



## SHIRE OF BEVERLEY NOTICE OF MEETING

Notice is hereby given that the next Ordinary Meeting of Council will be held in the Council Chambers, 136 Vincent Street Beverley, on Tuesday 27 November 2018. Please arrive by 2:50pm to attend public question time or listen to the meeting.

### Program

3.00pm – 5.00pm                      Ordinary Meeting

A handwritten signature in black ink, appearing to read "S. Gollan", written over a horizontal line.

Stephen Gollan  
Chief Executive Officer

23 November 2018

### **DISCLAIMER**

*The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Beverley warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Beverley for any act, omission or statement or intimation occurring during a Council meeting.*



**27 November 2018**

**ORDINARY MEETING**

**AGENDA**

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## **1. OPENING**

The Chairperson to declare the meeting open.

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

### **2.1 Members Present**

Cr DJ Ridgway            Shire 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  
Mr SK Marshall        Deputy Chief Executive Officer  
Mrs A Lewis            Executive Assistant

### **2.3 Observers and Visitors**

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

### **2.5 Condolences**

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

DONCON	Kenneth Hubert	02 November 2018
HILL	Susan Catherine	07 November 2018
FOWLER	Lloyd Blakiston	08 November 2018
CASBOLT	Ronald David	November 2018

## **3. DECLARATIONS OF INTEREST**

### **3.1 Cr Pepper – Item 8.1**

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

Nil

## **5. PUBLIC QUESTION TIME**

## **6. APPLICATIONS FOR LEAVE OF ABSENCE**

**7. CONFIRMATION OF MINUTES**

**7.1 Minutes of The Ordinary Council Meeting Held 23 October 2018**

**OFFICER'S RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held Tuesday 23 October 2018 be confirmed.

## **7.2 Minutes of The Annual Electors Meeting Held 15 November 2018**

### **OFFICER'S RECOMMENDATION**

That the Minutes of the Annual Electors Meeting held Thursday 15 November 2018 be received.

(Under separate cover)

## **8. TECHNICAL SERVICES**

### **8.1 Tender – RFT 03/1819 Cherry Picker**

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**SUBMISSION TO:** Ordinary Council Meeting 27 November 2018  
**REPORT DATE:** 19 November 2018  
**APPLICANT:** Various  
**FILE REFERENCE:** ADM  
**AUTHOR:** S.P. Vincent, Manager of Works  
**ATTACHMENTS:** Nil

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#### **SUMMARY**

Council to consider tender applications for the disposal of a 1998 Cherry Picker Registration 1TQF 708.

#### **BACKGROUND**

During the 17/18 financial year Council chose not to keep the 1998 Cherry Picker as it was due for inspection and required a significant amount work. Council purchased a new cherry picker in September 2018. Proceeds from the disposal of the picker will remain with the Shire of Beverley.

The tender was advertised from 1 November 2018 on the Shire of Beverley website and the Beverley Blarney. Tenders closed on Friday 16 November 2018.

At the close of Tenders, three (3) applications were received. Tenders were opened in the presence of CEO, Stephen Gollan; Manager of Works, Stephen Vincent and Customer Service Officer, Rochelle Prime.

#### **COMMENT**

The following tenders were received:

<b>Name or Company</b>	<b>Tendered Amount inc GST</b>
Chris Pepper	3,500.00
Pickles Auctions	3,000.00
George Wright	1,000.00

#### **STATUTORY ENVIRONMENT**

*Local Government Act 1995* Section 3.58 Disposing of property

- (1) In this section —
  - dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not;
  - property** includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
  - (a) the highest bidder at public auction; or

- (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
  - (a) it gives local public notice of the proposed disposition —
    - (i) describing the property concerned; and
    - (ii) giving details of the proposed disposition; and
    - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;
  - and
  - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

**FINANCIAL IMPLICATIONS**

\$3,500.00 sale proceeds

**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Purchasing and Procurement: Policy No AF007

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION**

That the tender for the purchase of the 1998 Cherry Picker, registration 1TQF 708, by Chris Pepper for the price of \$3,500.00 incl GST be accepted.



## **9. PLANNING SERVICES**

### **9.1 Development Application – Home Business – Hairdresser & Office – 123 (Lot 1788) Hill Road**

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**SUBMISSION TO:** Ordinary Council Meeting 27 November 2018  
**REPORT DATE:** 6 November 2018  
**APPLICANT:** Theresa Hill  
**FILE REFERENCE:** HIL 51522  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Locality maps, Site Plan, Submission Letter, Transportable Studio Drawings

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#### **SUMMARY**

An application for planning approval has been received for a Home Business – (Hairdresser & Office) on 123 (Lot 1788) Hill Road, Beverley. It will be recommended the application be approved.

#### **BACKGROUND**

The subject site is located at 123 (Lot 1788) Hill Road, Beverley, is 80.9ha in extent and zoned *Farming* in terms of the Shire of Beverley Town Planning Scheme No. 2 (TPS2). It contains an existing single dwelling and outbuildings.

The applicant proposes to conduct a Home Business (Hairdresser & Office) from a new Transportable Building to be placed on the property. Please refer to the attached application documentation and plans attached hereto.

#### **COMMENT**

The proposal is to conduct a Home Business from a new transportable building – measuring 3.75m x 7.2m in extent (27m<sup>2</sup>).

The closest definition in TPS2 to the proposed Home Business land use is *Home Occupation*. This is defined as follows:

*Home Occupation: means a business or activity carried on with the written permission of the Council within a dwelling or the curtilage of a dwelling by a person resident therein or within a domestic outbuilding by a person resident in the dwelling house to which it is appurtenant.*

The proposed use is an AA use in the *Farming* Zone in terms of Zoning Table 1 of TPS2 which means that Council may, at its discretion, permit the use.

The proposed use is regarded as a *Home Business* in terms of the *Shire of Beverley Draft Local Planning Scheme No. 3 (DLPS3)* and is a 'D' use in the *Rural* Zone in Zoning Table 3 which means *'that the use is not permitted unless the local government has exercised its discretion by granting development approval'*.

*Home Business* is defined as follows in DLPS3:

*'means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession —*  
*(a) does not involve employing more than 2 people who are not*

*members of the occupier's household; and*  
*(b) will not cause injury to or adversely affect the amenity of the neighbourhood; and*  
*(c) does not occupy an area greater than 50 m<sup>2</sup>; and*  
*(d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and*  
*(e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and*  
*(f) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and*  
*(g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located'.*

Seeing that the *Draft Local Planning Scheme No. 3* is regarded as a *properly considered document* and is about to be Gazetted, Council needs to take this into consideration when considering this application.

It is considered that the proposal accords with the aims of both the existing TPS2 and DLPS3. It is not considered that the proposed use will have a negative effect on the amenity of the surrounds and will be recommended for approval.

#### **CONSULTATION**

No consultation was required by LPS2/DLPS3 or deemed required.

#### **STATUTORY ENVIRONMENT**

The application may be considered under the Shire of Beverley's Town Planning Scheme No. 2.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this application.

#### **STRATEGIC IMPLICATIONS**

There are no strategic implications relative to this application.

#### **POLICY IMPLICATIONS**

There are no policy implications relative to this application.

#### **VOTING REQUIREMENT**

Simple Majority

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

That Council resolve to grant planning approval for a Home Business – Hairdresser & Office at 123 (Lot 1788) Hill Road, Beverley, subject to the following conditions and advice notes:

**Conditions:**

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
2. Suitable arrangements are to be made for connection to a potable water supply and sewerage disposal system prior to occupation.

**Advice Notes:**

- Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- Note 4: The applicant is advised a building permit is required prior to commencement of any building works.
- Note 5: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

Attachment 9.1

Locality Map - 123 (Lot 1) Hill Road



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Please refer to original documentation for all legal purposes.

Attachment 9.1

17.9.2018

My plan is to work Tuesday, Wednesday and some Saturdays doing hairdressing, about 15 hours a week and would hope 6-10 clients a day. The products that I will use be Natural Look-ammoniafree colour. Will also use my room for making cleaning products to remove chemicals from our home using young living essential oils. With my new business I will need my own office space.

Regards  
Therésa Hill  
0428884507



Attachment 9.1

123 HILL RD  
BEVERLEY

HILL ROAD

REFER TO SITE PLAN

PROJECT ADDRESS:  
123 HILL ROAD, BEVERLEY

CERTIFICATE NUMBER:  
111018879

CERTIFICATE DATE:  
13/10/2018

ASSESSOR NAME:  
Dana Pappin

ASSESSOR SIGNATURE:  
*Dana Pappin*

thermarate

**HOUSE ENERGY RATING**

Energy assessment compliance outcomes

**COMPLIES**

Calculated seasonal thermal performance levels:

	Proposed	Reference
Heating (MJ/m <sup>2</sup> /yr)	44.7	45.1
Cooling (MJ/m <sup>2</sup> /yr)	187.1	224.1

