



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 26 February 2019. Please arrive at the Shire Office at 2.50pm to register your attendance.

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

22 February 2019

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.



26 February 2019

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 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

Cr CJ Pepper Apologies

2.5 Condolences

Nil

3. DECLARATIONS OF INTEREST

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 18 December 2018

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held Tuesday 18 December 2018 be confirmed.

7.2 Minutes Of The Audit Committee Meeting Held 12 February 2019

OFFICER'S RECOMMENDATION

That the Minutes of the Audit and Risk Committee Meeting held Tuesday 12 February 2019 be received.

Under separate cover.

Please refer to agenda items: 11.3, 11.4 and 11.5

8. TECHNICAL SERVICES

Nil

9. PLANNING SERVICES

9.1 Proceeding with Local Planning Policy - Signage

SUBMISSION TO: Ordinary Council Meeting 26 February 2019
REPORT DATE: 9 January 2019
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)

SUMMARY

Council initiated public notification of a *revised Local Planning Policy - Signage*. It will be recommended the policy be proceeded with now that public notification of the revised policy has concluded.

BACKGROUND

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

Council at its 27 November 2018 meeting resolved 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’.

The revised *Local Planning Policy – Signage* (attached to this report) was subsequently advertised as prescribed in the abovementioned legislation. No submissions were received.

COMMENT

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

- to align the policy with the Draft 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

The revised *Local Planning Policy – Signage* was advertised. No submissions were received and therefore no modifications to the Draft policy are recommended.

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 specific strategic implications relative to this application.

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:

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

9.2 Subdivision Application WAPC 157601: 3906 and 3907 Mawson Road

SUBMISSION TO: Ordinary Council Meeting 26 February 2019
REPORT DATE: 9 January 2019
APPLICANT: Perth Licenced Surveys Pty Ltd
FILE REFERENCE: PL 157601
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Site Subdivision Plan and Application Documentation

SUMMARY

An application had been referred for comment to the Shire by the Western Australian Planning Commission (submitted by Perth Licenced Surveys Pty Ltd) for the subdivision of Lots 3906 & 3907 Mawson Road, Beverley. The application will be recommended for approval.

BACKGROUND

An application has been received from the Western Australian Planning Commission (WAPC) to realign boundaries as per the attached sketch plans. The subject lots are Zoned 'Farming' and contains existing homesteads and outbuildings.

The applicant mentions the following in the submission:

'The current fence position is a long way off the true boundary position. This subdivision is to re-align part of the boundary to the current fence position. The owners were not previously aware of the error in the fence and have come to an understanding together to fix the issue, rather than using an adverse possession claim.'

COMMENT

The subdivision proposal (proposed re-alignment of boundaries) accords with the aims of the Shire of Beverley Local Planning Strategy and the Draft Shire of Beverley Local Planning Scheme No. 3.

STATUTORY ENVIRONMENT

Subdivision and amalgamation is determined by the Western Australian Planning Commission in compliance with state policies and the Shire of Beverley's planning framework. Council's recommendation is considered when determining the application.

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

There are no policy implications relative to this application.

VOTING REQUIREMENTS

Simple Majority

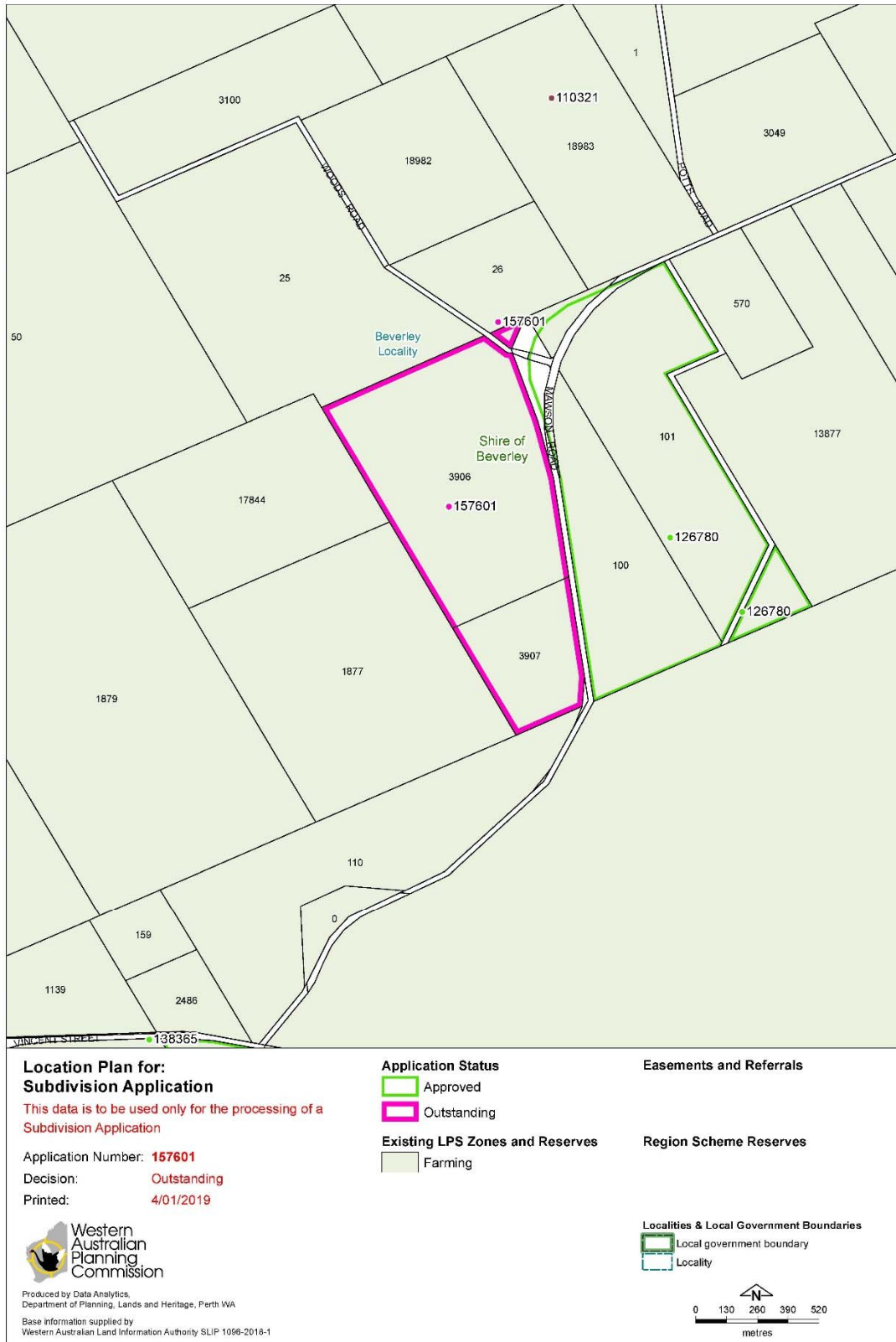
OFFICER'S RECOMMENDATION

That Council resolve to recommend to the Western Australian Planning Commission that application WAPC No. 157601 for the subdivision of Lots 3906 & 3907 Mawson Road, Beverley, be approved subject to the following advice note:

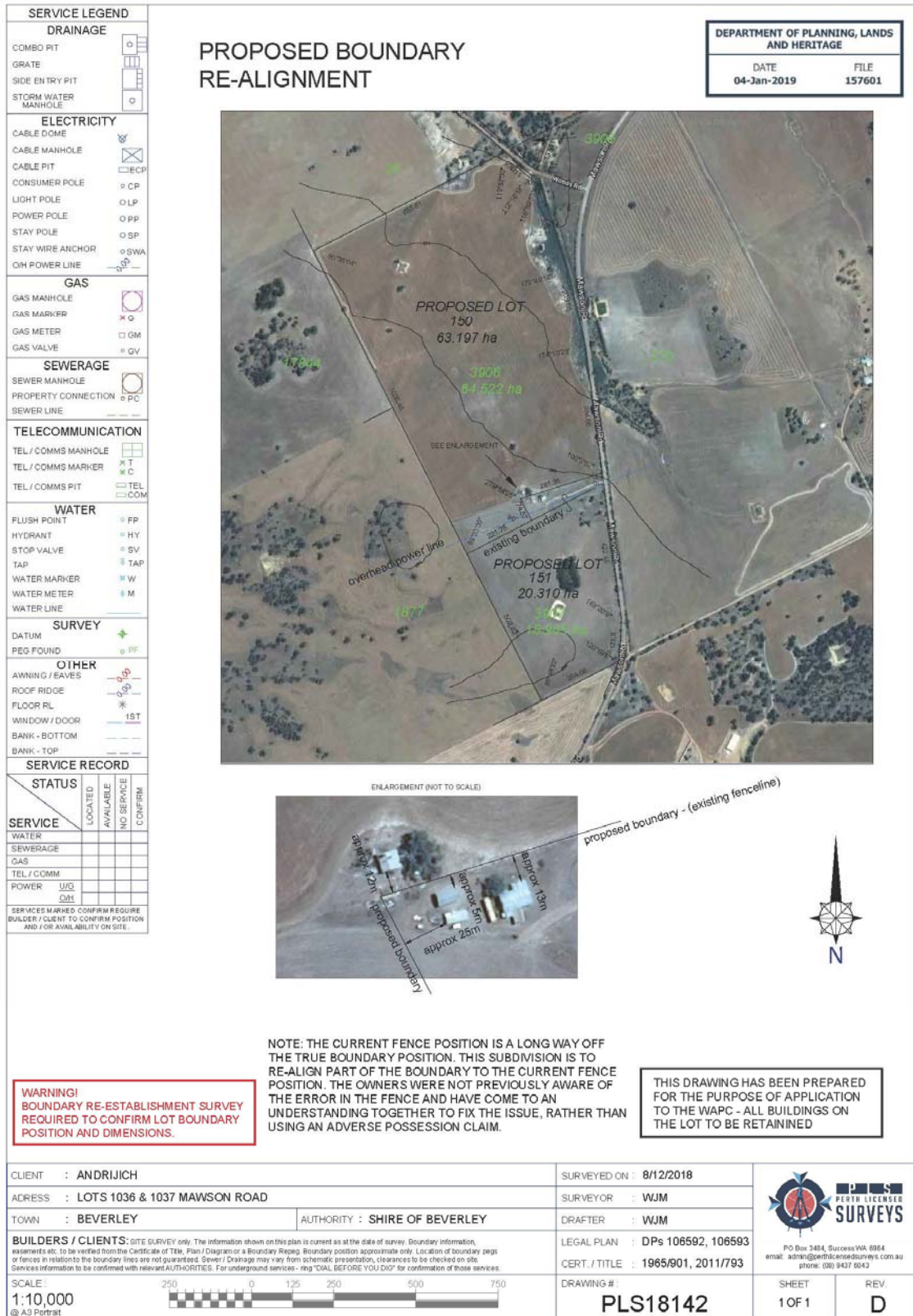
Advice Note

1. The Commission's approval should not be construed as an approval for development on any of the lots proposed.

Attachment 9.2



Attachment 9.2



9.3 Revision of Town Planning Policy – Second-Hand Relocated Buildings

SUBMISSION TO: Ordinary Council Meeting 26 February 2019
REPORT DATE: 24 January 2019
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0219
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Revised Local Planning Policy No. 7 (under separate cover)

SUMMARY

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

BACKGROUND

The revision of the *Shire of Beverley Town Planning Policy – Relocated Second-Hand Buildings*, is required to align it with the new Shire of Beverley Local Planning Scheme No. 3 as well as to provide clear guidelines for the design and style of relocated second-hand dwellings & repurposed dwellings within the *Residential, Rural Residential, Rural Smallholding, Rural & Rural Townsite Zones*.

The self-explanatory revised *Local Planning Policy – Relocated Second-Hand Dwellings & Repurposed Dwellings* 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 standards as to what constitutes an acceptable type of relocated second-hand dwelling or repurposed dwelling;
- To ensure the design, style & construction of relocated dwellings & repurposed dwellings are in keeping with the character of the surrounding dwellings in particular, and the locality in general.

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 –
- (b) Publish a notice of the proposed policy in a newspaper circulating in the Scheme area, giving details of –
- (v) the subject and nature of the proposed policy; and
 - (vi) the objectives of the proposed policy; and
 - (vii) where the proposed policy may be inspected; and
 - (viii) 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 – Relocated Second-Hand Dwellings & Repurposed Dwellings*.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

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

9.4 Development Application: Special Events (Tractor Pull and Lawnmower Racing) - Lot 397 (Reserve 3378 – Old Racecourse), Vincent Street

SUBMISSION TO: Ordinary Council Meeting 26 February 2019
REPORT DATE: 15 February 2019
APPLICANT: Western Australian Tractor Pull Association – Monica Van Der Snoek
FILE REFERENCE: ADM 0155
AUTHOR: B S de Beer, Shire Planner
ATTACHMENTS: Application Documentation Package (under separate cover)

SUMMARY

An application for Special Events (Tractor Pull & Lawnmower Racing) on Lot 397 (Reserve 3378) Vincent Street – (the Old Racecourse), had been received. The application will be recommended for approval.

BACKGROUND

A comprehensive application has been received from the Western Australian Tractor Pull Association (WATPA - Monica Van Der Snoek), inclusive of amongst others an *Event Management Plan*, *Risk Management Plan* and *Risk Assessment* that covers all race dates.

The subject property is the Old Racecourse – located on Lot 397 (Reserve 3378) Vincent Street, is zoned *Reserve – Recreational* and is 42.9ha in extent. The Shire is the custodian of the land through a Management Order.

Numerous successful Tractor Pull & Lawnmower Racing events had been held at this location in the past. This application for Development Approval was invited as it is not considered that these events can be regarded as *exempted development* under Section 61 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Development for which development approval not required).

It is proposed to conduct events (as per the submission) on the following dates:

- 30th & 31st March 2019
- 6th April 2019
- 4th May 2019
- 2nd June 2019
- 29th June 2019
- 27th July 2019
- 24th August 2019
- 19th October 2019

Times of operation are included in the submission: generally between 11am to 5:30pm.

Permission is also requested for pre-event set-up and post event clean-up days as per the submission.

The proposed 6th April 2019 event also include a band and a bar that will commence after conclusion of the tractor pull event. Camping for all events is requested for competitors within the designated areas shown on the maps submitted.

COMMENT

In previous years the events have attracted a substantial number of out-of-towners and residents of Beverley. It is an established event in the Beverley Community Calendar and is regarded an important attraction from a tourism perspective. It has always been well planned and run and for this reason should be encouraged to remain.

From a land use perspective the property is regarded as being ideally located for a use of this nature.

A number of concerns were raised by interested parties during the Public Notification of the Development Application. Shire Planner is of the opinion that the imposition of appropriate Conditions of Planning Approval would address those concerns.

