



## 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 23 July 2019. If attending the meeting, please arrive at the Shire Office by 2.55pm to register.

\*Large attachments to Agenda Items can be found at the end of this document.

### Program

3.00pm – 5.00pm                      Ordinary Meeting

A handwritten signature in black ink, appearing to read "Stephen Gollan".

Stephen Gollan  
Chief Executive Officer

19 July 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.*



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

**2.2 Staff In Attendance**

Mr SP Gollan            Chief Executive Officer  
Mr SK Marshall        Deputy Chief Executive Officer  
Mr BS de Beer         Manager of Planning and Development Services  
Mrs A Lewis            Executive Assistant

**2.3 Observers and Visitors**

**2.4 Apologies and Approved Leave of Absence**

**2.5. Applications for Leave of Absence**

**3. DECLARATIONS OF INTEREST**

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

Nil

**5. PUBLIC QUESTION TIME**

**6. CONDOLENCES**

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

BURSTALL

Robyn Michelle

15 July 2019

## **7. CONFIRMATION OF MINUTES**

### **7.1 Minutes Of The Ordinary Council Meeting Held 25 June 2019**

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

That the Minutes of the Ordinary Council Meeting held Tuesday 25 June 2019 be confirmed.

## **7.2 Minutes Of The Corporate Strategy Committee Meeting Held 9 July 2019**

### **OFFICER'S RECOMMENDATION**

That the Minutes of the Corporate Strategy Committee Meeting held Tuesday 9 July 2019 be received.

Under separate cover.

Please refer to Agenda Items 11.3, 11.4, 11.5, 12.4 and 12.5.

**8. TECHNICAL SERVICES**

Nil

## **9. PLANNING SERVICES**

### **9.1 Development Application: Outbuilding (Shed & Lean-to) – 5 (Lot 249) Hopkins Street**

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**SUBMISSION TO:** Ordinary Council Meeting 23 July 2019  
**REPORT DATE:** 15 July 2019  
**APPLICANT:** Perth Patios  
**FILE REFERENCE:** HOP 66  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Locality Map, Site Plan and Shed Structure

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#### **SUMMARY**

An application has been received to construct a Colorbond Outbuilding (Shed & Lean-to), in extent 90m<sup>2</sup> at 5 (Lot 249) Hopkins Street, Beverley. It will be recommended the application be approved.

#### **BACKGROUND**

The subject site is located at 5 (Lot 249) Hopkins Street, is 1,037m<sup>2</sup> in extent and zoned Residential R 10/25. It contains an existing dwelling and outbuilding.

In terms of the Shire's Outbuilding Policy, the maximum total area of any outbuilding on the property in this zone is to be 75m<sup>2</sup>, whereas the proposed construction of the new shed (9m X 10m in extent), will result in an outbuilding of 90m<sup>2</sup>. As can be seen on the site plan the proposal is to remove an existing outbuilding prior to the new shed being constructed.

#### **COMMENT**

When considering the proposed increased total area of the development proposal beyond the parameters as set by the Outbuilding Policy, Shire planner is of the opinion that the following aspects of the development should be taken into consideration:

- a) The specific siting of the Outbuilding on the property;
- b) The general character of the immediate area;
- c) The size of the subject property.

It is the opinion that the proposed siting of the Outbuilding at the subject property is such that it will not have any negative impact on the amenity of the surrounding area. The existing landscaping and the location of the house on the subject property will effectively screen the development so as to mitigate any negative impact that the proposed development might have. It is considered that the proposed development will be in pace with the character of the area.

It is also considered a better planning outcome to have sufficient under-roof storage available on a property as opposed to storage of items outside which could potentially negatively affect the amenity of an area.

Given the above site specific considerations and the size of the property it is not anticipated that the granting of Planning Approval for this application will create an undesirable precedent.



The proposal complies with other aspects of the outbuilding policy.

### **CONSULTATION**

No consultation was deemed required.

### **STATUTORY ENVIRONMENT**

The application may be approved under the Shire of Beverley's 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 REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council resolve to grant planning approval for an Outbuilding (Shed & Lean-to) at 5 (Lot 249) Hopkins Street, Beverley, subject to the following conditions and advice notes:

#### **Conditions:**

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
2. The outbuilding shall not be used for human habitation, commercial or industrial purposes.

#### **Advice Notes:**

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

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

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

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

Note 5: If the Outbuildings are to be used for the collection of rainwater for human consumption, all cladding and other material associated with water collection shall comply with Australian Standard 4020 (Products for use in contact with drinking water).

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

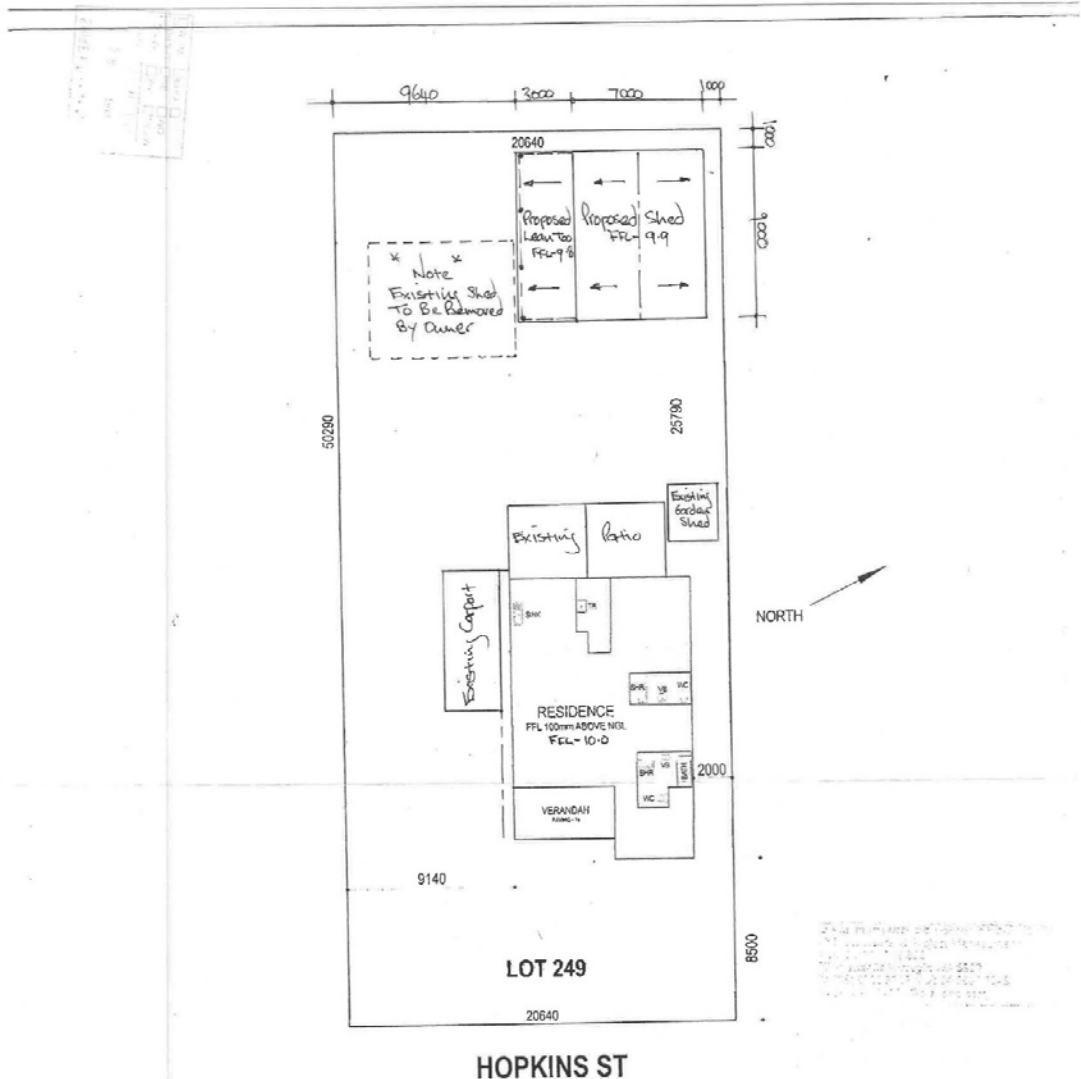
Attachment 9.1

5 (Lot 249) Hopkins Street



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Attachment 9.1



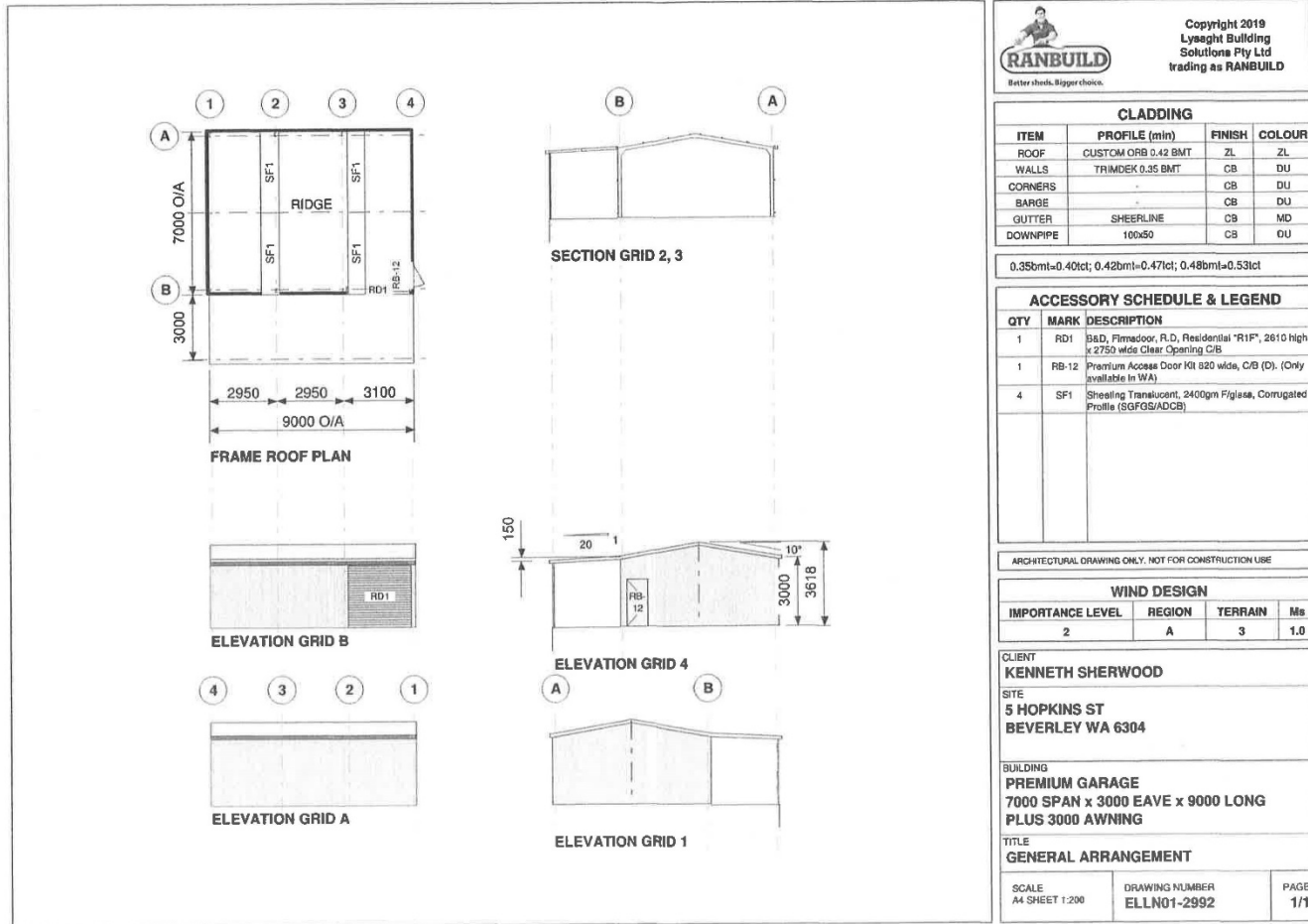
R4.1 INSULATION BATTS TO CEILING  
- SISALATION TO ROOF ELSEWHERE  
- SELF SEALING EXHAUST FANS  
- R1.5 BULK WALL INSULATION TO  
EXTERNAL WALLS TO ACHIEVE R-STAR

SITE PLAN 1:200

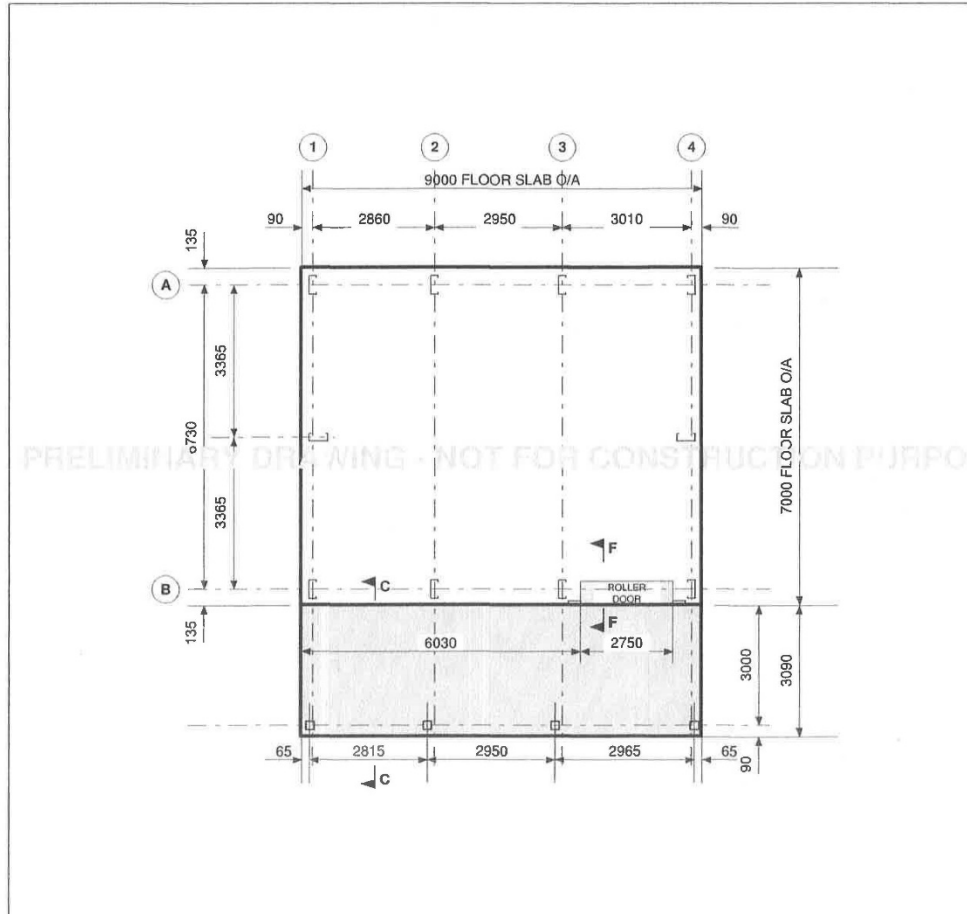
HOUSE AREA: 137.81 m <sup>2</sup> FRENCH/VERANDAH AREA: 11.81 m <sup>2</sup> ALFRESCO/COVERED AREA: 32.50 m <sup>2</sup>  TOTAL AREA: 177.74 m <sup>2</sup>	<i>prozema</i> local home builder	DRAWN BY: A.S.B.	CLIENT: SHERWOOD	SHEET No. 1 OF 4
		DATE: 11/09/17	BUILDING ADDRESS: LOT 249 HOPKINS STREET BEVERLEY	
		AMENDED PLAN: -		


- NOTES:
1. BCA DENOTES BUILDING CODES OF AUSTRALIA.
  2. THESE NOTES TO BE READ IN CONJUNCTION WITH SPECIFIC NOTES ON RELEVANT DRAWINGS.
  3. REFER TO ENGINEER'S DRAWINGS FOR ALL STRUCTURAL DETAILS AND SPECIFICATION INCLUDING CONCRETE FOOTINGS, BEAMS AND STRUCTURAL COLUMNS.
  4. ALL CONSTRUCTION AND DETAILS ARE TO BE IN ACCORDANCE WITH THE LATEST BUILDING CODES OF AUSTRALIA AND AUSTRALIAN STANDARDS.
  5. ALL DRAWINGS TO BE READ IN CONJUNCTION WITH BUILDER'S SPECIFICATION.
  6. ALL DIMENSIONS TO BE CHECKED AND VERIFIED BY BUILDER PRIOR TO ANY COMMENCEMENT OF WORK OR FABRICATION.
  7. DIMENSIONS INDICATE SUB-STRUCTURE SIZE PRIOR TO FINISH SURFACE TREATMENT.
  8. BUILDER TO RE-PEG PROPERTY TO CONFIRM EXACT BOUNDARY LOCATION PRIOR TO CONSTRUCTION.
  9. BUILDING SETOUT TO BE CONFIRMED BY BUILDER PRIOR TO EARTHWORKS.
  10. BUILDER TO ADVISE DESIGNER OF ANY DEVIATION FROM THE INFORMATION ON THE PLANS PRIOR TO COMMENCEMENT OF WORK.
  11. ANY DISCREPANCIES TO BE BROUGHT TO THE ATTENTION OF THE DESIGNER AND TO BE RESOLVED PRIOR TO COMMENCEMENT OF WORK.
  12. DO NOT SCALE FROM DRAWINGS.
  13. ALL ELECTRICAL AND GAS WORK TO COMPLY WITH SYNERGY AND AJANTA GAS REQUIREMENTS.
  14. BUILDER TO SUBMIT ALL AMENDMENTS, REVISIONS AND CHANGES TO THE RELEVANT AUTHORITIES AND OBTAIN THE NECESSARY APPROVALS BEFORE COMMENCEMENT OF ANY WORK ON SITE.
  15. ALL FLASHINGS, MEMBRANCES, WATERPROOFING MATERIALS, ADDITIVES AND CHEMICALS REQUIRED TO MAKE THE BUILDING WATER TIGHT AND WATERPROOF TO BE ADDED AND IMPLEMENTED INTO THE CONSTRUCTION WHETHER IT IS SHOWN OR NOT ON THE PLANS. THIS INCLUDES ALLOWANCES FOR DRAINAGE RUNOFFS, GENERAL SLOPING AND CONTOURING THE FLASHING OF SURFACE AREAS TO ENSURE THAT THE SYSTEM IMPLEMENTATION WILL DRAIN AWAY TO ITS INTENDED DESTINATION. (REFER TO MANUFACTURER'S DETAILS FOR INSTALLATION)
  16. ALL BEDROOM WINDOW OPENINGS TO COMPLY WITH SECTION 3.9.2.5 PROTECTION OF OPENABLE WINDOWS OF THE BUILDING CODES OF AUSTRALIA.
  17. ALL BALLUSTRADING TO COMPLY WITH BUILDING CODES OF AUSTRALIA.

Attachment 9.1



Attachment 9.1





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Solutions Pty Ltd  
trading as RANBUILD

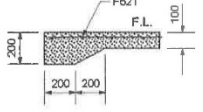
Better sheds. Bigger choice.

**NOTES**

ALL DIMENSIONS SHOULD BE CHECKED AND VERIFIED PRIOR TO COMMENCEMENT OF ANY WORKS.

SEE ERECTION INSTRUCTIONS FOR SECTION & SLAB DETAILS

SEE CERT. ENGINEER DRAWINGS PECON2005, PE71-A/3.0 FOR ADDITIONAL DET'S NOTES & CONCRETE SPECIFICATION



**SLAB EDGE DETAIL**

SET DOWN ALL SHADED AREAS 50mm

CLIENT <b>KENNETH SHERWOOD</b>		
SITE <b>5 HOPKINS ST BEVERLEY WA 6304</b>		
BUILDING <b>PREMIUM GARAGE 7000 SPAN x 3000 EAVE x 9000 LONG PLUS 3000 AWNING</b>		
TITLE <b>RC SLAB PLAN</b>		
SCALE NTS	DRAWING NUMBER <b>RSP-2992</b>	PAGE <b>1/1</b>

## **9.2 Development Application – Outbuilding (Agricultural & Machinery Storage Shed) – 314 (Lot 17593) Jones Road**

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**SUBMISSION TO:** Ordinary Council Meeting 23 July 2019  
**REPORT DATE:** 15 July 2019  
**APPLICANT:** Phoenix Sheds  
**FILE REFERENCE:** JON 51242  
**AUTHOR:** B.S. de Beer, Shire Planner  
**ATTACHMENTS:** Locality Map, Location Plan, Site Plan, Floor Plan and Elevation Plans

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### **SUMMARY**

An application has been received to construct an Outbuilding (Agricultural & Machinery Storage Shed), in extent 1,414m<sup>2</sup> at 314 (Lot 17593) Jones Road, Beverley. It will be recommended the application be approved.

### **BACKGROUND**

In terms of the Shire's Outbuilding Policy, the maximum permitted individual size of an outbuilding in the Rural Zone is 1,000m<sup>2</sup>.

The subject site is located at 314 (Lot 17593) Jones Road, Beverley and zoned *Rural* in terms of the Shire of Beverley Local Planning Scheme No. 3. It contains existing farming related buildings.

### **COMMENT**

The construction of this size Outbuilding is deemed to be in pace with the commercial agricultural broad acre farming pursuit and is supported.

### **CONSULTATION**

No consultation was deemed required.

### **STATUTORY ENVIRONMENT**

The application may be approved under the Shire of Beverley's Local Planning Scheme No. 3.

### **FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this application.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications in relation to this application.

### **POLICY IMPLICATIONS**

There are no policy implications in relation to this application.

### **VOTING REQUIREMENTS**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council resolve to grant planning approval for an Outbuilding (Agricultural & Machinery Storage Shed), at 314 (Lot 17593) Jones Road, Beverley, subject to the following conditions and advice notes:

#### **Conditions:**

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
2. The outbuilding shall not be used for human habitation or industrial purposes.