www.thermarate.com.au

VO	DATE	DWN	CHK
DWGS	18/09/18	JVD	JVD

CLIENT:  
**WA & E HILL**

SITE ADDRESS:  
**123 HILL ROAD  
BEVERLEY  
SHIRE OF BEVERLEY**

REFER TO ENGINEER FOR SPECIFICATIONS AND DETAILS

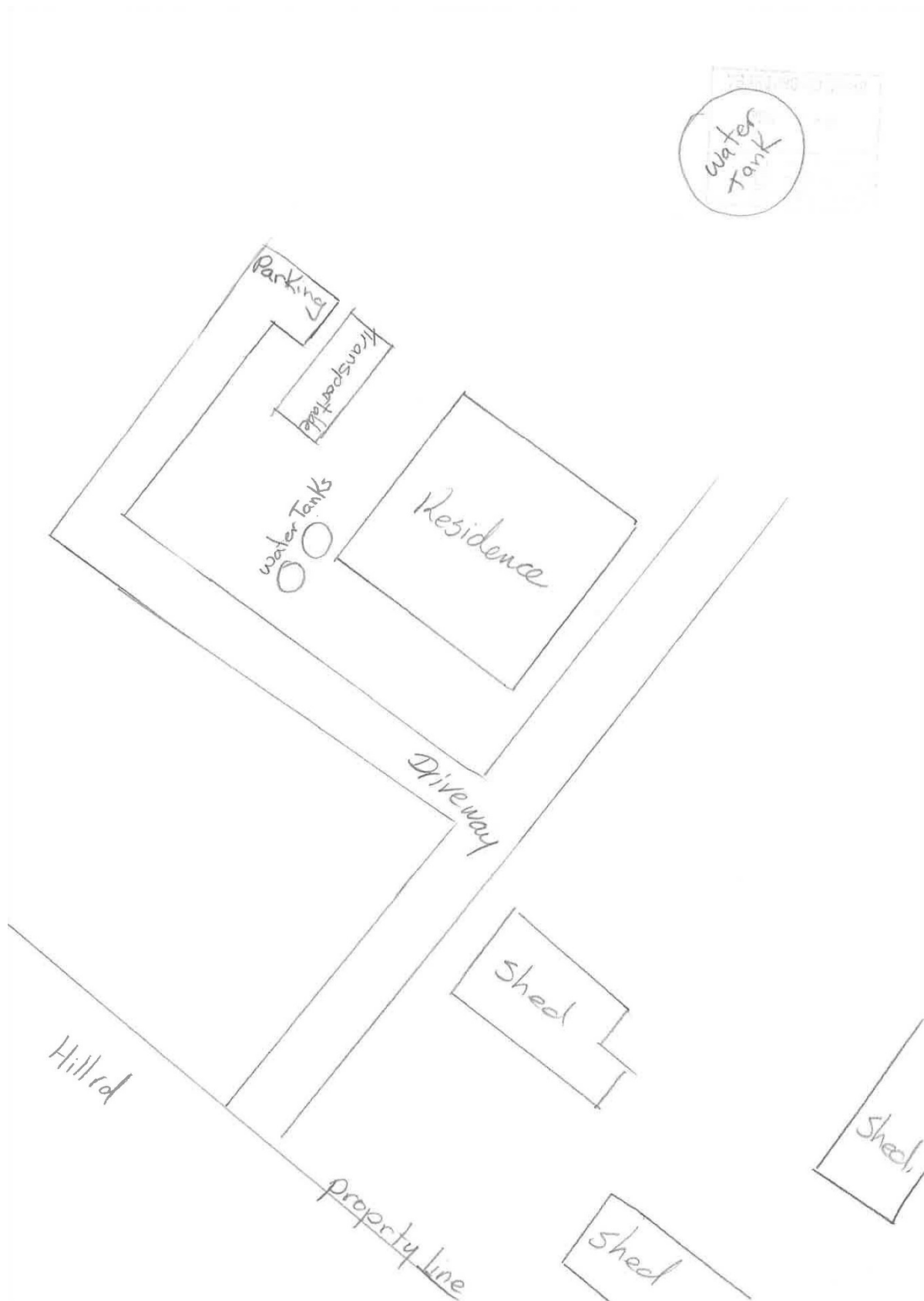
DWG **LOCATION PLAN**

SCALE **NTS**

JOB **178**

SHT No **4 OF 5** REV **A**

Attachment 9.1



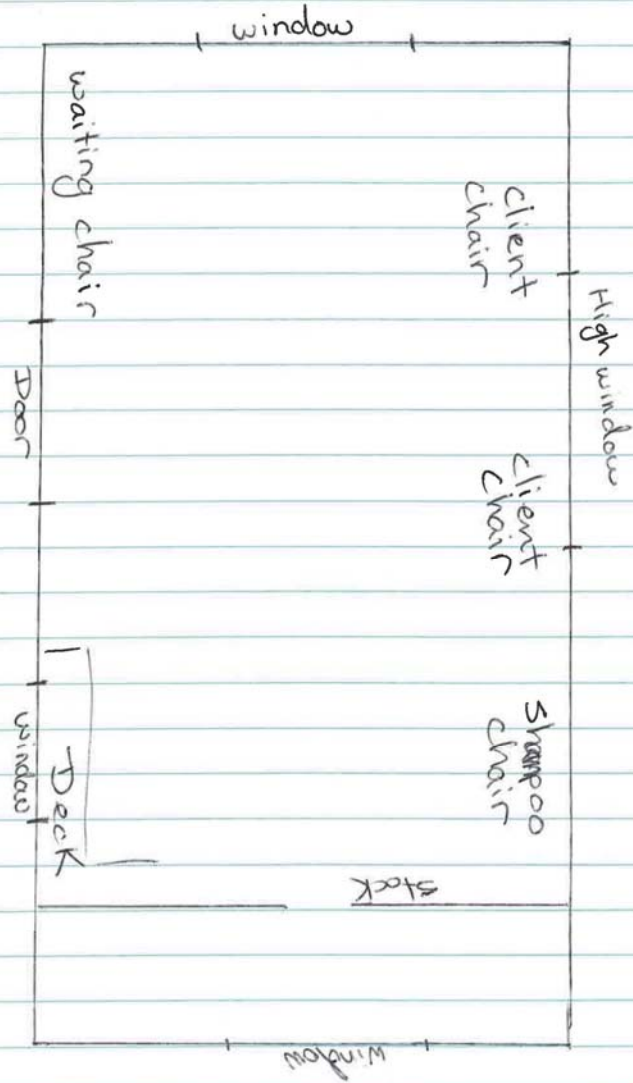
Attachment 9.1



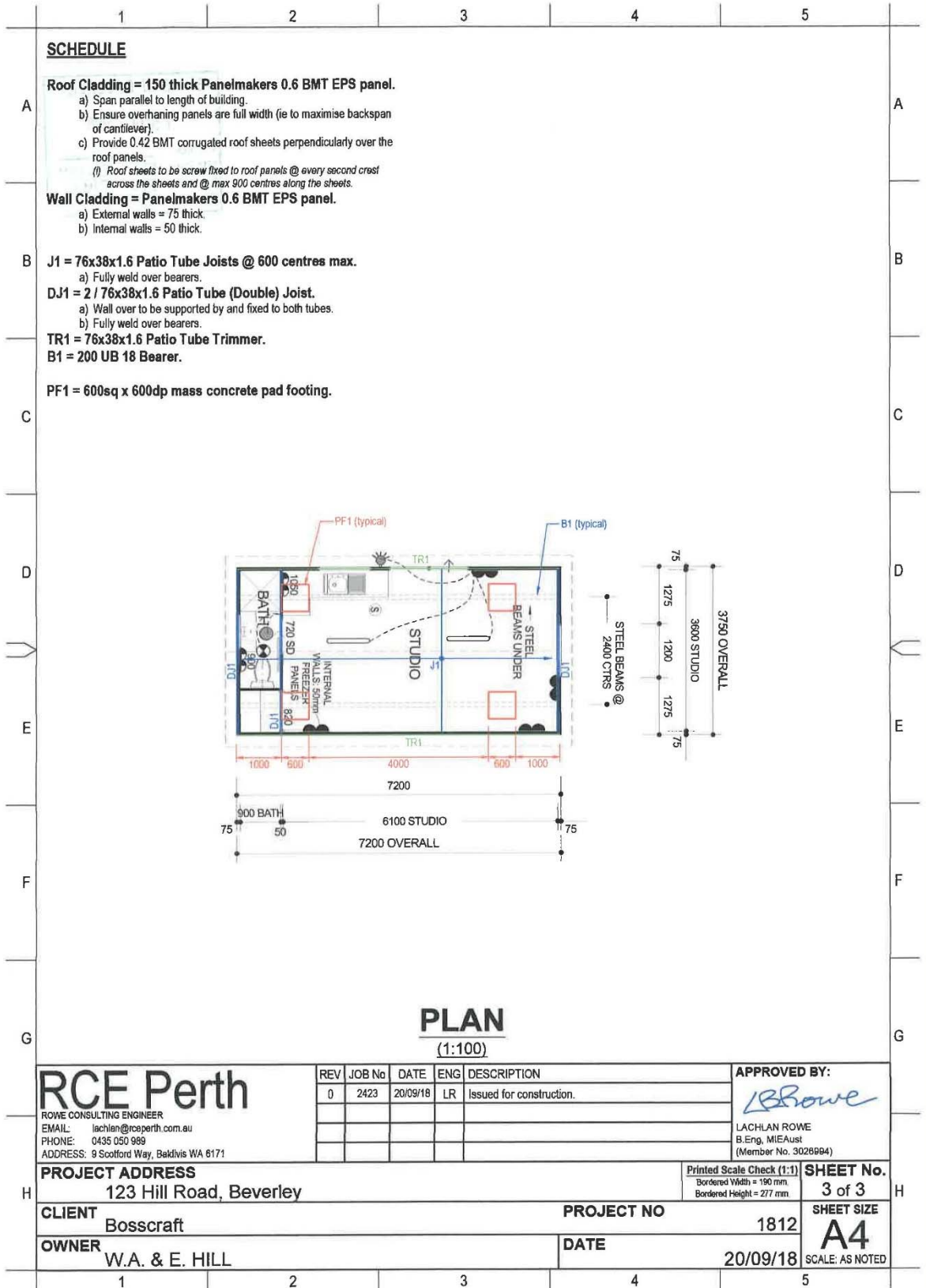


Attachment 9.1

SHIRE OF BEVERLEY  
15 OCT 2018  
FILE REF: H1151522  
 CEO  SP  CESM  
 D/CEO  JBS  MO  
 MOW  EHO



Attachment 9.1



## **9.2 Revision of Local Planning Policy – Signage**

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**SUBMISSION TO:** Ordinary Council Meeting 27 November 2018  
**REPORT DATE:** 1 November 2018  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0219  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Revised Local Planning Policy No. 13 – Signage  
(under separate cover)

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### **SUMMARY**

It is requested that Council resolve to initiate public notification of the attached Revised *Local Planning Policy – Signage*, in terms of the *Deemed Provisions* of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

### **BACKGROUND**

The revision of the Shire of Beverley Signage Policy is required to align it with the new Shire of Beverley Local Planning Scheme No. 3 as well as to provide clear guidelines for commercial signage at the Cornerstone Multipurpose Community Centre.

The self-explanatory revised *Local Planning Policy – Signage* is attached to this report for Council's consideration. Sections included in **RED** are additions to the policy whereas strikeout text are proposed to be deleted.

### **COMMENT**

The objectives of the revised Local Planning Policy are as follows:

- to align the policy with the Shire of Beverley Local Planning Scheme No. 3;
- to provide clear guidelines on permissible commercial signage on the Cornerstone multi-purpose Community Centre.

Clauses 4 & 5 of Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*, read as follows (*Procedure for making/amending local planning policy*):

- (1) *If the local government resolves to prepare a local planning policy the local government must, unless the Commission otherwise agrees, advertise the proposed policy as follows –*
- (a) *Publish a notice of the proposed policy in a newspaper circulating in the Scheme area, giving details of –*
- (i) *the subject and nature of the proposed policy; and*
  - (ii) *the objectives of the proposed policy; and*
  - (iii) *where the proposed policy may be inspected; and*
  - (iv) *to whom, in what form and during what period submissions in relation to the proposed policy may be made.*

### **CONSULTATION**

Consultation will be had if Council were to resolve to proceed with this proposal.

### **STATUTORY ENVIRONMENT**

Council has the power to make and amend Local Planning Policies pursuant to Clause 4 and 5 of Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

**FINANCIAL IMPLICATIONS**

Council will be required to pay the required advertising costs.

**STRATEGIC IMPLICATIONS**

There are no Strategic Plan Implications relative to this issue.

**POLICY IMPLICATIONS**

The outcome of this exercise will result in a revised Local Planning Policy – Signage.

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION**

That Council resolve to proceed to advertising of the revised *Local Planning Policy – Signage* pursuant to Clause 4 & 5 of Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

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

Nil

## **11. FINANCE**

### **11.1 Monthly Financial Report**

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**SUBMISSION TO:** Ordinary Council Meeting 27 November 2018  
**REPORT DATE:** 19 November 2018  
**APPLICANT:** N/A  
**FILE REFERENCE:** N/A  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** October 2018 Financial Reports

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#### **SUMMARY**

Council to consider accepting the financial report for the period ending 31 October 2018.

#### **BACKGROUND**

There is a statutory requirement that the Local Government is to prepare, each month, a statement of financial activity reporting on sources and applications of its funds and to present the statement to Council.

Council adopted a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater at the July 2018 Ordinary Meeting, item 11.4.

#### **COMMENT**

The monthly financial report for the period ending 31 October 2018 has been provided and includes:

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

#### **STATUTORY ENVIRONMENT**

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

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

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

The Statement is to be accompanied by:

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

**FINANCIAL IMPLICATIONS**

All revenue and expenditure, unless disclosed in the notes to material variances, are as per the 2018/19 Budget.

**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

AF004 – Investing Surplus Funds

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION**

That the monthly financial report for the month of October 2018 be accepted and material variances be noted.

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING  
31 October 2018**

Description	Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Notes To Material Variances
<b>Operating Revenue</b>					
General Purpose Funding	3,238,570.00	2,862,513.00	2,862,423.87	(89.13)	
Governance	21,600.00	8,600.00	8,839.79	239.79	
Law, Order & Public Safety	195,361.00	65,186.00	64,575.92	(610.08)	
Health	100.00	0.00	200.00	200.00	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	108,454.00	34,644.00	35,367.05	723.05	
Community Amenities	208,624.00	189,868.00	190,918.39	1,050.39	
Recreation & Culture	417,941.00	321,420.00	328,936.60	7,516.60	
Transport	6,289,277.00	489,653.00	567,745.22	78,092.22	MRWA Direct Grant \$44,794 and LGGC Special Bridge Funding \$33,516 greater than anticipated.
Economic Activities	141,750.00	65,914.00	68,237.88	2,323.88	
Other Property & Services	43,100.00	19,664.00	23,080.29	3,416.29	
<b>Total Operating Revenue</b>	<b>10,664,777.00</b>	<b>4,057,462.00</b>	<b>4,150,325.01</b>	<b>92,863.01</b>	
<b>Operating Expenditure</b>					
General Purpose Funding	(171,297.00)	(46,928.00)	(48,910.79)	(1,982.79)	
Governance	(246,521.00)	(108,017.00)	(116,031.39)	(8,014.39)	
Law, Order & Public Safety	(418,479.00)	(119,300.00)	(121,122.72)	(1,822.72)	
Health	(154,808.00)	(59,362.00)	(56,547.98)	2,814.02	
Education & Welfare	(85,143.00)	(21,712.00)	(21,363.80)	348.20	
Housing	(213,299.00)	(115,015.00)	(111,331.72)	3,683.28	
Community Amenities	(668,992.00)	(206,626.00)	(213,818.67)	(7,192.67)	
Recreation & Culture	(1,429,716.00)	(446,669.00)	(443,721.08)	2,947.92	
Transport	(2,704,666.00)	(955,406.00)	(955,267.16)	138.84	
Economic Activities	(509,340.00)	(137,724.00)	(139,687.10)	(1,963.10)	
Other Property & Services	(15,106.00)	(4,342.00)	(114,975.19)	(110,633.19)	PWOH/POC Adjustments.
<b>Total Operating Expenditure</b>	<b>(6,617,367.00)</b>	<b>(2,221,101.00)</b>	<b>(2,342,777.60)</b>	<b>(121,676.60)</b>	
<b>Net Operating</b>	<b>4,047,410.00</b>	<b>1,836,361.00</b>	<b>1,807,547.41</b>	<b>(28,813.59)</b>	
<b>Capital Income</b>					
Self-Supporting Loan - Principal Repayment	15,313.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	162,000.00	63,000.00	63,010.91	10.91	
<b>Total Capital Income</b>	<b>177,313.00</b>	<b>63,000.00</b>	<b>63,010.91</b>	<b>10.91</b>	



