



13 FEBRUARY 2018

**AUDIT & RISK COMMITTEE
MEETING**

MINUTES

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1. OPENING

The Chairperson declared the meeting open at 9:54am

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members Present

Cr DC White	Chairperson
Cr CJ Pepper	Deputy President
Cr DL Brown	
Cr DW Davis	
Cr P Gogol	
Cr SW Martin	
Cr TWT Seed	
Cr LC Shaw	

2.2 Staff In Attendance

Mr SP Gollan	Chief Executive Officer
Mrs A Lewis	Executive Assistant

2.3 Observers And Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Cr DJ Ridgway	President
Mr SK Marshall	Deputy Chief Executive Officer

3. DECLARATIONS OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

4.1 Minutes Audit and Risk Committee Meeting 17 October 2017

OFFICER'S RECOMMENDATION

That the Minutes of the Audit and Risk Committee Meeting held 17 October 2017 be confirmed.

COMMITTEE RESOLUTION

MAR1/0218

Moved Cr Brown

Seconded Cr Martin

That the Minutes of the Audit and Risk Committee Meeting held 17 October 2017 be confirmed.

CARRIED 8/0

5. OFFICER REPORTS

5.1 Regulation 17 Review

SUBMISSION TO: Audit & Risk Committee 13 February 2018
REPORT DATE: 20 December 2017
APPLICANT: N/A
FILE REFERENCE: ADM 0163
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Risk Dashboard Report (December 2017)
Risk Assessment Worksheets (Under Separate Cover)

SUMMARY

The Audit and Risk Committee to consider recommending to Council that the Risk Management review conducted by the Chief Executive Officer be received.

BACKGROUND

Under regulation 17 of the *Local Government (Audit) Amendment Regulations 2013*, the Chief Executive Officer is to review the appropriateness and effectiveness of the Shire of Beverley's systems and procedures in relation to risk management, internal control and legislative compliance.

COMMENT

The Chief Executive Officer and Deputy Chief Executive Officer have conducted a review using the Risk Management template provided by Council's Insurers, LGIS.

Attached is the summary of control results covering identified risk areas including:

- Misconduct;
- Business and Community disruption;
- Environmental management;
- Errors, omissions and delays;
- External theft and fraud;
- IT and Communication systems;
- Statutory compliance;
- Safety and security;
- Providing advice and information;
- Employment practices;
- Records management;
- Project/Change management;
- Engagement practices;
- Supplier management;
- Asset sustainability practices; and
- Facility management.

Each identified risk was considered individually with risk ratings being applied based on the following risk matrix:

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

Following the risk determination, improvement initiatives were formulated and enacting timeframes set with the aim of improving overall future risk ratings.

Risk assessment worksheets for each risk category have been provided under separate cover.

STATUTORY ENVIRONMENT

Regulation 17 of the *Local Government (Audit) Amendment Regulations 2013* requires that:

- (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —
 - (a) risk management; and
 - (b) internal control; and
 - (c) legislative compliance.
- (2) The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.
- (3) The CEO is to report to the audit committee the results of that review.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

N/A

POLICY IMPLICATIONS

2.3 Risk Management

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the Audit and Risk Committee recommend to Council that the Regulation 17 review conducted by the Chief Executive Officer be received.

COMMITTEE'S RESOLUTION

MAR2/0218

Moved Cr Gogol

Seconded Cr Davis

That the Audit and Risk Committee recommend to Council that the Regulation 17 review conducted by the Chief Executive Officer be received.

CARRIED 8/0

Shire of Beverley Risk Dashboard Report December 2017

Executive Summary

Being the Shire's third report under the introduced risk management framework, focus is on embedding and driving continual improvement. Future reports will continue to provide relevant insight and recommendations to assist governance activities for the Senior Management Team. It is supported by the attached documents that were produced through a workshop on the 20th December 2017.

1. Risk Profiles for the 16 themes discussed.
2. Risk Management Policy amendments and Procedures.

Recommendations

Embedding

1. Arrange for the attached Policy amendments and Procedures to be endorsed and adopted.

Risk Profiles

1. Discuss and review the attached Risk Profiles Review and approve all Risk Profiles (from a Risk & Control perspective).
2. Confirm Current Issues / Actions / Treatments (Responsibility & Due Date)

<u>Misconduct</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Code of Conduct and Induction process	Jun-18	HR	
Follow up Performance Review process	On Going	CEO/MOW/DCEO	

<u>Business & community disruption</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review LEMA and Recovery Plans	Jun-18	CESM	
Seek Mitigation Works Funding	Jun-18	BRMPC	
Coordinate Mitigation Works	Oct-18	BRMPC	

<u>Inadequate environmental management</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
No actions required at this stage			

<u>Errors, omissions & delays</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review and expand documented procedures for main activities	Jun-19	DCEO	

<u>External theft & fraud (inc. Cyber Crime)</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Raise awareness of IT Security (eg. Opening emails)	Ongoing	DCEO	
Investigate installation of cameras around Office, Depot, Rec Ground and Public Toilets.	Jun-18	DCEO	
Review Depot Security	Jun-18	DCEO/MOW	
Review IT Security	Jun-18	DCEO	

<u>Failure of IT &/or communication systems and infrastructure</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review IT Disaster Recovery Plan	Jun-18	DCEO	
Conduct ITC audit	Jun-18	DCEO	

Shire of Beverley Risk Dashboard Report December 2017

<u>Failure to fulfil statutory, regulatory or compliance requirements</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Strategic Community, Corporate Business and Long Term Financial Plans.	Jun-18	CEO	

<u>Inadequate safety and security practices</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Complete 4801 Audit and set benchmark objectives for improvements	Jun-18	HR	
Prepare training register and training plans	Jun-18	HR	
Implement Quarterly Workplace Safety Inspections	Jun-18	HR	

<u>Providing inaccurate advice / information</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Implement a 'performance review' process for Executive Staff	Jun-18	CEO	

<u>Ineffective employment practices</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Implement Performance Review Process	Jun-18	CEO	
Review Workforce Plan (Risks & Action Plans) for inclusion where relevant	Jun-18	DCEO	
Review Internal Communication Procedures	Jun-18	CEO/DCEO	

<u>Inadequate document management processes</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Implement electronic data management Policy and Procedures	Jun-18	DCEO	

<u>Inadequate project / change management</u>		Risk	Control
		Not Material	0
Current Issues / Actions / Treatments	Due Date	Responsibility	
No actions required at this stage			

<u>Inadequate engagement practices</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Strategic Community Plan	Jun-18	CEO	

<u>Inadequate supplier / contract management</u>		Risk	Control
		Not Material	0
Current Issues / Actions / Treatments	Due Date	Responsibility	
No actions required at this stage			

<u>Inadequate asset sustainability practices</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Asset Management Plans	Jun-18	DCEO	
Collect Road Condition data and update ROMAN II	Jun-18	DCEO	
Collect Bridge and Open Public Spaces Condition data	Jun-18	DCEO	

<u>Ineffective management of facilities / venues / events</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
No actions required at this stage			

5.2 2017 Compliance Audit Return

SUBMISSION TO: Audit and Risk Committee Meeting 13 February 2018
REPORT DATE: 6 February 2018
APPLICANT: N/A
FILE REFERENCE: ADM 0237
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: 2017 Compliance Audit Return

SUMMARY

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

BACKGROUND

In 2006, participation in the program was made compulsory for all local authorities. In 2007, the return for 2006 was required to be completed online. Changes were made in 2009 to the structure of some of the questions to provide more clarity. The CAR is restricted to those areas considered high risk.

COMMENT

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

STATUTORY ENVIRONMENT

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

14. Compliance audit return to be prepared

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

15. Completion of compliance audit

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

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

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

(2) In this regulation:

Certified in relation to compliance audit return means signed by:

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

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the Audit and Risk Committee recommends to Council that:

1. the Compliance Audit Return 2017 be adopted; and
2. the Chief Executive Officer and Shire President be authorised to sign and forward the 2017 Compliance Audit Return to the Minister for Local Government.

COMMITTEE'S RESOLUTION

MAR3/0218

Moved Cr Gogol

Seconded Cr Brown

That the Audit and Risk Committee recommends to Council that:

- 1. the Compliance Audit Return 2017 be adopted; and**
- 2. the Chief Executive Officer and Shire President be authorised to sign and forward the 2017 Compliance Audit Return to the Minister for Local Government.**

CARRIED 8/0

Attachment 5.2

Beverley - Compliance Audit Return 2017

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments						
No	Reference	Question	Response	Comments	Respondent	
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2017.	N/A		Stephen Gollan	P
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2017.	N/A		Stephen Gollan	P
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2017.	N/A		Stephen Gollan	P
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2017.	N/A		Stephen Gollan	P
5	s3.59(5)	Did the Council, during 2017, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Stephen Gollan	P

Delegation of Power / Duty						
No	Reference	Question	Response	Comments	Respondent	
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A		Stephen Gollan	P
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Stephen Gollan	P
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Stephen Gollan	P
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Stephen Gollan	P
5	s5.18	Has Council reviewed delegations to its committees in the 2016/2017 financial year.	N/A		Stephen Gollan	P
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Stephen Gollan	P
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Stephen Gollan	P
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Stephen Gollan	P
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Stephen Gollan	P
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Stephen Gollan	P
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Stephen Gollan	P
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2016/2017 financial year.	Yes		Stephen Gollan	P
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Stephen Gollan	P

Disclosure of Interest						
No	Reference	Question	Response	Comments	Respondent	
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Stephen Gollan	P
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Stephen Gollan	P
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Stephen Gollan	P
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		Stephen Gollan	P
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Stephen Gollan	P
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2017.	Yes		Stephen Gollan	P
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2017.	Yes		Stephen Gollan	P
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Stephen Gollan	P
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Stephen Gollan	P
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Stephen Gollan	P
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a	Yes		Stephen Gollan	P

		return under section 5.75 or 5.76.			
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Stephen Gollan P
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Stephen Gollan P
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		Stephen Gollan P
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Stephen Gollan P
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Stephen Gollan P

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	N/A		Stephen Gollan P
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	N/A		Stephen Gollan P

Elections

No	Reference	Question	Response	Comments	Respondent
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1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes		Stephen Gollan	P
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Finance						
No	Reference	Question	Response	Comments	Respondent	
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Stephen Gollan	P
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Stephen Gollan	P
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Stephen Gollan	P
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Stephen Gollan	P
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2017 received by the local government within 30 days of completion of the audit.	Yes		Stephen Gollan	P
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2017 received by the local government by 31 December 2017.	Yes		Stephen Gollan	P
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		Stephen Gollan	P
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a report	N/A		Stephen Gollan	P

		prepared on any actions undertaken.			
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Stephen Gollan P
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Stephen Gollan P
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Stephen Gollan P
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Stephen Gollan P
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Stephen Gollan P
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Stephen Gollan P

Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	25 February 2014	Stephen Gollan P
2	s5.56 Admin Reg 19DA (6)	Has the local government adopted a modification to the most recent Corporate Business Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	No		Stephen Gollan P
3	s5.56 Admin	Has the local government	Yes	28 February 2012	Stephen P

	Reg 19C (7)	adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.			Gollan	
4	s5.56 Admin Reg 19C (7)	Has the local government adopted a modification to the most recent Strategic Community Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	23 February 2016	Stephen Gollan	P
5	S5.56	Has the local government adopted an Asset Management Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	Buildings February 2012 Infrastructure 7 October 2013	Stephen Gollan	P
6	S5.56	Has the local government adopted a Long Term Financial Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	26 November 2013	Stephen Gollan	P
7	S5.56	Has the local government adopted a Workforce Plan. If Yes, in Comments please provide date of the most recent Plan plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	25 June 2013	Stephen Gollan	P

Local Government Employees

No	Reference	Question	Response	Comments	Respondent	
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		Stephen Gollan	P
2	s5.36(4), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	N/A		Stephen Gollan	P

3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Stephen Gollan	P
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Stephen Gollan	P
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Stephen Gollan	P

Official Conduct

No	Reference	Question	Response	Comments	Respondent	
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	Yes		Stephen Gollan	P
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Stephen Gollan	P
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Stephen Gollan	P
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Stephen Gollan	P
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Stephen Gollan	P
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c).	Yes		Stephen Gollan	P

Tenders for Providing Goods and Services						
No	Reference	Question	Response	Comments	Respondent	
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Stephen Gollan	P
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A		Stephen Gollan	P
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Stephen Gollan	P
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Stephen Gollan	P
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Stephen Gollan	P
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	Yes		Stephen Gollan	P
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	N/A		Stephen Gollan	P
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Stephen Gollan	P
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg	Yes		Stephen Gollan	P

		17.			
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes	Stephen Gollan	P
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A	Stephen Gollan	P
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A	Stephen Gollan	P
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A	Stephen Gollan	P
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A	Stephen Gollan	P
15	F&G 24AD(2)	Reg Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	N/A	Stephen Gollan	P
16	F&G 24AD(4) & 24AE	Reg Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	N/A	Stephen Gollan	P
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application.	N/A	Stephen Gollan	P
18	F&G 24AD(6)	Reg If the local government to sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation.	N/A	Stephen Gollan	P
19	F&G 24AH(1)	Reg Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the	N/A	Stephen Gollan	P

invitation for applications.					
20	F&G 24AH(3)	Reg	In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	N/A	Stephen Gollan P
21	F&G Reg 24AG		Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG.	N/A	Stephen Gollan P
22	F&G Reg 24AI		Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	N/A	Stephen Gollan P
23	F&G Reg 24E		Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A	Stephen Gollan P
24	F&G Reg 24F		Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	N/A	Stephen Gollan P
25	F&G Reg 11A		Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes	Stephen Gollan P

I certify this Compliance Audit return has been adopted by Council at its _____ meeting on _____

Signed Mayor / President, Beverley

Signed CEO, Beverley

5.3 2017/18 Budget Review

SUBMISSION TO: Audit and Risk Committee Meeting 13 February 2018
REPORT DATE: 8 February 2018
APPLICANT: N/A
FILE REFERENCE: ADM 0092
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: 2017/18 Budget Review Statement of Financial Activity
2017/18 Budget Review Year to Date Details (under
separate cover)

SUMMARY

The Audit and Risk Committee to review the 2017/18 Budget Review and consider recommending to Council that it be received.

BACKGROUND

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

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

COMMENT

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

Any savings realised or over expenditure incurred as at 31 December 2017 has been included in forward projections.

The detailed Budget Review is attached to this report.

In summary, it is forecast that a budget surplus of \$340,900.00 may be realised as at 30 June 2018.

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

STATUTORY ENVIRONMENT

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

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

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

- (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
- (b) consider the local government's financial position as at the date of the review; and
- (c) review the outcomes for the end of that financial year that are forecast in the budget.

(2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.

(3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

**Absolute majority required.*

(4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the Audit and Risk Committee recommend to Council that the 2017/18 Budget Review be received and forwarded to the Department of Local Government.

COMMITTEE'S RESOLUTION

MAR4/0218

Moved Cr Brown

Seconded Cr Martin

That the Audit and Risk Committee recommend to Council that the 2017/18 Budget Review be received and forwarded to the Department of Local Government.

CARRIED 8/0

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
BUDGET REVIEW
2017/18**

Description	Budget 2017/18	YTD Actual 2017/18	Forecast Actual 2017/18	YTD Variance	Notes To Material Variances
Operating Revenue					
General Purpose Funding	3,228,040.00	2,933,875.28	3,201,761.00	(26,279.00)	General Purpose Grant funding cut by State Government (\$41,140). Penalty interest on Rates \$10,000 forecast to be higher than Budget and Rates discount \$7,601 will be lower than anticipated.
Governance	6,100.00	11,828.23	13,890.00	7,790.00	
Law, Order & Public Safety	186,149.00	204,331.89	405,505.00	219,356.00	BRMPC Program extension funding \$121,504 and fire mitigation funding \$95,400 greater than anticipated.
Health	100.00	327.27	327.00	227.00	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	1,403,903.00	54,308.04	92,734.00	(1,311,169.00)	BBP Aged Housing Grant funding cut by State Government (\$1,305,849).
Community Amenities	198,279.00	192,786.03	204,404.00	6,125.00	
Recreation & Culture	2,691,835.00	826,042.45	2,695,233.00	3,398.00	
Transport	7,016,564.00	537,339.59	3,010,265.00	(4,006,299.00)	Vincent Street Bridge project (\$3,876,000) forecast to be carried over to 2018/19. MRWA Direct Grant (\$46,842) cut by State Government. Trail funding (\$25,000) and Butterworth Rd contribution (\$60,000) unlikely to be received.
Economic Activities	81,500.00	68,894.44	89,000.00	7,500.00	
Other Property & Services	43,100.00	42,399.76	58,511.00	15,411.00	Vehicle Licencing Concession cut refund \$13,372.
Total Operating Revenue	14,855,570.00	4,872,132.98	9,771,630.00	(5,083,940.00)	
Operating Expenditure					
General Purpose Funding	(179,989.00)	(64,250.99)	(166,531.00)	13,458.00	Administration Costs allocated forecast to be lower than anticipated by 8.83% or \$11,958.
Governance	(249,780.00)	(138,783.35)	(240,402.00)	9,378.00	
Law, Order & Public Safety	(448,152.00)	(233,230.50)	(659,313.00)	(211,161.00)	BRMPC funded program extended \$121,504 and fire mitigation works \$95,400 forecast to be greater than anticipated offset by grant funding.
Health	(148,255.00)	(66,523.91)	(139,323.00)	8,932.00	
Education & Welfare	(78,374.00)	(29,904.31)	(64,777.00)	13,597.00	Community initiative expenditure \$10,650 forecast to be lower than anticipated.
Housing	(257,109.00)	(147,600.82)	(241,258.00)	15,851.00	BBP Aged Housing maintenance saving \$5,000, 49B Dawson St Real Estate expense saving \$6,867 and Administration Costs allocated forecast to be lower than anticipated by 8.83% or \$2,158.
Community Amenities	(623,763.00)	(251,833.33)	(591,548.00)	32,215.00	Stormwater Collection Dam maintenance \$7,689, Environmental Services \$15,000 and Administration Costs allocated forecast to be lower than anticipated by 8.83% or \$8,888.
Recreation & Culture	(1,043,277.00)	(610,924.39)	(1,003,885.00)	39,392.00	Cornerstone maintenance saving \$5,000, Parks, Gardens & Reserve maintenance \$20,000 and Administration Costs allocated forecast to be lower than anticipated by 8.83% or \$13,692.
Transport	(2,183,986.00)	(1,041,248.50)	(2,124,708.00)	59,278.00	Road Maintenance expense \$19,756, Street lighting expense \$5,000, Road Inventory Control \$14,350, Aerodrome maintenance \$7,500 and Administration Costs allocated forecast to be lower than anticipated by 8.83% or \$12,672.
Economic Activities	(494,577.00)	(348,326.30)	(599,555.00)	(104,978.00)	Loss on disposal of Aeronautical Museum (\$159,328) unbudgeted. Avondale maintenance \$20,000, Public Standpipe maintenance \$8,919, Area Promotion Wages \$6,000, Aeronautical Museum maintenance \$3,580 and Administration Costs allocated forecast to be lower than by 8.83% or \$12,732.
Other Property & Services	(15,615.00)	(70,899.04)	(21,600.00)	(5,985.00)	
Total Operating Expenditure	(5,722,877.00)	(3,003,525.44)	(5,852,900.00)	(130,023.00)	
Net Operating	9,132,693.00	1,868,607.54	3,918,730.00	(5,213,963.00)	
Capital Income					
Self-Supporting Loan - Principal Repayment	14,411.00	7,096.42	14,411.00	0.00	
Proceeds from Sale of Assets	211,000.00	211,636.36	213,000.00	2,000.00	

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
BUDGET REVIEW
2017/18**

Description	Budget 2017/18	YTD Actual 2017/18	Forecast Actual 2017/18	YTD Variance	Notes To Material Variances
Total Capital Income	225,411.00	218,732.78	227,411.00	2,000.00	
Capital Expenditure					
Land and Buildings	(6,529,594.00)	(979,687.75)	(3,638,813.00)	2,890,781.00	BBP Aged Housing project \$2,027,000 cancelled due to funding cut. BBP land purchase \$150,000 cancelled due to funding cut. Cornerstone project savings \$650,000 due to favourable project tender outcome. Old Court House Roof Resheet \$60,000 deferred due to lack of funding opportunities. Town Hall Kitchen refurbishment \$50,000 to be deferred to 2018/19. Hunt Road Village Unit 10 refurb (\$20,000) brought forward. Swimming Pool refurb expenditure (\$25,000) forecast to be greater than expected.
Plant and Equipment	(531,000.00)	(457,365.17)	(531,565.00)	(565.00)	
Office Furniture and Equipment	(55,500.00)	(7,836.36)	(50,500.00)	5,000.00	
Road Construction	(3,700,515.00)	(443,694.93)	(3,734,965.00)	(34,450.00)	Westdale Rd Reconstruct & Seal (SLK: 24.65-26.30) (\$24,840) and Kokeby East Rd Widen Shoulders (\$69,610) greater than anticipated. Butterworth Rd rectification works contribution \$60,000 unlikely to be required.
Other Infrastructure	(4,343,000.00)	(73,568.89)	(442,000.00)	3,901,000.00	Vincent St Bridge project \$3,876,000 to be deferred to 2018/19. Walk Trail project \$25,000 not to proceed due to lack of funding.
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(69,209.00)	(44,040.97)	(69,209.00)	0.00	
Total Capital Expenditure	(15,228,818.00)	(2,006,194.07)	(8,467,052.00)	6,761,766.00	
Net Capital	(15,003,407.00)	(1,787,461.29)	(8,239,641.00)	6,763,766.00	
Adjustments					
Depreciation Written Back	1,691,589.00	932,089.93	1,691,589.00	0.00	
Movement in Leave Reserve Cash Balance	0.00	2,893.64	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)	155,728.45	155,728.00	159,728.00	Loss on disposal of Aeronautical Museum \$159,328 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	
Add Funding From					
Transfer (To)/From Reserves	390,448.00	(28,875.85)	(257,032.00)	(647,480.00)	Reserve funding for Cornerstone project unlikely to be required.
New Loan Funds	1,521,151.00	0.00	800,000.00	(721,151.00)	Loan funding for BBP Aged Housing project not required.
Opening Surplus/(Deficit)	2,271,526.00	2,271,526.49	2,271,526.00	0.00	
Total Adjustments	5,870,714.00	3,333,362.66	4,661,811.00	(1,208,903.00)	
CLOSING SURPLUS/(DEFICIT)	0.00	3,414,508.91	340,900.00	340,900.00	

6. NEW BUSINESS ARISING BY ORDER OF THE MEETING

Nil

7. CLOSURE

The Chairman declared the meeting closed at 10:08am

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

PRESIDING MEMBER:

DATE:



13 FEBRUARY 2018

**ECONOMIC & COMMUNITY
STRATEGY COMMITTEE
MEETING**

MINUTES

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1. OPENING

The Chairperson declared the meeting open at 10:29am

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members Present

Cr DJ Ridgway President
Cr CJ Pepper Deputy 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 SP Gollan Chief Executive Officer
Ms A Lewis Executive Assistant

2.3 Observers and Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Mr SK Marshall Deputy Chief Executive Officer

3. DECLARATIONS OF INTEREST

3.1 Cr Ridgway – Item 5.1 – Interest of Impartiality

3.2 Cr Martin – Item 5.1 – Interest of Impartiality

3.3 Cr Seed – Item 5.1 – Interest of Impartiality

3.4 Cr Shaw – Item 5.1 – Interest of Impartiality

3.5 Cr White – Item 5.1 – Interest of Impartiality

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Economic & Community Strategy Meeting 12 September 2017

OFFICER'S RECOMMENDATION

That the Minutes of the Economic & Community Strategy Committee Meeting held on Tuesday 12 September 2017 be confirmed.

(Provided under separate cover)

COMMITTEE'S RECOMMENDATION

MEC1/0218

Moved Cr Shaw

Seconded Cr Brown

That the Minutes of the Economic & Community Strategy Committee Meeting held on Tuesday 12 September 2017 be confirmed.

CARRIED 9/0

10:31am – Prior to any discussion of the next agenda item, Item 5.1 the following Councillors declared an interest of impartiality given they are members of clubs applying for Community Grants.

Cr Ridgway – Member of Beverley Ag Society and Beverley CRC

Cr Martin – Member of Beverley Ag Society

Cr Seed – Member of Beverley Ag Soc Society and Football Club

Cr Shaw – Member of Beverley Football Club

Cr White – Member of Beverley CRC Executive Committee

Staff declarations are written and disclosed in the report.

The interest was declared an interest in common and all staff and Councillors remained in the meeting.

5. OFFICER REPORTS

5.1 Community Grants

SUBMISSION TO: E and C Strategy Committee Meeting 13 February 2018
REPORT DATE: 6 February 2018
APPLICANT: Various Community Groups
FILE REFERENCE: ADM 0428
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Grants Table (within report)

SUMMARY

Committee to recommend Council award grant funding for various Community Groups.

BACKGROUND

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

COMMENT

The second round of Community Grants for 2017/18 financial year was advertised in the December 2017 and January 2018 Beverley Blarney and on the Shire of Beverley website. Applications opened on 3rd January and closed on 31st January 2018. A total of five applications were received, three for the Major Grants and two for the Minor Grants.

Clubs had to pass the compliance criteria to be considered eligible. The compliance criteria consisted of: Incorporation, Beverley Based Group/Club, 50:50 matched funds (for grants over \$1,000).

Minor Grants: Applications for under \$1,000 have to fall within one of the following categories: Early Years (0 to 4yrs); Environment; History and or Heritage; Seniors; Tourism; Volunteer/Upskilling; or Youth (5 to 18yrs)

Major Grants; Applications for over \$5,000 have to fall within one of the following categories: Art and Culture; Disability/Aging; Education & Training; Environment; Event; Minor infrastructure/equipment or development; or Sport and Recreation.

The total major grant funding requested \$9,800.00

The total minor grant funding requested \$1,800.00

There is \$4,528.64 available to the major grant category and \$7,158.46 in the minor grants category. Council can consider allocating the remaining funds from the minor category to award full grants in the major grants Category for the benefit of the clubs and wider community. Alternatively it can award smaller amounts than requested.

Club/Group	Members	Inc.	Activity	Amount Requested	Amount Suggested	Reasoning
MAJOR FUNDING (50:50 Matching Funds)						
Beverley Community Resource Centre	60	Yes	Major Category: Sport and Recreation Total Project Cost: \$11,000.00 To assist with administration and advertising of Beverley Triathlon hosted at the Beverley Swimming Pool which caters for professional and amateur triathletes, novice competitors, families, seniors and juniors. Using the Be Very You campaign - Be Very Brave.	\$2,300.00	\$2,300.00	Promoting a positive lifestyle and health message to the Wheatbelt community. Promotes social inclusion and volunteers. Previous years events successful with an average of 140 competitors and 45 volunteers and 70 spectators. Quality of Application: Excellent
Beverley Football Club	114	Yes	Major Category: Sport and Recreation Total Project Cost \$6000.00 Installation of cabinetry to the trainers room (Amenities Building in changerooms) to be placed along the wall to tidy and clean up the room and provide a suitable storage solution.	\$2,500.00	\$2,500.00	Assists the Football Club to provide a safe, professional working environment for players and volunteers. Allows trainers to have a clean and efficient working space. Available for juniors players, co-ordinators and volunteers. Quality of Application: Good
Beverley RSL	48	Yes	Major Category: Minor Infrastructure/ Equipment/ Development Total Project Cost \$12,000.00 Erection of Outdoor Area (Patio/Pergola) for commemorative and social events.	\$5,000.00	\$5,000.00	Assist in the use of the historic building and club that caters to members and their families and public at official events. Allows the RSL to hold events outside and at different times of year. Support letter from RSLWA included. Quality of Application: Fair
MINOR FUNDING (Up to \$1000 no matching funds required)						
Beverley Agricultural Society	160	Yes	Minor Category: Tourism Project - Creating Country Connections – bridging the gap between the City and Country. Promotion of event and organisation through the upgrade of Safety Bunting.	\$900.00	\$900.00	Annual show attracts 2500-3000 people each year. Bunting will feature the “Be Very...” branding and logo. Bunting will be offered for other events such as the Beverley Triathlon and Beverley Heroic. Quality of Application: Excellent
Beverley Ski Club	Newly Reformed	Yes	Minor Category: Tourism Replacement of old and outdated Beverley Ski Club Sign at Ski Rd/Yenyening Lakes Road.	\$900.00	\$900.00	Assists visitors, local residents and members to locate ski area. Promotes tourism. Club will liaise and consult with SoB. Quality of Application: Good

All applications met the compliance criteria.

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

The applications were considered by myself and Executive Assistant, Alison Lewis. In assessing the applications I declare that I am a social member of the Beverley Football Club; and member of the Beverley Agricultural Society.

Alison Lewis declares that she is also a Social member of the Beverley Football Club and member of the Beverley Agricultural Society.

It is also declared that the quote provided by the RSL is supplied by Danny Gibson who is the Shire Maintenance Officer, and any work he completes for the RSL will be outside of his employment hours.

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

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Community Grant Program

2017/18 Total Major Grants \$10,000.00 (\$4,528.64 remaining)

2017/18 Total Minor Grants \$10,000.00 (\$7,158.46 remaining)

STRATEGIC IMPLICATIONS

Sustainable Community – Foster Community Participation – Support community needs.

POLICY IMPLICATIONS

Community Grant Policy

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That the Economic and Community Strategy Committee recommend Council award the following Community Grants under the second round of submissions for the 2017/18 financial year:

1. Beverley Community Resource Centre	\$2,300.00
2. Beverley Football Club	\$2,500.00
3. Beverley RSL	\$5,000.00
4. Beverley Agricultural Society	\$900.00
5. Beverley Ski Club	\$900.00

COMMITTEE'S RESOLUTION

MEC2/0218

Moved Cr Martin

Seconded Cr Shaw

That the Economic and Community Strategy Committee recommend Council award the following Community Grants under the second round of submissions for the 2017/18 financial year:

- | | |
|--|-------------------|
| 1. Beverley Community Resource Centre | \$2,300.00 |
| 2. Beverley Football Club | \$2,500.00 |
| 3. Beverley RSL | \$5,000.00 |
| 4. Beverley Agricultural Society | \$900.00 |
| 5. Beverley Ski Club | \$900.00 |

CARRIED 9/0

5.2 Cornerstone Digital Signage

SUBMISSION TO: E and C Strategy Committee Meeting 13 February 2018
REPORT DATE: 8 February 2018
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Digital Signage Proposal
Detailed Quote Comparison (under separate cover)

SUMMARY

Economic and Community Strategy Committee Meeting to consider recommending Council include digital signage at the front of the Cornerstone development.

BACKGROUND

Through the progression of the Cornerstone project it was determined at the working committee level that digital signage at the Cornerstone Building would be beneficial to promote the building and events associated with the Cornerstone or the Town in general.

COMMENT

Quotes were sort for the supply and installation of appropriate signage based on the specifications attached.

Responses received were as follows:

Supplier	Quoted Cost (ex GST)
Poolegrave	21,168.00
Expo Group	21,495.10
Danthonia Designs	38,515.85
Jason Sign Makers	41,146.00
A.D. Engineering International	41,718.80

Full quote comparison is included as an attachment.

Each supplier had different methods of controlling the signage. Expo Group seems to offer the simplest and most intuitive programming software.

Also attached is an “artist’s impression” of how the digital signage would look at street level.

The provision of digital signage is currently outside of the Cornerstone construction contract.

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Forms part of the Cornerstone development budget.

STRATEGIC IMPLICATIONS

Economic Development – Facilitate and promote Beverley as a tourist destination.

POLICY IMPLICATIONS

Purchasing Policy

VOTING REQUIREMENTS

Simple Majority

OFFICER’S RECOMMENDATION

That the Economic and Community Strategy Committee recommend to Council that the quote from Expo Group for \$21,495.10 ex. GST for the supply and installation of digital signage, as specified, be accepted.

COMMITTEE’S RECOMMENDATION

MEC3/0218

Moved Cr White

Seconded Cr Pepper

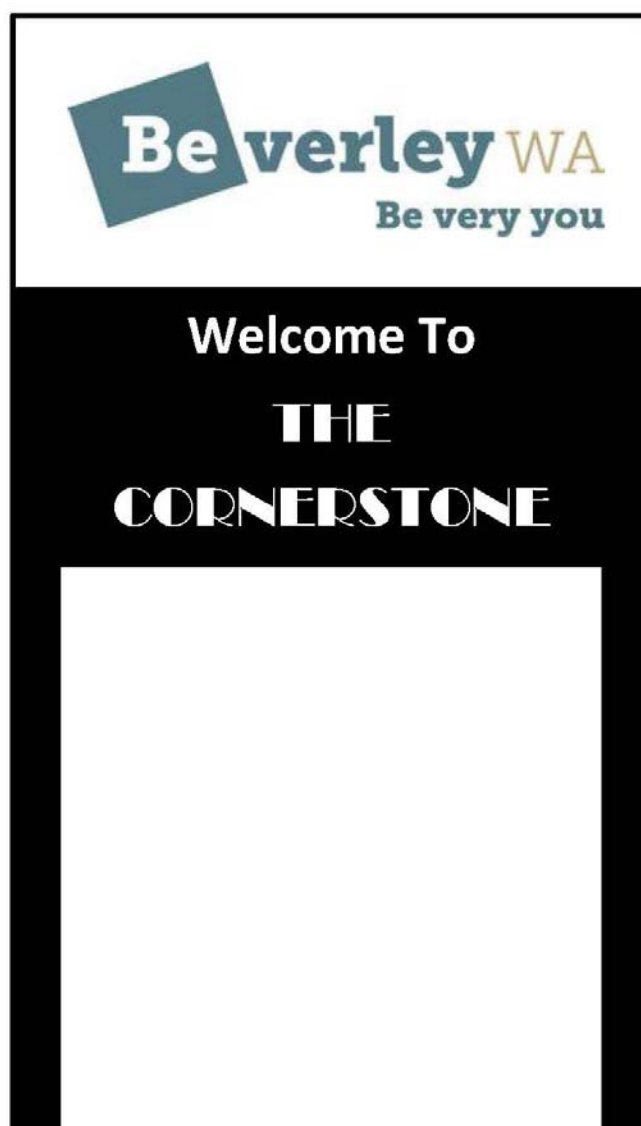
That the Economic and Community Strategy Committee recommend to Council that the quote from Expo Group for \$21,495.10 ex. GST for the supply and installation of digital signage, as specified, be accepted.