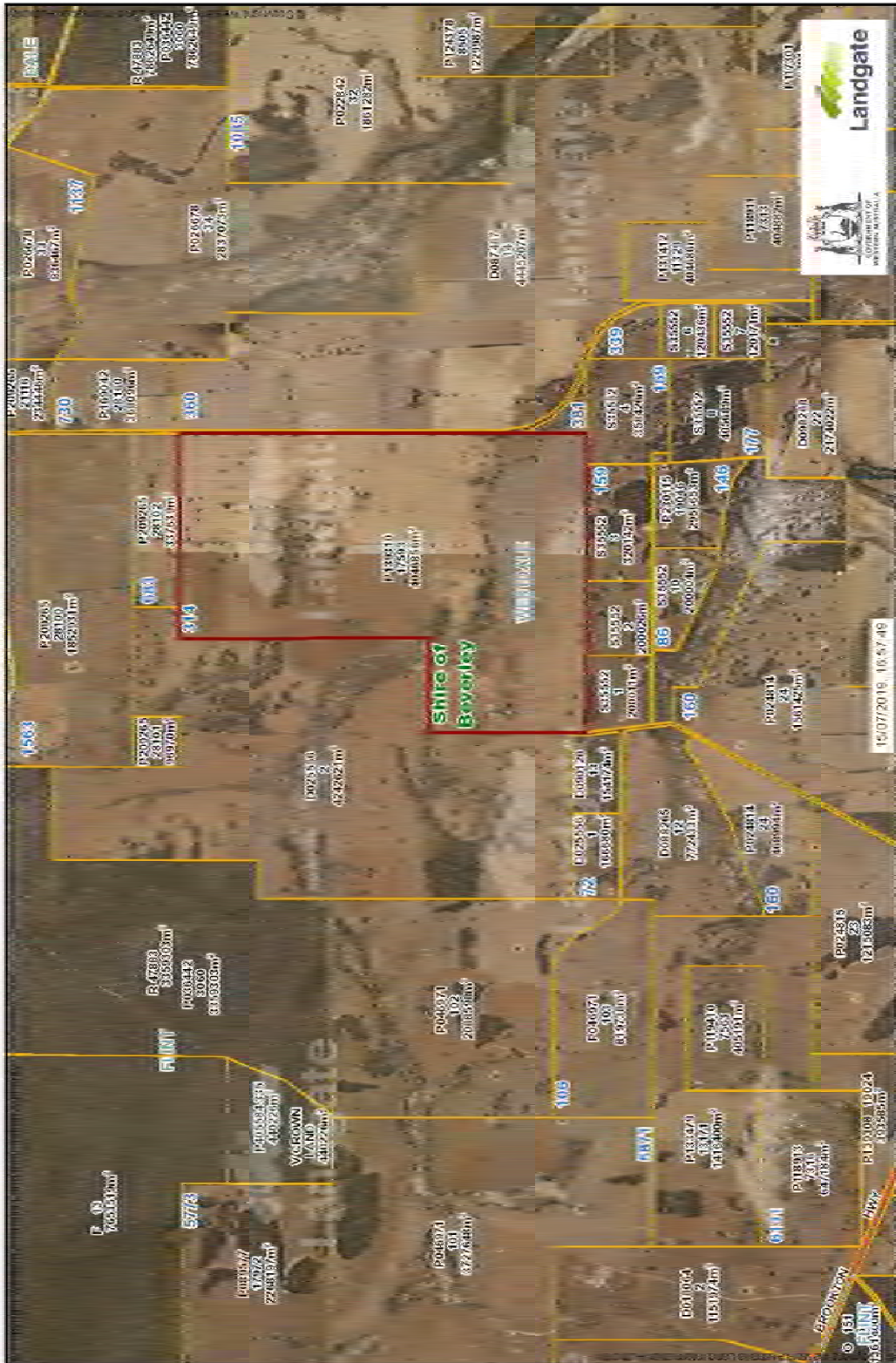
#### **Advice Notes:**

- Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- Note 3: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- Note 4: The applicant is advised a building permit is required prior to commencement of any building works.
- Note 5: If the Outbuilding is to be used for the collection of rainwater for human consumption, all cladding and other material associated with water collection shall comply with Australian Standard 4020 (Products for use in contact with drinking water).
- Note 6: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.



Attachment 9.2

314 (lot 17593) Jones Road

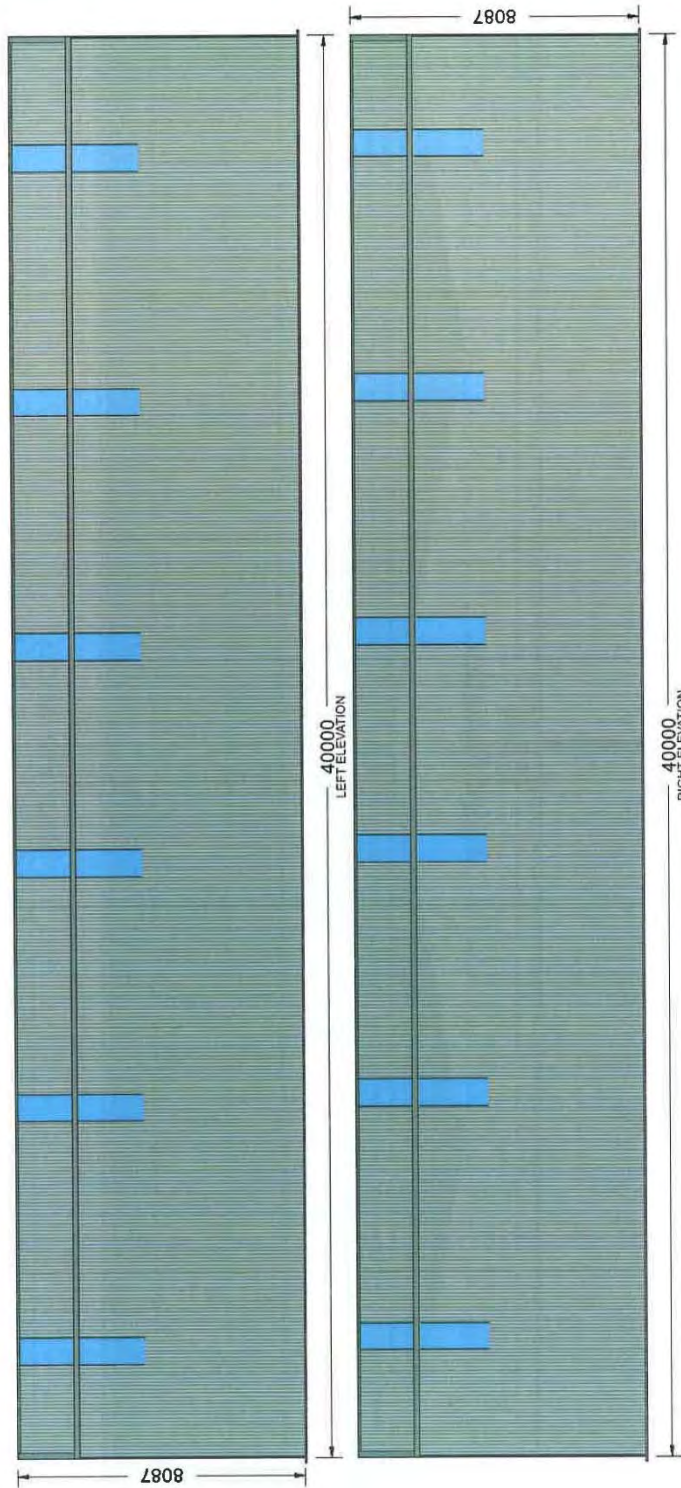


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Attachment 9.2



Attachment 9.2



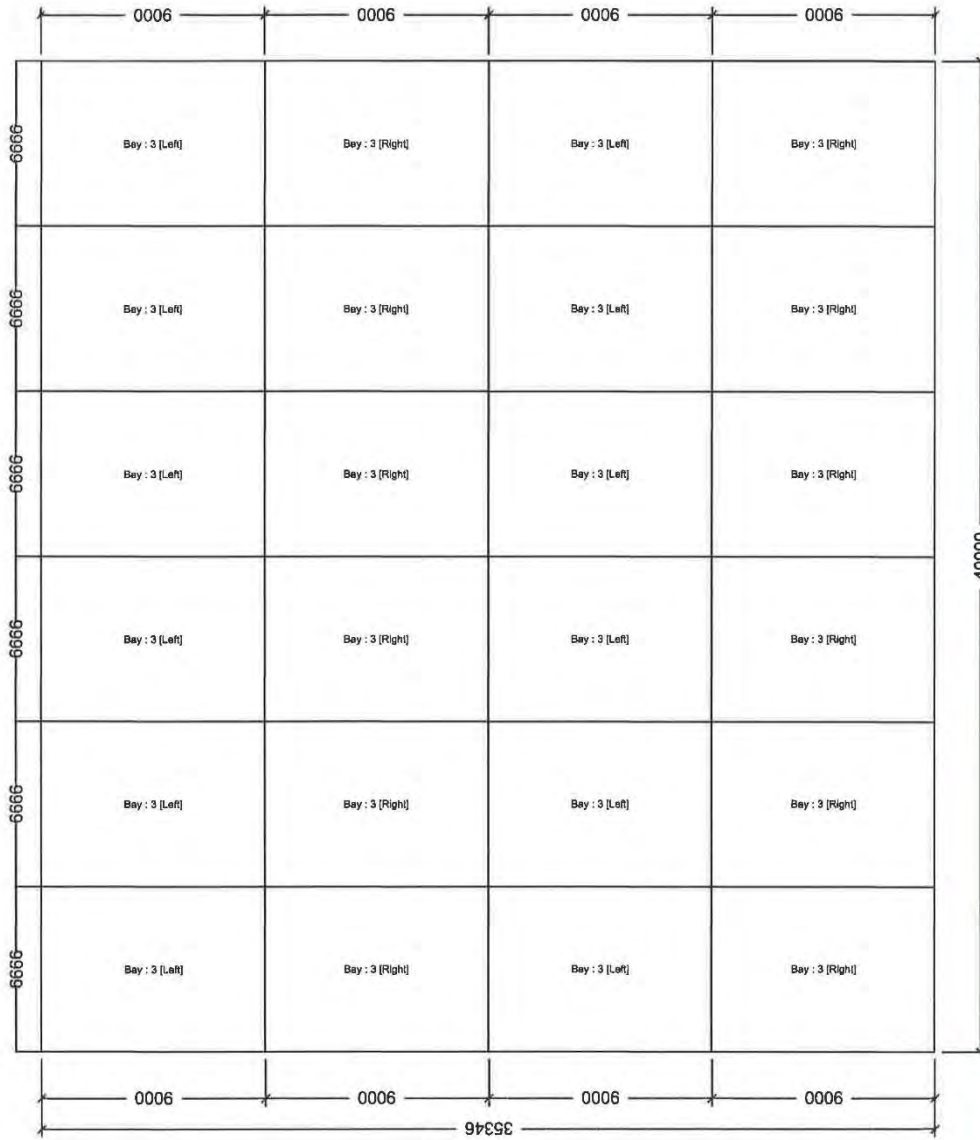
DRAWING TITLE: Side Elevations  
SCALE: 1:178.399  
DATE: 10-06-2019  
Job Number: SHEDSPAN-190609213625

CLIENT:  
SITE ADDRESS:  
PHONE:  
EMAIL:

PHOENIX BUILDING SYSTEMS  
Global Specialists in Modular Steel Buildings



Attachment 9.2



FLOOR PLAN

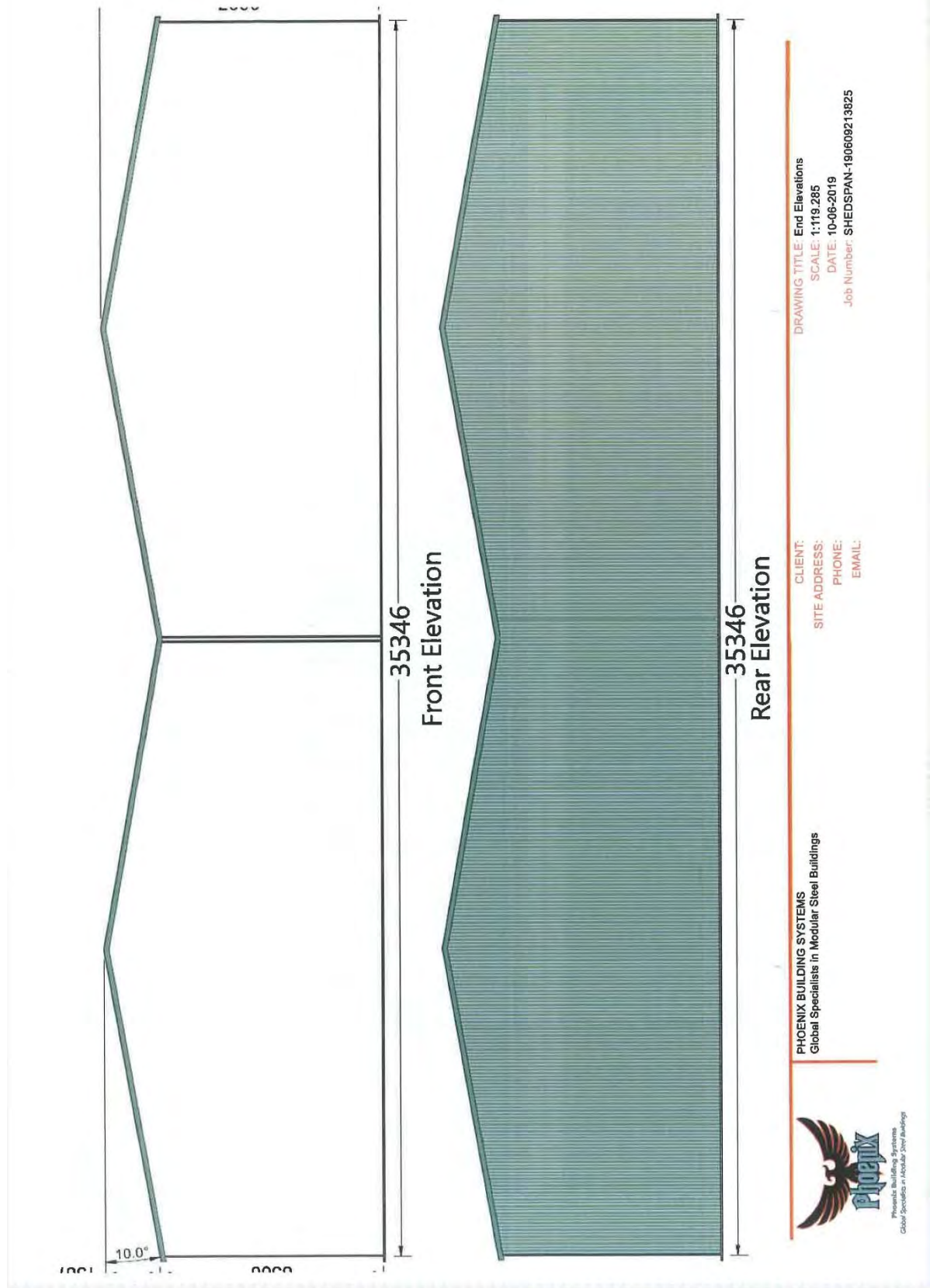


PHOENIX BUILDING SYSTEMS  
Global Specialists in Modular Steel Buildings

CLIENT: \_\_\_\_\_  
SITE ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

DRAWING TITLE: Floor Plan  
SCALE: 1:195.150  
DATE: 10-06-2019  
Job Number: SHEDSPAN-190609213825

Attachment 9.2



Attachment 9.2



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

Nil

## **11. FINANCE**

### **11.1 Interim Monthly Financial Report**

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**SUBMISSION TO:** Ordinary Council Meeting 23 July 2019  
**REPORT DATE:** 17 July 2019  
**APPLICANT:** N/A  
**FILE REFERENCE:** N/A  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** June 2019 Interim Financial Reports

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#### **SUMMARY**

Council to consider accepting the interim financial report for the period ending 30 June 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 interim monthly financial reports for the period ending 30 June 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.

Note the 2018/19 Final Audit is scheduled for 23-25 September 2019. Following the Audit some 30 June accounts, as presented, may change.

#### **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 interim monthly financial report for the month of June 2019 be accepted and material variances be noted.

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING  
30 June 2019**

Description	Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Notes To Material Variances
<b>Operating Revenue</b>					
General Purpose Funding	3,238,570.00	3,238,570.00	3,686,491.86	447,921.86	LGGC General Purpose Grant \$442,467, Interest earned on investments \$41,442, Rates Penalty interest \$12,136 greater than anticipated. Rate Write Offs due to transfer of Land (\$32,229) greater than anticipated. Legal Fees recovered (\$12,500) lower than anticipated due to lower expenditure.
Governance	21,600.00	21,600.00	81,896.31	60,296.31	Local Government House interest \$46,400 and Land transferred to Council \$27,000 brought to account. County Peak Planning Grant \$20,000 not received.
Law, Order & Public Safety	195,361.00	195,361.00	214,112.25	18,751.25	Fire Shed Grant (\$60,000) lower than anticipated to be claimed in 19/20. Fire Mitigation funding \$26,950, CESM Vehicle purchase reimbursement \$32,184 and ESL 19/20 Qtr 1 advance \$12,246, Dog Fines \$1,753 and Dog Registration Fees \$2,777 greater than anticipated.
Health	100.00	100.00	363.64	263.64	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	108,454.00	108,454.00	119,432.90	10,978.90	ILU 49B Dawson St Lease for life drawdown \$5,994 and maintenance fee contribution \$2,240 great than anticipated. Staff housing utility reimbursements \$2,257 greater than anticipated.
Community Amenities	208,624.00	208,624.00	210,222.65	1,598.65	
Recreation & Culture	417,941.00	417,941.00	428,169.44	10,228.44	Insurance Reimbursement and hire fees of Function Centre \$9,552, CRC Old School Building rent fees \$3,364, Hall hire fees \$3,910 and Gym memberships \$2,249 greater than anticipated. Cornerstone charges (\$9,644) lower than anticipated.
Transport	6,289,277.00	6,289,277.00	6,138,301.16	(150,975.84)	MRWA Direct Grant \$44,794, Blackspot Funding \$15,064 due to overspend, LGGC Roads Grant advance payment \$270,788 and LGGC Special Bridge Funding \$134,067 greater than anticipated. WANDRRA funding for AGRN 781 (\$378,655), Qualandry Crossing funding (\$45,000) and Walk Trail funding (\$25,000) not received this FY. WANDRRA funding for AGRN 743 (\$171,639) not yet received.
Economic Activities	141,750.00	141,750.00	129,239.76	(12,510.24)	Caravan Park charges (\$7,788), Standpipe charges (\$1,742) and Blarney advertising sales (\$3,589) lower than anticipated.
Other Property & Services	43,100.00	43,100.00	56,631.52	13,531.52	Private Works profit \$1,714, Fuel Rebate \$8,543, Backhoe insurance reimbursement \$7,106 and Sale of Scrap \$3,209 greater than anticipated. Workers Comp Reimbursement (\$9,000) lower than anticipated.
<b>Total Operating Revenue</b>	<b>10,664,777.00</b>	<b>10,664,777.00</b>	<b>11,064,861.49</b>	<b>400,084.49</b>	
<b>Operating Expenditure</b>					
General Purpose Funding	(171,297.00)	(171,297.00)	(142,772.85)	28,524.15	Debt Collection expenses \$10,763 and administration costs reallocated \$16,358 lower than anticipated.
Governance	(246,521.00)	(246,521.00)	(344,863.97)	(98,342.97)	Write off of low value assets as per change in Regulations loss on disposal (\$96,512) and additional Legal fees (\$7,817) greater than anticipated. Councillor training expenses \$3,000 and Councillor Conference expenses \$2,732. Administration expenses were collectively \$135,475 less than anticipated which is reflected in lower reallocation of admin expenses to other programs.

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING  
30 June 2019**

Description	Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Notes To Material Variances
Law, Order & Public Safety	(418,479.00)	(418,479.00)	(339,193.85)	79,285.15	Depreciation on Fire Prevention assets \$59,442, Firebreak inspections and mitigation works \$18,105 and administration costs reallocated \$6,998 (Fire Prevention) and \$9,838 (Animal Control) lower than anticipated. ESL Expenditure collectively (\$10,035) and Fencing of rear of 47 Dawson St block (\$6,040) to stop undesirable activity near ILUs greater than anticipated.
Health	(154,808.00)	(154,808.00)	(144,697.57)	10,110.43	Administration costs reallocated \$9,964 lower than anticipated. Mosquito control costs \$2,000 and Doctor's Residence maintenance expenses \$3,596 lower than anticipated. Medical Practice maintenance costs (\$5,133) and depreciation expensed (\$3,597) greater than anticipated.
Education & Welfare	(85,143.00)	(85,143.00)	(62,604.55)	22,538.45	Community initiatives expenditure \$19,902 less than anticipated.
Housing	(213,299.00)	(213,299.00)	(298,543.21)	(85,244.21)	Depreciation expense (\$87,521) and Hunt Road Village Mtce (\$8,353) greater than anticipated. ILU maintenance expenses \$10,591 and Staff Housing maintenance expenses \$21,374 lower than anticipated. Staff housing costs allocated to works and services (\$26,676) lower than anticipated.
Community Amenities	(668,992.00)	(668,992.00)	(630,134.21)	38,857.79	Council Street Bin & Kerbside Collection (\$18,984), Refuse Site maintenance (\$10,688) and Public Convenience maintenance (\$5,773) greater than anticipated. Stormwater Drainage maintenance \$30,686, Cemetery maintenance \$15,609, Town Planning Scheme Review \$5,500 and Administration costs reallocated \$13,261 lower than anticipated.
Recreation & Culture	(1,429,716.00)	(1,429,716.00)	(1,368,385.87)	61,330.13	Public Halls (\$41,048) and Recreation (\$56,743) asset depreciation greater than anticipated. Library Staff costs \$10,853, Recreation and Culture building asset maintenance \$39,382, Parks & Gardens and Recreation Ground maintenance \$79,880, Swimming Pool staff housing costs reallocated \$6,593 and Administration costs reallocated \$21,079 lower than anticipated.
Transport	(2,704,666.00)	(2,704,666.00)	(2,474,593.21)	230,072.79	Road \$136,676, Footpath \$21,994, Bridge \$47,151 and Depot \$19,896 maintenance and administration costs reallocated \$16,961 lower than anticipated. Transport Licencing wages (\$19,731) greater than anticipated due to Library staff wages reallocation.
Economic Activities	(509,340.00)	(509,340.00)	(385,442.63)	123,897.37	Avondale maintenance \$48,710, Noxious weed & vermin control \$11,593, Tourism & Area promotion initiatives \$10,530, Caravan Park maintenance \$8,482, Area promotion wages \$6,937, Standpipe maintenance \$5,494 and administration costs reallocated \$26,148 lower than anticipated.
Other Property & Services	(15,106.00)	(15,106.00)	(9,884.43)	5,221.57	
<b>Total Operating Expenditure</b>	<b>(6,617,367.00)</b>	<b>(6,617,367.00)</b>	<b>(6,201,116.35)</b>	<b>416,250.65</b>	
<b>Net Operating</b>	<b>4,047,410.00</b>	<b>4,047,410.00</b>	<b>4,863,745.14</b>	<b>816,335.14</b>	
<b>Capital Income</b>					
Self Supporting Loan - Principal Repayment	15,313.00	15,313.00	15,312.82	(0.18)	
Proceeds from Sale of Assets	162,000.00	162,000.00	167,920.00	5,920.00	
<b>Total Capital Income</b>	<b>177,313.00</b>	<b>177,313.00</b>	<b>183,232.82</b>	<b>5,919.82</b>	