CONSULTATION

Internal consultation was had with the Building Surveyor/Environmental Health Officer as well as the Community Emergency Services Manager. Applicable comments received are quoted below:

Building Surveyor/Environmental Health Officer:

1. *Any Public Event that charges an entry fee is required to have a "Public Building", (Public Event) Approval under the Public Health Act 2016.*
2. *Any Public Event applications are to be lodge three, (3), months prior to the event commencing, to allow sufficient time for assessment and approval.*
3. *Any temporary public camping is to be approved prior to the temporary camping being carried out under the Caravan Parks and Camping Grounds Act 1995.*
4. *Any temporary public camping applications are to be lodged one, (1), month prior to the use of the land as a temporary camping ground, to allow sufficient time for assessment and approval.*
5. *Any application for a Public Event shall address, where applicable, each requirement under the Department of Public Health, "Concerts and Mass Gatherings Guidelines".*
6. *Any associated, event or live entertainment, is to address any additional, relevant requirements listed in the "Concerts and Mass Gatherings Guidelines".*
7. *Any required Liquor Licensing is to be addressed and approved where applicable.*
8. *Any requirements of Police or Emergency Services are to be addressed and complied with, where applicable.*
9. *Fire and Bushfire risks including requirements for emergency evacuation are to be addressed in the application. Particular attention should be given to minimising fire risk from surrounding grass and vegetation, and having appropriate fire-fighting facilities to extinguish fire from these risks/sources.*

10. *A site plan indicating all facilities, attractions, medical and first aid provision, emergency points, fire-fighting equipment, drinking water provision, toilet facilities, shower facilities, camping facilities, parking and other relevant information is to be submitted with the application.*
11. *Temporary structures and stages information is to be provided in detail, including engineer's certification, erection manuals, certificates of insurance and certificates of installation by a competent person once installed.*
12. *Temporary electrical installations are to be certified by a licensed electrician prior to use.*
13. *Any food sold, must be by a business or group who is registered with a Local Government as a Food Business under the Food Act 2008, or if not currently registered must be registered with the Shire of Beverley at least one, (1), month prior to the event and have approved food preparation premises or facilities.*
14. *Any event/event organisers, are to be affiliated with the relevant official motorsport body.*
15. *Motor sports are inherently dangerous and the Health Act 1911 defines those that have spectator viewing as public buildings. Spectators must be protected from competition vehicles and any debris that may emanate from the race area. The types of barriers will vary significantly between the different sports.*
There are critical safety elements to be considered and addressed in any proposal, including and not limited to:
 - *Spectator safety.*
 - *Competitor safety.*
 - *Officials safety.*
 - *Vehicle safety.*

Community Emergency Services Manager:

CESM submitted following comments:

Pertaining to the event known as the Tractor Pull and Lawnmower Racing Event to be held on the 30th/31st March 2019 & 19th October 2019 I make the following comments:

- *The Shire of Beverley will be in its Restricted Burning Times as declared under Section 18(5) of the Bush Fires Act 1954. Restricted Burning begins 1st March 2019 to 31 March 2019 and 3rd October 2019 until 31st October 2019 and requires a Permit to Burn to light a fire during this period.*

Should Council resolve to approve this application, it will be recommended that the above comments be taken into consideration when framing conditions of planning approval and advice notes.

Public Notification:

In compliance with the *Planning and Development (Local Planning Schemes) Regulations 2015* the application was advertised for a period of 14 days. A total of 12 submissions were received, including 1 objection. A summary of the submissions and Shire Planner's response are detailed in the table below.

	Respondent	Property	Comment	Shire Planner's Response
1	Sharon West PO Box 405 Beverley WA 6304	Lot 212 Hamersley Street Beverley	No objection to the proposal.	Noted.
2	Brian John Prior 6 Vincent Street Beverley WA 6340	6 Vincent Street Beverley	No objection to the proposal.	Noted.
3	Allan Johnson 64 Mindarie Drive Quinns Rocks WA 6030	Lot 200 Hamersley Street Beverley	No objection to the proposal.	Noted.
4	David Scoffin PO Box 233 Beverley WA	73 Hamersley Street Beverley	No objection to the proposal.	Noted.
5	Jim Alexander PO Box 355 Beverley WA	Lot 500 Mawson Road	No objection to the proposal.	Noted.
6	Karen Smallwood PO Box 488 Beverley WA	52 McKellar Road Beverley	No objection to the proposal. We have absolutely no objection to this proposal. Once a month – a little bit of noise does not affect us at all.	Noted.
7	John Farrell 43/76 Ridgewood Blvd, Ridgewood WA	56 Hamersley Street Beverley	No objection – comment on proposal. No Objection as long as private properties are respected and no rubbish e.g. drink cans etc. are thrown over fences.	Noted. The applicant has submitted an Event Management Plan and Risk Action Plan that addresses refuse/waste disposal. It will be recommended that, should Council consider approving the application, adherence to the Event Management Plan be made a condition of planning approval.
8	Lyndon Wallis PO Box 356 Beverley WA	5 Hamersley Street Beverley	No objection – comment on proposal. I strongly agree with this proposal and ask that the Council vote in agreement.	Noted.

	Respondent	Property	Comment	Shire Planner's Response
9	Paula Newman 1355 La Grange Rd Stoneville WA	63 Hamersley Street Beverley	<p>Comment on proposal.</p> <ul style="list-style-type: none"> - It seems to be well thought out and organised. - Concern is the noise for those who live in Hamersley Street, and the duration of the noise during the day. - We do not live there, but we hope the Shire considers the concerns of those residents who do live there, as it will impact those residents eight times during the year. - It may be a good idea to run an event and see how it goes with local residents, then re-assess whether all necessary noise and dust mitigation has been achieved, then do a final assessment with local residents to see whether any other improvement need to be made. 	<p>The submission is noted.</p> <p>Well-run tractor pull and lawnmower racing events had been held on the subject property successfully and without incident for a number of years.</p> <p>Before this application had been submitted, there were no known complaints regarding the events.</p> <p>It is submitted that the imposition of appropriate Conditions of Planning Approval, should Council consider approving the application, will address any concerns that may arise.</p>
10	J Chipchase 79 Finchley Crescent Balga WA	35 Hamersley Street Beverley	<p>Comment on the proposal.</p> <p>If the events listed stay within the times stated and the set up and pack up days are noise free and there is no litter problem even though we do not like the noise we would not object to the meetings. But we would like to know what a tractor pull is, as far as I can tell from the noise it seems like drag racing? Maybe the club could give residents who are close by a pass to see for themselves.</p>	<p>Noted.</p> <p>The applicant has submitted an Event Management Plan and Risk Action Plan that addresses various matters including refuse/waste disposal. It will be recommended that, should Council consider approving the application, adherence to the Event Management Plan be made a condition of planning approval.</p> <p>Although not a Planning matter, the proposal for passes to be given to affected residents will be communicated to the event organisers.</p>
11	Phil Gurney PO Box 306 Beverley	53 Hamersley Street Beverley	<p>Comment on the proposal.</p> <p>My concern is that Friday is tune up and practice, Saturday the meet, then on Sunday morning early there is a few more laps before leaving. Also, over the past 10 years there has been a lack of times advertised e.g. the</p>	<p>Noted.</p> <p>The applicant has submitted an Event Management Plan and a Risk Action Plan that addresses various matters including times of operation. It will be recommended that, should Council consider</p>

	Respondent	Property	Comment	Shire Planner's Response
			front board. It is 10 years out of date therefore making it difficult to arrange other accommodation on these days. More thought to the residents is needed, these are our homes.	<p>approving the application, adherence to the Event Management Plan be made a condition of planning approval.</p> <p>Although not a Planning matter the issue regarding the outdated notice board will be communicated to the event organisers.</p>
12	Robert Tap 8 Willaring Drive Beckenham	209 Hamersley Street, Beverley	<p>Object to the proposal and comment.</p> <p>I purchased my property because I was told the land behind and in front of my property were reserves. I wanted a quiet place to build and retire.</p> <p>The revving of motors and music will not be appreciated and will possibly reduce the value of the property.</p>	<p>Noted.</p> <p>Well-run tractor pull and lawnmower racing events had been held on the subject property successfully and without incident for a number of years.</p> <p>The applicant has submitted an Event Management Plan and a Risk Action Plan that addresses various matters including times of operation. It will be recommended that, should Council consider approving the application, adherence to the Event Management Plan be made a condition of planning approval.</p>

Many similar events have occurred on this property previously. It is submitted that matters of concern could be managed by the imposition of appropriate conditions of planning approval and monitoring of the compliance thereof.

The event will aid in economic development and economic diversification in the Shire of Beverley. Direct economic enhancement will occur due to catering for the needs of the substantial number of persons attending the event. Indirect economic benefit will come from raising the profile of Beverley throughout the state and making Beverley a tourist destination. As such the event will aid in economic diversification in Beverley.

Entertainment options in Beverley may be considered limited for the younger age groups. This event will provide an entertainment option comparable with those in the metropolitan area and not generally available in Beverley. As such the event will aid in enhancing the amenity of the Shire.

Event Management Plan

The proposal contains an Event Management Plan (inclusive of an Emergency Evacuation Plan, Fire Management Plan, First Aid/Medical Evacuation Plan, Traffic Management Plan, Waste Management arrangements, Camping Arrangements, Liquor serving areas, Crowd Control Protocols, band playing hours and management of Environmental Impacts) as well as a Western Australia Tractor Pull (WATP) Risk Action Plan. Should Council approve the application it will be recommended that compliance with the overall Event Management Plan and the WATPA Risk Action Plan be made conditions of approval.

Conclusion

The application to conduct the Tractor Pull & Lawnmower racing events is supported due to:

1. Diversification of economic activity;
2. Enhancement of amenity through provision of generally unavailable entertainment options;
3. Raising the profile of the Shire of Beverley;
4. Economic benefit to the local economy.

STATUTORY ENVIRONMENT

The application may be considered consistent with the Shire of Beverley's Town Planning Scheme No. 2 and Draft Local Planning Scheme No. 3.

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

There are no policy implications relative to this application.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to grant planning approval for Tractor Pull & Lawnmower Racing events at Lot 397 (Reserve 3378) Vincent Street – (the Old Racecourse) subject to the following conditions and advice notes:

Conditions:

1. Planning approval for the events at Lot 397 (Reserve 3378) Vincent Street – (the Old Racecourse), is valid for the following dates only:
 - 30th & 31st March 2019;
 - 6th April 2019 (inclusive of a band as per the Event Management Plan);
 - 4th May 2019;
 - 2nd June 2019;
 - 29th June 2019;
 - 27th July 2019;
 - 24th August 2019;
 - 19th October 2019.
2. Dates and times for pre-event setup and post event pack up/clean up shall be as per the Event Management Plan.
3. 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.
4. The submitted Event Management Plan (inclusive of the Emergency Evacuation Plan, Fire Management Plan, First Aid/Medical Evacuation Plan, Traffic Management Plan, Waste Management arrangements, Camping Arrangements, Liquor serving areas, Crowd Control Protocols, band playing hours and management of Environmental Impacts) & Risk Action Plan are to be complied with at all times, for the entire period of this approval.

Advice Notes:

- Note 1: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- Note 2: The applicant is advised that where applicable, a building permit is required prior to commencement of any building works.
- Note 3: The applicant is advised that any Public Event that charges an entry fee is required to have a "Public Building" (Public Event) Approval under the *Public Health Act 2016*.
- Note 4: The applicant is advised that any Public Event applications are to be lodge three (3) months prior to the event commencing, to allow sufficient time for assessment and approval.

- Note 5: The applicant is advised that any temporary public camping is to be approved prior to the temporary camping being carried out under the *Caravan Parks and Camping Grounds Act 1995*. Any temporary public camping applications are to be lodged one (1) month prior to the use of the land as a temporary camping ground, to allow sufficient time for assessment and approval.
- Note 6: The applicant is advised that any required Liquor Licensing is to be addressed and approved where applicable.
- Note 7: The applicant is advised that any temporary structures and stages information is to be provided in detail, including engineer's certification, erection manuals, certificates of insurance and certificates of installation by a competent person once installed.
- Note 8: The applicant is advised that temporary electrical installations are to be certified by a licensed electrician prior to use.
- Note 9: The applicant is advised that any food sold, must be by a business or group who is registered with a Local Government as a Food Business under the *Food Act 2008*, or if not currently registered must be registered with the Shire of Beverley at least one (1) month prior to the event and have approved food preparation premises or facilities.
- Note 10: The applicant is advised that any event/event organisers, are to be affiliated with the relevant official motorsport body and are to have evidence of approval and endorsement from that body.
- Note 11: The applicant is advised to submit written proof to the Shire of sufficient Public Liability Insurance for the event, one week prior to the event occurring.
- Note 12: The applicant is advised that the Shire of Beverley might be in its Restricted Burning Times as declared under Section 18(5) of the *Bush Fires Act 1954*. Restricted Burning Times vary and should be checked by the applicant. During Restricted Burning Times a Permit is required to Burn or to light a fire during this period.
- Note 13: 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.

10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Monthly Financial Report

SUBMISSION TO: Ordinary Council Meeting 26 February 2019
REPORT DATE: 15 February 2019
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: December 2018 and January 2019 Financial Reports

SUMMARY

Council to consider accepting the financial report for the periods ending 31 December 2018 and 31 January 2019.

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 reports for the period ending 31 December 2018 and 31 January 2019 have been provided and include:

- 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 December 2018 and January 2019 be accepted and material variances be noted.

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

Description	Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Notes To Material Variances
Operating Revenue					
General Purpose Funding	3,238,570.00	2,980,753.00	2,976,439.75	(4,313.25)	
Governance	21,600.00	8,600.00	6,427.49	(2,172.51)	
Law, Order & Public Safety	195,361.00	68,754.00	69,970.92	1,216.92	
Health	100.00	0.00	200.00	200.00	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	108,454.00	57,710.00	57,884.21	174.21	
Community Amenities	208,624.00	199,135.00	197,558.93	(1,576.07)	
Recreation & Culture	417,941.00	355,244.00	358,714.37	3,470.37	
Transport	6,289,277.00	2,785,732.00	2,897,391.39	111,659.39	MRWA Direct Grant \$44,794 and LGGC Special Bridge Funding \$67,033 greater than anticipated.
Economic Activities	141,750.00	79,546.00	82,069.06	2,523.06	
Other Property & Services	43,100.00	24,996.00	29,998.02	5,002.02	
Total Operating Revenue	10,664,777.00	6,560,470.00	6,676,654.14	116,184.14	
Operating Expenditure					
General Purpose Funding	(171,297.00)	(70,042.00)	(68,936.92)	1,105.08	
Governance	(246,521.00)	(135,762.00)	(143,001.72)	(7,239.72)	
Law, Order & Public Safety	(418,479.00)	(182,939.00)	(178,871.40)	4,067.60	
Health	(154,808.00)	(86,032.00)	(78,794.22)	7,237.78	
Education & Welfare	(85,143.00)	(39,518.00)	(37,678.31)	1,839.69	
Housing	(213,299.00)	(171,378.00)	(165,900.56)	5,477.44	
Community Amenities	(668,992.00)	(334,561.00)	(330,052.88)	4,508.12	
Recreation & Culture	(1,429,716.00)	(688,831.00)	(682,486.15)	6,344.85	
Transport	(2,704,666.00)	(1,334,190.00)	(1,328,028.98)	6,161.02	
Economic Activities	(509,340.00)	(204,647.00)	(200,383.35)	4,263.65	
Other Property & Services	(15,106.00)	22,665.00	6,286.64	(16,378.36)	PWOH/POC Adjustments.
Total Operating Expenditure	(6,617,367.00)	(3,225,235.00)	(3,207,847.85)	17,387.15	
Net Operating	4,047,410.00	3,335,235.00	3,468,806.29	133,571.29	
Capital Income					
Self Supporting Loan - Principal Repayment	15,313.00	7,540.00	7,540.29	0.29	
Proceeds from Sale of Assets	162,000.00	83,000.00	141,920.00	58,920.00	
Total Capital Income	177,313.00	90,540.00	149,460.29	58,920.29	

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

Description	Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Notes To Material Variances
Capital Expenditure					
Land and Buildings	(852,201.00)	(439,250.00)	(427,909.71)	11,340.29	Caravan Park Power Upgrade savings \$10,757.
Plant and Equipment	(265,000.00)	(130,000.00)	(154,259.79)	(24,259.79)	Swimming Pool Diving Board \$26,055 unbudgeted.
Office Furniture and Equipment	(60,000.00)	(17,000.00)	(17,169.00)	(169.00)	
Road Construction	(2,714,578.00)	(323,518.00)	(354,947.44)	(31,429.44)	Top Beverley Rd RTR \$18,420, Top Beverley Rd BSP \$10,276 over expenditure due to additional labour and plant costs.
Other Infrastructure	(4,015,208.00)	(16,000.00)	(16,348.00)	(348.00)	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(129,929.00)	(86,219.00)	(86,219.03)	(0.03)	
Total Capital Expenditure	(8,036,916.00)	(1,011,987.00)	(1,056,852.97)	(44,865.97)	
Net Capital	(7,859,603.00)	(921,447.00)	(907,392.68)	14,054.32	
Adjustments					
Depreciation Written Back	2,401,952.00	1,218,098.00	1,220,089.31	1,991.31	
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	22,000.00	2,279.37	(19,720.63)	
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
Add Funding From					
Transfer (To)/From Reserves	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	
Total Adjustments	3,812,193.00	2,095,103.00	2,078,681.05	(16,421.95)	
CLOSING SURPLUS/(DEFICIT)	0.00	4,508,891.00	4,640,094.66	131,203.66	