**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING  
31 October 2018**

Description	Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Notes To Material Variances
<b>Capital Expenditure</b>					
Land and Buildings	(852,201.00)	(252,250.00)	(234,222.07)	18,027.93	Caravan Park Power Upgrade savings \$13,000.
Plant and Equipment	(265,000.00)	(40,000.00)	(27,426.91)	12,573.09	Cost of new Doctor's Vehicle lower than anticipated.
Office Furniture and Equipment	(60,000.00)	(17,000.00)	(17,169.00)	(169.00)	
Road Construction	(2,714,578.00)	(37,000.00)	(39,963.46)	(2,963.46)	
Other Infrastructure	(4,015,208.00)	(6,000.00)	(5,498.00)	502.00	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(129,929.00)	(47,737.00)	(47,737.75)	(0.75)	
<b>Total Capital Expenditure</b>	<b>(8,036,916.00)</b>	<b>(399,987.00)</b>	<b>(372,017.19)</b>	<b>27,969.81</b>	
<b>Net Capital</b>	<b>(7,859,603.00)</b>	<b>(336,987.00)</b>	<b>(309,006.28)</b>	<b>27,980.72</b>	
<b>Adjustments</b>					
Depreciation Written Back	2,401,952.00	806,914.00	807,342.02	428.02	
Movement in Leave Reserve Cash Balance	0.00	0.00	1,307.00	1,307.00	
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	22,000.00	10,000.00	9,845.81	(154.19)	
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
<b>Add Funding From</b>					
Transfer (To)/From Reserves	518,065.00	(15,171.00)	(15,170.68)	0.32	
New Loan Funds	0.00	0.00	0.00	0.00	
Opening Surplus/(Deficit)	870,176.00	870,176.00	870,176.05	0.05	
<b>Total Adjustments</b>	<b>3,812,193.00</b>	<b>1,671,919.00</b>	<b>1,673,500.20</b>	<b>1,581.20</b>	
<b>CLOSING SURPLUS/(DEFICIT)</b>	<b>0.00</b>	<b>3,171,293.00</b>	<b>3,172,041.33</b>	<b>748.33</b>	

<b>SHIRE OF BEVERLEY</b> <b>STATEMENT OF NET CURRENT ASSETS</b> <b>FOR THE PERIOD ENDING</b> <b>31 October 2018</b>	
Description	YTD Actual 2018/19
<b>Current Assets</b>	
Cash at Bank	278,053.66
Cash - Unrestricted Investments	2,508,571.22
Cash - Restricted Reserves	2,286,416.31
Cash on Hand	300.00
Accounts Receivable	845,643.21
Prepaid Expenses	0.00
Self-Supporting Loan - Current	15,312.82
Inventory - Fuel	19,726.41
<b>Total Current Assets</b>	<b>5,954,023.63</b>
<b>Current Liabilities</b>	
Accounts Payable	(262,556.62)
Loan Liability - Current	(82,191.74)
Annual Leave Liability - Current	(168,900.17)
Long Service Leave Liability - Current	(137,233.57)
Doubtful Debts	(108,545.88)
<b>Total Current Liabilities</b>	<b>(759,427.98)</b>
<b>Adjustments</b>	
Less Restricted Reserves	(2,286,416.31)
Less Self-Supporting Loan Income	(15,312.82)
Add Leave Reserves - Cash Backed	196,983.07
Add Loan Principal Expense	82,191.74
<b>Total Adjustments</b>	<b>(2,022,554.32)</b>
<b>NET CURRENT ASSETS</b>	<b>3,172,041.33</b>

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD ENDING  
31 October 2018**

Description	Actual 2017/18	YTD Actual 2018/19	Movement
<b>Current Assets</b>			
Cash and Cash Equivalents	4,161,346.24	5,073,341.19	911,994.95
Accounts Receivable	768,606.93	845,643.21	77,036.28
Prepaid Expenses	39,629.21	0.00	(39,629.21)
Self-Supporting Loan - Current	15,312.82	15,312.82	0.00
Inventory	9,938.85	19,726.41	9,787.56
<b>Total Current Assets</b>	<b>4,994,834.05</b>	<b>5,954,023.63</b>	<b>959,189.58</b>
<b>Current Liabilities</b>			
Accounts Payable	(1,619,096.00)	(262,556.62)	1,356,539.38
Loan Liability - Current	(129,929.49)	(82,191.74)	47,737.75
Annual Leave Liability - Current	(168,900.17)	(168,900.17)	0.00
Long Service Leave Liability - Current	(137,233.57)	(137,233.57)	0.00
Doubtful Debts	(108,545.88)	(108,545.88)	0.00
<b>Total Current Liabilities</b>	<b>(2,163,705.11)</b>	<b>(759,427.98)</b>	<b>1,404,277.13</b>
<b>Non-Current Assets</b>			
Non-Current Debtors	115,203.39	115,203.39	0.00
Land and Buildings	21,346,251.95	21,340,636.40	(5,615.55)
Plant and Equipment	1,989,439.36	1,844,471.68	(144,967.68)
Furniture and Equipment	151,597.06	157,367.53	5,770.47
Infrastructure	56,115,882.67	55,704,776.13	(411,106.54)
Self-Supporting Loan – Non-Current	58,812.12	58,812.12	0.00
<b>Total Non-Current Assets</b>	<b>79,777,186.55</b>	<b>79,221,267.25</b>	<b>(555,919.30)</b>
<b>Non-Current Liabilities</b>			
Loan Liability – Non-Current	(1,670,592.01)	(1,670,592.01)	0.00
Annual Leave – Non-Current	0.00	0.00	0.00
Long Service Leave Liability – Non-Current	(21,574.75)	(21,574.75)	0.00
<b>Total Non-Current Liabilities</b>	<b>(1,692,166.76)</b>	<b>(1,692,166.76)</b>	<b>0.00</b>
<b>Net Assets</b>	<b>80,916,148.73</b>	<b>82,723,696.14</b>	<b>1,807,547.41</b>
<b>Equity</b>			
Accumulated Surplus	(38,881,645.54)	(40,674,022.27)	(1,792,376.73)
Reserves - Cash Backed	(2,271,245.63)	(2,286,416.31)	(15,170.68)
Reserve - Revaluations	(39,763,257.56)	(39,763,257.56)	0.00
<b>Total Equity</b>	<b>(80,916,148.73)</b>	<b>(82,723,696.14)</b>	<b>(1,807,547.41)</b>

<b>SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE &amp; TYPE FOR THE PERIOD ENDING 31 October 2018</b>		
<b>Description</b>	<b>Budget 2018/19</b>	<b>YTD Actual 2018/19</b>
<b>Income</b>		
Rates	2,669,880.00	2,725,302.06
Operating Grants, Subsidies and Contributions	2,271,419.00	606,597.30
Profit On Asset Disposal	12,000.00	0.00
Service Charges	0.00	0.00
Fees & Charges	523,761.00	313,020.30
Interest Earnings	103,888.00	22,841.87
Other Revenue	60,500.00	22,158.08
Non-Operating Grants, Subsidies and Contributions	9,238,188.00	462,476.16
<b>Total Income by Nature &amp; Type</b>	<b>14,879,636.00</b>	<b>4,152,395.77</b>
<b>Expenditure</b>		
Employee Costs	(2,134,739.00)	(709,910.67)
Materials & Contracts	(1,840,463.00)	(517,358.05)
Utilities	(208,638.00)	(57,102.08)
Depreciation On Non-Current Assets	(1,691,589.00)	(807,342.02)
Interest Expenses	(34,504.00)	(12,801.45)
Insurance Expenses	(168,227.00)	(179,619.02)
Other Expenditure	(81,975.00)	(56,150.86)
Loss On Asset Disposal	(8,000.00)	(9,845.81)
Loss on Revaluation of Non-Current Assets	0.00	0.00
<b>Total Expenditure by Nature &amp; Type</b>	<b>(6,168,135.00)</b>	<b>(2,350,129.96)</b>
<b>Allocations</b>		
Reallocation Codes Expenditure	421,192.00	5,281.60
Reallocation Codes Income	0.00	0.00
<b>Total Allocations</b>	<b>421,192.00</b>	<b>5,281.60</b>
<b>Net Operating by Nature &amp; Type</b>	<b>9,132,693.00</b>	<b>1,807,547.41</b>

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 October 2018**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2018/19</b>
	<b>Rural Road Maintenance</b>	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	3,791.60
RR002	Athol Rd (RoadID: 26) (Maintenance)	3,452.03
RR003	Avoca Rd (RoadID: 98) (Maintenance)	731.05
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	6,251.94
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	0.00
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	3,421.82
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	6,965.75
RR008	Barrington Rd (RoadID: 13) (Maintenance)	3,464.09
RR009	Batemans Rd (RoadID: 78) (Maintenance)	0.00
RR010	Batys Rd (RoadID: 60) (Maintenance)	2,899.66
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	461.88
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	1,073.71
RR013	Beringer Rd (RoadID: 29) (Maintenance)	9,417.27
RR014	Bethany Rd (RoadID: 148) (Maintenance)	833.19
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	0.00
RR017	Bremner Rd (RoadID: 6) (Maintenance)	4,744.86
RR018	Buckinghams Rd (RoadID: 94) (Maintenance)	742.23
RR019	Bushhill Road (RoadID: 183) (Maintenance)	170.00
RR020	Butchers Rd (RoadID: 20) (Maintenance)	3,111.77
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	177.25
RR022	Carrs Rd (RoadID: 47) (Maintenance)	1,390.39
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	177.25
RR024	Caudle Rd (RoadID: 140) (Maintenance)	806.60
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	354.41
RR026	Clulows Rd (RoadID: 16) (Maintenance)	14,963.80
RR027	Collins Rd (RoadID: 66) (Maintenance)	1,498.50
RR028	Cookes Rd (RoadID: 61) (Maintenance)	945.31
RR029	Corberding Rd (RoadID: 43) (Maintenance)	3,575.08
RR030	County Peak Rd (RoadID: 96) (Maintenance)	0.00
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	4,022.05
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	3,146.05
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	1,145.71
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	7,955.27
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	7,843.67
RR036	Drapers Rd (RoadID: 79) (Maintenance)	955.41
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	1,791.69

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 October 2018**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2018/19</b>
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	23,529.35
RR039	Ewert Rd (RoadID: 27) (Maintenance)	3,383.01
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	387.69
RR041	Fishers Rd (RoadID: 75) (Maintenance)	580.45
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	2,767.38
RR043	Gors Rd (RoadID: 30) (Maintenance)	0.00
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	857.16
RR045	Heals Rd (RoadID: 95) (Maintenance)	3,313.16
RR046	Hills Rd (RoadID: 76) (Maintenance)	1,372.62
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	1,583.29
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	149.58
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	12,938.15
RR050	Jas Rd (Maintenance)	393.96
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	718.70
RR052	Jones Rd (RoadID: 48) (Maintenance)	2,012.30
RR053	K1 Rd (RoadID: 85) (Maintenance)	2,486.07
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	0.00
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	2,651.36
RR057	Kilpatrick Rd (RoadID: 74) (Maintenance)	901.07
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	11,716.23
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	4,067.05
RR060	Lennard Rd (RoadID: 58) (Maintenance)	14,175.21
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	209.90
RR062	Luptons Rd (RoadID: 22) (Maintenance)	5,971.30
RR063	Maitland Rd (RoadID: 39) (Maintenance)	3,194.65
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	1,351.93
RR065	Manns Rd (RoadID: 59) (Maintenance)	582.83
RR066	Manuels Rd (RoadID: 37) (Maintenance)	3,824.66
RR067	Mawson Rd (RoadID: 100) (Maintenance)	2,178.57
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	797.52
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	3,866.63
RR070	Mckellars Rd (RoadID: 93) (Maintenance)	695.37
RR071	Mclean Rd (RoadID: 84) (Maintenance)	240.45
RR072	Millers Rd (RoadID: 49) (Maintenance)	11,022.81
RR073	Mills Rd (RoadID: 80) (Maintenance)	876.09
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	16,370.02
RR075	Murrays Rd (RoadID: 71) (Maintenance)	2,019.17
RR076	Negus Rd (RoadID: 50) (Maintenance)	1,163.82