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING  
30 June 2019**

Description	Budget 2018/19	YTD Budget 2018/19	YTD Actual 2018/19	YTD Variance	Notes To Material Variances
<b>Capital Expenditure</b>					
Land and Buildings	(852,201.00)	(852,201.00)	(656,550.54)	195,650.46	Land purchase \$117,000, West Dale Fire Shed \$58,322, Cornerstone \$28,418, Caravan Park Power Upgrade \$10,757, Flying through history project \$14,914 lower than anticipated. Hunt Road Village works including extra Unit refurb and leach drain renewal (\$27,685) and Town Hall stage curtain replacement (\$10,809) greater than anticipated. 50 Dawson St front & rear yard refurb (\$5,000) and Federation square refurbishment (\$9,000) not to proceed).
Plant and Equipment	(265,000.00)	(265,000.00)	(257,329.79)	7,670.21	
Office Furniture and Equipment	(60,000.00)	(60,000.00)	(58,996.68)	1,003.32	
Road Construction	(2,714,578.00)	(2,714,578.00)	(1,798,238.28)	916,339.72	WANDRRA project expenses \$681,034 not realised in 2018/19, Taylor St Secondary River Crossing \$295,663, Yenyening Lakes Rd gravel sheeting \$50,219, ANZAC Lane works \$39,227, Bethany Rd works \$95,970 and Old Oval Entrance seal \$15,000 not completed. Railway St lighting \$18,603 saving on supply of street lights. Morbinning Rd \$65,240, Kokendin Rd \$88,969, Top Beverley Rd \$36,796 & additional works Ski Rd cattle grid \$18,264 and Rickeys Rd gravel sheet \$46,810 greater than anticipated.
Other Infrastructure	(4,015,208.00)	(4,015,208.00)	(3,674,807.27)	340,400.73	Vincent Street Bridge \$306,000 savings and Walk Trail Project \$25,000 did not proceed.
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(129,929.00)	(129,929.00)	(129,929.49)	(0.49)	
<b>Total Capital Expenditure</b>	<b>(8,036,916.00)</b>	<b>(8,036,916.00)</b>	<b>(6,575,852.05)</b>	<b>1,461,063.95</b>	
<b>Net Capital</b>	<b>(7,859,603.00)</b>	<b>(7,859,603.00)</b>	<b>(6,392,619.23)</b>	<b>1,466,983.77</b>	
<b>Adjustments</b>					
Depreciation Written Back	2,401,952.00	2,401,952.00	2,452,839.60	50,887.60	Depreciation expense greater than anticipated YTD.
Movement in Leave Reserve Cash Balance	0.00	0.00	(15,786.07)	(15,786.07)	Interest earnings on cash backed Leave Reserves.
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 Investments	0.00	0.00	(46,400.31)	(46,400.31)	Local Government House Trust investment brought to account.
Movement in Non-Current LSL Provision	0.00	0.00	4,215.66	4,215.66	
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	3,261.60	3,261.60	
(Profit)/Loss on Disposal of Assets Written Back	22,000.00	22,000.00	86,834.45	64,834.45	Write off of Low Value Assets as per changes to Regulations \$96,513.
Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00	
Rounding	0.00	0.00	0.00	0.00	
<b>Add Funding From</b>					
Transfer (To)/From Reserves	518,065.00	518,065.00	(101,622.73)	(619,687.73)	Transfers to Reserve (\$119,785) greater than anticipated and transfers from Reserve (\$499,903) less than anticipated.
New Loan Funds	0.00	0.00	0.00	0.00	
Opening Surplus/(Deficit)	870,176.00	870,176.00	870,176.05	0.05	
<b>Total Adjustments</b>	<b>3,812,193.00</b>	<b>3,812,193.00</b>	<b>3,253,518.25</b>	<b>(558,674.75)</b>	
<b>CLOSING SURPLUS/(DEFICIT)</b>	<b>0.00</b>	<b>0.00</b>	<b>1,724,644.16</b>	<b>1,724,644.16</b>	

**SHIRE OF BEVERLEY  
STATEMENT OF NET CURRENT ASSETS  
FOR THE PERIOD ENDING  
30 June 2019**

Description	YTD Actual 2017/18	YTD Actual 2018/19
<b>Current Assets</b>		
Cash at Bank	813,654.28	1,079,949.68
Cash - Unrestricted Investments	1,076,146.33	1,000,000.00
Cash - Restricted Reserves	2,271,245.63	2,372,868.36
Cash on Hand	300.00	300.00
Accounts Receivable	768,606.93	390,058.46
Prepaid Expenses	39,629.21	0.00
Self Supporting Loan - Current	15,312.82	16,270.62
Inventory - Fuel	9,938.85	12,501.60
<b>Total Current Assets</b>	<b>4,994,834.05</b>	<b>4,871,948.72</b>
<b>Current Liabilities</b>		
Accounts Payable	(1,619,096.00)	(595,620.53)
Loan Liability - Current	(129,929.49)	(153,428.91)
Annual Leave Liability - Current	(168,900.17)	(184,119.46)
Long Service Leave Liability - Current	(137,233.57)	(158,315.59)
Doubtful Debts	(108,545.88)	0.00
<b>Total Current Liabilities</b>	<b>(2,163,705.11)</b>	<b>(1,091,484.49)</b>
<b>Adjustments</b>		
Less Restricted Reserves	(2,271,245.63)	(2,372,868.36)
Less Self Supporting Loan Income	(15,312.82)	(16,270.62)
Add Leave Reserves - Cash Backed	195,676.07	179,890.00
Add Loan Principal Expense	129,929.49	153,428.91
<b>Total Adjustments</b>	<b>(1,960,952.89)</b>	<b>(2,055,820.07)</b>
<b>NET CURRENT ASSETS</b>	<b>870,176.05</b>	<b>1,724,644.16</b>

<b>SHIRE OF BEVERLEY</b>			
<b>STATEMENT OF FINANCIAL POSITION</b>			
<b>FOR THE PERIOD ENDING</b>			
<b>30 June 2019</b>			
<b>Description</b>	<b>Actual 2017/18</b>	<b>YTD Actual 2018/19</b>	<b>Movement</b>
<b>Current Assets</b>			
Cash and Cash Equivalents	4,161,346.24	4,453,118.04	291,771.80
Accounts Receivable	768,606.93	390,058.46	(378,548.47)
Contract Asset - Current	0.00	0.00	0.00
Prepaid Expenses	39,629.21	0.00	(39,629.21)
Self Supporting Loan - Current	15,312.82	16,270.62	957.80
Inventory	9,938.85	12,501.60	2,562.75
<b>Total Current Assets</b>	<b>4,994,834.05</b>	<b>4,871,948.72</b>	<b>(122,885.33)</b>
<b>Current Liabilities</b>			
Accounts Payable	(1,576,096.00)	(595,620.53)	980,475.47
Contract Liability - Current	0.00	0.00	0.00
Loan Liability - Current	(129,929.49)	(153,428.91)	(23,499.42)
Lease Liability - Current	(43,000.00)	0.00	43,000.00
Annual Leave Liability - Current	(168,900.17)	(184,119.46)	(15,219.29)
Long Service Leave Liability - Current	(137,233.57)	(158,315.59)	(21,082.02)
Doubtful Debts	(108,545.88)	0.00	108,545.88
<b>Total Current Liabilities</b>	<b>(2,163,705.11)</b>	<b>(1,091,484.49)</b>	<b>1,072,220.62</b>
<b>Non-Current Assets</b>			
Non-Current Debtors	115,203.39	111,941.79	(3,261.60)
Non-Current Investments	0.00	46,400.31	46,400.31
Land and Buildings	21,346,251.95	21,206,039.31	(140,212.64)
Plant and Equipment	1,989,439.36	2,028,750.39	39,311.03
Furniture and Equipment	151,597.06	125,771.39	(25,825.67)
Infrastructure	56,115,882.67	60,219,210.22	4,103,327.55
Self Supporting Loan - Non Current	58,812.12	42,541.50	(16,270.62)
<b>Total Non-Current Assets</b>	<b>79,777,186.55</b>	<b>83,780,654.91</b>	<b>4,003,468.36</b>
<b>Non-Current Liabilities</b>			
Loan Liability - Non Current	(1,670,592.01)	(1,517,163.10)	153,428.91
Lease Liability - Non Current	0.00	0.00	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability-Non Current	(21,574.75)	(25,790.41)	(4,215.66)
<b>Total Non Current Liabilities</b>	<b>(1,692,166.76)</b>	<b>(1,542,953.51)</b>	<b>149,213.25</b>
<b>Net Assets</b>	<b>80,916,148.73</b>	<b>86,018,165.63</b>	<b>5,102,016.90</b>
<b>Equity</b>			
Accumulated Surplus	(38,881,645.54)	(43,643,767.95)	(4,762,122.41)
Reserves - Cash Backed	(2,271,245.63)	(2,372,868.36)	(101,622.73)
Reserve - Revaluations	(39,763,257.56)	(40,001,529.32)	(238,271.76)
<b>Total Equity</b>	<b>(80,916,148.73)</b>	<b>(86,018,165.63)</b>	<b>(5,102,016.90)</b>

<b>SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE &amp; TYPE FOR THE PERIOD ENDING 30 June 2019</b>		
<b>Description</b>	<b>Budget 2018/19</b>	<b>YTD Actual 2018/19</b>
<b>Income</b>		
Rates	2,669,880.00	2,693,564.20
Operating Grants, Subsidies and Contributions	2,271,419.00	2,616,161.44
Profit On Asset Disposal	12,000.00	35,161.04
Service Charges	0.00	0.00
Fees & Charges	523,761.00	563,769.93
Interest Earnings	103,888.00	154,208.18
Other Revenue	60,500.00	147,859.68
Non-Operating Grants, Subsidies and Contributions	9,238,188.00	4,894,381.41
<b>Total Income by Nature &amp; Type</b>	<b>14,879,636.00</b>	<b>11,105,105.88</b>
<b>Expenditure</b>		
Employee Costs	(2,134,739.00)	(1,962,528.96)
Materials & Contracts	(1,840,463.00)	(1,465,239.30)
Utilities	(208,638.00)	(202,274.86)
Depreciation On Non-Current Assets	(1,691,589.00)	(2,452,839.60)
Interest Expenses	(34,504.00)	(81,547.36)
Insurance Expenses	(168,227.00)	(184,220.82)
Other Expenditure	(81,975.00)	(103,107.99)
Loss On Asset Disposal	(8,000.00)	(121,995.49)
Loss on Revaluation of Non-Current Assets	0.00	0.00
<b>Total Expenditure by Nature &amp; Type</b>	<b>(6,168,135.00)</b>	<b>(6,573,754.38)</b>
<b>Allocations</b>		
Reallocation Codes Expenditure	421,192.00	332,393.64
Reallocation Codes Income	0.00	0.00
<b>Total Allocations</b>	<b>421,192.00</b>	<b>332,393.64</b>
<b>Net Operating by Nature &amp; Type</b>	<b>9,132,693.00</b>	<b>4,863,745.14</b>

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
30 June 2019**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2018/19</b>
	<b>Rural Road Maintenance</b>	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	4,689.73
RR002	Athol Rd (RoadID: 26) (Maintenance)	11,474.05
RR003	Avoca Rd (RoadID: 98) (Maintenance)	1,173.83
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	6,898.71
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	917.54
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	5,145.64
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	8,903.13
RR008	Barrington Rd (RoadID: 13) (Maintenance)	4,625.38
RR009	Batemans Rd (RoadID: 78) (Maintenance)	160.30
RR010	Batys Rd (RoadID: 60) (Maintenance)	4,489.07
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	847.33
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	2,601.69
RR013	Beringer Rd (RoadID: 29) (Maintenance)	10,499.86
RR014	Bethany Rd (RoadID: 148) (Maintenance)	3,063.81
RR015	Billabong Rd (RoadID: 179) (Maintenance)	773.45
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	0.00
RR017	Bremner Rd (RoadID: 6) (Maintenance)	11,073.45
RR018	Buckinghams Rd (RoadID: 94) (Maintenance)	3,317.53
RR019	Bushhill Road (RoadID: 183) (Maintenance)	170.00
RR020	Butchers Rd (RoadID: 20) (Maintenance)	14,073.85
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	607.38
RR022	Carrs Rd (RoadID: 47) (Maintenance)	2,864.32
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	1,563.87
RR024	Caudle Rd (RoadID: 140) (Maintenance)	806.60
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	354.41
RR026	Clulows Rd (RoadID: 16) (Maintenance)	25,102.73
RR027	Collins Rd (RoadID: 66) (Maintenance)	1,910.87
RR028	Cookes Rd (RoadID: 61) (Maintenance)	2,333.86
RR029	Corberding Rd (RoadID: 43) (Maintenance)	7,621.34
RR030	County Peak Rd (RoadID: 96) (Maintenance)	5,534.29
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	9,307.51
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	5,412.30
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	5,119.46
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	12,227.08
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	8,974.56
RR036	Drapers Rd (RoadID: 79) (Maintenance)	1,324.32
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	2,481.21
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	38,281.40



**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
30 June 2019**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2018/19</b>
RR039	Ewert Rd (RoadID: 27) (Maintenance)	6,622.57
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	1,599.64
RR041	Fishers Rd (RoadID: 75) (Maintenance)	1,111.50
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	3,745.67
RR043	Gors Rd (RoadID: 30) (Maintenance)	0.00
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	935.34
RR045	Heals Rd (RoadID: 95) (Maintenance)	3,313.16
RR046	Hills Rd (RoadID: 76) (Maintenance)	3,104.55
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	5,150.00
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	444.12
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	21,197.20
RR050	Jas Rd (Maintenance)	393.96
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	718.70
RR052	Jones Rd (RoadID: 48) (Maintenance)	2,769.80
RR053	K1 Rd (RoadID: 85) (Maintenance)	3,164.46
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	0.00
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	3,211.03
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	1,085.52
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	13,375.22
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	25,689.87
RR060	Lennard Rd (RoadID: 58) (Maintenance)	41,425.83
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	1,569.55
RR062	Luptons Rd (RoadID: 22) (Maintenance)	10,042.03
RR063	Maitland Rd (RoadID: 39) (Maintenance)	8,807.17
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	2,740.75
RR065	Manns Rd (RoadID: 59) (Maintenance)	2,561.33
RR066	Manuels Rd (RoadID: 37) (Maintenance)	3,824.66
RR067	Mawson Rd (RoadID: 100) (Maintenance)	5,158.43
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	990.75
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	4,730.00
RR070	Mckellars Rd (RoadID: 93) (Maintenance)	997.90
RR071	Mclean Rd (RoadID: 84) (Maintenance)	1,459.08
RR072	Millers Rd (RoadID: 49) (Maintenance)	11,022.81
RR073	Mills Rd (RoadID: 80) (Maintenance)	876.09
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	22,617.69
RR075	Murrays Rd (RoadID: 71) (Maintenance)	2,340.84
RR076	Negus Rd (RoadID: 50) (Maintenance)	1,369.50
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	326.79

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
30 June 2019**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2018/19</b>
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	5,424.32
RR079	Patten Rd (RoadID: 53) (Maintenance)	2,072.04
RR080	Petchells Rd (RoadID: 38) (Maintenance)	7,320.49
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	0.00
RR082	Pike Rd (RoadID: 45) (Maintenance)	6,888.57
RR083	Potts Rd (RoadID: 14) (Maintenance)	1,005.20
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	6,153.02
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	825.68
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	641.23
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)	634.75
RR091	Rumble Rd (Maintenance)	3,191.32
RR092	Schillings Rd (RoadID: 65) (Maintenance)	1,775.99
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)	3,603.61
RR098	Smith Rd (RoadID: 72) (Maintenance)	3,473.29
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	7,208.70
RR100	Spavens Rd (RoadID: 44) (Maintenance)	563.58
RR101	Springhill Rd (RoadID: 23) (Maintenance)	7,412.59
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)	2,915.79
RR105	Thomas Rd (RoadID: 31) (Maintenance)	276.92
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	4,188.76
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	807.01
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	6,892.43
RR109	Walgy Rd (RoadID: 42) (Maintenance)	17,913.97
RR110	Walkers Rd (RoadID: 86) (Maintenance)	170.00
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	1,735.29
RR112	Warradale Rd (RoadID: 67) (Maintenance)	2,857.03
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	11,254.69
RR114	Westdale Rd (RoadID: 166) (Maintenance)	27,766.20
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	1,093.98
RR116	Woods Rd (RoadID: 68) (Maintenance)	0.00

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
30 June 2019**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2018/19</b>
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	3,260.02
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	65.25
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	30,580.36
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	21,810.86
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	44,340.91
RR888	Tree Lopping - Rural Roads (Maintenance)	79,159.64
RR999	Rural Roads Various (Maintenance)	13,870.55
WANDRRA	Disaster Recovery Works	0.00
<b>Sub Total</b>	<b>Rural Road Maintenance</b>	<b>785,288.12</b>
	<b>Town Street Maintenance</b>	
TS001	Barnsley St (RoadID: 162) (Maintenance)	0.00
TS002	Bartram St (RoadID: 114) (Maintenance)	1,764.66
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	309.68
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)	2,173.52
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	3,399.62
TS011	Delisle St (RoadID: 120) (Maintenance)	1,044.47
TS012	Dempster St (RoadID: 111) (Maintenance)	48.16
TS013	Duffield St (RoadID: 160) (Maintenance)	442.84
TS014	Edward St (RoadID: 107) (Maintenance)	646.14
TS015	Elizabeth St (RoadID: 131) (Maintenance)	0.00
TS016	Ernest Drv (RoadID: 135) (Maintenance)	335.55
TS017	Forrest St (RoadID: 103) (Maintenance)	15,338.80
TS018	George St North (RoadID: 161) (Maintenance)	785.02
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)	1,092.67
TS023	Hope St (RoadID: 115) (Maintenance)	229.50
TS024	Hopkin St (RoadID: 128) (Maintenance)	96.31
TS025	Horley St (RoadID: 127) (Maintenance)	63.16

**SHIRE OF BEVERLEY  
ROAD MAINTENANCE REPORT  
FOR THE PERIOD ENDING  
30 June 2019**

<b>Job #</b>	<b>Job Description</b>	<b>YTD Actual 2018/19</b>
TS026	Hunt Rd (Maintenance)	3,534.78
TS027	Husking St (RoadID: 117) (Maintenance)	330.80
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	1,715.71
TS030	Langsford St (RoadID: 152) (Maintenance)	0.00
TS031	Lennard St (RoadID: 113) (Maintenance)	643.41
TS032	Ludgate St (RoadID: 143) (Maintenance)	0.00
TS033	Lukin St (RoadID: 104) (Maintenance)	4,339.73
TS034	Mcneil St (RoadID: 141) (Maintenance)	112.94
TS035	Monger St (RoadID: 116) (Maintenance)	324.87
TS036	Morrison St (RoadID: 112) (Maintenance)	141.38
TS037	Nicholas St (RoadID: 123) (Maintenance)	595.62
TS038	Prior Pl (RoadID: 174) (Maintenance)	0.00
TS039	Queen St (RoadID: 110) (Maintenance)	367.11
TS040	Railway Pde (RoadID: 147) (Maintenance)	0.00
TS041	Railway St (RoadID: 146) (Maintenance)	0.00
TS042	Richardson St (RoadID: 124) (Maintenance)	328.88
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	1,343.46
TS045	Shed St (RoadID: 136) (Maintenance)	39.16
TS046	Short St (RoadID: 121) (Maintenance)	716.00
TS047	Smith St (RoadID: 108) (Maintenance)	1,045.72
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	12,076.58
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	2,578.56
TS888	Tree Lopping - Town Streets (Maintenance)	16,386.64
TS999	Town Streets Various (Maintenance)	14,559.16
<b>Sub Total</b>	<b>Town Streets Maintenance</b>	<b>88,950.61</b>
<b>Total</b>	<b>Road Maintenance</b>	<b>874,238.73</b>

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 30 June 2019						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
<b>3027830</b>	<b>Reserve Funds Bendigo</b>					
	Long Service Leave	43,300.98				
	Office Equipment	94.20				
	Airfield Emergency	39,239.79				
	Plant	488,155.74				
	Bush Fire Fighters	126,292.65				
	Building	352,637.94				
	Recreation Ground	419,842.73				
	Cropping Committee	134,138.51				
	Avon River Development	25,383.07				
	Annual Leave	136,589.02				
	Community Bus	36,074.87				
	Road Construction	495,739.86				
	Senior Housing	75,379.00	2,372,868.36	6 mnths	1.95%	3/01/2020
<b>2920412</b>	<b>Term Deposit Bendigo</b>	400,000.00		6 mnths	2.60%	18/07/2019
<b>2930459</b>	<b>Term Deposit Bendigo</b>	300,000.00		5 mnths	2.50%	26/08/2019
<b>2930463</b>	<b>Term Deposit Bendigo</b>	300,000.00	1,000,000.00	6 mnths	2.50%	24/09/2019
	<b>Total</b>		<b>3,372,868.36</b>			

## **11.2 Accounts Paid by Authority**

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**SUBMISSION TO:** Ordinary Council Meeting 23 July 2019  
**REPORT DATE:** 17 July 2019  
**APPLICANT:** N/A  
**FILE REFERENCE:** N/A  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** June 2019 – List of Accounts

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### **SUMMARY**

Council to consider authorising the payment of accounts.

### **BACKGROUND**

The following list represents accounts paid by authority for the month of June 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 as presented, be received:

#### June 2019:

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

##### Cheque vouchers

14 June 19	1727-1727	(1)	\$	572.71	(authorised by CEO S Gollan and DCEO S Marshall)	
17 June 19	1728-1728	(1)	\$	1,529.27	(authorised by CEO S Gollan and DCEO S Marshall)	
24 June 19	1729-1729	(1)	\$	15,119.05	(authorised by CEO S Gollan and DCEO S Marshall)	
28 June 19	1730-1730	(1)	\$	8,503.15	(authorised by CEO S Gollan and DCEO S Marshall)	
Total of cheque vouchers for June 2019 incl				\$	25,724.18	previously paid

##### EFT vouchers

10 June 19	EFT 4716-4719	(4)	\$	34,521.90	(authorised by CEO S Gollan and DCEO S Marshall)	
12 June 19	EFT 1-39	(39)	\$	52,836.24	(authorised by CEO S Gollan and Cr D White)	
14 June 19	EFT 4721-4724	(4)	\$	1,513.70	(authorised by CEO S Gollan and DCEO S Marshall)	
17 June 19	EFT 4725-4726	(2)	\$	609.35	(authorised by CEO S Gollan and DCEO S Marshall)	
19 June 19	EFT 4727-4727	(1)	\$	5,945.00	(authorised by CEO S Gollan and DCEO S Marshall)	
21 June 19	EFT 4730-4743	(14)	\$	115,323.64	(authorised by CEO S Gollan and DCEO S Marshall)	
26 June 19	EFT 4744-4746	(3)	\$	15,858.56	(authorised by CEO S Gollan and DCEO S Marshall)	
26 June 19	EFT 4748-4749	(2)	\$	19,421.00	(authorised by CEO S Gollan and DCEO S Marshall)	
26 June 19	EFT 1-39	(39)	\$	52,886.15	(authorised by CEO S Gollan and DCEO S Marshall)	
27 June 19	EFT 4750-4750	(1)	\$	42,000.00	(authorised by CEO S Gollan and DCEO S Marshall)	
28 June 19	EFT 4759-4765	(9)	\$	2,050,096.66	(authorised by CEO S Gollan and DCEO S Marshall)	
Total of EFT vouchers for June 2019 incl				\$	2,391,012.20	previously paid.