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 December 2018	
Description	YTD Actual 2018/19
Current Assets	
Cash at Bank	127,352.96
Cash - Unrestricted Investments	4,210,836.83
Cash - Restricted Reserves	2,286,416.31
Cash on Hand	300.00
Accounts Receivable	801,530.40
Prepaid Expenses	0.00
Self-Supporting Loan - Current	7,772.53
Inventory - Fuel	10,300.90
Total Current Assets	7,444,509.93
Current Liabilities	
Accounts Payable	(292,529.88)
Loan Liability - Current	(43,710.46)
Annual Leave Liability - Current	(168,900.17)
Long Service Leave Liability - Current	(137,233.57)
Doubtful Debts	(108,545.88)
Total Current Liabilities	(750,919.96)
Adjustments	
Less Restricted Reserves	(2,286,416.31)
Less Self-Supporting Loan Income	(7,772.53)
Add Leave Reserves - Cash Backed	196,983.07
Add Loan Principal Expense	43,710.46
Total Adjustments	(2,053,495.31)
NET CURRENT ASSETS	4,640,094.66

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

Description	Actual 2017/18	YTD Actual 2018/19	Movement
Current Assets			
Cash and Cash Equivalents	4,161,346.24	6,624,906.10	2,463,559.86
Accounts Receivable	768,606.93	801,530.40	32,923.47
Prepaid Expenses	39,629.21	0.00	(39,629.21)
Self-Supporting Loan - Current	15,312.82	7,772.53	(7,540.29)
Inventory	9,938.85	10,300.90	362.05
Total Current Assets	4,994,834.05	7,444,509.93	2,449,675.88
Current Liabilities			
Accounts Payable	(1,619,096.00)	(292,529.88)	1,326,566.12
Loan Liability - Current	(129,929.49)	(43,710.46)	86,219.03
Annual Leave Liability - Current	(168,900.17)	(168,900.17)	0.00
LSL Liability - Current	(137,233.57)	(137,233.57)	0.00
Doubtful Debts	(108,545.88)	(108,545.88)	0.00
Total Current Liabilities	(2,163,705.11)	(750,919.96)	1,412,785.15
Non-Current Assets			
Non-Current Debtors	115,203.39	115,203.39	0.00
Land and Buildings	21,346,251.95	21,402,759.19	56,507.24
Plant and Equipment	1,989,439.36	1,852,120.88	(137,318.48)
Furniture and Equipment	151,597.06	152,310.12	713.06
Infrastructure	56,115,882.67	55,802,326.11	(313,556.56)
Self-Supporting Loan - Non Current	58,812.12	58,812.12	0.00
Total Non-Current Assets	79,777,186.55	79,383,531.81	(393,654.74)
Non-Current Liabilities			
Loan Liability – Non-Current	(1,670,592.01)	(1,670,592.01)	0.00
Annual Leave – Non-Current	0.00	0.00	0.00
LSL Liability – Non-Current	(21,574.75)	(21,574.75)	0.00
Total Non-Current Liabilities	(1,692,166.76)	(1,692,166.76)	0.00
Net Assets	80,916,148.73	84,384,955.02	3,468,806.29
Equity			
Accumulated Surplus	(38,881,645.54)	(42,335,281.15)	(3,453,635.61)
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
Total Equity	(80,916,148.73)	(84,384,955.02)	(3,468,806.29)

SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE & TYPE FOR THE PERIOD ENDING 31 December 2018		
Description	Budget 2018/19	YTD Actual 2018/19
Income		
Rates	2,669,880.00	2,721,254.00
Operating Grants, Subsidies and Contributions	2,271,419.00	771,753.18
Profit On Asset Disposal	12,000.00	23,203.57
Service Charges	0.00	0.00
Fees & Charges	523,761.00	383,270.56
Interest Earnings	103,888.00	38,434.98
Other Revenue	60,500.00	33,026.50
Non-Operating Grants, Subsidies and Contributions	9,238,188.00	2,731,341.91
Total Income by Nature & Type	14,879,636.00	6,702,284.70
Expenditure		
Employee Costs	(2,134,739.00)	(1,002,143.38)
Materials & Contracts	(1,840,463.00)	(700,986.16)
Utilities	(208,638.00)	(91,194.73)
Depreciation On Non-Current Assets	(1,691,589.00)	(1,220,089.31)
Interest Expenses	(34,504.00)	(40,654.10)
Insurance Expenses	(168,227.00)	(184,220.82)
Other Expenditure	(81,975.00)	(58,711.53)
Loss On Asset Disposal	(8,000.00)	(25,482.94)
Loss on Revaluation of Non-Current Assets	0.00	0.00
Total Expenditure by Nature & Type	(6,168,135.00)	(3,323,482.97)
Allocations		
Reallocation Codes Expenditure	421,192.00	90,004.56
Reallocation Codes Income	0.00	0.00
Total Allocations	421,192.00	90,004.56
Net Operating by Nature & Type	9,132,693.00	3,468,806.29

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

Job #	Job Description	YTD Actual 2018/19
	Rural Road Maintenance	
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)	1,364.98
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)	15,792.88
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 December 2018**

Job #	Job Description	YTD Actual 2018/19
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	24,512.84
RR039	Ewert Rd (RoadID: 27) (Maintenance)	3,383.01
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	1,516.74
RR041	Fishers Rd (RoadID: 75) (Maintenance)	1,111.50
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)	13,499.76
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)	2,899.69
RR057	Kilpatrick Rd (RoadID: 74) (Maintenance)	901.07
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	11,716.23
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	15,199.11
RR060	Lennard Rd (RoadID: 58) (Maintenance)	27,631.01
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)	1,738.79
RR066	Manuels Rd (RoadID: 37) (Maintenance)	3,824.66
RR067	Mawson Rd (RoadID: 100) (Maintenance)	3,238.24
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	797.52
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	4,040.48
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)	16,384.36
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 December 2018**

Job #	Job Description	YTD Actual 2018/19
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)	563.58
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)	276.92
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)	16,898.40
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)	8,357.35
RR114	Westdale Rd (RoadID: 166) (Maintenance)	14,696.17
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	655.12

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

Job #	Job Description	YTD Actual 2018/19
RR116	Woods Rd (RoadID: 68) (Maintenance)	0.00
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	2,160.70
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	0.00
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	23,165.08
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	21,447.67
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)	54,942.23
WANDRRA	Disaster Recovery Works	0.00
Sub Total	Rural Road Maintenance	496,046.75
	Town Street Maintenance	
TS001	Barnsley St (RoadID: 162) (Maintenance)	0.00
TS002	Bartram St (RoadID: 114) (Maintenance)	1,409.65
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	96.31
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)	1,883.09
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	759.48
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)	335.55
TS017	Forrest St (RoadID: 103) (Maintenance)	4,605.09
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)	981.32
TS023	Hope St (RoadID: 115) (Maintenance)	229.50
TS024	Hopkin St (RoadID: 128) (Maintenance)	96.31

SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 December 2018		
Job #	Job Description	YTD Actual 2018/19
TS025	Horley St (RoadID: 127) (Maintenance)	0.00
TS026	Hunt Rd (Maintenance)	3,040.95
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)	1,378.95
TS034	Mcneil St (RoadID: 141) (Maintenance)	112.94
TS035	Monger St (RoadID: 116) (Maintenance)	228.55
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)	102.24
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	1,198.07
TS045	Shed St (RoadID: 136) (Maintenance)	39.16
TS046	Short St (RoadID: 121) (Maintenance)	433.41
TS047	Smith St (RoadID: 108) (Maintenance)	216.71
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	9,374.91
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	2,578.56
TS888	Tree Lopping - Town Streets (Maintenance)	0.00
TS999	Town Streets Various (Maintenance)	6,853.17
Sub Total	Town Streets Maintenance	38,755.67
Total	Road Maintenance	534,802.42

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 December 2018						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
2654398	Reserve Funds Bendigo					
	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
9778-24193	Term Deposit ANZ	210,836.83		3 mnths	2.20%	22/02/2019
2737987	Term Deposit Bendigo	400,000.00		4 mnths	2.60%	11/01/2019
2737988	Term Deposit Bendigo	400,000.00		5 mnths	2.60%	12/02/2019
2737989	Term Deposit Bendigo	500,000.00		6 mnths	2.65%	12/03/2019
2747166	Term Deposit Bendigo	400,000.00		6 mnths	2.65%	20/03/2019
9120-20848	Term Deposit ANZ	2,000,000.00		3 mnths	2.55%	28/02/2019
2831672	Term Deposit Bendigo	300,000.00	4,210,836.83	3 mnths	2.55%	14/03/2019
	Total		6,497,253.14			

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 January 2019**

Description	Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Notes To Material Variances
Operating Revenue					
General Purpose Funding	3,238,570.00	3,005,167.00	3,000,961.06	(4,205.94)	
Governance	21,600.00	8,600.00	6,427.49	(2,172.51)	
Law, Order & Public Safety	195,361.00	106,038.00	108,668.86	2,630.86	
Health	100.00	0.00	200.00	200.00	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	108,454.00	71,022.00	72,433.11	1,411.11	
Community Amenities	208,624.00	200,330.00	198,286.20	(2,043.80)	
Recreation & Culture	417,941.00	358,204.00	363,687.48	5,483.48	
Transport	6,289,277.00	2,855,036.00	2,940,684.86	85,648.86	MRWA Direct Grant \$44,794 and LGGC Special Bridge Funding \$67,033 greater than anticipated. Walk Trail funding (\$25,000) unlikely to be received this FY.
Economic Activities	141,750.00	88,537.00	89,089.28	552.28	
Other Property & Services	43,100.00	30,062.00	32,830.20	2,768.20	
Total Operating Revenue	10,664,777.00	6,722,996.00	6,813,268.54	90,272.54	
Operating Expenditure					
General Purpose Funding	(171,297.00)	(81,599.00)	(79,340.11)	2,258.89	
Governance	(246,521.00)	(148,221.00)	(146,195.24)	2,025.76	
Law, Order & Public Safety	(418,479.00)	(201,789.00)	(199,985.91)	1,803.09	
Health	(154,808.00)	(92,867.00)	(87,743.60)	5,123.40	
Education & Welfare	(85,143.00)	(40,946.00)	(40,180.39)	765.61	
Housing	(213,299.00)	(176,332.00)	(191,840.31)	(15,508.31)	Depreciation expense (\$15,426) greater than anticipated YTD.
Community Amenities	(668,992.00)	(370,974.00)	(368,654.59)	2,319.41	
Recreation & Culture	(1,429,716.00)	(789,990.00)	(791,667.78)	(1,677.78)	
Transport	(2,704,666.00)	(1,490,651.00)	(1,486,010.36)	4,640.64	
Economic Activities	(509,340.00)	(226,189.00)	(222,953.96)	3,235.04	
Other Property & Services	(15,106.00)	(6,961.00)	(12,944.27)	(5,983.27)	PWOH/POC Adjustments.
Total Operating Expenditure	(6,617,367.00)	(3,626,519.00)	(3,627,516.52)	(997.52)	
Net Operating	4,047,410.00	3,096,477.00	3,185,752.02	89,275.02	
Capital Income					
Self Supporting Loan - Principal Repayment	15,313.00	7,540.00	7,540.29	0.29	
Proceeds from Sale of Assets	162,000.00	142,000.00	141,920.00	(80.00)	
Total Capital Income	177,313.00	149,540.00	149,460.29	(79.71)	

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 January 2019**

Description	Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Notes To Material Variances
Capital Expenditure					
Land and Buildings	(852,201.00)	(454,250.00)	(445,969.87)	8,280.13	Caravan Park Power Upgrade savings \$10,757.
Plant and Equipment	(265,000.00)	(130,000.00)	(154,259.79)	(24,259.79)	Swimming Pool Diving Board \$26,055 unbudgeted.
Office Furniture and Equipment	(60,000.00)	(17,000.00)	(17,169.00)	(169.00)	
Road Construction	(2,714,578.00)	(403,618.00)	(430,714.88)	(27,096.88)	Top Beverley Rd RTR \$18,420, Top Beverley Rd BSP \$10,276 over expenditure due to additional labour and plant costs.
Other Infrastructure	(4,015,208.00)	(16,000.00)	(16,348.00)	(348.00)	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(129,929.00)	(86,219.00)	(86,219.03)	(0.03)	
Total Capital Expenditure	(8,036,916.00)	(1,107,087.00)	(1,150,680.57)	(43,593.57)	
Net Capital	(7,859,603.00)	(957,547.00)	(1,001,220.28)	(43,673.28)	
Adjustments					
Depreciation Written Back	2,401,952.00	1,407,348.00	1,434,590.33	27,242.33	Depreciation expense greater than anticipated YTD.
Movement in Leave Reserve Cash Balance	0.00	0.00	3,095.28	3,095.28	
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	22,000.00	2,279.37	(19,720.63)	Tip Grader insurance payout (\$19,000)
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
Add Funding From					
Transfer (To)/From Reserves	518,065.00	(35,041.00)	(35,040.58)	0.42	
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	
Total Adjustments	3,812,193.00	2,264,483.00	2,275,100.45	10,617.45	
CLOSING SURPLUS/(DEFICIT)	0.00	4,403,413.00	4,459,632.19	56,219.19	

SHIRE OF BEVERLEY STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 31 January 2019	
Description	YTD Actual 2018/19
Current Assets	
Cash at Bank	310,436.97
Cash - Unrestricted Investments	3,810,836.83
Cash - Restricted Reserves	2,306,286.21
Cash on Hand	300.00
Accounts Receivable	757,999.92
Prepaid Expenses	0.00
Self-Supporting Loan - Current	7,772.53
Inventory - Fuel	7,724.80
Total Current Assets	7,201,357.26
Current Liabilities	
Accounts Payable	(211,758.06)
Loan Liability - Current	(43,710.46)
Annual Leave Liability - Current	(168,900.17)
Long Service Leave Liability - Current	(137,233.57)
Doubtful Debts	(108,545.88)
Total Current Liabilities	(670,148.14)
Adjustments	
Less Restricted Reserves	(2,306,286.21)
Less Self-Supporting Loan Income	(7,772.53)
Add Leave Reserves - Cash Backed	198,771.35
Add Loan Principal Expense	43,710.46
Total Adjustments	(2,071,576.93)
NET CURRENT ASSETS	4,459,632.19

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING
31 January 2019**

Description	Actual 2017/18	YTD Actual 2018/19	Movement
Current Assets			
Cash and Cash Equivalents	4,161,346.24	6,427,860.01	2,266,513.77
Accounts Receivable	768,606.93	757,999.92	(10,607.01)
Prepaid Expenses	39,629.21	0.00	(39,629.21)
Self Supporting Loan - Current	15,312.82	7,772.53	(7,540.29)
Inventory	9,938.85	7,724.80	(2,214.05)
Total Current Assets	4,994,834.05	7,201,357.26	2,206,523.21
Current Liabilities			
Accounts Payable	(1,619,096.00)	(211,758.06)	1,407,337.94
Loan Liability - Current	(129,929.49)	(43,710.46)	86,219.03
Annual Leave Liability - Current	(168,900.17)	(168,900.17)	0.00
LSL Liability - Current	(137,233.57)	(137,233.57)	0.00
Doubtful Debts	(108,545.88)	(108,545.88)	0.00
Total Current Liabilities	(2,163,705.11)	(670,148.14)	1,493,556.97
Non-Current Assets			
Non-Current Debtors	115,203.39	115,203.39	0.00
Land and Buildings	21,346,251.95	21,347,425.88	1,173.93
Plant and Equipment	1,989,439.36	1,827,710.95	(161,728.41)
Furniture and Equipment	151,597.06	149,754.50	(1,842.56)
Infrastructure	56,115,882.67	55,763,951.55	(351,931.12)
Self Supporting Loan - Non Current	58,812.12	58,812.12	0.00
Total Non-Current Assets	79,777,186.55	79,262,858.39	(514,328.16)
Non-Current Liabilities			
Loan Liability - Non Current	(1,670,592.01)	(1,670,592.01)	0.00
Annual Leave - Non Current	0.00	0.00	0.00
LSL Liability - Non Current	(21,574.75)	(21,574.75)	0.00
Total Non Current Liabilities	(1,692,166.76)	(1,692,166.76)	0.00
Net Assets	80,916,148.73	84,101,900.75	3,185,752.02
Equity			
Accumulated Surplus	(38,881,645.54)	(42,032,356.98)	(3,150,711.44)
Reserves - Cash Backed	(2,271,245.63)	(2,306,286.21)	(35,040.58)
Reserve - Revaluations	(39,763,257.56)	(39,763,257.56)	0.00
Total Equity	(80,916,148.73)	(84,101,900.75)	(3,185,752.02)

SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE & TYPE FOR THE PERIOD ENDING 31 January 2019		
Description	Budget 2018/19	YTD Actual 2018/19
Income		
Rates	2,669,880.00	2,721,170.80
Operating Grants, Subsidies and Contributions	2,271,419.00	813,096.94
Profit On Asset Disposal	12,000.00	23,203.57
Service Charges	0.00	0.00
Fees & Charges	523,761.00	408,442.42
Interest Earnings	103,888.00	62,839.49
Other Revenue	60,500.00	37,415.97
Non-Operating Grants, Subsidies and Contributions	9,238,188.00	2,772,729.91
Total Income by Nature & Type	14,879,636.00	6,838,899.10
Expenditure		
Employee Costs	(2,134,739.00)	(1,134,902.08)
Materials & Contracts	(1,840,463.00)	(780,628.50)
Utilities	(208,638.00)	(106,717.29)
Depreciation On Non-Current Assets	(1,691,589.00)	(1,434,590.33)
Interest Expenses	(34,504.00)	(40,654.10)
Insurance Expenses	(168,227.00)	(184,220.82)
Other Expenditure	(81,975.00)	(60,051.67)
Loss On Asset Disposal	(8,000.00)	(25,482.94)
Loss on Revaluation of Non-Current Assets	0.00	0.00
Total Expenditure by Nature & Type	(6,168,135.00)	(3,767,247.73)
Allocations		
Reallocation Codes Expenditure	421,192.00	114,100.65
Reallocation Codes Income	0.00	0.00
Total Allocations	421,192.00	114,100.65
Net Operating by Nature & Type	9,132,693.00	3,185,752.02

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 January 2019**

Job #	Job Description	YTD Actual 2018/19
	Rural Road Maintenance	
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)	1,364.98
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)	3,253.42
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	177.25
RR022	Carrs Rd (RoadID: 47) (Maintenance)	2,864.32
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)	16,084.54
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)	9,222.79
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 January 2019**

Job #	Job Description	YTD Actual 2018/19
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	24,630.08
RR039	Ewert Rd (RoadID: 27) (Maintenance)	3,613.43
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	1,516.74
RR041	Fishers Rd (RoadID: 75) (Maintenance)	1,111.50
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)	1,746.46
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	149.58
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	13,499.76
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)	3,092.02
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	901.07
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	11,716.23
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	18,297.84
RR060	Lennard Rd (RoadID: 58) (Maintenance)	38,901.59
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	209.90
RR062	Luptons Rd (RoadID: 22) (Maintenance)	5,971.30
RR063	Maitland Rd (RoadID: 39) (Maintenance)	4,708.74
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	1,351.93
RR065	Manns Rd (RoadID: 59) (Maintenance)	1,738.79
RR066	Manuels Rd (RoadID: 37) (Maintenance)	3,824.66
RR067	Mawson Rd (RoadID: 100) (Maintenance)	3,648.06
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	797.52
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	4,040.48
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)	16,615.46
RR075	Murrays Rd (RoadID: 71) (Maintenance)	2,184.24
RR076	Negus Rd (RoadID: 50) (Maintenance)	1,163.82

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 January 2019**

Job #	Job Description	YTD Actual 2018/19
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)	3,055.32
RR092	Schillings Rd (RoadID: 65) (Maintenance)	645.38
RR093	Shaw Rd (RoadID: 184) (Maintenance)	1,528.14
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	2,461.80
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)	563.58
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)	276.92
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)	16,898.40
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)	8,357.35
RR114	Westdale Rd (RoadID: 166) (Maintenance)	15,714.05
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	655.12

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 January 2019**

Job #	Job Description	YTD Actual 2018/19
RR116	Woods Rd (RoadID: 68) (Maintenance)	0.00
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	2,160.70
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	0.00
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	23,165.08
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	21,447.67
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)	58,243.11
WANDRRA	Disaster Recovery Works	0.00
Sub Total	Rural Road Maintenance	529,061.94
	Town Street Maintenance	
TS001	Barnsley St (RoadID: 162) (Maintenance)	0.00
TS002	Bartram St (RoadID: 114) (Maintenance)	1,409.65
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	96.31
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)	1,883.09
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	918.98
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)	335.55
TS017	Forrest St (RoadID: 103) (Maintenance)	6,078.02
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)	981.32
TS023	Hope St (RoadID: 115) (Maintenance)	229.50
TS024	Hopkin St (RoadID: 128) (Maintenance)	96.31

SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 January 2019		
Job #	Job Description	YTD Actual 2018/19
TS025	Horley St (RoadID: 127) (Maintenance)	0.00
TS026	Hunt Rd (Maintenance)	3,040.95
TS027	Husking St (RoadID: 117) (Maintenance)	0.00
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	1,096.99
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)	1,583.84
TS034	Mcneil St (RoadID: 141) (Maintenance)	112.94
TS035	Monger St (RoadID: 116) (Maintenance)	228.55
TS036	Morrison St (RoadID: 112) (Maintenance)	93.20
TS037	Nicholas St (RoadID: 123) (Maintenance)	96.34
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)	102.24
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	1,198.07
TS045	Shed St (RoadID: 136) (Maintenance)	39.16
TS046	Short St (RoadID: 121) (Maintenance)	529.73
TS047	Smith St (RoadID: 108) (Maintenance)	216.71
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	9,374.91
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	2,578.56
TS888	Tree Lopping - Town Streets (Maintenance)	0.00
TS999	Town Streets Various (Maintenance)	7,245.99
Sub Total	Town Streets Maintenance	41,304.79
Total	Road Maintenance	570,366.73

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 January 2019						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
2654398	Reserve Funds Bendigo					
	Long Service Leave	63,622.85				
	Office Equipment	21,692.29				
	Airfield Emergency	38,825.96				
	Plant	483,007.48				
	Bush Fire Fighters	124,960.72				
	Building	418,180.65				
	Recreation Ground	410,467.66				
	Cropping Committee	103,012.53				
	Avon River Development	25,115.37				
	Annual Leave	135,148.50				
	Community Bus	33,069.08				
	Road Construction	380,682.25				
	Senior Housing	68,500.87	2,306,286.21	3 mnths	2.65%	18/04/2019
9778-24193	Term Deposit ANZ	210,836.83		3 mnths	2.20%	22/02/2019
2737988	Term Deposit Bendigo	400,000.00		5 mnths	2.60%	12/02/2019
2737989	Term Deposit Bendigo	500,000.00		6 mnths	2.65%	12/03/2019
2747166	Term Deposit Bendigo	400,000.00		6 mnths	2.65%	20/03/2019
9120-20848	Term Deposit ANZ	2,000,000.00		3 mnths	2.55%	28/02/2019
2831672	Term Deposit Bendigo	300,000.00	3,810,836.83	3 mnths	2.55%	14/03/2019
	Total		6,117,123.04			

11.2 Accounts Paid by Authority

SUBMISSION TO: Ordinary Council Meeting 26 February 2019
REPORT DATE: 15 February 2019
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: December 2018 and January 2019 – List of Accounts

SUMMARY

Council to consider authorising the payment of accounts.

BACKGROUND

The following list represents accounts paid by authority for the month of December 2018 and January 2019.

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 (December and January) as presented, be received:

December 2018:

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

Cheque vouchers

05 December 18	1702-1702	(1)	\$44.36 (authorised by DCEO S Marshall and Pres D Ridgway)
14 December 18	1703-1703	(1)	\$2,190.51 (authorised by CEO S Gollan and and DCEO S Marshall)
21 December 18	1704-1705	(2)	\$22,688.02 (authorised by CEO S Gollan and and DCEO S Marshall)
Total of cheque vouchers for December 2018 incl			\$24,922.89 previously paid

EFT vouchers

05 December 18	EFT 4215-4231	(17)	\$52,919.20 (authorised by DCEO S Marshall and Pres D Ridgway)
13 December 18	EFT 1-40	(40)	\$62,992.20 (authorised by CEO S Gollan and and DCEO S Marshall)
14 December 18	EFT 4232-4232	(1)	\$300,000.00 (authorised by CEO S Gollan and and DCEO S Marshall)
14 December 18	EFT 4233-4256	(24)	\$31,804.29 (authorised by CEO S Gollan and and DCEO S Marshall)
18 December 18	EFT 4257-4257	(1)	\$1,950.00 (authorised by CEO S Gollan and and DCEO S Marshall)
21 December 18	EFT 4259-4279	(21)	\$218,399.02 (authorised by CEO S Gollan and and DCEO S Marshall)
27 December 18	EFT 1-37	(37)	\$55,534.4 7 (authorised by CEO S Gollan and and DCEO S Marshall)
Total of EFT vouchers for December 2018 incl			\$723,599.18 previously paid.

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

Cheque vouchers

21 December 18	1503-1504	(2)	\$250.00 (authorised by CEO S Gollan and and DCEO S Marshall)
Total of cheque vouchers for December 2018 incl			\$250.00 previously paid.

EFT vouchers

21 December 18	EFT 4258-4258	(1)	\$49,482.15 (authorised by CEO S Gollan and DCEO S Marshall)
Total of EFT vouchers for December 2018 incl			\$49,482.15 previously paid.

(3) **Direct Debit** Payments totalling \$72,740.21 previously paid.

(4) **Credit Card** Payments totalling \$1,441.15 previously paid.

January 2019:

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

Cheque vouchers

08 January 19	1706-1706	(1)	\$	949.00	(authorised by DCEO S Marshall and Cr D White)
16 January 19	1707-1709	(3)	\$	16,133.54	(authorised by CEO S Gollan and DCEO S Marshall)
21 January 19	1710-1710	(1)	\$	42.90	(authorised by CEO S Gollan and DCEO S Marshall)
				Total of cheque vouchers for January 2019 incl	\$17,125.44 previously paid

EFT vouchers

08 January 19	EFT 4282-4282	(1)	\$	250.00	(authorised by DCEO S Marshall and Cr D White)
10 January 19	EFT 1-34	(34)	\$	49,084.12	(authorised by DCEO S Marshall and Cr D White)
16 January 19	EFT 4283-4326	(44)	\$	207,899.05	(authorised by CEO S Gollan and DCEO S Marshall)
21 January 19	EFT 4328-4336	(9)	\$	46,622.04	(authorised by CEO S Gollan and DCEO S Marshall)
24 January 19	EFT 1-36	(36)	\$	49,846.84	(authorised by CEO S Gollan and DCEO S Marshall)
25 January 19	EFT 4337-4343	(7)	\$	25,508.83	(authorised by CEO S Gollan and Cr D White)
				Total of EFT vouchers for January 2019 incl	\$379,210.88 previously paid.

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

Cheque vouchers

Nil vouchers

Total of cheque vouchers for January 2019 incl \$ 0.00 previously paid.

EFT vouchers

21 January 19	EFT 4327-4327	(1)	\$	50.00	(authorised by CEO S Gollan and DCEO S Marshall)
				Total of EFT vouchers for January 2019 incl	\$50.00 previously paid.

(3) Direct Debit Payments totalling \$87,345.32 previously paid.

(4) Credit Card Payments totalling \$771.90 previously paid.

NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
1702	05-Dec-2018	Water Corporation	Water use - Batys Rd S/Pipe: 21 Sep - 21 Nov 18	(44.36)	(44.36)
1703	14-Dec-2018	Telstra	2018-12 Dec Telephone Accounts	(2,190.51)	(2,190.51)
1704	21-Dec-2018	ATO - Australian Tax Office	2018-11 Nov BAS Obligation	(9,466.00)	
1705	21-Dec-2018	Water Corporation	2018-12 Dec Water Accounts	(13,222.02)	(22,688.02)
EFT 4215	05-Dec-2018	ADC Projects	AS12014 (LB1601) - Cornerstone Bldg: Fit Out	(5,395.50)	
EFT 4216	05-Dec-2018	Avon Trading Pty Ltd	2018-11 Nov Hardware Purchases	(2,898.14)	
EFT 4217	05-Dec-2018	Beverley Dome Fuel & Hire (BDF)	4,002 L Diesel @ \$1.3378/L GST incl	(5,353.87)	
EFT 4218	05-Dec-2018	Country Copiers Northam	Copy Charges - iRA C2030: 04 Oct - 22 Nov 18	(740.86)	
EFT 4219	05-Dec-2018	Focus Networks	Computer Support & Replacement UPS	(7,834.09)	
EFT 4220	05-Dec-2018	Hempfield Small Engine Services	Sundry Plant (PSP99): Materials	(1,822.90)	
EFT 4221	05-Dec-2018	ImagePak - Kangarucci (Marketing) P/L	Information Centre/Museum: Signage - 50 % payment	(154.00)	
EFT 4222	05-Dec-2018	Jason Signmakers	AS12014 (LB1601) - Cornerstone Bldg: Various signs	(715.33)	
EFT 4223	05-Dec-2018	Keytel Communications P/L	AS12014 (LB1601) - Cornerstone Bldg: Fit Out of Telephone system	(6,600.00)	
EFT 4224	05-Dec-2018	LGIS (LGISWA)	2017/18 Workers Comp Adjustment re Wages Declaration	(5,061.99)	
EFT 4225	05-Dec-2018	McIntosh & Son - REDCLIFFE	BE030 (PBH02): Parts	(296.00)	
EFT 4226	05-Dec-2018	Merchandising Libraries Pty Ltd	Cornerstone Library: 13 bookcase markers	(318.29)	
EFT 4227	05-Dec-2018	Michael Wilson	2018-12 Dec: Photocopying & Delivery of the Blarney	(250.00)	
EFT 4228	05-Dec-2018	Shacks Holden	Asset 28018 (VP1901): 2018 Holden Acadia Stnsdn AWD - BE1 (Trade-in Asset 28016)	(11,400.38)	
EFT 4229	05-Dec-2018	Staff - Daniel John Gibson	Reimbursements: Various buildings	(75.95)	
EFT 4230	05-Dec-2018	WA Contract Ranger Services	Ranger Services: 15 - 22 Nov 2018	(701.25)	
EFT 4231	05-Dec-2018	WA Treasury Corporation	Loan 112 (Frail Aged Lodge) - Deb 40 of 40 Repayments: Dec 2018	(3,300.65)	(52,919.20)
EFT 4233	14-Dec-2018	ADC Projects	Swim Pool: Aquatic Centre Redevelopment	(2,310.00)	
EFT 4234	14-Dec-2018	AITS Specialists P/L	2018-11 Nov Fuel Tax Credits	(310.53)	
EFT 4235	14-Dec-2018	ASB Marketing P/L	Uniforms: Admin Staff	(1,537.53)	

NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
EFT 4236	14-Dec-2018	Australia Post	2018-11 Nov Postage	(245.44)	
EFT 4237	14-Dec-2018	Avon Express	2018-11 Nov: Freight Charges	(154.00)	
EFT 4238	14-Dec-2018	BGC Building Supplies	Rural Roads Various: Materials for Signage & Guide Posts	(1,198.21)	
EFT 4239	14-Dec-2018	BOC Limited	2018-11 Nov Cylinder Rental: Medical oxygen C size	(5.83)	
EFT 4240	14-Dec-2018	Beverley Country Kitchen (BCK)	Main Roads Training - 06 Dec 2018: Catering	(216.00)	
EFT 4241	14-Dec-2018	Beverley Playgroup Inc	Community Grant: First Aid for Children	(1,000.00)	
EFT 4242	14-Dec-2018	Beverley Post News and Gifts	2018-11 Nov Newsagency Purchases	(34.40)	
EFT 4243	14-Dec-2018	Beverley Supermarket & Liquor (IGA)	2018-11 Nov 18 Purchases	(460.90)	
EFT 4244	14-Dec-2018	Building Commission (BSL)	Nov 18 Collections x 2 (Lics 18/19: 26, 27)	(166.73)	
EFT 4245	14-Dec-2018	CAS - Contract Aquatic Services	2 of 5 install of Contract Management for 18/19	(14,608.00)	
EFT 4246	14-Dec-2018	CTF - Construction Training Fund (BCTIF)	Nov 18 Collections x 1 (Lics 18/19: 27)	(159.75)	
EFT 4247	14-Dec-2018	Dormakaba Aust P/L	2018/19 Bi Annual Service of Automatic Front Doors	(132.00)	
EFT 4248	14-Dec-2018	Geo Clean	Sports Complex: Service canopy over kitchen	(729.96)	
EFT 4249	14-Dec-2018	Hosemasters International	BE029 (PGRD05): Parts	(110.33)	
EFT 4250	14-Dec-2018	ImagePak - Kangarucci (Marketing) P/L	Information Centre/Museum: Signage - Final payment	(154.00)	
EFT 4251	14-Dec-2018	Staff - Gaye Mather	Reimbursements: Stationery	(21.50)	
EFT 4252	14-Dec-2018	Surepak (WA) P/L	Town Street Bins: Liners	(194.70)	
EFT 4253	14-Dec-2018	The Two J Group P/L t/a Millers Home Improvements WA	Footpath Renewal - Vincent St: Paving - 2nd instalment	(6,985.00)	
EFT 4254	14-Dec-2018	Toll Ipec P/L (Courier Aust)	Freight Charges: 30 Nov 2018	(10.73)	
EFT 4255	14-Dec-2018	Vanguard Press	Tourism: Welcome to Beverley pads	(544.50)	
EFT 4256	14-Dec-2018	WA Contract Ranger Services	Ranger Services: 29 Nov - 03 Dec 2018	(514.25)	(31,804.29)
EFT 4257	18-Dec-2018	Amor Kare Moulton	2018 Christmas Party - 20 Dec 2018: Catering for 65	(1,950.00)	(1,950.00)
EFT 4259	21-Dec-2018	Allround Concrete	AS11052 (LBS1904) - Hunt Rd Vampire: Concrete Area	(10,450.00)	
EFT 4260	21-Dec-2018	Avon Waste	2,006 Bin Collection FE 07 Dec 18 inc Recycling Bins & 1 x Recycling Collection	(4,451.01)	
EFT 4261	21-Dec-2018	Beverley Country Kitchen (BCK)	Dec 18 Council Meet & Dale Kokeby Rd (Olive Plantation)	(2,333.60)	

NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
			Fire, 15 - 16 Dec 2018		
EFT 4262	21-Dec-2018	Beverley Dome Fuel & Hire (BDF)	6,000 L Diesel @ \$1.3026/L GST incl	(7,815.60)	
EFT 4263	21-Dec-2018	Beverley Gas & Plumbing	Various Buildings: Plumbing	(6,451.09)	
EFT 4264	21-Dec-2018	Beverley Tyre Service (BTS)	2018-11 Nov Tyre Purchases	(800.00)	
EFT 4265	21-Dec-2018	C & D Cutri	Bridge 3202 Kokeby East Rd: Emergency maintenance	(6,143.50)	
EFT 4266	21-Dec-2018	Dad's Garage	BE000 (PUTE12): Installation of warning lights	(165.00)	
EFT 4267	21-Dec-2018	Dawsons Concrete & Reinforcing	Units 8 & 9 Hunt Rd Village: Concrete yards	(2,420.00)	
EFT 4268	21-Dec-2018	Landgate	Valuation Fees (GRV Chargeable): 25 Aug - 19 Oct 18 x 4 values	(193.39)	
EFT 4269	21-Dec-2018	Old Skool Mechanical	Various Vehicles: Parts & Assessment	(522.50)	
EFT 4270	21-Dec-2018	Pump Care P/L	Hunt Rd Dam: Parts	(1,474.95)	
EFT 4271	21-Dec-2018	Remote Industrial Training Services P/L	Oct-Nov 2018 Testing of Fire Extinguishers	(1,323.30)	
EFT 4272	21-Dec-2018	Staff - Stefan de Beer	Reimbursement: Nov - Dec 2018 Landline and internet costs	(78.95)	
EFT 4273	21-Dec-2018	Synergy	Street Lights: 25 Oct - 24 Nov 2018 & 4 buildings	(5,282.85)	
EFT 4274	21-Dec-2018	T-Bone Beverley	2018 Staff Hampers: 33 Meat Vouchers	(990.00)	
EFT 4275	21-Dec-2018	The Two J Group P/L t/a Millers Home Improvements WA	AS11052 (LBS1904) Lighting Retain & Concrete Area of Vampire Park: Retaining wall	(6,292.00)	
EFT 4276	21-Dec-2018	WA Treasury Corporation	Loans 117, 118 & 119: Dec 2018 Repayments	(56,896.03)	
EFT 4277	21-Dec-2018	Waterman Irrigation	Rec Grnd Oval: Decoders	(841.50)	
EFT 4278	21-Dec-2018	Western Stabilisers P/L	RTR1901 -Top Bev Rd: Cement stabilisation	(103,409.07)	
EFT 4279	21-Dec-2018	ZircoData Pty Ltd	2018-11 Nov: Storage of Archives - 141 x A1 boxes	(64.68)	(218,399.02)
DD 1989.1	11-Dec-2018	Superwrap - Personal Super Plan	Superannuation contributions	(925.79)	
DD 1989.2	11-Dec-2018	WA Super	Payroll deductions	(7,126.81)	
DD 1989.3	11-Dec-2018	BT Super For Life	Superannuation contributions	(358.99)	
DD 1989.4	11-Dec-2018	MLC MasterKey Personal Super	Superannuation contributions	(91.20)	
DD 1989.5	11-Dec-2018	REST	Superannuation contributions	(171.87)	

NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
DD 1989.6	11-Dec-2018	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(215.39)	
DD 1989.7	11-Dec-2018	Cbus Super Fund	Superannuation contributions	(195.84)	
DD 1989.8	11-Dec-2018	AMP Lifetime Super	Superannuation contributions	(48.06)	(9,133.95)
DD 2000.1	25-Dec-2018	Superwrap - Personal Super Plan	Superannuation contributions	(1,657.65)	
DD 2000.2	25-Dec-2018	WA Super	Payroll deductions	(6,698.79)	
DD 2000.3	25-Dec-2018	BT Super For Life	Superannuation contributions	(358.99)	
DD 2000.4	25-Dec-2018	MLC MasterKey Personal Super	Superannuation contributions	(91.20)	
DD 2000.5	25-Dec-2018	REST	Superannuation contributions	(174.88)	
DD 2000.6	25-Dec-2018	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(219.50)	
DD 2000.7	25-Dec-2018	Cbus Super Fund	Superannuation contributions	(203.28)	
DD 2000.8	25-Dec-2018	AMP Lifetime Super	Superannuation contributions	(34.84)	(9,439.13)
40	03-Dec-2018	3 - Payments for DOT	Payments for DOT	(2,675.95)	
40	11-Dec-2018	3 - Payments for DOT	Payments for DOT	(2,618.95)	
40	12-Dec-2018	3 - Payments for DOT	Payments for DOT	(1,120.45)	
40	13-Dec-2018	3 - Payments for DOT	Payments for DOT	(1,344.20)	
40	14-Dec-2018	3 - Payments for DOT	Payments for DOT	(1,753.25)	
40	17-Dec-2018	3 - Payments for DOT	Payments for DOT	(2,675.20)	
40	18-Dec-2018	3 - Payments for DOT	Payments for DOT	(9,921.40)	
40	19-Dec-2018	3 - Payments for DOT	Payments for DOT	(4,920.15)	
40	20-Dec-2018	3 - Payments for DOT	Payments for DOT	(2,754.25)	
40	21-Dec-2018	3 - Payments for DOT	Payments for DOT	(1,730.85)	
40	24-Dec-2018	3 - Payments for DOT	Payments for DOT	(3,783.75)	
40	27-Dec-2018	3 - Payments for DOT	Payments for DOT	(2,537.40)	
40	04-Dec-2018	3 - Payments for DOT	Payments for DOT	(2,464.05)	
40	05-Dec-2018	3 - Payments for DOT	Payments for DOT	(3,756.15)	

NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
40	06-Dec-2018	3 - Payments for DOT	Payments for DOT	(3,762.40)	
40	07-Dec-2018	3 - Payments for DOT	Payments for DOT	(3,065.20)	
40	10-Dec-2018	3 - Payments for DOT	Payments for DOT	(1,766.75)	(52,650.35)
40	03-Dec-2018	7 - CBA Merchant Fee	CBA Merchant Fee	(359.28)	(359.28)
40	03-Dec-2018	6 - Westnet Payments	Westnet Payments	(66.00)	(66.00)
40	06-Dec-2018	8 - ANZ Transactive Fee	ANZ Transactive Fee	(96.00)	(96.00)
EFT 4281	31-Dec-2018	Ixom Operations P/L [Chemicals Aust Operations P/L (nee Orica)]	2018-11 Nov: 2 x Chlorine gas 70kg cylinders	(995.50)	(995.50)
EFT 4280	24-Dec-2018	Credit Card - Shire of Beverley	Nov 2018 Credit Card Purchases	(1,441.15)	(1,441.15)
PAYMENTS RAISED IN CURRENT MONTH				(404,176.76)	(404,176.76)
	13-Dec-2018	Wages & Salaries	FE - 11 Dec 2018	(62,992.20)	
	27-Dec-2018	Wages & Salaries	FE - 25 Dec 2018	(55,534.47)	
WAGES & SALARIES				(118,526.67)	(118,526.67)
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT				0.00	0.00
1701	30-Nov-2018	Beverley Frail Aged Lodge Inc	Community Grant: Outdoor/Gazebo Area	(3,450.00)	
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS				(3,450.00)	(3,450.00)
TRANSFERS to TRUST				0.00	0.00
OTHER AMENDMENTS/GENERAL JOURNALS				0.00	0.00

NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
	14-Dec-2018	Bendigo and Adelaide Bank	Funds transfer for Investment #10	(300,000.00)	
			INVESTMENTS	(300,000.00)	(300,000.00)
TOTAL EXPENDITURE for MUNICIPAL ACCOUNT					(826,153.43)
BE027/OCT18	31-Oct-2018	DoT	BE027 (PSP02) - Change of Plate Fee BE027 -> 1TQF708	26.85	
REG 021118	02-Nov-2018	First Edition Café	Refreshments re Cornerstone Bldg and Stocking the Library	8.50	
021118SCR95	02-Nov-2018	Bunnings Belmont	Cornerstone Bldg - Kitchenware	50.46	
021118 1248	02-Nov-2018	State Library Car Park	Parking re Cornerstone Bldg and Stocking the Library	16.15	
021118-436	02-Nov-2018	Hungry Jacks Belmont	Refreshments re Cornerstone Bldg and Stocking the Library	22.80	
1322154	10-Nov-2018	Crown Metropol	LGPA Conference 7-9 Nov 2018: Accom for CEO S Gollan	1,002.89	
7969	12-Nov-2018	Park Motor Body Builders	BE013 (PTRK04): Parts	313.50	
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT				1,441.15	
1503	21-Dec-2018	Avon Squares Dance Club	Refund of Cleaning Bond - Hall Hire, Booking 24 Nov 2018 (Rec 19092)	(200.00)	
1504	21-Dec-2018	Larissa Jane Atkinson	Refund of Gym Key Bond (Rec 16560)	(50.00)	
EFT 4258	21-Dec-2018	RHG Contractors P/L	Payment 02 - Retention Release as per invoice 11162	(49,482.15)	
PAYMENTS RAISED IN CURRENT MONTH				(49,732.15)	(49,732.15)
CHQ#1503	21-Dec-2018	Avon Squares Dance Club	Refund of Cleaning Bond – Hall Hire, Booking 24 Nov	200.00	
PAYMENTS UNPRESENTED IN CURRENT BANK #				200.00	200.00
CHQ#1502	27-Nov-18	Richard Barrett-Lennard	Refund of Key & Cleaning Bond – Rec Centre Booking 15Nov2018	(200.00)	
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS				(200.00)	(200.00)

NUM	DATE	PAYEE	DECEMBER DETAILS	AMT PAID	TOTALS
			<i>OTHER AMENDMENTS/GENERAL JOURNALS</i>	<i>0.00</i>	<i>0.00</i>
			<i>TOTAL EXPENDITURE for TRUST ACCOUNT</i>		<i>(49,732.15)</i>
TOTAL EXPENDITURE as reconciled to the DECEMBER 2018 BANK STATEMENTS					
			Municipal Account Expenditure		(826,153.43)
			Trust Account Expenditure		(49,732.15)
			TOTAL EXPENDITURE for DECEMBER 2018		(875,885.58)

TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS
Cheque #	1706	08-Jan-2019	Water Corporation	Water use - Balkuling Rd Standpipe: 21 Sep - 22 Nov 18	(949.00)	(949.00)
Cheque #	1707	16-Jan-2019	ATO - Australian Tax Office	2018-12 Dec BAS Obligation (incl FBT contribution)	(13,737.00)	
Cheque #	1708	16-Jan-2019	Beverley Pharmacy	Occ Health & Safety: Hep B vaccine x 1	(34.20)	
Cheque #	1709	16-Jan-2019	Telstra	2018-12 Dec Telephone Accounts	(2,362.34)	(16,133.54)
Cheque #	1710	21-Jan-2019	Water Corporation	Water use - Mens Shed (Vincent St) - Service Fees: Jan - Feb 19	(42.90)	(42.90)
EFT Pymt	EFT 4282	08-Jan-2019	Michael Wilson	2019-01 Jan: Photocopying & Delivery of the Blarney	(250.00)	(250.00)
EFT Pymt	EFT 4283	16-Jan-2019	A & J Sattler & Co	Gravel Royalties: Jul - Dec 2018	(2,206.60)	
EFT Pymt	EFT 4284	16-Jan-2019	AITIS Specialists P/L	2018-12 Dec Fuel Tax Credits	(293.26)	
EFT Pymt	EFT 4285	16-Jan-2019	Australia Post	2018-12 Dec Postage	(523.83)	
EFT Pymt	EFT 4286	16-Jan-2019	Avon Waste	4,009 Bin Collection ME 21 Dec 18 inc Recycling Bins & 1 x Recycling Collection	(8,895.56)	
EFT Pymt	EFT 4287	16-Jan-2019	BOC Limited	2018-12 Dec Cylinder Rental: Medical oxygen C size	(6.02)	
EFT Pymt	EFT 4288	16-Jan-2019	Barnett Diving Boards P/L	AS33004 (VP1908): 1m x 4.3m Diving Board	(28,660.50)	
EFT Pymt	EFT 4289	16-Jan-2019	Beverley Community Resource Centre (CRC)	Nov 18 & Dec 18 Ed Blarney Compilation & Reclaimed Piano Show printing	(2,096.14)	
EFT Pymt	EFT 4290	16-Jan-2019	Beverley Post News and Gifts	2018-12 Dec Newsagency Purchases	(83.43)	
EFT Pymt	EFT 4291	16-Jan-2019	Beverley Supermarket & Liquor (IGA)	2018-12 Dec Purchases	(3,656.54)	
EFT Pymt	EFT 4292	16-Jan-2019	Beverley Tyre Service (BTS)	2018-12 Dec 18 Tyre Purchases	(1,984.00)	
EFT Pymt	EFT 4293	16-Jan-2019	Blackwoods	Various Bldgs: Cleaning products	(1,807.36)	
EFT Pymt	EFT 4294	16-Jan-2019	Building Commission (BSL)	2018-12 Dec 18 Collections x 4 (Lics 18/19: 22, 29, 30, 31)	(274.55)	
EFT Pymt	EFT 4295	16-Jan-2019	Bunnings Building Supplies P/L	Various: Hardware purchases	(422.57)	
EFT Pymt	EFT 4296	16-Jan-2019	CTF - Construction Training Fund (BCTIF)	2018-12 Dec 18 Collections x 1 (Lics 18/19: 30)	(151.75)	
EFT Pymt	EFT 4297	16-Jan-2019	Chemdry Betta Finish	Admin Bldg, Rec Centre: Cleaning carpets & chairs	(2,482.00)	
EFT Pymt	EFT 4298	16-Jan-2019	Claw Environmental P/L	Drum Muster: Collection of drums 21 Mar 17 - 17 Sep 18	(1,573.79)	
EFT Pymt	EFT 4299	16-Jan-2019	Correring Pty Ltd	Gravel Royalties: Jul - Dec 2018	(1,793.93)	

TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 4300	16-Jan-2019	Country Copiers Northam	Copier iR8595: Saddleback staples	(92.40)	
EFT Pymt	EFT 4301	16-Jan-2019	Countryside Pest Control	Various Blgs: Spider control & Termite Inspection	(528.00)	
EFT Pymt	EFT 4302	16-Jan-2019	Cr Denise Jo Ridgway	Travel Claim: Oct - Dec 2018	(721.54)	
EFT Pymt	EFT 4303	16-Jan-2019	Dept of Fire & Emergency Services (DFES)	18/19 ESL (Option B) 2nd Quarterly Payment	(35,113.49)	
EFT Pymt	EFT 4304	16-Jan-2019	Dept of Planning, Lands & Heritage	Lease M355805: Res L27959 Bethany Rd & Lease M252204: Res Avon 28804, Kokeby East Rd: Jan - Jun 2019	(3,712.50)	
EFT Pymt	EFT 4305	16-Jan-2019	Focus Networks	2018-12 Dec: Computer Support Various	(3,066.35)	
EFT Pymt	EFT 4306	16-Jan-2019	Fulton Hogan Industries	Various Rds: Primer Seal 95/5 hot	(54,643.88)	
EFT Pymt	EFT 4307	16-Jan-2019	Hanson Construction Materials Pty Ltd	Various Rds: 182.36 T 10mm Washed Granite	(6,886.47)	
EFT Pymt	EFT 4308	16-Jan-2019	IT Vision	Computer Support: Software upgrade	(2,462.90)	
EFT Pymt	EFT 4309	16-Jan-2019	Jason Signmakers	Cornerstone Bldg: Office 1 Signage	(38.50)	
EFT Pymt	EFT 4310	16-Jan-2019	Keytel Communications P/L	Cornerstone Bldg: Telecommunication Support	(319.00)	
EFT Pymt	EFT 4311	16-Jan-2019	Kleenheat Gas	59 Smith St: 2018/19 Cylinder Rental - 2 x 45kg VAP	(75.90)	
EFT Pymt	EFT 4312	16-Jan-2019	LGIS Risk Management	2018/19 Regional Risk Coordination Programme - 1st Instalment	(4,163.50)	
EFT Pymt	EFT 4313	16-Jan-2019	Life Time Wise	Ageing Workforce Strategy: Professional Fees for 4 employees, 2 of 2 payments	(2,288.00)	
EFT Pymt	EFT 4314	16-Jan-2019	Linemarking WA P/L	RR120 - York Williams Rd: Rumble strips	(18,502.00)	
EFT Pymt	EFT 4315	16-Jan-2019	MAL Automotives P/L	Various vehicles: Service & wheel alignment	(604.10)	
EFT Pymt	EFT 4316	16-Jan-2019	Officeworks Ltd	2018-12 Dec Stationery Order	(2,237.69)	
EFT Pymt	EFT 4317	16-Jan-2019	Old Skool Mechanical	Various Vehicles: Repairs	(1,400.24)	
EFT Pymt	EFT 4318	16-Jan-2019	QCA - Quick Corporate Australia	2018-12 Dec Stationery order	(338.25)	
EFT Pymt	EFT 4319	16-Jan-2019	Staff - Troy R Granville	Reimbursements: ESL Services	(300.90)	
EFT Pymt	EFT 4320	16-Jan-2019	Synergy	Fire Stn, Rec Grnd, Race Course - Power use: 30 Oct - 31 Dec 2018	(1,125.25)	
EFT Pymt	EFT 4321	16-Jan-2019	T-Quip	Sundry Plant (PSP99): Parts	(945.40)	
EFT Pymt	EFT 4322	16-Jan-2019	The Barracks Pastoral Co	Gravel Royalties: Jul - Dec 2018	(1,178.10)	

TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 4323	16-Jan-2019	Toll Ipec P/L (Courier Aust)	Freight Charges: 12 Dec 2018	(340.74)	
EFT Pymt	EFT 4324	16-Jan-2019	Unique Strokes WA	Admin Bldg: Painting of 4 offices, Kitchen	(2,900.00)	
EFT Pymt	EFT 4325	16-Jan-2019	WA Contract Ranger Services	Ranger Services: 20 - 26 Dec 2018	(864.87)	
EFT Pymt	EFT 4326	16-Jan-2019	WA Treasury Corporation	Guarantee Fee on Loans 112, 117, 118, 119 & 120 to 30 Dec 2018	(6,137.25)	(207,899.05)
EFT Pymt	EFT 4328	21-Jan-2019	ADC Projects	Swim Pool: Aquatic Centre Redevelopment	(6,561.50)	
EFT Pymt	EFT 4329	21-Jan-2019	Avon Blinds	AS12001 (LBN1904) - Unit 8 Refurb: Blinds	(638.00)	
EFT Pymt	EFT 4330	21-Jan-2019	Beverley Country Kitchen (BCK)	Council Planning Day, 15 Jan 19: Catering	(325.00)	
EFT Pymt	EFT 4331	21-Jan-2019	Beverley Dome Fuel & Hire (BDF)	8,000 L Diesel @ \$1.3204/L GST incl	(10,563.20)	
EFT Pymt	EFT 4332	21-Jan-2019	Hungry Sky P/L	AS12014 (LB1601) Cornerstone Bldg: Museum Displays	(13,111.01)	
EFT Pymt	EFT 4333	21-Jan-2019	RJ Jas - All Mechanical & Electronics (Richard Jas)	Various Vehicles: Repairs, parts & materials	(2,868.85)	
EFT Pymt	EFT 4334	21-Jan-2019	Synergy	2019-01 Jan Power Accounts	(12,448.60)	
EFT Pymt	EFT 4335	21-Jan-2019	Toll Ipec P/L (Courier Aust)	Freight Charges: 16 - 17 Jan 2019	(41.20)	
EFT Pymt	EFT 4336	21-Jan-2019	ZircoData Pty Ltd	2018-12 Dec: Storage of Archives - 141 x A1 boxes	(64.68)	(46,622.04)
EFT Pymt	EFT 4337	25-Jan-2019	Avon Trading Pty Ltd	2018-12 Dec Hardware Purchases	(1,067.73)	
EFT Pymt	EFT 4338	25-Jan-2019	Beverley Community Resource Centre (CRC)	2019-01 Jan (Ed 411): Blarney Compilation for Production	(1,000.00)	
EFT Pymt	EFT 4339	25-Jan-2019	Bradley Peter Jovanovic	Rates refund (withdrawal) for Ass 51187 - L8274 Jacobs Well Rd Morbinning 6304	(2,000.00)	
EFT Pymt	EFT 4340	25-Jan-2019	CAS - Contract Aquatic Services	3 of 5 install of Contract Management for 18/19	(19,203.00)	
EFT Pymt	EFT 4341	25-Jan-2019	Landgate	Valuation Fees (GRV Interim Ctry-FESA): 20 Oct - 16 Nov 18	(180.81)	
EFT Pymt	EFT 4342	25-Jan-2019	Total Eden P/L	Rec Grnd Oval: Watering & Reticulation	(1,257.29)	
EFT Pymt	EFT 4343	25-Jan-2019	Westcoast Landscape & Design	AS12014 (Cornerstone Bldg) Landscaping: Replace dead grass tree	(800.00)	(25,508.83)
Direct Debit	DD 2012.1	08-Jan-2019	Superwrap - Personal Super Plan	Superannuation contributions	(773.79)	
Direct Debit	DD 2012.2	08-Jan-2019	WA Super	Payroll deductions	(6,604.12)	
Direct Debit	DD 2012.3	08-Jan-2019	BT Super For Life	Superannuation contributions	(358.99)	

TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS
Direct Debit	DD 2012.4	08-Jan-2019	REST	Superannuation contributions	(174.88)	
Direct Debit	DD 2012.5	08-Jan-2019	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(223.36)	
Direct Debit	DD 2012.6	08-Jan-2019	Cbus Super Fund	Superannuation contributions	(199.34)	
Direct Debit	DD 2012.7	08-Jan-2019	AMP Lifetime Super	Superannuation contributions	(81.70)	(8,416.18)
Direct Debit	DD 2032.1	22-Jan-2019	Superwrap - Personal Super Plan	Superannuation contributions	(773.79)	
Direct Debit	DD 2032.2	22-Jan-2019	WA Super	Payroll deductions	(6,928.62)	
Direct Debit	DD 2032.3	22-Jan-2019	BT Super For Life	Superannuation contributions	(358.99)	
Direct Debit	DD 2032.4	22-Jan-2019	REST	Superannuation contributions	(171.87)	
Direct Debit	DD 2032.5	22-Jan-2019	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(215.39)	
Direct Debit	DD 2032.6	22-Jan-2019	Cbus Super Fund	Superannuation contributions	(195.84)	
Direct Debit	DD 2032.7	22-Jan-2019	AMP Lifetime Super	Superannuation contributions	(67.28)	(8,711.78)
Direct Debit	41	03-Jan-2019	7 - CBA Merchant Fee	CBA Merchant Fee	(203.54)	(203.54)
Direct Debit	41	08-Jan-2019	8 - ANZ Transactive Fee	ANZ Transactive Fee	(70.00)	(70.00)
Direct Debit	41	04-Jan-2019	3 - Payments for DoT	Payments for DoT	(7,658.65)	
Direct Debit	41	07-Jan-2019	3 - Payments for DoT	Payments for DoT	(5,218.45)	
Direct Debit	41	08-Jan-2019	3 - Payments for DoT	Payments for DoT	(5,259.25)	
Direct Debit	41	09-Jan-2019	3 - Payments for DoT	Payments for DoT	(6,811.60)	
Direct Debit	41	10-Jan-2019	3 - Payments for DoT	Payments for DoT	(2,189.20)	
Direct Debit	41	11-Jan-2019	3 - Payments for DoT	Payments for DoT	(2,328.50)	
Direct Debit	41	14-Jan-2019	3 - Payments for DoT	Payments for DoT	(2,086.20)	

TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS
Direct Debit	41	15-Jan-2019	3 - Payments for DoT	Payments for DoT	(1,379.60)	
Direct Debit	41	16-Jan-2019	3 - Payments for DoT	Payments for DoT	(5,447.90)	
Direct Debit	41	17-Jan-2019	3 - Payments for DoT	Payments for DoT	(2,037.85)	
Direct Debit	41	18-Jan-2019	3 - Payments for DoT	Payments for DoT	(956.55)	
Direct Debit	41	21-Jan-2019	3 - Payments for DoT	Payments for DoT	(436.65)	
Direct Debit	41	22-Jan-2019	3 - Payments for DoT	Payments for DoT	(419.70)	
Direct Debit	41	23-Jan-2019	3 - Payments for DoT	Payments for DoT	(3,722.20)	
Direct Debit	41	24-Jan-2019	3 - Payments for DoT	Payments for DoT	(8,797.75)	
Direct Debit	41	25-Jan-2019	3 - Payments for DoT	Payments for DoT	(1,890.70)	
Direct Debit	41	29-Jan-2019	3 - Payments for DoT	Payments for DoT	(1,244.35)	
Direct Debit	41	30-Jan-2019	3 - Payments for DoT	Payments for DoT	(8,057.75)	
Direct Debit	41	31-Jan-2019	3 - Payments for DoT	Payments for DoT	(3,916.40)	(69,859.25)
Direct Debit	EFT 4345	31-Jan-2019	Ixom Operations P/L [Chemicals Aust Operations P/L (nee Orica)]	2018-12 Dec: Chlorine Gas 70kg Cylinder Rental	(84.57)	(84.57)
Direct Debit	EFT 4344	24-Jan-2019	Credit Card	Dec 2018 Credit Card Purchases	(771.90)	(771.90)
PAYMENTS RAISED IN CURRENT MONTH					(385,522.58)	(385,522.58)
WAGES & SALARIES						
EFT Pymt		10-Jan-2019	Wages & Salaries	FE - 08 Jan 2019	(49,084.12)	
EFT Pymt		24-Jan-2019	Wages & Salaries	FE - 22 Jan 2019	(49,846.84)	
WAGES & SALARIES					(98,930.96)	(98,930.96)
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT						
Cheque #	1708	16-Jan-2019	Beverley Pharmacy	Occ Health & Safety: Hep B vaccine x 1	34.20	

TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					34.20	34.20
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					0.00	0.00
TRANSFERS to TRUST					0.00	0.00
OTHER AMENDMENTS/GENERAL JOURNALS						
Adjustment		10-Jan-2019	ANZ Bank	Adjustment for overstating funds received for Deposit 09 Jan 2019	(5.00)	
OTHER AMENDMENTS/GENERAL JOURNALS					(5.00)	(5.00)
INVESTMENTS						
INVESTMENTS					0.00	0.00
TOTAL EXPENDITURE for MUNICIPAL ACCOUNT					(484,424.34)	
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT						
Credit card	BE027/NOV 18	29-Nov-2018	DoT	DoT: BE027 (PSP05) - Change of Plate Fee	17.70	
Credit card	BE1/NOV18	30-Nov-2018	DoT	DoT: BE1 (PSDN11) - Retained Plate Fee	26.85	
Credit card	BE1/DEC18	05-Dec-2018	DoT	DoT: BE1 (PSDN13) - Change of Plate Fee	17.70	
Credit card	BE027/DEC 18	05-Dec-2018	DoT	DoT: BE027 (PSP05): Rego to 30 Jun 2019	49.25	
Credit card	1TTI309/DE C18	05-Dec-2018	DoT	DoT: 1TTI309 (PTRL15): Rego to 30 Jun 2019	22.40	
Credit card	0403492940	13-Dec-2018	JB Hi Fi	Councillor replacement tablet	638.00	
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT					771.90	

TRUST ACCOUNT DETAILS

TYPE	NUM	DATE	PAYEE	JANUARY DETAILS	AMT PAID	TOTALS	
PAYMENTS RAISED IN CURRENT MONTH							
EFT Pymt	EFT 4327	21-Jan-2019	Poppy Juillerat	Refund of Gym Key Bond (Rec 18251)	(50.00)		
					PAYMENTS RAISED IN CURRENT MONTH	(50.00)	(50.00)
PAYMENTS UNPRESENTED IN CURRENT BANK #							
					PAYMENTS UNPRESENTED IN CURRENT BANK #	0.00	0.00
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS							
1503	21-Dec-2018		Avon Squares Dance Club	Refund of Cleaning Bond - Hall Hire, Booking 24 Nov 2018 (Rec 19092)	(200.00)		
					PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS	(200.00)	(200.00)
OTHER AMENDMENTS/GENERAL JOURNALS							
					OTHER AMENDMENTS/GENERAL JOURNALS	0.00	0.00
					TOTAL EXPENDITURE for TRUST ACCOUNT		(250.00)
TOTAL EXPENDITURE as reconciled to the JANUARY 2019 BANK STATEMENTS							
					Municipal Account Expenditure		(484,424.34)
					Trust Account Expenditure		(250.00)
					TOTAL EXPENDITURE for JANUARY 2019		(484,674.34)

11.3 Regulation 17 Review

SUBMISSION TO: Ordinary Council Meeting 26 February 2019
REPORT DATE: 20 December 2018
APPLICANT: N/A
FILE REFERENCE: ADM 0163
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Risk Dashboard Report December 2018 and
Risk Assessment Worksheets (Under Separate Cover)

SUMMARY

Council to consider that the Risk Management review conducted by the Chief Executive Officer be received.

BACKGROUND

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

COMMENT

In December 2018 the Chief Executive Officer and Deputy Chief Executive Officer conducted a review using the Risk Management template provided by Council's Insurers, LGIS.

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

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

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

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

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

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

At the 12 February 2019 Audit Committee meeting, it was recommended that the review be received.

STATUTORY ENVIRONMENT

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

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

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

N/A

POLICY IMPLICATIONS

2.3 Risk Management

VOTING REQUIREMENTS

Simple Majority

AUDIT & RISK COMMITTEE'S RECOMMENDATION

That the Regulation 17 review conducted by the Chief Executive Officer be received.

11.4 2018 Compliance Audit Return

SUBMISSION TO: Ordinary Council Meeting 26 February 2019
REPORT DATE: 15 February 2019
APPLICANT: N/A
FILE REFERENCE: ADM 0237
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: 2018 Compliance Audit Return (under separate cover)

SUMMARY

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

BACKGROUND

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

COMMENT

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

At the 12 February 2019 Audit and Risk Committee Meeting it was recommended that the report be adopted and forwarded to the Department of Local Government.