CARRIED 8/1

Attachment 5.2



Attachment 5.2

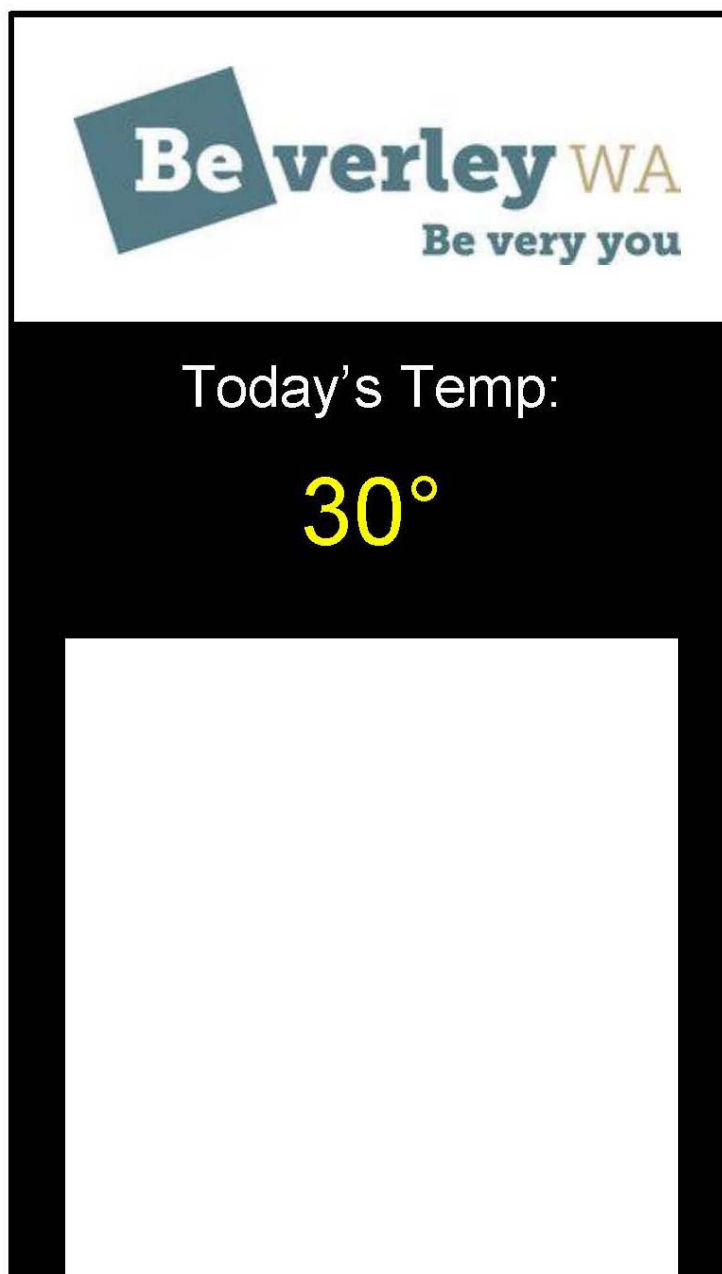


TWO SCREEN INFORMATION DISPLAY SIGNAGE

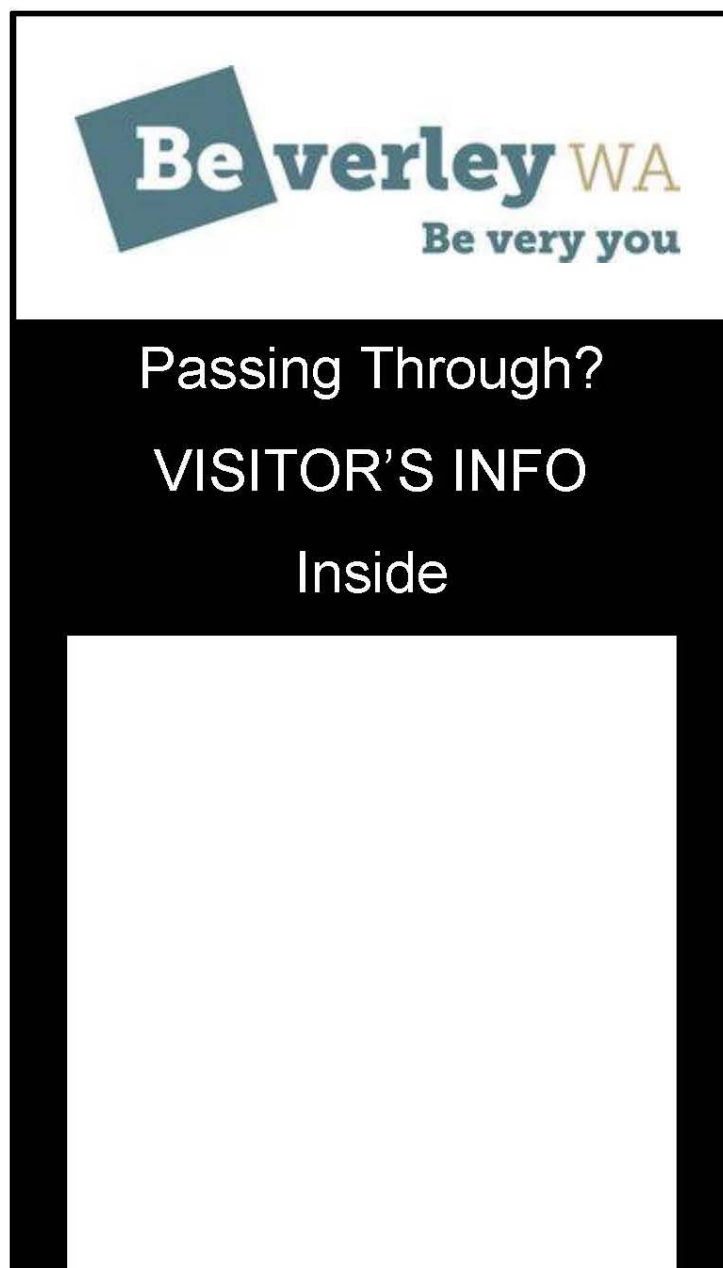
Dimensions: Height = 4.00m Width = 1.60m

Screen Heights = 1.00m per Screen

Attachment 5.2



Attachment 5.2



Attachment 5.2



5.3 Cornerstone Commercial Office Space Prospectus

SUBMISSION TO: E and C Strategy Committee Meeting 13 February 2018
REPORT DATE: 8 February 2018
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Cornerstone Commercial Office Space Prospectus and
Cornerstone Lease Fee Scenarios (under separate cover)

SUMMARY

Economic and Community Strategy Committee to consider recommending to Council to endorse the Cornerstone Commercial Office Space Prospectus for release to the public and agree to undertake an associated marketing campaign.

BACKGROUND

A professional prospectus document has been created to promote the commercial office space availability in the Cornerstone building.

Jenny Murray was contracted to create the document at a cost of \$300.

The purpose of this document is to communicate with potential tenants and to call for expressions of interest from those who may wish to secure commercial space on completion of the Cornerstone build.

COMMENT

The Prospectus outlines the attributes of the Building as a whole as well as those of the individual commercial spaces.

It is proposed that an Expression Of Interest be called in the Beverley Blarney, Avon Advocate and York Community Matters in the first instance and then, depending on feedback, the commercial property section of the West Australian as well as on realestate.com.au and Domain.

Advertising costs are estimated to be around \$5-6,000.

Council's comments are sort on the lease rates of each area. The weekly rates included in the Prospectus reflect a base of \$900/m² rounded to the nearest five dollars. This rate is based on a cost recovery model of the estimated operating costs of the Cornerstone building (estimated \$12,416 deficit at \$900/m² not including income from the Crèche area or any other revenue streams).

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

2017/18 Budget allowance of \$5,000 for Cornerstone expenses.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the Economic and Community Strategy Committee recommend to Council that the Beverley Cornerstone Commercial Office Space Prospectus be endorsed and that a suitable marketing campaign be undertaken to promote the commercial space availability.

OFFICER'S RECOMMENDATION

MEC4/0218

Moved Cr Gogol

Seconded Cr Shaw

That the Economic and Community Strategy Committee recommend to Council that the Beverley Cornerstone Commercial Office Space Prospectus be endorsed and that a suitable marketing campaign be undertaken to promote the commercial space availability.

LOST 0/9

COMMITTEE'S RESOLUTION

MEC5/0218

Moved Cr Brown

Seconded Cr Seed

The Economic and Community Strategy Committee request Management to present a new office lease pricing structure at the 27 February 2018 Ordinary Council Meeting for consideration.

6. UPDATES

6.1 Strategic Community Plan

SUBMISSION TO: E and C Strategy Committee Meeting 13 February 2018

REPORT DATE: 8 February 2018

AUTHOR: S.P. Gollan – Chief Executive Officer

Attached under separate cover for Council's comment and information is the first draft of the Strategic Community Plan from Caroline Robinson.

At this stage the Plan is in word format, not yet designed, so changes can easily be made.

Items in green demonstrate where Caroline has adhered to the IPR guidelines.

Items in yellow require Staff and Council input.

The Avondale strategy is being reviewed by Amanda McLean to make sure it is in line with her work. This is due to be completed early next week.

Once staff and Council have completed our input, Caroline will make the necessary changes before formatting and distributing to the Community for comment.

COMMITTEE COMMENT: to be reviewed at the Council Planning Day on Friday 16 February 2018.

6.2 AI Fresco Dining Structure

SUBMISSION TO: E and C Strategy Committee Meeting 13 February 2018

REPORT DATE: 8 February 2018

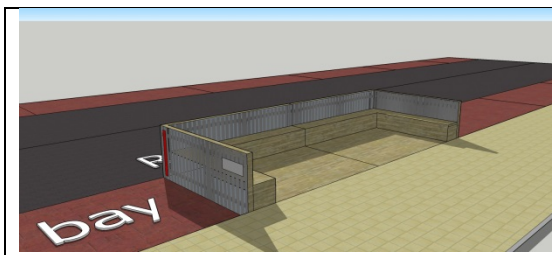
AUTHOR: B.S. de Beer – Shire Planner

BACKGROUND

Shire Planner instructed Danny Gibson to fabricate an AI Fresco Dining Structure based on a design as presented to Council Briefing Forum during October 2017 – shown below.

It is the intention to arrange for placement of the structure for a trial period respectively in front of the Beverley Hotel, Bakery, Red Vault Restaurant, Country Kitchen & the Freemasons Tavern, should they so wish – the time period of placement and sequence are still to be negotiated with all parties involved.

The structure is fabricated in two sections for transportability between locations, made of a steel superstructure and stained and treated timber cladding/decking & balustrading. The completed structure is based on the design below:



Structure



Indicative use

The Structure will occupy 1 x parking bay and measure approx. 6.5m X 2.5m (two connected sections of 3.25m X 2.5m each and approx. 900mm in height). Site inspections revealed that as a result of road surface levels and fall the structure will rest on the foot path overlapping approx. 100mm – 200mm to allow for leveling. It will include reflective strips to inform traffic of the structure during night time.

Cantilevered umbrellas are now also included in the structure. Below are photos of the progress to date:



WAY FORWARD

Shire Planner proposes that the interested parties be approached with the following provisos:

- each venue will be permitted a time period of 2 weeks to trial the structure in front of their establishment;
- the sequence of allocation will be decided by a draw;
- the Shire will be responsible to move and place the structure between different venues;
- the venue will be required to supply their own furniture if required;
- the venue will be responsible for keeping the dining structure clean and the umbrellas folded, removed and stored on a daily basis;
- during this initial trial period there will be no charge towards the establishment for use of the dining structure;
- it will be up to each venue to arrange for their own liquor licencing requirements in terms of the usage of the structure;
- a basic agreement will be drawn up for each establishment to sign, thereby acknowledging their rights & responsibilities;

On completion of the trial period the structure will be offered at a fee, to be determined, for longer periods of use.

COMMENT: Committee agreed to instruct the Manager of Works to begin removing the Banner Poles in Vincent Street to allow safe passing of the alfresco structure. Committee agreed to a ballot to determine order of local businesses using the alfresco structure.

6.3 Beverley Swimming Pool

SUBMISSION TO: E and C Strategy Committee Meeting 13 February 2018

REPORT DATE: 8 February 2018

AUTHOR: S.P. Gollan – Chief Executive Officer

At the August 2017 Ordinary Council meeting, it was resolved to form a working group consisting of Three Councillors (Cr's Brown, Martin and Seed), an Executive Staff member, the Swimming Pool Manager; a Swimming Club representative and a Community Member to progress the Swimming Pool Development Plan.

The Swimming Club President, Mrs Zoe Wilkinson has confirmed she will represent the Beverley Swimming Club.

Mr Ben Murray has been identified as a local resident who is a regular early morning swimmer and has a young family and parents which patronise the pool. He has been asked to be the Community Member representative.

A meeting is scheduled for 2pm Thursday 22 February 2018. At the meeting, Steve Mason will work through the Scope of Works to ensure everyone is on the same page and understands the intent of the study.

We will also discuss timeframes for each element of the study including the presentation of the findings to Council.

COMMITTEE COMMENT: Look forward to receiving findings and report.

6.4 Flying through History project – Vampire Jet Interpretative Panels

SUBMISSION TO: E and C Strategy Committee Meeting 13 February 2018

REPORT DATE: 8 February 2018

AUTHOR: B.S. de Beer – Shire Planner

BACKGROUND

As part of the *'Flying Through History'* project, interpretative panels are proposed to be displayed at the Vampire Jet on the Great Southern Highway.

The draft panel wording has gone through a number of iterations and the latest is herewith presented for Council's consideration (please refer to attachment). The display will consist of 4 x main panels that will be affixed to the rear structure of the Vampire Shelter in the following configuration:

2 X panels measuring 3.5m (width) X 1.2m (height)

2 X panels measuring 3m (width) X 1.2m (height)

After further consultation with affected parties the following changes were proposed:

- Adjusting the wording on panel 1 to read 'CBH site' instead of 'current CBH site';
- Adding the 40th anniversary of the Beverley Soaring Society during 2013 to the historic timeline on panel 1;
- the Wheatbelt Development Commission (whom is partially funding the *'Flying through history'* project) requires their logo to be displayed on panel 4, together with the logo of the Department of Primary Industries and Regional Development.

WAY FORWARD

Should the Committee & Council agree with the proposed modifications, instruction can be given for fabrication of panels to commence.

COMMITTEE COMMENT: Committee agreed to above changes and to order the panels in time for Easter.

7. NEW BUSINESS ARISING BY ORDER OF THE MEETING

Nil

8. CLOSURE

The Chairman declared the meeting closed at 11:59am

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

PRESIDING MEMBER:

DATE:



20 FEBRUARY 2018

**LOCAL EMERGENCY
MANAGEMENT COMMITTEE**

MINUTES

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1. MEETING COMMENCEMENT

The Chief Executive Officer declared the meeting opened at 1:30pm.

2. ATTENDANCE AND APOLOGIES

Attendance

Mr Stephen Gollan	Chief Executive Officer
Cr Peter Gogol	Shire of Beverley
Mr Troy Granville	CESM Beverley/York
Ms Karen Berry	OIC Sergeant Beverley Police
Mr Mark Gubanyi	WAPOL – Midland Response
Ms Jo Spadaccini	Department of Communities – Wheatbelt DESO
Mr Drew Richardson	SJA Community Paramedic
Mr Stephen Moore	SJA Beverley
Mr Bruce Kilpatrick	Chief Fire Control Officer
Mr Ken Howell	Beverley Volunteer Fire & Rescue
Mr Stuart Parks	Acting DFES Central Wheatbelt AO
Ms Ali Lewis	Executive Assistant

Apologies

Cr Dee Ridgway	Shire President
Mrs Wendy Moore	Principal Beverley District High School
Mr Tyron McMahon	DFES BRMO
Mrs Yvette Grigg	OEM District EM Advisor
Mr John Hansen	Beverley BRMPC
Mr Rob Fisher	Deputy Chief Fire Control Officer
Ms Michelle Bauer	Beverley Health Service Manager/DON
Mr Darren Boyle	Beverley Volunteer Fire and Rescue

Observers

Nil

3. CONFIRMATION OF MINUTES OF MEETING HELD 21 NOVEMBER 2017

Moved: Drew Richardson

Seconded: Bruce Kilpatrick

That the Minutes of the Local Emergency Management Advisory Committee Meeting held in the Council Chambers on Tuesday 21 November 2017, be confirmed.

CARRIED

4. MATTERS ARISING FROM PREVIOUS MINUTES

Karen Berry – the LEMA contact list should be a standing item in the Agenda and reviewed at each meeting.

5. **CORRESPONDENCE**

- LEMC Minutes 21 November 2017

6. **BUSINESS OF THE MEETING**

6.1 LEMA – Troy Granville

The Local Emergency Management Arrangements (LEMA) and Local Recovery Management Arrangements (LRMA) were adopted by Shire of Beverley Council and forwarded to SEMC.

6.2 Desktop Exercise February Meeting

Jo Spadaccini is running desktop exercise immediately after this meeting.

7. **AGENCY UPDATES**

St John Ambulance Beverley

Drew Richardson – introduced Steve Moore who has joined Beverley SJA. Steve and Drew will interchange at the LEMC meetings. SJA are working on modelling plans to respond to an emergency where the by the Hospital needs evacuating and patients transferred elsewhere. Neighbouring towns have been engaged in planning.

DFES

Stuart Parks – quiet season to date.

Department of Communities

Jo Spadaccini – the dept has produced a Guide and Checklist for the Shire to populate and then distribute to front counter staff to assist them when dealing with emergency situations. The State Welfare Plan is at SEMC and expected to be received in June 2018.

CFCO

Bruce Kilpatrick – quiet season to date.

WAPOL Beverley

Karen Berry – provided new contact details.

8. **GENERAL BUSINESS**

Nil

9. **NEXT MEETING**

15 May 2018 @ 3:30pm

10. **CLOSURE**

There being no further business the chairperson declared the meeting closed at 1:38pm



27 FEBRUARY 2018

**ATTACHMENT
PLANNING
ITEM 9.1**

Our Ref: PM17-011

Mr. Stephen Gollan
Chief Executive Officer
Shire of Beverley
PO Box 20
Beverley, WA, 6304

24 October 2017

Dear Steve,

Development Application – Works to houses at Avondale Research Station

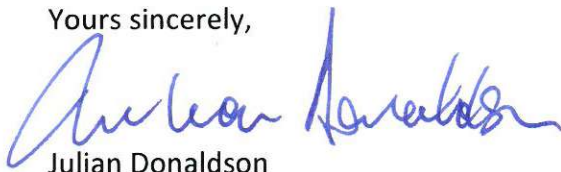
Enclosed is a Development Application for change of use and works to five houses at Avondale Research Station, Beverley.

Approval from the Heritage Council of Western Australia (HCWA) is not required as the National Trust of Australia (WA) has delegated authority for conservation and heritage matters for the Trust's own properties. A copy of authority documentation is enclosed. The Trust would be grateful for your assistance in ensuring that the Development Application does not get delayed with unnecessary referrals.

The works to the houses is part of our successful Royalties for Regions grant to upgrade services and fit out the residences to a standard that will allow short stay accommodation for visitors to the important heritage place. A change of use is required due to the residences being used for short term tourism accommodation, rather than single residences as they are currently.

Thank you and we look forward to continued support from the Shire of Beverley in the long term conservation of Avondale. Please do not hesitate to contact me or Kyra Lomas (08 9321 6088) of this office for any further information required

Yours sincerely,



Julian Donaldson

Chief Executive Officer

Our Ref: PM17-011

Planning Department
Shire of Beverley
PO Box 20,
Beverley, WA, 6304

The Old Observatory
4 Havelock Street,
West Perth WA 6005
PO Box 1162,
West Perth WA 6872
Web: www.ntwa.com.au
Email: trust@ntwa.com.au
Telephone: 08 9321 6088

**PROPOSED WORKS TO A PLACE LISTED ON THE REGISTER OF HERITAGE PLACES
WHERE THE OWNER IS THE NATIONAL TRUST OF AUSTRALIA (WA)**

The following pages contain extracts from the Heritage of Western Australia Act 1990 that would normally require a Local Government Authority to refer proposed works for heritage listed properties to the Heritage Council of Western Australia for advice. Notice of Resolution by the Heritage Council of Western Australia 23 February 1993 pursuant to the Heritage of Western Australia Act 1990 is also enclosed.

- As per section 78 of the Heritage of Western Australia Act 1990, Shire of Coolgardie is required to seek advice on this matter from the Heritage Council of Western Australia.
- As per the Government Gazette, 23 February 1993, Notice of Resolution, the Heritage Council of Western Australia has delegated this responsibility to the National Trust of Australia (WA).
- The National Trust of Western Australia (WA) offers the following advice in relation to the proposed works to Avondale Houses:

The work proposed in the accompanying Development Application should be approved as they are most suitable for the conservation of this heritage place.

- As per section 11 of the Heritage of Western Australia Act the Shire of Coolgardie is required to provide for action consistent with this advice.

On the basis of the above it would be greatly appreciated if this matter can be dealt with expeditiously. A copy of the enclosed proposed works has already been provided to the Heritage Council of Western Australia by the National Trust of Australia (WA). **There is no further requirement by the Heritage of Western Australia Act 1990 or the State Heritage Office of Western Australia for these proposed works to be referred again by Local Government Authority.**



Julian Donaldson, Chief Executive Officer Dated 29 day of October 2017



HERITAGE IMPACT STATEMENT

Alterations to 5 houses at
Avondale Farm, Beverley



Prepared by the National Trust of Western Australia

October 2017

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1.0 INTRODUCTION

The alteration of 5 houses is proposed at Avondale Farm, Beverley. The place has been used as an agricultural site since 1838 and will continue with this use, with the houses being used for short term accommodation, after the completion of works proposed in this development application.

This heritage impact statement provides an analysis of the potential impacts of the proposed works on the heritage values of the place. In association with functional and statutory requirements relating to the proposed new use, the design has been guided by conservation policies for the place as outlined in the conservation plan by *Palassis Architects 2009*, and with reference to the principles of *The Burra Charter*.

This report should be read in conjunction with the drawings prepared by the National Trust dated October 2017.

2.0 LOCATION

Avondale Farm is located on Lot 3 (orange), Waterhatch Road, Beverley. It is part Reserve 37765 which has been set aside for the purpose of 'Agriculture and Heritage Place'. There is a Management Order in favour of the National Trust of Australia (WA) that includes the power to lease.

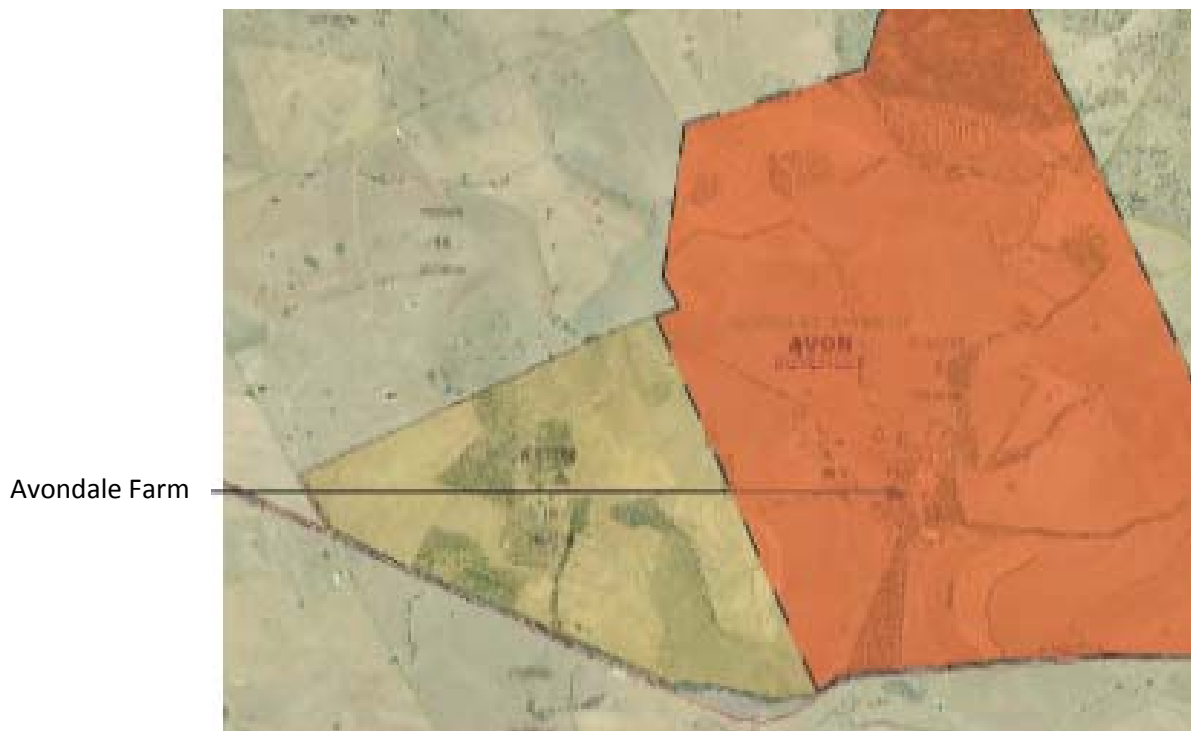


Figure 1: Location Plan from Palassis Architects, 'Avondale Research Station, Beverley, Conservation Plan' 2009, p2

3.0 PHYSICAL DESCRIPTION

Avondale consists of multiple buildings on a large agricultural site. It is located 6km west of Beverley north of Waterhatch Road. The houses to be modified are within the main settlement area on the site.

The houses are all small single story timber framed, elevated cottages with corrugated roof sheeting. House 16 (1928) and 24(1930) are timber weatherboard clad, with 21 (1960's), 22 (1950), 23 (1958)

clad in fibre cement sheeting. Their internal layouts are varied, as are their external elevations. They are all examples of simple government accommodation of their eras.

The houses at Avondale are in fair to good condition and retain a medium level of integrity and authenticity.

4.0 HERITAGE VALUES

4.1 Heritage listings

The cultural heritage significance of Avondale Research Station, Beverley, has been recognised through Management Order in favour of the National Trust registered on 13 October 2009. The place is included on the Heritage Council of WA's permanent register as place no. 05566 since 2004 but the buildings within have not been individually assessed. The place was included on the Shire of Beverley Municipal Inventory adopted 24.06.1996 and classified by the National Trust 6 June 1995.

4.2 Statement of Significance

The Conservation Plan states that Avondale is of considerable cultural significance and gives the following Statement of Significance:

Avondale Research Station, comprising a single storey brick and corrugated iron Homestead (1880s) in the Victorian Georgian style, a vernacular single and double storey corrugated iron Stables (1890s), a vertical concrete Silo (1927), a single storey brick and iron former Laboratory (1930), workers dwellings (1928 and 1937), has cultural heritage significance for the following reasons:

- Established as a State Farm in 1919, the place has been a venue for agricultural research since 1924, and was the site of an important research project for braxy-like disease in sheep in the early 1930s, with the research Laboratory constructed specifically for the project;
- The place has a landmark quality within its picturesque rural landscape;
- The Stables dating from the 1890s feature very well-detailed timber horse stalls and roof structure, and are a rare example of innovative design;
- The place is valued for its role in agricultural research and education, borne out by the local community's financial contribution to the establishment of the Laboratory in 1930 and the contribution of farm machinery for the Discovery Farm museum in 1979;
- The various components that comprise the place demonstrate specific government initiatives in the establishment and the subsequent development of the place as a site of agricultural research and a showcase of rural work and life;
- The Avondale property was one of the earliest pastoral properties established in the Beverley district and the farm's development since 1830 has been indicative of and contributed to the development of the area; and,
- The place contributes to the local and wider community's sense of place for its links to the early settlement of the Avon Valley and for its ongoing contribution to agricultural research and education in the State.¹

¹ Palassis Architects, *Avondale Research Station, Beverley, Conservation Plan* (March, 2009) p82.

The individual houses proposed for works do not have separate statements of significance. The north cottage (B-24) is identified as being of some significance and remaining cottages (B-16, B-21, B-22, B-23) of little significance overall. The National Trust, however, is of the opinion that all of the houses on site are of some significance as they reflect changes in government housing on the site.

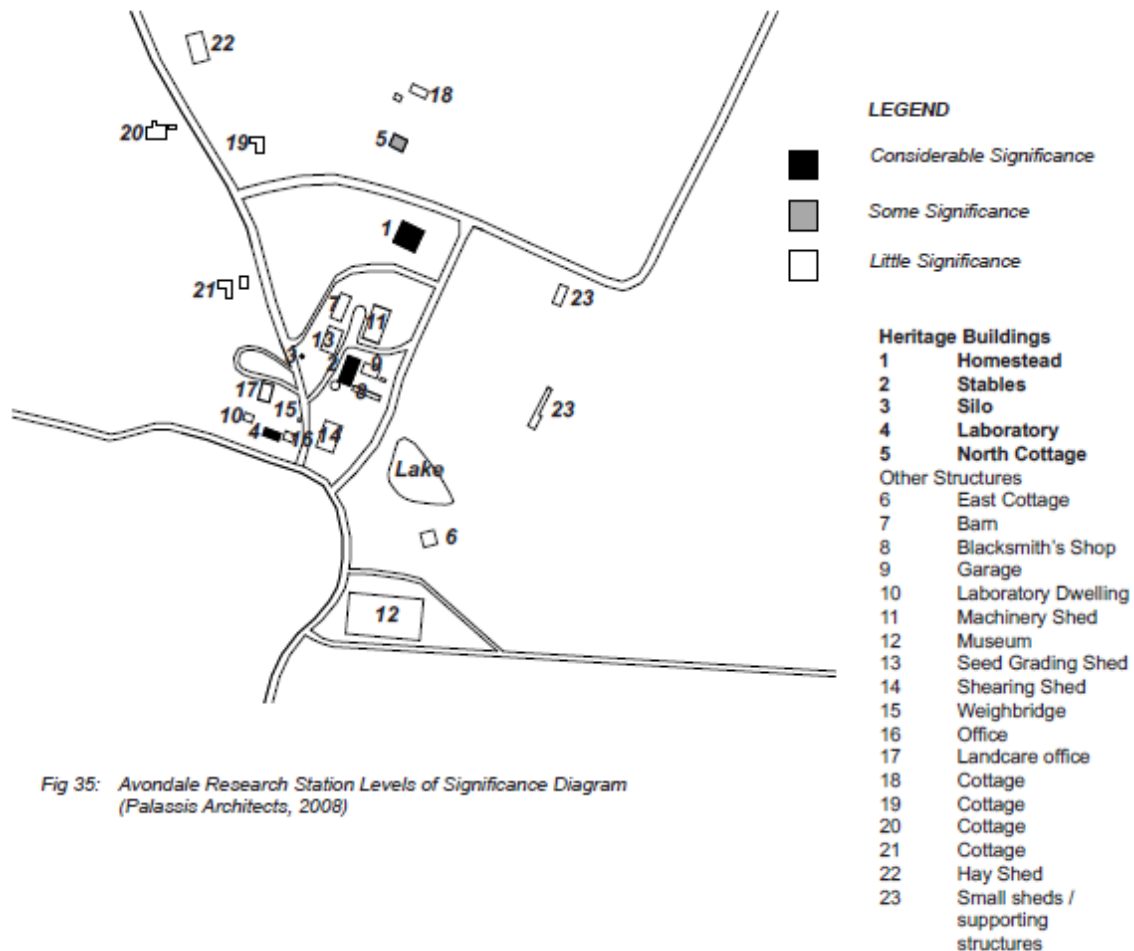


Fig 35: Avondale Research Station Levels of Significance Diagram (Palassis Architects, 2008)

Figure 2: Levels of significance diagram from Palassis Architects, 'Avondale Research Station, Beverley, Conservation Plan' 2009, p85

NOTE: Building numbering above is different from NTWA documentation system. See works package for correct numbering of houses.

5.0 PROPOSAL DETAILS

5.1 Statutory Requirements

Avondale Research Station, Beverley, is protected under the provisions of the *Heritage of Western Australia Act 1990*. Under this Act, National Trust of Western Australia have delegated authority to approve works to properties under their management.

This fit-out proposal necessitates changes to comply with the National Construction Code.

5.2 Relevant Conservation Policies

Conservation policies have been provided in the following documents:

- *Avondale Research Station, Conservation Plan*, prepared by Palassis Architects for the National Trust of Australia (WA), March 2009
- *Interpretation Plan – Avondale Farm*, prepared by Paul Bridges and Susan Hall for the National Trust of Australia (WA) in January 2010

Further, the policies developed as part of this report are underpinned by *The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance, 2013*. In instances where no policies have been specified in the conservation plan, *Burra Charter* principles have been the main guiding reference.

Generally, all work aims to ensure heritage values are retained and physical and visual impacts on fabric are minimised.

As heritage advisors and architects for the project, the National Trust believes that on balance, the impact on the heritage values of the place is minimal and is outweighed by the benefits of a compatible and sustainable use of the houses. In addition, appreciation of the values of the place will be enhanced by the interpretive approach.

5.3 Description of Proposed Works

The proposed alteration works are separated by house.

1. *B-16: The smallest residence requires some external timber repairs and painting, as well as the removal of a broken concrete verandah floor to the back. A major external alteration is the removal of asbestos wall lining to the south western elevation, replacing the external cladding with timber weatherboards to match the other elevations, this will return the façade to its original material. Funding does not permit the full conservation of this building, internal and service works are proposed for a later stage of works.*
2. *B-21: Currently occupied by the Avondale site warden, this house requires little work. New timber entry steps to replace the existing are required and the back addition verandah will be properly fixed onto the existing roof structure for safety.*
3. *B-22: To be used for staff and researcher accommodation upgrades are required. A new kitchen will replace the existing, with a new vanity basin also required in the bathroom and services will be repaired/replaced where necessary. Additional works such as internal and external painting, replacement of floor coverings, insulation, the addition of an external timber deck to the existing back verandah and minor external landscaping works around the house are proposed.*
4. *B-23: This house will be upgraded to provide universal access accommodation. This will require the widening of doorways, inclusion of internal and external ramp and the replacement and remodel of the existing bathroom to provide a UA compliant bathroom. Additional works will include the replacement of the existing kitchen with new, an opening in an internal wall to provide a larger dining area, replacement of floor coverings, insulation, external deck to the rear verandah and internal and external painting. Electrical, mechanical and hydraulic services will be repaired/replaced as necessary. An external asbestos clad sleep out is being removed to open the verandah up to its original size.*
5. *B-24: Known as the north cottage, this 1928 residence requires the most amount of work to upgrade to suitable accommodation conditions. The works proposed include the removal of external asbestos verandah to open the front verandah as per previous evidence, external joinery repairs, painting and landscaping. A new external deck to the rear verandah will include the addition of a new bathroom, connecting the existing external toilet to the main house. This will allow for the remodel of the existing bathroom internally to increase the size of the kitchen. New floor coverings, replacement ceilings, insulation and internal painting will also be included.*

In summary, the following works are required to meet the project objectives:

- replacement of existing kitchens to 3 houses
- new bathrooms to 2 houses
- minor internal wall modification to 2 houses
- repair/replacement of services to 3 houses
- replacement of gas services to electric to 3 houses
- internal painting to 3 houses
- new ceiling and underfloor insulation to 3 houses
- replacement of floor coverings to 3 houses
- external painting to 4 houses
- new timber decks to external veranda's to 4 houses
- external landscaping and site tidy up to all house surrounds
- universal access upgrade to 1 house

Refer attached drawing set for detailed description of the proposed work.