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

##### Cheque vouchers

Nil vouchers

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

##### EFT vouchers

11 June 19	EFT 4720-4720	(1)	\$	200.00	(authorised by CEO S Gollan and DCEO S Marshall)
21 June 19	EFT 4729-4729	(1)	\$	200.00	(authorised by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for June 2019 incl \$ 400.00 previously paid.

(3) **Direct Debit** Payments totalling \$ 83,378.07 previously paid.

(4) **Credit Card** Payments totalling \$ 3,010.10 previously paid.

NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
1727	14-Jun-2019	Water Corporation	Water use-Balkuling & Batys Rd Standpipe to 23 May 19	(572.71)	(572.71)
1728	17-Jun-2019	Telstra	2019-06 Jun Telephone Accounts	(1,529.27)	(1,529.27)
1729	24-Jun-2019	Water Corporation	2019-06 Jun Water Accounts	(15,119.05)	(15,119.05)
1730	28-Jun-2019	Shire of Beverley	2019/20 Vehicle Registrations	(8,503.15)	(8,503.15)
EFT 4716	10-Jun-2019	Beverley Dome Fuel & Hire (BDF)	8,000 L Diesel @ \$1.4016/L GST incl	(11,212.80)	
EFT 4717	10-Jun-2019	Office Line	Admin office upgrade: Furniture fit out	(3,476.00)	
EFT 4718	10-Jun-2019	Shire of Beverley	Ass 51110 (122 Lukin St): Tfr of bond incorrectly deposited into the Muni acct	(5,000.00)	
EFT 4719	10-Jun-2019	Valley Air - Valley Airconditioning & Refrigeration	AS12000 (LBN1906) - Office space conversion: Install air con in Admin Office	(14,833.10)	(34,521.90)
EFT 4721	14-Jun-2019	Beverley Bakehouse & Cafe	Citizenship Ceremony - 28 May 2019: Refreshments	(40.10)	
EFT 4722	14-Jun-2019	Michael Wilson	2019-06 Jun: Photocopying & Delivery of the Blarney	(250.00)	
EFT 4723	14-Jun-2019	Staff - Paul Mactaggart	2019 MVL 50% Reimbursement	(14.95)	
EFT 4724	14-Jun-2019	Staff - Troy R Granville	Reimbursement: Security camera equipment	(1,208.65)	(1,513.70)
EFT 4725	17-Jun-2019	Australia Post	2019-05 May Postage	(334.80)	
EFT 4726	17-Jun-2019	Building Commission (BSL)	2019-05 May 19 & 2019-01 Jan 19 Collections x 4	(274.55)	(609.35)
EFT 4727	19-Jun-2019	Matrix Productions	LBS1906: Town Hall - Stage Curtain & Track Replacement: 50% deposit	(5,945.00)	(5,945.00)
EFT 4730	21-Jun-2019	AITIS Specialists P/L	2019-05 May 2019 Fuel Tax Credits	(450.89)	
EFT 4731	21-Jun-2019	Avon Waste	2,014 Bin Collection FE 07 Jun 19 inc Recycling Bins & 3 x Recycling Collections	(4,543.60)	
EFT 4732	21-Jun-2019	Beverley Country Kitchen (BCK)	Council Meet - 28 May 19: Lunch for 12	(360.00)	
EFT 4733	21-Jun-2019	Bunnings Building Supplies P/L	LBS1808 - Town Hall Kitchen Refurbishment: Various Items	(194.76)	
EFT 4734	21-Jun-2019	Core Business Australia Pty Ltd	WANDRRA AGRN743: Claim 19 - Nov 2018, Job # J00560	(56,122.98)	
EFT 4735	21-Jun-2019	Dawsons Concrete & Reinforcing	FC1901 - Waterhatch Rd Footpath Renewal: Concrete	(10,980.00)	
EFT 4736	21-Jun-2019	Hanson Construction Materials Pty Ltd	MUN1902 (Morbinig Rd) 10mm washed granite	(7,706.47)	
EFT 4737	21-Jun-2019	J & E Mobile Wheel Alignments	Various plant: Wheel alignments	(350.00)	
EFT 4738	21-Jun-2019	JR & A Hersey P/L	Outside Staff Uniform Order	(3,845.89)	
EFT 4739	21-Jun-2019	Pracsys - Systems Edge Management Services P/L	Vincent St Streetscape - Cost Analysis 50%: Final payment	(9,927.50)	
EFT 4740	21-Jun-2019	Toll Ipec P/L (Courier Aust)	Freight Charges: 01 - 31 May 2019	(208.74)	
EFT 4741	21-Jun-2019	Turn It Up Electrical (TIU)	Various Electrical Work	(467.50)	



NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT 4742	21-Jun-2019	WA Contract Ranger Services	Ranger Services: 06 - 20 Jun 2019	(2,898.49)	
EFT 4743	21-Jun-2019	WA Treasury Corporation	Loan 117 (Bowling Club Artificial Surfacing) - Deb 25 of 30: Jun 2019	(17,266.82)	(115,323.64)
EFT 4744	24-Jun-2019	Dept of Fire & Emergency Services (DFES)	18/19 ESL (Option B) 4th Quarterly Payment	(11,710.85)	
EFT 4745	24-Jun-2019	Staff - Stefan de Beer	Reimbursement: May to Jun 2019 Landline & Internet costs	(85.06)	
EFT 4746	24-Jun-2019	Synergy	Various: Power use & Street Lights	(4,062.65)	(15,858.56)
EFT 4748	26-Jun-2019	Beverley Dome Fuel & Hire (BDF)	4,000 L Diesel @ \$1.3490/L GST incl	(5,396.00)	
EFT 4749	26-Jun-2019	Skate Sculpture	Skate Park: Consultation & Concept Design: 1 of 2 payments	(14,025.00)	(19,421.00)
EFT 4759	28-Jun-2019	Beverley Medical Practice	Cancelled chq 1564 reissued less bank fees	(215.00)	
EFT 4760	28-Jun-2019	MAL Automotives P/L	Various: Service & pre license inspection	(689.10)	
EFT 4761	28-Jun-2019	MRWA - Main Roads WA	Vincent St Bridge (BC1802): 2nd payment	(1,963,500.00)	
EFT 4762	28-Jun-2019	NACC - Northern Agricultural Catchment Council Inc	Fire Mitigation: Photomon subscription - Level 1	(300.00)	
EFT 4763	28-Jun-2019	OEM Group	Minor Plant: High Pressure lance parts	(253.46)	
EFT 4764	28-Jun-2019	PPCA - Phonographic Performance Company of Australia Ltd	License Fees (Annual) 2019/2020	(342.40)	
EFT 4765	28-Jun-2019	Skate Sculpture	Skate Park: Consultation & Concept Design: 2 of 2 payments	(14,025.00)	
EFT 4766	28-Jun-2019	Staff - Daniel John Gibson	AS12000 (Office Conversion): Reimbursement for tools	(48.85)	
EFT 4767	28-Jun-2019	Western Stabilisers P/L	MUN1902 (Morbinning Rd): Cement stabilisation	(70,722.85)	(2,050,096.66)
DD 2213.1	11-Jun-2019	Superwrap - Personal Super Plan	Superannuation contributions	(962.62)	
DD 2213.2	11-Jun-2019	WA Super	Superannuation contributions	(6,850.42)	
DD 2213.3	11-Jun-2019	BT Super For Life	Superannuation contributions	(358.99)	
DD 2213.4	11-Jun-2019	MLC MasterKey Personal Super	Superannuation contributions	(85.50)	
DD 2213.5	11-Jun-2019	REST	Superannuation contributions	(171.87)	
DD 2213.6	11-Jun-2019	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(215.39)	
DD 2213.7	11-Jun-2019	Cbus Super Fund	Superannuation contributions	(196.88)	
DD 2213.8	11-Jun-2019	AMP Lifetime Super	Superannuation contributions	(49.26)	
DD 2213.9	11-Jun-2019	UniSuper	Superannuation contributions	(195.83)	(9,086.76)
DD 2232.1	25-Jun-2019	Superwrap - Personal Super Plan	Superannuation contributions	(979.72)	
DD 2232.2	25-Jun-2019	WA Super	Superannuation contributions	(6,865.66)	

NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
DD 2232.3	25-Jun-2019	BT Super For Life	Superannuation contributions	(358.99)	
DD 2232.4	25-Jun-2019	MLC MasterKey Personal Super	Superannuation contributions	(91.20)	
DD 2232.5	25-Jun-2019	REST	Superannuation contributions	(174.88)	
DD 2232.6	25-Jun-2019	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(215.39)	
DD 2232.7	25-Jun-2019	Cbus Super Fund	Superannuation contributions	(196.88)	
DD 2232.8	25-Jun-2019	AMP Lifetime Super	Superannuation contributions	(50.46)	
DD 2232.9	25-Jun-2019	UniSuper	Superannuation contributions	(197.88)	(9,131.06)
46	03-Jun-2019	7 - CBA Merchant Fee	CBA Merchant Fee	(168.54)	
46	03-Jun-2019	1 - Bank Charges	Bank Charges - Bpay Txn Fees	(13.21)	
46	03-Jun-2019	1 - Bank Charges	ANZ Bank Merchant Fee	(31.00)	
46	07-Jun-2019	8 - ANZ Transactive Fee	ANZ Transactive Fee	(85.10)	(297.85)
46	04-Jun-2019	3 - Payments for DOT	Payments for DOT	(2,812.95)	
46	05-Jun-2019	3 - Payments for DOT	Payments for DOT	(2,779.10)	
46	06-Jun-2019	3 - Payments for DOT	Payments for DOT	(4,191.50)	
46	07-Jun-2019	3 - Payments for DOT	Payments for DOT	(3,848.45)	
46	10-Jun-2019	3 - Payments for DOT	Payments for DOT	(8,739.00)	
46	11-Jun-2019	3 - Payments for DOT	Payments for DOT	(1,430.15)	
46	12-Jun-2019	3 - Payments for DOT	Payments for DOT	(1,840.35)	
46	13-Jun-2019	3 - Payments for DOT	Payments for DOT	(650.85)	
46	14-Jun-2019	3 - Payments for DOT	Payments for DOT	(3,200.15)	
46	14-Jun-2019	3 - Payments for DOT	Payments for DOT	(3,200.15)	
46	14-Jun-2019	3 - Payments for DOT	Payments for DOT	3,200.15	
46	17-Jun-2019	3 - Payments for DOT	Payments for DOT	(937.65)	
46	18-Jun-2019	3 - Payments for DOT	Payments for DOT	(3,147.25)	
46	19-Jun-2019	3 - Payments for DOT	Payments for DOT	(7,523.20)	
46	20-Jun-2019	3 - Payments for DOT	Payments for DOT	(171.60)	
46	21-Jun-2019	3 - Payments for DOT	Payments for DOT	(1,741.20)	
46	24-Jun-2019	3 - Payments for DOT	Payments for DOT	(15,494.35)	
46	25-Jun-2019	3 - Payments for DOT	Payments for DOT	(1,162.85)	
46	26-Jun-2019	3 - Payments for DOT	Payments for DOT	(2,705.45)	

NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
46	27-Jun-2019	3 - Payments for DOT	Payments for DOT	(826.60)	
46	28-Jun-2019	3 - Payments for DOT	Payments for DOT	(1,638.75)	(64,841.40)
EFT 4728	19-Jun-2019	Exetel P/L	2nd NBN Service: Modem	(21.00)	(21.00)
EFT 4747	24-Jun-2019	Credit Card - Shire of Beverley	May 2019 Credit Card Purchases	(3,010.10)	(3,010.10)
<b>PAYMENTS RAISED IN CURRENT MONTH</b>				<b>(2,355,402.16)</b>	<b>(2,355,402.16)</b>
	12-Jun-2019	Wages & Salaries	FE - 11 Jun 2019	(52,836.24)	
	26-Jun-2019	Wages & Salaries	FE - 25 Jun 2019	(52,886.15)	
<b>WAGES &amp; SALARIES</b>				<b>(105,722.39)</b>	<b>(105,722.39)</b>
1730	28-Jun-2019	Shire of Beverley	2019/20 Vehicle Registrations	8,503.15	
<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>				<b>8,503.15</b>	<b>8,503.15</b>
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>				<b>0.00</b>	<b>0.00</b>
<b>TRANSFERS to TRUST</b>				<b>0.00</b>	<b>0.00</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>				<b>0.00</b>	<b>0.00</b>
EFT 4750	27-Jun-2019	Bendigo and Adelaide Bank	2018/19 Reserve Investment #01 - EOFY adjustments	(42,000.00)	
<b>INVESTMENTS</b>				<b>(42,000.00)</b>	<b>(42,000.00)</b>
<b>TOTAL EXPENDITURE for MUNICIPAL ACCOUNT</b>					<b>(2,494,621.40)</b>

NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
BE008/MAY 19	07-May-2019	DOT	BE008 (PTRAO2) Change of Plate fee	26.85	
INV-1026	13-May-2019	Crazy Panels	Office space conversion: Various wall panels	1,650.00	
BE008/05M AY19	16-May-2019	DOT	BE008 - Registration to 30 Jun 2019	41.90	
BE021/MAY 19	16-May-2019	DOT	BE021 (PLDR05): Remake of plates	33.50	
01/008541	24-May-2019	Aust Post Burswood	Farewell Gift: M Turner	1,257.85	
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>				<b>3,010.10</b>	
EFT 4720	10-Jun-2019	Avon Squares Dance Club	Refund of Hall Hire Bond, Booking 02 Jun 2019 (Rec 21332)	(200.00)	
EFT 4729	21-Jun-2019	Denese Borlini	Refund of Hall Hire Bond - Hall Hire, Booking 14 Jun 2019 (Rec 21420)	(200.00)	
<b>PAYMENTS RAISED IN CURRENT MONTH</b>				<b>(400.00)</b>	<b>(400.00)</b>
<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>				<b>0.00</b>	<b>0.00</b>
1508	29-May-2019	Beverley Masonic Lodge	Refund of Cleaning Bond - Lesser Hall Hire, Booking 18 May 2019 (Rec 21211)	(200.00)	
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>				<b>(200.00)</b>	<b>(200.00)</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>				<b>0.00</b>	<b>0.00</b>
<b>TOTAL EXPENDITURE for TRUST ACCOUNT</b>					<b>(600.00)</b>
<b>TOTAL EXPENDITURE as reconciled to the JUNE 2019 BANK STATEMENTS</b>					
				Municipal Account Expenditure	(2,494,621.40)
				Trust Account Expenditure	(600.00)
				<b>TOTAL EXPENDITURE for JUNE 2019</b>	<b>(2,495,221.40)</b>

### **11.3 Material Variances**

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**SUBMISSION TO:** Ordinary Council Meeting 23 July 2019  
**REPORT DATE:** 10 July 2019  
**APPLICANT:** N/A  
**FILE REFERENCE:** ADM 0092  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** Nil

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#### **SUMMARY**

That Council consider the material variance reporting parameters for 2019/20.

#### **BACKGROUND**

Council is required under the *Local Government (Financial Management) Regulations 1996* to set material variance (Budget versus Actual) reporting parameters for the forthcoming financial year.

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

#### **COMMENT**

The Corporate Strategy Committee at its 9 July 2019 was satisfied with the current level of reporting and agreed there is no reason to recommend that Council change the reporting parameters.

#### **STATUTORY ENVIRONMENT**

Regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996* provides that each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

#### **FINANCIAL IMPLICATIONS**

Nil

#### **STRATEGIC IMPLICATIONS**

Nil

#### **POLICY IMPLICATIONS**

Nil

#### **VOTING REQUIREMENTS**

Simple Majority

#### **COMMITTEE'S RECOMMENDATION**

That a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater for the 2019/20 financial year be adopted.

## **11.4 2019/20 Budget – Rates**

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**SUBMISSION TO:** Ordinary Council Meeting 23 July 2019  
**REPORT DATE:** 10 July 2019  
**APPLICANT:** N/A  
**FILE REFERENCE:** ADM 0092  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** Statutory 2019/20 Budget

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### **SUMMARY**

That Council consider rate revenue be raised by 2.5% for the 2019/20 financial year.

### **BACKGROUND**

When adopting the Annual Budget in July 2018, Council resolved to increase rate revenue by 2.5%. The previous year 2017/18 was 2.5%.

At the 9 July 2019 Corporate Strategy Committee meeting, revenue increases ranging from 0% to 5.2% were considered, however the committee recommended a rate revenue increase of 2.5% be adopted.

### **COMMENT**

The proposed 2.5% increase in Rate Revenue translates to an increase in Rate funding of \$68,232 (net of discount expense) in the 2019/20 financial year.

With Local Government sustainability being a continued focus, a strong Rate revenue base will enhance Council's ability to continue providing quality services to the Beverley community into the future.

Council is relying heavily on its carried forward surpluses and grant funding to sustain its Capital program, particularly the Road Construction program.

Further, 2019/20 Operational considerations include the March Quarter CPI increase of 1.3%, an increase in staff wages of 3% in line with the national minimum wage increase and the engagement of a part time Project Officer to assist with project administration and grant funding.

When setting the Rate increase for 2019/20, consideration has been given to Rate payers' general ability to pay. Broad acre farming enterprises make up the largest pool of Rate payers' in the Shire of Beverley; this industry remains volatile with many external factors affecting commodity yields and prices, although recent years have been fruitful. A 2.5% Rate increase, although modest, takes these factors into account.

Other Federal and State budgetary measures may also put some added pressure on general household budgets and their ability to pay Rates. This has also been considered when setting the 2.5% increase.

Additionally, it is proposed that the 10% discount, applicable to Rates payments received by the due date, be continued.

The proposed Rate in the Dollar values and minimums (with a comparison to 2018/19 figures) are as follows:

	<u>2018/19</u>	<u>2019/20</u>
Gross Rental Value	\$0.108958	\$0.110570
Gross Rental Value Minimum	\$832.00	\$853.00
Unimproved Value	\$0.008972	\$0.009014
Unimproved Value Minimum	\$832.00	\$853.00

Please note that a percentage increase in total Rate revenue does not translate to the same percentage increase in the rate-in-dollar amount. This is due to changes in UV and GRV valuations which are affected by a number of factors throughout the year including revaluations by the Valuer General (Landgate), land amalgamations and subdivisions. Changes made to minimum rate charges will also change the number of properties which attract the minimum rate and therefore alter the number of UV and GRV properties which make up the total general rate valuation pool.

### **STATUTORY ENVIRONMENT**

Section 6.32 of the *Local Government Act 1995*, in reference to Rates and service charges, provides that:

- (1) When adopting the annual budget, a local government —
  - (a) in order to make up the budget deficiency, is to impose\* a general rate on rateable land within its district, which rate may be imposed either —
    - (i) uniformly; or
    - (ii) differentially; and
  - (b) may impose\* on rateable land within its district —
    - (i) a specified area rate; or
    - (ii) a minimum payment; and
  - (c) may impose\* a service charge on land within its district.

\* *Absolute majority required.*

- (2) Where a local government resolves to impose a rate it is required to —
  - (a) set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and
  - (b) set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.

Section 6.34 of the Act provides that unless the Minister otherwise approves, the amount shown in the annual budget as being the amount it is estimated will be yielded by the general rate is not to —

- (a) be more than 110% of the amount of the budget deficiency; or
- (b) be less than 90% of the amount of the budget deficiency.

Section 6.35 of the Act provides:

- (1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.

- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —
  - (a) 50% of the total number of separately rated properties in the district; or
  - (b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.
- (4) A minimum payment is not to be imposed on more than the prescribed percentage of —
  - (a) the number of separately rated properties in the district; or
  - (b) the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.
- (5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.
- (6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —
  - (a) to land rated on gross rental value;
  - (b) to land rated on unimproved value; and
  - (c) to each differential rating category where a differential general rate is imposed.

Section 6.45 of the Act provides options for payment of rates or service charges (instalments) as follows:

- (1) A rate or service charge is ordinarily payable to a local government by a single payment but the person liable for the payment of a rate or service charge may elect to make that payment to a local government, subject to subsection (3), by —
  - (a) 4 equal or nearly equal instalments; or
  - (b) such other method of payment by instalments as is set forth in the local government's annual budget.
- (2) Where, during a financial year, a rate notice is given after a reassessment of rates under section 6.40 the person to whom the notice is given may pay the rate or service charge —
  - (a) by a single payment; or
  - (b) by such instalments as are remaining under subsection (1)(a) or (b) for the remainder of that financial year.
- (3) A local government may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments and that additional charge is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.



- (4) Regulations may —
- (a) provide for the manner of making an election to pay by instalments under subsection (1) or (2); and
  - (b) prescribe circumstances in which payments may or may not be made by instalments; and
  - (c) prohibit or regulate any matters relating to payments by instalments; and
  - (d) provide for the time when, and manner in which, instalments are to be paid; and
  - (e) prescribe the maximum amount (including the maximum interest component) which may be imposed under subsection (3) by way of an additional charge; and
  - (f) provide for any other matter relating to the payment of rates or service charges.

Section 6.46 of the Act allows for the discounting of rates providing, subject to the *Rates and Charges (Rebates and Deferments) Act 1992*, a local government may, when imposing a rate or service charge, resolve\* to grant a discount or other incentive for the early payment of any rate or service charge.

\* *Absolute majority required.*

Section 6.47 of the Act provides that subject to the *Rates and Charges (Rebates and Deferments) Act*, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

Section 6.51 of the Act provides that interest on overdue rates or service charges may be applied to rates as follows;

- (1) A local government may at the time of imposing a rate or service charge resolve\* to impose interest (at the rate set in its annual budget) on —
- (a) a rate or service charge (or any instalment of a rate or service charge); and
  - (b) any costs of proceedings to recover any such charge, that remains unpaid after becoming due and payable.

\* *Absolute majority required.*

Regulation 19A of the Local Government (Financial Management) Regulations 1996 prescribes that the maximum rate of interest to be imposed under section 6.13(1) is 11%.