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 October 2018**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2018/19</b>
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	326.79
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	4,438.35
RR079	Patten Rd (RoadID: 53) (Maintenance)	1,058.43
RR080	Petchells Rd (RoadID: 38) (Maintenance)	2,616.96
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	0.00
RR082	Pike Rd (RoadID: 45) (Maintenance)	2,370.06
RR083	Potts Rd (RoadID: 14) (Maintenance)	1,005.20
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	1,935.52
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	0.00
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	0.00
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	200.40
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	1,431.52
RR089	Rogers Rd (RoadID: 62) (Maintenance)	1,107.42
RR090	Rossi Rd (RoadID: 156) (Maintenance)	468.93
RR091	Rumble Rd (Maintenance)	660.61
RR092	Schillings Rd (RoadID: 65) (Maintenance)	645.38
RR093	Shaw Rd (RoadID: 184) (Maintenance)	1,528.14
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	660.61
RR095	Simmons Rd (RoadID: 101) (Maintenance)	1,855.13
RR096	Sims Rd (RoadID: 155) (Maintenance)	0.00
RR097	Ski Rd (RoadID: 83) (Maintenance)	424.91
RR098	Smith Rd (RoadID: 72) (Maintenance)	3,198.06
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	1,180.23
RR100	Spavens Rd (RoadID: 44) (Maintenance)	0.00
RR101	Springhill Rd (RoadID: 23) (Maintenance)	2,444.31
RR102	Steve Edwards Drv (RoadID: 173) (Maintenance)	330.30
RR103	St Jacks Rd (RoadID: 34) (Maintenance)	0.00
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	2,138.35
RR105	Thomas Rd (RoadID: 31) (Maintenance)	194.15
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	2,703.37
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	257.58
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	5,067.29
RR109	Walgy Rd (RoadID: 42) (Maintenance)	0.00
RR110	Walkers Rd (RoadID: 86) (Maintenance)	170.00
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	904.86
RR112	Warradale Rd (RoadID: 67) (Maintenance)	2,857.03
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	7,757.63
RR114	Westdale Rd (RoadID: 166) (Maintenance)	13,296.06
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	655.12

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
31 October 2018**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2018/19</b>
RR116	Woods Rd (RoadID: 68) (Maintenance)	0.00
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	659.42
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	0.00
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	10,093.00
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	3,195.82
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	24,340.91
RR888	Tree Lopping - Rural Roads (Maintenance)	6,120.00
RR999	Rural Roads Various (Maintenance)	38,818.72
WANDRRA	Disaster Recovery Works	0.00
<b>Sub Total</b>	<b>Rural Road Maintenance</b>	<b>395,747.37</b>
	<b>Town Street Maintenance</b>	
TS001	Barnsley St (RoadID: 162) (Maintenance)	0.00
TS002	Bartram St (RoadID: 114) (Maintenance)	175.58
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	0.00
TS005	Broun St (RoadID: 144) (Maintenance)	0.00
TS006	Chestillion Ct (RoadID: 139) (Maintenance)	0.00
TS007	Chipper St (RoadID: 126) (Maintenance)	0.00
TS008	Council Rd (RoadID: 149) (Maintenance)	1,600.45
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	464.62
TS011	Delisle St (RoadID: 120) (Maintenance)	979.22
TS012	Dempster St (RoadID: 111) (Maintenance)	0.00
TS013	Duffield St (RoadID: 160) (Maintenance)	442.84
TS014	Edward St (RoadID: 107) (Maintenance)	93.20
TS015	Elizabeth St (RoadID: 131) (Maintenance)	0.00
TS016	Ernest Drv (RoadID: 135) (Maintenance)	0.00
TS017	Forrest St (RoadID: 103) (Maintenance)	861.44
TS018	George St North (RoadID: 161) (Maintenance)	0.00
TS019	George St South (RoadID: 145) (Maintenance)	0.00
TS020	Grigson St (RoadID: 172) (Maintenance)	0.00
TS021	Hamersley St (RoadID: 130) (Maintenance)	0.00
TS022	Harper St (RoadID: 109) (Maintenance)	873.32
TS023	Hope St (RoadID: 115) (Maintenance)	127.05
TS024	Hopkin St (RoadID: 128) (Maintenance)	96.31



<b>SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 October 2018</b>		
<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2018/19</b>
TS025	Horley St (RoadID: 127) (Maintenance)	0.00
TS026	Hunt Rd (Maintenance)	1,615.62
TS027	Husking St (RoadID: 117) (Maintenance)	0.00
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	970.67
TS030	Langsford St (RoadID: 152) (Maintenance)	0.00
TS031	Lennard St (RoadID: 113) (Maintenance)	0.00
TS032	Ludgate St (RoadID: 143) (Maintenance)	0.00
TS033	Lukin St (RoadID: 104) (Maintenance)	1,138.15
TS034	Mcneil St (RoadID: 141) (Maintenance)	112.94
TS035	Monger St (RoadID: 116) (Maintenance)	0.00
TS036	Morrison St (RoadID: 112) (Maintenance)	93.20
TS037	Nicholas St (RoadID: 123) (Maintenance)	0.00
TS038	Prior Pl (RoadID: 174) (Maintenance)	0.00
TS039	Queen St (RoadID: 110) (Maintenance)	222.62
TS040	Railway Pde (RoadID: 147) (Maintenance)	0.00
TS041	Railway St (RoadID: 146) (Maintenance)	0.00
TS042	Richardson St (RoadID: 124) (Maintenance)	0.00
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	0.00
TS045	Shed St (RoadID: 136) (Maintenance)	0.00
TS046	Short St (RoadID: 121) (Maintenance)	0.00
TS047	Smith St (RoadID: 108) (Maintenance)	0.00
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	5,937.99
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	637.85
TS888	Tree Lopping - Town Streets (Maintenance)	0.00
TS999	Town Streets Various (Maintenance)	5,168.32
<b>Sub Total</b>	<b>Town Streets Maintenance</b>	<b>21,611.39</b>
<b>Total</b>	<b>Road Maintenance</b>	<b>417,358.76</b>

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 October 2018						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
<b>2654398</b>	<b>Reserve Funds Bendigo</b>					
	Long Service Leave	63,026.75				
	Office Equipment	21,493.59				
	Airfield Emergency	38,428.56				
	Plant	478,834.80				
	Bush Fire Fighters	123,967.22				
	Building	414,604.07				
	Recreation Ground	406,891.08				
	Cropping Committee	102,217.73				
	Avon River Development	24,916.67				
	Annual Leave	133,956.32				
	Community Bus	32,870.38				
	Road Construction	377,304.37				
	Senior Housing	67,904.77	2,286,416.31	4 mnths	2.60%	21/01/2019
<b>9778-24193</b>	<b>Term Deposit ANZ</b>	408,571.22		3 mnths	2.20%	22/11/2018
<b>9191-01253</b>	<b>Term Deposit ANZ</b>	400,000.00		3 mnths	2.40%	10/12/2018
<b>2737987</b>	<b>Term Deposit Bendigo</b>	400,000.00		4 mnths	2.60%	11/01/2019
<b>2737988</b>	<b>Term Deposit Bendigo</b>	400,000.00		5 mnths	2.60%	12/02/2019
<b>2737989</b>	<b>Term Deposit Bendigo</b>	500,000.00		6 mnths	2.65%	12/03/2019
<b>2747166</b>	<b>Term Deposit Bendigo</b>	400,000.00	2,508,571.22	6 mnths	2.65%	20/03/2019
	<b>Total</b>		<b>4,794,987.53</b>			

## **11.2 Accounts Paid by Authority**

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**SUBMISSION TO:** Ordinary Council Meeting 27 November 2018  
**REPORT DATE:** 21 November 2018  
**APPLICANT:** N/A  
**FILE REFERENCE:** N/A  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** October 2018 – List of Accounts

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### **SUMMARY**

Council to consider authorising the payment of accounts.

### **BACKGROUND**

The following list represents accounts paid by authority for the month of October 2018

### **COMMENT**

Unless otherwise identified, all payments have been made in accordance with Council's 2018/19 Budget.

### **STATUTORY ENVIRONMENT**

Regulation 12 of the Local Government (Financial Management) Regulations provides that:

- (1) A payment may only be made from the municipal fund or the trust fund —
  - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
  - (b) otherwise, if the payment is authorised in advance by a resolution of the council.
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

Regulation 13 of the Local Government (Financial Management) Regulations provides that:

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
    - (a) the payee's name;
    - (b) the amount of the payment;
    - (c) the date of the payment; and
    - (d) sufficient information to identify the transaction.
  - (2) A list of accounts for approval to be paid is to be prepared each month showing —
    - (a) for each account which requires council authorisation in that month —
      - (i) the payee's name;
      - (ii) the amount of the payment; and
      - (iii) sufficient information to identify the transaction;
- and
- (b) the date of the meeting of the Council to which the list is to be presented.

- (3) A list prepared under sub regulation (1) or (2) is to be —  
 (a) presented to the Council at the next ordinary meeting of the council after the list is prepared; and  
 (b) recorded in the minutes of that meeting.

### FINANCIAL IMPLICATIONS

Unless otherwise identified, all payments have been made in accordance with Council's 2018/19 Budget.

### STRATEGIC IMPLICATIONS

Nil

### POLICY IMPLICATIONS

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

### VOTING REQUIREMENTS

Simple Majority

### OFFICER'S RECOMMENDATION

That the List of Accounts as presented, be received:

#### October 2018:

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

##### Cheque vouchers

10 October 18	1690-1691	(2)	\$	21,666.45	(authorised by DCEO S Marshall and Cr D Davis)
17 October 18	1692-1692	(1)	\$	1,437.80	(authorised by CEO S Gollan and DCEO S Marshall)
31 October 18	1693-1695	(3)	\$	18,005.20	(authorised by CEO S Gollan and Cr D White)
Total of cheque vouchers for October 2018 incl				\$	41,109.45 previously paid

##### EFT vouchers

04 October 18	EFT 1-40	(40)	\$	52,123.15	(authorised by DCEO S Marshall and Cr D White)
05 October 18	EFT 4025-4053	(29)	\$	90,891.34	(authorised by CEO S Gollan and DCEO S Marshall)
10 October 18	EFT 4056-4074	(19)	\$	69,136.31	(authorised by DCEO S Marshall and Cr D Davis)
17 October 18	EFT 4076-4092	(17)	\$	110,179.81	(authorised by CEO S Gollan and DCEO S Marshall)
18 October 18	EFT 1-40	(40)	\$	53,059.00	(authorised by CEO S Gollan and DCEO S Marshall)
25 October 18	EFT 4098-4102	(5)	\$	8,496.28	(authorised by CEO S Gollan and Cr D Davis)
31 October 18	EFT 4104-4125	(22)	\$	77,951.81	(authorised by CEO S Gollan and Cr D White)
31 October 18	EFT 4126-4126	(1)	\$	2,300.00	(authorised by CEO S Gollan and Cr D Davis)
Total of EFT vouchers for October 2018 incl				\$	464,137.70 previously paid.

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

##### Cheque vouchers

##### Nil vouchers

Total of cheque vouchers for October 2018 incl				\$	0.00 previously paid.
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##### EFT vouchers

10 October 18	EFT 4054-4055	(2)	\$	250.00	(authorised by DCEO S Marshall and Cr D Davis)
25 October 18	EFT 4093-4093	(1)	\$	200.00	(authorised by CEO S Gollan and Cr D Davis)
Total of EFT vouchers for October 2018 incl				\$	450.00 previously paid.

(3) **Direct Debit** Payments totalling \$ 95,448.59 previously paid.

(4) **Credit Card** Payments totalling \$ 8,837.60 previously paid.