6.0 DISCUSSION OF HERITAGE IMPACTS

Assessed heritage values	Impact on values
established as a State Farm in 1919, the place has been a venue for agricultural research since 1924, and was the site of an important research project for braxy-like disease in sheep in the early 1930s, with the research Laboratory constructed specifically for the project	The research significance of the place will remain, no works are taking place to the laboratory, however the research and agricultural story will be realised through interpretation within the houses.
the place has a landmark quality within its picturesque rural landscape	No major building works will take place that may impact the landmark quality of the place. Most works are internal and cannot be seen from the rural landscape
the Stables dating from the 1890s feature very well-detailed timber horse stalls and roof structure, and are a rare example of innovative design	There are no proposed works to the Stables building.
the place is valued for its role in agricultural research and education, borne out by the local community's financial contribution to the establishment of the Laboratory in 1930 and the contribution of farm machinery for the Discovery Farm museum in 1979	Interpretive elements relating to its past as an agricultural research station will be incorporated in the overall design and interpretation of the houses as appropriate. The machinery museum will not be affected by these works and will remain open
the various components that comprise the place demonstrate specific government initiatives in the establishment and the subsequent development of the place as a site of agricultural research and a showcase of rural work and life	The houses will remain intact, with minor internal alterations that will not adversely impact the story of development of the place. Interpretive elements relating to government initiatives and rural work and life will be incorporated in the interpretation of the houses.
the Avondale property was one of the earliest pastoral properties established in the Beverley district and the farm's development since 1830 has been indicative of and contributed to the development of the area	These works will continue to contribute to the development of the area.
the place contributes to the local and wider community's sense of place for its links to the early settlement of the Avon Valley and for its ongoing contribution to agricultural research and education in the State.	The social significance of the place will be maintained and enhanced through enabling use of the houses. Interpretive elements relating to its past as an agricultural research station will be incorporated in the overall design and interpretation of the houses as appropriate.





7.0 CONCLUSION

The development of proposed external and internal alterations to the Avondale houses has followed the *Burra Charter* and policy documents. The focus of the proposed plans is to retain the significance of the place with minimal impact on existing fabric whilst providing contemporary amenities suitable to the accommodation use of the houses. The conservation policies described in the document by Palassis Architects have been adhered to and the *Burra Charter* has been referenced where there has been a lack of specific policies, in particular new work (Article 22) and managing change (Article 27).

The modification of kitchens and bathrooms is a necessary requirement for short stay accommodation and will be carried out in compliance with the current Building Codes. These fit-outs will not impact significantly on the original form, scale or masses of the buildings. The new external work to B-24 consisting of an enclosed bathroom to the back verandah area will maintain the original layout of the building, be reversible and reduce the impact of services to the original fabric. The external look of the house will not be impacted, with the external elevation already enclosed to an extent.

In conclusion, the proposed alterations are either necessary for compliance or required functional additions and will result in minor impact on the significance of the individual buildings and their contribution to the overall place. The use of the place will remain a farm and heritage place with an additional offering to draw more visitors in. Specific impacts to the place have been carefully considered and mitigated to provide a design solution which results in minimal visual and physical impacts to the buildings with reversible modifications to the interior. The works will be undertaken sympathetically minimising permanent removal of significant fabric which adheres to the conservation policies for this place.

8.0 PHOTOGRAPHS

	
<p><i>House 16- front elevation</i></p>	<p><i>House 16- side elevation, external weatherboards</i></p>
	
<p><i>House 16- Side view of fibre cement sheet cladding</i></p>	<p><i>House 16- broken concrete verandah</i></p>



House 22- front elevation



House 22- back elevation



House 22- internal kitchen



House 22- bathroom vanity basin



House 23- front elevation



House 23- rear verandah area



House 23- bathroom



House 23- kitchen and ceiling



House 24- front elevation



House 24- rear verandah area



House 24- kitchen



House 24- bathroom

9.0 REFERENCES

Australia ICOMOS Incorporated, *The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance*, 2013

Palassis Architects, *Avondale Research Station Beverley, Conservation Plan*, 2009

Paul Bridges and Susan Hall, *Interpretation Plan for Avondale Farm*, 2009

AVONDALE HOUSES CONSERVATION

Avondale Farm

Beverley WA

October 2017

SCHEDULE OF DRAWINGS

DEVELOPMENT APPLICATION



National Trust of Western Australia

The Old Observatory

4 Havelock Street, West Perth

PO Box 1162, West Perth WA 6872

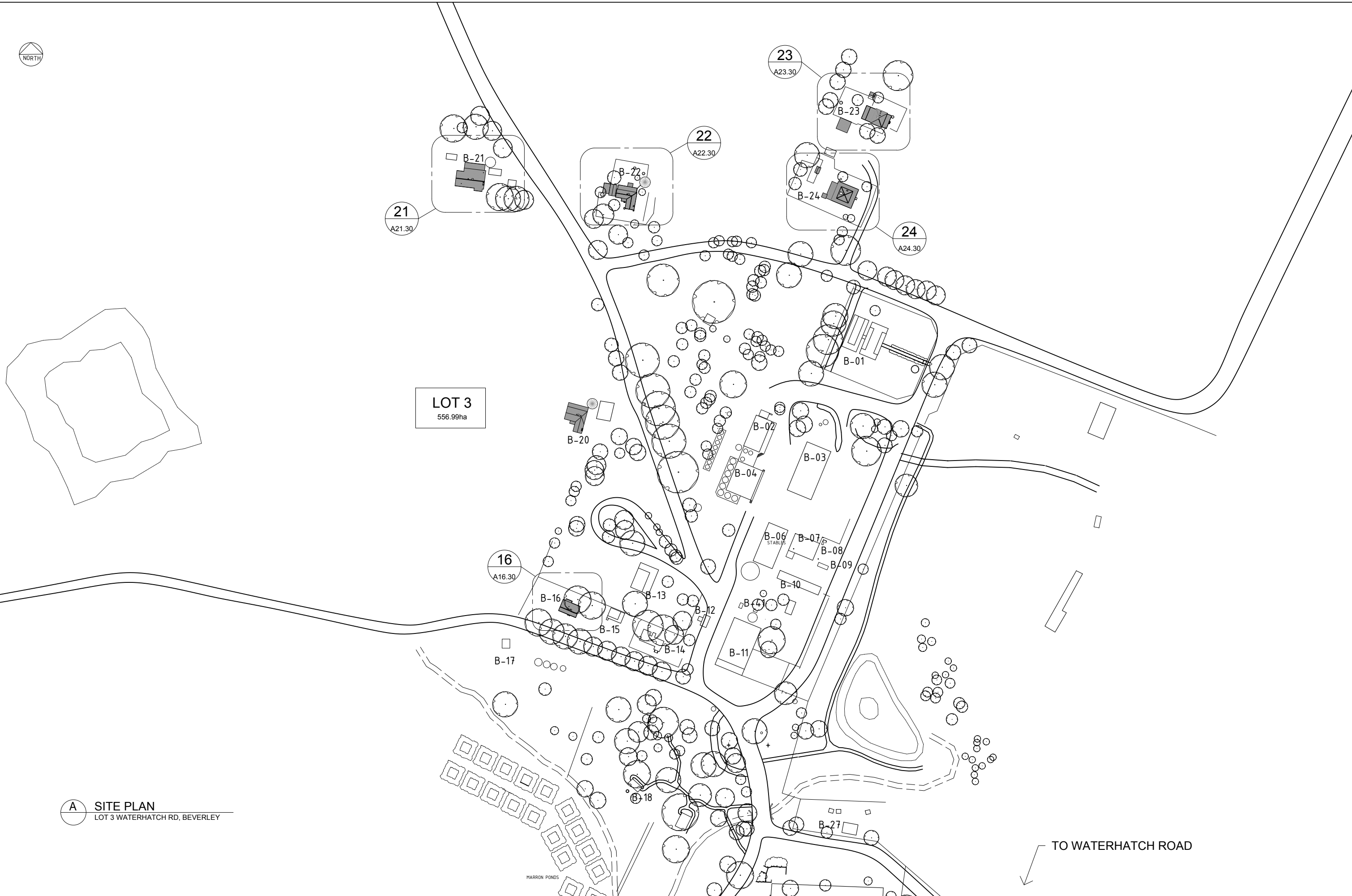
Phone: (08) 9321 6088

Fax: (08) 9324 1571

Email: trust@ntwa.com.au

Web: www.ntwa.com.au

Cover Sheet		A00.00	B-23	
Site Plan	1:2000	A01.00	Proposed Floor Plans	1:100 A23.20
B-16			Demolition Plan	1:100 A23.21
Proposed Floor Plans	1:100	A16.20	Roof Plan	1:100 A23.30
Demolition Plan	1:100	A16.21	Elevations	1:100 A23.40
Roof Plan	1:100	A16.30	B-24	
Elevations	1:100	A16.40	Proposed Floor Plans	1:100 A24.20
B-21			Demolition Plan	1:100 A24.21
Proposed Floor Plans	1:100	A21.20	Roof Plan	1:100 A24.30
Roof Plan	1:100	A21.30	Elevations	1:100 A24.40-A24.41
Elevations	1:100	A21.40		
B-22				
Proposed Floor Plans	1:100	A22.20		
Demolition Plan	1:100	A22.21		
Roof Plan	1:100	A22.30		
Elevations	1:100	A22.40		



LOT 3
556.99ha

16
A16.30

22
A22.30

23
A23.30


21
A21.30

24
A24.30

A SITE PLAN
LOT 3 WATERHATCH RD, BEVERLEY

TO WATERHATCH ROAD

MARRON PONDS



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PROJECT TITLE
ACCOMMODATION UPGRADE

PROPERTY ADDRESS
LOT 3 WATERHATCH RD, BEVERLEY

PROPERTY TITLE
AVONDALE FARM

PROJECT No PM17-011 **NTWA PLACE ID** AVON

FILE LOCATION S:\Properties & Collections\Avondale\Drawings\2017 Houses Conservation

REVISION	DATE	COMMENT
A	16/10/17	DA APPLICATION

DRAWING TITLE
SITE PLAN

SCALE @A1 1:2000 @A3

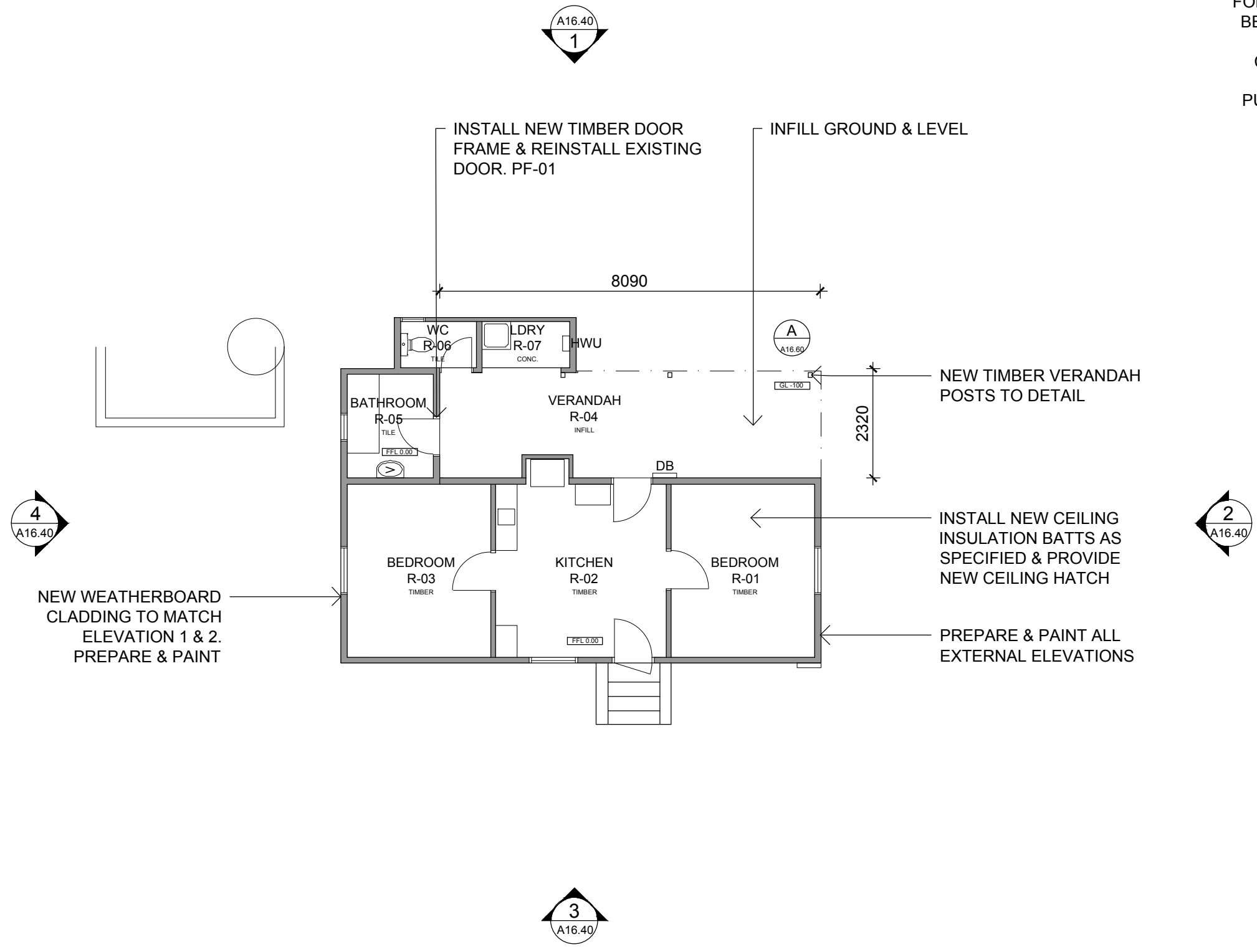
DATE Oct 2017 **DRAWN BY** KL

DRAWING	REV
A01.00	A



GENERAL NOTES
 ALL WORKS TO COMPLY WITH BCA
 & AUSTRALIAN STANDARDS
 REFER TO ASBESTOS REGISTER
 FOR ACM. WORKS TO ACM ARE TO
 BE CARRIED OUT BY A CERTIFIED
 PROFESSIONAL
 CHECK ALL DOORS & WINDOWS
 ARE OPERABLE. MAKE GOOD
 PUMP OUT ALL SEPTIC TANKS TO
 HOUSES

EARTHWORKS
 FILL WITH LIKE MATERIALS TO
 MATCH EXISTING



16 PROPOSED FLOOR PLAN
 B-16

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FILE LOCATION S:\Properties & Collections\Avondale\Drawings\2017 Houses Conservation

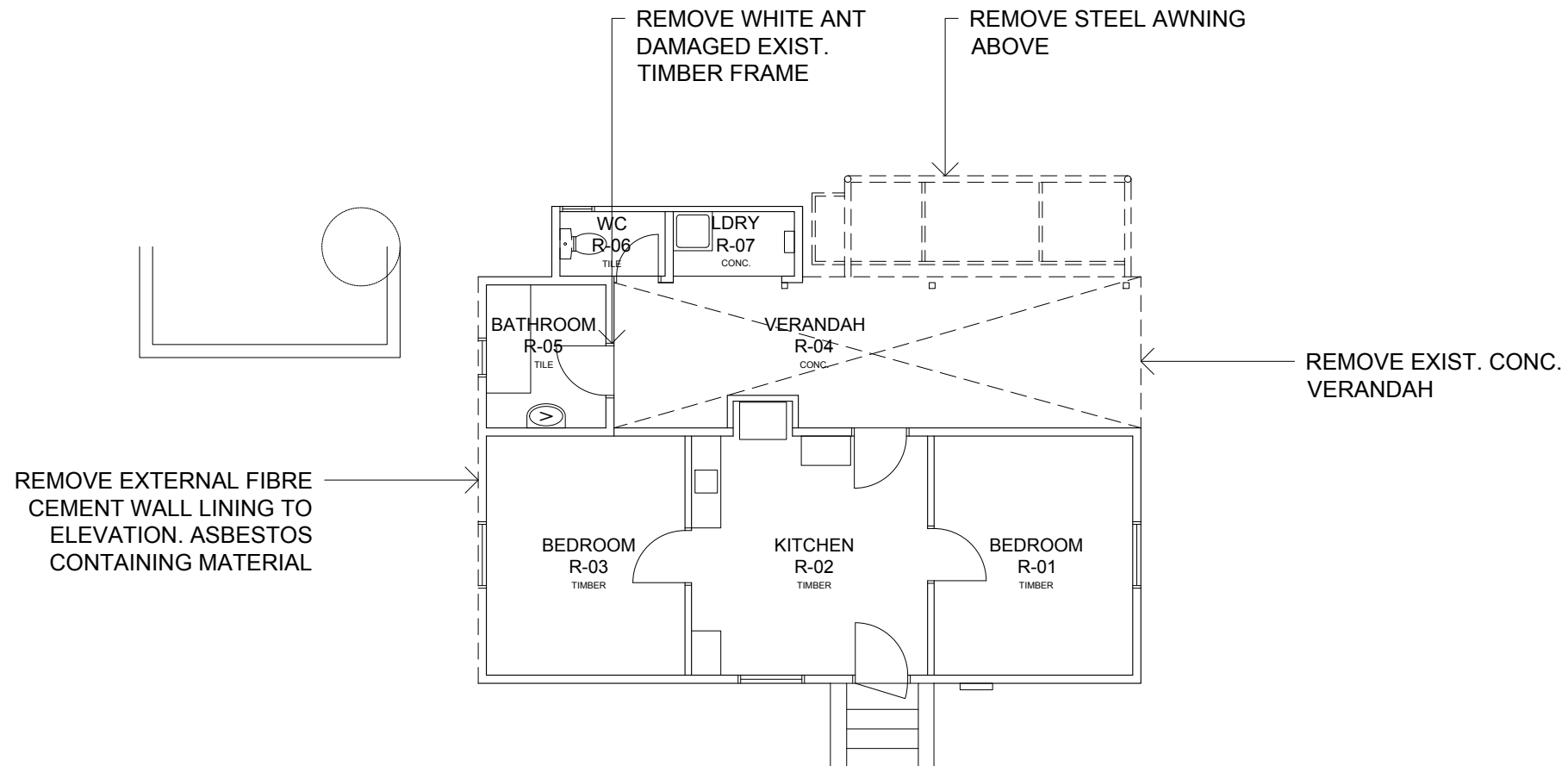
REVISION	DATE	COMMENT
A	16/10/17	DA APPLICATION

DRAWING TITLE
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SCALE @A1 1:100 @A3
DATE Oct 2017 **DRAWN BY** KL

DRAWING	REV
A16.20	A



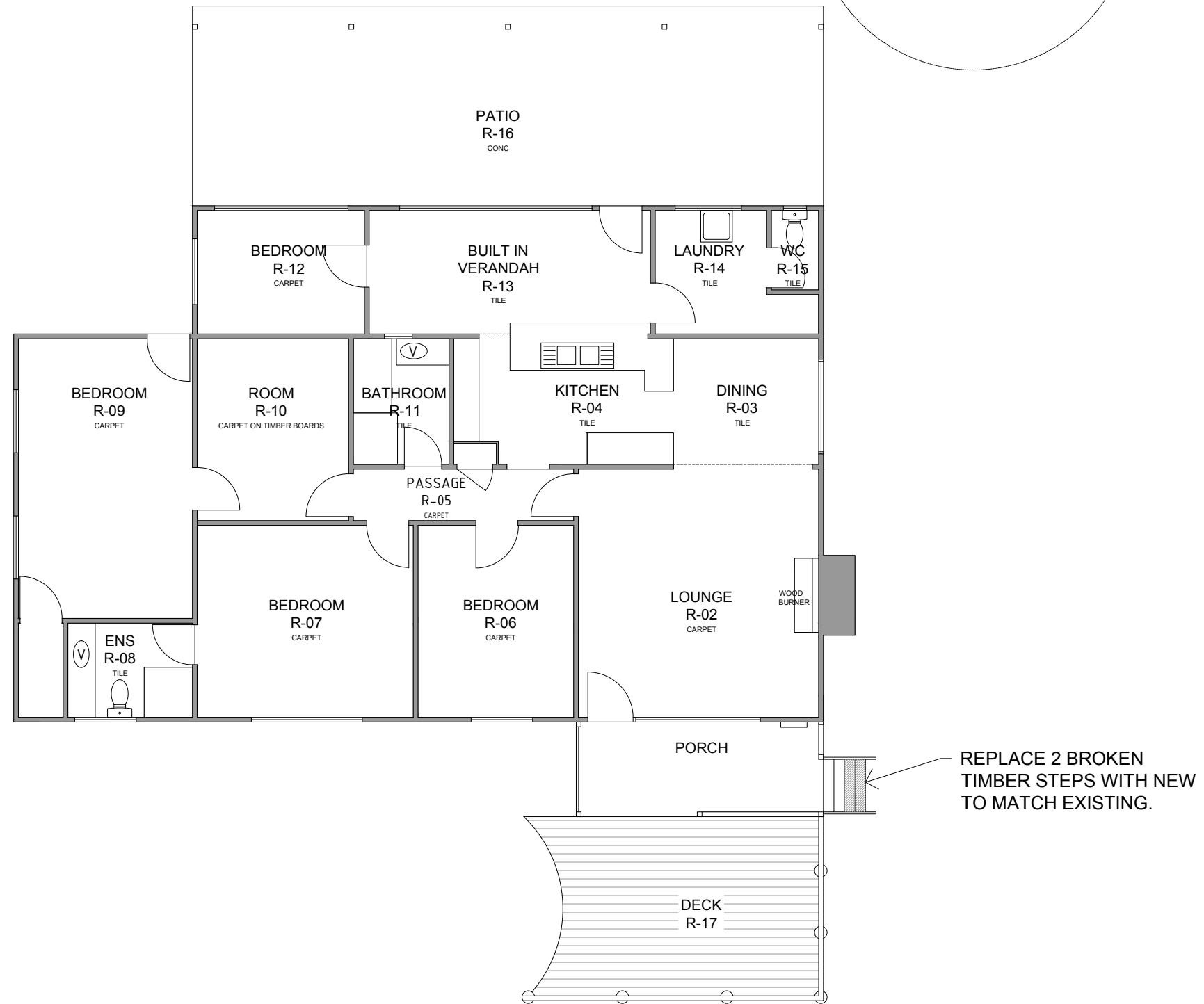
DEMOLITION NOTES
 REMOVE IDENTIFIED ASBESTOS
 IN ACCORDANCE TO AUSTRALIAN
 STANDARDS
 CLEAR ALL EXTERNAL PATHS &
 PAVING OF DIRT & DEBRIS
 PRUNE ALL TREE BRANCHES
 OVERHANGING ROOFS &
 GUTTERS



1 DEMOLITION PLAN
 B-16



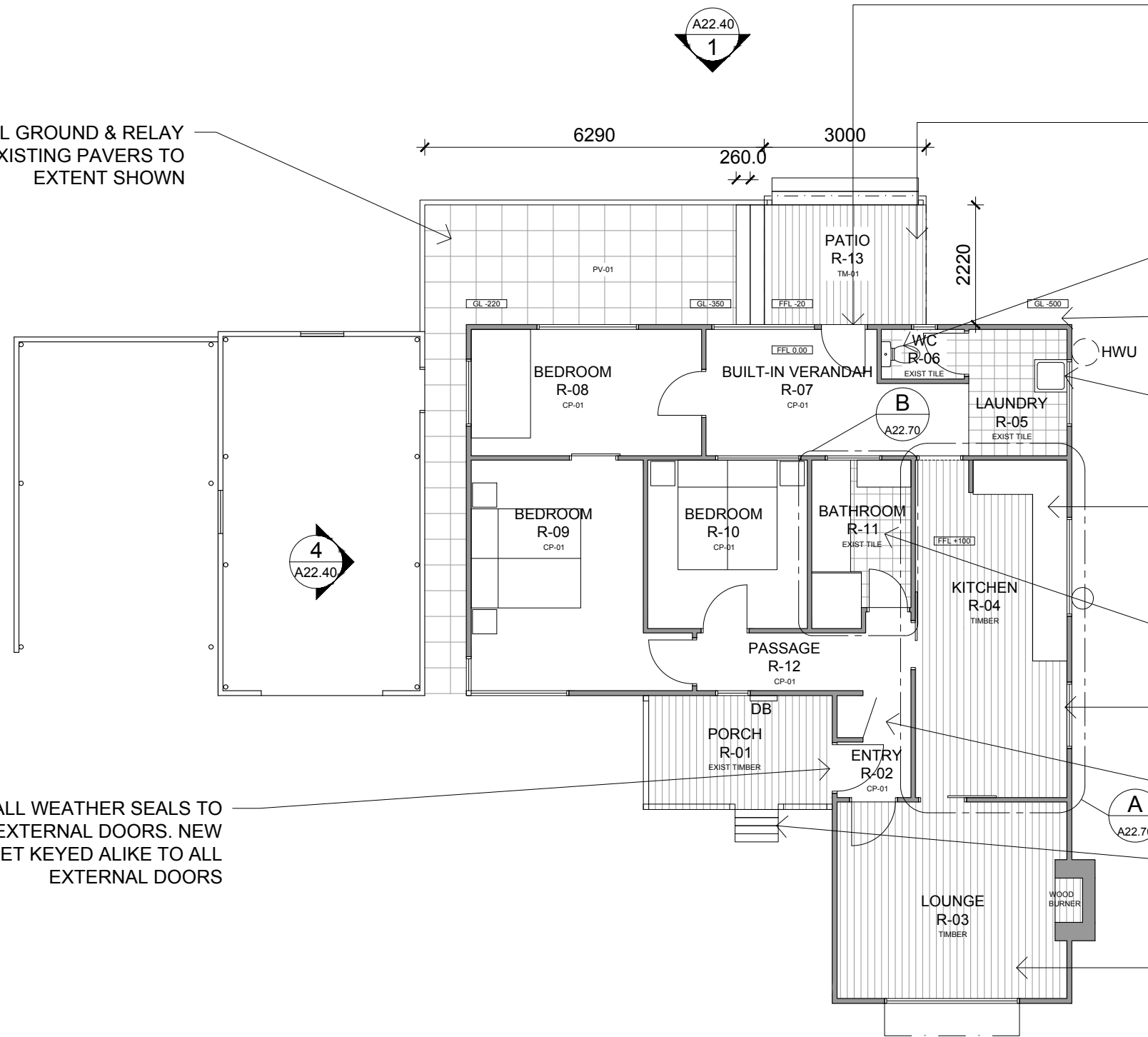
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 PROFESSIONAL
 PUMP OUT ALL SEPTIC TANKS TO
 HOUSES



21 PROPOSED FLOOR PLAN
 B-21



LEVEL GROUND & RELAY EXISTING PAVERS TO EXTENT SHOWN



INSTALL WEATHER SEALS TO EXTERNAL DOORS. INSTALL NEW INSECT SCREEN EXTERNALLY. REPAIR TIMBER BOARD ENDS

NEW RAISED TIMBER DECK TO PATIO AREA WITH SOLID TIMBER STEPS

NEW TOILET PAN & CISTERN CONNECTED TO EXISTING SEPTIC TANK

REPAIR CORRODED WATER SERVICE

INSTALL NEW LAUNDRY TROUGH, TAPWARE & WASHING MACHINE TAPWARE TO EXISTING LOCATION

NEW KITCHEN TO DETAIL

ALTERATIONS TO BATHROOM TO DETAIL

PREPARE & PAINT ALL INTERNAL WALLS, CEILINGS AND JOINERY

NEW FLOOR COVERINGS TO ROOMS AS SHOWN

REPAIR & REPLACE TIMBER STEPS TO FRONT ENTRY TO MATCH EXISTING. RE SCREW LOOSE TIMBER FLOOR BOARDS TO FRONT VERANDAH

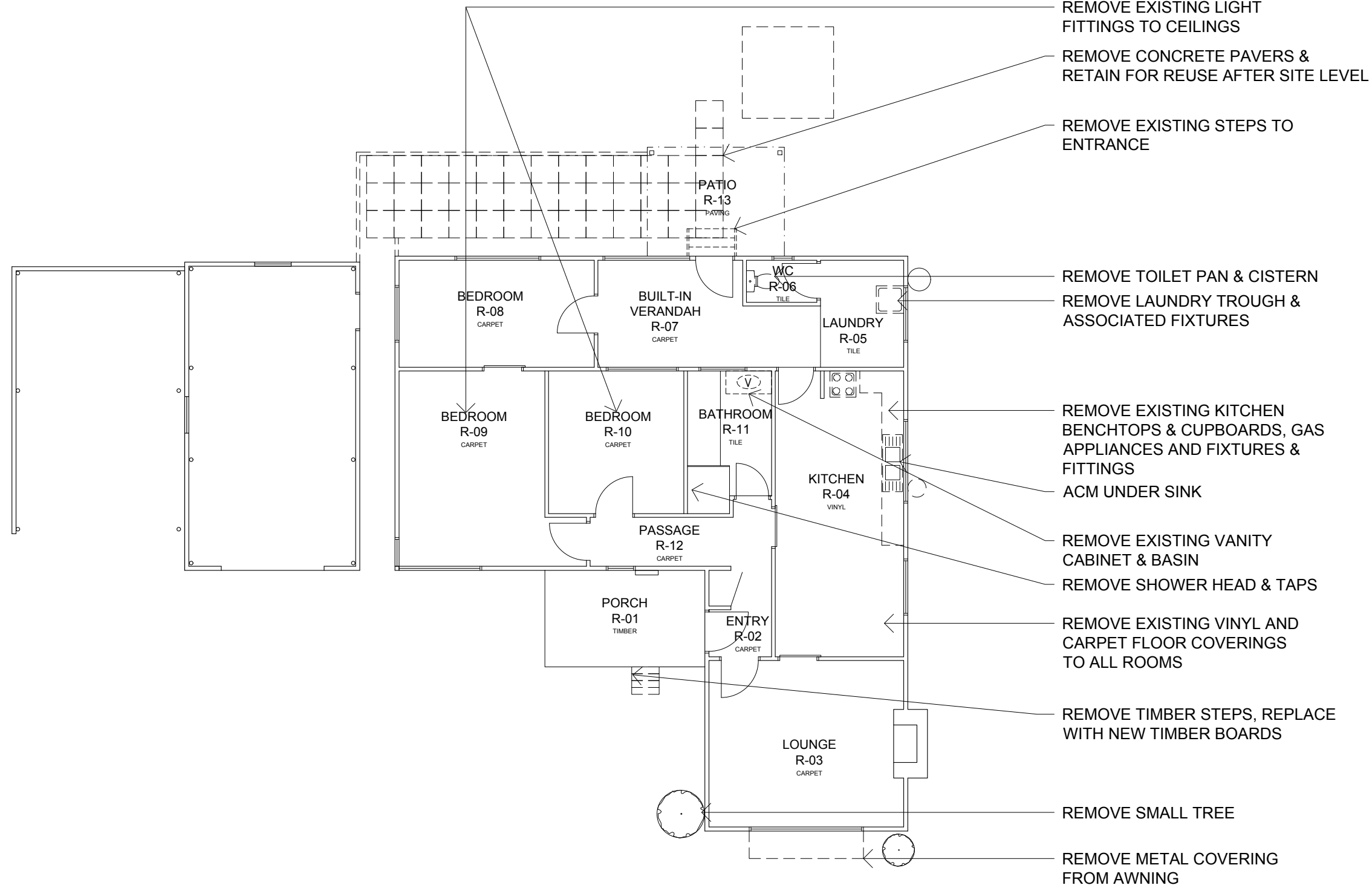
INSTALL NEW UNDERFLOOR EARTHWOOL INSULATION BATTS & CEILING INSULATION BATTS

GENERAL NOTES
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 REFER TO ASBESTOS REGISTER FOR ACM. WORKS TO ACM ARE TO BE CARRIED OUT BY A CERTIFIED PROFESSIONAL
 CHECK ALL DOORS & WINDOWS ARE OPERABLE. MAKE GOOD PUMP OUT ALL SEPTIC TANKS TO HOUSES

B-22
 INSTALL NEW LOCKSETS TO ALL EXTERNAL DOORS, KEYED ALIKE
 INSTALL WEATHER SEALS TO ALL EXTERNAL DOORS AS SPECIFIED.
 REMOVE ALL EXISTING CEILING INSULATION. REPLACE WITH NEW EARTHWOOL CEILING BATTS AS SPECIFIED
 INSTALL NEW UNDERFLOOR EARTHWOOL INSULATION BATTS AS SPECIFIED
 REPLACE ALL WASTE PIPES, VENT, DISCONNECTOR TRAPS AND EARTHENWARE DRAINAGE

INSTALL WEATHER SEALS TO EXTERNAL DOORS. NEW LOCKSET KEYED ALIKE TO ALL EXTERNAL DOORS

22 PROPOSED FLOOR PLAN
 B-22



DEMOLITION NOTES
 REMOVE ALL GALVANISED WASTE PIPES & DRAINS. REPLACE WITH NEW AS SPECIFIED
 REMOVE IDENTIFIED ASBESTOS IN ACCORDANCE TO AUSTRALIAN STANDARDS
 CLEAR ALL EXTERNAL PATHS & PAVING OF DIRT & DEBRIS
 PRUNE ANY TREE BRANCHES OVERHANGING ROOFS & GUTTERS
 REMOVE EXISTING GAS SERVICES