#### **FINANCIAL IMPLICATIONS**

Nil

#### **STRATEGIC IMPLICATIONS**

Nil

#### **POLICY IMPLICATIONS**

Nil

#### **VOTING REQUIREMENTS**

Absolute Majority

## COMMITTEE'S RECOMMENDATION

That Council:

1. In accordance with s6.32 of the *Local Government Act 1995* the rates and minimums to be levied on all rateable property within the Shire of Beverley for the financial year ending 30 June 2020 be as follows:

Gross Rental Value	\$0.110570
Gross Rental Value Minimum	\$853.00
Unimproved Value	\$0.009014
Unimproved Value Minimum	\$853.00
2. In accordance with s6.46 of the *Local Government Act 1995*, a 10% rate discount be allowed for rates paid in full within thirty five (35) days of the service of rates notice, 29 July 2019.
3. In accordance with s6.51 of the *Local Government Act 1995*, an 11% interest charge be levied on all overdue rate instalments and on rates outstanding whether subject to either a formal or informal instalment program or not, excluding deferred pensioner rates.
4. In accordance with s6.45 of the *Local Government Act 1995*, an administration charge of \$10 and an interest component of 5.50% per annum calculated daily, for the second and each of the subsequent rates instalments be levied in connection with each formal rate instalment program.
5. That in accordance with s6.50 of the *Local Government Act 1995*, the due dates of instalments under the formal rate instalment program be;

1 <sup>st</sup> Instalment	2 September 2019
2 <sup>nd</sup> Instalment	4 November 2019
3 <sup>rd</sup> Instalment	6 January 2020
4 <sup>th</sup> Instalment	6 March 2020

## **11.5 Draft 2019/20 Budget**

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**SUBMISSION TO:** Ordinary Council Meeting 23 July 2019  
**REPORT DATE:** 10 July 2019  
**APPLICANT:** N/A  
**FILE REFERENCE:** ADM 0092  
**AUTHOR:** S.K. Marshall, Deputy Chief Executive Officer  
**ATTACHMENTS:** Statutory 2019/20 Budget

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### **SUMMARY**

Council to consider that the balanced 2019/20 Budget be adopted as recommended by the Corporate Strategy Committee at its 9 July 2019 meeting.

### **BACKGROUND**

The *Local Government Act 1995*, provides that a local government must, not later than 31 August in each financial year, or such extended time as the Minister allows, prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

2019/20 Budget preparation has been underway since February 2019, with a Road Inspection and periodical meetings of Council Committees being held to determine the Capital Purchase Program for 2019/20.

### **COMMENT**

Presented is the balanced 2019/20 Budget in statutory format as required.

The budget was balanced by the Corporate Strategy Committee on Tuesday 9 July 2019 through a mix of Reserve fund transfers and a decrease in expenditure (cut to discretionary spending).

Please note that 2018/19 Carried Forward balances may change as a result of End of Financial Year processing and Final Audit which may impact on the Budget closing balance.

## STATUTORY ENVIRONMENT

Section 6.2 of the *Local Government Act* provides that:

- (1) Not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.
- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for principal activities accepted by a local government under section 5.58 and to prepare a detailed estimate for the current year of –
  - a. the expenditure by the local government;
  - b. the revenue and income, independent of general rates, of the local government; and
  - c. the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.
- (3) For the purposes of subsections (2) (a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.
- (4) The annual budget is to incorporate –
  - a. Particulars of the estimated expenditure proposed to be incurred by the local government
  - b. Detailed information relating to the rates and service charges which will apply to land within the district including –
    - i. the amount it is estimated will be yielded by the general rate; and
    - ii. the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;
  - c. the fees and charges proposed to be imposed by the local government;
  - d. the particulars of borrowings and other financial accommodation proposed to be entered into by the local government;
  - e. details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used;
  - f. particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
  - g. such other matters as are prescribed.
- (5) Regulations may provide for –
  - a. The form of the annual budget;
  - b. The contents of the annual budget; and
  - c. The information to be contained in or to accompany the annual budget.

Section 6.11 of the Act provides:

- (1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.
- (2) Subject to subsection (3), before a local government —
  - (a) changes the purpose of a reserve account; or
  - (b) uses the money in a reserve account for another purpose, it must give one month's local public notice of the proposed change of purpose or proposed use.
- (3) A local government is not required to give local public notice under subsection (2) —
  - (a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or
  - (b) in such other circumstances as are prescribed.
- (4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.
- (5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.

Section 6.32. of the Act in reference to Rates and service charges, provides that:

- (1) When adopting the annual budget, a local government —
  - (a) in order to make up the budget deficiency, is to impose\* a general rate on rateable land within its district, which rate may be imposed either —
    - (i) uniformly; or
    - (ii) differentially; and
  - (b) may impose\* on rateable land within its district —
    - (i) a specified area rate; or
    - (ii) a minimum payment; and
  - (c) may impose\* a service charge on land within its district.

*\* Absolute majority required.*
- (2) Where a local government resolves to impose a rate it is required to —
  - (a) set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and
  - (b) set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.

Section 6.34 of the Act provides that unless the Minister otherwise approves, the amount shown in the annual budget as being the amount it is estimated will be yielded by the general rate is not to —

- (a) be more than 110% of the amount of the budget deficiency; or
- (b) be less than 90% of the amount of the budget deficiency.

Regulation 32 of the *Local Government (Financial Management) Regulations* provides that a local government may exclude from the calculation of the budget deficiency (6.2(3)) —

- (a) money borrowed or to be borrowed, to the extent that it is proposed in the annual budget to remain unspent at the end of the financial year;

- (b) reserves, to the extent that they are proposed in the annual budget to remain unspent at the end of the financial year;
- (c) in relation to a land transaction or trading undertaking, assets and liabilities, to the extent to which they are proposed in the annual budget to remain restricted to the purposes of the land transaction or trading undertaking at the end of the financial year;
- (d) any proposed amounts of depreciation of non-current assets;
- (e) assets from grants or gifts or non-cash revenue or expenditure;
- (f) current liabilities which, by their nature, are restricted, to the extent that they are proposed in the annual budget to remain uncleared at the end of the financial year; and
- (g) any other current assets which, by their nature, are restricted, to the extent that they are proposed in the annual budget to remain unused at the end of the financial year.

Section 6.35 of the Act provides:

- (1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.
- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —
  - (a) 50% of the total number of separately rated properties in the district; or
  - (b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.
- (4) A minimum payment is not to be imposed on more than the prescribed percentage of —
  - (a) the number of separately rated properties in the district; or
  - (b) the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.
- (5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.
- (6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —
  - (a) to land rated on gross rental value;
  - (b) to land rated on unimproved value; and
  - (c) to each differential rating category where a differential general rate is imposed.

## **FINANCIAL IMPLICATIONS**

2019/20 Budget

## **STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION**

That the balanced draft 2019/20 Budget be adopted.

## **12. ADMINISTRATION**

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

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**SUBMISSION TO:** Ordinary Council Meeting 23 July 2019  
**REPORT DATE:** 5 July 2019  
**APPLICANT:** N/A  
**FILE REFERENCE:** ADM 0265  
**AUTHOR:** S.P. Gollan, Chief Executive Officer  
**ATTACHMENTS:** Nil

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#### **SUMMARY**

Council to endorse the use of the Common Seal.

#### **BACKGROUND**

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

#### **COMMENT**

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

1. Sale of portion of Lot 150 Hutchinson Street between Water Corporation 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. Sale of portion of Lot 150 Hutchinson Street between Water Corporation and the Shire of Beverley.

## **12.2 WALGA AGM Executive and Member Motions**

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**SUBMISSION TO:** Ordinary Council Meeting 23 July 2019  
**REPORT DATE:** 5 July 2019  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0238  
**AUTHOR:** S.P. Gollan, Chief Executive Officer  
**ATTACHMENTS:** Executive and Member Motions (under separate cover)

---

### **SUMMARY**

Council to provide direction to the voting delegates on motions that are being addressed at the WA Local Government Association's AGM on Wednesday 7 August 2019.

### **BACKGROUND**

Council have nominated Cr Gogol and Cr Martin as the Shire of Beverley voting delegates (and Cr Pepper and Cr Ridgway as proxy) at the 2019 WALGA Annual General Meeting.

### **COMMENT**

Provided under separate cover for Council are nine Executive and Member motions:

- 3.1 Coastal Erosion.
- 3.2 Department of Housing Leasing Residential Property to Charitable Organisations.
- 3.3 Motorist Taxation Revenue and Spending in WA.
- 3.4 Biosecurity Groups (Recognised Biosecurity Groups).
- 3.5 WALGA Members Support for Waste to Energy.
- 3.6 Membership of Development Assessment Panels.
- 3.7 Review of the *Mining Act 1978*
- 3.8 Financial Assistance Grant
- 3.9 Third Party Rights Appeal

Council to collectively provide feedback to guide the two voting delegates to either support, vote down or allow own discretion for the motions.

In 2016 and 2017 Council resolved to allow the voting delegates discretion for all motions. In 2018, Council were in favour of all four motions and instructed delegates to vote in support accordingly.

### **STATUTORY ENVIRONMENT**

Pursuant to the WALGA Constitution, all Member Councils are entitled to be represented by two (2) voting delegates.

### **FINANCIAL IMPLICATIONS**

N/A

### **STRATEGIC IMPLICATIONS**

N/A

**POLICY IMPLICATIONS**

N/A

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION**

That Council provide direction to Council's voting delegates on each motion.

### **12.3 Delegations Register – Annual Review**

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**SUBMISSION TO:** Ordinary Council Meeting 23 July 2019  
**REPORT DATE:** 8 July 2019  
**APPLICANT:** Shire of Beverley  
**FILE REFERENCE:** ADM 0332  
**AUTHOR:** S.P. Gollan, Chief Executive Officer  
**ATTACHMENTS:** Delegations Register (provided under separate cover)

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#### **SUMMARY**

Council to complete the annual review of the Delegations Register.

#### **BACKGROUND**

The *Local Government Act 1995* (the Act) requires the Chief Executive Officer (CEO) of the Local Government to keep a Register of Delegations made by the Council to a Committee, CEO and by the CEO to other employees. The register must be reviewed yearly.

Council first formally adopted the Delegations Register at its 23 August 2016 Ordinary Council meeting, being prepared through references to the Act and previous years delegations that were approved yearly.

#### **COMMENT**

Management have reviewed the register and proposed amendments for consideration are highlighted in red.

The Chief Executive Officer maintains a record of functions performed from the Delegations Register and is presented through the monthly Information Bulletin.

The following delegations are reported monthly to Council, or as they occur through the Council Agenda or Information Bulletin and a therefor not listed in the record; BD-002 – Building Permits, EO-D010 – Common Seal, AF-D001 – Investment of Funds, AF-D005 – Payments Municipal and AF-D006 – Payments Trust.

#### **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

##### **5.42. Delegation of some powers and duties to CEO**

- (1) A local government may delegate\* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
  - (a) this Act other than those referred to in section 5.43; or
  - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

\* *Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

#### 5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed.

#### 5.44. CEO may delegate powers and duties to other employees

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —
  - (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
  - (b) the exercise of that power or the discharge of that duty by the CEO's delegate,

are subject to any conditions imposed by the local government on its delegation to the CEO.

- (4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.
- (5) In subsections (3) and (4) —  
**conditions** includes qualifications, limitations or exceptions.

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER'S RECOMMENDATION**

That Council;

1. Adopt the proposed changes to the Delegations Register as presented; and
2. Update the Record of Adoption and Review.

## **12.4 Chief Executive Officer Performance Appraisal**

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**SUBMISSION TO:** Ordinary Council Meeting 23 July 2019  
**REPORT DATE:** 10 July 2019  
**APPLICANT:** N/A  
**FILE REFERENCE:** ADM 0412  
**AUTHOR:** D.J. Ridgway, Shire President  
**ATTACHMENTS:** Nil

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### **SUMMARY**

The Council endorse a sub-committee to carry out the Chief Executive Officer annual performance appraisal as recommended by the Corporate Strategy Committee.

### **BACKGROUND**

It is Council's responsibility for a CEO performance appraisal to be undertaken annually.

Previously this has been undertaken by an external consultant (John Philips) and "in-house" by the Shire President.

The last performance appraisal commenced in August 2018 and was completed in December 2018. With the forthcoming Local Government Election caretaker period commencing 19 September 2019, it now needs to be undertaken for 2019.

### **COMMENT**

I suggest a sub-committee of Council be endorsed to oversee the 2019 CEO Performance Appraisal and that it include Councillors who may have undertaken the CEO Performance Review Training.

### **STATUTORY ENVIRONMENT**

*Local Government Act 1995, Section 5.36 – Section 5.43.*

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **VOTING REQUIREMENTS**

Simple Majority

### **COMMITTEE RECOMMENDATION**

That Council endorse a sub-committee of Crs White, Pepper and Shaw to complete the 2019 Chief Executive Officer Performance Appraisal.

## **12.5 Steering Committee – Avondale Machinery Museum**

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**SUBMISSION TO:** Ordinary Council Meeting 23 July 2019  
**REPORT DATE:** 10 July 2019  
**APPLICANT:** N/A  
**FILE REFERENCE:** ADM 0554  
**AUTHOR:** A.J. McLean, Avondale Executive Liaison Officer  
**ATTACHMENTS:** Nil

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### **SUMMARY**

The Council endorse the formation of a Museum Steering Committee to progress the development, promotion and operational functions of the Avondale Agricultural Museum Collection as recommended by the Corporate Strategy Committee.

### **BACKGROUND**

The Avondale Agricultural Museum Collection is located at Avondale Farm.

The original Avondale Agricultural Museum Collection was comprised of items donated by farmers from around the State for the sesquicentenary celebrations in 1979. The exhibition concentrated on items of technological significance, much of which was restored by the Department of Agriculture's workshop. The collection was specifically put together to represent the historical equipment of all the processes in agricultural production and therefore tells the story of the development of farming in the Western Australian Wheatbelt.

The Shire of Beverley took over the collection from the Agriculture Department in 2009, at the same time management of the property was transferred to the National Trust.

### **COMMENT**

From 2009, the Shire has not played an active role in developing or managing the collection. Responsibility for this was taken on by the volunteer group, AFPA. A memorandum of understanding between the National Trust, AFPA and the Shire of Beverley went some way to formalising the arrangement. With AFPA now wound up, the Shire assumes full control of the collection management.

The day to day functions are managed by volunteers with little oversight by the Shire, who ultimately are responsible for the Museums functions including safety and collection safe keep.

It is proposed that a Museum Steering committee be formed to develop and promote the Museum. It is proposed the the Steering Committee Comprise of:

Deputy Chief Executive Officer  
Avondale Executive Liaison Office (ex officio) or other office  
3 x Museum volunteers.

### **STATUTORY ENVIRONMENT**

N/A



## **FINANCIAL IMPLICATIONS**

Nil

## **STRATEGIC IMPLICATIONS**

Goal 2: Community infrastructure of significance, economic value and history adds value to our identity

Strategy 2.1: Retain, capture and provide local historically significant stories, sites, facilities, events and items

Strategy 2.3: Assist in facilitating working relationships between the stakeholders of Avondale Farm and progress towards a model that generates value to the local economy

## **POLICY IMPLICATIONS**

Nil

## **VOTING REQUIREMENTS**

Simple Majority

## **COMMITTEE'S RECOMMENDATION**

That a Museum Steering Committee be formed, comprising of the Deputy Chief Executive Officer, three volunteers and the Avondale Executive Liaison Officer (or other Shire staff appointee) in an ex officio capacity to progress the development, promotion and operational functions of the Avondale Agricultural Museum Collection.

**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.



# 2019/20 BUDGET

- REFERENCE**
- 01 - SKATEPARK
  - 02 - TREE PLATFORMS WITH BRIDGE CONNECTIONS
  - 03 - STEPPER AND BALANCE LOGS
  - 04 - PAINTED TRUCK WITH TUNNEL
  - 05 - PITCHED ROCK WITH SEATING
  - 06 - DRY CREEK BED
  - 07 - SHADE STRUCTURE WITH SEATING
  - 08 - COVERED BARBECUE
  - 09 - PUMP TRACK ENTRY
  - 10 - MAINTENANCE ACCESS GATE
  - 11 - ENTRY PLANTING AND PARK SIGNAGE
  - 12 - SEATING LOGS THROUGHOUT
  - 13 - DRINK FOUNTAIN
  - 14 - WATER PUMP TO CREEK BED
  - 15 - BIN

- LEGEND**
- MULCH
  - GRASS
  - PLANTING
  - ROCK
  - PAVING



**CONCEPT PLAN 1:200@A1**  
 SKATEPARK TERRAIN BASED ON MIX OF STREET AND TRANSITION STYLE ELEMENTS





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## President's Introduction

The Shire of Beverley aims to responsibly provide services and facilities for the Beverley community, undertake asset maintenance and renewal, develop initiatives as guided by the Strategic Community Plan 2017 – 2027 and work within the compliance and regulatory requirements of the *Local Government Act 1995*.

The 2019/20 Annual Budget is presented to our resident and ratepayer community and includes the following activity:

- \* Youth Activity Area;
- \* Railway Station Painting;
- \* Town Hall Kitchen Refurbishment;
- \* County Peak Development Plan ;
- \* Road, Bridge, Footpath and Drainage;
- \* Signage review
- \* Planning for the Vincent Street Redevelopment;
- \* Planning for the Swimming Pool Redevelopment; and
- \* Specialised Water Carting Truck and Backhoe for use in bushfire emergencies.

The Shires 2019/20 activities will be funded through external grants and programs, use of reserves, sale of Council assets and an overall rate increase of 2.5%.

In review of the 2018/19 budget it is noted that construction of an access causeway over the Avon River became burdened with compliancy and engineering requirements which disappointingly has made it cost prohibitive for Council to proceed.

I wish to acknowledge staff for the effort undertaken in working with Council to develop the 2019/20 budget amid an environment of increasing challenge to meet community expectation in a manner which is financially acceptable.

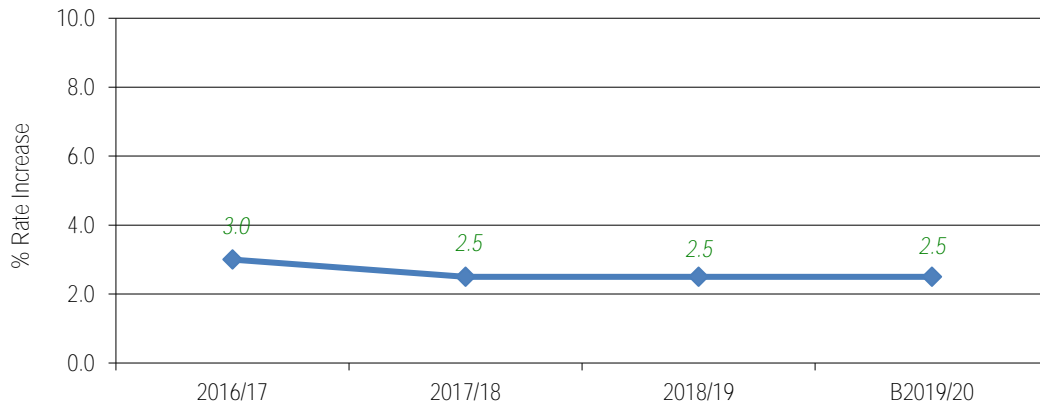
Sound leadership from Council and a team like approach within the Shire will see Beverley continue to be a vibrant and progressive community which values its history in a welcoming and friendly place to live, work and visit.

**Cr Dee Ridgway**  
**Shire President**

## Chief Executive Officer's Summary

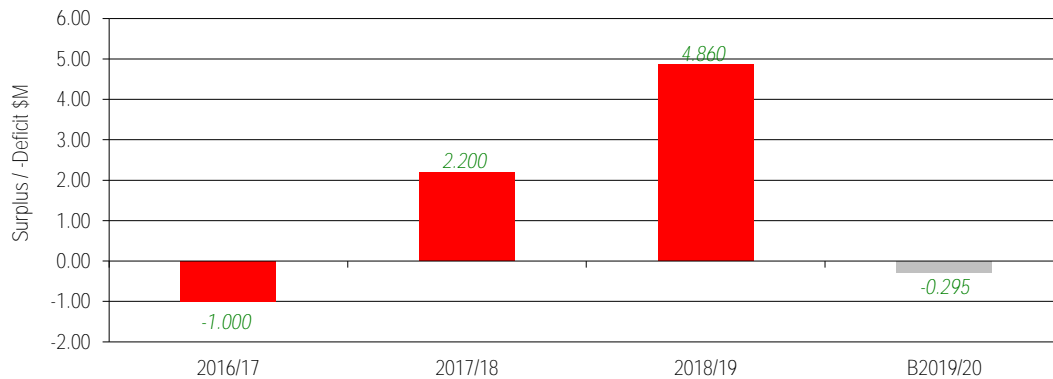
The Annual Budget for the 2019/20 financial year seeks to balance the demand for services and infrastructure with the community's capacity to pay. The key budget information provided below is about the rates, operating result, service levels, cash and investments, capital works, financial position and key strategic activities of the Council.

### 1. Rates



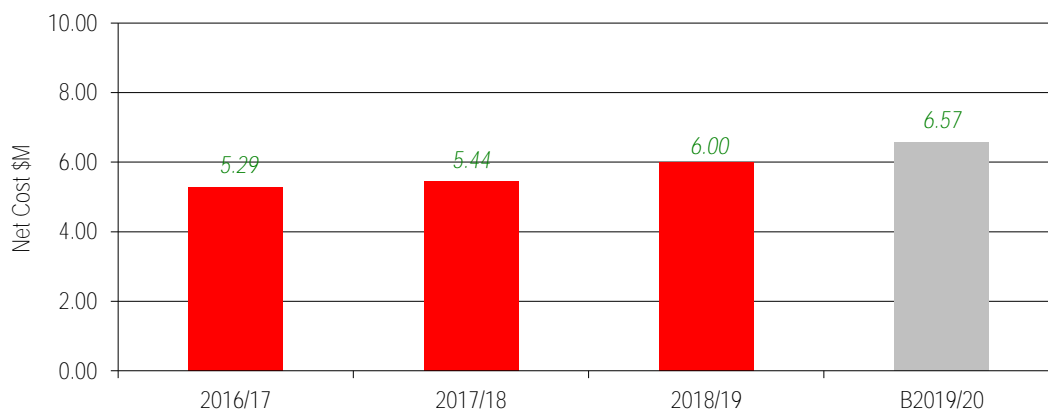
It is proposed that rates revenue increase by 2.5% for the 2019/20 year, raising total rates of \$2.796 million. The minimum rate is set at \$853 pa and will yield \$68,232. A discount of 10% for early payment of rates will be continued.

