00	(authorised by CEO S Gollan and DCEO S Marshall)
12 October 17	EFT 2834-2857	(24)	\$ 153,201.57	(authorised by CEO S Gollan and Cr K Murray)
16 October 17	EFT 2858-2863	(6)	\$ 50,366.37	(authorised by CEO S Gollan and DCEO S Marshall)
19 October 17	1-40	(40)	\$ 56,216.00	(authorised by DCEO S Marshall and Cr K Murray)
20 October 17	EFT 2868-2885	(18)	\$ 51,821.00	(authorised by DCEO S Marshall and Cr D Davis)
27 October 17	EFT 2888-2902	(15)	\$ 17,226.73	(authorised by CEO S Gollan and Cr D White)
<b>Total of EFT vouchers for October 2017 incl</b>			<b>\$ 448,158.55</b>	<b>previously paid.</b>

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

**Cheque vouchers**

Nil vouchers

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

**EFT vouchers**

05 October 17	EFT 2808-2808	(1)	\$ 88.75	(authorised by CEO S Gollan and DCEO S Marshall)
13 October 17	EFT 2833-2833	(1)	\$ 200.00	(authorised by CEO S Gollan and Cr K Murray)
20 October 17	EFT 2866-2867	(2)	\$ 230.00	(authorised by DCEO S Marshall and Cr D Davis)
27 October 17	EFT 2886-2887	(2)	\$ 250.00	(authorised by CEO S Gollan and Cr D White)
<b>Total of EFT vouchers for October 2017 incl</b>			<b>\$ 768.75</b>	<b>previously paid.</b>

**(3) Direct Debit Payments totalling \$ 101,265.07 previously paid.**

**(4) Credit Card Payments totalling \$ 267.31 previously paid.**

**CARRIED 8/0**

NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
1614	05-Oct-2017	Synergy	Morbinning Hall: 26 Jul - 18 Sep 17	(124.85)	
1615	05-Oct-2017	Water Corporation	Water use - Balkuling Rd Standpipe: 20 Jul - 21 Sep 17	(310.85)	(435.70)
1616	16-Oct-2017	ATO - Australian Tax Office	September 2017 BAS Obligation	(66,518.00)	
1617	16-Oct-2017	Synergy	Street Lights: 25 Aug - 24 Sep 17	(2,123.20)	
1618	16-Oct-2017	Telstra	Admin Building & Samsung Tablets: Rent to 01 Nov Calls to 01 Oct 2017	(2,215.12)	(70,856.32)
1619	25-Oct-2017	Synergy	Sports Complex (L36 Forrest St): 13 Sep - 10 Oct 17	(477.10)	
1620	25-Oct-2017	Water Corporation	Water use - Brooking St Standpipe: 09 Aug - 09 Oct 17	(6,916.13)	(7,393.23)
EFT 2809	05-Oct-2017	Allen John Edwards	Rates refund for A1632 - L152 Carr Rd Kokeby 6304	(89.04)	
EFT 2810	05-Oct-2017	Alliance Fire Protection	2017/18 Depot - Annual Service of Fire Extinguishers	(3,838.45)	
EFT 2811	05-Oct-2017	AssetVal P/L	Additional Services - Provide Sketch Plans for 26 Buildings inc. (Room measurements, door positions, area etc)	(16,500.00)	
EFT 2812	05-Oct-2017	Avon Blinds	LBN1802 - Unit 5 Hunt Rd Village: Refurbishment	(873.40)	
EFT 2813	05-Oct-2017	BSL - Building Commission	Sep 2017 Collections x 5 ( Lic 17/18: 05, 06, 08, 09 & 10)	(727.23)	
EFT 2814	05-Oct-2017	Beverley Bakehouse & Cafe	6 x Pies - Removal of Vampire Jet	(28.60)	
EFT 2815	05-Oct-2017	Beverley CRC (Community Resource Centre)	2017 Sponsorship - 'Amazing Race'	(293.00)	
EFT 2816	05-Oct-2017	Beverley Country Kitchen (BCK)	Lunch & Sweets x 14 for Tuesday 26 Sep 17 (Council Meeting)	(350.00)	
EFT 2817	05-Oct-2017	Beverley Post News and Gifts	September 2017 Purchases	(128.53)	
EFT 2818	05-Oct-2017	Blackwoods	Cleaning Products - Various Buildings	(60.79)	
EFT 2819	05-Oct-2017	CAS - Contract Aquatic Services	2016/17 Closing Season Costs	(5,005.00)	
EFT 2820	05-Oct-2017	CTF - Construction Training Fund (BCTIF)	Sep 17 Collections x 3 (Lic 17/18 05, 06 & 09)	(893.39)	
EFT 2821	05-Oct-2017	JGB Cranes Pty Ltd	Crane Hire to relocate Vampire Plane from Vincent Street to Airfield	(3,080.00)	
EFT 2822	05-Oct-2017	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT 2823	05-Oct-2017	Marketforce Pty Ltd	Tender Ads (3): Toyota Prado 1GGD228	(325.73)	

NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT 2824	05-Oct-2017	Max Harrison Edwards	Rates refund for A51214, 51412, 51413, 51416 Beverley 6304	(3,575.69)	
EFT 2825	05-Oct-2017	Michael Wilson	2017-10 October: Photocopying and delivery of Blarney	(250.00)	
EFT 2826	05-Oct-2017	PCS - Perfect Computer Solutions	Medical Centre - Computer Support 18/09 - 20/09 2017	(425.00)	
EFT 2827	05-Oct-2017	Toll Ipec P/L (Courier Aust)	Freight Charges: 05 Sep - Blackwoods Order	(56.16)	
EFT 2828	05-Oct-2017	Toll NQX Express	Freight Charges: 05 Sep 17 - Blackwoods Order	(298.19)	
EFT 2829	05-Oct-2017	Valley Airconditioning & Refrigeration	LBN1808 - 58 John Street: Air con system	(3,200.00)	
EFT 2830	05-Oct-2017	WA Contract Ranger Services	Ranger Services: 12 Sep - 15 Sep 2017	(3,506.25)	
EFT 2831	05-Oct-2017	Wetdeck Pools	LBS1802 - Swim Pool: Painting bowl - progress pymt	(22,000.00)	(65,545.45)
EFT 2832	05-Oct-2017	LGPA - Local Government Professionals Aust WA (LGMA)	2017/18 Membership Subscription Stephen Gollan	(521.00)	(521.00)
EFT 2834	12-Oct-2017	Australia Post	Sep 2017 Postage	(774.48)	
EFT 2835	12-Oct-2017	BCE Surveying P/L	LB1601 - Bev Cornerstone Project: Subdivision & amalgamation	(6,831.52)	
EFT 2836	12-Oct-2017	BDF - Beverley Dome Fuel & Hire	5,600 L Diesel @ \$1.2206/L	(6,835.36)	
EFT 2837	12-Oct-2017	Beverley Bakehouse & Cafe	Catering for Training Excercise (East Bev BFB)	(22.50)	
EFT 2838	12-Oct-2017	Beverley Farm Services (BFS)	Noxious Weeds: Chemicals	(1,315.28)	
EFT 2839	12-Oct-2017	Bunnings Building Supplies P/L	LBN1802 - Hunt Rd Village: Materials	(76.95)	
EFT 2840	12-Oct-2017	Cr Denise Jo Ridgway	Travel Claim Jul - Sep 2017	(892.64)	
EFT 2841	12-Oct-2017	Daimler Trucks Perth	BEV1 - Bus: Parts	(59.22)	
EFT 2842	12-Oct-2017	Dawsons Concrete & Reinforcing	Footpath Renewal (John St, Sewell St, Ernest Dv) Progress pymt	(21,406.00)	
EFT 2843	12-Oct-2017	Gronbek Security	Rec Ground: Repairs to locks	(410.80)	
EFT 2844	12-Oct-2017	Guildford Garden Machinery	Various Purchases	(105.10)	
EFT 2845	12-Oct-2017	LGIS (LGISWA)	2017/18 Property Insurance - 2 of 2 Installments	(66,813.41)	
EFT 2846	12-Oct-2017	LGIS Risk Management	2017/18 Regional Coordination Program 1 - 2 Installments	(4,082.10)	
EFT 2847	12-Oct-2017	Little Eco Hill	Grave Digging: Backhoe Hire	(635.25)	

NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT 2848	12-Oct-2017	Officeworks	BRMPC: 3 x Standing Desks	(1,705.66)	
EFT 2849	12-Oct-2017	PCS - Perfect Computer Solutions	Sep 17 Monthly Service Fee for Daily Monitoring etc	(85.00)	
EFT 2850	12-Oct-2017	RHG Contractors	Bev Cornerstone Project - Demolition of Aero Museum & Infant Health Clinic bldgs	(39,160.00)	
EFT 2851	12-Oct-2017	Simon Marshall	Reimbursement - Parking: IT Vision Meeting	(9.50)	
EFT 2852	12-Oct-2017	St John Ambulance WA Ltd - Northam Depot	Servicing of First Aid Kits in Plant & Buildings	(961.95)	
EFT 2853	12-Oct-2017	T-Bone Beverley	Catering for Training Exercise (East Bev BFB)	(220.00)	
EFT 2854	12-Oct-2017	Total Tools Midland	BE029 (PGRD05): Materials	(70.90)	
EFT 2855	12-Oct-2017	Valley Airconditioning & Refrigeration	Bev Cornerstone Project: Remove 2 split system air cons from Aero Museum	(275.00)	
EFT 2856	12-Oct-2017	Wurth Australia P/L	Depot: Materials	(2.95)	
EFT 2857	12-Oct-2017	York Paving Services	Bev Cornerstone Project : Repair Vincent St Paving (damaged by crane)	(450.00)	(153,201.57)
EFT 2858	16-Oct-2017	Arrow Bronze	Anglican Niche Wall: Plaque for the late James Boyd Broun	(251.18)	
EFT 2859	16-Oct-2017	Avon Waste	1,971 x Bin Collection & 1 x Recycling Collection	(4,352.27)	
EFT 2860	16-Oct-2017	Beverley Country Kitchen (BCK)	BBP Meeting - 2 Oct 17: Catering for 9 people	(135.00)	
EFT 2861	16-Oct-2017	Halifax Vogel Group Pty Limited (HVG)	LBN1802 - Hunt Rd Village: Materials	(327.92)	
EFT 2862	16-Oct-2017	Specialised Tree Service	Bev Cornerstone Project: Remove Tree Stumps	(2,300.00)	
EFT 2863	16-Oct-2017	Toyota Finance	BRMP Vehicle Loan 12 of 12 Payments - Final Payment (1GGD228)	(43,000.00)	(50,366.37)
EFT 2868	20-Oct-2017	AITS Specialists P/L	September 2017 Fuel Tax Credits	(304.37)	
EFT 2869	20-Oct-2017	Allington Agri	Rural Roads: Verge spraying	(25,650.00)	
EFT 2870	20-Oct-2017	Avon Express	Freight Charges - Sep 2017	(137.50)	
EFT 2871	20-Oct-2017	Avon Trading Co	Sep 2017 Hardware Purchases	(934.06)	
EFT 2872	20-Oct-2017	Avon Waste	1,975 x Bin Collection & 1 x Recycling Collection	(12,901.79)	
EFT 2873	20-Oct-2017	Benjamin Earl Scott Murray	Rates refund for A51673 - L16436 Greenhills Sth Rd, East Beverley 6304	(705.05)	
EFT 2874	20-Oct-2017	Beverley Supermarket & Liquor	Sep 2017 Purchases	(517.83)	



NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT 2875	20-Oct-2017	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT 2876	20-Oct-2017	LGSA - Local Gov Supervisors Assoc WA Inc	2017/18 Annual Membership	(55.00)	
EFT 2877	20-Oct-2017	Malcolm Ernest Fleay	Rates refund for A700 - L134 Dale Kokeby Rd Kokeby 6304	(510.37)	
EFT 2878	20-Oct-2017	Mandurah Tile & Stone Co	LBN1802 - Hunt Rd Village (Unit 5): Materials	(126.95)	
EFT 2879	20-Oct-2017	Moore Stephens (WA) P/L	Nuts & Bolts Finance Essentials Workshop 2017 (2 Days) - Taleeya Scott	(1,584.00)	
EFT 2880	20-Oct-2017	Olive May Swan	Rates refund for A1102 - 45 Queen St Beverley 6304	(81.20)	
EFT 2881	20-Oct-2017	PCS - Perfect Computer Solutions	Computer Support 26 Sep - 13 Oct 17 and Laptop purchase	(3,690.00)	
EFT 2882	20-Oct-2017	Remote Industrial Training Services P/L	Aug 2017 Testing & Tagging of Shire Buildings	(3,740.00)	
EFT 2883	20-Oct-2017	T-Bone Beverley	Catering for Training Exercise (West Bev BFB)	(277.50)	
EFT 2884	20-Oct-2017	Upekka Pty Ltd	Rates refund for A1522 - L7151 Morbinning Rd, Mobinning 6304	(84.77)	
EFT 2885	20-Oct-2017	Valerie Ellen MacLean	Rates refund for A1567 - 386 Sheahan Rd, Kokeby 6304	(479.61)	(51,821.00)
EFT 2888	27-Oct-2017	ALGA - Aust Loc Gov Assoc Roads Congress	ALGA National Roads Conference & Accommodation - Steve Vincent	(1,100.00)	
EFT 2889	27-Oct-2017	BDF - Beverley Dome Fuel & Hire	4,000 L Diesel @ \$1.2156/L inc	(4,862.40)	
EFT 2890	27-Oct-2017	Barend Stephanus de Beer	Sep - Oct 2017 Landline and internet costs reimbursed	(81.28)	
EFT 2891	27-Oct-2017	Beverley Country Kitchen (BCK)	Council Meet - 27 Jun 2017: Lunch for 13	(430.00)	
EFT 2892	27-Oct-2017	Beverley Historical Society	2017/18 Donation re Public Liability Insurance & ongoing maintenance	(1,000.00)	
EFT 2893	27-Oct-2017	Beverley Tyre Service	2017-08 Aug: Tyre Purchases	(1,215.00)	
EFT 2894	27-Oct-2017	Bunnings Building Supplies P/L	LBS1807 - Depot Cribroom: Materials	(1,060.34)	
EFT 2895	27-Oct-2017	Colli Timber & Hardware Malaga	LBS1807 - Depot Cribroom: Materials	(3,584.99)	
EFT 2896	27-Oct-2017	Country Copiers Northam	Copy Charges (iRA-8495): 30 Aug - 11 Oct 17	(1,079.04)	
EFT 2897	27-Oct-2017	Holcim Australia Pty Ltd	RTR1803 - Top Bev Rd: Concrete supply	(1,010.24)	
EFT 2898	27-Oct-2017	JR & A Hersey P/L	Various: Supplies	(649.16)	
EFT 2899	27-Oct-2017	Karl Mortimer Sartori	Reimbursement for safety boots for Karl Sartori	(161.70)	

NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT 2900	27-Oct-2017	Stephen Gollan	Reimbursement for fuel: 24 Jul - 08 Oct 2017	(138.97)	
EFT 2901	27-Oct-2017	Valerie Ellen MacLean	Rates refund for A1567 - 386 Sheahan Rd, Kokeby 6304	(479.61)	
EFT 2902	27-Oct-2017	WA Contract Ranger Services	Ranger Services: 03 - 04 Oct 2017	(374.00)	(17,226.73)
DD 1343.1	03-Oct-2017	Superwrap - Personal Super Plan	Superannuation contributions	(773.79)	
DD 1343.2	03-Oct-2017	WA Super	Payroll deductions	(7,400.25)	
DD 1343.3	03-Oct-2017	BT Super For Life	Superannuation contributions	(380.88)	
DD 1343.4	03-Oct-2017	MLC Super Fund	Superannuation contributions	(91.20)	
DD 1343.5	03-Oct-2017	Australian Super	Superannuation contributions	(189.25)	
DD 1343.6	03-Oct-2017	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(201.13)	(9,036.50)
DD 1369.1	17-Oct-2017	Superwrap - Personal Super Plan	Superannuation contributions	(901.09)	
DD 1369.2	17-Oct-2017	WA Super	Payroll deductions	(8,171.20)	
DD 1369.3	17-Oct-2017	BT Super For Life	Superannuation contributions	(380.88)	
DD 1369.4	17-Oct-2017	MLC Super Fund	Superannuation contributions	(68.40)	
DD 1369.5	17-Oct-2017	Australian Super	Superannuation contributions	(185.60)	
DD 1369.6	17-Oct-2017	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(201.13)	(9,908.30)
DD 1387.1	31-Oct-2017	Superwrap - Personal Super Plan	Superannuation contributions	(925.79)	
DD 1387.2	31-Oct-2017	WA Super	Payroll deductions	(8,373.73)	
DD 1387.3	31-Oct-2017	BT Super For Life	Superannuation contributions	(380.88)	
DD 1387.4	31-Oct-2017	MLC Super Fund	Superannuation contributions	(68.40)	
DD 1387.5	31-Oct-2017	Australian Super	Superannuation contributions	(188.66)	
DD 1387.6	31-Oct-2017	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(201.13)	(10,138.59)
26	02-Oct-2017	3 - Payments for DOT	Payments for DOT	(7,451.75)	
26	10-Oct-2017	3 - Payments for DOT	Payments for DOT	(4,261.00)	
26	11-Oct-2017	3 - Payments for DOT	Payments for DOT	(2,022.80)	
26	12-Oct-2017	3 - Payments for DOT	Payments for DOT	(4,706.35)	

NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
26	13-Oct-2017	3 - Payments for DOT	Payments for DOT	(843.85)	
26	16-Oct-2017	3 - Payments for DOT	Payments for DOT	(4,277.05)	
26	17-Oct-2017	3 - Payments for DOT	Payments for DOT	(2,725.50)	
26	18-Oct-2017	3 - Payments for DOT	Payments for DOT	(2,122.75)	
26	19-Oct-2017	3 - Payments for DOT	Payments for DOT	(2,663.00)	
26	20-Oct-2017	3 - Payments for DOT	Payments for DOT	(3,887.40)	
26	23-Oct-2017	3 - Payments for DOT	Payments for DOT	(1,624.25)	
26	24-Oct-2017	3 - Payments for DOT	Payments for DOT	(552.40)	
26	25-Oct-2017	3 - Payments for DOT	Payments for DOT	(4,060.95)	
26	26-Oct-2017	3 - Payments for DOT	Payments for DOT	(356.60)	
26	27-Oct-2017	3 - Payments for DOT	Payments for DOT	(2,451.30)	
26	30-Oct-2017	3 - Payments for DOT	Payments for DOT	(301.35)	
26	03-Oct-2017	3 - Payments for DOT	Payments for DOT	(8,836.70)	
26	31-Oct-2017	3 - Payments for DOT	Payments for DOT	(861.85)	
26	04-Oct-2017	3 - Payments for DOT	Payments for DOT	(2,447.80)	
26	05-Oct-2017	3 - Payments for DOT	Payments for DOT	(1,092.40)	
26	06-Oct-2017	3 - Payments for DOT	Payments for DOT	(1,204.65)	
26	09-Oct-2017	3 - Payments for DOT	Payments for DOT	(1,913.65)	(60,665.35)
26	02-Oct-2017	6 - Westnet Payments	Westnet Payments	(66.00)	
26	03-Oct-2017	7 - CBA Merchant Fee	CBA Merchant Fee	(2,843.65)	
26	05-Oct-2017	8 - ANZ Transactive Fee	ANZ Transactive Fee	(143.00)	
26	13-Oct-2017	11 - Photocopier - Annual Fee	Photocopier - Annual Fee	(7,000.00)	
26	31-Oct-2017	9 - Vodafone Messaging	Vodafone Messaging	(82.50)	
EFT 2806	02-Oct-2017	Toyota Finance	BRMP Vehicle Loan 1 of 12 Payments (1GIS085)	(1,381.18)	(11,516.33)
EFT 2865	16-Oct-2017	Credit Card - Shire of Beverley	Sep 2017 Purchases	(267.31)	(267.31)

NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<b>PAYMENTS RAISED IN CURRENT MONTH</b>				<b>(518,899.75)</b>	<b>(518,899.75)</b>
	05-Oct-2017	Wages & Salaries	FE - 03 October 2017	(53,260.43)	
	19-Oct-2017	Wages & Salaries	FE - 17 October 2017	(56,216.00)	
<b>WAGES &amp; SALARIES</b>				<b>(109,476.43)</b>	<b>(109,476.43)</b>
DD 1387.1	31-Oct-2017	Superwrap - Personal Super Plan	Superannuation contributions	925.79	
DD 1387.2	31-Oct-2017	WA Super	Payroll deductions	8,373.73	
DD 1387.3	31-Oct-2017	BT Super For Life	Superannuation contributions	380.88	
DD 1387.4	31-Oct-2017	MLC Super Fund	Superannuation contributions	68.40	
DD 1387.5	31-Oct-2017	Australian Super	Superannuation contributions	188.66	
DD 1387.6	31-Oct-2017	Colonial First State Super (Gibson Daniel)	Superannuation contributions	201.13	
<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>				<b>10,138.59</b>	<b>10,138.59</b>
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>				<b>0.00</b>	<b>0.00</b>
<b>TRANSFERS to TRUST</b>				<b>0.00</b>	<b>0.00</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>				<b>0.00</b>	<b>0.00</b>
	04-Oct-2017	Bendigo and Adelaide Bank	Funds transfer for investment	(400,000.00)	

NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
			<b>INVESTMENTS</b>	<b>(400,000.00)</b>	<b>(400,000.00)</b>
<b>TOTAL EXPENDITURE for MUNICIPAL ACCOUNT</b>					<b>(1,018,237.59)</b>
TOPPOWER18SEP	18-Sep-2017	TopPower Inc	Scoreboard Laptop: Replacement battery for HP 65406	49.96	
PRM348	07-Sep-2017	Premier Retail Marketing	Mainstreet Management: Successful Retail Strategies (publication)	54.95	
MPS18555	18-Sep-2017	Mineparts and Seals	BE036 (PLDR03): Parts	15.40	
JBHIFI 23SEP17	23-Sep-2017	JB HiFi	CCZ Golf Day - 6 Oct 2017: Prizes	147.00	
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>				<b>267.31</b>	
EFT 2808	05-Oct-2017	Shire of Beverley	Amount incorrectly banked, transferred to Municipal Acct	(88.75)	
EFT 2833	12-Oct-2017	Colleen Sleer	Refund of cleaning bond - Hall hire, Booking 30 Sep 17 (Rec 12802)	(200.00)	
EFT 2866	20-Oct-2017	Amanda McLean	Refund of Gym Key Bond (QB Rec 2141)	(30.00)	
EFT 2867	20-Oct-2017	Beverley Historical Society	Refund of Cleaning Bond - Hall hire, Booking 18-19 Oct 2017 (Rec 13029)	(200.00)	
EFT 2886	27-Oct-2017	Ayla Watts	Refund of Gym Key Bond (Rec 10050)	(50.00)	
EFT 2887	27-Oct-2017	Tracey Fleay	Refund of Cleaning Bond - Rec Centre Hire, Booking 14 Oct 17 (Rec 12976)	(200.00)	
<b>PAYMENTS RAISED IN CURRENT MONTH</b>				<b>(768.75)</b>	<b>(768.75)</b>
<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>				<b>0.00</b>	<b>0.00</b>

NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>				<b>0.00</b>	<b>0.00</b>
	26-Oct-2017	Shire of Beverley - Municipal acct	Daily Takings of 17 Oct 17 incorrectly deposited into the Trust Acct	(3,458.93)	
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>				<b>(3,458.93)</b>	<b>(3,458.93)</b>
<b>TOTAL EXPENDITURE for TRUST ACCOUNT</b>					<b>(4,227.68)</b>
<b>TOTAL EXPENDITURE as reconciled to the OCTOBER 2017 BANK STATEMENTS</b>					
				Municipal Account Expenditure	(1,018,237.59)
				Trust Account Expenditure	(4,227.68)
<b>TOTAL EXPENDITURE for OCTOBER 2017</b>					<b>(1,022,465.27)</b>

### **11.3 Cropping Lease Submissions**

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**SUBMISSION TO:** Ordinary Council Meeting 28 November 2017  
**REPORT DATE:** 20 November 2017  
**APPLICANT:** N/A  
**FILE REFERENCE:** ADM 0049  
**AUTHOR:** S.P. Gollan, Chief Executive Officer  
**ATTACHMENTS:** Nil

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#### **SUMMARY**

Council to consider awarding a Cropping Lease for Reserve 25266 Bethany Farm.