- REMOVE EXISTING LIGHT FITTINGS TO CEILINGS
- REMOVE CONCRETE PAVERS & RETAIN FOR REUSE AFTER SITE LEVEL
- REMOVE EXISTING STEPS TO ENTRANCE
- REMOVE TOILET PAN & CISTERN
- REMOVE LAUNDRY TROUGH & ASSOCIATED FIXTURES
- REMOVE EXISTING KITCHEN BENCHTOPS & CUPBOARDS, GAS APPLIANCES AND FIXTURES & FITTINGS
- ACM UNDER SINK
- REMOVE EXISTING VANITY CABINET & BASIN
- REMOVE SHOWER HEAD & TAPS
- REMOVE EXISTING VINYL AND CARPET FLOOR COVERINGS TO ALL ROOMS
- REMOVE TIMBER STEPS, REPLACE WITH NEW TIMBER BOARDS
- REMOVE SMALL TREE
- REMOVE METAL COVERING FROM AWNING

22 DEMOLITION PLAN
 B-22

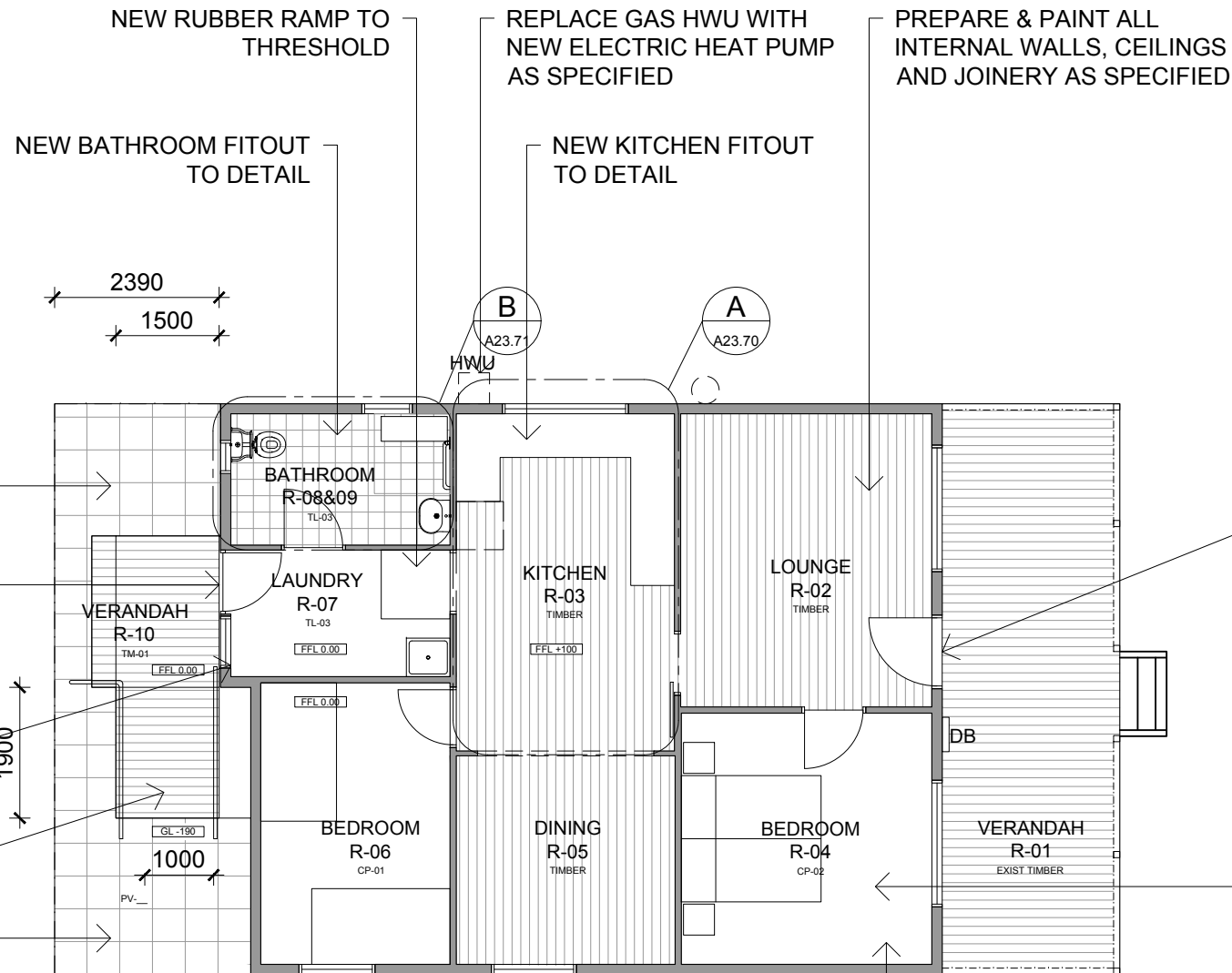


A23.40
1

GENERAL NOTES
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 REFER TO ASBESTOS REGISTER FOR ACM. WORKS TO ACM ARE TO BE CARRIED OUT BY A CERTIFIED PROFESSIONAL
 REPLACE EXISTING SMOKE ALARMS WITH NEW TO NCC VOL2 PART 3.7.2 TO ALL BEDROOMS AND HALLWAYS
 CHECK ALL DOORS & WINDOWS ARE OPERABLE. MAKE GOOD
 PUMP OUT ALL SEPTIC TANKS TO HOUSES
 RETAIN GPO'S, LIGHT SWITCHES AND OTHER ELECTRICAL SERVICES IN WORKING CONDITION TO EXISTING LOCATIONS UNLESS OTHERWISE NOTED

B-23

INSTALL NEW LOCKSETS TO ALL EXTERNAL DOORS, KEYED ALIKE
 INSTALL WEATHER SEALS TO ALL EXTERNAL DOORS AS SPECIFIED.
 REMOVE ALL EXISTING CEILING INSULATION. REPLACE WITH NEW EARTHWOOL CEILING BATTS AS SPECIFIED
 INSTALL NEW UNDERFLOOR EARTHWOOL INSULATION BATTS AS SPECIFIED



4
A23.40

2
A23.40

3
A23.40

23 PROPOSED FLOOR PLAN
B-23

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PROPERTY ADDRESS
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NTWA PLACE ID AVON
FILE LOCATION S:\Properties & Collections\Avondale\Drawings\2017 Houses Conservation

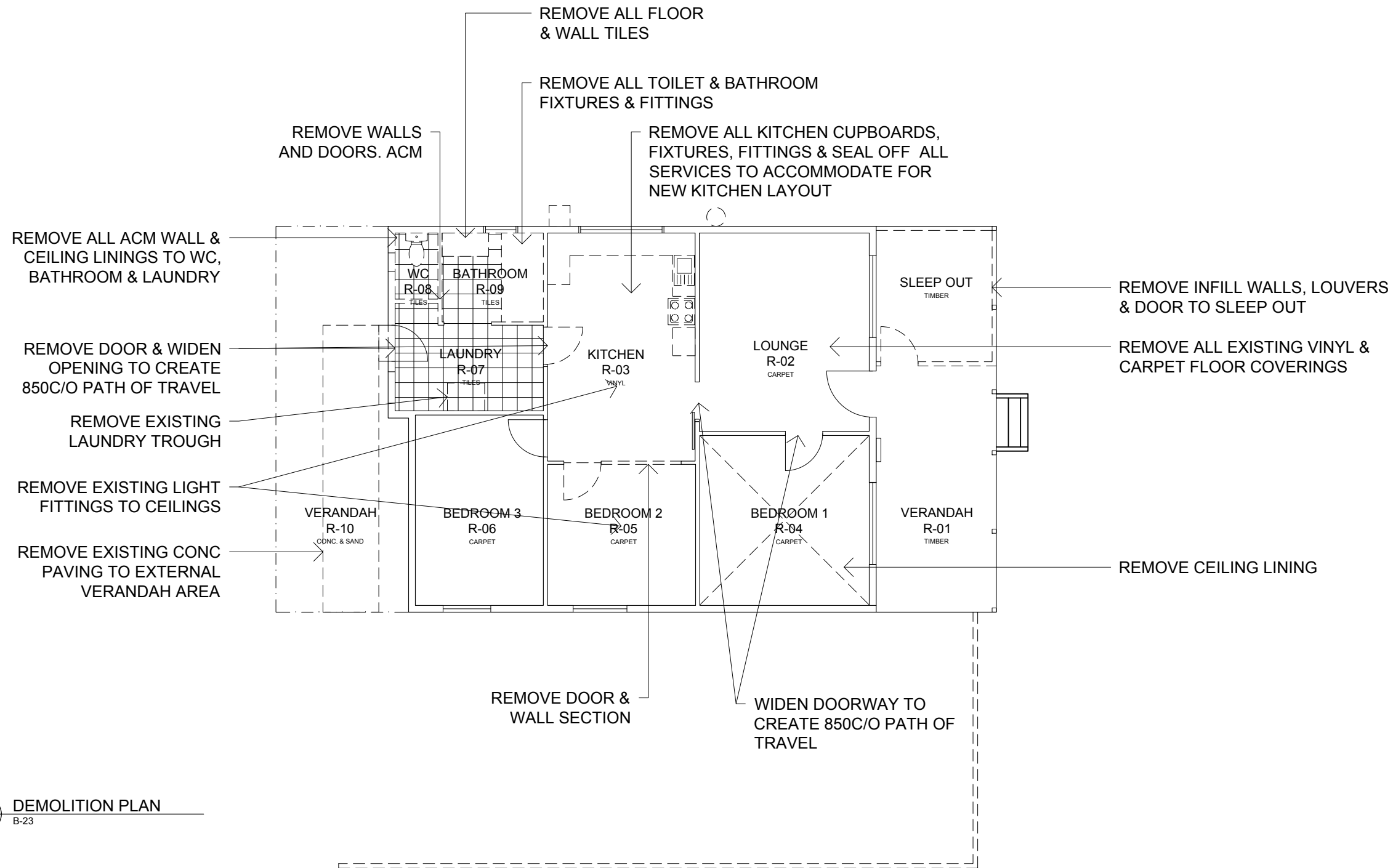
REVISION	DATE	COMMENT
A	16/10/17	DA APPLICATION

DRAWING TITLE
 FLOOR PLAN- B23
SCALE @A1 1:100 @A3
DATE Oct 2017
DRAWN BY KL

DRAWING	REV
A23.20	A



DEMOLITION NOTES
 REMOVE ALL GALVANISED WASTE PIPES & DRAINS. REPLACE WITH NEW AS SPECIFIED
 REMOVE INTERNAL REDUNDANT PIPING TO LAUNDRY
 REMOVE IDENTIFIED ASBESTOS IN ACCORDANCE TO AUSTRALIAN STANDARDS
 CLEAR ALL EXTERNAL PATHS & PAVING OF DIRT & DEBRIS
 PRUNE ANY TREE BRANCHES OVERHANGING ROOFS & GUTTERS
 REMOVE EXISTING GAS HOT WATER UNIT AND ASSOCIATED PIPEWORK



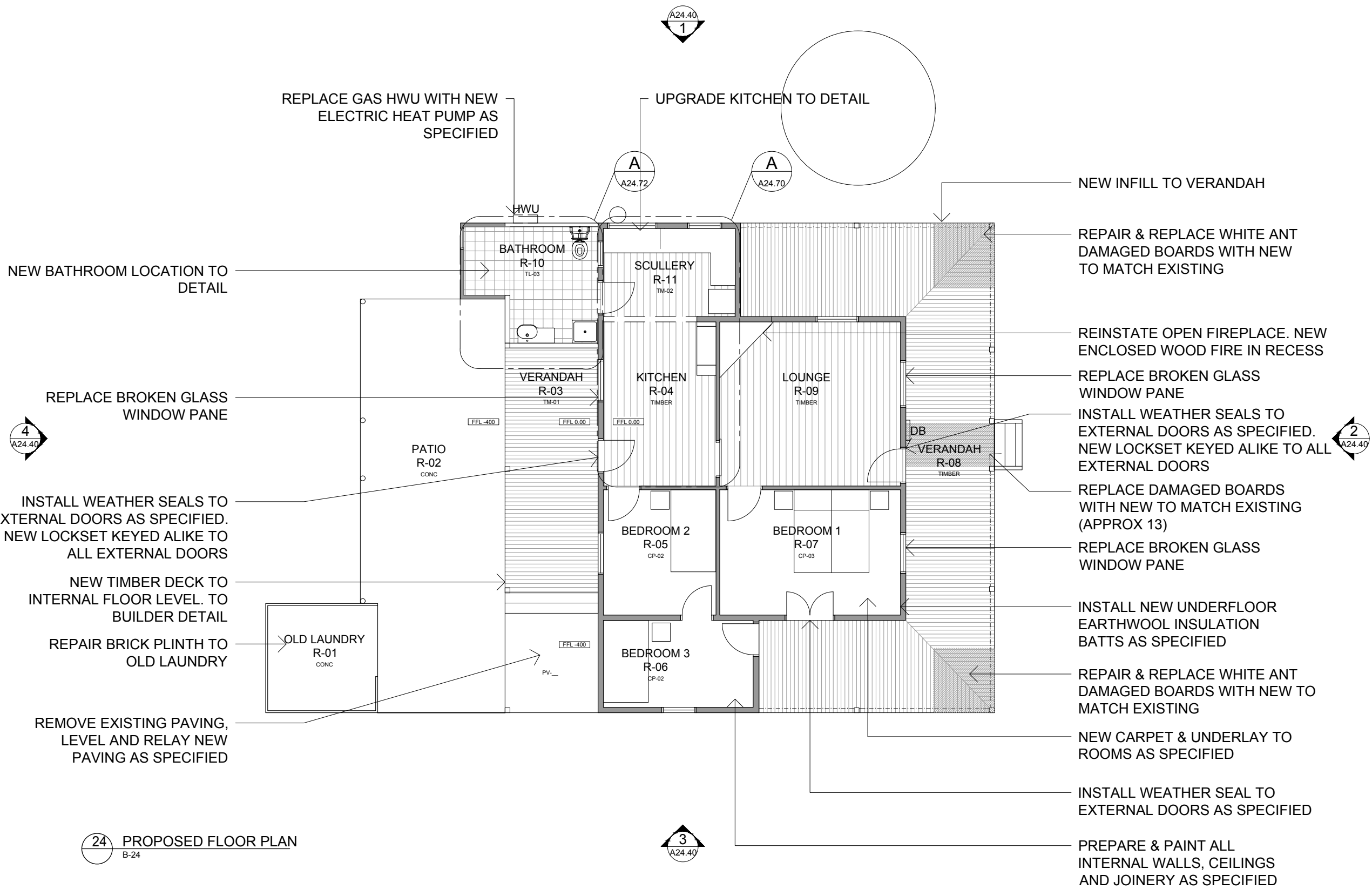
23 DEMOLITION PLAN
 B-23



GENERAL NOTES
 ALL WORKS TO COMPLY WITH BCA & AUSTRALIAN STANDARDS
 REFER TO ASBESTOS REGISTER FOR ACM. WORKS TO ACM ARE TO BE CARRIED OUT BY A CERTIFIED PROFESSIONAL
 REPLACE EXISTING SMOKE ALARMS WITH NEW TO NCC VOL2 PART 3.7.2 TO ALL BEDROOMS AND HALLWAYS
 CHECK ALL DOORS & WINDOWS ARE OPERABLE. MAKE GOOD PUMP OUT ALL SEPTIC TANKS TO HOUSES
 RETAIN GPO'S, LIGHT SWITCHES AND OTHER ELECTRICAL SERVICES IN WORKING CONDITION TO EXISTING LOCATIONS UNLESS OTHERWISE NOTED

B-24

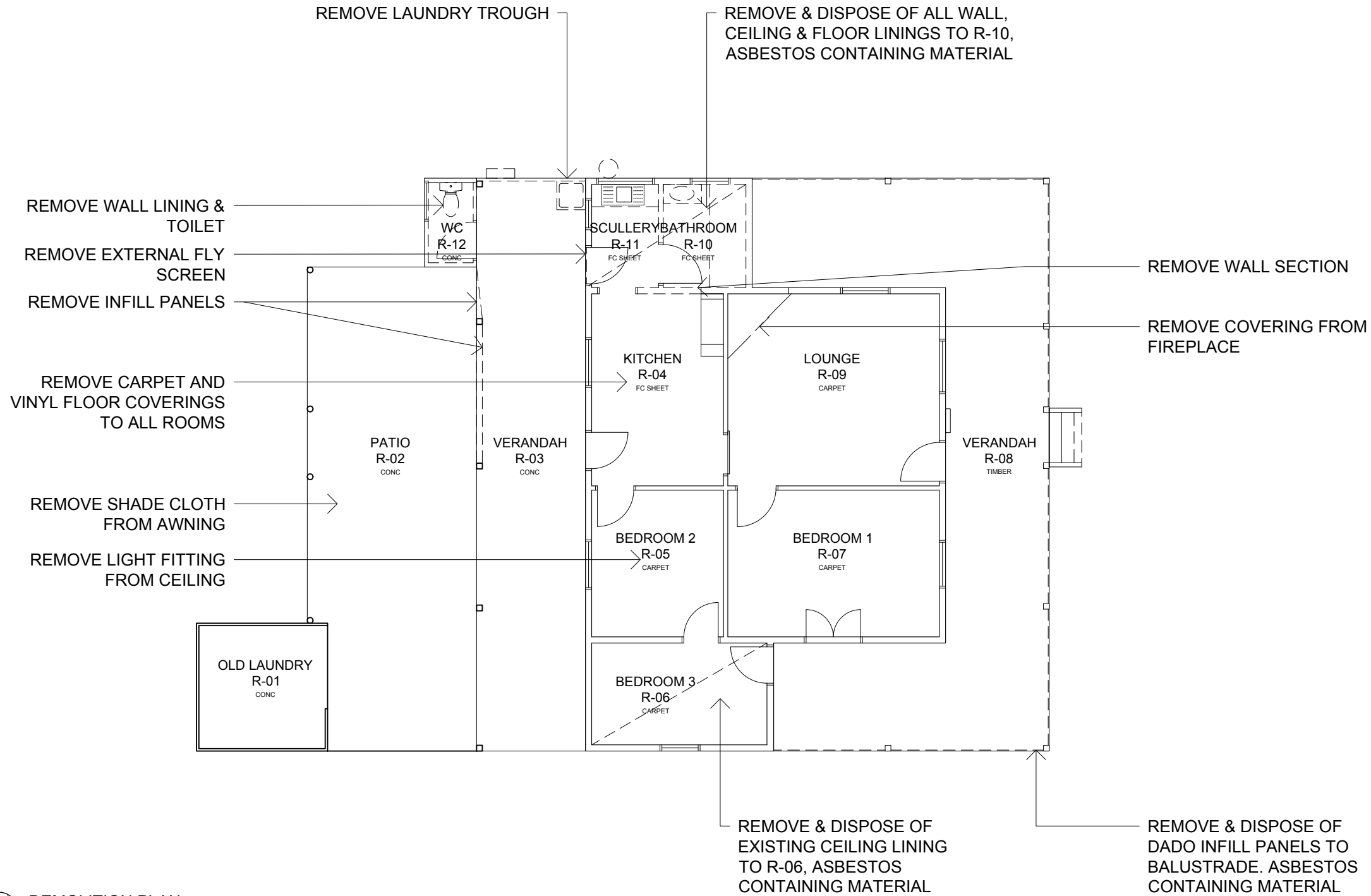
INSTALL NEW LOCKSETS TO ALL EXTERNAL DOORS, KEYED ALIKE
 INSTALL WEATHER SEALS TO ALL EXTERNAL DOORS AS SPECIFIED. REMOVE ALL EXISTING CEILING INSULATION. REPLACE WITH NEW EARTHWOOL CEILING BATTS AS SPECIFIED
 INSTALL NEW UNDERFLOOR EARTHWOOL INSULATION BATTS AS SPECIFIED



24 PROPOSED FLOOR PLAN
B-24



DEMOLITION NOTES
 REMOVE ALL GALVANISED WASTE PIPES & DRAINS. REPLACE WITH NEW AS SPECIFIED
 REMOVE IDENTIFIED ASBESTOS IN ACCORDANCE TO AUSTRALIAN STANDARDS
 CLEAR ALL EXTERNAL PATHS & PAVING OF DIRT & DEBRIS
 PRUNE ANY TREE BRANCHES OVERHANGING ROOFS & GUTTERS
 REMOVE EXISTING GAS HOT WATER UNIT AND ASSOCIATED PIPEWORK



24 DEMOLITION PLAN
 B-24



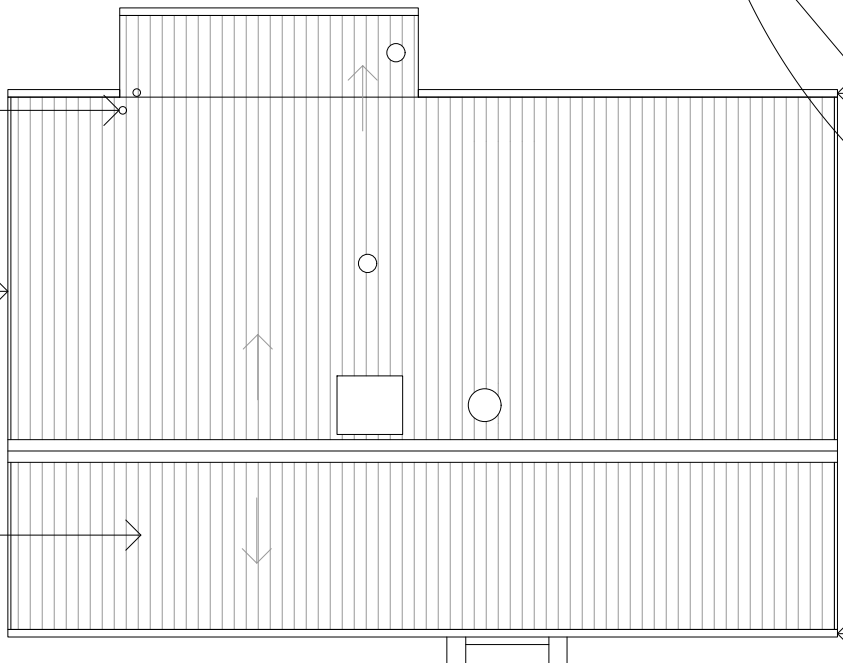
NO PAINT FINISH TO STRUCTURES
ABOVE ROOF SHEETING

REMOVE & REPLACE TIMBER
COVING TO TOP OF SCOTIA
BOARD. PREPARE & PAINT
PF-03AS SPECIFIED

NO PAINT FINISH TO ROOF
SHEETING

PRUNE ANY TREE BRANCHES
OVERHANGING ROOF &
GUTTERS

PREPARE & PAINT ALL
GUTTERS & DOWNPIPES
PF-04 AS SPECIFIED

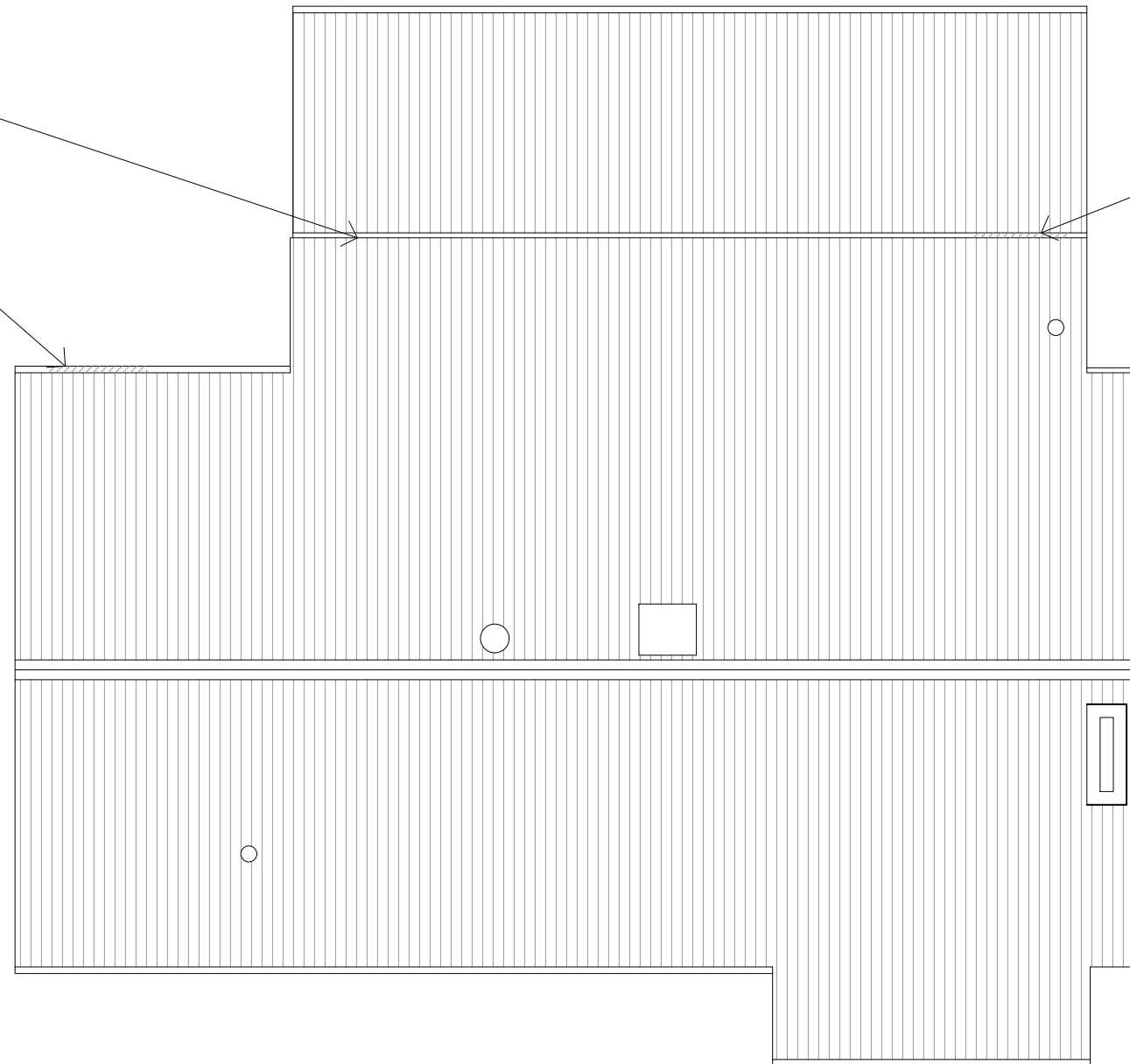


16 ROOF PLAN
A01.00 B-16

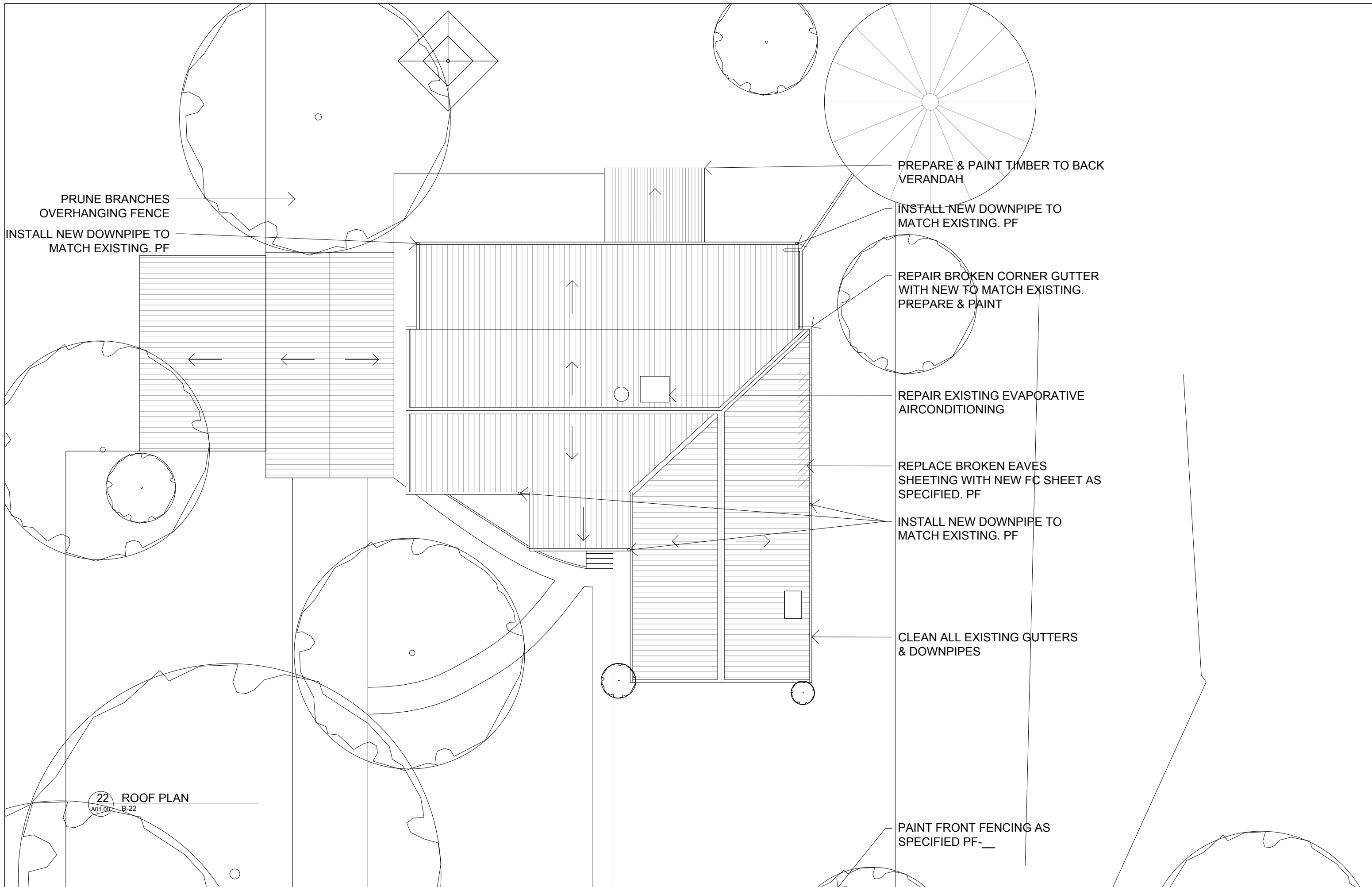
RE-SECURE EXISTING REAR
VERANDAH TO BUILDING & MAKE
WATER TIGHT. BUILDER TO DETAIL
TO STANDARDS, PRINCIPAL
APPROVAL.