### 2. Operating Result



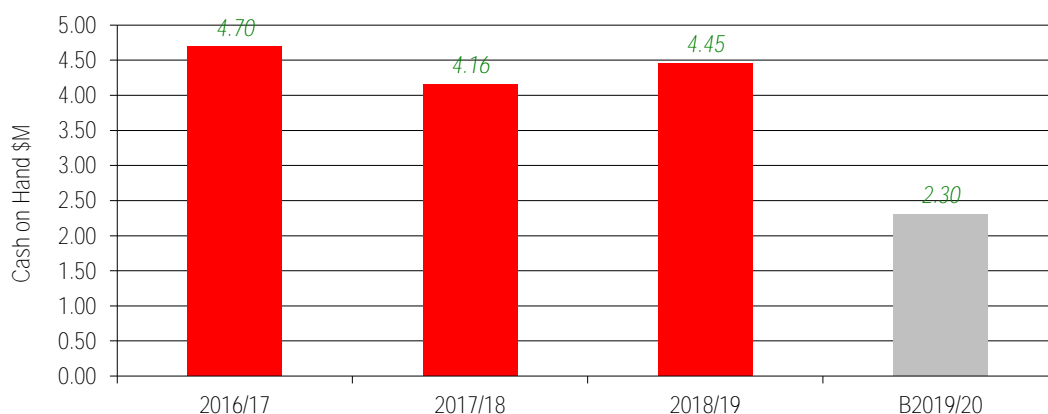
The expected operating result for the 2019/20 year is a deficit of \$295,000, which is an decrease of \$5.155 million over 2018/19 Operating Budget attributable to a decrease in grant funding received.

### 3. Services



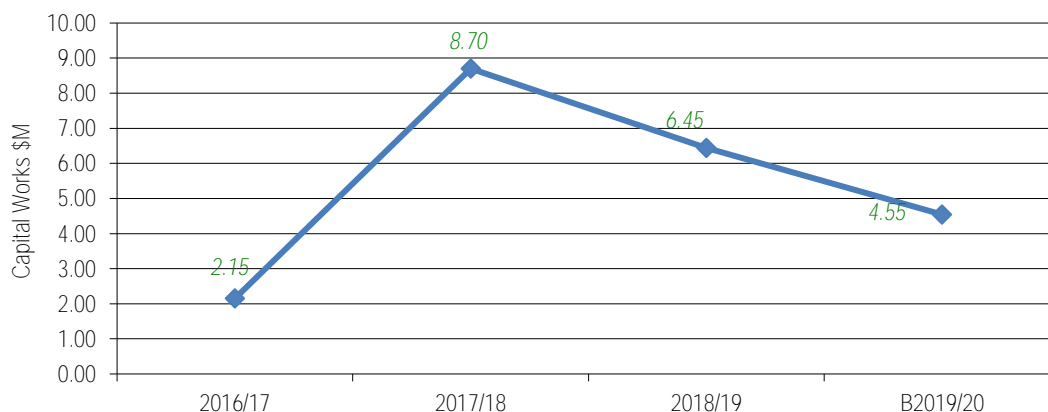
The cost of services to be delivered to the community for the 2019/20 year is expected to be \$6.570 million which is \$0.050 million more when compared to 2018/19 Budget.

### 4. Cash and Investments



Cash and investments are expected to decrease by \$0.430 million during the year to \$2.30 million as at 30 June 2019. This reflects increased use of Reserve Funds to fund projects.

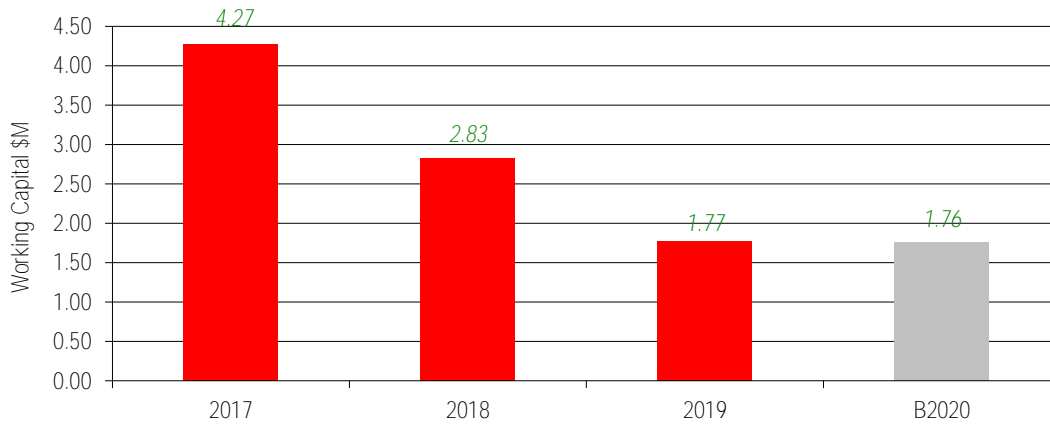
### 5. Capital Works



The capital works program for the 2019/20 year is expected to be \$4.547 million. Of the \$4.547 million capital funding required, \$1.547 million will come from Council operations, \$1.680 million from external grants, \$0.975 million from Reserves and the balance of \$0.345 million from disposal of plant and vehicles. The capital expenditure program has been set and prioritised based on needs and sound business cases for each project.

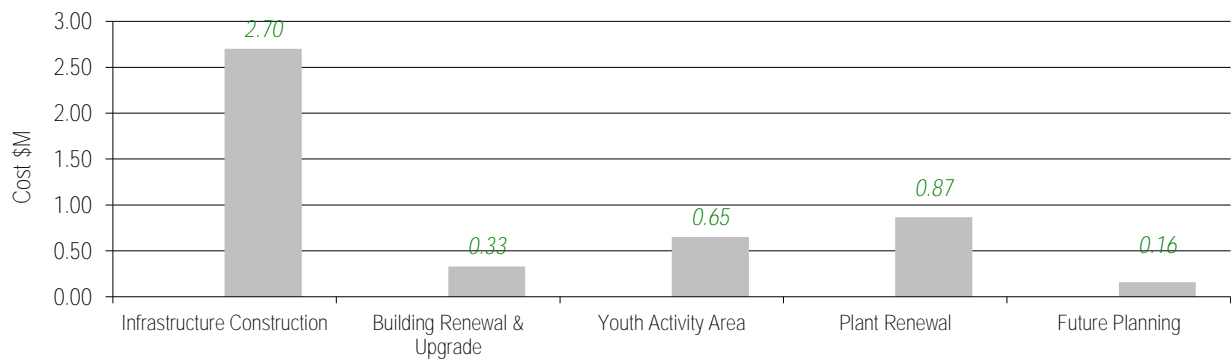


## 6. Financial Position



The net current assets are expected to decrease by \$5,000 to \$1.765 million.

## 7. Major Projects



The Annual Budget includes a range of activities and initiatives to be funded that will contribute to achieving the strategic objectives specified in the Strategic Community Plan. The above graph shows the level of funding allocated in the budget to achieve the strategic objectives as set out in the Plan.

The Annual Budget has been developed so that it is financially responsible. More detailed budget information is available throughout this document.

**S.P. Gollan**  
Chief Executive Officer

## Budget Processes

This section lists the budget processes to be undertaken in order to adopt the Annual Budget in accordance with the Local Government Act 1995 and its Regulations.

The preparation of the Budget begins with Officers preparing the operating and capital components. A draft consolidated budget is then prepared and various iterations are considered by Council at informal briefings. A 'proposed' Budget is prepared in accordance with the Act and submitted to Council for approval.

The Budget is required to be adopted by 31 August in each year. However, Council strive to have the Budget adopted by 31 July annually to allow Staff to progress approved projects in a timely manner. The key dates for the Budget process are summarised below:

<b>Budget Process</b>	<b>Timing</b>
1. Officers prepare operating and capital estimates for inclusion in the Budget.	Feb - May 2019
2. Council considers draft Budget at informal briefings.	June & July 2019
3. Proposed Budget is submitted to Council for approval.	July 2019
4. Copy of adopted Budget submitted to the Department.	August 2019

## 1. Link to the Council Plan

This section describes how the Annual Budget links to the achievement of the Council Plan within an overall planning framework. This framework guides the Council in identifying community needs and aspirations over the long term (Strategic Community Plan), medium term (Corporate Business Plan) and short term (Annual Budget) and then holding itself accountable (Audited Statements).

### 1.1 Integrated Planning Framework

A Strategic Community Plan (SCP) was prepared and adopted by Council in 2018. The SCP outlines the overarching objectives and strategies that guide Council's decision making process.

The Corporate Business Plan (CBP) was prepared and adopted by Council in 2013 and summarises the financial and non-financial impacts of the objectives and strategies presented in the SCP and determines the sustainability of these objectives and strategies. The Annual Budget is then framed, taking into account the activities and initiatives included in the plans which contribute to achieving the strategic objectives specified.

The timing of each component of the planning framework is critical to the successful achievement of the planned outcomes. The planning will guide the preparation of the CBP and Annual Budget.



## Elements of Integrated Planning and Reporting Framework

Reproduced from the Department of Local Government, Sport and Cultural Industries website.

## **1.2 Our purpose**

### **Our Vision**

A vibrant and progressive community which values its history in a welcoming and friendly place to live, work and visit. Beverley is the place to BE!

### **We Value**

- The contributions made by our community towards an inclusive, active, diverse and friendly community.
- Our natural resources and our place in the natural environment.
- Economic diversity and opportunistic growth.
- Forward thinking leadership and good governance.

### **Council Priorities:**

1. Our investments support or facilitate employment and local business growth.
2. Our people, the community and quality of life are important to our success.
3. Our relationships bring financial, social, health and environmental benefits to the organisation and residents.

## 2. Activities and Initiatives

This section provides a description of the activities to be funded in the Budget for the 2019/20 year and how these will contribute to achieving the strategic objectives specified in the Strategic Community Plan.

### Activities

Activity	Description	Revenue (Expenditure) Net Cost \$
<b>General Purpose Funding</b>	Details rates levied, interest on late payment of rates, general purpose grants and interest received on investments.	3,296,127 <u>(182,995)</u> <b>3,113,132</b>
<b>Governance</b>	This service provides assistance to elected members and ratepayers on matters which do not concern specific council services.	35,100 <u>(283,300)</u> <b>(248,200)</b>
<b>Law Order, Public Safety</b>	This service provides for the supervision of local laws, fire prevention and animal control.	175,156 <u>(357,971)</u> <b>(182,815)</b>
<b>Health</b>	This service provides for food quality and pest control, medical service and environmental health.	100 <u>(170,695)</u> <b>(170,595)</b>
<b>Education and Welfare</b>	This service provides for maintenance of the old school building (CRC) and funding for community activities and initiatives.	0 <u>(92,513)</u> <b>(92,513)</b>
<b>Housing</b>	This service provides for the maintenance of staff housing and the Hunt Road Village.	117,192 <u>(212,325)</u> <b>(95,133)</b>
<b>Community Amenities</b>	This service provides the collection of rubbish, operations of the waste disposal sites, town planning, maintenance of cemeteries, maintenance of the water harvesting dams and protection of the environment.	207,073 <u>(676,208)</u> <b>(469,135)</b>
<b>Recreation and Culture</b>	This service provides for the maintenance of halls, swimming pool, recreation grounds and various reserves, the operations of the library and art gallery and maintenance of courthouse and Dead Finish museum.	642,701 <u>(1,575,216)</u> <b>(932,515)</b>
<b>Transport</b>	This service provides for the maintenance of roads, bridges, footpaths, cleaning and lighting of streets, street trees, depot maintenance and aerodrome maintenance.	1,663,712 <u>(2,558,918)</u> <b>(895,206)</b>
<b>Economic Services</b>	This service provides for weed control, tourism and area promotion, implementation of building controls, swimming pool inspections and promotion of economic development initiatives.	208,929 <u>(558,586)</u> <b>(349,657)</b>
<b>Other Property and Services</b>	This service provides for the undertaking of private works, allocations of on costs and plant operation costs, recording of material and stock, salaries and wages paid and allocated to works.	34,469 <u>(6,433)</u> <b>28,036</b>
<b>Net Operating Surplus/(Deficit)</b>		<b>(294,601)</b>

### **3. Budget Influences**

This section sets out the key budget influences arising from the internal and external environment within which the Council operates.

#### **3.1 Snapshot of Beverley Shire Council**

Beverley is a vibrant and diverse rural community with a population of approximately 1,700. Located in the western central Wheatbelt region of Western Australia, Beverley is less than 130km east of Perth. The Shire is home of a highly productive broad acre farming industry with a smaller diversified agricultural base, such as perennial horticulture.

First permanently settled by Europeans in the second half of the 19th Century, Beverley has a long and proud history. This pride prevails today as one of only a few rural communities in the state that is growing.

Located on the banks of the famous Avon River, the town of Beverley is an attractive place to visit and live in. All services and facilities expected of a progressive community are available, including high quality educational and medical establishments.

#### **3.2 External Influences**

In preparing the 2019/20 Annual Budget, a number of external influences have been taken into consideration, because they are likely to impact significantly on the services delivered by Council in the budget period. These include:

- Consumer Price Index (CPI) increases on goods and services of 1.3% per annum;
- Reduced funding from State and Federal governments;
- Increased Labour costs;
- Increased Utility costs; and
- Prevailing economic conditions impacting on investment interest rates and debt collection.

#### **3.3 Internal Influences**

As well as external influences, there are also a number of internal influences which are expected to have a significant impact on the preparation of the 2019/20 Annual Budget. These matters have arisen from events occurring in the 2018/19 year resulting in variances between the interim actual and budgeted results for that year and matters expected to arise in the 2019/20 year. These matters and their financial impact are set out below:

- Budget surplus for the 2018/19 financial year ended 30 June 2019; and
- Minimal staff turnover.

#### **3.4 Budget Principles**

In response to these influences, guidelines were prepared and distributed to all Council officers with budget responsibilities. The guidelines set out the key budget principles upon which the officers were to prepare their budgets. The principles included:

- Existing fees and charges to be increased in line with CPI or market levels;
- Grants to be based on confirmed funding levels;
- New revenue sources to be identified where possible;
- Service levels to be maintained at 2018/19 levels;
- Salaries and wages to be increased in line with Average Weekly Earnings;
- New initiatives which are not cost neutral to be justified through a business case;
- Real savings in expenditure and increases in revenue identified in 2018/19 to be preserved; and
- Operating revenues and expenses arising from completed 2018/19 capital projects to be included.

### **3.5 Legislative Requirements**

Under the Local Government Act 1995 (“the Act”), Council is required to prepare and adopt an annual budget for each financial year. The budget is required to include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Local Government (Financial Management ) Regulations 1996 (“the Regulations”) which support the Act.

The 2019/20 Annual Budget, which is included in this report, is for the year 1 July 2019 to 30 June 2020 and is prepared in accordance with the Act and Regulations. The Budget includes statutory statements being a budget statement of comprehensive income (Net operations), budget statement of cash flows, budget rate setting statement and notes forming part of the annual budget. These statements have been prepared for the year ended 30 June 2020 in accordance with Accounting Standards and other mandatory professional reporting requirements and in accordance with the Act and Regulations. It also includes detailed information about the rates and charges to be levied, the capital works program to be undertaken and other financial information, which Council requires in order to make an informed decision about the adoption of the Budget.

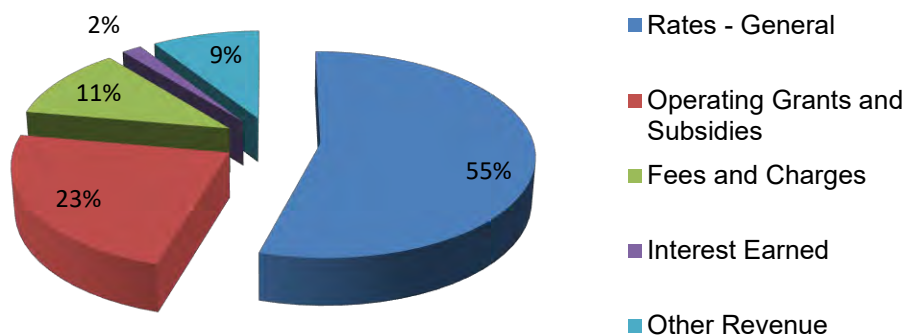
The Budget includes consideration of a number of long term strategies to assist Council in considering the Budget in a proper financial management context. These include the Strategic Community Plan, Corporate Business Plan, Long Term Financial Plan, Rating Strategy and Other Long Term Strategies including borrowings, Asset Management Plans and the Workforce Plan.

## 4. Analysis of the Operating Budget

This section analyses the expected revenues and expenses of the Council for the 2019/20 year.

### 4.1 Operating Revenue

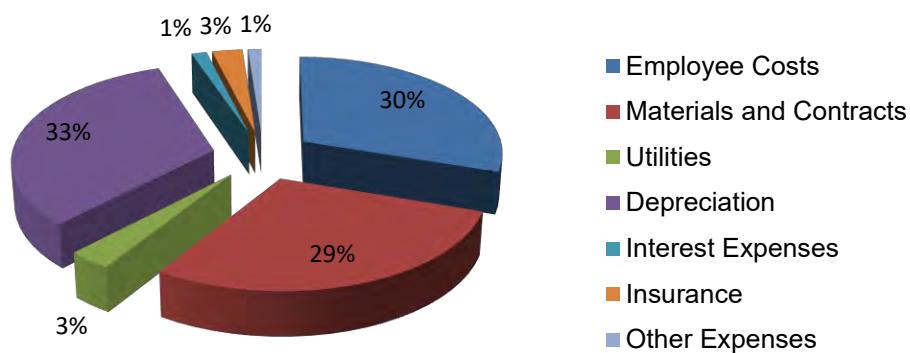
Revenue Types	Budget 2018/19 \$'000	Budget 2019/20 \$'000	Variance \$'000
Rates - General	2,735	2,801	66
Operating Grants and Subsidies	1,005	1,192	187
Fees and Charges	555	583	28
Interest Earned	103	88	(15)
Other Revenue	397	471	74
<b>Total Operating Revenue</b>	<b>4,796</b>	<b>5,136</b>	<b>340</b>
Net gain on sale of assets	2	30	28
Non-Operating Grants	6,220	1,680	(4,540)





## 4.2 Operating Expenditure

Expenditure Types	Budget 2018/19 \$'000	Budget 2019/20 \$'000	Variance \$'000
Employee Costs	2,106	2,133	26
Materials and Contracts	1,895	2,051	156
Utilities	191.852	221	30
Depreciation	2,402	2,307	(95)
Interest Expenses	84.013	96	12
Insurance	184.677	193	8
Other Expenses	82	84	2
<b>Total Operating Expenditure</b>	<b>6,946</b>	<b>7,085</b>	<b>139</b>
Net loss on sale of assets	24	55	31



## 5. Analysis of the Budgeted Cash Position

This section analyses the expected cash flows from the operating, investing and financing activities of Council for the 2019/20 year. Budgeting cash flows for Council is a key factor in setting the level of rates and providing a guide to the level of capital expenditure that can be sustained with or without using existing cash reserves.

The analysis is based on three main categories of cash flows:

- **Operating activities** - Refers to the cash generated or used in the normal service delivery functions of Council. Cash remaining after paying for the provision of services to the community may be available for investment in capital works, or repayment of debt.
- **Investing activities** - Refers to cash generated or used in the enhancement or creation of infrastructure and other assets. These activities also include the acquisition and sale of other assets such as vehicles, property and equipment.
- **Financing activities** - Refers to cash generated or used in the financing of Council functions and include borrowings from financial institutions and advancing of repayable loans to other organisations.

These activities also include repayment of the principal component of loan repayments for the year.

### 5.1 Budgeted Cash Flow Statement - Summarised

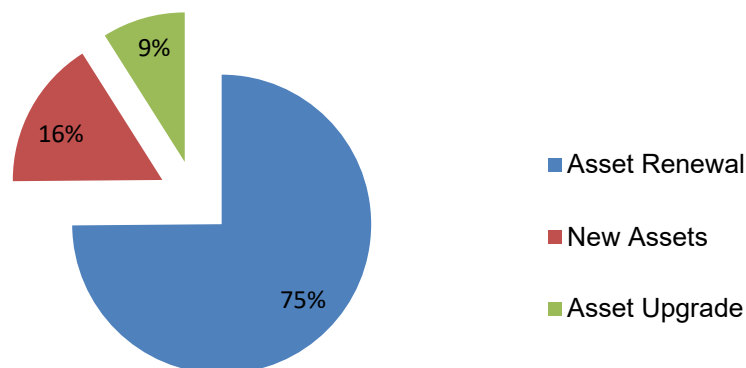
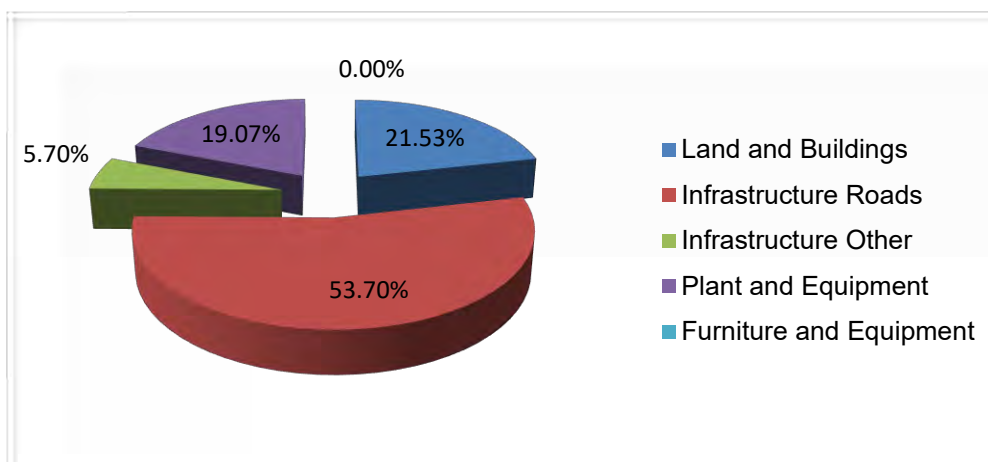
Cash Flow Types	Budget	Budget	Variance
	2018/19	2019/20	
	\$'000	\$'000	\$'000
Net cash provided by/(used) in Operating activities	252	357	106
Net cash provided by/(used) in Investing activities	(1,525)	(2,522)	(997)
Net cash provided by/(used) in Financing activities	(158)	13	170
<b>Net increase/(decrease) in cash and cash equivalents</b>	<b>(1,431)</b>	<b>(2,152)</b>	<b>(721)</b>
Cash and cash equivalents at the start of the year	4,161	4,453	292
<b>Cash and cash equivalents at the end of the year</b>	<b>2,730</b>	<b>2,301</b>	<b>(429)</b>

## 6. Analysis of the Capital Budget

This section analyses the planned capital expenditure budget for the 2019/20 year and the sources of funding for the capital budget.