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1690	10-Oct-2018	ATO - Australian Tax Office	2018-09 Sep BAS Obligation (incl FBT contribution)	(21,456.00)	
Cheque #	1691	10-Oct-2018	Water Corporation	Water use - Balkuling Rd Standpipe: 17 Jul - 21 Sep 18	(210.35)	(21,666.35)
Cheque #	1692	17-Oct-2018	Telstra	2018-10 Oct Telephone Accounts	(1,437.90)	(1,437.90)
Cheque #	1693	31-Oct-2018	Cr Donald William Davis	17/18 Cr Year Remuneration: Apr - Sep 2018 (2 of 2 pymts)	(2,300.00)	
Cheque #	1694	31-Oct-2018	Credit Card - Shire of Beverley	Oct 2018 Credit Card Purchases	(7,932.60)	
Cheque #	1695	31-Oct-2018	Water Corporation	2018-10 Oct Water Accounts	(7,772.60)	(18,005.20)
EFT Pymt	EFT 4025	05-Oct-2018	ADC Projects	AS12014 (LB1601) - Cornerstone Bldg: Liaisons with Contractor & Interior Designers	(4,840.00)	
EFT Pymt	EFT 4026	05-Oct-2018	AITS Specialists P/L	2018-08 Aug Fuel Tax Credits	(352.11)	
EFT Pymt	EFT 4027	05-Oct-2018	Allstamps	Planning & Building: Self Inking Stamps	(68.85)	
EFT Pymt	EFT 4028	05-Oct-2018	Arrow Bronze	Niche Wall - Methodist: Single Plaque (Mary McKellar)	(261.08)	
EFT Pymt	EFT 4029	05-Oct-2018	Asset Infrastructure Management P/L	Consultation - Asset management	(412.50)	
EFT Pymt	EFT 4030	05-Oct-2018	Avon Tourism Incorporated	2018/19 Subscription	(6,050.00)	
EFT Pymt	EFT 4031	05-Oct-2018	Avon Waste	1,995 Bin Collection FE 31 Aug 18 inc Recycling Bins & 1 x Recycling Collection	(4,428.39)	
EFT Pymt	EFT 4032	05-Oct-2018	Beverley Agricultural Society	Sponsorship: 2018 Agricultural Show - 18 Aug 2018	(2,000.00)	
EFT Pymt	EFT 4033	05-Oct-2018	Beverley Bakehouse & Cafe	OHS Breakfast - 13 Sep 2018: Rolls	(82.90)	
EFT Pymt	EFT 4034	05-Oct-2018	Beverley Country Kitchen (BCK)	Council Meet - 25 Sep 2018: Lunch	(360.00)	
EFT Pymt	EFT 4035	05-Oct-2018	Beverley Electrical Services (BES)	AS11007 (LBS1901) - CPark Power Supply Upgrade: Part payment	(18,785.65)	
EFT Pymt	EFT 4036	05-Oct-2018	Beverley Gas & Plumbing	Avon Foreshore Ablutions: Repair of	(2,174.99)	
EFT Pymt	EFT 4037	05-Oct-2018	Building Commission (BSL)	Sep 18 Collections x 4 (Lics 18/19: 13, 14, 16, 17)	(301.95)	
EFT Pymt	EFT 4038	05-Oct-2018	CTF - Construction Training Fund (BCTIF)	Sep 18 Collections x 2 (Lics 18/19: 16, 17)	(253.50)	
EFT Pymt	EFT 4039	05-Oct-2018	Focus Networks	2018-08 Aug - Managed Proactive Services	(3,047.33)	
EFT Pymt	EFT 4040	05-Oct-2018	HVG - Halifax Vogel Group P/L	Various blgs: Laminate sheets	(1,348.09)	
EFT Pymt	EFT 4041	05-Oct-2018	Helen Patricia Jones	Rates refund (overpayment) for Ass 729 - 39 Bartram Street Beverley 6304	(83.20)	
EFT Pymt	EFT 4042	05-Oct-2018	JR & A Hersey P/L	Various: Supplies	(592.79)	
EFT Pymt	EFT 4043	05-Oct-2018	John Roy Perry	Rates refund (overpayment) for Ass 1139 - 23 Dawson Street, Beverley 6304	(91.79)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 4044	05-Oct-2018	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(41.00)	
EFT Pymt	EFT 4045	05-Oct-2018	M & B Building Products (M & B Sales P/L)	Various Bldgs: Supplies	(584.76)	
EFT Pymt	EFT 4046	05-Oct-2018	Michael Wilson	2018-10 Oct: Photocopying & Delivery of the Blarney	(250.00)	
EFT Pymt	EFT 4047	05-Oct-2018	Officeworks Ltd	Sep 18 Paper & Stationery Order	(1,797.15)	
EFT Pymt	EFT 4048	05-Oct-2018	Old Skool Mechanical	Cricket Roller (PSP99): Repairs	(553.85)	
EFT Pymt	EFT 4049	05-Oct-2018	Sports Surfaces	Netball Courts: Repairs	(1,672.00)	
EFT Pymt	EFT 4050	05-Oct-2018	Toll Ipec P/L (Courier Aust)	Freight Charges: 26 Sep 2018	(17.71)	
EFT Pymt	EFT 4051	05-Oct-2018	Turf Developments (WA) P/L	Town Oval: Vertidrain treatments	(6,545.00)	
EFT Pymt	EFT 4052	05-Oct-2018	Twinkarri P/L	Various Roads: Tree lopping	(33,132.00)	
EFT Pymt	EFT 4053	05-Oct-2018	WA Contract Ranger Services	Ranger Services: 14 - 20 Sep 2018	(762.75)	(90,891.34)
EFT Pymt	EFT 4056	10-Oct-2018	AITC Specialists P/L	2018-09 Sep Fuel Tax Credits	(297.77)	
EFT Pymt	EFT 4057	10-Oct-2018	Avon Waste	1,995 Bin Collection FE 28 Sep 18 inc Recycling Bins & 1 x Recycling Collection	(4,428.39)	
EFT Pymt	EFT 4058	10-Oct-2018	BOC Limited	2018-09 Sep - Cylinder Rental: Medical oxygen C size	(5.83)	
EFT Pymt	EFT 4059	10-Oct-2018	Beverley Margaret McAuley	Rates refund (overpayment) for A429 - 1336 Westdale Road, Dale 6304	(103.18)	
EFT Pymt	EFT 4060	10-Oct-2018	Beverley Post News and Gifts	2018-09 Sep 18 Newsagency Purchases	(59.50)	
EFT Pymt	EFT 4061	10-Oct-2018	Beverley Steel Fabrication (Hydraboom)	BE013 (PTRK04): Repair	(129.57)	
EFT Pymt	EFT 4062	10-Oct-2018	Beverley Supermarket & Liquor (IGA)	2018-09 Sep 18 Purchases	(281.71)	
EFT Pymt	EFT 4063	10-Oct-2018	Bunnings Building Supplies P/L	AS12001 (LBN1904) - Unit 8 Refurbishment: Hardware purchases	(6,514.91)	
EFT Pymt	EFT 4064	10-Oct-2018	Central Midlands Construction P/L	Consultancy: Strategic Review - Bev Aquatic Centre: 3rd payment, part of	(5,720.00)	
EFT Pymt	EFT 4065	10-Oct-2018	Darren William Brouwer	Rates refund (overpayment) for A799 - 241 Dobaderry Rd, Flint 6304	(205.46)	
EFT Pymt	EFT 4066	10-Oct-2018	HVG - Halifax Vogel Group P/L	AS12003 (LBN1902) - 6 Barnsley St: Materials	(835.82)	
EFT Pymt	EFT 4067	10-Oct-2018	John Ernest Islip	Rates refund (pensioner rebate) for A108 - 124 Forrest St, Beverley 6304	(596.25)	
EFT Pymt	EFT 4068	10-Oct-2018	Old Skool Mechanical	Road Broom (PSP03): Repairs	(209.00)	
EFT Pymt	EFT 4069	10-Oct-2018	RJ Jas - All Mechanical & Electronics (Richard Jas)	Rates refund (overpayment) for A976 - 2 Great Southern Hwy, Beverley 6304	(298.50)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 4070	10-Oct-2018	Shacks Holden	Asset 28017 (VP1902): 2018 Holden Commodore Hatch - BE464 (Trade-in Asset 28013)	(14,309.05)	
EFT Pymt	EFT 4071	10-Oct-2018	Snap Osborne Park	Purchase Order Books: Printing of 10 books	(489.50)	
EFT Pymt	EFT 4072	10-Oct-2018	Toll Ipec P/L (Courier Aust)	Freight Charges: 24 Sep - 02 Oct 2018	(42.69)	
EFT Pymt	EFT 4073	10-Oct-2018	WA Country Health Service (WACHS)	Rates refund (overpayment) for A827 - 63 John Street, Beverley 6304	(105.38)	
EFT Pymt	EFT 4074	10-Oct-2018	WA Treasury Corporation	Loan 120 (Cornerstone Building): DEB 01 of 30 Repayment - Oct 2018	(34,503.80)	(69,136.31)
EFT Pymt	EFT 4076	17-Oct-2018	Alcolizer Technology	19 Sep 2018: Random Drug Testing	(1,820.50)	
EFT Pymt	EFT 4077	17-Oct-2018	Australia Post	2018-09 Sep Postage	(409.38)	
EFT Pymt	EFT 4078	17-Oct-2018	Avon Trading Pty Ltd	2018-09 Sep Hardware Purchases	(581.19)	
EFT Pymt	EFT 4079	17-Oct-2018	Beverley Badminton Club	Refund of Hall Hire 04 Oct 2018 re Funeral service held on 05 Oct 2018	(40.00)	
EFT Pymt	EFT 4080	17-Oct-2018	Beverley Dome Fuel & Hire (BDF)	6,000 L Diesel @ \$1.5805/L GST incl	(9,483.00)	
EFT Pymt	EFT 4081	17-Oct-2018	Colin Lindsay Day	Refund of planning fee as not required as paid on rec 18263	(147.00)	
EFT Pymt	EFT 4082	17-Oct-2018	Conplant P/L	RR999: Hire of multi-tyre roller - Sep 2018	(3,181.09)	
EFT Pymt	EFT 4083	17-Oct-2018	Country Copiers Northam	Copy Charges - iRA C2030: 14 Jun - 04 Oct 18	(2,466.12)	
EFT Pymt	EFT 4084	17-Oct-2018	Glenda Ferris	Rates refund (pensioner rebate) for A51353 - 16 Barnsley Street, Beverley 6304	(791.00)	
EFT Pymt	EFT 4085	17-Oct-2018	Gronbek Security	Various Bldgs: Keys & locks	(1,020.39)	
EFT Pymt	EFT 4086	17-Oct-2018	LGIS (LGISWA)	2018/19 Property Insurance - 2nd of 2 instalments	(71,018.63)	
EFT Pymt	EFT 4087	17-Oct-2018	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(20.50)	
EFT Pymt	EFT 4088	17-Oct-2018	Peri Aust P/L	Bridge 3202 - Kokeby East Rd: Equipment	(12,462.66)	
EFT Pymt	EFT 4089	17-Oct-2018	Synergy	Street Lights: 24 Aug - 24 Sep 18	(4,846.35)	
EFT Pymt	EFT 4090	17-Oct-2018	T-Bone Beverley	Bev Bush Fire Brigades: Catering for Training Exercise	(550.00)	
EFT Pymt	EFT 4091	17-Oct-2018	The Lifting Company (TLC)	Parts & Repairs: Supplies	(687.50)	
EFT Pymt	EFT 4092	17-Oct-2018	WA Contract Ranger Services	Ranger Services: 27 Sep - 05 Oct 2018	(654.50)	(110,179.81)
EFT Pymt	EFT 4098	25-Oct-2018	Building Commission (BSL)	Sep 18 Collections x 5 (Lics 18/19: 15) [Lics 13, 14, 16, 17 paid EFT 4038]	(56.65)	
EFT Pymt	EFT 4099	25-Oct-2018	Cr Denise Jo Ridgway	Travel Claim: Jul - Sep 2018	(870.18)	
EFT Pymt	EFT 4100	25-Oct-2018	Dieter Prussner	AS11052 (LB1708): Final Payment: 1:5 scale model of the historic aircraft Silver Centenary	(7,343.50)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 4101	25-Oct-2018	Roslyn Mellick	Refund of planning fee as not required as paid on rec 18303 re 100 Spavens Road	(147.00)	
EFT Pymt	EFT 4102	25-Oct-2018	Staff - Stefan de Beer	Reimbursement: Sep - Oct 2018 Landline and internet costs	(78.95)	(8,496.28)
EFT Pymt	EFT 4104	31-Oct-2018	Beverley Community Resource Centre (CRC)	2018-10 Oct (Ed 408): Blarney Compilation for Production	(1,037.00)	
EFT Pymt	EFT 4105	31-Oct-2018	Beverley Tyre Service (BTS)	2018-09 Sep Tyre Purchases	(2,368.00)	
EFT Pymt	EFT 4106	31-Oct-2018	Bunnings Building Supplies P/L	Various Bldgs: Hardware purchases	(274.35)	
EFT Pymt	EFT 4107	31-Oct-2018	CAS - Contract Aquatic Services	1 of 5 install of Contract Management for 18/19 swim year & Chemicals	(16,643.00)	
EFT Pymt	EFT 4108	31-Oct-2018	Central Midlands Construction P/L	Consultancy: Strategic Review - Bev Aquatic Centre: 3rd payment, part of	(17,380.00)	
EFT Pymt	EFT 4109	31-Oct-2018	Conplant P/L	RR999: Hire of multi-tyre roller - Window repair	(1,270.80)	
EFT Pymt	EFT 4110	31-Oct-2018	Cr Christopher John Pepper	17/18 Cr Year Remuneration: Apr - Sep 2018 (2 of 2 pymts)	(2,987.50)	
EFT Pymt	EFT 4111	31-Oct-2018	Cr Darryl Brown	17/18 Cr Year Remuneration: Apr - Sep 2018 (2 of 2 pymts)	(2,300.00)	
EFT Pymt	EFT 4112	31-Oct-2018	Cr Denise Jo Ridgway	17/18 Cr Year Remuneration: Apr - Sep 2018 (2 of 2 pymts)	(9,300.00)	
EFT Pymt	EFT 4113	31-Oct-2018	Cr Lewis Campbell Shaw	17/18 Cr Year Remuneration: Apr - Sep 2018 (2 of 2 pymts)	(2,300.00)	
EFT Pymt	EFT 4114	31-Oct-2018	Cr Peter Joseph Gogol	17/18 Cr Year Remuneration: Apr - Sep 2018 (2 of 2 pymts)	(2,300.00)	
EFT Pymt	EFT 4115	31-Oct-2018	Cr Susan Wendy Martin	17/18 Cr Year Remuneration: Apr - Sep 2018 (2 of 2 pymts)	(2,300.00)	
EFT Pymt	EFT 4116	31-Oct-2018	Cr Thomas William Timothy Seed	17/18 Cr Year Remuneration: Apr - Sep 2018 (2 of 2 pymts)	(2,300.00)	
EFT Pymt	EFT 4117	31-Oct-2018	Fire & Safety WA	Bev Fire Brigades: Personal Protective Equipment	(1,862.96)	
EFT Pymt	EFT 4118	31-Oct-2018	Focus Networks	AS12014 (LB1601) - Cornerstone Bldg: Network switch	(12,371.38)	
EFT Pymt	EFT 4119	31-Oct-2018	Growroom	Cornerstone Bldg: Materials	(25.60)	
EFT Pymt	EFT 4120	31-Oct-2018	LGRCEU - Loc Gov Racing & Cem Emp Union	Payroll deductions	(20.50)	
EFT Pymt	EFT 4121	31-Oct-2018	MAL Automotives P/L	BE020 (PUTE10): 60,000 km service	(426.18)	
EFT Pymt	EFT 4122	31-Oct-2018	Officeworks Ltd	Computer Monitor Stands	(297.00)	
EFT Pymt	EFT 4123	31-Oct-2018	Staff - Rochelle Skye Prime	Reimbursements: Trelis Training Expenses 16 - 20 Jul 2018	(90.90)	
EFT Pymt	EFT 4124	31-Oct-2018	Toll Ipec P/L (Courier Aust)	Freight Charges: 10 Oct 2018	(31.96)	
EFT Pymt	EFT 4125	31-Oct-2018	ZircoData Pty Ltd	2018-09 Sep: Storage of Archives - 141 x A1 boxes	(64.68)	(77,951.81)
EFT Pymt	EFT 4126	31-Oct-2018	Cr David Charles White	17/18 Cr Year Remuneration: Apr - Sep 2018 (2 of 2 pymts)	(2,300.00)	(2,300.00)
Direct Debit	DD1894.1	02-Oct-2018	Superwrap - Personal Super Plan	Superannuation contributions	(895.39)	



TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD1894.2	02-Oct-2018	WA Super	Payroll deductions	(6,665.03)	
Direct Debit	DD1894.3	02-Oct-2018	BT Super For Life	Superannuation contributions	(358.99)	
Direct Debit	DD1894.4	02-Oct-2018	MLC MasterKey Personal Super	Superannuation contributions	(45.60)	
Direct Debit	DD1894.5	02-Oct-2018	REST	Superannuation contributions	(171.87)	
Direct Debit	DD1894.6	02-Oct-2018	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(215.39)	
Direct Debit	DD1894.7	02-Oct-2018	Cbus Super Fund	Superannuation contributions	(87.61)	(8,439.88)
Direct Debit	DD1916.1	16-Oct-2018	Superwrap - Personal Super Plan	Superannuation contributions	(885.89)	
Direct Debit	DD1916.2	16-Oct-2018	WA Super	Payroll deductions	(6,866.73)	
Direct Debit	DD1916.3	16-Oct-2018	BT Super For Life	Superannuation contributions	(358.99)	
Direct Debit	DD1916.4	16-Oct-2018	MLC MasterKey Personal Super	Superannuation contributions	(45.60)	
Direct Debit	DD1916.5	16-Oct-2018	REST	Superannuation contributions	(171.87)	
Direct Debit	DD1916.6	16-Oct-2018	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(215.39)	
Direct Debit	DD1916.7	16-Oct-2018	Cbus Super Fund	Superannuation contributions	(195.84)	
Direct Debit	DD1916.8	16-Oct-2018	AMP Lifetime Super	Superannuation contributions	(72.09)	(8,812.40)
Direct Debit	DD1932.1	30-Oct-2018	Superwrap - Personal Super Plan	Superannuation contributions	(874.49)	
Direct Debit	DD1932.2	30-Oct-2018	WA Super	Payroll deductions	(6,663.54)	
Direct Debit	DD1932.3	30-Oct-2018	BT Super For Life	Superannuation contributions	(358.99)	
Direct Debit	DD1932.4	30-Oct-2018	MLC MasterKey Personal Super	Superannuation contributions	(91.20)	
Direct Debit	DD1932.5	30-Oct-2018	REST	Superannuation contributions	(171.87)	
Direct Debit	DD1932.6	30-Oct-2018	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(215.39)	
Direct	DD1932.7	30-Oct-2018	Cbus Super Fund	Superannuation contributions	(195.84)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Debit						
Direct Debit	DD1932.8	30-Oct-2018	AMP Lifetime Super	Superannuation contributions	(46.86)	(8,618.18)
Direct Debit	38	01-Oct-2018	3 - Payments for DOT	Payments for DOT	(1,802.60)	
Direct Debit	38	02-Oct-2018	3 - Payments for DOT	Payments for DOT	(2,080.85)	
Direct Debit	38	03-Oct-2018	3 - Payments for DOT	Payments for DOT	(2,069.90)	
Direct Debit	38	04-Oct-2018	3 - Payments for DOT	Payments for DOT	(3,128.40)	
Direct Debit	38	05-Oct-2018	3 - Payments for DOT	Payments for DOT	(2,291.85)	
Direct Debit	38	08-Oct-2018	3 - Payments for DOT	Payments for DOT	(2,408.50)	
Direct Debit	38	09-Oct-2018	3 - Payments for DOT	Payments for DOT	(4,251.95)	
Direct Debit	38	10-Oct-2018	3 - Payments for DOT	Payments for DOT	(8,983.25)	
Direct Debit	38	11-Oct-2018	3 - Payments for DOT	Payments for DOT	(1,548.75)	
Direct Debit	38	12-Oct-2018	3 - Payments for DOT	Payments for DOT	(2,437.95)	
Direct Debit	38	15-Oct-2018	3 - Payments for DOT	Payments for DOT	(2,850.95)	
Direct Debit	38	16-Oct-2018	3 - Payments for DOT	Payments for DOT	(2,807.95)	
Direct Debit	38	17-Oct-2018	3 - Payments for DOT	Payments for DOT	(556.70)	
Direct Debit	38	18-Oct-2018	3 - Payments for DOT	Payments for DOT	(1,246.05)	
Direct Debit	38	19-Oct-2018	3 - Payments for DOT	Payments for DOT	(1,022.45)	
Direct Debit	38	22-Oct-2018	3 - Payments for DOT	Payments for DOT	(4,133.90)	
Direct Debit	38	23-Oct-2018	3 - Payments for DOT	Payments for DOT	(280.85)	
Direct Debit	38	24-Oct-2018	3 - Payments for DOT	Payments for DOT	(5,143.00)	
Direct Debit	38	25-Oct-2018	3 - Payments for DOT	Payments for DOT	(1,720.40)	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	38	26-Oct-2018	3 - Payments for DOT	Payments for DOT	(1,396.40)	
Direct Debit	38	29-Oct-2018	3 - Payments for DOT	Payments for DOT	(1,574.55)	
Direct Debit	38	30-Oct-2018	3 - Payments for DOT	Payments for DOT	(2,463.70)	
Direct Debit	38	31-Oct-2018	3 - Payments for DOT	Payments for DOT	(2,758.60)	
Direct Debit	38	31-Oct-2018	3 - Payments for DOT	Payments for DOT	2,758.60	
Direct Debit	38	31-Oct-2018	3 - Payments for DOT	Payments for DOT	(2,758.60)	(58,959.50)
Direct Debit	38	01-Oct-2018	6 - Westnet Payments	Westnet Payments	(66.00)	
Direct Debit	38	03-Oct-2018	7 - CBA Merchant Fee	CBA Merchant Fee	(3,381.73)	
Direct Debit	38	04-Oct-2018	8 - ANZ Transactive Fee	ANZ Transactive Fee	(170.90)	
Direct Debit	EFT 4075	12-Oct-2018	Canon Finance Aust P/L	iRa 8595 Copier Contract MW81199953: 2nd instalment	(7,000.00)	(10,618.63)
Direct Debit	EFT 4103	25-Oct-2018	Credit Card - Shire of Beverley	Sep 2018 Credit Card Purchases	(905.00)	(905.00)
<b>PAYMENTS RAISED IN CURRENT MONTH</b>					<b>(496,418.59)</b>	<b>(496,418.59)</b>
<b>WAGES &amp; SALARIES</b>						
EFT Pymt		06-Sep-2018	Wages & Salaries	FE - 04 Oct 2018	(52,123.15)	
EFT Pymt		20-Sep-2018	Wages & Salaries	FE - 18 Oct 2018	(53,059.00)	
<b>WAGES &amp; SALARIES</b>					<b>(105,182.15)</b>	<b>(105,182.15)</b>
<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>						
Cheque #	1693	31-Oct-2018	Cr Donald William Davis	17/18 Cr Year Remuneration: Apr - Sep 2018 (2 of 2 pymts)	2,300.00	
Cheque #	1695	31-Oct-2018	Water Corporation	2018-10 Oct Water Accounts	7,772.60	10,072.60
<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>					<b>10,072.60</b>	<b>10,072.60</b>

**PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>					<b>0.00</b>	<b>0.00</b>
<b>TRANSFERS to TRUST</b>						
EFT Pymt		31-Oct-2018	Trust - Shire of Beverley	Trust Deposit of 24 Oct 2018 incorrectly deposited into the Municipal acct	(750.00)	
					<b>TRANSFERS to TRUST</b>	<b>(750.00)</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>						
					<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>	<b>0.00</b>
<b>INVESTMENTS</b>						
					<b>INVESTMENTS</b>	<b>0.00</b>
<b>TOTAL EXPENDITURE for MUNICIPAL ACCOUNT</b>						<b>(592,278.14)</b>
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>						
Credit card	MZCS3021 23	29-Aug-2018	Parkland Mazda	BE1 (SDN11): 30,000km Service	410.00	
Credit card	05050947	05-Sep-2018	Surepak	Various blgs - 240L bin liners	495.00	
Credit card	928422	03-Oct-2018	Brown & Watson International	Various Vehicles: LED Emergency Lighting Beacons	1,749.00	
Credit card	S0540607 328	04-Oct-2018	Goods Guys Midland	5 Short St: Electric Oven	869.00	
Credit card	BE464/OC T18-1	08-Oct-2018	DoT	BE464 (PSDN09) - Change of Plate Fee BE464 -> 1GLE034	26.85	
Credit card	84-REG33	09-Oct-2018	McDonalds Ascot	Refreshments re Cornerstone Fit Out purchasing for S De Beer - Planner, A Lewis - EA	8.10	
Credit card	40331036	09-Oct-2018	Ikea Innaloo	Refreshments re Cornerstone Fit Out purchasing for S De Beer - Planner, A Lewis - EA	30.70	
Credit card	30277365	09-Oct-2018	Ikea Innaloo	Cornerstone Fit Out Purchases (Crockery, cutlery etc)	835.53	
Credit card	BE464/OC T18-2	10-Oct-2018	DoT	BE464 (PSDN12) - Change of Plate Fee 1GPG842 -> BE464	17.70	
Credit card	16941	24-Oct-2018	Complete Wardrobe Supplies	AS12001 (LBN1904) Unit 8 Refurb: Materials	590.73	
Credit card	23042791	25-Oct-2018	Peri Aust P/L	Bridge 3202 - Kokeby East Rd: Equipment	3,804.99	

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>					<b>8,837.60</b>	
<b>TRUST ACCOUNT DETAILS</b>						
<b>PAYMENTS RAISED IN CURRENT MONTH</b>						
EFT Pymt	EFT 4054	10-Oct-2018	Diane Colebrook	Refund of Cleaning Bond - Hall Hire, Booking 05 Oct 2018 (Rec 18254)	(200.00)	
EFT Pymt	EFT 4055	10-Oct-2018	Matthew Smith	Refund of Gym Key Bond (Rec 14596)	(50.00)	
EFT Pymt	EFT 4093	25-Oct-2018	Beverley Soaring Society	Refund of Cleaning Bond - Rec Centre Hire, Booking 06 Oct 2018 (Rec 16167)	(200.00)	
<b>PAYMENTS RAISED IN CURRENT MONTH</b>					<b>(450.00)</b>	<b>(450.00)</b>
<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>						
<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>					<b>0.00</b>	<b>0.00</b>
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>						
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>					<b>0.00</b>	<b>0.00</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>						
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>					<b>0.00</b>	<b>0.00</b>
<b>TOTAL EXPENDITURE for TRUST ACCOUNT</b>						<b>(450.00)</b>
<b>TOTAL EXPENDITURE as reconciled to the OCTOBER 2018 BANK STATEMENTS</b>						
					Municipal Account Expenditure	(592,278.14)
					Trust Account Expenditure	(450.00)
<b>TOTAL EXPENDITURE for OCTOBER 2018</b>						<b>(592,728.14)</b>

### **11.3 CEO Vehicle Change Over**

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**SUBMISSION TO:** 27 November 2018 Ordinary Council Meeting  
**REPORT DATE:** 16 November 2018  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0362  
**AUTHOR:** S.P. Gollan, Chief Executive Officer  
**ATTACHMENTS:** N/A

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#### **SUMMARY**

Council to consider the changeover of the Chief Executive Officer's Vehicle BE 1.