REPAIR GUTTER SECTION

REPAIR GUTTER SECTION



21 ROOF PLAN
A01.00 B-21



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PROPERTY TITLE
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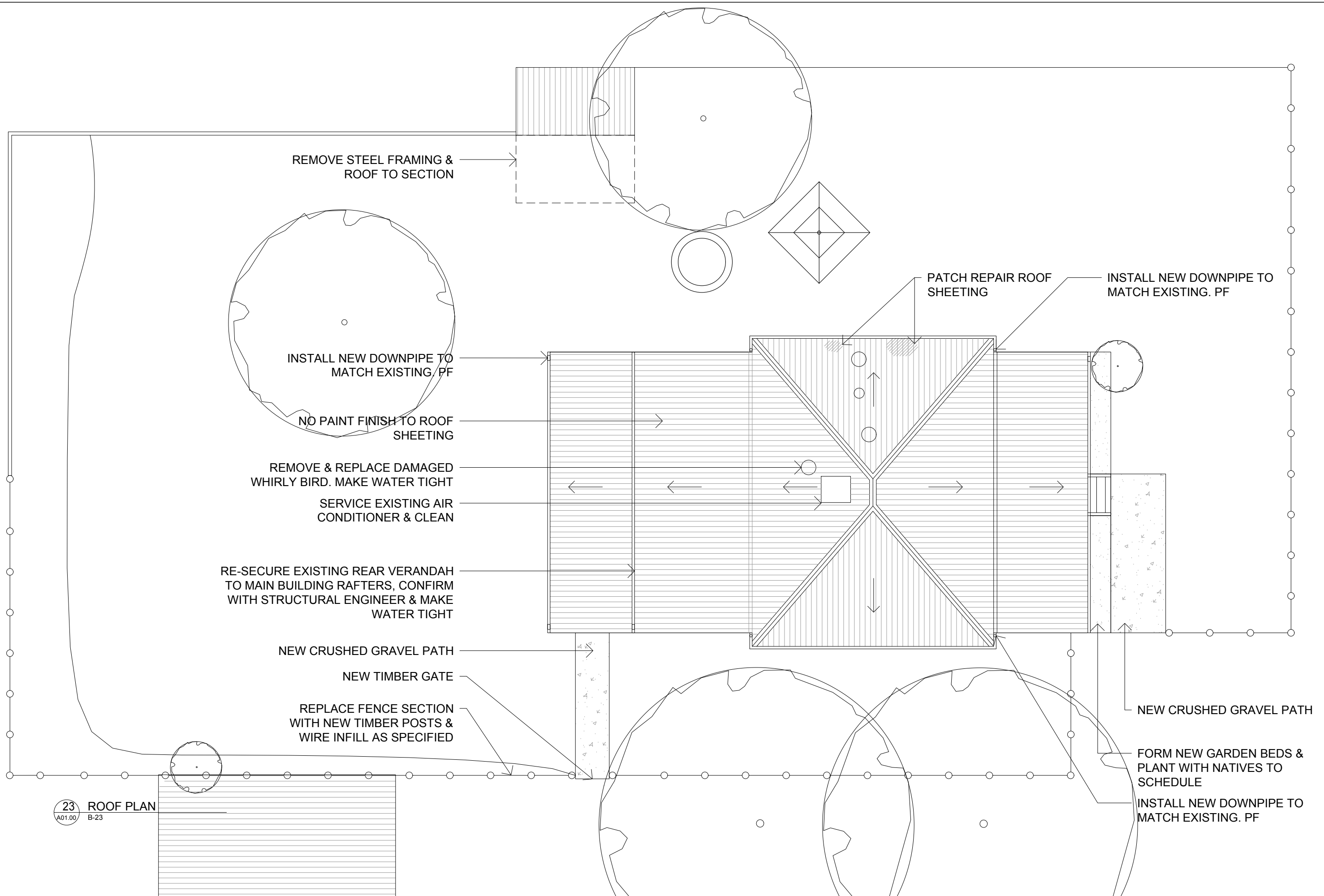
REVISION	DATE	COMMENT
A	16/10/17	DA APPLICATION

DRAWING TITLE
ROOF PLAN- B22

SCALE @A1 1:100 @A3

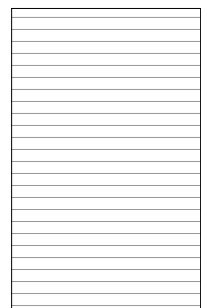
DATE Sep 2016 **DRAWN BY** KL

DRAWING	REV
A22.30	A



23 ROOF PLAN
A01.00 B-23

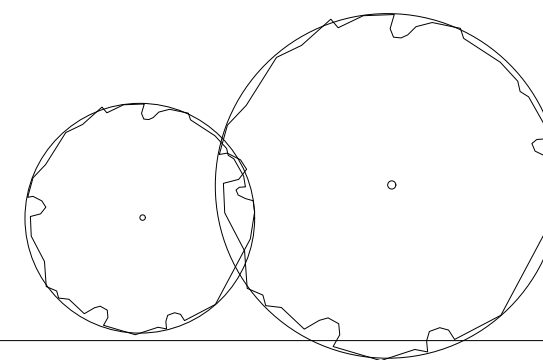
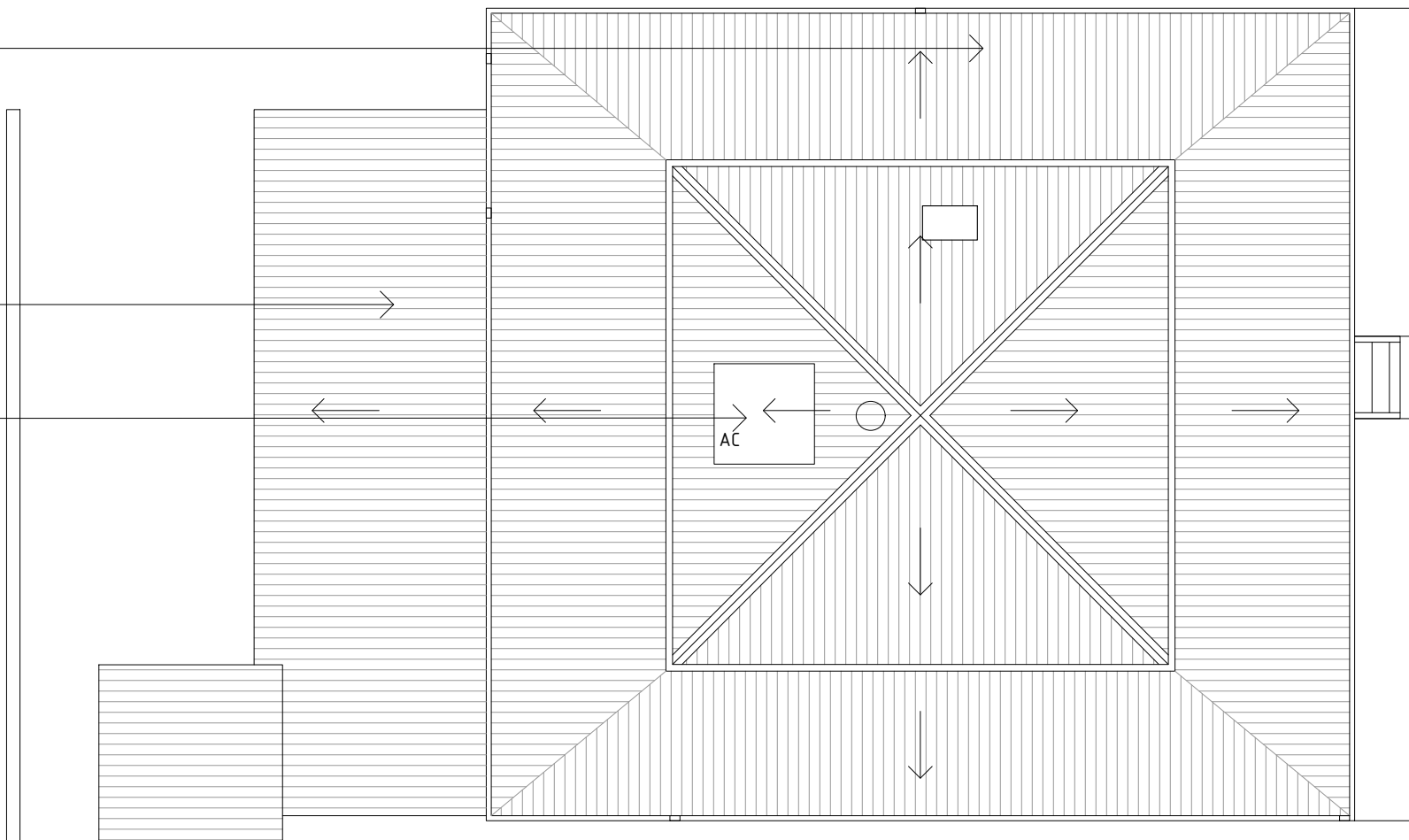
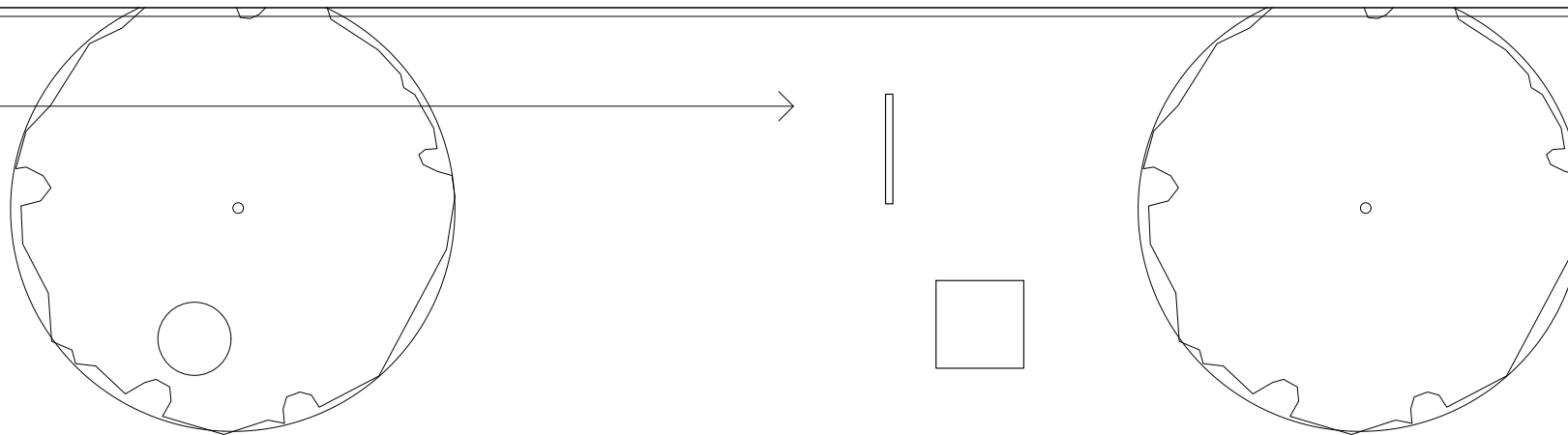
INSTALL 2X NEW SEPTIC TANKS
& 2X 12M LEECH DRAINS TO
LOCATION AND DETAIL AS
DIRECTED BY PLUMBER



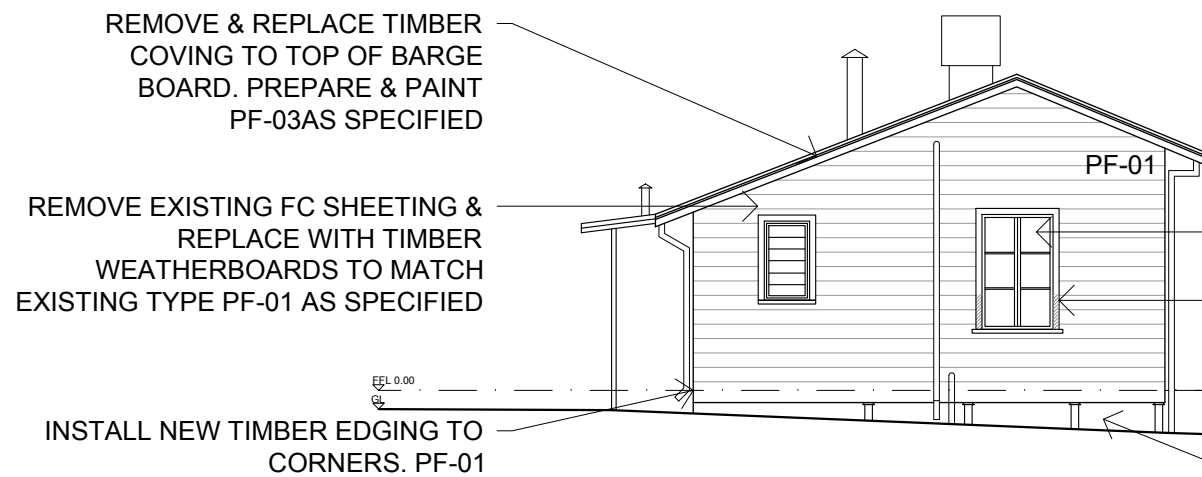
REPAIR HOLES TO ROOF
SHEETING

NO PAINT FINISH TO ROOF
SHEETING

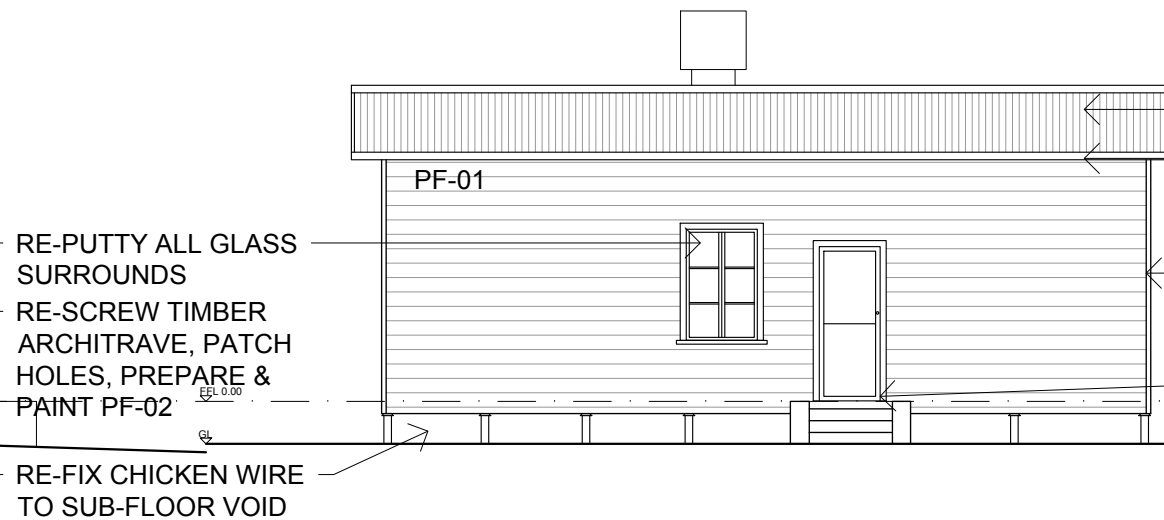
REPAIR EXISTING
EVAPORATIVE AIR
CONDITIONING



24 ROOF PLAN
A01.00 B-24



4 NORTH WEST ELEVATION
A16.20 B-16



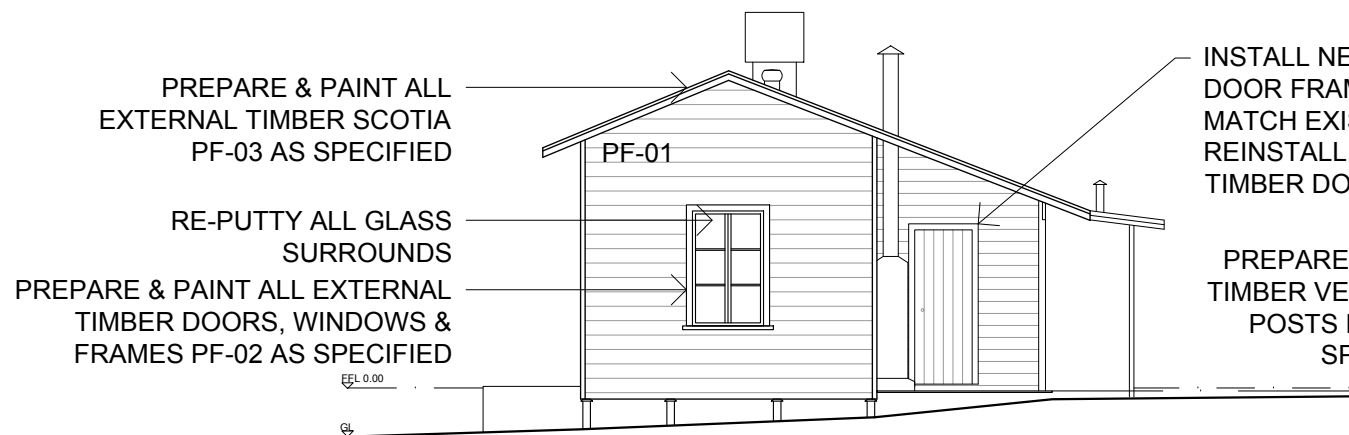
3 SOUTH WEST ELEVATION
A16.20 B-16

NO PAINT FINISH

PREPARE & PAINT ALL GUTTERS & DOWNPIPES PF-04 AS SPECIFIED

PREPARE & PAINT ALL EXTERNAL WEATHERBOARD WALLS PF-01 AS SPECIFIED

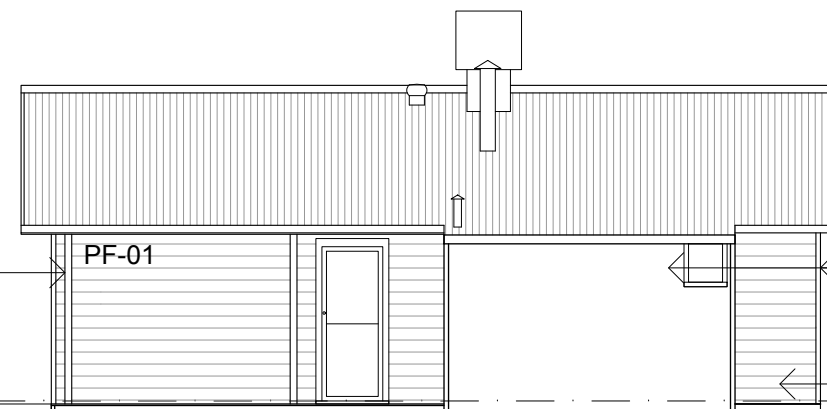
RE-SCREW TIMBER DOOR FRAME AT BOTTOM. PREPARE & PAINT



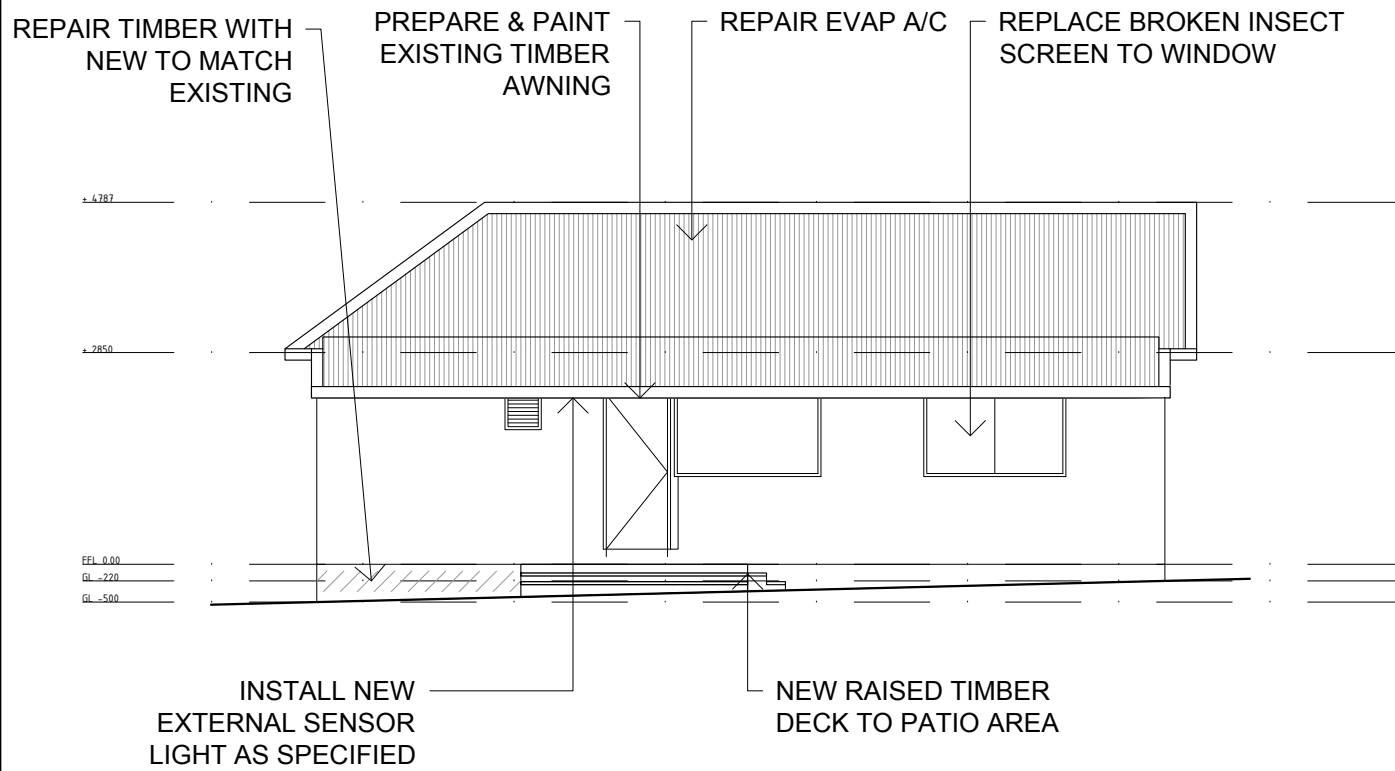
2 SOUTH EAST ELEVATION
A16.20 B-16

INSTALL NEW TIMBER DOOR FRAME TO MATCH EXISTING. REINSTALL EXISTING TIMBER DOOR, PF-02

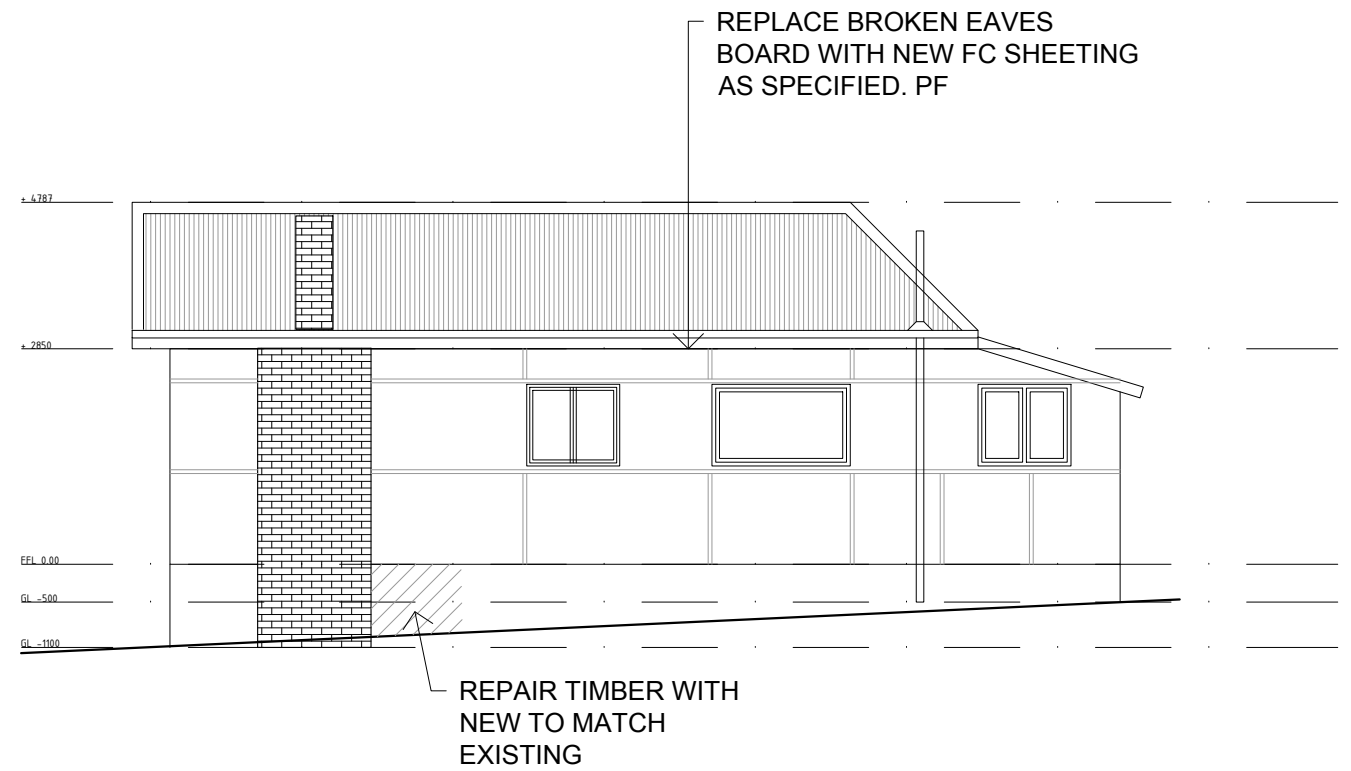
PREPARE & PAINT TIMBER VERANDAH POSTS PF-03 AS SPECIFIED