#### **BACKGROUND**

At the 28 June 2017 Cropping Committee Meeting, the committee resolved to call for submissions for the following leases:

Portion of Reserve 5265A – Old Commonage; Portion of Reserve 5265B – Sand Pit; Portion of Reserve 5265C – Great Southern Hwy & Railway Line; Portion of Reserve 5265D – Off Bremner Road; Reserve 25266 – Bethany Farm; Reserve 3788 – Old Race Course; Reserve 38798 – Mt Kokeby; and Lot 78 – Waterhatch Road

The cropping leases were advertised in the August and September editions of the Blarney. The Closing date was Friday 6 October 2017.

The submission received for Reserve 25266 Bethany Farm for \$2,300.00, was significantly lower than previous awarded leases and did not cover the Shire's annual lease rental payment to the Department of Lands, currently \$5,000.00 per annum ex GST.

#### **COMMENT**

At the 24 October 2017 Council meeting it was resolved;

1. re-advertise the lease for Reserve 25266 for two weeks in the November Blarney for awarding at the Ordinary November Council Meeting; and
2. should no submissions be received that cover the Shire's annual lease rental payment to the Department of Lands, this area be handed back to them.

As per the resolution, the lease was readvertised in the November Blarney. At the close of submissions on Friday 17 November 2017, two submissions were received:

1. Waterbrae Pastoral Company \$4,500.00 ex GST per year
2. Elmline Pty Ltd \$3,600.00 ex GST per year

It should be noted that the Shire did not advertise a reserve price in the Blarney.

Council is to consider awarding the lease to Waterbrae Pastoral Company or handing the area back to the Department of Lands.



## **STATUTORY ENVIRONMENT**

Local Government Act 1995

## **FINANCIAL IMPLICATIONS**

Future Budgets

Lease of land is at a breakeven at a minimum.

## **STRATEGIC IMPLICATIONS**

Review land use strategies and plans, whilst protecting viable farming options.

## **POLICY IMPLICATIONS**

Nil

## **VOTING REQUIREMENTS**

Simple Majority

## **OFFICERS RECOMMENDATION**

That Council award the lease for Reserve 25266 Bethany Farm to Waterbrae Pastoral Company for three years, at \$4,500.00 ex GST per annum.

## **COUNCIL RESOLUTION**

**M15/1117**

**Moved Cr Seed**

**Seconded Cr Davis**

**That Council award the lease for Reserve 25266 Bethany Farm to Waterbrae Pastoral Company for three years, at \$4,500.00 ex GST per annum.**

**CARRIED 8/0**

Note – Council request that Management send a letter to the Department of Lands asking the rental be lowered to match the Cropping Committee awarded lease.

## **12. ADMINISTRATION**

### **12.1 Policy Manual – Gratuity Payments to Staff**

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**SUBMISSION TO:** Ordinary Council Meeting 28 November 2017  
**REPORT DATE:** 17 November 2017  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0468  
**AUTHOR:** S.P. Gollan, Chief Executive Officer  
**ATTACHMENTS:** Proposed Amended Policy

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#### **SUMMARY**

Council to consider an amended policy to S006 - "Gratuity Payments to Staff".

#### **BACKGROUND**

At the 26 September 2017 Ordinary Council Meeting, the entire Policy Manual was reviewed by Council and it was requested that this policy be amended to reflect that some staff may input more into their position than others, therefor allowing management and Council to buy a gift better recognising the level of effort.

#### **COMMENT**

The previous amounts are set out below:

Table 1.1 – Gift

<i>Years of Service</i>	<i>Council Contribution</i>
0, =2 Years	CEO Discretion
>2, =3 Years	\$50
>3, =6 Years	\$100
>6, =7 Years	\$120
>7, =8 Years	\$140
>8, =9 Years	\$160
>9, =10 Years	\$180
>10, =11 Years	\$200
>11, =12 Years	\$225
>12, =13 Years	\$250
>13, =14 Years	\$275
>14, =15 Years	\$300
>15, =16 Years	\$325
>16, =17 Years	\$355
>17, =18 Years	\$385
>18, =19 Years	\$415
>19, =20 Years	\$445
>20, =21 Years	\$475
>21, =22 Years	\$510
>22, =23 Years	\$545
>23, =24 Years	\$580
>24, =25 Years	\$615
>25, =26 Years	\$650
<i>For Each Year of Service thereafter: \$35</i>	

Table 1.2 – Function

<i>Years of Service</i>	<i>Council Contribution</i>
0, =2 Years	Nil
>2, =5 Years	\$200
>5, =10 Years	\$300
>10, =15 Years	\$450
>15 Years and Over	\$500

The new amounts are set out in the attached policy.