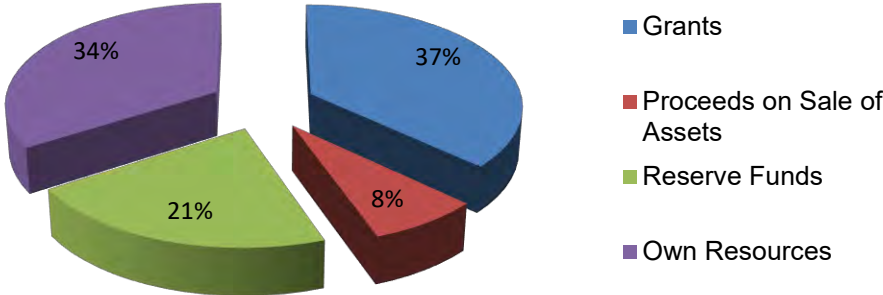
### 6.1 Capital Works

Capital Works Areas	Budget 2018/19 \$'000	Budget 2019/20 \$'000	Variance \$'000
Land and Buildings	852	979	127
Infrastructure Roads	2,715	2,442	(273)
Infrastructure Recreation Facilities	0	0	0
Infrastructure Other	4,015	259	(3,756)
Plant and Equipment	265	867	602
Furniture and Equipment	60	0	(60)
<b>Total capital works</b>	<b>7,907</b>	<b>4,547</b>	<b>(3,360)</b>
<b>Represented by:</b>			
Asset Renewal	6,294	3,404	(2,889)
New Assets	958	735	(224)
Asset Upgrade	655	408	(247)
<b>Total capital works</b>	<b>7,907</b>	<b>4,547</b>	<b>(3,360)</b>



### 6.2 Funding Sources

Sources of Funding	Budget 2018/19 \$'000	Budget 2019/20 \$'000	Variance \$'000
<b>External</b>			
Grants - Capital	6,557	1,680	(4,877)
Proceeds on sale of assets	162	345	183
	<b>6,719</b>	<b>2,025</b>	<b>(4,694)</b>
<b>Internal</b>			
Reserve Funds	445	975	530
Own Resources (Incl. Loans)	743	1,547	804
	<b>1,188</b>	<b>2,522</b>	<b>1,334</b>
<b>Total funding sources</b>	<b>7,907</b>	<b>4,547</b>	<b>(3,360)</b>



## 7. Rating Strategy

This section considers the Council's rating strategy including strategy development and assumptions underlying the current year rate increase and rating structure.

### 7.1 Strategy Development

In developing the Annual Budget, rates and charges were identified as an important source of revenue, accounting for 55% of the total operating revenue. Planning for future rate increases has therefore been an important component of the planning process.

However, it has also been necessary to balance the importance of rate revenue as a funding source with community sensitivity to increases. The following table shows rate increases over the last five years.

Year	Rate Increases
2015/16	4.00%
2016/17	3.00%
2017/18	2.50%
2018/19	2.50%
2019/20	2.50%
<b>Average increase</b>	<b>2.90%</b>

### 7.2 Current Year Rate Increase

In order to maintain service levels and a strong capital expenditure program, general rates will increase by 2.5% in 2019/20 raising a total of \$2.796 million.

Year	Rate Increase %	Total Rates Raised \$'000
2015/16	4.00%	2,521
2016/17	3.00%	2,596
2017/18	2.50%	2,661
2018/19	2.50%	2,728
2019/20	2.50%	2,796

A discount of 10% for rates payments received by the due date is set to continue. This is the most generous discount offered in the State and reflects Councils ongoing support of its loyal rate payer base.

### 7.3 Rating Structure

Council has established a rating structure which is comprised of the following elements. These are:

- ▶ Gross Rental Values
- ▶ Unimproved Values
- ▶ Minimum Rate

Striking a proper balance between these elements provides equity in the distribution of the rate burden across residents.

## 8. Other Strategies

This section sets out the strategies that have been taken into account when the Council formulates its plan for the future and Annual Budget.

### 8.1 Borrowings

For the 2019/20 year, Council will look to borrow \$150,000 to partially fund capital expenditure. The table below details loan borrowings outstanding over a five year period.

Year	New Borrowings \$'000	Principal Paid \$'000	Interest Paid \$'000	Balance 30 June \$'000
2015/16	150	67	55	1,154
2016/17	0	85	59	1,069
2017/18	800	69	27	1,800
2018/19	0	130	84	1,670
2019/20	150	153	96	1,667

### 8.2 Asset Management

Council has prepared Asset Management Plans, which sets out the capital expenditure requirements for the future by class of asset and will be a key input to the long term financial plan. It predicts infrastructure consumption, renewal needs and considers infrastructure needs to meet future community service expectations.

### 8.3 Long Term Financial Plans

The Long Term Financial Plan was completed in August 2013 and forms an important part of Council's integrated planning process. The LTFP has been aligned with Council's Strategic Community Plan and Corporate Business Plan and forms the basis for the preparation of the Annual Budget.

The LTFP covers a 10 year planning period from 2012-13 to 2022-23 and will cost the community's aspirations against the financial realities.

A review of Council's LTFP is currently underway.

**SHIRE OF BEVERLEY**  
**BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

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**SHIRE OF BEVERLEY**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE OR TYPE**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

	NOTE	2019/20 Budget \$	2018/19 Actual \$	2018/19 Budget \$
<b>REVENUE</b>				
Rates	8	2,800,672	2,694,738	2,734,941
Operating Grants, Subsidies and Contributions		1,192,083	2,616,161	1,005,000
Fees and Charges	13	583,040	555,917	555,291
Service Charges	10	0	0	0
Interest Earnings	2(a)	88,455	158,925	103,497
Other Revenue		471,451	480,253	397,098
		<u>5,135,701</u>	<u>6,505,994</u>	<u>4,795,827</u>
<b>EXPENSES</b>				
Employee Costs		(2,132,703)	(1,962,529)	(2,106,273)
Materials and Contracts		(2,051,198)	(1,464,477)	(1,895,323)
Utility Charges		(221,479)	(203,037)	(191,852)
Depreciation	2(a)	(2,306,734)	(2,452,839)	(2,401,952)
Interest Expenses	2(a)	(96,015)	(81,547)	(84,013)
Insurance Expenses		(192,504)	(184,221)	(184,677)
Other Expenditure		(84,325)	(101,145)	(81,975)
		<u>(7,084,958)</u>	<u>(6,449,795)</u>	<u>(6,946,065)</u>
		(1,949,257)	56,199	(2,150,238)
Non-Operating Grants, Subsidies and Contributions		1,679,656	4,894,381	6,219,648
Profit on Asset Disposals	4	30,000	35,161	2,000
Loss on Asset Disposals	4	(55,000)	(121,995)	(24,000)
Loss on Asset Revaluations		0	0	0
		<u>0</u>	<u>0</u>	<u>0</u>
<b>NET RESULT</b>		<b>(294,601)</b>	<b>4,863,746</b>	<b>4,047,410</b>
<b>Other Comprehensive Income</b>				
Changes on Revaluation of non-current assets		0	238,272	0
<b>Total Other Comprehensive Income</b>		<u>0</u>	<u>238,272</u>	<u>0</u>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b><u>(294,601)</u></b>	<b><u>5,102,018</u></b>	<b><u>4,047,410</u></b>

**Notes:**

All fair value adjustments relating to re-measurement of financial assets at fair value through profit or loss and (if any) changes on revaluation of non-current assets in accordance with the mandating of fair value measurement through Other Comprehensive Income, is impacted upon by external forces and is not able to be reliably estimated at the time of budget adoption.

Fair value adjustments relating to the re-measurement of financial assets at fair value through profit or loss will be assessed at the time they occur, with compensating budget amendments made as necessary.

It is anticipated, in all instances, any changes in revaluation of non-current assets will relate to non-cash transactions and as such, have no impact on this budget document.

Fair value adjustments will be assessed at the time they occur with compensating budget amendments made as necessary.

This statement is to be read in conjunction with the accompanying notes.



**SHIRE OF BEVERLEY**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY PROGRAM**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

	NOTE	2019/20 Budget \$	2018/19 Actual \$	2018/19 Budget \$
<b>REVENUE (Refer Notes 1,2,8 to 13)</b>				
General Purpose Funding		3,296,127	3,686,492	3,238,570
Governance		35,100	81,896	29,600
Law, Order, Public Safety		210,156	214,112	195,361
Health		100	364	100
Education and Welfare		0	0	0
Housing		117,192	119,433	108,454
Community Amenities		207,073	210,223	208,624
Recreation and Culture		242,701	128,164	117,941
Transport		399,056	1,543,925	369,629
Economic Services		208,929	129,240	141,750
Other Property and Services		15,469	24,679	43,450
		<u>4,731,903</u>	<u>6,138,527</u>	<u>4,453,479</u>
<b>EXPENSES EXCLUDING</b>				
<b>FINANCE COSTS (Refer Notes 1,2 &amp; 14)</b>				
General Purpose Funding		(182,995)	(142,773)	(171,297)
Governance		(274,300)	(241,504)	(246,521)
Law, Order, Public Safety		(357,971)	(332,404)	(412,479)
Health		(170,695)	(136,060)	(144,808)
Education and Welfare		(92,513)	(62,605)	(85,143)
Housing		(212,325)	(298,426)	(213,191)
Community Amenities		(674,741)	(627,698)	(666,645)
Recreation & Culture		(1,480,668)	(1,289,392)	(1,348,158)
Transport		(2,558,918)	(2,474,593)	(2,704,666)
Economic Services		(558,586)	(385,443)	(509,340)
Other Property and Services		(6,433)	(9,884)	(17,456)
		<u>(6,570,145)</u>	<u>(6,000,781)</u>	<u>(6,519,704)</u>
<b>FINANCE COSTS (Refer Notes 2 &amp; 5)</b>				
Law, Order, Public Safety		0	0	0
Housing		0	(117)	(108)
Community Amenities		(1,467)	(2,436)	(2,347)
Recreation & Culture		(94,548)	(78,994)	(81,558)
		<u>(96,015)</u>	<u>(81,547)</u>	<u>(84,013)</u>
<b>NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>				
Recreation & Culture		400,000	300,005	300,000
Transport		1,264,656	4,594,376	5,919,648
		<u>1,664,656</u>	<u>4,894,381</u>	<u>6,219,648</u>
<b>PROFIT/(LOSS) ON DISPOSAL OF ASSETS (Refer Note 4)</b>				
Governance		(9,000)	(103,360)	(8,000)
Law, Order, Public Safety		(35,000)	(6,790)	(6,000)
Health		0	(8,638)	(10,000)
Transport		0	0	0
Economic Services		0	0	0
Other Property and Services		19,000	31,954	2,000
		<u>(25,000)</u>	<u>(86,834)</u>	<u>(22,000)</u>
<b>LOSS ON ASSET REVALUATIONS</b>				
Nil		<u>0</u>	<u>0</u>	<u>0</u>
<b>NET RESULT</b>		<b>(294,601)</b>	<b>4,863,746</b>	<b>4,047,410</b>
<b>Other Comprehensive Income</b>				
Changes on Revaluation of non-current assets		<u>0</u>	<u>238,272</u>	<u>0</u>
<b>Total Other Comprehensive Income</b>		<u>0</u>	<u>238,272</u>	<u>0</u>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b><u>(294,601)</u></b>	<b><u>5,102,018</u></b>	<b><u>4,047,410</u></b>

**Note:**

Information relating to Fair Values is as per the Statement of Comprehensive Income by Nature or Type.  
This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF BEVERLEY  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30TH JUNE 2020**

	NOTE	2019/20 Budget	2018/19 Actual	2018/19 Budget
<b>Cash Flows From Operating Activities</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Receipts</b>				
Rates		2,800,672	2,694,738	2,734,941
Operating Grants, Subsidies and Contributions		1,192,083	2,616,161	1,005,000
Fees and Charges		583,040	555,917	555,291
Service Charges		0	0	0
Interest Earnings		88,455	158,925	103,497
Goods and Services Tax		0	0	0
Other		471,454	744,183	397,098
		<u>5,135,704</u>	<u>6,769,924</u>	<u>4,795,827</u>
<b>Payments</b>				
Employee Costs		(2,132,703)	(1,922,012)	(2,106,273)
Materials and Contracts		(2,051,198)	(1,464,477)	(1,895,323)
Utility Charges		(221,479)	(203,037)	(191,852)
Insurance Expenses		(192,504)	(184,221)	(184,677)
Interest Expenses		(96,015)	(81,547)	(84,013)
Goods and Services Tax		0	0	0
Other		(84,325)	(1,081,620)	(81,975)
		<u>(4,778,224)</u>	<u>(4,936,914)</u>	<u>(4,544,113)</u>
<b>Net Cash Provided By Operating Activities</b>	15(b)	<u>357,480</u>	<u>1,833,010</u>	<u>251,714</u>
<b>Cash Flows from Investing Activities</b>				
Payments for Development of Land Held for Resale	3	0	0	0
Payments for Purchase of Property, Plant & Equipment	3	(1,846,000)	(972,877)	(1,177,201)
Payments for Construction of Infrastructure	3	(2,700,790)	(5,473,046)	(6,729,786)
Advances to Community Groups		0	0	0
Non-Operating Grants, Subsidies and Contributions used for the Development of Assets		1,679,656	4,894,381	6,219,648
Proceeds from Sale of Plant & Equipment	4	345,000	167,920	162,000
Proceeds from Advances		0	0	0
<b>Net Cash Used in Investing Activities</b>		<u>(2,522,134)</u>	<u>(1,383,622)</u>	<u>(1,525,339)</u>
<b>Cash Flows from Financing Activities</b>				
Repayment of Debentures	5	(153,429)	(129,929)	(129,929)
Proceeds from Self Supporting Loans		16,270	15,313	15,313
Repayment of Finance Leases		0	(43,000)	(43,000)
Proceeds from New Debentures	5	150,000	0	0
<b>Net Cash Provided By (Used In) Financing Activities</b>		12,841	(157,616)	(157,616)
<b>Net Increase (Decrease) in Cash Held</b>		(2,151,813)	291,772	(1,431,241)
Cash at Beginning of Year		4,453,118	4,161,346	4,161,347
<b>Cash and Cash Equivalents at the End of the Year</b>	15(a)	<u>2,301,305</u>	<u>4,453,118</u>	<u>2,730,106</u>

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF BEVERLEY  
RATE SETTING STATEMENT  
FOR THE YEAR ENDED 30TH JUNE 2020**

	NOTE	2019/20 Budget \$	2018/19 Actual \$	2018/19 Budget \$
<b>REVENUES</b>	1,2			
General Purpose Funding		494,955	991,754	503,629
Governance		26,100	81,896	21,600
Law, Order, Public Safety		210,156	214,112	195,361
Health		100	364	100
Education and Welfare		0	0	0
Housing		117,192	119,433	108,454
Community Amenities		207,073	210,223	208,624
Recreation and Culture		642,701	428,169	417,941
Transport		1,663,712	6,138,301	6,289,277
Economic Services		208,929	129,240	141,750
Other Property and Services		45,469	56,632	45,450
		<u>3,616,387</u>	<u>8,370,124</u>	<u>7,932,186</u>
<b>EXPENSES</b>	1,2			
General Purpose Funding		(182,495)	(142,773)	(171,297)
Governance		(274,300)	(344,864)	(246,521)
Law, Order, Public Safety		(392,971)	(339,194)	(418,479)
Health		(170,695)	(144,698)	(154,808)
Education and Welfare		(92,513)	(62,605)	(85,143)
Housing		(212,325)	(298,543)	(213,299)
Community Amenities		(676,208)	(630,134)	(668,992)
Recreation & Culture		(1,575,216)	(1,368,386)	(1,429,716)
Transport		(2,558,918)	(2,474,593)	(2,704,666)
Economic Services		(558,586)	(385,443)	(509,340)
Other Property and Services		(17,433)	(9,884)	(17,456)
		<u>(6,711,660)</u>	<u>(6,201,117)</u>	<u>(6,619,717)</u>
<b>Net Operating Result Excluding Rates</b>		(3,095,273)	2,169,007	1,312,469
<b>Adjustments for Cash Budget Requirements:</b>				
<b>Non-Cash Expenditure and Revenue</b>				
Movements in Non-Current to Current Items		0	(54,708)	0
(Profit)/Loss on Asset Disposals	4	25,000	86,834	22,000
Depreciation on Assets	2(a)	2,306,735	2,452,839	2,401,952
<b>Capital Expenditure and Revenue</b>				
Purchase Land Held for Resale	3	0	0	0
Purchase Land and Buildings	3	(979,000)	(656,551)	(852,201)
Purchase Plant and Equipment	3	(867,000)	(257,330)	(265,000)
Purchase Furniture and Equipment	3	0	(58,997)	(60,000)
Purchase Infrastructure Assets - Roads	3	(2,441,722)	(1,798,238)	(2,714,578)
Purchase Infrastructure Assets - Bridges	3	(134,068)	(3,570,187)	(3,876,000)
Purchase Infrastructure Assets - Drainage	3	0	(10,314)	(14,208)
Purchase Infrastructure Assets - Footpaths	3	(125,000)	(94,306)	(125,000)
Purchase Infrastructure Assets - Parks	3	0	0	0
Proceeds from Disposal of Assets	4	345,000	167,920	162,000
Repayment of Debentures	5	(153,429)	(129,929)	(129,929)
Proceeds from New Debentures	5	150,000	0	0
Self-Supporting Loan Principal Income		16,270	15,313	15,313
Transfers to Reserves (Restricted Assets)	6	(547,696)	(262,402)	(142,617)
Transfers from Reserves (Restricted Assets)	6	974,867	160,779	660,682
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	7	1,724,644	870,176	870,176
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	7	0	1,724,644	0
<b>Total Amount Raised from General Rates</b>	8	<u>(2,800,672)</u>	<u>(2,694,738)</u>	<u>(2,734,941)</u>

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**1. SIGNIFICANT ACCOUNTING POLICIES**

The significant accounting policies which have been adopted in the preparation of this financial report are:

**(a) Basis of Preparation**

The budget has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations.

Except for cash flow and rate setting information, the budget has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**(b) The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this budget.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements, but a separate statement of those monies appears at Note 16 to this budget document.

**(c) 2018/19 Actual Balances**

Balances shown in this budget as 2018/19 Actual, at the time of budget preparation, remain subject to final adjustments.

**(d) Rounding Off Figures**

All figures shown in this budget, other than a rate in the dollar, are rounded to the nearest dollar.

**(e) Rates, Grants, Donations and Other Contributions**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

**(f) Goods and Services Tax**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to the ATO, is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to the ATO, are presented as operating cash flows.

**(g) Superannuation**

The Council contributes to a number of superannuation funds on behalf of employees. All funds to which the Council contributes are defined contribution plans.

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(h) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities on the statement of financial position.

**(i) Trade and Other Receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

**(j) Inventories**

***General***

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

***Land Held for Resale***

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in the statement of comprehensive income at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on Council's intention to release for sale.

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(k) Fixed Assets**

Each class of fixed assets is carried at fair value as indicated less, where applicable, any accumulated depreciation or impairment losses.

***Mandatory Requirement to Revalue Non-Current Assets***

Council has adopted Fair Value in accordance with the Local Government (Financial Management) Regulations 1996.

***Initial Recognition and Measurement between Mandatory Revaluation Dates***

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation of the next anniversary date in accordance with the mandatory measurement framework detailed above.

***Revaluation***

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

***Land Under Control***

In accordance with Local Government (Financial Management) Regulation 16 (a), the Council is required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with other policies detailed in this Note.

Whilst they were initially recorded at cost, fair value at the date of acquisition was deemed cost as per AASB 116.

Consequently, these assets were initially recognised at cost but revalued along with other items of Land and Buildings at 30 June 2013.

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(k) Fixed Assets (Continued)**

***Land Under Roads***

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst this treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.

**SHIRE OF BEVERLEY  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(k) Fixed Assets (Continued)**

**Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the asset is completed and held ready for use.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	40 years
seal	
- bituminous seals	15 years
Gravel roads	
formation	not depreciated
pavement	40 years
gravel sheet	20 years
Formed roads (unsealed)	
formation	not depreciated
pavement	40 years
Footpaths - slab	20 years
Water supply piping & drainage systems	75 years

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

**Capitalisation Threshold**

Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.



**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(I) Fair Value of Assets and Liabilities**

When performing a revaluation, Council uses a mix of both independent and management valuations using the following as a guide:

Fair Value is the price that the Council would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

***Fair Value Hierarchy***

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

**Level 1**

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

**Level 2**

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

**Level 3**

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

***Valuation techniques***

Council selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by Council are consistent with one or more of the following valuation approaches:

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(l) Fair Value of Assets and Liabilities (Continued)**

**Market approach**

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

**Income approach**

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

**Cost approach**

Valuation techniques that reflect the current replacement cost of an asset at its current service capacity.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, Council gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

**(m) Financial Instruments**

**Initial Recognition and Measurement**

Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

**Classification and Subsequent Measurement**

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method or at cost.

Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments;
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method; and
- (d) less any reduction for impairment.

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(m) Financial Instruments (Continued)**

**Classification and Subsequent Measurement (Continued)**

The effective interest rate method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

*(i) Financial assets at fair value through profit and loss*

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term. Derivatives are classified as held for trading unless they are designated as hedges. Assets in this category are classified as current. They are subsequently measured at fair value with changes to carrying amount being included in profit or loss.

*(ii) Loans and receivables*

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

*(iii) Held-to-maturity investments*

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments and fixed maturities that the Council's management has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

*(iv) Available-for-sale financial assets*

Available-for-sale financial assets, are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable.

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to the asset previously recognised in other comprehensive income, is reclassified into profit or loss.

Available-for-sale financial assets are included in current assets where they are expected to be sold within 12 months after the end of the reporting period. All other available-for-sale financial assets are classified as non-current.

The Shire of Beverley does not hold any available-for-sale financial assets.

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(m) Financial Instruments (Continued)**

**Classification and Subsequent Measurement (Continued)**

*(v) Financial liabilities*

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

**Impairment**

At the end of each reporting period, the Council assesses whether there is objective evidence that a financial instrument has been impaired.

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events having occurred, which will have an impact on the estimated future cash flows of the financial asset(s).

In the case of available-for-sale financial instruments, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified into profit or loss at this point.

**Derecognition**

Financial assets are derecognised where the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the Council no longer has any significant continued involvement in the risks and benefits associated with the asset.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expire. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

**(n) Impairment**

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116).

Any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other standard.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(o) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

**(p) Employee Benefits**

**Short-Term Employee Benefits**

Provision is made for Council's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

Council's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. Council's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

**Other Long-Term Employee Benefits**

Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

Council's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where Council does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**(q) Borrowing Costs**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(r) Provisions**

Provisions are recognised when:

- a) the Council has a present legal or constructive obligation as a result of past events;
- b) for which it is probable that an outflow of economic benefits will result; and
- c) that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**(s) Leases**

At inception of a contract, an entity shall assess whether the contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a lessee shall recognise a right-of-use asset and a lease liability.

At the commencement date, a lessee shall measure the right-of-use asset at cost.