#### **BACKGROUND**

Council included a net (changeover) budget amount of \$8,000 ex GST for the Chief Executive Officer's Vehicle BE 1.

#### **COMMENT**

Quotes received for the changeover of the Vehicle were as follows:

<b>Supplier</b>	<b>Changeover inc GST</b>	<b>Changeover ex GST</b>
Osborne Park Mazda	\$17,120.70	\$15,408.63
Parkland Mazda	\$11,656.58	\$10,490.92
Bayswater Mazda	\$20,464.46	\$18,418.01
Melville Mazda	\$19,479.99	\$17,531.91
Shacks Holden	\$11,120.03	\$10,008.02

Quotes received from the Mazda dealers were for the supply of a 2018 Mazda CX9 J Azami AWD Wagon (New Model) and Shacks Holden have quoted on the new 2018 Holden Acadia LTZ-V V6 AWD Wagon.

All quotes received were above Council's 2018/19 budget allocation.

BE 1 is in good condition and has travelled approximately 40,000 kilometres and could be retained for a further 12 months.

Ongoing servicing and a set of tyres will be required in the near future along with a new windscreen. The cost of tyres and a new windscreen could be in the vicinity of \$3,000.00.

#### **STATUTORY ENVIRONMENT**

Nil

#### **FINANCIAL IMPLICATIONS**

\$2,008.00 over 2018/19 Budget allocation if changeover is to proceed.

#### **STRATEGIC IMPLICATIONS**

Nil

#### **POLICY IMPLICATIONS**

AF007 Purchasing and Procurement

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION**

That the Chief Executive Officer's Vehicle BE 1 be changed over for a 2018 Holden Acadia LTZ-V V6 AWD Wagon from Shacks Holden for the changeover amount of \$11,120.03 (including GST).

#### **11.4 Transfer of Land Lot 16, 17 and 18 Great Southern Hwy**

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**SUBMISSION TO:** Ordinary Council Meeting 27 November 2018  
**REPORT DATE:** 16 November 2018  
**APPLICANT:** D & E Gunn  
**FILE REFERENCE:** ADM 0439  
**AUTHOR:** N.J. Ashworth, Finance Officer  
**ATTACHMENTS:** Letter from Ratepayer & Copies of Letter from K Byers

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#### **SUMMARY**

Council to consider Writing Off and Refunding of Rates within the Anglo Estate area, Kokeby as per the Anglo Estate (Mount Kokeby) Town Planning Policy.

#### **BACKGROUND**

This item was placed before Council on the 28 August 2018, ratepayers have now requested a different payment schedule to what Council resolved.

As per the Anglo Estate (Mount Kokeby) Town Planning Policy, Council can consider the offer to refund the 2017-18 rates and write off the 2018/19 rates on Lots 16, 17 & 18 (Table 1) Great Southern Highway on the understanding that these properties be transferred to the Shire of Beverley and all settlement costs be covered by the Shire of Beverley.

#### **COMMENT**

The ratepayers have produced copies of two letters from former CEO Keith Byers. One to the owners of Lots 16 & 17 advising of the rates outstanding and the other advising that Council was not prepared to sell Lot 18. They believed that if they applied to Council and Planning approval was not granted the "Council would repay all rates paid since purchase on condition that the blocks were surrendered".

The current claim for costs are as follows:

Refund \$887 Rates 2017/18

\$2,000 per block

Write-off \$914 Rates 2018/19

Refund \$3658 from the Transfer of blocks 16 & 17

Totalling \$11,459

The previous claim in August 2018 was for \$18,281.86.

Staff do not believe it is appropriate to refund \$3658 for the transfer of lots 16 & 17 as requested.

It will be recommended that Council's offer to transfer the land remain the same as the previous offer made in August 2018.



Staff have listed below the properties involved:

Table 1

Assess #	Address	Description	Owner	Current Yrs Rates to be Written off	Previous Yrs Rates to be refunded
51222	L 16, 17 & 18 Gt Southern Hwy	Vacant Land	Derek & Elaine GUNN	914.00	887.00
			<b>Total</b>	<b>\$914.00</b>	<b>\$887.00</b>

## STATUTORY ENVIRONMENT

The following sections of the *Local Government Act 1995* provide for the actions to be taken for the sale or transfer of land for non-payment of rates:

### 6.64. Actions to be taken

- (1) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and —
  - (a) from time to time lease the land; or
  - (b) sell the land; or
  - (c) cause the land to be transferred to the Crown; or
  - (d) cause the land to be transferred to itself.
- (2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.
- (3) Where payment of rates or service charges imposed in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.

### 6.68. Exercise of power to sell land

- (1) Subject to subsection (2), a local government is not to exercise its power under section 6.64(1)(b) (in this Subdivision and Schedule 6.3 referred to as the *power of sale*) in relation to any land unless, within the period of 3 years prior to the exercise of the power of sale, the local government has at least once attempted under section 6.56 to recover money due to it.
- (2) A local government is not required to attempt under section 6.56 to recover money due to it before exercising the power of sale where the local government —
  - (a) has a reasonable belief that the cost of the proceedings under that section will equal or exceed the value of the land; or
  - (b) having made reasonable efforts to locate the owner of the property is unable to do so.

(3A) A local government is to ensure that a decision to exercise a power of sale without having, within the period of 3 years prior to the exercise of the power of sale, attempted under section 6.56 to recover the money due to it and the reasons for the decision are recorded in the minutes of the meeting at which the decision was made.

(3) Schedule 6.3 has effect in relation to the exercise of the power of sale.

#### **6.69. Right to pay rates, service charges and costs, and stay proceedings**

(1) Up to 7 days prior to the time of the actual sale of any land for non-payment of rates or service charges a person having an estate or interest in the land may pay the rates or service charges and the costs and expenses incurred to that time in proceedings relating to the proposed sale.

(2) At any time after the 7 days referred to in subsection (1) but prior to the time of the actual sale of any land the local government may, upon such terms and conditions as are agreed between the parties, accept payment of the outstanding rates or service charges.

(3) On payment being made under subsection (1) or (2) the proceedings relating to the proposed sale are stayed and the local government is required to make such notifications and take such measures as are prescribed in relation to the payment and the cancellation of the proposed sale.

#### **6.71. Power to transfer land to Crown or to local government**

(1) If under this Subdivision land is offered for sale but at the expiration of 12 months a contract for the sale of the land has not been entered into by the local government, it may by transfer, where the land is subject to the provisions of the *Transfer of Land Act 1893*, and by deed, where the land is not subject to the provisions of that Act, transfer or convey the estate in fee simple in the land to —

- (a) the Crown in right of the State; or
- (b) the local government.

(2) When a local government exercises the power referred to in subsection (1)(a) in relation to any land all encumbrances affecting the land are, by virtue of this section of no further force or effect against that land and the Registrar of Titles or the Registrar of Deeds and Transfers, as the case requires, is to give effect to this section.

(3) When exercising the power referred to in subsection (1)(b) the local government is required to pay the sum secured by, or payable under, a mortgage, lease, tenancy, encumbrance or charge in favour of the Crown in right of the State or a department, agency, or instrumentality of the Crown in right of the State.

**FINANCIAL IMPLICATIONS**

\$914.00 to be Written Off

\$887.00 to be Refunded plus settlement costs.

\$6,000 to be Paid to Ratepayer (\$2,000 per block)

**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Policy Manual – AF006 Rates Recovery

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION**

That Council offer to the applicants, D & E Gunn:

1. a refund the 2017-18 rates totalling \$887.00
2. a write-off the 2018-19 rates totalling \$914.00
3. to pay \$2,000 per block (totalling \$6,000),
4. cover all settlement costs associated with the transfer of Lots 16, 17, & 18 Great Southern Highway, Kokeby to the Shire of Beverley name, in accordance with the Anglo Estate (Mount Kokeby) Town Planning Policy.

## Attachment 11.4

Shire of Beverley

Chief Executive Officer: Stephen Gollan

Derek and Elaine Gunn

20 Fraser Way, Padbury 6025

15/10/18

Dear Mr Gollan



Re: Assessment 51222 – Lots 16, 17 & 18 Gt. Southern Hwy, Kokeby

Thank you for your letter of 12/9/18 and your offer to purchase our blocks, refund 2017/2018 rates and write off 2018/2019 rates. Whilst we would consider surrendering our blocks to Council we would ask that Council re consider its' offer in order to mitigate the financial losses that we have incurred. The blocks have cost us, to date, in excess of \$19000 in rates payments.

As you know we are, perhaps, amongst the few owners who have paid our rates in full since the purchase date 3/11/97. We attach a copy of a letter dated 1/12/2006 as you can see we asked to buy lot 19 and our request was denied. The reason given to us stated Council's intention to

**"Ultimately amalgamate as many as possible into one holding and to do anything contrary would be a deception to those who have handed them back to the Shire in lieu of the rates they had paid".**

However, the following year, 2007, the owners of lots 16 & 17 (Mr. & Mrs. Donaldson) contacted us and asked us if we were interested in their blocks. They had paid little or no rates on them and owed Beverley Shire a total of \$7658. Mr Donaldson told us he was terminally ill and had no way of paying Council as he had no assets and lived in rental accommodation with his wife. Mr. Donaldson has since died. We spoke to the Shire and were advised that the transfer would be permitted on condition that we pay the outstanding arrears owed by the Donaldson's, in full, to the Shire. We agreed and the transfer occurred. Copy of letter dated 7/5/2007 regarding the transfer attached. At that stage we held hope that the three blocks could be combined into one title and that we would come within the setbacks which we believed were the only condition that stopped us from developing the block (s). We also understood that if planning wasn't approved then Council would repay all rates paid since purchase on condition that the blocks were surrendered. This was our reasonable belief based on communications between us and Shire of Beverley.

At some stage between then and now Council rescinded that offer; however, we were unaware of the policy change and continued to pay full rates until the present time.

We are willing to surrender our blocks to Council if an additional \$3658 was added to the sum offered. This allows us to at least recoup the difference between the market value of blocks 16 and 17 (\$4000) and the rates we paid on behalf of the Donaldson's. In summary, we would consider transferring lots 16, 17 & 18 if Councils offer increased by \$3658 to the amount of \$10,545:

- Refund \$887 rates 2017/18
- \$2000 per block
- Write off \$914, rates 2018/19
- Cover all settlement costs associated with the transfer
- Refund \$3658 from Donaldson transfer

Attachment 11.4

We feel that our proposal benefits both parties and offers us the opportunity to recoup approximately 50% of the substantial costs that we have incurred over 20 years as ratepayers. We look forward to your response in due course.

Sincerely,

A handwritten signature in black ink, appearing to read "D. J. Jones", with a horizontal line extending to the right.

Correspondence dated 1/12/2006 and 7/5/2007 attached.

Attachment 11.4



COPY

SHIRE OF BEVERLEY  
BEVERLEY, WESTERN AUSTRALIA 6304

1 December 2006

D. & E. Gunn  
20 Fraser Way  
PADBURY WA 6025

Dear Mr. and Ms. Gunn

**Lot 18 Great Southern Highway, Kokeby**

I refer to your correspondence of the 25 November 2006 and regret to advise that Council is not prepared to sell lot 19, which adjoins your property. Council's original intention for these lots was to ultimately amalgamate as many as possible into one holding and to do anything contrary would be a deception to those who have handed them back to the Shire in lieu of the rates they had paid.

Should you still wish to forfeit ownership of the land, Council is prepared to refund, in full, all rates paid since your original purchase.

Yours sincerely

A handwritten signature in black ink, appearing to be 'K. Byers'.

Keith Byers  
CHIEF EXECUTIVE OFFICER

Attachment 11.4



COPY

SHIRE OF BEVERLEY  
BEVERLEY, WESTERN AUSTRALIA 6304

Our Ref: Ass # 1387 &1388

7<sup>th</sup> May 2007

Mr & Mrs Donaldson  
Unit 3 / 9 Odo Street  
North Beach  
WA 6020

**Re: L16 & 17 Great Southern Highway, Beverley, WA 6304**

Dear Mr & Mrs Donaldson,

I refer to your letter dated 2<sup>nd</sup> May, and confirm that ownership details have been changed.

I also wish to advise that current outstanding rates total \$7,658 as at today's date. Please refer to enclosures for a breakdown of this figure. Relevant Invoices are also enclosed.

Please note that legal costs have been incurred in an effort to obtain payment of these outstanding rates. As per section 6.43 & 6.44 of the Local Government Act 1995, these costs are now a charge on the land and, if remain unpaid after settlement, will pass onto the new owners, who will then be liable for payment.

Please contact me before payment is made so the total due can be calculated, as interest accrues at a daily rate.