1 NORTH EAST ELEVATION
A16.20 B-16



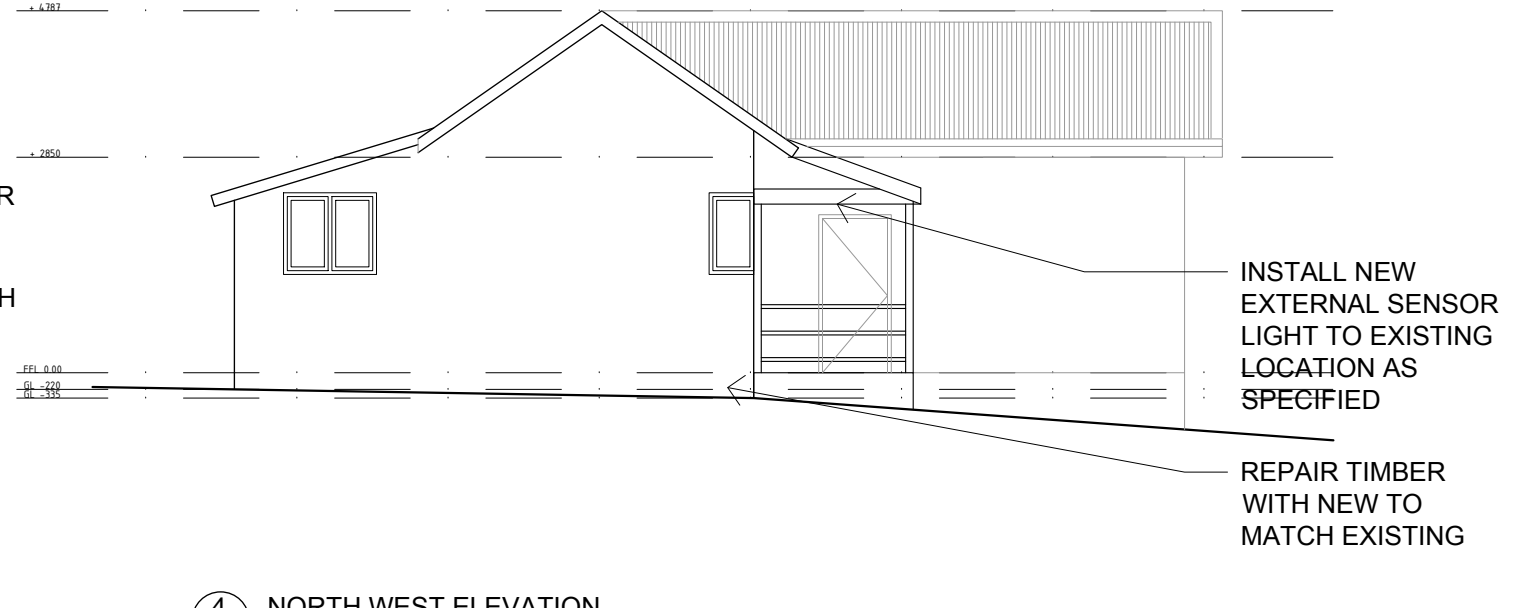
1 NORTH EAST ELEVATION
A22.20 B-22



2 SOUTH EAST ELEVATION
A22.20 B-22



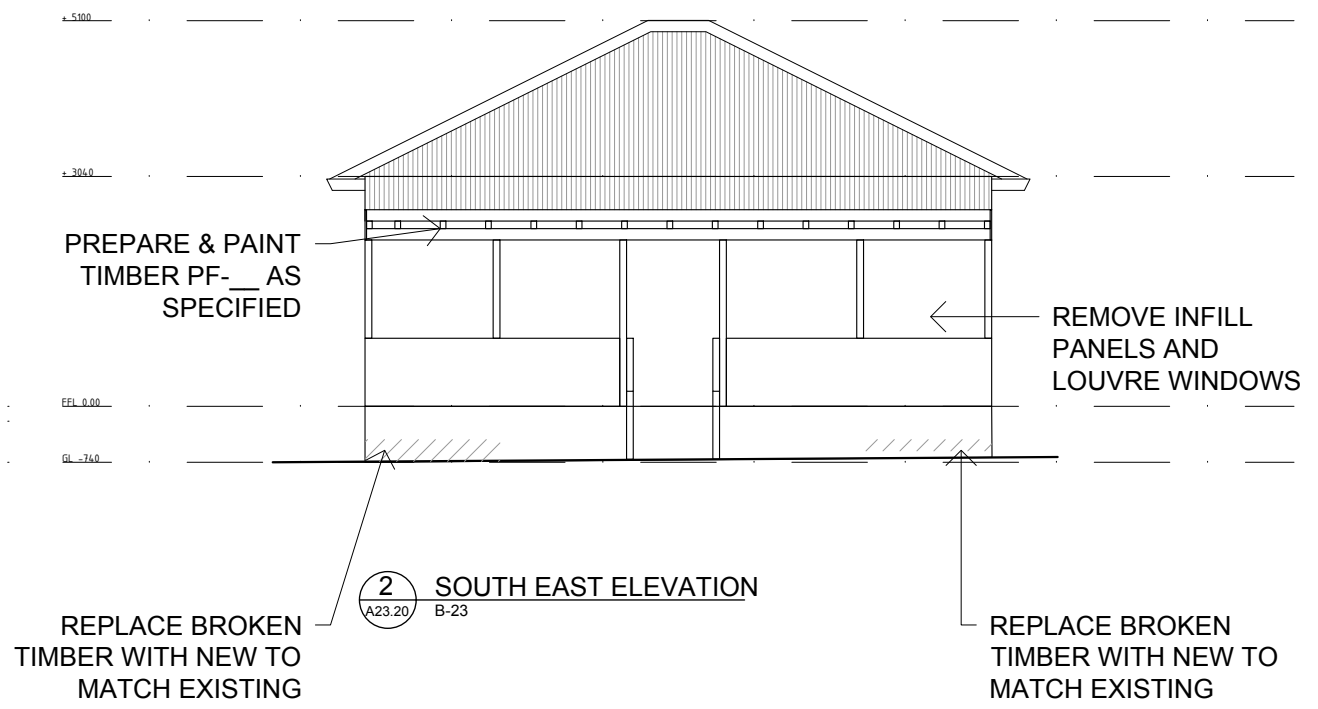
3 SOUTH WEST ELEVATION
A22.20 B-22



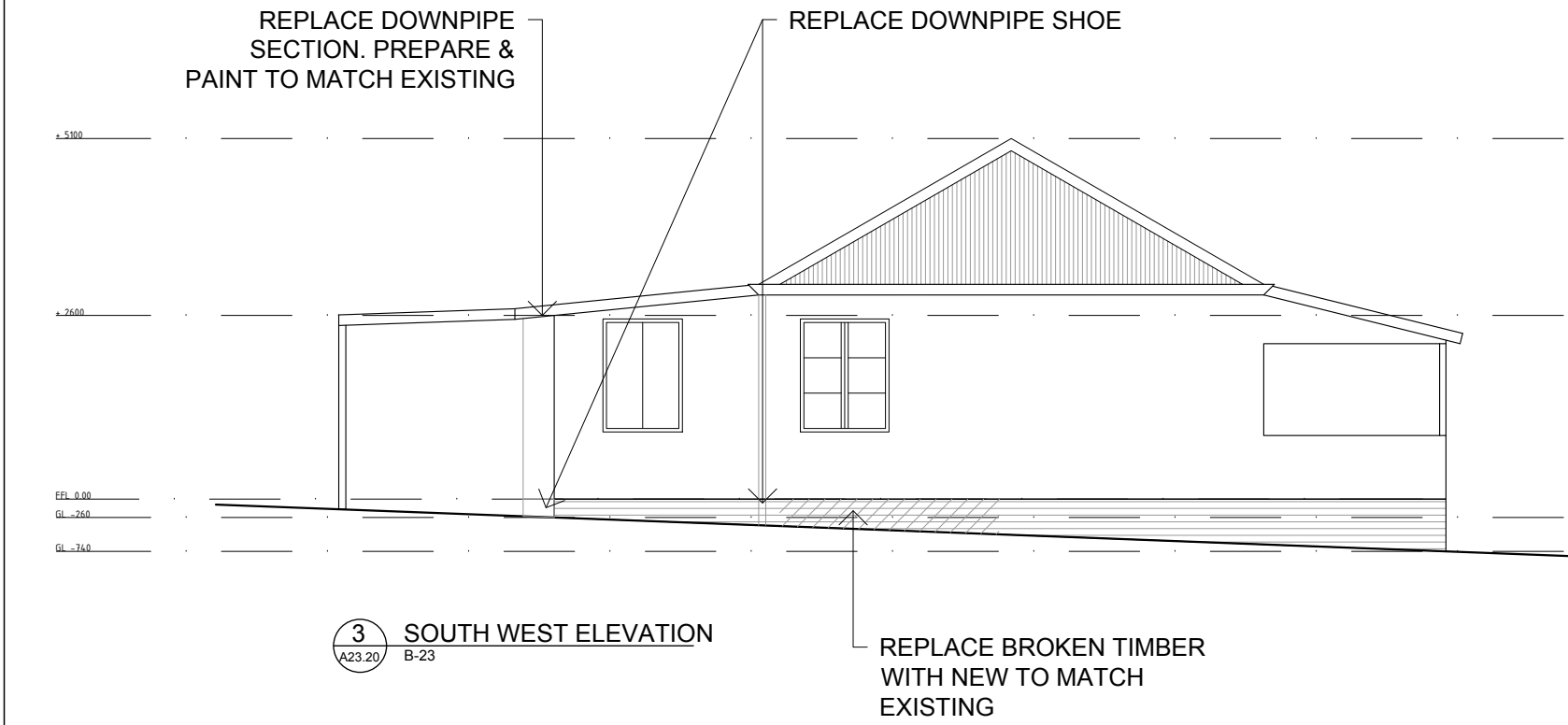
4 NORTH WEST ELEVATION
A22.20 B-22



1 NORTH EAST ELEVATION
A23.20 B-23



2 SOUTH EAST ELEVATION
A23.20 B-23



3 SOUTH WEST ELEVATION
A23.20 B-23



4 NORTH WEST ELEVATION
A23.20 B-23

REPAIR HOLES TO ROOF SHEETING

REPLACE ALL WALL VENTS WITH NEW TO MATCH EXISTING

REPLACE BROKEN WINDOW PANE TO MATCH EXISTING

REMOVE ASBESTOS INFILL SHEETING



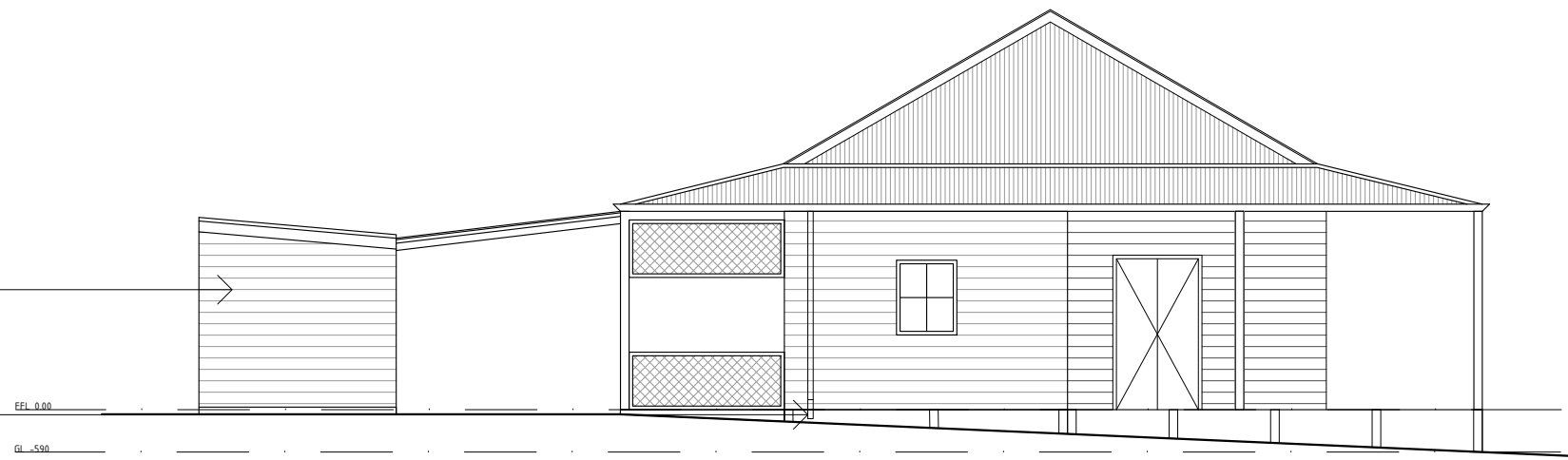
REPLACE BOTTOM SECTION OF DOWNPIPE TO MATCH EXISTING. PAINT FINISH

1 NORTH EAST ELEVATION
A24.20 B-24

REPLACE DAMAGED TIMBER FRAMING TO WINDOW TO MATCH EXISTING. PREPARE & PAINT

PREPARE & PAINT ALL EXTERNAL ELEVATIONS TO MATCH EXISTING AS SPECIFIED

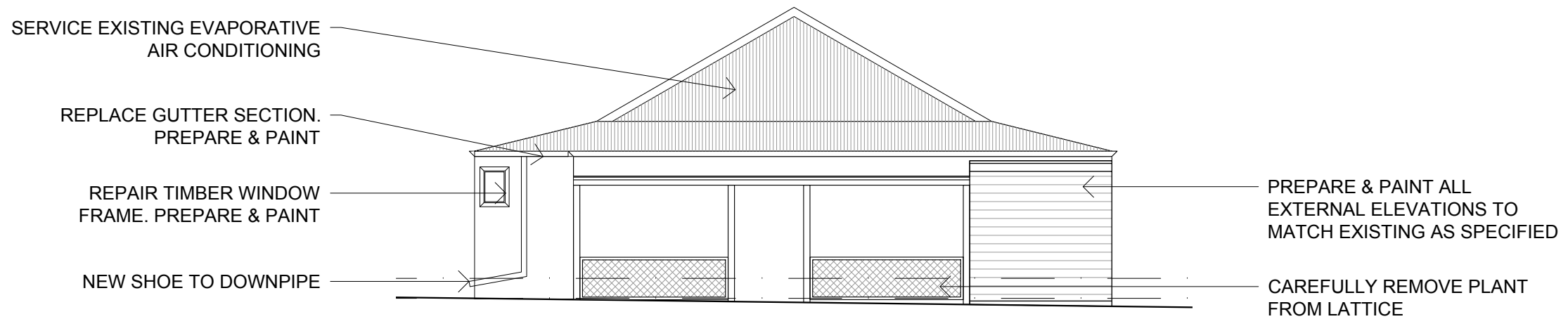
REPLACE DOWNPIPE SHOE TO DIRECT WATER AWAY FROM BUILDING



3 SOUTH WEST ELEVATION
A24.20 B-24



2 SOUTH EAST ELEVATION
A24.20 B-24



4 NORTH WEST ELEVATION
A24.20 B-24

Avondale Site Risk Review

30-Jan-18

Short Term = prior to commencement of short stay accom

Risk Number	Risk	Existing controls rating	Consequence category	Consequence rating	Likelihood rating	Level of Risk	Recommendations	Who responsible	Timeframe
1	Waterhatch Road Entry. Locked padlock to main entry/exit gate, could result in someone being trapped in during a fire causing injury or death. A person could be locked out of the property at night time if they are staying there and the gates are locked.	Inadequate	Injury	4	3	12	Install a code lock or put management controls in place	NT	Short Term
7	Entry road, within settlement area and Drive Trail - Speeding on site may result in an accident causing injury or death	Inadequate	Injury	4	3	12	Replace speed signs on entry road, within settlement and on drive trail	NT	Medium Term
9	Old farm machinery over the settlement area (non Machinery Museum) is rusting and out in the open. Children may climb on and fall off the machinery causing injury. (see also Risk 66)	Inadequate	Injury	3	4	12	Management on site needed	NT	Ongoing
19	Picnic Area - Playground has unstable and broken timber, causing splinters or risk of fall and injury	Inadequate	Injury	3	4	12	Replace equipment or Fix broken timbers, Management on site	NT	Medium Term
20	Picnic Area - Fall risk from tank in playground area. Risk or injury to children	Inadequate	Injury	3	4	12	Management on site needed	NT	Ongoing
26	Water hazards - Risk of drowning in existing Lake, soak and marron ponds	Inadequate	Injury	4	3	12	Exclude public access. Install locked gates and surrounding 1.8m high fence to lake and soak and on settlement side of marron ponds and install warning/restricted area signage.	NT	Short Term
29	Animal Nursery drinking trough risk of drowning to small child. In high, fully fenced enclosure.	Unknown	Injury	4	3	12	Install padlock on enclosure gate and make enclosure childproof	NT	Short Term
30	Drowning risk at open ponding of water along creek	Inadequate	Injury	4	3	12	Management on site. Patrons to be made aware that there are unfenced creeks and small pools of water. They should be asked to supervise children at all times. Alternatively, a small section of fencing could be put around the area	NT	Ongoing
51	B-23 Drowning risk from unfenced pond in backyard	Inadequate	Injury	4	3	12	Fill in pond and level ground	NT	House conservation works
64	Smoking on site may cause a fire - Smoke free signs, faded and not at entry	Inadequate	Injury, financial loss	4	3	12	Existing policy for NT places is <i>No Smoking</i> - Enforce <i>No Smoking</i> in residences and in Prohibited & Restricted burning period October - March inc.	NT	Ongoing
66	Loose machinery around the Machinery Museum is rusting and out in the open. Children may climb on and fall off the machinery causing injury (see also risk 9)	Inadequate	Injury	3	4	12	Management on site needed and fence exclusion of outside old machinery.	Shire	Ongoing
73	B-17 Risk of injury from chemicals in chemical shed, close to B-16	Inadequate	Injury	4	3	12	Currently being used by rural land lessee without authority - This shed is not in the lease. Lessee to cease using this shed and remove any chemicals and empty containers.	NT & lessee	Short Term
75	Near B-16 - Half cut barrel with rubbish. Fire risk, injury risk and reputational damage possible	Inadequate	Injury, reputational damage	4	3	12	Remove barrel and rubbish	NT	Short Term
78	B-15 Injury risk from unknown chemical barrels and drums stored outside under cover - Since confirmed that IBC tank has new unused radiator coolant and two drums contain Bentonite clay (non hazardous).	Inadequate	Injury	4	3	12	Coolant to be removed (may be useful to someone). Drums of Bentonite can be taken to the tip.	NT	Short Term
79	Between B-14 & B-15 - Risk of misuse causing a fire of the incinerator next to the Lab building	Inadequate	Injury	4	3	12	Old incinerator should be left in place and sealed shut to prevent misuse (can be filled with concrete)	NT	Short Term
92	Near B-11 - Drowning risk in concrete water tank next to shearing shed, hole in the metal roof cover.	Adequate	Injury	4	3	12	No ladder or access to roof. Roof hatch should be closed and screwed shut.	NT	Short Term
94	Within the settlement there are about 5 old fire hose reel not operational, might need to be used during fire and not be working causing conditions to worsen.	Inadequate	Injury, financial loss, reputational damage	4	3	12	Historic features - Install signage advising non-operational and historic value and fix so hoses cannot be unwound.	NT	Short Term
95	Near B-06. Drowning risk in old wooden water trough next to stables	Adequate	Injury	4	3	12	Enlarge existing holes in timber to allow water to drain	NT	Short Term
100	Power lines within settlement and through bush from southeast of Lake. Electrocutation or fire risk from tree branches too close to power lines	Unknown	Injury	4	3	12	Prune back branches from power lines to safe distance	NT	Short Term and ongoing
101	Power poles with termite damage, may fall and cause injury, fire or death	Unknown	Injury	4	3	12	Treat timber for termites. Inspect structural condition of all power poles, replace as necessary	NT	Medium Term
114	B-20 a. Unsafe floodlight attached to water tower with electrocution risk and injury risk. redundant water tank on tower may blow off in high winds. c. Children may climb tower structure and be injured in falling	Inadequate	Injury	4	3	12	a. Remove floodlight and install a new light in patio. B. Remove old tank. C. Remove tower	NT	Short Term
117	B-21 misuse of the fire bit in backyard could cause fire on site or burn injury	Inadequate	Injury	4	3	12	Remove fire pit. Investigate if a properly constructed fire pit can be installed for each short term rental (with visitors are made aware of fire safety procedures). An alternative would be for a community fire pit in a central location under control of Warden.	NT	Short Term

Risk Number	Risk	Existing controls rating	Consequence category	Consequence rating	Likelihood rating	Level of Risk	Recommendations	Who responsible	Timeframe
131	B-04 Unknown flammable chemical stored in shed without MSDS or signage	Inadequate	Injury	4	3	12	Flammable liquids / cleaning agents that are not required to be carefully removed and disposed. Flammable liquids / cleaning agents that are required should be properly handled and stored in a secured area. A Material Safety Data Sheet (MSDS) should be used to record details of potentially hazardous substances (flammable liquids / cleaning agents) and how to safely manage the risk from hazardous substance exposure.	NT	Short Term
137	Drive Trail. Fire risk from vehicles driving on drive trail during summer, long grasses around road edges	adequate	Injury	4	3	12	Spray grass on trail early spring - See also Fire Management Plan. In Restricted burning period grassed areas are restricted to diesel powered vehicles.	NT with assistance from rural lessee	Ongoing
83	Drive Trail lookout gazebo - timber roof structure and seats falling apart and flooring to verandah has holes, could be trip hazard or cause injury	Inadequate	Injury	2	5	10	Remove and replace timber boards in affected areas. Make sure to be level and flush with existing decking	NT	Short Term
10	Entry road near B-19 and picnic area. Fall risk from timber barriers along entry road side. Termite damage and inadequate fixings causing timber rails to fall.	Inadequate	Injury	3	3	9	a. Remove timber barriers - Short Term. b. Consider replacement of barriers with non timber materials (plantings, rocks steel) Medium Term	NT	Short Term
14	Taps Generally around settlement area - Illness from drinking non-potable water on site	Inadequate	Injury	3	3	9	Install signs identifying if water is drinkable or non-potable	NT	Short Term
15	Picnic Area - Illness from food poisoning or other food related illness from untidy and unclean BBQ's provided on site	Inadequate	Injury	3	3	9	Remove BBQ's, replace with new	NT	Short Term
16	Settlement area generally. - Risks from visitors not being aware of farm machinery on site	Inadequate	Injury	3	3	9	Work with rural land lessee to reduce amount of farm traffic through settlement area	NT & Lessee	Short Term
50	Settlement Area generally - Risk of injury or snakebite from long grasses around houses. Also	Adequate	Injury	3	3	9	Yearly clearing of long grasses around houses to be increased as needed. See also Fire	NT	Ongoing
74	B-17 Risk of injury, reputational or environmental damage from empty/used chemical bins left out	Inadequate	Injury, reputational	3	3	9	See Risk 73 - Lessee of rural land to remove	Lessee	Short Term
93	Near B-06 Stables - Timber to horse corral is loose and could fall, causing injury	Inadequate	Injury	3	3	9	Remove and replace broken timbers	NT	Medium Term
115	B-21 verandah not connected properly to house, could fall and cause injury	Inadequate	Injury	3	3	9	Resecure verandah to house properly	NT	House conservation
120	At B-20 - old fridge is outdoors with door on it, could cause injury or death	Adequate	Injury	3	3	9	To be adequately stored or door removed or removed to tip	NT	Short Term
141	Drive Trail - Potholes in road along drive trail, could cause damage to car or crash, causing	Inadequate	Injury	3	3	9	Infill potholes and make road level	NT	Long Term
142	People could get in to the bush reserve and get lost or cause damage	Inadequate	heritage values, injury	3	3	9	Site management and education to ensure people sign in and it is known who is in the bush reserve at all times	NT	Short Term
3	On entry road - Three 1979 timber entrance arches are 1/3 rotten through and could fall causing injury	Inadequate	Injury, Financial loss, reputational	4	2	8	Remove horizontal timber beams - Leave vertical posts	NT	Medium Term
5	On entry road - Hazchem or emergency sign - out of date information - person may not know what emergency number to call, risk of further injury.	Inadequate	Injury, reputational damage	4	2	8	Replace with up to date information emergency plan and settlement area map	NT	Short Term
17	Settlement Area generally - Low hanging and ground creeping branches possible injury risk or trip hazard. (an example is the pathway on the	Unknown	Injury	2	4	8	Prune branches back	NT	Short Term
21	B-18 Broken asbestos wall panelling to toilet block, could cause illness	Adequate	Injury, reputational damage	4	2	8	Adequate controls in place	NT	Short Term
25	In pen near B-18 Reputational damage from stressed peacock in the aviary, complaints by the public	Inadequate	Reputation and Image	2	4	8	The peacock should be taken away from Avondale - Donated to someone who has other peacocks.	NT	Medium Term
28	Settlement area generally (picnic area is a good example). Injury from broken tree branch or hanging branches that people could walk into.	Inadequate	Injury	2	4	8	Prune branches back	NT	Short Term
49	B-23 Risk of illness from loose asbestos sheeting on ground outside of backyard	Adequate	Injury, reputational damage	4	2	8	Asbestos register - to be removed	NT	Short Term
53	B-24 Risk of illness from broken asbestos wall panelling	Adequate	Injury, reputational	4	2	8	Asbestos register	NT	House conservation
69	B-10 Blacksmiths - Old exposed power circuit with asbestos backing, risk of electrocution and injury. May be redundant and not operable.	Inadequate	Injury	4	2	8	Electrician to recommend best course of action. Possible removal or replaced with a new board in a lockable box	NT	Short Term
71	Settlement area generally. Rolls of wire and loose wire left around the settlement area - on		Injury	2	4	8	Remove wire from ground	NT	Short Term
72	People may venture into areas of the site that are out of bounds and interfere with farm processes or incur an injury. An existing old 'restricted area'	Unknown	Interruption to services, Injury	2	4	8	Include in information package for visitors and install new signage wherever necessary	NT	Short Term
82	B-13 Falling risk through balustrade to Landcare building, gaps too large, over 1m above ground level	Inadequate	Injury	2	4	8	Existing balustrade has gaps larger than 125mm. Infill or replace the balustrade with a compliant alternative	NT	Medium Term
85	B-13 No handrail to steps (two of) to Landcare verandah, someone could fall off the sides and injure themselves	Inadequate	Injury	2	4	8	Install compliant handrail	NT	Medium Term
90	Near B-11 - Drowning risk for small child in water trough next to shearing shed - redundant trough but fills with rainwater	Inadequate	Injury	4	2	8	Remove to farm tip	NT	Short Term
99	B-03 Leased storage shed may have farm machinery or dangerous goods kept by lessee unknown to lessor. Open frontage.	Inadequate	Financial loss, Injury	2	4	8	Part of rural land lease ending after 2019 farm year.	NT	Medium Term

Risk Number	Risk	Existing controls rating	Consequence category	Consequence rating	Likelihood rating	Level of Risk	Recommendations	Who responsible	Timeframe
104	B-22 Damage to roof and property or injury from falling branches, tree branches overhanging roof. Also possible risk or gutters being blocked, fire,	Inadequate	Heritage Values, Injury, Financial loss	2	4	8	Prune tree branches back away from houses. Carry out twice yearly gutter cleaning to all buildings on site.	NT	House conservation works - pruning
107	B-22 Risk of fire or injury from falling gas bottle, as they are supported on logs to supply the house with gas	Inadequate	Injury	4	2	8	Remove gas bottles - gas to be replaced with electric appliances	NT	House conservation works -
108	B-22 Risk of drowning in water tank to backyard, holes in metal roof cover	Adequate	Injury	4	2	8	(High above ground, not accessible for small children) - Patch holes	NT	Short Term
110	B-22 Misuse of the fire bit in B-22 backyard could cause fire on site	Inadequate	Injury	4	2	8	Remove fire pit. Investigate if a properly constructed fire pit can be installed for each short term rental (with visitors are made aware	NT	Short Term
119	Fire risk in residential buildings	Inadequate	Injury	4	2	8	Smoke alarms included in proposed works	NT	House conservation works
121	Farming activities associated with 8 silos could cause injury or death	Unknown	Injury	4	2	8	Current lease of rural land ending after 2019 farm year includes use of 'the silo'	NT & lessee	Medium Term
122	Generally power pole to buildings cables at risk from tree branches - risk of broken cables	Adequate	Injury	4	2	8	Inspection and pruning of branches required	NT	House conservation works - pruning and ongoing
123	B-02 Scrap metal and poles are stored in racks above the ground behind the shed could fall or be	Inadequate	Injury	2	4	8	Remove racks and scrap metal to farm tip area	NT	Short Term
127	B-02, B-04 and ramp in between - Falling risk from platform above 1m above ground level to shed	Inadequate	Injury	2	4	8	Install new compliant handrail - needs to be removable to use loading ramp to shed	NT	Medium Term
129	B-04 Electrocutation from uncovered electrical board in shed	Inadequate	Injury	4	2	8	Enclose electrical board in lockable box	NT	Short Term
130	B-04 Heritage risk from non- water tight building and additional falling sheets. Translucent roof	Inadequate	Heritage Values,	2	4	8	Replace broken roof sheets and make building water tight	NT	Medium Term
138	Overgrown walking path at lookout stop, no clear path to gazebo. Could cause injury	Inadequate	Injury	2	4	8	Clear path and install 'watch your step' signage	NT	Short Term
2	See sign on entry road - Biosecurity- cars and people could carry diseases to/from the site	Unknown	Reputation and Image	3	2	6	Update information to sign and list contact phone number and include in education package to visitors	NT	Short Term
12	At picnic area - Fall risk from loose handrail at bridge crossing over creek.	Inadequate	Injury	2	3	6	Fix handrail	NT	Short Term
13	Injury risk from unstable and broken timber benches surrounding trees to picnic area	Inadequate	Injury	2	3	6	Remove timber benches and replace with new	NT	Short Term
22	B-18 Trip hazard to female and male toilets. Floors unstable and may cause injury	Inadequate	Injury	2	3	6	Fix floor levels or replace toilet block	NT	Long Term
31	Settlement area generally - Injury risk from barbed wire fencing	Inadequate	Injury	2	3	6	Include warnings and information in visitor education package	NT	Long Term
35	Vegetation obstructing path along dam edge, tripping and injury hazard. Trip hazard from sticks and rocks along walking paths generally.	Inadequate	Injury	2	3	6	Prune vegetation away from all paths	NT	Short Term
42	Near B-24 Risk of injury from broken timber fencing to horse corral	Inadequate	Injury	2	3	6	Fix timber	NT	Short Term
47	B-23 Injury from falling of back verandah, not secured to house properly.	Inadequate	Injury, financial loss	3	2	6	Resecure verandah to house properly	NT	House conservation works
48	B-23 Risk of injury from holes in fence. Child proof zone isn't child proof, child could get out or animal get in	Inadequate	Injury	2	3	6	Repair holes in fencing and make sure backyard is secure	NT	House conservation works
55	B-24 Falling injury risk from old swing. Old rope and rusting steel frame	Inadequate	Injury	2	3	6	Remove steel frame, rope and swing	NT	House conservation works
56	B-24 Injury risk from steel frame windmill. Has climbing rungs. Could be climbed with fall risk.	Inadequate	Injury	2	3	6	Remove steel frame	NT	House conservation works
57	B-24 falling risk from broken handrail to entry stairs	Inadequate	Injury	2	3	6	Repair handrail	NT	House conservation works
59	B-24 Injury risk from loose heavy wheel resting against house, could fall	Inadequate	Injury	3	2	6	Secure wheel to balustrade or remove is secure solution if not possible	NT	House conservation works
68	B-10 Risk of injury from open display of blacksmith workshop. Sharp and heavy tools and equipment laying around	Inadequate	Injury	2	3	6	Install fencing around blacksmiths display to restrict access to tools and equipment	NT	Medium Term
70	Over road from front of B-14 Cantilevered sign is	Inadequate	Injury	3	2	6	Conserve timber sign and fix securely	NT	Short Term
84	B-13 large wheel tied to verandah balustrade on Landcare building could fall and cause injury	Inadequate	Injury	2	3	6	Small wire ties connecting wheel and balustrade post to be replaced with more sturdy alternative.	NT	Short Term
87	B-11 Activities associated with the shearing shed, could cause reputational damage if misunderstood	Unknown	Reputation and Image	3	2	6	Mulesing or the like not to be carried out at the shearing shed. Shearing shed and yards to be signposted as off-limit areas.	NT	Short Term
96	B-06 Stables are open for people to walk through., contains objects that could be stolen or equipment that could cause injury if misused	Inadequate	Financial loss	2	3	6	Warden on site to manage entry and exit from site.	NT	Ongoing
97	B-06 Large wheel inside stables may fall and cause injury	Inadequate	Injury	2	3	6	Secure wheel or remove is secure solution is not possible	NT	Short Term

Risk Number	Risk	Existing controls rating	Consequence category	Consequence rating	Likelihood rating	Level of Risk	Recommendations	Who responsible	Timeframe
98	B-06 Falling risk from upstairs of stables	Inadequate	Injury	3	2	6	gate in front of stairs going up to mezzanine, no lock and needs better signage	NT	Short Term
102	B-02 Risk of injury or theft in new killing shed, no padlock to the door	Adequate	Financial loss	2	3	6	Install a padlock to the door	NT	Short Term
109	B-22 Old water tower in backyard may be used to climb on and may fall causing injury	Inadequate	Injury	3	2	6	Remove water tower	NT	Short Term
111	B-22 Old chicken coup has no lock and is in poor condition, and a snake refuge - a child could get stuck or injured.	Inadequate	Injury, reputational damage	2	3	6	Install a padlock to the fence or remove from backyard of house	NT	Short Term
112	Emu on site, curious towards people. Could cause injury to person, or person could cause injury to	Adequate	Reputation and Image,	2	3	6	Emu is put in a paddock while Avondale is open to the public. For short stay guests, information	NT	Ongoing
113	On road edge between B-20 and B-21 Mains water box has lid open for operational purpose, trip hazard, could cause injury	Inadequate	Injury	2	3	6	Close lid - In medium term repair of water supply system required.	NT	Short Term
124	B-02 Flammable liquid sign where no liquid is stored, could encourage complacency and make people unaware of when a real risk is posed,	Adequate	Injury, reputational damage	2	3	6	Building does have some containers of flammable liquids but is locked.	NT	Ongoing
136	Drive trail - Risk of getting lost, reputational damage from unclear signage in some areas of the trail	Inadequate	Reputation and Image, Injury	3	2	6	most signs are adequate. Install new directional signs where required to clarify trail. Install 'do not enter' signage to any point along the trail that requires	NT	Short Term
34	Settlement area generally - Injury from ant bites, large nests along walking paths	Inadequate	Injury	1	5	5	Red ant & Bull Ants nets need to be eradicated	NT	Short Term
60	B-24 Trip hazard from hole in concrete path	Inadequate	Injury	1	5	5	Infill with concrete and make level	NT	House conservation
143	Waterhatch Road Entry. People may cause traffic incidents turning in to Avondale off Waterhatch Road (speed limit 110) or pulling out when	Adequate	Injury	5	1	5	Adequate controls in place, enough line of site to see down the road with safe distances to pull in and out.		
6	General fire risk	Inadequate	Injury & financial loss	4	1	4	Bushfire Management Plan to be completed and implemented	NT (with input from lessee)	Short Term
8	Entry road near B-19 - Broken cattle grid edging could cause a car to fall off the side of the cattle	Inadequate	Injury	2	2	4	Fix cattle grid side	NT	Short Term
18	Picnic area - Electrical box mounted on pole in BBQ area has no lock on the front, risk of electrocution	Inadequate	Injury	4	1	4	Install padlock	NT	Short Term
23	Picnic area - Injury risk from wobbly basketball hoop, may fall down	Adequate	Injury	2	2	4	Adequate controls in place	NT	Short Term
39	Livestock fences - Electric shock from electric fencing on site	Adequate	Injury	4	1	4	Install additional electric fence signs	NT	Short Term
54	B-24 Injury risk from open rusting tank to backyard & snake haven(old wood store)	Inadequate	Injury	2	2	4	Remove old tank	NT	Short Term
62	B-24 trip hazard from stones along entry path to house	Inadequate	Injury	1	4	4	Clear stones from path	NT	House conservation works
63	B-01 Homestead- trip hazard from rocks, stones and sticks along walking paths		Injury	1	4	4	Remove rocks, stones and sticks from paths	NT	House conservation works
65	B-09 Trip hazard and injury risk from broken panel and concrete to step of killing shed	Inadequate	Injury	1	4	4	Fix panel	NT	Short Term
80	Near B-13 Trip hazard from exposed reticulation pipes over paths and through walkways around the Landcare building	Inadequate	Injury	1	4	4	Remove trip hazard	NT	Short Term
86	Near B-13 Timber arbour to Landcare garden has broken timber benches, could fall if sat on causing injury	Inadequate	Injury	1	4	4	Remove and replace timbers	NT	Short Term
88	B-12 Weigh bridge not locked	Inadequate	Injury	2	2	4	Install padlock	NT	Short Term
105	B-22 Trip hazards on paths of travel to house entry B-22	Inadequate	Injury	1	4	4	Remove trip hazard	NT	Short Term
106	B-22 Risk of injury from person getting stuck	Inadequate	Injury	1	4	4	Fix broken timber panels. Ensure sub-floor is	NT	Medium Term
118	B-21 concrete path trip hazard	Inadequate	Injury	1	4	4	Remove trip hazard	NT	Short Term
126	B-02 Above ground fuel tank may cause fire or injury.	Adequate	Injury	4	1	4	Not operational and empty - requires clear signage - alternatively tank and bowser could	NT	Medium Term
132	Chemical spraying and farm machinery in adjoining paddocks working at night.	Inadequate	Reputational and Image	1	4	4	Include in education package to visitors.	NT	Short Term
32	At Lake entry. Injury risk from broken dam sign, may fall	Inadequate	Injury	1	3	3	Repair or remove and replace sign	NT	Short Term
45	B-23 Risk of injury from termite damaged stumps, could cause collapse of side of the house	Unknown	Injury, financial loss	3	1	3	Treat stumps to houses. Inspect structural integrity of individual stumps and replace with new as required.	NT	House conservation works

Risk Number	Risk	Existing controls rating	Consequence category	Consequence rating	Likelihood rating	Level of Risk	Recommendations	Who responsible	Timeframe
52	B-24 risk of injury from hole in ground from old soak well	Inadequate	Injury	1	3	3	Remove wire cover and dispose of - Fill and level	NT	Short Term
61	B-24 Risk of injury from open chicken pen	Inadequate	Injury	1	3	3	Fence surrounding, no lock or working gates.	NT	House
67	B-10 Injury risk from broken timber panels and chicken wire laying in shed	Inadequate	Injury	1	3	3	Remove timber and wire	NT	Short Term
77	B-15 Risk of theft from store room without padlock on door	Inadequate	Financial loss	1	3	3	Install padlock to door	NT	Short Term
89	B-11 Opening under sheering shed floor (north side) could cause injury if someone was to crawl	Inadequate	Injury	1	3	3	Install weldmesh (reuse from farm tip)	NT	Medium Term
103	Near B-34 Trip hazard on tennis court, with trees growing from court and debris over surface.	Adequate	Injury	1	3	3	Existing fencing surrounding court. Not advertised to the public. Clearing of debris should be undertaken	NT	Short Term
133	Visitors with dogs that may interfere with welfare of sheep.	Inadequate	Financial loss, reputational	1	3	3	Dogs of visitors to be prohibited. Include in entry signage and visitor information packages	NT	Short Term
134	Security/theft of lessee assets (plant, equipment & livestock)	Unknown	Financial loss	1	3	3	Normal risk for assets within the rural lease area. Shearing shed to be kept locked by lessee.	Lessee	Short Term
135	Animal welfare farming practices misunderstood by visitors	Inadequate	Reputation and Image	1	3	3	Tailing of lambs/mulesing - Best practice and more sterile is to carry out away from shed/yards in grassed paddock where lambs	Lessee	Short Term
40	Most stock grids - Risk of damage to cars or reputational damage from large cattle grid gaps where cars could get stuck or damaged.	Unknown	Injury, reputational damage	1	2	2	reduce 250mm gaps between cattle grid base. Install metal strips to aid in car movement.	NT	Medium Term
44	B-23 Risk of injury from person getting stuck under house, as the sub-floor is open and not secure	Inadequate	Injury	1	2	2	Repair holes in mesh surrounding the house. Make sure sub-floor is not accessible.	NT	House conservation works
46	B-23 Injury from rusted downpipe	Inadequate	Injury	1	2	2	Remove and replace downpipe section	NT	House conservation works
58	B-24 Risk of injury from person getting stuck under house, as the sub-floor is open and not secure	Inadequate	Injury	1	2	2	Repair holes in timber panelling surrounding the house. Make sure sub-floor is not accessible.	NT	House conservation works
125	B-02 Padlock to shed not locked	Inadequate	Financial loss	1	2	2	Lock padlock	NT	Short Term
4	On entry road - Old sign warning of rabbit baits on site, could cause injury if ingested	Unknown	Injury	1	1	1	Remove sign	NT	Short Term
11	Risk of injury from working farm activities	Adequate	Injury	1	1	1	For future short term accommodation, farming activities and precautions will be explained to visitors through educational package. Lessee	Lessee & NT	Medium Term
91	B-41 Old fuel bowser and underground tank could pose a fire risk or risk of injury to persons	Adequate	Injury	1	1	1	Non- operational. Clear signage identifying fuel and underground tank as such. Long term objective to remove fuel tank but old bowser should remain.	NT	Short Term
144	Waterhatch Roade Entry - Large entry signs could fall and cause injury	Adequate	Injury	1	1	1	Adequate controls in place	NT	Ongoing inspections Long term
145	Waterhatch Roade Entry - Flag poles could fall and cause injury	Adequate	Injury	1	1	1	Adequate controls in place	NT	Ongoing inspections Long term
146	Water supply not guaranteed.	Inadequate	Financial loss, interruption to services	1	1	1	Short term rental will be suspended in the event of water not being available. NT will be working over time to improve water supply reliability	NT	Ongoing

Our reference: 2017/026
File No: ADM 0156
Contact: Stefan de Beer
9646 1200

30 October 2017

JJ Mann, BG Mann, KA Mann & C Mann
PO Box 146
Beverley
WA 6304

Dear Sir/Madam,

DEVELOPMENT APPLICATION – SHORT STAY ACCOMMODATION – LOT 3 ON PLAN 225569 – AVONDALE FARM, BEVERLEY

An application has been submitted for the above proposal. It is proposed to use 5 houses located on the property for short stay tourist accommodation.

Before Council considers the application, your views on the matter would be appreciated. This may be done by completing the enclosed form and returning it to this office within 14 days of the date of this correspondence. Should the completed form not be received within 14 days, it will be assumed you have no comments to make.

Copies of the submitted application documentation & plans are enclosed.

Early response would be appreciated as this will assist Council to expedite its decision making process.

If you have any queries in relation to this matter, please contact Stefan de Beer on 9646 1200 or planner@beverley.wa.gov.au.

Yours faithfully

Stefan de Beer
Manager: Planning & Development Services

Encl: Application docs & plans
Response Form

Our Reference: 2017/026
File No: ADM 0156

Chief Executive Officer
Shire of Beverley
PO Box 20
BEVERLEY WA 6304

Attention: Stefan de Beer

Dear Sir

DEVELOPMENT APPLICATION – SHORT STAY ACCOMMODATION – LOT 3 ON PLAN 225569 – AVONDALE FARM, BEVERLEY

I/we wish to make following submission in relation to the above proposal:

No objection to proposal (*tick as appropriate*)
Object to the proposal
Comment on the proposal

This matter will require a Council decision. The details you provide on this form will be included in the relevant Council Agenda and therefore be publicly available unless reasons are otherwise provided on this form for this to not occur.

Comments: Thank you for your recent correspondence in regards to the development application for Avondale Farm as there had been no communication to us from the National Trust as our Lessor in regards to this application.

As active members of the community we are very supportive of development and projects in Beverley that ensure positive sustainable progression for our vibrant town. We do not support the application for short stay accommodation at Avondale Farm due to the complexities this has with the property being leased as a working farm operation. The current lease of this property is not due to expire until 2019

There are major risks associated with having paying guests stay in the accommodation at Avondale whilst it is a working farm. As a third party leasing from the National Trust we would have no control or authority over guests and the areas of the property that they have access to and have not been provided any information from our lessor on how they envisage appropriately managing this venture.

A major consideration is has a risk management plan been completed by the National Trust? We outline our views below on risks associated with the application for short stay accommodation:

- **Safety:**
 - Fire Safety Risks – guests lighting fires for entertainment (bon fires, picnics), driving in paddocks on the property (particularly unleaded vehicles in summer) and smokers. Visitors aren't all going to be aware of the risks and conduct themselves safely and appropriately in an unfamiliar environment.

EXAMPLE

- We have had a situation where a very small landholder next to our main property had guests smoking in his paddock and one threw their cigarette

on the ground in the peak of summer and started a fire. It was fortunate that we were harvesting in close proximity, noticed the smoke and were able to put the fire out before the fire escalated.

- Safety of guests (adults & small children possibly unsupervised) around working machinery. What level of control is there of guests and their actions on the property? There is also a large dam opposite the shearing shed that isn't appropriately fenced, so small children could have access to enter at any time.
- Due to the layout of the property 95% of all machinery movement is through the front entrance to Avondale and around the buildings (trucks, tractors, utes, motorbikes, towed implements)
- Does the National Trust comply with current safety requirements for the property to know all their legal requirements are covered in regards to the safety and wellbeing of visitors
- Safety of sheep livestock on the property if guests bring dogs onto the property, both for sheep in paddocks and sheep yards. Also if guests leave gates open if wishing to inspect livestock closer or certain scenic spots on the farm
- House B16

- This building is only 50 metres from the Avondale designated chemical shed used for storing spraying chemicals along with a special bay for filling and wash down of the boom spray. Justin Mann conducts all spraying at the property and has current training certifications and uses personal protective equipment including special boots, gloves and a face respirator for protection from the chemical and fumes.

- Chemical spraying is conducted from the start of the year controlling summer weeds and continues through to September with many hours done in the evening or early morning. This means that all of the houses could have the boom spray machinery driving past at any hour.



IMAGE 1 (Above Right) : Taken from the chemical shed and shows the 50m distance to House B16

• Security/Theft

- Physical: Plant & Equipment stored on farm including both machinery & livestock. As lessees we have access (as part of our lease agreement) to rent the shearing shed & machinery sheds which is utilised for storage of machinery and housing sheep. There are risks of damage and theft to these items in close proximity to the accommodation and also within the farm.
- Biosecurity: what control measures would be put in place for people coming and going from the property?

IMAGE 2 (Right): Current sign at the property entrance

- Implications on crop & animals if gates are left open by guests



• Farming Activities

- There are some farming activities undertaken that people within the wider community have strong political views against. The implications of people not understanding the requirements for such activities could be shown in a very negative light particularly with the power of social media. The majority of people all now have access to an instant camera in the form of their mobile phone

EXAMPLES

- Animal Welfare: Visitors not understanding farming practices may see some situations as a requirement to notify bodies such as RSPCA of things they view without proper knowledge of each activity or having someone to explain the situation correctly to them.
 - Tailing lambs (cutting their tails off to reduce flystrike)
 - Flystrike in sheep – one sheep may have been missed and not treated
 - Visitors concerned sheep in the sheep yards without food and water when it is a requirement to let them drain out for several hours prior to shearing or crutching
 - A dead sheep or lamb in the paddock which happens from time to time
- Crop spraying & paddock burning are undertaken on paddocks in close proximity to the accommodation. These are undertaken as required due to right wind conditions and time of the year and we would not want to be governed by when we could or couldn't undertake these activities as part of our business.
- Hours of farming operation – at certain times of the year machinery is working around the accommodation at any hour of the day be it seeding, spraying, harvesting or sheep work. Guests may be kept awake at night with machinery in operation. All of the houses in the application have their house and yards adjoining paddocks that are cropping paddocks.