STATUTORY ENVIRONMENT

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

14. Compliance audit return to be prepared

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

15. Completion of compliance audit

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

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

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

(2) In this regulation:

Certified in relation to compliance audit return means signed by:

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

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

AUDIT AND RISK COMMITTEE'S RECOMMENDATION

That:

1. the Compliance Audit Return 2018 be adopted; and
2. the Chief Executive Officer and Shire President be authorised to sign and forward the 2018 Compliance Audit Return to the Minister for Local Government.

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
and Cultural Industries**

Beverley - Compliance Audit Return 2018

Certified Copy of Return

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

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2018.	N/A	No major trading undertaken.	Stephen P Gollan
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2018.	N/A	No major land transaction undertaken.	Stephen P Gollan
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2018.	N/A		Stephen P Gollan
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2018.	N/A		Stephen P Gollan
5	s3.59(5)	Did the Council, during 2018, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Stephen P Gollan

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
and Cultural Industries**

Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A		Stephen P Gollan
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Stephen P Gollan
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Stephen P Gollan
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Stephen P Gollan
5	s5.18	Has Council reviewed delegations to its committees in the 2017/2018 financial year.	Yes		Stephen P Gollan
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Stephen P Gollan
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Stephen P Gollan
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Stephen P Gollan
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Stephen P Gollan
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	N/A		Stephen P Gollan
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Stephen P Gollan
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2017/2018 financial year.	Yes		Stephen P Gollan
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Stephen P Gollan

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Stephen P Gollan
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Stephen P Gollan

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Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
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and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Stephen P Gollan
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	N/A		Stephen P Gollan
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	N/A		Stephen P Gollan
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2018.	Yes		Stephen P Gollan
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2018.	Yes		Stephen P Gollan
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Stephen P Gollan
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Stephen P Gollan
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Stephen P Gollan
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Stephen P Gollan
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Stephen P Gollan
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Stephen P Gollan
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		Stephen P Gollan

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Stephen P Gollan
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Stephen P Gollan

Disposal of Property

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

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Stephen P Gollan
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Stephen P Gollan
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Stephen P Gollan
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Stephen P Gollan
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2018 received by the local government within 30 days of completion of the audit.	Yes		Stephen P Gollan
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2018 received by the local government by 31 December 2018.	Yes		Stephen P Gollan
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		Stephen P Gollan

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Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
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No	Reference	Question	Response	Comments	Respondent
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		Stephen P Gollan
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Stephen P Gollan
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Stephen P Gollan
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Stephen P Gollan
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Stephen P Gollan
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Stephen P Gollan
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Stephen P Gollan
15	Audit Reg 17	Has the CEO reviewed the appropriateness and effectiveness of the local government's systems and procedures in accordance with regulation 17 of the Local Government (Audit) Regulations 1996.	Yes		Stephen P Gollan
16	Audit Reg 17	If the CEO has not undertaken a review in accordance with regulation 17 of the Local Government (Audit) Regulations 1996, is a review proposed and when.	N/A		Stephen P Gollan

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
and Cultural Industries**

Integrated Planning and Reporting						
No	Reference	Question	Response	Comments	Respondent	
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	25 February 2014	Stephen P Gollan	
2	s5.56 Admin Reg 19DA (6)	Has the local government adopted a modification to the most recent Corporate Business Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	No		Stephen P Gollan	
3	s5.56 Admin Reg 19C (7)	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	17 May 2018	Stephen P Gollan	
4	s5.56 Admin Reg 19C (7)	Has the local government adopted a modification to the most recent Strategic Community Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	No		Stephen P Gollan	
5	S5.56	Has the local government adopted an Asset Management Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	23 February 2016	Stephen P Gollan	
6	S5.56	Has the local government adopted a Long Term Financial Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	26 November 2016 Currently under review.	Stephen P Gollan	
7	S5.56	Has the local government adopted a Workforce Plan. If Yes, in Comments please provide date of the most recent Plan plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	25 June 2013	Stephen P Gollan	

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
and Cultural Industries**

Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		Stephen P Gollan
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	N/A		Stephen P Gollan
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Stephen P Gollan
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Stephen P Gollan
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Stephen P Gollan

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
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and Cultural Industries**

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

Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Stephen P Gollan
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A		Stephen P Gollan
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Stephen P Gollan
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Stephen P Gollan

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Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	N/A		Stephen P Gollan
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	Yes		Stephen P Gollan
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		Stephen P Gollan
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Stephen P Gollan
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		Stephen P Gollan
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Stephen P Gollan
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A		Stephen P Gollan
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Stephen P Gollan
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A		Stephen P Gollan
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A		Stephen P Gollan
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	N/A		Stephen P Gollan
16	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	N/A		Stephen P Gollan

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application.	N/A		Stephen P Gollan
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation.	N/A		Stephen P Gollan
19	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications.	N/A		Stephen P Gollan
20	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application (s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	N/A		Stephen P Gollan
21	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG.	N/A		Stephen P Gollan
22	F&G Reg 24AI	Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	N/A		Stephen P Gollan
23	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Stephen P Gollan
24	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	N/A		Stephen P Gollan
25	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes		Stephen P Gollan

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
and Cultural Industries**

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

Signed Mayor / President, Beverley

Signed CEO, Beverley

11.5 2018/19 Budget Review

SUBMISSION TO: Ordinary Council Meeting 26 February 2019
REPORT DATE: 15 February 2019
APPLICANT: N/A
FILE REFERENCE: ADM 0092
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: 2018/19 Budget Review Statement of Financial Activity
2018/19 Budget Review Year to Date Details (under
separate cover)

SUMMARY

Council to review the 2018/19 Budget Review and consider that it be received.

BACKGROUND

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

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

COMMENT

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

Any savings realised or over expenditure incurred as at 31 December 2018 has been included in forward projections.

The detailed Budget Review is attached to this report.

In summary, it is forecast that a budget surplus of \$304,794.00 may be realised as at 30 June 2019.

At the 12 February 2019 Audit and Risk Committee meeting it was recommended the Budget Review 2018/19 be received.

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

STATUTORY ENVIRONMENT

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

- (1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.
- (2A) The review of an annual budget for a financial year must —
 - (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
 - (b) consider the local government's financial position as at the date of the review; and
 - (c) review the outcomes for the end of that financial year that are forecast in the budget.
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
**Absolute majority required.*
- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

AUDIT AND RISK COMMITTEE'S RECOMMENDATION

That the 2018/19 Budget Review be received and forwarded to the Department of Local Government.

**SHIRE OF BEVERLEY
BUDGET REVIEW
FOR THE PERIOD ENDING
31 December 2018**

Description	Budget 2018/19	YTD Actual 2018/19	Forecast Actual 2018/19	YTD Variance	Notes To Material Variances
Operating Revenue					
General Purpose Funding	3,238,570.00	2,976,439.75	3,269,814.00	31,244.00	Financial Assistance Grant \$28,398 greater than anticipated.
Governance	21,600.00	6,427.49	21,600.00	0.00	
Law, Order & Public Safety	195,361.00	69,970.92	252,935.00	57,574.00	Bushfire mitigation funding \$53,900 greater than anticipated offset by mitigation expenditure.
Health	100.00	200.00	200.00	100.00	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	108,454.00	57,884.21	114,981.00	6,527.00	
Community Amenities	208,624.00	197,558.93	211,623.00	2,999.00	
Recreation & Culture	417,941.00	358,714.37	407,438.00	(10,503.00)	Cornerstone income (\$13,460) lower than anticipated due to commercial tenancy vacancies.
Transport	6,289,277.00	2,897,391.39	6,402,461.00	113,184.00	MRWA Direct Grant \$44,794 and LGGC Special Bridge Funding \$134,068 greater than anticipated. Trails (\$25,000) and Qualandary Crossing Design (\$45,000) funding unlikely to be received offset by no expenditure on projects.
Economic Activities	141,750.00	82,069.06	128,288.00	(13,462.00)	Public standpipe charges (\$13,520) lower than anticipated tied to lower water volumes being taken.
Other Property & Services	43,100.00	29,998.02	51,536.00	8,436.00	
Total Operating Revenue	10,664,777.00	6,676,654.14	10,860,876.00	196,099.00	
Operating Expenditure					
General Purpose Funding	(171,297.00)	(68,936.92)	(159,146.00)	12,151.00	Admin expenses reallocated \$11,184 expected to be 8% lower than anticipated.
Governance	(246,521.00)	(143,001.72)	(241,384.00)	5,137.00	
Law, Order & Public Safety	(418,479.00)	(178,871.40)	(447,936.00)	(29,457.00)	Bushfire mitigation works \$53,900
Health	(154,808.00)	(78,794.22)	(146,998.00)	7,810.00	
Education & Welfare	(85,143.00)	(37,678.31)	(81,308.00)	3,835.00	
Housing	(213,299.00)	(165,900.56)	(208,835.00)	4,464.00	
Community Amenities	(668,992.00)	(330,052.88)	(655,553.00)	13,439.00	Admin expenses reallocated \$9,159 expected to be 8% lower than anticipated. Environmental services provision \$5,000 unlikely to be utilised.
Recreation & Culture	(1,429,716.00)	(682,486.15)	(1,390,447.00)	39,269.00	Cornerstone operating expenses \$24,189 lower than anticipated. Housing Costs associated with Swimming Pool expected to be \$4,485 lower than anticipated. Admin expenses reallocated \$13,173 expected to be 8% lower than anticipated.
Transport	(2,704,666.00)	(1,328,028.98)	(2,550,618.00)		Road Maintenance expenses expected to be \$95,599 lower than anticipated due to lower overhead and plant costs and no use of relief workers. Qualandary Crossing design \$45,000 not to proceed.
Economic Activities	(509,340.00)	(200,383.35)	(476,377.00)	32,963.00	Public Standpipe expenses \$15,132 lower than anticipated. Admin expenses reallocated \$17,831 expected to be 8% lower than anticipated.
Other Property & Services	(15,106.00)	6,286.64	(19,370.00)	(4,264.00)	

**SHIRE OF BEVERLEY
BUDGET REVIEW
FOR THE PERIOD ENDING
31 December 2018**

Description	Budget 2018/19	YTD Actual 2018/19	Forecast Actual 2018/19	YTD Variance	Notes To Material Variances
Total Operating Expenditure	(6,617,367.00)	(3,207,847.85)	(6,377,972.00)	85,347.00	
Net Operating	4,047,410.00	3,468,806.29	4,482,904.00	281,446.00	

**SHIRE OF BEVERLEY
BUDGET REVIEW
FOR THE PERIOD ENDING
31 December 2018**

Description	Budget 2018/19	YTD Actual 2018/19	Forecast Actual 2018/19	YTD Variance	Notes To Material Variances
Capital Income					
Self Supporting Loan - Principal Repayment	15,313.00	7,540.29	15,313.00	0.00	
Proceeds from Sale of Assets	162,000.00	141,920.00	180,920.00	18,920.00	Settlement of Tip Loader write off \$19,000 not budgeted.
Total Capital Income	177,313.00	149,460.29	196,233.00	18,920.00	
Capital Expenditure					
Land and Buildings	(852,201.00)	(427,909.71)	(681,866.00)	170,335.00	Land purchase \$150,000 funded from Reserves not to proceed. Caravan Park Power Upgrade savings \$10,757. Cornerstone capital expenditure \$40,000 less than expected. Leach Drain renewal at Hunt Road Village (\$10,000) and Unit 9 Refurbishment (\$20,000) not budgeted but to be funded from Reserves.
Plant and Equipment	(265,000.00)	(154,259.79)	(339,260.00)	(74,260.00)	Diving Board purchase \$26,055 not budgeted funded from Reserves. Replacement Tip Loader \$50,000 partly funded by Insurance Write Off of previous Loader.
Office Furniture and Equipment	(60,000.00)	(17,169.00)	(60,000.00)	0.00	
Road Construction	(2,714,578.00)	(354,947.44)	(2,482,274.00)	232,304.00	Secondary River Crossing contribution \$261,000 not to proceed.
Other Infrastructure	(4,015,208.00)	(16,348.00)	(4,124,276.00)	(109,068.00)	Special Bridge Project (\$134,068) not budgeted. Walk Trails \$25,000 not to proceed.
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(129,929.00)	(86,219.03)	(129,929.00)	0.00	
Total Capital Expenditure	(8,036,916.00)	(1,056,852.97)	(7,817,605.00)	219,311.00	
Net Capital	(7,859,603.00)	(907,392.68)	(7,621,372.00)	238,231.00	
Adjustments					
Depreciation Written Back	2,401,952.00	1,220,089.31	2,401,952.00	0.00	
Movement in Leave Reserve Cash Balance	0.00	1,307.00	0.00	0.00	
Movement in Non-Current Loan Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current SSL Income	0.00	0.00	0.00	0.00	
Movement in Non-Current LSL Provision	0.00	0.00	0.00	0.00	
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	0.00	0.00	
(Profit)/Loss on Disposal of Assets Written Back	22,000.00	2,279.37	20,275.00	(1,725.00)	
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	

**SHIRE OF BEVERLEY
BUDGET REVIEW
FOR THE PERIOD ENDING
31 December 2018**

Description	Budget 2018/19	YTD Actual 2018/19	Forecast Actual 2018/19	YTD Variance	Notes To Material Variances
Add Funding From					
Transfer (To)/From Reserves	518,065.00	(15,170.68)	150,859.00	(367,206.00)	Secondary Crossing funds (\$111,000) to be transferred to Reserves. Secondary Crossing funds (\$150,000), Land purchase funds (\$150,000) and Avon River Park planning (\$24,751) not to be transferred from Reserves. Diving Board funds \$26,055, Hunt Road Village Leach Drain \$10,000 and Unit 9 Refurbishment \$20,000 funds to be transferred from Reserves. Hunt Road Village Operating surplus transferred to Reserves expected to be \$12,490 lower than anticipated due to Unit vacancy.
New Loan Funds	0.00	0.00	0.00	0.00	
Opening Surplus/(Deficit)	870,176.00	870,176.05	870,176.00	0.00	
Total Adjustments	3,812,193.00	2,078,681.05	3,443,262.00	(368,931.00)	
CLOSING SURPLUS/(DEFICIT)	0.00	4,640,094.66	304,794.00	150,746.00	

12. ADMINISTRATION

12.1 Use of the Common Seal

SUBMISSION TO: Ordinary Council Meeting 26 February 2019
REPORT DATE: 15 February 2019
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0256
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Nil

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. Land Transfer documents for Lots 16,17 and 18 Great Southern Hwy, Kokeby between D & E Gunn and the Shire of Beverley.
2. Office 4 Lease Agreement, Cornerstone Community Centre, between Welfar Pty Ltd and the Shire of Beverley.

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. Land Transfer documents for Lots 16,17 and 18 Great Southern Hwy, Kokeby between D & E Gunn and the Shire of Beverley.
2. Office 4 Lease Agreement, Cornerstone Community Centre, between Welfar Pty Ltd and the Shire of Beverley.

12.2 Termination of BBP Aged Care Planning, Service and Support

SUBMISSION TO: Ordinary Council Meeting 26 February 2019
REPORT DATE: 20 February 2019
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0311
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to formalise the decision to terminate the Beverley Brookton Pingelly (BBP) Aged Care Planning, Service and Support Group.

BACKGROUND

In March 2014 a Letter of Agreement was signed by the Presidents of the Shires of Beverley, Brookton and Pingelly on behalf of their respective Councils to recognise an alliance between the Local Governments to *progress sustainable Aged Care Planning, Service and Support within and between our communities.*

The agreed General Principles guiding this arrangement were as follows:-

- Recognise that collaboration can achieve better aged care planning and development outcomes
- Share opportunities, resources and intellectual property to reduce duplication
- Be flexible and open to new approaches to delivery and funding
- Acknowledge the needs and constraints of all spheres of government, community and stakeholders
- Adopt a realistic approach to funding and resource issues
- Undertake appropriate consultation to facilitate understanding and consensus
- Until otherwise established communication to the community on issues of relevance is undertaken by consensus

COMMENT

The group was successful in being awarded a grant for aged appropriate housing in Beverley and Pingelly, but due to a change in Government the funding was never received. There has now been limited progress by the group, particularly in the last 12 months and the Shire was surprised to learn of the Shire of Brookton's intent to sell the Kalkarni Residential Aged Care Facility and Saddleback Medical Centre through a public notice.