**STATUTORY ENVIRONMENT**

N/A

**FINANCIAL IMPLICATIONS**

As per table when staff leave.

**STRATEGIC IMPLICATIONS**

N/A

**POLICY IMPLICATIONS**

Policy S006 - Amendment

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION**

That Council adopt the amended policy, S006 Gratuity Payments to Staff.

**COUNCIL RESOLUTION**

**M16/1117**

**Moved Cr Martin**

**Seconded Cr Davis**

**That Council adopt the amended policy, S006 Gratuity Payments to Staff.**

**CARRIED 8/0**

Attachment 12.1

**9.6 Gratuity Payments to Employees**

<b>Policy Type:</b>	Staff
<b>Date Adopted:</b>	September 2014

<b>Policy No:</b>	<b>S006</b>
<b>Date Last Reviewed:</b>	October 2016

<b>Legal (Parent):</b>
1.

<b>Legal (Subsidiary):</b>
1.

<b>ADOPTED POLICY</b>	
<b>Title:</b>	<b>GRATUITY PAYMENTS TO EMPLOYEES</b>
<b>Objective:</b>	<b>To determine an appropriate value of gift and function to an employee terminating their employment at the Shire of Beverley.</b>

**Policy**

That Council present a gift to staff upon termination (with the CEO's discretion of up to the value set out in Table 1.1), and also provide light refreshments and drinks (up to the value set out in Table 1.2) where appropriate.

Table 1.1 – Gift

<i>Years of Service</i>	<i>Council Contribution</i>
0 to 3 Years	Up to \$200
3 to 5 Years	Up to \$350
5 to 10 Years	Up to \$450
10 to 15 Years	Up to \$550
15 to 20 Years	Up to \$650
20 to 25 Years	Up to \$750
<i>For Each Year of Service thereafter: \$35</i>	

Table 1.2 – Function

<i>Years of Service</i>	<i>Council Contribution</i>
0, =2 Years	Up to \$100
>2, =5 Years	Up to \$250
>5, =10 Years	Up to \$350
>10, =15 Years	Up to \$450
>15 Years and Over	Up to \$550

## **12.2 Use of the Common Seal**

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**SUBMISSION TO:** Ordinary Council Meeting 28 November 2017  
**REPORT DATE:** 23 November 2017  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0256  
**AUTHOR:** S.P. Gollan, Chief Executive Officer  
**ATTACHMENTS:** Nil

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### **SUMMARY**

Council to endorse the use of the Common Seal.

### **BACKGROUND**

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

### **COMMENT**

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

1. Subdivision & Amalgamation: Beverley Cornerstone Project: Cnr Vincent Street & Dawson (41619), Application for New Title and Easement between the Shire of Beverley and John Maxwell, Hotel Beverley Proprietor.

### **STATUTORY ENVIRONMENT**

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

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

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

#### **FINANCIAL IMPLICATIONS**

Nil

#### **STRATEGIC IMPLICATIONS**

Nil

#### **POLICY IMPLICATIONS**

Delegation EO-D010

#### **VOTING REQUIREMENTS**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

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

1. Subdivision & Amalgamation: Beverley Cornerstone Project: Cnr Vincent Street & Dawson (41619), Application for New Title and Easement between the Shire of Beverley and John Maxwell, Hotel Beverley Proprietor.

#### **COUNCIL RESOLUTION**

**M17/1117**

**Moved Cr Brown**

**Seconded Cr Davis**

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

- 1. Subdivision & Amalgamation: Beverley Cornerstone Project: Cnr Vincent Street & Dawson (41619), Application for New Title and Easement between the Shire of Beverley and John Maxwell, Hotel Beverley Proprietor.**

**CARRIED 8/0**

### **13. NEW BUSINESS ARISING BY ORDER OF THE MEETING**

#### **13.1 Events Planning Package**

**M18/1117**

**Moved Cr Martin**

**Seconded Cr Seed**

**That Council endorse the Shire of Beverley Events Planning Package, as presented by the Tourism Officer.**

**CARRIED 8/0**

### **14. CLOSURE**

The Chairman declared the meeting closed at 4:09pm.

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

**PRESIDING MEMBER:**

**DATE:**