EXAMPLES

- What would the situation be if people using the accommodation came into the paddock during seeding at 1am and demand that the operation ceases as they can't sleep? Other situations could be they want the crop spraying operation to cease because they wish to sit outside and don't like the smell of chemical or smoke coming over their accommodation when paddock burning activities are occurring or dust being created from dry seeding.

- **Property Water Supply**

- Currently all water supplied to the property is through access from a neighbouring farming property owned by John Barrett-Lennard. At any time it could be at his (or any future owners of the property) discretion to remove access to this water supply leaving the whole Avondale property and houses with no water supply. This is a major risk to the property as a whole but water for the 5 houses mentioned in the proposal.

Overall, we believe with the current state of the Avondale Farm there are too many risks as a working farm for an application for Short Term Accommodation to be approved.

We appreciate the opportunity given to provide our feedback and can discuss further any queries or further information Council may require.

(Please tick) Owner Occupier Current leasee of the Avondale Farm

Signed: _____ Date: 13th November 2017
Print Name: Bruce, Chris, Justin & Kelly Mann
Postal Address: PO Box 146, Beverley WA 6304
Property Address: Avondale Farm
Daytime Phone No: Bruce: 0427246333 Kelly: 0428779234

Please Note: Submissions must be received by Council within 14 days (i.e. by 13 November 2017)

Office Use Only	
Assessment No:	
Address:	
Lot No.:	

Our Reference: 2017/026
File No: ADM 0156

Chief Executive Officer
Shire of Beverley
PO Box 20
BEVERLEY WA 6304

Attention: Stefan de Beer

Dear Sir

DEVELOPMENT APPLICATION – SHORT STAY ACCOMMODATION – LOT 3 ON PLAN 225569 – AVONDALE FARM, BEVERLEY

We wish to make following submission in relation to the above proposal:

No objection to proposal (tick as appropriate)
Object to the proposal
Comment on the proposal

This matter will require a Council decision. The details you provide on this form will be included in the relevant Council Agenda and therefore be publicly available unless reasons are otherwise provided on this form for this to not occur.


Comments:

Since our recent objection to the proposal we have met with the National Trust of WA to discuss the major risks associated with having paying guests stay in the accommodation at Avondale whilst it is a working farm. The National Trust of WA have completed an initial risk assessment document which we have reviewed.

We change are objection to the proposal on the provision that all of the major risk issues outlined in the current version of the risk assessment document along with any new items that may be added are resolved prior to any short stay accommodation commencing. We also include the provision that communication between the National Trust & lessee continues on a monthly basis to ensure all parties are well informed and working together positively for the future of the Avondale property. We view the risk assessment as a "live" document that will continue to be developed and have new items added and revised as they are identified by all key stakeholders (Beverley Shire, AFPA, NTWA & Lessee).

We appreciate the opportunity given to provide our feedback and can discuss further any queries or further information Council may require.

(Please tick) Owner Occupier Current lessee of the Avondale Farm

Signed:  Date: 13th February 2018
Print Name: Bruce, Chris, Justin & Kelly Mann
Postal Address: PO Box 146, Beverley WA 6304
Property Address: Avondale Farm

Daytime Phone No: Bruce: 0427246333 Kelly: 0428779234

Please Note: Submissions must be received by Council within 14 days

Office Use Only
Assessment No:
Address:
Lot No.:

**SHIRE OF BEVERLEY
BUDGET REVIEW WORKINGS
2017-18**

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Account Number	Account Description	Actual	Budget	YTD Actual	Forecast Actual	Variance	Variance
Job Number	Job Description	2016/17	2017/18	2017/18		%	\$
OPERATING STATEMENT							
PROGRAM 3 GENERAL PURPOSE FUNDING							
Rate Revenue							
030100	Rate Notice Expense	5,347.56	6,000.00	4,366.48	4,500.00	(25.00%)	(1,500.00)
030101	Valuation and Title Search Expense	26,424.69	16,000.00	1,141.80	16,000.00	0.00%	0.00
030102	Other Expenses - Rates	208,871.85	22,500.00	0.00	22,500.00	0.00%	0.00
030144	Admin Allocation - Rates	114,896.63	135,389.00	58,742.80	123,431.00	(8.83%)	(11,958.00)
Sub Total	Rate Revenue Expense	355,540.73	179,889.00	64,251.08	166,431.00		
030150	Rates Levied - GRV	(2,822,204.66)	(618,200.00)	(618,200.54)	(618,200.00)	0.00%	0.00
030151	Rates Levied - GRV Minimum	0.00	(131,544.00)	(131,544.00)	(131,544.00)	0.00%	0.00
030152	Rates Levied - UV	0.00	(2,079,724.00)	(2,079,724.00)	(2,079,724.00)	0.00%	0.00
030153	Rates Levied - UV Minimum	0.00	(59,276.00)	(59,276.00)	(59,276.00)	0.00%	0.00
030154	Rates Levied - Mining Tenements	0.00	0.00	0.00	0.00	0.00%	0.00
030155	Rates Levied - Mining Tenements Minimum	0.00	(4,060.00)	(4,060.00)	(4,060.00)	0.00%	0.00
030156	Ex-Gratia Rates Received	(4,713.03)	(4,500.00)	(3,159.82)	(3,160.00)	(29.78%)	1,340.00
030157	Penalty Interest Raised on Rates	(39,748.00)	(15,000.00)	(17,787.03)	(25,000.00)	66.67%	(10,000.00)
030158	Rates Enquiries	(10,983.00)	(11,000.00)	(4,325.00)	(8,000.00)	(27.27%)	3,000.00
030159	Rate Refunds and Write Offs	1,978.88	0.00	164.31	0.00	0.00%	0.00
030160	Instalment Interest Received	(4,009.96)	(4,000.00)	(3,928.45)	(4,800.00)	20.00%	(800.00)
030161	Rates Administration Fee Received	(4,730.00)	(4,000.00)	(4,590.00)	(4,800.00)	20.00%	(800.00)
030162	Pensioner Deferred Rates Interest	(3,440.81)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
030163	Interim Rates - GRV	(2,973.38)	(2,000.00)	(707.53)	(2,000.00)	0.00%	0.00
030164	Interim Rates - UV	(2,097.76)	(2,000.00)	4,188.90	(2,000.00)	0.00%	0.00
030165	Legal Fees Recovered	(39,165.00)	(22,500.00)	0.00	(22,500.00)	0.00%	0.00
030199	LESS Rates Discount	220,454.10	231,424.00	223,822.87	223,823.00	(3.28%)	(7,601.00)
Sub Total	Rate Revenue Income	(2,711,632.62)	(2,728,380.00)	(2,699,126.29)	(2,743,241.00)		

**SHIRE OF BEVERLEY
BUDGET REVIEW WORKINGS
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Account Number Job Number	Account Description Job Description	Actual 2016/17	Budget 2017/18	YTD Actual 2017/18	Forecast Actual	Variance %	Variance \$
Other General Purpose Funding							
030200	Other Expenses - Other General Purpose Funding	0.04	100.00	(0.09)	100.00	0.00%	0.00
Sub Total	Other General Purpose Funding Expense	0.04	100.00	(0.09)	100.00		
030250	LGGC Grant - General	(1,244,906.00)	(416,772.00)	(187,816.00)	(375,632.00)	(9.87%)	41,140.00
030251	Interest Received - Investments	(111,981.41)	(82,888.00)	(46,932.99)	(82,888.00)	0.00%	0.00
Sub Total	Other General Purpose Funding Income	(1,356,887.41)	(499,660.00)	(234,748.99)	(458,520.00)		
TOTAL	PROGRAM 3	(3,712,979.26)	(3,048,051.00)	(2,869,624.29)	(3,035,230.00)		

**SHIRE OF BEVERLEY
BUDGET REVIEW WORKINGS
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Account Number Job Number	Account Description Job Description	Actual 2016/17	Budget 2017/18	YTD Actual 2017/18	Forecast Actual	Variance %	Variance \$
PROGRAM 4	GOVERNANCE						
Members Of Council							
040100	Sitting Fees	40,500.00	40,900.00	18,650.00	40,900.00	0.00%	0.00
040101	President Allowance	5,500.00	5,500.00	2,750.00	5,500.00	0.00%	0.00
040102	Deputy President Allowance	1,375.00	1,375.00	687.50	1,375.00	0.00%	0.00
040103	Travel Allowance	2,586.51	5,000.00	892.64	5,000.00	0.00%	0.00
040104	Telephone and IT Allowance	12,771.60	13,320.00	8,129.40	13,320.00	0.00%	0.00
040105	Training Expenses - Members	510.00	3,000.00	0.00	3,000.00	0.00%	0.00
040106	Conference Expenses - Members	8,172.49	11,500.00	7,666.35	11,500.00	0.00%	0.00
040107	Council Election Expenses	0.00	5,000.00	2,577.76	2,578.00	(48.44%)	(2,422.00)
040108	Meeting and Receptions Expense - Members	10,202.98	14,000.00	7,488.49	14,000.00	0.00%	0.00
040109	Insurance - Members	6,096.22	4,308.00	4,307.35	4,308.00	0.00%	0.00
040110	Subscriptions, Donations - Members	31,449.45	30,271.00	27,582.77	29,271.00	(3.30%)	(1,000.00)
040111	Audit Fees Expense	24,413.94	20,580.00	11,398.85	20,580.00	0.00%	0.00
040112	Council Chambers - Maintenance	0.00	0.00	0.00	0.00	0.00%	0.00
040113	Other Expenses - Members	14,946.69	25,500.00	11,832.83	25,500.00	0.00%	0.00
040122	(Profit)/Loss on Disposal of Assets	0.00	0.00	0.00	0.00	0.00%	0.00
040133	Depreciation - Members	1,731.37	2,090.00	653.33	2,090.00	0.00%	0.00
040144	Admin Allocation - Members	239,779.69	67,436.00	29,237.03	61,480.00	(8.83%)	(5,956.00)
Sub Total	Members Of Council Expense	400,035.94	249,780.00	133,854.30	240,402.00		
040150	Other Income - Members	(773.64)	0.00	(11,789.60)	(11,790.00)	0.00%	(11,790.00)
Sub Total	Members Of Council Income	(773.64)	0.00	(11,789.60)	(11,790.00)		

**SHIRE OF BEVERLEY
BUDGET REVIEW WORKINGS
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Account Number Job Number	Account Description Job Description	Actual 2016/17	Budget 2017/18	YTD Actual 2017/18	Forecast Actual	Variance %	Variance \$
Governance - General							
040200	Salaries, Wages and Super - Admin	524,858.23	514,411.00	239,468.70	514,411.00	0.00%	0.00
040201	Leave Expenses - Admin	108,950.62	137,728.00	65,555.21	137,728.00	0.00%	0.00
040202	Fringe Benefits Tax - Admin	21,340.40	20,000.00	10,324.00	20,000.00	0.00%	0.00
040203	Staff Uniforms - Admin	4,065.24	4,950.00	1,254.90	4,950.00	0.00%	0.00
040204	Training and Conference Fees - Admin	12,523.97	29,350.00	10,868.07	19,350.00	(34.07%)	(10,000.00)
040205	Office and Computer Equip Maintenance	40,140.44	61,261.00	33,069.11	61,261.00	0.00%	0.00
040206	Consultancy Services - Admin	92,452.23	213,100.00	32,547.86	113,100.00	(46.93%)	(100,000.00)
040207	Other Administration Expenses	61,425.70	45,460.00	25,799.31	45,460.00	0.00%	0.00
040208	Insurance - Admin	35,723.60	31,895.00	33,752.47	33,753.00	5.83%	1,858.00
040209	Executive Vehicles - Running Costs	12,120.49	10,013.00	4,656.62	10,013.00	0.00%	0.00
040210	Administration Building - Maintenance	76,947.07	74,235.00	40,310.78	74,235.00	0.00%	0.00
040211	Administration Staff Housing Cost	17,863.63	19,218.00	6,652.51	19,218.00	0.00%	0.00
040222	(Profit)/Loss on Disposal of Assets	4,648.40	0.00	(1,255.65)	(1,256.00)	0.00%	(1,256.00)
040233	Depreciation - Admin	72,772.60	77,008.00	39,370.75	77,008.00	0.00%	0.00
040244	Less Admin Expenses Allocated	(1,051,204.44)	(1,238,629.00)	(537,445.59)	(1,129,231.00)	(8.83%)	109,398.00
Sub Total	Governance - General Expense	34,628.18	0.00	4,929.05	0.00		
040250	Reimbursements and Charges - Admin	(6,397.79)	(6,000.00)	(38.63)	(2,000.00)	(66.67%)	4,000.00
040251	Other Income - Admin	(14,713.48)	(100.00)	0.00	(100.00)	0.00%	0.00
Sub Total	Governance - General Income	(21,111.27)	(6,100.00)	(38.63)	(2,100.00)		
TOTAL	PROGRAM 4	412,779.21	243,680.00	126,955.12	226,512.00		

**SHIRE OF BEVERLEY
BUDGET REVIEW WORKINGS
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Account Number Job Number	Account Description Job Description	Actual 2016/17	Budget 2017/18	YTD Actual 2017/18	Forecast Actual	Variance %	Variance \$
PROGRAM 5	LAW, ORDER AND PUBLIC SAFETY						
Fire Prevention							
050100	Plant and Equipment Maintenance - ESL	7,779.14	1,500.00	528.72	1,500.00	0.00%	0.00
050101	Vehicle and Trailer Maintenance - ESL	1,653.32	5,000.00	4,934.87	5,000.00	0.00%	0.00
050102	Lands and Buildings Maintenance - ESL	191.82	1,500.00	234.91	1,500.00	0.00%	0.00
050103	Clothing and Accessories - ESL	10,117.82	5,000.00	0.00	5,000.00	0.00%	0.00
050104	Utilities, Rates and Taxes - ESL	2,634.28	500.00	1,195.43	500.00	0.00%	0.00
050105	Other Goods and Services - ESL	2,931.71	11,528.00	2,344.92	11,528.00	0.00%	0.00
050106	Insurance - Fire Prevention	16,671.00	16,225.00	16,225.00	16,225.00	0.00%	0.00
050107	Staff Fire Fighting Expenses	854.54	10,055.00	0.00	105,455.00	948.78%	95,400.00
050108	CESM Expenses	103,473.58	119,120.00	57,735.94	119,120.00	0.00%	0.00
050109	CESM Vehicle Expenses	12,270.11	8,577.00	4,547.77	8,577.00	0.00%	0.00
050110	Fire Break Compliance	4,041.19	10,000.00	13,682.72	13,683.00	36.83%	3,683.00
050111	BRMP Coordinator Expenses	111,516.04	32,793.00	53,586.27	147,998.00	351.31%	115,205.00
050112	BRMP Coordinator Vehicle Expenses	17,562.90	5,674.00	3,486.51	11,973.00	111.02%	6,299.00
050122	(Profit)/Loss on Disposal of Assets	0.00	(2,000.00)	2,329.10	2,329.00	(216.45%)	4,329.00
050133	Depreciation - Fire Prevention	10,466.88	68,946.00	6,072.08	68,946.00	0.00%	0.00
050144	Admin Allocation - Fire Prevention	21,444.55	51,099.00	22,196.52	46,581.00	(8.84%)	(4,518.00)
Sub Total	Fire Prevention Expense	323,608.88	345,517.00	189,100.76	565,915.00		
050150	Grant - ESL Operating	(38,158.75)	(30,940.00)	(10,313.25)	(30,940.00)	0.00%	0.00
050151	ESL Administration Fee	(4,000.00)	(4,000.00)	(4,000.00)	(4,000.00)	0.00%	0.00
050152	Reimbursements	(101,261.62)	(108,542.00)	(23,396.15)	(108,542.00)	0.00%	0.00
050153	Other Income - Fire Prevention	(58,685.45)	(38,467.00)	(159,970.54)	(255,371.00)	563.87%	(216,904.00)
Sub Total	Fire Prevention Income	(202,105.82)	(181,949.00)	(197,679.94)	(398,853.00)		

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Account Number Job Number	Account Description Job Description	Actual 2016/17	Budget 2017/18	YTD Actual 2017/18	Forecast Actual	Variance %	Variance \$
Animal Control							
050200	Animal Control Expenses	10,032.90	16,000.00	6,163.81	16,000.00	0.00%	0.00
050201	Pound Maintenance	919.82	2,520.00	94.54	500.00	(80.16%)	(2,020.00)
050233	Depreciation - Animal Control	0.00	0.00	0.00	0.00	0.00%	0.00
050244	Admin Allocation - Animal Control	18,291.01	81,715.00	35,471.39	74,498.00	(8.83%)	(7,217.00)
Sub Total	Animal Control Expense	29,243.73	100,235.00	41,729.74	90,998.00		
050250	Fines and Penalties - Animal Control	(489.50)	(200.00)	(362.00)	(362.00)	81.00%	(162.00)
050251	Registration and other Fees - Animal Control	(5,171.10)	(4,000.00)	(6,289.95)	(6,290.00)	57.25%	(2,290.00)
Sub Total	Animal Control Income	(5,660.60)	(4,200.00)	(6,651.95)	(6,652.00)		
Other Law, Order & Public Safety							
050300	Other Expenses - Other Law, Order and Public Safety	2,400.00	2,400.00	2,400.00	2,400.00	0.00%	0.00
Sub Total	Other Law, Order & Public Safety Expense	2,400.00	2,400.00	2,400.00	2,400.00		
050350	Grant - Misc - Other Law, Order and Public Safety	0.00	0.00	0.00	0.00	0.00%	0.00
Sub Total	Other Law, Order & Public Safety Income	0.00	0.00	0.00	0.00		
TOTAL	PROGRAM 5	147,486.19	262,003.00	28,898.61	253,808.00		

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Account Number Job Number	Account Description Job Description	Actual 2016/17	Budget 2017/18	YTD Actual 2017/18	Forecast Actual	Variance %	Variance \$
PROGRAM 7	HEALTH						
Preventative Services - Administration & Inspection							
070400	Environmental Health Officer - Contract/Salary	12,160.33	17,472.00	8,351.81	17,472.00	0.00%	0.00
070401	Analytical Sample Expenses	450.00	550.00	455.00	550.00	0.00%	0.00
070402	Other Expenses - Environmental Health	300.00	100.00	143.66	300.00	200.00%	200.00
070444	Admin Allocation - Environmental Health	17,765.41	38,191.00	16,553.34	34,818.00	(8.83%)	(3,373.00)
Sub Total	Preventative Services - Admin & Inspection Expense	30,675.74	56,313.00	25,503.81	53,140.00		
070450	Other Income - Environmental Health	(209.09)	0.00	(200.00)	(200.00)	0.00%	(200.00)
070451	Registration Fees - Food Premises	0.00	(100.00)	(127.27)	(127.00)	27.00%	(27.00)
Sub Total	Preventative Services - Admin & Inspection Income	(209.09)	(100.00)	(327.27)	(327.00)		
Preventative Services - Pest Control							
070500	Mosquito Control	237.35	2,000.00	0.00	2,000.00	0.00%	0.00
070544	Admin Allocation - Pest Control	2,522.90	2,925.00	1,289.85	2,666.00	(8.85%)	(259.00)
Sub Total	Preventative Services - Pest Control Expense	2,760.25	4,925.00	1,289.85	4,666.00		
070550	Other Income - Pest Control	0.00	0.00	0.00	0.00	0.00%	0.00
Sub Total	Preventative Services - Pest Control Income	0.00	0.00	0.00	0.00		

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Other Health							
070700	Medical Practice - 106 Forrest St - Maintenance	11,167.93	15,067.00	4,835.20	15,067.00	0.00%	0.00
070701	Doctor Residence - 58 John St - Maintenance	7,514.51	8,167.00	4,706.18	8,167.00	0.00%	0.00
070702	Doctor Vehicle - Running Costs	4,322.81	1,591.00	361.91	1,591.00	0.00%	0.00
070703	Infant Health Building - Maintenance	957.69	2,614.00	411.20	411.00	(84.28%)	(2,203.00)
070722	(Profit)/Loss on Disposal of Assets	7,493.00	0.00	0.00	0.00	0.00%	0.00
070733	Depreciation - Other Health	16,450.61	22,247.00	13,184.88	22,247.00	0.00%	0.00
070744	Admin Allocation - Health Service	12,299.06	37,331.00	16,230.88	34,034.00	(8.83%)	(3,297.00)
Sub Total	Other Health Expense	60,205.61	87,017.00	39,730.25	81,517.00		
070750	Other Income - Other Health	0.00	0.00	0.00	0.00	0.00%	0.00
Sub Total	Other Health Income	0.00	0.00	0.00	0.00		
TOTAL	PROGRAM 7	93,432.51	148,155.00	66,196.64	138,996.00		

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PROGRAM 8	EDUCATION AND WELFARE						
Aged & Disabled - Senior Citizens							
080400	Alternative Document Delivery	0.00	500.00	0.00	500.00	0.00%	0.00
080401	DAIP Review	0.00	500.00	0.00	500.00	0.00%	0.00
Sub Total	Aged & Disabled - Senior Citizens Expense	0.00	1,000.00	0.00	1,000.00		
080450	Other Income - Aged and Disabled	0.00	0.00	0.00	0.00	0.00%	0.00
Sub Total	Aged & Disabled - Senior Citizens Income	0.00	0.00	0.00	0.00		
Other Welfare							
080600	Community Initiatives	12,888.63	30,650.00	8,097.00	20,000.00	(34.75%)	(10,650.00)
080601	Donations	11,879.03	13,350.00	7,350.00	13,350.00	0.00%	0.00
080644	Admin Allocation - Other Welfare	28,277.40	33,374.00	14,457.31	30,427.00	(8.83%)	(2,947.00)
Sub Total	Other Welfare Expense	53,045.06	77,374.00	29,904.31	63,777.00		
080650	Other Income - Other Welfare	0.00	0.00	0.00	0.00	0.00%	0.00
Sub Total	Other Welfare Income	0.00	0.00	0.00	0.00		
TOTAL	PROGRAM 8	53,045.06	78,374.00	29,904.31	64,777.00		

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PROGRAM 9	HOUSING						
Staff Housing							
090100	Staff Housing - Maintenance	56,330.93	66,609.00	32,223.78	66,609.00	0.00%	0.00
090122	(Profit)/Loss on Disposal of Assets	0.00	0.00	0.00	0.00	0.00%	0.00
090133	Depreciation - Staff Housing	32,201.64	32,424.00	21,835.36	32,424.00	0.00%	0.00
090144	Admin Allocation - Staff Housing	17,134.59	20,128.00	8,760.40	18,350.00	(8.83%)	(1,778.00)
090145	Staff Housing Costs Allocated to Works and Services	(29,344.46)	(39,427.00)	(9,085.18)	(39,427.00)	0.00%	0.00
Sub Total	Staff Housing Expense	76,322.70	79,734.00	53,734.36	77,956.00		
090150	Reimbursements and Charges - Staff Housing	(7,473.45)	(5,000.00)	(5,469.54)	(5,000.00)	0.00%	0.00
090151	Rent - 30A Dawson Street	0.00	0.00	0.00	0.00	0.00%	0.00
090152	Rent - 30B Dawson Street	(7,800.00)	(7,800.00)	(2,850.00)	(5,000.00)	(35.90%)	2,800.00
090153	Rent - 50 Dawson Street	0.00	0.00	0.00	0.00	0.00%	0.00
090154	Rent - 5 Short Street	(4,420.00)	(4,420.00)	(2,210.00)	(4,420.00)	0.00%	0.00
090155	Rent - 5 Wright Street	(3,900.00)	(5,200.00)	(5,200.00)	(5,200.00)	0.00%	0.00
090156	Other Charges - 6 Barnsley Street	(1,149.10)	(1,000.00)	(664.50)	(1,000.00)	0.00%	0.00
090157	Other Charges - 59 Smith Street	0.00	0.00	0.00	0.00	0.00%	0.00
Sub Total	Staff Housing Income	(24,742.55)	(23,420.00)	(16,394.04)	(20,620.00)		

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Other Housing							
090200	Hunt Road Village - Maintenance	20,294.98	35,631.00	14,240.27	35,631.00	0.00%	0.00
090201	49A Dawson St (ILU) - Maintenance	3,699.47	5,048.00	1,997.87	5,000.00	(0.95%)	(48.00)
090202	49B Dawson St (ILU) - Maintenance	3,175.50	11,867.00	2,234.40	5,000.00	(57.87%)	(6,867.00)
090203	Interest - Frail Aged Lodge - Loan 112	909.43	531.00	284.20	531.00	0.00%	0.00
090204	BBP Aged Housing - Maintenance	0.00	5,000.00	0.00	0.00	(100.00%)	(5,000.00)
090222	(Profit)/Loss on Disposal of Assets	0.00	0.00	0.00	0.00	0.00%	0.00
090233	Depreciation - Other Housing	82,273.86	94,869.00	64,522.00	94,869.00	0.00%	0.00
090244	Admin Allocation - Other Housing	15,873.13	24,429.00	10,587.72	22,271.00	(8.83%)	(2,158.00)
Sub Total	Other Housing Expense	126,226.37	177,375.00	93,866.46	163,302.00		
090250	Reimbursements and Charges - Other Housing	0.00	(1,305,849.00)	0.00	0.00	(100.00%)	1,305,849.00
090251	Rent - Hunt Road Village	(61,618.00)	(65,520.00)	(30,240.00)	(63,000.00)	(3.85%)	2,520.00
090252	Management Fee - ILUs	(3,432.00)	(3,120.00)	(1,680.00)	(3,120.00)	0.00%	0.00
090253	Lease For Life Draw Down - ILUs	(5,994.00)	(5,994.00)	(5,994.00)	(5,994.00)	0.00%	0.00
Sub Total	Other Housing Income	(71,044.00)	(1,380,483.00)	(37,914.00)	(72,114.00)		
TOTAL	PROGRAM 9	106,762.52	(1,146,794.00)	93,292.78	148,524.00		

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PROGRAM 10	COMMUNITY AMENITIES						
Sanitation - Household Refuse							
100100	Refuse Collection Service	50,034.94	50,000.00	27,707.48	50,000.00	0.00%	0.00
100101	Recycling Collection Service	46,851.31	50,000.00	26,687.81	50,000.00	0.00%	0.00
Sub Total	Sanitation - Household Refuse Expense	96,886.25	100,000.00	54,395.29	100,000.00		
100150	Charges - Refuse Collection	(114,658.43)	(120,270.00)	(119,785.00)	(119,785.00)	(0.40%)	485.00
100151	Charges - Recycling Collection	(50,879.00)	(52,700.00)	(52,360.00)	(52,360.00)	(0.65%)	340.00
Sub Total	Sanitation - Household Refuse Income	(165,537.43)	(172,970.00)	(172,145.00)	(172,145.00)		
Sanitation - Other							
100200	Council Street Bins and Kerbside Collection	41,919.31	38,737.00	15,535.81	38,737.00	0.00%	0.00
100201	Refuse Site - Maintenance	81,523.15	71,103.00	37,929.11	71,103.00	0.00%	0.00
100202	Bulk Recycling Bins	3,185.74	3,094.00	1,668.68	3,094.00	0.00%	0.00
100203	E-Waste Collection	8,000.00	8,000.00	8,000.00	8,000.00	0.00%	0.00
100233	Depreciation - Sanitation	1,963.71	1,757.00	1,122.31	1,757.00	0.00%	0.00
100244	Admin Allocation - Sanitation	6,097.05	7,225.00	3,117.18	6,587.00	(8.83%)	(638.00)
Sub Total	Sanitation - Other Expense	142,688.96	129,916.00	67,373.09	129,278.00		
100250	Charges - Refuse Site	(1,273.26)	(500.00)	(1,907.26)	(2,500.00)	400.00%	(2,000.00)
100251	Charges - Sullage Dumping	(3,500.00)	(3,000.00)	(2,040.91)	(3,000.00)	0.00%	0.00
Sub Total	Sanitation - Other Income	(4,773.26)	(3,500.00)	(3,948.17)	(5,500.00)		

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Urban Stormwater Drainage							
100400	Stormwater Drainage - Maintenance	751.49	28,579.00	0.00	28,579.00	0.00%	0.00
100401	Stormwater Collection Dams - Maintenance	9,013.35	12,689.00	885.08	5,000.00	(60.60%)	(7,689.00)
100402	Interest - Stormwater Collection Dams - Loan 119	4,035.21	3,208.00	1,655.82	3,208.00	0.00%	0.00
100433	Depreciation - Storm Water Collection Dams	5,672.16	4,760.00	3,040.47	4,760.00	0.00%	0.00
Sub Total	Urban Stormwater Drainage Expense	19,472.21	49,236.00	5,581.37	41,547.00		
100450	Grant - Misc - Drainage	0.00	0.00	0.00	0.00	0.00%	0.00
Sub Total	Urban Stormwater Drainage Income	0.00	0.00	0.00	0.00		
Protection Of Environment							
100500	Drum Muster	2,317.09	3,459.00	0.00	3,459.00	0.00%	0.00
100501	Environmental Services	2,059.20	15,000.00	0.00	0.00	(100.00%)	(15,000.00)
100544	Admin Allocation - Protection of Environment	4,940.65	5,849.00	2,525.97	5,332.00	(8.84%)	(517.00)
Sub Total	Protection Of Environment Expense	9,316.94	24,308.00	2,525.97	8,791.00		
100550	Reimbursements - Drum Muster	(2,310.40)	(3,459.00)	0.00	(3,459.00)	0.00%	0.00
Sub Total	Protection Of Environment Income	(2,310.40)	(3,459.00)	0.00	(3,459.00)		

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Town Planning & Regional Development							
100600	Planning Officer - Contract/Salary	70,998.20	105,418.00	48,286.34	105,418.00	0.00%	0.00
100601	Town Planning Scheme Review	25.45	5,500.00	0.00	5,500.00	0.00%	0.00
100602	Other Planning Expenses	6,537.42	9,000.00	2,539.90	9,000.00	0.00%	0.00
100644	Admin Allocation - Town Planning	18,291.01	77,414.00	33,590.39	70,577.00	(8.83%)	(6,837.00)
Sub Total	Town Planning & Regional Development Expense	95,852.08	197,332.00	84,416.63	190,495.00		
100650	Town Planning Service Fees	(11,217.66)	(7,500.00)	(7,400.53)	(10,000.00)	33.33%	(2,500.00)
Sub Total	Town Planning & Regional Development Income	(11,217.66)	(7,500.00)	(7,400.53)	(10,000.00)		
Other Community Amenities							
100700	Public Conveniences - Maintenance	37,663.40	52,715.00	20,151.24	52,715.00	0.00%	0.00
100701	Cemetery - Maintenance	66,614.60	52,881.00	9,865.46	52,881.00	0.00%	0.00
100744	Admin Allocation - Other Community Amenities	7,463.56	17,375.00	7,524.28	15,841.00	(8.83%)	(1,534.00)
Sub Total	Other Community Amenities Expense	111,741.56	122,971.00	37,540.98	121,437.00		
100750	Reservation Fees - Cemetery	(529.09)	(350.00)	(663.66)	(800.00)	128.57%	(450.00)
100751	Charges - Grave Digging	(19,268.77)	(10,000.00)	(7,159.11)	(10,000.00)	0.00%	0.00
100752	Charges - Niche Wall	(1,901.42)	(500.00)	(1,469.56)	(2,500.00)	400.00%	(2,000.00)
Sub Total	Other Community Amenities Income	(21,699.28)	(10,850.00)	(9,292.33)	(13,300.00)		
TOTAL	PROGRAM 10	270,419.97	425,484.00	59,047.30	387,144.00		

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PROGRAM 11	RECREATION AND CULTURE						
Public Halls & Civic Centres							
110100	Old School Building (CRC) - Maintenance	7,307.94	9,467.00	6,087.04	9,467.00	0.00%	0.00
110101	Halls - Maintenance	63,955.70	57,437.00	31,040.41	56,937.00	(0.87%)	(500.00)
110105	Old Fire Station (Men's Shed) - Maintenance	1,955.04	4,266.00	1,388.14	4,266.00	0.00%	0.00
110106	Cornerstone Community Centre - Maintenance	0.00	5,000.00	0.00	0.00	(100.00%)	(5,000.00)
110133	Depreciation - Public Halls and Civic Centres	51,628.53	62,926.00	57,657.58	62,926.00	0.00%	0.00
110144	Admin Allocation - Public Halls and Civic Centres	18,396.07	30,279.00	13,113.66	27,603.00	(8.84%)	(2,676.00)
Sub Total	Public Halls & Civic Centres Expense	143,243.28	169,375.00	109,286.83	161,199.00		
110150	Reimbursement and Charges - Public Halls	(19,840.50)	(12,250.00)	(2,792.59)	(15,000.00)	22.45%	(2,750.00)
110151	Reimbursement and Charges - Community Resource Centre	(7,069.81)	(7,180.00)	(4,269.08)	(7,180.00)	0.00%	0.00
110152	Grant - Misc - Public Halls and Civic Centres	0.00	(2,535,000.00)	(720,000.00)	(2,535,000.00)	0.00%	0.00
Sub Total	Public Halls & Civic Centres Income	(26,910.31)	(2,554,430.00)	(727,061.67)	(2,557,180.00)		
Swimming Areas and Beaches							
110200	Swimming Pool - Maintenance	141,312.28	117,870.00	70,922.09	117,870.00	0.00%	0.00
110201	Swimming Pool - Staff Housing Costs	6,421.75	9,161.00	(24.09)	9,161.00	0.00%	0.00
110233	Depreciation - Swimming Pool	21,718.09	1,326.00	26,158.72	1,326.00	0.00%	0.00
110244	Admin Allocation - Swimming Pool	20,393.34	40,255.00	17,466.98	36,700.00	(8.83%)	(3,555.00)
Sub Total	Swimming Areas and Beaches Expense	189,845.46	168,612.00	114,523.70	165,057.00		
110250	Swimming Pool Fees - Daily	(3,096.37)	(2,000.00)	(685.46)	(1,500.00)	(25.00%)	500.00
110251	Swimming Pool Fees - Season	(3,985.93)	(3,000.00)	(3,869.14)	(3,869.00)	28.97%	(869.00)
110252	Reimbursements and Charges - Swimming Pool	(2,088.67)	0.00	0.00	0.00	0.00%	0.00
110253	Grant - Misc - Swimming Pool	(55,000.00)	(32,000.00)	0.00	0.00	(100.00%)	32,000.00
Sub Total	Swimming Areas and Beaches Income	(64,170.97)	(37,000.00)	(4,554.60)	(5,369.00)		