The Shire President advised Council at an informal meeting on Tuesday 15 January 2019 that all Councillors would be contact via email to seek their feedback or support on terminating the alliance. Cr's Ridgway, Pepper, White, Gogol and Martin all supported the termination. Correspondence was then sent to the Shire of Pingelly and the Shire of Brookton to request that the BBP Agreement be terminated.

To date no formal correspondence has been received by either the Shire of Brookton or Pingelly.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council formally request to terminate the Brookton Beverley Pingelly (BBP) Aged Care Alliance Agreement with the Shires of Brookton and Pingelly.

12.3 Youth Precinct Working Group

SUBMISSION TO: Ordinary Council Meeting 26 February 2019
REPORT DATE: 19 February 2019
APPLICANT: N/A
FILE REFERENCE: ADM 0563
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Youth Precinct Working Group Terms of Reference

SUMMARY

Council to consider the appointment of Community members to, and the adoption of the terms of reference for, the Youth Precinct Working Group (YPWG).

BACKGROUND

At the Ordinary Council meeting held on 25 September 2019, Council resolved;
“That a Youth Precinct Working Group be formed including three Councillors, being Cr Pepper, Cr Brown, and Cr Davis, and up to seven Community members, to work to progress a feasibility study to develop a Youth Activity Space within the Beverley Townsite.”

Expressions of Interest were called in January 2019 for interested community members to join the YPWG.

Six Expressions of Interest were received and considered at a formal meeting of the YPWG on 12 February 2019.

Five of the nominations were considered complete and appropriate and it is recommended that those nominees be appointed to the Working Group.

Further, quotations received for the facilitation of the consultation process and concept design of the Youth Precinct were considered on 12 February 2019.

COMMENT

Attached are the complete Terms of Reference for the YPWG including the nominated Community representatives.

Below are quotes received for the facilitation of the planning process going forward with the outcome being a concept design for Council approval.

Supplier	Quote (ex GST)
People Places Planet Pty Ltd	\$19,821.60
Skate Sculpture	\$25,500.00
Convic	\$27,940.00

It is recommended that Skate Sculpture be appointed as the preferred consultants given their previous experience with similar projects and the company being based in WA.

Funding of \$5,000 has been applied for through the Youth Engagement Grants Program coordinated by the Department of Communities.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

\$20,000 budget for Youth Activity Planning therefore potentially \$5,500 over budget if grant funding is not secured.

STRATEGIC IMPLICATIONS

Strategy 8.3 - Develop and implement a youth activity plan with key stakeholders and local young people.

Strategy 9.3 - Continue to improve our facilities and assets for inclusive access.

POLICY IMPLICATIONS

Policy AF007 Purchasing and Procurement.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That:

1. The Youth Precinct Working Group Terms of Reference be adopted; and
2. The Skate Sculpture quote for \$25,500 ex GST to facilitate the planning process of the Beverley Youth Precinct be accepted.

Attachment 12.3

YOUTH PRECINCT WORKING GROUP

PREAMBLE

In response to an invitation from the Shire of Beverley to the Beverley community, the persons named hereunder agree to form a Working Group to be known as the Youth Precinct Working Group (the Working Group) in order to explore all relevant matters required to develop a feasibility study for a Youth Activity Area in the Shire of Beverley and to present a suggested plan to progress the project to the Shire and community by May 2019.

TERMS OF REFERENCE

The role of the Working Group is to investigate:

- A Facility that would best suit the needs of the Youth in the Community;
- A suitable location for this Facility; and
- An estimate of cost to establish this Facility.

The Working Group does not have executive powers, management functions or authority to implement actions, however will provide appropriate advice and recommendations on matters relevant to its Terms of Reference in order to facilitate decision making by Council.

1. MEMBERSHIP

In accordance with the Preamble, the Members of the Youth Precinct Working Group will be

- i) Mr Chris Pepper, Deputy Shire President; will act as Chairman of the Working Group;
- ii) Cr Daryl Brown, Shire of Beverley;
- iii) Cr Don Davis, Shire of Beverley;
- iv) Mr Eric Ellis, Community Representative;
- v) Mrs Stacy Stanfield, Community Representative;
- vi) Ms Jaime-Lee Williamson, Community Representative;
- vii) Ms Heather Callow, Community Representative;
- viii) Mrs Julie Paull, Community Representative;
- ix) Ms Larissa Atkinson, Community Representative; and
- x) Ms Marie Ricks, Community Representative.

- 1.1 The President, Chief Executive Officer, Senior Management and other administration staff of the Shire of Beverley may attend any meeting as observers.

Attachment 12.3

2. SECRETARIAL RESOURCES

2.1 By invitation, the Executive Assistant for the Shire of Beverley has agreed to provide secretarial support at meetings for the purpose of minute taking only.

3. QUORUM

3.1 The quorum necessary for the transaction of business shall be six (6) members of the Working Group and include at least one of either the Chairman or Chief Executive Officer.

4. MEETINGS

4.1 The Working Group shall meet according to the proposed schedule in Appendix 1 which will be confirmed at the first convened Working Group meeting.

4.2 A specific date and time for each meeting/workshop/consultation will be agreed by the members of the Working Group.

4.3 The Chairman may alter the schedule of meetings as determined by a consensus of the Working Group.

4.4 If the Chairman is unavailable, the Working Group shall elect a chairman for that meeting from those members present.

4.5 Notice of each meeting confirming the venue, time and date, together with an agenda of items to be discussed, shall be forwarded to each member of the Working Group, no later than three (3) clear days before the date of the meeting.

4.6 Minutes of the Working Group meetings shall be circulated within seven (7) working days after a meeting.

4.7 Minutes of the meetings will be available to the community.

Attachment 12.3

5. ROLES OF THE YOUTH PRECINCT WORKING GROUP

The Working Group shall:

5.1 Be strategic in its intent.

5.2 Aim for consensus on recommendations.

5.3 Engage in community consultation as a means of achieving the Youth Precinct Working Group terms of reference

5.4 Review outcomes of the community consultations

5.5 Develop recommendations for a community presentation.

5.6 Review responses from the aforementioned community presentation and refine recommendations.

5.7 The Working Group will present its final recommendations to the Shire of Beverley.

Attachment 12.3

Appendix 1

DRAFT Youth Precinct Working Group – Calendar of Events

December 2018/January 2019 – Advertise EOI from Community Members to join Working Group.

12 February 2019 – Meet to finalise Terms of Reference including recommendations for Community members to be appointed to the Working Group.

26 February 2019 – Present Terms of Reference to Council for adoption.

12 March 2019 – Working Group General Meeting for introduction, discuss way forward, meet consultant, confirm objectives and meeting calendar, organise field trip and complete site inspection.

Week beginning 18 March 2019 – Field Trip

Week beginning 1 April 2019 – Working Group General Meeting to discuss facility options and locations in the town site which may be able to accommodate the preferred option/s.

16 April 2019 – Community Forum to present and discuss options for feedback.

Late April – Early May 2019 – Finalise Report for presentation to Council.

Week beginning 13 May 2019 – Working Group General Meeting to review draft report.

28 May 2019 – Presentation at Council Meeting.

12.4 “Welcome to the Shire of Beverley” Signage

SUBMISSION TO: Ordinary Council Meeting 26 February 2019
REPORT DATE: 20 February 2019
APPLICANT: Tourism Officer / Beverley Tourism Advisory Board
FILE REF: ADM 004 / 0290
AUTHOR: Jacinta Murray, Tourism Project Officer
ATTACHMENTS: Quote Jason Signmakers, Signage designs

SUMMARY

Council to consider locations and style of the new Welcome to Shire of Beverley signs in alignment with the Beverley Tourism Framework 2016-2020 and to progress the development of the Beverley Brand.

BACKGROUND

At the 19 July 2018 Ordinary Council meeting it was resolved to replace the current “Welcome to Beverley” signs with six (6) new signs that reflected the Beverley Be Very You branding at a cost of \$5,730.00 at the following locations:

- Great Southern Highway – Brookton and Beverley border
- Great Southern Highway – Beverley and York border
- Brookton Highway – Westdale turnoff and at Karragullen border
- Brookton Highway – Brookton and Beverley border
- Quairading Road – Between York and Quairading (Mawson)
- Talbot Road - Beverley and York border

Upon ordering the signs it was realised that there were two locations that had not previously been identified and the quote provided by Jason Signmakers did not allow for the boxing in.

There are eight (8) locations that require replacing and/or adding:

- Great Southern Highway – Brookton and Beverley border
- Great Southern Highway – Beverley and York border
- Top Beverley Road (new location)
- Brookton Highway – Westdale turnoff and Karragullen
- Brookton Highway – Brookton and Beverley
- Quairading Road – Between York and Quairading (Mawson)
- York Merredin Rd
- Talbot Road

Council may choose to use all 8 locations or pick the most strategic locations?

As previously agreed by Council, the dimensions of the signs will be 1800mm wide x 1400mm Height . The current signs are approximately this size. They will again be double sided with ‘Thanks for visiting’ on the rear side.

Advertising

Beverley Blarney July 2018, edition 405. Nil complaints

STATUTORY ENVIRONMENT

Approval from Main roads.

FINANCIAL IMPLICATIONS

The cost in developing the signage with the sign makers is:

1) Framed signs (similar to current) \$2,144.00 each, making a total for the eight signs \$17,152.00 ex GST (1800mm x 1400mm).

OR

2) Unframed signs with powder coated posts \$1,054.00 each, making a total for the eight signs \$8,432.00 ex GST

OR

3) A combination of the above signs with framed signs on major routes to Beverley.

The above costs exclude the installation costs by the Shire.

The 2018/19 Budget under Tourism & Area Promotion – Brand banners and signage has allowance for \$7,500.00.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

Town Planning Scheme Policy No. 13: Signage

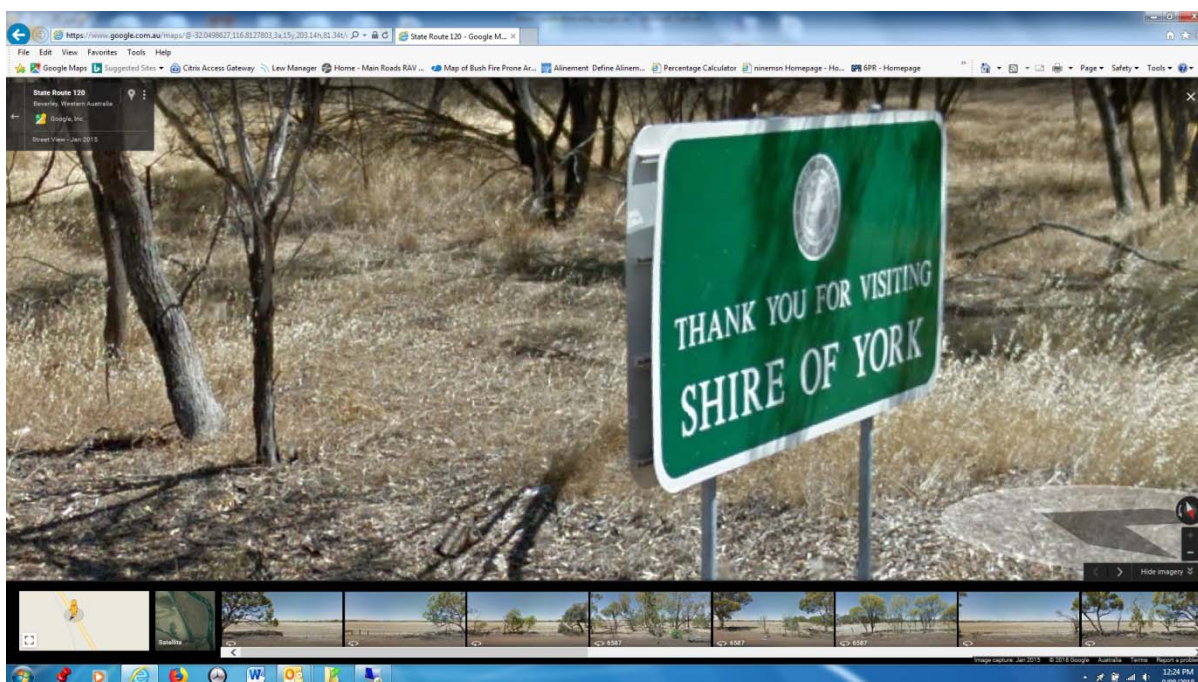
VOTING REQUIREMENTS

Simple Majority (Absolute if over budget allocation)

OFFICER'S RECOMMENDATION

Council to determine the number of signs and style for each location (framed or unframed).

Attachment 12.4

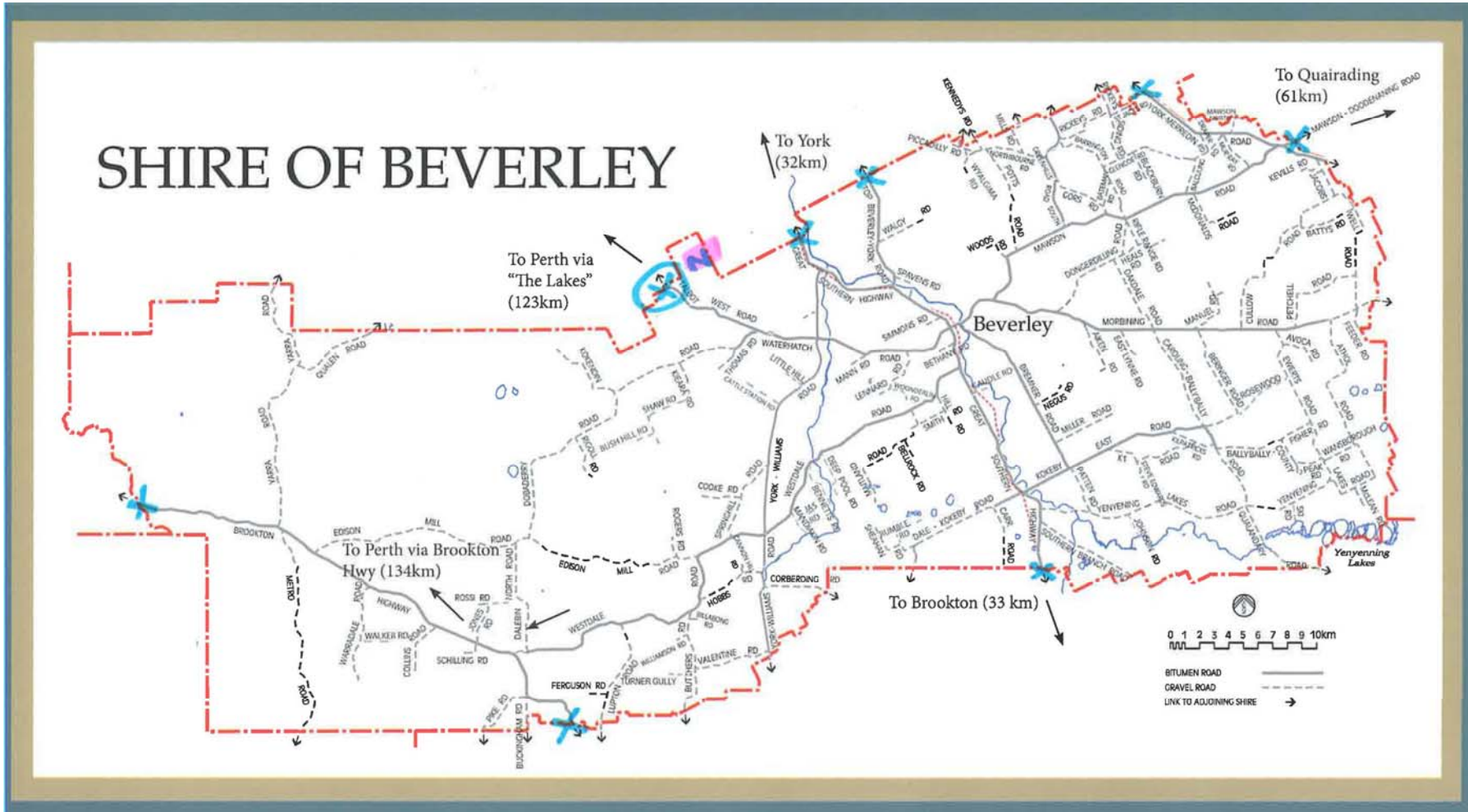


Option 1: 'Not boxed in' above.

Option 2: 'Boxed in' below. The framed in version will look similar to the current signs. Please note that we will not have the ball design at the top of the posts.



Attachment 12.4



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.