If you have any queries regarding the above matter, please do not hesitate to contact me.

Yours sincerely

A handwritten signature in black ink, appearing to read 'KL BYERS'.

KL BYERS  
CHIEF EXECUTIVE OFFICER

c.c. – Derek & Elaine Gunn, 20 Fraser Way, Padbury, WA 6025

Attachment 11.4

PY

	Ass 1387	Ass 1388
Rates - Arrears	\$2,449.33	\$2,448.42
Interest - Arrears	\$271.61	\$271.51
ESL - Arrears	\$95.00	\$95.00
Rates - Current	\$550.00	\$550.00
Interest - Current	\$304.31	\$304.22
ESL - Current	\$35.00	\$35.00
Legal Costs	\$124.30	\$124.30
	<u>\$3,829.55</u>	<u>\$3,828.45</u>

11/5/07. 500

3829.55  
3828.45  
7658.00



## **12. ADMINISTRATION**

### **12.1 Use of the Common Seal**

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**SUBMISSION TO:** Ordinary Council Meeting 27 November 2018  
**REPORT DATE:** 16 November 2018  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0256  
**AUTHOR:** S.P. Gollan, Chief Executive Officer  
**ATTACHMENTS:** Nil

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#### **SUMMARY**

Council to endorse the use of the Common Seal.

#### **BACKGROUND**

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

#### **COMMENT**

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

1. Lease of the Child Care Area, Cornerstone Community Centre between the Shire of Beverley and Fun 2 B Kids.

#### **STATUTORY ENVIRONMENT**

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

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

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

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Delegation EO-D010

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION**

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

1. Lease of the Child Care Area, Cornerstone Community Centre between the Shire of Beverley and Fun 2 B Kids.

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

New Business of an urgent matter only arising by order of the meeting.

**14. CLOSURE**

The Chairman to declare the meeting closed.



## **LOCAL PLANNING TPS POLICY No. 13: SIGNAGE**

### **PURPOSE**

To provide guidance for the ~~Planning~~ requirements for all signage within the Shire of Beverley.

### **AUTHORITY TO PREPARE AND ADOPT A LOCAL PLANNING POLICY**

*Clause 4 of Schedule 2, Part 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 enables a Local Government to prepare and adopt Local Planning Policies.*

~~The Shire of Beverley, pursuant to Clause 7.6 of the Shire of Beverley Town Planning Scheme No.2, hereby makes this Town Planning Scheme Policy regarding all signage visible from outside of a property, throughout the Shire of Beverley. This policy will be incorporated into future schemes when Town Planning Scheme No.2, or greater, is revoked.~~

This Policy supersedes the previous Signage Policy which is hereby rescinded.

### **BACKGROUND**

Signage is considered to have a major impact on the amenity of the Shire, particularly in relation to roadside advertising. Except where specifically exempt under the Shire of Beverley's **Local Planning Scheme No. 3** ~~Town Planning Scheme No. 2 (TPS 2)~~ or lawfully erected prior to the gazettal of the **Local Planning Scheme No. 3**, ~~under Clause 4.1 of TPS 2~~, all advertisements within the Shire of Beverley require the prior approval of Council. This policy is to provide guidance for the location and desired standards when an application for planning approval is being considered.

### **OBJECTIVE**

The policy is to enhance the amenity and character of all areas within the Shire of Beverley through the provision of acceptable standards of development for advertisements.

### **POLICY**

1. This policy is for all signage that is visible from outside the property, complex or facility concerned, either from private land or from public places or streets.
2. **For** protection of amenity and in the **Farming Rural, and Rural Smallholding & Rural Residential** zones, rural character shall be a priority when considering applications. Proposals which are not **considered to be** in harmony with the character and amenity of the area shall be **recommended be** refused.
3. Should the application be on or adjacent to a Main Road reserve, approval from Main Roads WA is also required.



4. Signs denoting property and/or owner name and/or property address do not require approval.
5. Temporary signage erected on any land, to encourage persons to vote for a candidate, political party or issue which may be for a forthcoming election of the parliament of the Commonwealth or State or Local Government or a referendum, removed within 72 hours of close of polls on the voting day, does not require planning approval.
6. Signage placed within the property boundary by a Licensed Real Estate agent specifically relating to the sale of the property, does not require planning approval.
7. Signage for community events, no larger than 1.2m<sup>2</sup> and for a period not exceeding 4 months, does not require the payment of a planning application fee and may be approved by the Shire Planner under delegated authority.
8. **A-Frame type** signage for retail sales placed on or adjacent to the associated business, no larger than 1.2m<sup>2</sup> and for a period not exceeding 4 months, does not require planning approval, **on the proviso they be removed after close of business on business operational days.**
9. Where an advertisement proposal requires approval, including those that form a component of a development application, the applicant shall complete and lodge a control of advertisements form contained in Appendix No. 1 to this policy in addition to an application for Planning Approval.
10. All advertisements shall comply with the criteria contained in Table 1 of this policy.
11. ~~Approval for the continuation of approved signage requires that a request shall be made to the Shire in writing, prior to planning approval expiring. Approval for the continuation of signage approval **may** be granted by the Shire Planner under delegated authority.~~



Location	Sign Purpose	Maximum Allowable Signage
All Locations	All Advertising	<ul style="list-style-type: none"> <li>• Signage must be complementary to its surroundings.</li> <li>• Any signage which in the opinion of Council is distracting to motorists shall not be approved.</li> <li>• Except for <b>Rural Townsite, Light or General Industry Commercial or Industrial</b> zones flashing or illuminated signs shall not be approved.</li> </ul>
Recreational Precinct - Oval	Commercial Advertising	<ul style="list-style-type: none"> <li>• Signage around the Oval circle shall have a minimum as well as maximum height of 80cm (inclusive of frame) measured from natural ground level to the top of the sign (refer to Appendix 2).</li> <li>• No limitation on width of signage.</li> <li>• Advertisements along the Oval circle shall be framed with an appropriate material to <b>prevent</b> inhibit possible injuries to spectators and participants in sports events.</li> <li>• Advertising contents, font and colour scheme shall be to the satisfaction of the Shire.</li> <li>• All other Commercial Oval Advertising to be considered on individual merit in relation to contents, dimensions, type and siting, etc.</li> </ul>
<b>Beverley Cornerstone Multi-Purpose Community Centre</b>	Commercial Advertising	<ul style="list-style-type: none"> <li>• <b>All proposed commercial advertising shall require an application for planning approval.</b></li> <li>• <b>Advertising for the commercial offices fronting Dawson Street shall be limited to signage on the two glass door panels (top and bottom) only – (refer to Appendix 3). Preference will be given to removable printed film.</b></li> <li>• <b>No signage shall be permitted on adjacent external commercial office walls or facia's/eaves.</b></li> <li>• <b>Should the business cease to operate, all relevant signage must be removed.</b></li> </ul>
Within Main Roads Road Reserve	Local Government or Community Organisation	<ul style="list-style-type: none"> <li>• Maximum dimension of 4.5m<sup>2</sup>.</li> <li>• Should the organisation cease to operate, all relevant signage must be removed.</li> </ul>
	Commercial Advertising	Not allowed
Adjacent to Main Roads Road Reserve	All Advertising	<ul style="list-style-type: none"> <li>• Maximum dimension of 4.5m<sup>2</sup>.</li> <li>• All signage must comply with the setback requirements contained in <del>Table 2 of TPS 2</del> <b>Table 5 – General Site Requirements in Local Planning Scheme No. 3.</b></li> <li>• Consideration must be given to the grouping of signage.</li> <li>• Should the business cease to operate, all relevant signage must be removed.</li> <li>• Advertising shall be for businesses or activity located within 5 km of the sign.</li> </ul>



Road Reserve (Non Main Road)	Private and commercial advertising.	<ul style="list-style-type: none"> <li>• Signage must be specific to an event and time period. Ongoing approval shall not be granted.</li> </ul>
	Local Government or Community Organisation	<ul style="list-style-type: none"> <li>• Signage must be specific to an event and/or time period</li> </ul>
Residential Zone	Home Business – Signage does not require approval if compliant with policy	<ul style="list-style-type: none"> <li>• Maximum dimension of 1m<sup>2</sup>.</li> <li>• Signage must relate to the business being conducted.</li> <li>• Should the business cease to operate, all relevant signage must be removed.</li> </ul>
	Domestic Advertising for (Garage Sale Etc.)	<ul style="list-style-type: none"> <li>• Maximum dimension of 1m<sup>2</sup>.</li> <li>• Advertising must relate to the property upon which the signage is placed.</li> <li>• All signage approval shall be limited to a maximum of two months after which a new approval must be sought and granted.</li> </ul>
Rural Residential Zone	All Advertising	<ul style="list-style-type: none"> <li>• Maximum dimension of 4.5m<sup>2</sup>.</li> <li>• Advertising must relate to the property upon which the signage is placed.</li> </ul>
Rural Smallholding Zone	All Advertising	<ul style="list-style-type: none"> <li>• Maximum dimension of 4.5m<sup>2</sup>.</li> <li>• Advertising must relate to the property upon which the signage is placed.</li> </ul>
Rural Townsite Zone	All Advertising	<ul style="list-style-type: none"> <li>• <del>Maximum dimension of 1m<sup>2</sup>.</del></li> <li>• <del>Advertising must relate to the property upon which the signage is placed...</del></li> <li>• <del>All signage approval shall be limited to a maximum of two years after which a new approval must be sought and granted.</del></li> </ul>
Farming Rural Zone	All Advertising	<ul style="list-style-type: none"> <li>• Maximum dimension of 4.5m<sup>2</sup>.</li> <li>• Consideration must be given to the grouping of signage.</li> </ul>
Commercial Rural Townsite Zone	All Advertising	<ul style="list-style-type: none"> <li>• <del>Maximum dimension of free standing signs to be 15m<sup>2</sup>.</del></li> <li>• Advertising must relate to the property upon which the signage is placed.</li> <li>• Consideration must be given to the grouping of signage.</li> <li>• All signage approval shall be limited to the business for which approval has been granted. For any change of business, a new approval must be sought and granted.</li> </ul>



<b>Light &amp; General Industry</b> Industrial Zone	All Advertising	<ul style="list-style-type: none"><li>• Maximum individual dimension of 6m<sup>2</sup>.</li><li>• Maximum total area of signage 15m<sup>2</sup>.</li><li>• Advertising must relate to the property upon which the signage is placed.</li><li>• Consideration must be given to the grouping of signage.</li><li>• All signage approval shall be limited to the business for which approval has been granted. For any change of business, a new approval must be sought and granted.</li></ul>
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# Appendix 1

## ADDITIONAL INFORMATION SHEET FOR ADVERTISEMENT APPROVAL (to be completed in addition to Application for Planning Approval)

Name of Advertiser (if different from owner): .....

Address in full:.....

.....

Description of property upon which advertisement is to be displayed including full details of its proposed position within that property:

.....

.....

.....

**Details of Proposed Sign:**

Height:..... Width:..... Depth: .....

Colours to be used: .....

Height above ground level - (to top of advertisement): .....

(to underside):.....

Materials to be used.....

Illuminated: Yes/No. If yes, state whether steady, moving, flashing, alternating, digital, animated or scintillating and state intensity of light source:

.....

State period of time for which advertisement is required:

.....

Details of signs, if any, to be removed if this application is approved:

.....

.....

.....

.....

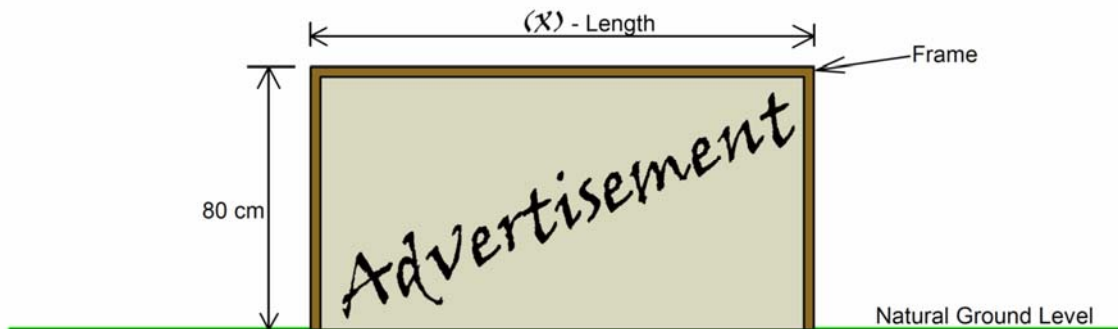
NB. This application should be supported by a photograph or photographs of the premises showing superimposed thereon the proposed position for the advertisement and those advertisements to be removed detailed above.

## Appendix 2

### Location of Oval Circle:



### Elevation Sketch Plan – Oval Signage Dimensions:



## Appendix 3

### COMMERCIAL ADVERTISING – CORNERSTONE MULTI-PURPOSE COMMUNITY CENTRE