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Other Recreation & Sport							
110300	Parks, Gardens and Reserves - Maintenance	92,858.59	140,848.00	43,926.37	120,848.00	(14.20%)	(20,000.00)
110301	Recreation Ground - Maintenance	116,106.72	159,630.00	82,071.93	159,630.00	0.00%	0.00
110302	Function and Recreation Centre - Maintenance	51,379.30	60,042.00	27,754.68	60,042.00	0.00%	0.00
110303	Gymnasium Equipment - Maintenance	723.41	1,000.00	200.30	1,000.00	0.00%	0.00
110304	Cropping Land Lease - Expense	10,430.27	15,000.00	7,275.00	15,000.00	0.00%	0.00
110305	Insurance Subsidy	4,058.00	3,515.00	3,515.00	3,515.00	0.00%	0.00
110306	Interest - Oval Water Supply - Loan 115	0.00	0.00	0.00	0.00	0.00%	0.00
110307	Interest - Bowling Club - Loan 117	5,664.87	4,754.00	2,389.62	4,754.00	0.00%	0.00
110308	Interest - Function and Rec Centre - Loan 118	47,833.35	26,011.00	23,089.32	26,011.00	0.00%	0.00
110309	Other Expenses - Other Recreation and Sport	5,007.94	0.00	611.55	1,000.00	0.00%	1,000.00
110322	(Profit)/Loss on Disposal of Assets	0.00	0.00	0.00	0.00	0.00%	0.00
110333	Depreciation - Other Recreation	126,208.17	80,334.00	93,628.79	80,334.00	0.00%	0.00
110344	Admin Allocation - Other Recreation	38,579.22	45,072.00	19,563.06	41,091.00	(8.83%)	(3,981.00)
Sub Total	Other Recreation & Sport Expense	498,849.84	536,206.00	304,025.62	513,225.00		
110350	Reimbursements and Charges - Other Recreation	(26,842.22)	(14,821.00)	(42,624.94)	(49,000.00)	230.61%	(34,179.00)
110351	Cropping Land Lease - Income	(52,850.00)	(52,850.00)	(21,710.00)	(52,850.00)	0.00%	0.00
110352	Membership Fees - Gym	(4,539.98)	(4,500.00)	(1,846.34)	(2,500.00)	(44.44%)	2,000.00
110353	Grant - Misc - Other Recreation	(12,000.00)	(27,834.00)	(27,834.00)	(27,834.00)	0.00%	0.00
110354	Leasehold Contribution (Non-Cash)	0.00	0.00	0.00	0.00	0.00%	0.00
Sub Total	Other Recreation & Sport Income	(96,232.20)	(100,005.00)	(94,015.28)	(132,184.00)		

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Libraries							
110500	Other Expenses - Library	3,514.79	3,400.00	698.53	2,200.00	(35.29%)	(1,200.00)
110501	Salaries, Wages and Super - Library	37,224.31	56,466.00	13,362.20	56,466.00	0.00%	0.00
110502	Depreciation - Library	0.00	0.00	0.00	0.00	0.00%	0.00
110503	Admin Allocation - Library	38,999.65	2,925.00	1,289.85	2,666.00	(8.85%)	(259.00)
Sub Total	Libraries Expense	79,738.75	62,791.00	15,350.58	61,332.00		
110550	Fees and Charges - Library	(695.50)	(400.00)	(410.90)	(500.00)	25.00%	(100.00)
Sub Total	Libraries Income	(695.50)	(400.00)	(410.90)	(500.00)		
Other Culture							
110600	Old Court House - Maintenance	21,584.99	24,338.00	10,747.58	24,338.00	0.00%	0.00
110601	Railway Station Gallery and Platform Theatre - Maintenance	11,271.63	12,919.00	7,537.06	12,919.00	0.00%	0.00
110633	Depreciation - Other Culture	38,075.49	32,565.00	33,652.14	32,565.00	0.00%	0.00
110644	Admin Allocation - Other Culture	31,220.78	36,471.00	15,800.88	33,250.00	(8.83%)	(3,221.00)
Sub Total	Other Culture Expense	102,152.89	106,293.00	67,737.66	103,072.00		
110650	Grants - Misc - Heritage Buildings	0.00	0.00	0.00	0.00	0.00%	0.00
Sub Total	Other Culture Income	0.00	0.00	0.00	0.00		
TOTAL	PROGRAM 11	825,821.24	(1,648,558.00)	(215,118.06)	(1,691,348.00)		

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PROGRAM 12	TRANSPORT						
Streets, Roads, Bridges & Depot Maintenance							
120200	Road - Maintenance	855,673.63	852,577.00	435,361.93	832,821.00	(2.32%)	(19,756.00)
120201	Bridge - Maintenance	20,719.65	78,075.00	42,280.41	78,075.00	0.00%	0.00
120202	Footpath - Maintenance	26,256.42	32,672.00	12,229.06	32,672.00	0.00%	0.00
120203	Depot - Maintenance	41,865.36	42,373.00	21,980.66	42,373.00	0.00%	0.00
120204	Street Lighting	20,477.99	30,000.00	11,365.77	25,000.00	(16.67%)	(5,000.00)
120205	Traffic Control Signs and Equipment	190.00	2,000.00	0.00	2,000.00	0.00%	0.00
120206	Road Inventory Control	5,955.20	42,350.00	13,222.14	28,000.00	(33.88%)	(14,350.00)
120222	(Profit)/Loss on Disposal of Assets - Transport	0.00	0.00	0.00	0.00	0.00%	0.00
120233	Depreciation - Transport	883,593.29	882,196.00	421,762.42	882,196.00	0.00%	0.00
120244	Admin Allocation - Transport	77,578.90	143,475.00	62,236.20	130,803.00	(8.83%)	(12,672.00)
120299	Loss on Revaluation of Non-Current Assets (Non-Cash)	2,561,024.69	0.00	0.00	0.00	0.00%	0.00
Sub Total	Streets, Roads, Bridges & Depot Mtnce Expense	4,493,335.13	2,105,718.00	1,020,438.59	2,053,940.00		
120250	Grant - MRWA - Direct Grant	(106,927.00)	(110,452.00)	(63,610.00)	(63,610.00)	(42.41%)	46,842.00
120251	Grant - MRWA - RRG	(337,439.18)	(337,872.00)	(135,149.00)	(337,872.00)	0.00%	0.00
120252	Grant - MRWA - Blackspot	0.00	(216,940.00)	(86,776.00)	(216,940.00)	0.00%	0.00
120253	Grant - Roads to Recovery	(501,688.00)	(4,307,942.00)	(45,046.00)	(431,942.00)	(89.97%)	3,876,000.00
120254	LGGC Grant - Roads	(707,815.00)	(213,476.00)	(106,759.50)	(213,519.00)	0.02%	(43.00)
120255	Grant - LGGC Special - Bridges	(219,000.00)	(342,000.00)	(46,000.00)	(342,000.00)	0.00%	0.00
120256	Reimbursements and Charges - Transport	(13,381.00)	(98,782.00)	(2,310.00)	(13,782.00)	(86.05%)	85,000.00
120257	WANDRRA - Natural Disaster Recovery Funding	0.00	(1,346,600.00)	(27,005.44)	(1,346,600.00)	0.00%	0.00
Sub Total	Streets, Roads, Bridges & Depot Mtnce Income	(1,886,250.18)	(6,974,064.00)	(512,655.94)	(2,966,265.00)		

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Traffic Control							
120500	Salaries, Wages and Super - Vehicle Licensing	38,169.86	56,466.00	13,359.81	56,466.00	0.00%	0.00
120501	Other Expenses - Vehicle Licensing	1,050.36	1,000.00	381.24	1,000.00	0.00%	0.00
120544	Admin Allocation - Vehicle Licensing	50,983.44	0.00	0.00	0.00	0.00%	0.00
Sub Total	Traffic Control Expense	90,203.66	57,466.00	13,741.05	57,466.00		
120550	Commissions - Vehicle Licensing	(34,904.12)	(35,000.00)	(16,254.59)	(35,000.00)	0.00%	0.00
Sub Total	Traffic Control Income	(34,904.12)	(35,000.00)	(16,254.59)	(35,000.00)		
Aerodromes							
120600	Aerodrome - Maintenance	13,972.89	20,802.00	7,068.86	13,302.00	(36.05%)	(7,500.00)
Sub Total	Aerodromes Expense	13,972.89	20,802.00	7,068.86	13,302.00		
120650	Charges - Aerodrome	(9,201.88)	(7,500.00)	(8,429.06)	(9,000.00)	20.00%	(1,500.00)
Sub Total	Aerodromes Income	(9,201.88)	(7,500.00)	(8,429.06)	(9,000.00)		
TOTAL	PROGRAM 12	2,667,155.50	(4,832,578.00)	503,908.91	(885,557.00)		

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PROGRAM 13	ECONOMIC SERVICES						
Rural Services							
130100	Noxious Weed and Vermin Control	3,868.39	17,489.00	837.65	17,489.00	0.00%	0.00
130144	Admin Allocation - Rural Services	0.00	0.00	0.00	0.00	0.00%	0.00
Sub Total	Rural Services Expense	3,868.39	17,489.00	837.65	17,489.00		
Nil							
Sub Total	Rural Services Income	0.00	0.00	0.00	0.00		
Tourism & Area Promotion							
130200	Tourism and Area Promotion Initiatives	35,000.83	36,750.00	21,664.68	36,750.00	0.00%	0.00
130201	Caravan Park - Maintenance	30,768.35	43,294.00	22,227.95	43,294.00	0.00%	0.00
130202	Interest - Caravan Park Upgrade - Ln 116	0.00	0.00	0.00	0.00	0.00%	0.00
130203	Aeronautical Museum - Maintenance	9,182.70	4,120.00	540.52	540.00	(86.89%)	(3,580.00)
130204	Dead Finish Museum - Maintenance	3,948.23	7,131.00	3,200.51	7,131.00	0.00%	0.00
130205	Avondale - Maintenance	4,296.58	77,958.00	9,541.80	57,958.00	(25.65%)	(20,000.00)
130206	Salaries, Wages and Super - Area Promotion	5,736.00	27,331.00	10,032.00	21,331.00	(21.95%)	(6,000.00)
130233	Depreciation - Area Promotion	7,218.81	7,120.00	4,286.70	7,120.00	0.00%	0.00
130244	Admin Allocation - Area Promotion	30,379.80	61,587.00	26,711.04	56,148.00	(8.83%)	(5,439.00)
Sub Total	Tourism & Area Promotion Expense	126,531.30	265,291.00	98,205.20	230,272.00		
130250	Charges - Caravan Park	(41,495.55)	(30,000.00)	(34,862.75)	(45,000.00)	50.00%	(15,000.00)
130251	Reimbursements and Charges	(35,780.87)	0.00	(3,316.40)	(3,600.00)	0.00%	(3,600.00)
Sub Total	Tourism & Area Promotion Income	(77,276.42)	(30,000.00)	(38,179.15)	(48,600.00)		

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Building Control							
130300	Other Expenses - Building Control	379.00	400.00	493.55	750.00	87.50%	350.00
130301	Building Surveyor - Contract/Salary	13,497.87	17,472.00	8,164.32	17,472.00	0.00%	0.00
130344	Admin Allocation - Building Control	18,291.01	34,406.00	14,941.00	31,368.00	(8.83%)	(3,038.00)
Sub Total	Building Control Expense	32,167.88	52,278.00	23,598.87	49,590.00		
130350	Building Fees - Building Permits	(11,398.19)	(6,000.00)	(5,971.22)	(8,000.00)	33.33%	(2,000.00)
130351	Building Fees - Occupancy	(140.00)	0.00	0.00	0.00	0.00%	0.00
130352	Building Fees -Septic Tanks	(2,360.00)	(1,500.00)	(1,868.00)	(2,500.00)	66.67%	(1,000.00)
130353	Commission - BCITF/BSL	(389.55)	(300.00)	(190.00)	(300.00)	0.00%	0.00
130354	Reimbursements and Charges	(63.64)	(100.00)	0.00	(100.00)	0.00%	0.00
Sub Total	Building Control Income	(14,351.38)	(7,900.00)	(8,029.22)	(10,900.00)		
Economic Development							
130400	Economic Development Initiatives	0.00	0.00	0.00	0.00	0.00%	0.00
130422	(Profit)/Loss on Disposal of Assets - Economic Development	0.00	0.00	159,328.20	159,328.00	0.00%	159,328.00
130444	Admin Allocation - Economic Development	23,231.49	27,525.00	11,931.14	25,094.00	(8.83%)	(2,431.00)
Sub Total	Economic Development Expense	23,231.49	27,525.00	171,259.34	184,422.00		
130450	Contributions - Business Community	0.00	0.00	0.00	0.00	0.00%	0.00
Sub Total	Economic Development Income	0.00	0.00	0.00	0.00		

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Public Standpipes							
130500	Public Standpipes - Maintenance	13,118.78	28,919.00	5,330.85	20,000.00	(30.84%)	(8,919.00)
130533	Depreciation - Public Standpipes	2,499.90	2,500.00	1,260.22	2,500.00	0.00%	0.00
130544	Admin Allocation - Public Standpipes	25,649.38	25,977.00	11,286.36	23,682.00	(8.83%)	(2,295.00)
Sub Total	Public Standpipes Expense	41,268.06	57,396.00	17,877.43	46,182.00		
130550	Charges - Public Standpipes	(11,000.85)	(23,600.00)	(3,743.36)	(7,500.00)	(68.22%)	16,100.00
Sub Total	Public Standpipes Income	(11,000.85)	(23,600.00)	(3,743.36)	(7,500.00)		
Other Economic Services							
130600	Beverley Blarney Production Expenses	20,591.11	18,000.00	11,986.54	20,000.00	11.11%	2,000.00
130644	Admin Allocation - Other Economic Services	48,040.03	56,598.00	24,561.27	51,600.00	(8.83%)	(4,998.00)
Sub Total	Other Economic Services Expense	68,631.14	74,598.00	36,547.81	71,600.00		
130650	Advertising Sales - Beverley Blarney	(27,610.26)	(20,000.00)	(18,942.71)	(22,000.00)	10.00%	(2,000.00)
Sub Total	Other Economic Services Income	(27,610.26)	(20,000.00)	(18,942.71)	(22,000.00)		
TOTAL	PROGRAM 13	165,459.35	413,077.00	279,431.86	510,555.00		

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PROGRAM 14	OTHER PROPERTY AND SERVICES						
Private Works							
140150	Profit on Private Works	(907.54)	(2,011.00)	(8,148.71)	(2,011.00)	0.00%	0.00
Sub Total	Private Works	(907.54)	(2,011.00)	(8,148.71)	(2,011.00)		
Public Works Overheads							
140200	Superannuation - Works	76,584.98	88,373.00	37,362.81	88,373.00	0.00%	0.00
140201	Leave Expense - Works	187,323.11	174,633.00	79,114.39	174,633.00	0.00%	0.00
140202	Service Pay and Industry Allowance	39,952.93	48,805.00	19,812.42	48,805.00	0.00%	0.00
140203	Insurance - Works	37,386.60	34,413.00	35,674.82	35,675.00	3.67%	1,262.00
140204	MOW and Other Salaries	79,700.36	70,197.00	37,626.72	70,197.00	0.00%	0.00
140205	Staff Training - Works	11,004.44	12,500.00	15,260.83	12,500.00	0.00%	0.00
140206	Protective Clothing	7,324.99	12,500.00	1,770.22	12,500.00	0.00%	0.00
140207	Occupational Health and Safety	12,937.38	13,604.00	6,231.09	13,604.00	0.00%	0.00
140208	Fringe Benefits Tax - Works	0.00	0.00	0.00	0.00	0.00%	0.00
140209	Other Expenses - Works	10,433.42	20,266.00	3,805.44	20,266.00	0.00%	0.00
140210	Minor Plant Costs	0.00	7,500.00	180.00	1,000.00	(86.67%)	(6,500.00)
140244	Admin Allocation - Works	69,379.56	112,680.00	48,907.53	102,729.00	(8.83%)	(9,951.00)
140255	Public Works Overheads Allocated to Works	(532,027.77)	(595,471.00)	(290,145.12)	(580,282.00)	(2.55%)	15,189.00
Sub Total	Public Works Overheads	0.00	0.00	(4,398.85)	0.00		

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Plant Operation Costs							
140300	Insurance - Plant	13,958.83	15,438.00	15,438.00	15,438.00	0.00%	0.00
140301	Fuel and Oils	131,483.05	140,000.00	67,944.39	140,000.00	0.00%	0.00
140302	Tyres and Tubes	23,269.10	25,000.00	1,620.91	25,000.00	0.00%	0.00
140303	Parts and Repairs	67,638.48	90,000.00	43,875.19	90,000.00	0.00%	0.00
140304	Internal Repair Wages	72,275.62	74,947.00	41,342.53	74,947.00	0.00%	0.00
140305	Licences - Plant	22,701.00	9,700.00	358.67	9,700.00	0.00%	0.00
140322	(Profit)/Loss on Disposal of Assets - POC	5,920.05	(2,000.00)	(4,673.20)	(4,673.00)	133.65%	(2,673.00)
140333	Depreciation - Plant	296,007.76	318,521.00	143,882.18	318,521.00	0.00%	0.00
140344	Admin Allocation - POC	35,005.13	21,499.00	9,351.56	19,605.00	(8.81%)	(1,894.00)
140355	Plant Operation Costs Allocated to Works	(668,259.02)	(693,105.00)	(255,866.70)	(688,538.00)	(0.66%)	4,567.00
Sub Total	Plant Operation Costs	0.00	0.00	63,273.53	0.00		
Stock Fuels & Oils							
140400	Purchase of Stock Materials	0.00	0.00	0.00	0.00	0.00%	0.00
140401	Stock Allocated to Works and Plant	0.00	0.00	0.00	0.00	0.00%	0.00
140402	Fuel Rebate Calculation - Consultant	3,093.10	2,500.00	1,558.70	2,500.00	0.00%	0.00
Sub Total	Stock Fuels & Oils Expense	3,093.10	2,500.00	1,558.70	2,500.00		
140450	Fuel Rebate	(30,394.00)	(25,000.00)	(15,526.00)	(25,000.00)	0.00%	0.00
140451	Sale of Stock	0.00	0.00	0.00	0.00	0.00%	0.00
Sub Total	Stock Fuels & Oils Income	(30,394.00)	(25,000.00)	(15,526.00)	(25,000.00)		

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Salaries & Wages							
140600	Gross Salaries and Wages	1,882,002.35	2,040,082.00	938,006.85	2,040,082.00	0.00%	0.00
140601	Less Salaries and Wages Allocated	(1,882,002.35)	(2,040,082.00)	(938,006.85)	(2,040,082.00)	0.00%	0.00
Sub Total	Salaries & Wages	0.00	0.00	0.00	0.00		
Unclassified							
140701	Community Bus - Maintenance	16,007.42	5,841.00	6,985.38	10,000.00	71.20%	4,159.00
140702	Other Expense - Unclassified	16.68	100.00	0.04	100.00	0.00%	0.00
140703	Unallocated Wages	0.00	185.00	0.00	0.00	(100.00%)	(185.00)
140704	Workers Compensation Expense	29,215.41	9,000.00	3,480.24	9,000.00	0.00%	0.00
Sub Total	Unclassified Expense	45,239.51	15,126.00	10,465.66	19,100.00		
140750	Charges - Community Bus	(7,111.76)	(7,000.00)	(3,093.82)	(7,000.00)	0.00%	0.00
140751	Reimbursement and Charges - Unclassified	(30,494.88)	(11,000.00)	(15,631.23)	(24,400.00)	121.82%	(13,400.00)
140752	Sale of Scrap	(272.73)	(100.00)	0.00	(100.00)	0.00%	0.00
140753	Payroll Deductions	(100.00)	0.00	0.00	0.00	0.00%	0.00
Sub Total	Unclassified Income	(37,979.37)	(18,100.00)	(18,725.05)	(31,500.00)		
TOTAL	PROGRAM 14	(20,948.30)	(27,485.00)	28,499.28	(36,911.00)		
TOTAL	OPERATING	1,008,433.99	(9,132,693.00)	(1,868,607.54)	(3,918,730.00)		

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CAPITAL EXPENDITURE							
Land and Buildings							
LB1601	Beverley Cornerstone Community Centre (Capital)		4,000,000.00	750,598.43	3,350,000.00	(16.25%)	(650,000.00)
LB1704	Recreation Ground - Car Park Lighting (Capital)		10,000.00	8,139.40	8,139.00	(18.61%)	(1,861.00)
LB1708	Hunt Rd - Vampire Jet Shelter & Interpretive Signage (Capital)		58,094.00	32,325.83	58,094.00	0.00%	0.00
LB1709	Town Hall - Outside Public Toilet Refurbishment (Capital)		7,500.00	5,361.87	8,000.00	6.67%	500.00
LB1710	Medical Practice - Seal Outdoor Wait Room (Capital)		7,500.00	7,581.23	7,500.00	0.00%	0.00
LB1711	Cemetery - Niche Wall Extension (Capital)		3,000.00	2,280.00	2,280.00	(24.00%)	(720.00)
LB1718	Anglo Estate - Land Purchase (Capital)		0.00	2,195.85	2,196.00	0.00%	2,196.00
LB1801	Land Purchase - BBP Project Year 3		150,000.00	0.00	0.00	(100.00%)	(150,000.00)
LBN1801	BBP Aged Housing Project - Year 1 (inc Cont.)		2,027,000.00	0.00	0.00	(100.00%)	(2,027,000.00)
LBN1802	Hunt Road Village - Unit Refurbishment		20,000.00	28,977.65	40,000.00	100.00%	20,000.00
LBN1803	Hunt Road Village - Asbestos Fence Renewal		20,000.00	23,722.59	20,000.00	0.00%	0.00
LBN1804	Admin Office - LED Lighting Conversion		6,000.00	6,750.00	6,750.00	12.50%	750.00
LBN1805	Admin Office - Solar Power		25,000.00	25,420.92	25,421.00	1.68%	421.00
LBN1806	6 Barnsley Street - Reticulation Renewal		3,000.00	3,000.00	3,000.00	0.00%	0.00
LBN1807	6 Barnsley Street - Retaining Wall Renewal		4,500.00	3,788.78	3,789.00	(15.80%)	(711.00)
LBN1808	58 John Street - 2 x Split System Air Conditioners		5,000.00	2,909.09	2,909.00	(41.82%)	(2,091.00)
LBS1801	Old Court House - Roof Resheet		60,000.00	0.00	0.00	(100.00%)	(60,000.00)
LBS1802	Swimming Pool - Paint Bowl		40,000.00	49,700.00	65,000.00	62.50%	25,000.00
LBS1803	Bus Stop - Lighting		5,000.00	3,133.53	3,134.00	(37.32%)	(1,866.00)
LBS1804	Caravan Park - Campers Kitchen Light Pole		3,000.00	2,400.00	2,400.00	(20.00%)	(600.00)
LBS1805	Town Hall - Air Conditioning Service Walkway		15,000.00	15,200.63	15,201.00	1.34%	201.00
LBS1806	Depot - Emergency Shower		5,000.00	0.00	5,000.00	0.00%	0.00
LBS1807	Depot - Crib Room Refurbishment		10,000.00	9,111.04	10,000.00	0.00%	0.00
LBS1808	Town Hall - Kitchen Refurbishment		50,000.00	0.00	0.00	(100.00%)	(50,000.00)
Sub Total	Land and Buildings	0.00	6,534,594.00	982,596.84	3,638,813.00		
Plant and Equipment							
VP1707	BE029 John Deere 670G Grader (Capital)		324,000.00	324,000.00	324,000.00	0.00%	0.00
VP1801	CEO Vehicle		60,000.00	54,274.27	54,274.00	(9.54%)	(5,726.00)
VP1802	BRMPC Vehicle		60,000.00	54,990.90	54,991.00	(8.35%)	(5,009.00)
VP1803	Cherry Picker		65,000.00	0.00	65,000.00	0.00%	0.00
VP1804	Verti Mower		22,000.00	22,000.00	22,000.00	0.00%	0.00
VP1805	Swimming Pool - Automatic Pool Cleaner		0.00	2,100.00	2,100.00	0.00%	2,100.00
VP1806	Machinery Hoist		0.00	0.00	9,200.00	0.00%	9,200.00
Sub Total	Plant and Equipment	0.00	531,000.00	457,365.17	531,565.00		

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Account Number Job Number	Account Description Job Description	Actual 2016/17	Budget 2017/18	YTD Actual 2017/18	Forecast Actual	Variance %	Variance \$
Furniture and Equipment							
OF1801	Admin - Computer Equipment Renewal inc. Server		33,000.00	2,427.27	33,000.00	0.00%	0.00
OF1802	Med Centre - Medical Equipment/Office Hardware		10,000.00	0.00	10,000.00	0.00%	0.00
OF1803	Gym - Dumbbells & Rack		2,500.00	2,500.00	2,500.00	0.00%	0.00
OF1804	Admin - Property File Compactus		5,000.00	0.00	5,000.00	0.00%	0.00
Sub Total	Plant and Equipment	0.00	50,500.00	4,927.27	50,500.00		
Infrastructure - Roads							
RRG1801	Westdale Road - Reconstruct & Seal (SLK: 24.65-26.30)		105,160.00	128,676.91	130,000.00	23.62%	24,840.00
RRG1802	Westdale Road - 2nd Seal (SLK: 0.85-2.45 & 22.70-24.65)		102,950.00	0.00	102,950.00	0.00%	0.00
RRG1803	Mawson Road - Widen & Seal (SLK: 0.00-2.77)		298,698.00	95.30	298,698.00	0.00%	0.00
RTR1801	York Williams Road - 2nd Seal (SLK: 23.71-27.90)		102,655.00	0.00	102,655.00	0.00%	0.00
RTR1802	Waterhatch Road - Widen & Seal (SLK: 0.00-1.87)		62,103.00	220.59	244,137.00	293.12%	182,034.00
RTR1803	Top Beverley Road - Widen & Seal (SLK: 0.00-2.00)		195,827.00	108,031.82	250,917.00	28.13%	55,090.00
RTR1804	TBC		237,124.00	0.00	0.00	(100.00%)	(237,124.00)
BSP1801	Top Beverley Road - Improve Corners (SLK: 1.34-1.84 & 2.57-3.87)		216,940.00	0.00	216,940.00	0.00%	0.00
AGRN743	2017 WANDRRA Disaster Reinstatement Works		1,500,000.00	17,360.60	1,500,000.00	0.00%	0.00
MUN1701	Morbining Road - Reconstruct Shoulders (SLK: 9.00-11.50) (Capital)		129,477.00	0.00	129,477.00	0.00%	0.00
MUN1801	Morbining Road - Construct & Seal (SLK: 23.39-25.30)		86,891.00	92.24	86,891.00	0.00%	0.00
MUN1703	Nicholas Street - Construct & Seal (Capital)		73,546.00	56,549.18	73,546.00	0.00%	0.00
MUN1802	Nicholas Street - 2nd Seal		19,338.00	1,724.90	19,338.00	0.00%	0.00
MUN1803	Railway Street - 2nd Seal		8,085.00	1,081.98	8,085.00	0.00%	0.00
MUN1804	Grigson Street - 2nd Seal		6,510.00	0.00	6,510.00	0.00%	0.00
MUN1805	Maitland Road - Gravel Sheet (SLK: 7.52-8.52)		40,422.00	0.00	40,422.00	0.00%	0.00
MUN1806	Dale Bin North Road - Gravel Sheet (SLK: 1.80-3.60)		75,043.00	3,903.06	75,043.00	0.00%	0.00
MUN1807	Kokendin Road - Gravel Sheet (SLK: 8.00-11.00)		89,897.00	0.00	89,897.00	0.00%	0.00
MUN1808	Dongadilling Road - Gravel Sheet (SLK: 4.11-5.00)		30,367.00	0.00	30,367.00	0.00%	0.00
MUN1809	Mawson Road - Culvert Removal		11,627.00	1,011.60	11,627.00	0.00%	0.00
MUN1810	Johnsons Road - Culvert Replacement		61,865.00	0.00	61,865.00	0.00%	0.00
MUN1811	Butterworth Road - Construct (between Beringer & Ewert Rd)		60,000.00	698.78	0.00	(100.00%)	(60,000.00)
MUN1812	Taylor Street - River Crossing		131,352.00	0.00	131,352.00	0.00%	0.00
MUN1813	Kokeby East Road - Widen Shoulders		54,638.00	124,247.97	124,248.00	127.40%	69,610.00
Sub Total	Infrastructure - Roads	0.00	3,700,515.00	443,694.93	3,734,965.00		

**SHIRE OF BEVERLEY
BUDGET REVIEW WORKINGS
2017-18**

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Account Number Job Number	Account Description Job Description	Actual 2016/17	Budget 2017/18	YTD Actual 2017/18	Forecast Actual	Variance %	Variance \$
Infrastructure - Bridges							
BC1702	Bremner Road - Bridge# 4739 (Capital)		204,000.00	0.00	204,000.00	0.00%	0.00
BC1801	Bremner Road - Bridge# 3206		138,000.00	1,740.00	138,000.00	0.00%	0.00
BC1802	Vincent Street - Bridge# 0729		3,876,000.00	0.00	0.00	(100.00%)	(3,876,000.00)
Sub Total	Infrastructure - Bridges	0.00	4,218,000.00	1,740.00	342,000.00		
Infrastructure - Footpaths							
FC1801	Footpath Renewal - 2017/18		100,000.00	71,828.89	100,000.00	0.00%	0.00
FC1802	Walk Trail		25,000.00	0.00	0.00	(100.00%)	(25,000.00)
Sub Total	Infrastructure - Footpaths	0.00	125,000.00	71,828.89	100,000.00		
Infrastructure - Drainage							
0	Nil		0.00	0.00	0.00	0.00%	0.00
Sub Total	Infrastructure - Drainage	0.00	0.00	0.00	0.00		
Loan Liability - Principal Repayments							
Loan 112 - Frail Aged Lodge			6,119.00				
Loan 117 - Bowling Greens (SSL)			14,411.00				
Loan 118 - Recreation Centre			19,347.00				
Loan 119 - Storm Water Dams			29,332.00				
Sub Total	Loan Liability - Principal Repayments	0.00	69,209.00	44,040.97	69,209.00		
TOTAL	CAPITAL EXPENDITURE	0.00	15,228,818.00	2,006,194.07	8,467,052.00		
CAPITAL INCOME							
Self Supporting Loan - Principal Income			(14,411.00)	(7,096.42)	(14,411.00)	0.00%	0.00
New Loan Raised - Principal Income			(1,521,151.00)	0.00	(800,000.00)	(47.41%)	721,151.00
TOTAL	CAPITAL INCOME		(1,535,562.00)	(7,096.42)	(814,411.00)		

**SHIRE OF BEVERLEY
BUDGET REVIEW WORKINGS
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Account Number Job Number	Account Description Job Description	Actual 2016/17	Budget 2017/18	YTD Actual 2017/18	Forecast Actual	Variance %	Variance \$
TRANSFER TO RESERVES				28,875.85	385,480.00	(1.70%)	(6,679.00)
	Annual Leave Reserve		3,377.00				
	Avon River Development Reserve		0.00				
	Building Reserve		10,458.00				
	Community Bus Reserve		1,988.00				
	Cropping Committee Reserve		47,691.00				
	Emergency Services Reserve		3,125.00				
	LSL and Gratuity Reserve		2,579.00				
	Office Equipment Reserve		0.00				
	Plant Replacement Reserve		265,473.00				
	Recreation Ground Reserve		15,130.00				
	Road Construction Reserve		9,511.00				
	Airfield Emergency Lighting Reserve		969.00				
	Senior's Housing Reserve		31,858.00				
TOTAL	TRANSFER TO RESERVES	0.00	392,159.00	28,875.85	385,480.00		
TRANSFER (FROM) RESERVES				0.00	(128,448.00)	(83.59%)	654,159.00
	Annual Leave Reserve		0.00				
	Avon River Development Reserve		(24,159.00)				
	Building Reserve		(335,000.00)				
	Community Bus Reserve		0.00				
	Cropping Committee Reserve		(350,000.00)				
	Emergency Services Reserve		0.00				
	LSL and Gratuity Reserve		(32,608.00)				
	Office Equipment Reserve		(20,840.00)				
	Plant Replacement Reserve		0.00				
	Recreation Ground Reserve		0.00				
	Road Construction Reserve		0.00				
	Airfield Emergency Lighting Reserve		0.00				
	Senior's Housing Reserve		(20,000.00)				
TOTAL	TRANSFER (FROM) RESERVES	0.00	(782,607.00)	0.00	(128,448.00)		

**SHIRE OF BEVERLEY
BUDGET REVIEW WORKINGS
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Account Number Job Number	Account Description Job Description	Actual 2016/17	Budget 2017/18	YTD Actual 2017/18	Forecast Actual	Variance %	Variance \$
ADJUSTMENTS							
	Depreciation Written Back		(1,691,589.00)	(932,089.93)	(1,691,589.00)	0.00%	0.00
	Movement in Leave Reserve Cash Balances		0.00	(2,893.64)	0.00	0.00%	0.00
	Movement in Non-Current Loan Repayments		0.00	0.00	0.00	0.00%	0.00
	Movement in Non-Current SSL Income		0.00	0.00	0.00	0.00%	0.00
	Movement in Non-Current LSL Provision		0.00	0.00	0.00	0.00%	0.00
	Movement in Non-Current Deferred Pensioner Rates		0.00	0.00	0.00	0.00%	0.00
	Profit/(Loss) on Asset Disposal Written Back		4,000.00	(155,728.45)	(155,728.00)	(3993.20%)	(159,728.00)
	Loss on Revaluation of Non-Current Assets		0.00	0.00	0.00	0.00%	0.00
	Proceeds from Sale of Assets		(211,000.00)	(211,636.36)	(213,000.00)	0.95%	(2,000.00)
	Rounding		0.00	0.00	0.00	0.00%	0.00
TOTAL	ADJUSTMENTS	0.00	(1,898,589.00)	(1,302,348.38)	(2,060,317.00)		
(SURPLUS)/DEFICIT							
	Carried Forward (Surplus)/Deficit		(2,271,526.00)	(2,271,526.49)	(2,271,526.00)	0.00%	0.00
TOTAL	(SURPLUS)/DEFICIT		(2,271,526.00)	(2,271,526.49)	(2,271,526.00)		
BALANCE			0.00	(3,414,508.91)	(340,900.00)		