At the commencement date, a lessee shall measure the lease liability at the present value of the lease payments that are not paid at that date. The lease payments shall be discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the lessee shall use the lessee's incremental borrowing rate.

**(t) Interests in Joint Arrangements**

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. Council's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements. Information about the joint ventures is set out in Note 19.

**(u) Current and Non-Current Classification**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where the Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council's intentions to release for sale.

**(v) Comparative Figures**

Where required, comparative figures have been adjusted to conform with changes in presentation of the current budget year.

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(w) Budget Comparative Figures**

Unless otherwise stated, the budget comparative figures shown in this budget document relate to the original budget estimate for the relevant item of disclosure.

**(x) Change In Accounting Policies**

This note explains the impact of the adoption of AASB 15 Revenue from Contracts with Customers, AASB 16 Leases and AASB 1058 Income for Not-for-Profit Entities.

**AASB 15 Revenue From Contracts With Customers**

The Shire of Beverley adopted AASB 15 on 1 July 2019 resulting in changes in accounting policies. In accordance with the transition provisions AASB 15, the Shire of Beverley has adopted the new rules retrospectively with the cumulative effect of initially applying these rules recognised on 1 July 2019.

No adjustment has been made to the retained surplus as at 1 July 2019 when applying AASB 15. Any applicable transactions will be appropriately accounted for as at 30 June 2020.

Currently the Shire of Beverley does not expect to have any Contract Assets or Contract Liabilities at the balance date.

**AASB 16 Leases**

On adoption of AASB 16, for leases which had previously been classified as an 'operating lease' when applying AASB 117, the Shire of Beverley is not required to make any adjustments on transition for leases for which the underlying asset is of low value. Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with Financial Management Regulation 17A (5).

**AASB 1058 Income For Not-For-Profit Entities**

The Shire of Beverley has adopted AASB 1058 from 1 July 2019 which resulted in changes in accounting policies. In accordance with the transition provisions AASB 1058, the Shire of Beverley has adopted the new rules retrospectively with the cumulative effect of initially applying AASB 1058 recognised at 1 July 2019. Comparative information for prior reporting periods shall not be restated in accordance with AASB 1058 transition requirements.

No adjustment has been made to the retained surplus as at 1 July 2019 when applying AASB 1058. Any applicable transactions will be appropriately accounted for as at 30 June 2020.

Currently the Shire of Beverley does not expect to have any transactions applicable to the adoption of AASB 1058 at the balance date.

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Therefore the rates received in advance give rise to a financial liability that is within the scope of AASB 9. On 1 July 2019 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised by the Shire of Beverley. When the taxable event occurs the financial liability is extinguished and the Shire of Beverley recognises income for the prepaid rates that have not been refunded.

The Shire of Beverley was not provided with any Volunteer Services at 30 June 2019.

Any applicable transactions will be appropriately accounted for as at 30 June 2020.

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

	2019/20 Budget	2018/19 Actual	2018/19 Budget
	\$	\$	\$
<b>2. REVENUES AND EXPENSES</b>			
<b>(a) Net Result from Ordinary Activities was arrived at after:</b>			
(i) Charging as Expenses:			
<b>Auditors Remuneration</b>			
Audit Services	25,300	17,138	17,500
Other Services	4,000	2,230	3,610
<b>Depreciation</b>			
<b><u>By Program</u></b>			
General Purpose Funding	0	0	0
Governance	46,476	69,005	67,858
Law, Order, Public Safety	2,246	7,888	67,330
Health	17,515	27,804	24,208
Education and Welfare	0	0	0
Housing	88,123	178,212	90,690
Community Amenities	54,238	54,875	59,969
Recreation and Culture	596,452	610,167	507,133
Transport	1,258,784	1,258,783	1,258,723
Economic Services	10,536	12,379	7,568
Other Property and Services	232,365	233,726	318,473
	<u>2,306,735</u>	<u>2,452,839</u>	<u>2,401,952</u>
<b><u>By Class</u></b>			
Land and Buildings	665,774	783,763	629,141
Furniture and Equipment	18,262	27,030	51,638
Plant and Equipment	252,979	272,328	351,453
Roads	822,389	822,389	822,389
Bridges	385,142	385,142	385,142
Footpaths	37,944	37,944	37,944
Drainage	49,659	49,658	49,659
Parks and Ovals	74,586	74,585	74,586
	<u>2,306,735</u>	<u>2,452,839</u>	<u>2,401,952</u>
<b>Interest Expenses (Finance Costs)</b>			
- Debentures (refer note 5(a))	96,015	81,547	84,013
- Other	0	0	0
	<u>96,015</u>	<u>81,547</u>	<u>84,013</u>
<b>Rental Charges</b>			
- Operating Leases			
<i>Photocopier Lease (expiring June 2020)</i>	6,400	6,364	6,400
	<u>6,400</u>	<u>6,364</u>	<u>6,400</u>
(ii) Crediting as Revenues:			
<b>Interest Earnings</b>			
Investments			
- Reserve Funds	47,455	58,519	58,497
- Other Funds	20,000	65,420	24,000
Other Interest Revenue (refer note 12)	21,000	34,986	21,000
	<u>88,455</u>	<u>158,925</u>	<u>103,497</u>



**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**2. REVENUES AND EXPENSES (Continued)**

**(b) Statement of Objective**

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this budget encompass the following service orientated activities/programs:

**GOVERNANCE**

Member of Council Allowances and Reimbursements, Civic Functions, Election Expenses and Administration Expenses.

**GENERAL PURPOSE FUNDING**

Rates Levied, Interest on Late Payment of Rates, General Purpose Grants and Interest Received on Investments.

**LAW, ORDER, PUBLIC SAFETY**

Supervision of various Local Laws, Fire Prevention and Animal Control.

**HEALTH**

Subsidisation of the Beverley Medical Practice, Environmental Health, Food Control and Pest Control.

**EDUCATION AND WELFARE**

Pre-Schools and other Education. Care of Families and Children.

**HOUSING**

Aged Persons Residence and Staff Housing.

**COMMUNITY AMENITIES**

Refuse Collection Services, Landfill Site Operations, Protection of the Environment, Administration of the Town Planning Scheme and Urban Stormwater and Drainage Works.

**RECREATION AND CULTURE**

Maintenance of Halls, Swimming Pool, Recreation Ground, Reserves, Libraries and Other Culture.

**TRANSPORT**

Maintenance of Roads, Drainage Works, Footpaths, Street Lighting, Crossovers, Verge Maintenance and Street Sweeping.

**ECONOMIC SERVICES**

Weed Control, Area Promotion, Implementation of Building Controls and Swimming Pool Inspections.

**OTHER PROPERTY & SERVICES**

Private Works, Public Works Overheads, Plant Operations, Materials, Salaries and Wages Controls and Other Unclassified Activities.

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

<b>3. ACQUISITION OF ASSETS</b>	<b>2019/20 Budget \$</b>
The following assets are budgeted to be acquired during the year:	
<b><u>By Program</u></b>	
<b>Governance</b>	
CEO Vehicle	(51,000)
<b>Law, Order, Public Safety</b>	
Westdale Fire Shed	(58,000)
<b>Housing</b>	
Hunt Road Village - Unit 7 Refurbishment	(20,000)
59 Smith Street - Bathroom Refurbishment	(20,000)
<b>Recreation and Culture</b>	
Vincent Street - Youth Activity Area	(650,000)
Bowling Club - Bowling Green Replacement	(105,000)
Town Hall - Kitchen Refurbishment	(70,000)
Railway Station - Gallery & Quarters External & Internal Paint	(35,000)
Rec Ground - Lighting Towers Lamp Replacement	(15,000)
Hunt Road - Kinetic Sculpture	(6,000)
<b>Transport</b>	
Road Construction	(2,441,723)
Bridge Construction Design	(134,067)
Footpath Construction	(125,000)
Loader BE036	(240,000)
Water Truck BE010	(200,000)
Backhoe BE030 - Fire Fighting	(180,000)
Maintenance Truck BE037	(100,000)
Construction Crew Cab Ute BE016	(45,000)
MOW Vehicle BE020	(39,000)
Skid Steer - Grapple Attachment	(6,000)
Bitumen Maintenance Trailer	(6,000)
	<b><u>(4,546,790)</u></b>
<b><u>By Class</u></b>	
Land Held for Resale	0
Land and Buildings	(979,000)
Plant and Equipment	(867,000)
Furniture and Equipment	0
<b>Total Property, Plant &amp; Equipment Acquisitions</b>	<b><u>(1,846,000)</u></b>
Infrastructure Assets - Roads	(2,441,722)
Infrastructure Assets - Bridges	(134,068)
Infrastructure Assets - Drainage	0
Infrastructure Assets - Footpaths	(125,000)
Infrastructure Assets - Parks and Ovals	0
<b>Total Infrastructure Acquisitions</b>	<b><u>(2,700,790)</u></b>
<b>Total Acquisition of Assets</b>	<b><u>(4,546,790)</u></b>

**SHIRE OF BEVERLEY  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**4. DISPOSALS OF ASSETS**

The following assets are budgeted to be disposed of during the year.

<b><u>By Program</u></b>	Net Book Value	Sale Proceeds	Profit(Loss)
	<b>2019/20 BUDGET</b>	<b>2019/20 BUDGET</b>	<b>2019/20 BUDGET</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Governance	(50,000)	41,000	(9,000)
Law, Order & Public Safety	(115,000)	80,000	(35,000)
Other Property and Services	(205,000)	224,000	19,000
	<b>(370,000)</b>	<b>345,000</b>	<b>(25,000)</b>

<b><u>By Class</u></b>	Net Book Value	Sale Proceeds	Profit(Loss)
	<b>2019/20 BUDGET</b>	<b>2019/20 BUDGET</b>	<b>2019/20 BUDGET</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Plant and Equipment	(370,000)	345,000	(25,000)
	<b>(370,000)</b>	<b>345,000</b>	<b>(25,000)</b>

**Summary**

	<b>2019/20 BUDGET</b>
	<b>\$</b>
Profit on Asset Disposals	30,000
Loss on Asset Disposals	(55,000)
	<u>(25,000)</u>

**SHIRE OF BEVERLEY  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**5. INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1-Jul-18	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2019/20 Budget \$	2018/19 Actual \$	2019/20 Budget \$	2018/19 Actual \$	2019/20 Budget \$	2018/19 Actual \$
<b>Housing</b>								
Loan 112 - Frail Aged Lodge	0		0	3,203	0	0	0	117
<b>Recreation</b>								
Loan 117 - Bowling Greens (SSL)	42,604		16,270	15,313	26,334	42,604	2,715	3,786
<b>Recreation</b>								
Loan 118 - Recreation Centre	807,364		63,678	40,062	743,686	807,364	60,466	43,864
<b>Community Amenities</b>								
Loan 119 - Storm Water Dams	61,990		30,654	29,985	31,336	61,990	1,467	2,436
<b>Recreation</b>								
Loan 120 - Community Centre	758,634		42,827	41,366	715,807	758,634	31,367	31,344
<b>Governance</b>								
New Loan - Youth Activity Area	0	150,000	0	0	150,000	0	0	0
	1,670,592	150,000	153,429	129,929	1,667,163	1,670,592	96,015	81,547

All debenture repayments are to be financed by general purpose revenue.

**SHIRE OF BEVERLEY  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**5. INFORMATION ON BORROWINGS (Continued)**

(b) New Debentures

Council intends to raise a loan of \$150,000 towards the Youth Activity Area project during the 2019/20 financial year.

(c) Unspent Debentures

Council had no unspent debenture funds as at 30th June 2019 nor is it expected to have unspent debenture funds as at 30th June 2020.

(d) Overdraft

Council has not utilised an overdraft facility during the financial year 2018/19 or intends to utilise a facility during 2019/20.

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

	2019/20 Budget \$	2018/19 Actual \$	2018/19 Budget \$
<b>6. RESERVES</b>			
<b>(a) Annual Leave Reserve</b>			
<i>Purpose - to be used to fund annual leave requirements.</i>			
Opening Balance	136,590	133,068	133,068
Amount Set Aside / Transfer to Reserve	2,732	3,522	3,460
Amount Used / Transfer from Reserve	0	0	0
	<u>139,322</u>	<u>136,590</u>	<u>136,528</u>
<b>(b) Avon River Development Reserve</b>			
<i>Purpose - to be used to develop the Avon River pool and surrounding environment.</i>			
Opening Balance	25,383	24,751	24,751
Amount Set Aside / Transfer to Reserve	508	632	0
Amount Used / Transfer from Reserve	0	0	(24,751)
	<u>25,891</u>	<u>25,383</u>	<u>0</u>
<b>(c) Building Reserve</b>			
<i>Purpose - to be used to fund the construction of new and renovation of existing Council buildings.</i>			
Opening Balance	352,638	411,853	411,853
Amount Set Aside / Transfer to Reserve	7,053	10,785	10,708
Amount Used / Transfer from Reserve	(100,000)	(70,000)	(230,000)
	<u>259,691</u>	<u>352,638</u>	<u>192,561</u>
<b>(d) Community Bus Reserve</b>			
<i>Purpose - to be used for the replacement of the Community Bus.</i>			
Opening Balance	36,075	32,652	32,652
Amount Set Aside / Transfer to Reserve	1,889	3,423	1,993
Amount Used / Transfer from Reserve	0	0	0
	<u>37,964</u>	<u>36,075</u>	<u>34,645</u>
<b>(e) Cropping Committee Reserve</b>			
<i>Purpose - to be used to fund Community Based projects and assist Community Groups.</i>			
Opening Balance	134,139	101,540	101,540
Amount Set Aside / Transfer to Reserve	40,411	40,549	38,368
Amount Used / Transfer from Reserve	(120,000)	(7,950)	(20,000)
	<u>54,550</u>	<u>134,139</u>	<u>119,908</u>
<b>(f) Emergency Services Reserve</b>			
<i>Purpose - to be used to acquire Emergency Service support equipment.</i>			
Opening Balance	126,293	123,145	123,145
Amount Set Aside / Transfer to Reserve	2,526	3,148	3,202
Amount Used / Transfer from Reserve	(120,000)	0	(20,000)
	<u>8,819</u>	<u>126,293</u>	<u>106,347</u>
<b>(g) LSL and Gratuity Reserve</b>			
<i>Purpose - to be used to fund Long Service Leave and Gratuity payment obligations.</i>			
Opening Balance	43,301	62,609	62,609
Amount Set Aside / Transfer to Reserve	866	1,692	1,628
Amount Used / Transfer from Reserve	(44,167)	(21,000)	(21,180)
	<u>0</u>	<u>43,301</u>	<u>43,057</u>

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

	2019/20 Budget \$	2018/19 Actual \$	2018/19 Budget \$
<b>6. RESERVES (Continued)</b>			
<b>(h) ITC Renewal Reserve</b>			
<i>Purpose - to be used for the replacement of the Data Server, Phone System and Major Software upgrades.</i>			
Opening Balance	95	21,351	21,351
Amount Set Aside / Transfer to Reserve	0	573	0
Amount Used / Transfer from Reserve	0	(21,829)	(21,351)
	<u>95</u>	<u>95</u>	<u>0</u>
<b>(i) Plant Replacement Reserve</b>			
<i>Purpose - to be used for the purchase of major plant.</i>			
Opening Balance	488,156	475,658	475,658
Amount Set Aside / Transfer to Reserve	59,763	12,498	12,367
Amount Used / Transfer from Reserve	(300,000)	0	0
	<u>247,919</u>	<u>488,156</u>	<u>488,025</u>
<b>(j) Recreation Development Reserve</b>			
<i>Purpose - to be used to fund capital projects to enhance recreational pursuits.</i>			
Opening Balance	419,842	404,191	404,191
Amount Set Aside / Transfer to Reserve	13,397	15,651	15,509
Amount Used / Transfer from Reserve	0	0	0
	<u>433,239</u>	<u>419,842</u>	<u>419,700</u>
<b>(k) Infrastructure Reserve</b>			
<i>Purpose - to be used to fund infrastructure construction and maintenance projects including Roads, Bridges, Footpaths &amp; Drainage.</i>			
Opening Balance	495,740	374,801	374,801
Amount Set Aside / Transfer to Reserve	9,915	120,939	9,745
Amount Used / Transfer from Reserve	(150,700)	0	(303,400)
	<u>354,955</u>	<u>495,740</u>	<u>81,146</u>
<b>(l) Airfield Emergency Lighting Reserve</b>			
<i>Purpose - to be used for the upgrade and maintenance of the Airfield runway lighting.</i>			
Opening Balance	39,240	38,174	38,174
Amount Set Aside / Transfer to Reserve	785	1,066	993
Amount Used / Transfer from Reserve	0	0	0
	<u>40,025</u>	<u>39,240</u>	<u>39,167</u>
<b>(m) Senior's Housing Reserve</b>			
<i>Purpose - to be used for the future development and current maintenance of Senior's Housing.</i>			
Opening Balance	75,379	67,454	67,454
Amount Set Aside / Transfer to Reserve	41,851	47,925	44,644
Amount Used / Transfer from Reserve	(20,000)	(40,000)	(20,000)
	<u>97,230</u>	<u>75,379</u>	<u>92,098</u>
<b>(n) New Reserve - Mainstreet Redevelopment Reserve</b>			
<i>Purpose - to be used to fund the redevelopment of Vincent Street including undergrounding of power supply.</i>			
Opening Balance	0	0	0
Amount Set Aside / Transfer to Reserve	306,000	0	0
Amount Used / Transfer from Reserve	(100,000)	0	0
	<u>206,000</u>	<u>0</u>	<u>0</u>
<b>(o) New Reserve - Avondale Machinery Museum Reserve</b>			
<i>Purpose - to be used to fund Avondale Machinery Museum upgrades and special projects.</i>			
Opening Balance	0	0	0
Amount Set Aside / Transfer to Reserve	60,000	0	0
Amount Used / Transfer from Reserve	(20,000)	0	0
	<u>40,000</u>	<u>0</u>	<u>0</u>

**SHIRE OF BEVERLEY  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

	<b>2019/20</b>	<b>2018/19</b>	<b>2018/19</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>6. RESERVES (Continued)</b>			
<b>(p) Summary</b>			
Opening Balance	2,372,871	2,271,247	2,271,247
Amount Set Aside / Transfer to Reserve	547,696	262,403	142,617
Amount Used / Transfer from Reserve	<u>(974,867)</u>	<u>(160,779)</u>	<u>(660,682)</u>
<b>Total Reserves</b>	<u><u>1,945,700</u></u>	<u><u>2,372,871</u></u>	<u><u>1,753,182</u></u>

All of the above reserve accounts are to be supported by money held in financial institutions.



**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

<b>6. RESERVES (Continued)</b>	<b>2019/20 Budget \$</b>	<b>2018/19 Actual \$</b>	<b>2018/19 Budget \$</b>
<b>Summary of Transfers</b>			
<b>To Cash Backed Reserves</b>			
<b>Transfers to Reserves</b>			
Annual Leave Reserve	2,732	3,522	3,460
Avon River Development Reserve	508	632	0
Building Reserve	7,053	10,785	10,708
Community Bus Reserve	1,889	3,423	1,993
Cropping Committee Reserve	40,411	40,549	38,368
Emergency Services Reserve	2,526	3,148	3,202
LSL and Gratuity Reserve	866	1,692	1,628
ITC Renewal Reserve	0	573	0
Plant Replacement Reserve	59,763	12,498	12,367
Recreation Development Reserve	13,397	15,651	15,509
Infrastructure Reserve	9,915	120,939	9,745
Airfield Emergency Lighting Reserve	785	1,066	993
Senior's Housing Reserve	41,851	47,925	44,644
Mainstreet Redevelopment Reserve	306,000	0	0
Avondale Machinery Museum Reserve	60,000	0	0
	<u>547,696</u>	<u>262,403</u>	<u>142,617</u>
<b>Transfers from Reserves</b>			
Annual Leave Reserve	0	0	0
Avon River Development Reserve	0	0	(24,751)
Building Reserve	(100,000)	(70,000)	(230,000)
Community Bus Reserve	0	0	0
Cropping Committee Reserve	(120,000)	(7,950)	(20,000)
Emergency Services Reserve	(120,000)	0	(20,000)
LSL and Gratuity Reserve	(44,167)	(21,000)	(21,180)
ITC Renewal Reserve	0	(21,829)	(21,351)
Plant Replacement Reserve	(300,000)	0	0
Recreation Development Reserve	0	0	0
Infrastructure Reserve	(150,700)	0	(303,400)
Airfield Emergency Lighting Reserve	0	0	0
Senior's Housing Reserve	(20,000)	(40,000)	(20,000)
Mainstreet Redevelopment Reserve	(100,000)	0	0
Avondale Machinery Museum Reserve	(20,000)	0	0
	<u>(974,867)</u>	<u>(160,779)</u>	<u>(660,682)</u>
<b>Total Transfer to/(from) Reserves</b>	<u>(427,171)</u>	<u>101,624</u>	<u>(518,065)</u>

**SHIRE OF BEVERLEY  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

	Note	2019/20 Budget \$	2018/19 Actual \$
<b>7. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	15(a)	355,605	2,080,250
Cash - Restricted Reserves	15(a)	1,945,700	2,372,868
Receivables		390,058	406,329
Prepaid Expenses		0	0
Inventories		<u>12,502</u>	<u>12,502</u>
		2,703,865	4,871,949
<b>LESS: CURRENT LIABILITIES</b>			
Payables and Provisions		<u>(938,055)</u>	<u>(1,091,484)</u>
NET CURRENT ASSET POSITION		1,765,810	3,780,464
Less Cash - Restricted Reserves	15(a)	(1,945,700)	(2,372,868)
Less Self Supporting Loan Income		0	(16,271)
Add Leave Reserves - Cash Backed		179,890	179,890
Add Loan Principal Payable		<u>0</u>	<u>153,429</u>
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD		<u><u>0</u></u>	<u><u>1,724,644</u></u>

The estimated surplus/(deficiency) c/fwd in the 2018/19 actual column represents the surplus (deficit) brought forward as at 1 July 2019.

The estimated surplus/(deficiency) c/fwd in the 2019/20 budget column represents the surplus (deficit) carried forward as at 30 June 2020.

**SHIRE OF BEVERLEY  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**8. RATING INFORMATION**

<b>RATE TYPE</b>	<b>Rate in \$</b>	<b>Number of Properties</b>	<b>Rateable Value \$</b>	<b>2019/20 Budgeted Rate Revenue \$</b>	<b>2019/20 Budgeted Interim Rates \$</b>	<b>2019/20 Budgeted Back Rates \$</b>	<b>2019/20 Budgeted Total Revenue \$</b>	<b>2018/19 Actual \$</b>
GRV	0.110570	500	5,835,518	645,233	0	0	645,233	633,645
UV	0.009014	627	240,424,500	2,167,186	0	0	2,167,186	2,131,828
UV - Mining	0.009014	0	0	0	0	0	0	0
<b>Sub-Totals</b>		1,127	246,260,018	2,812,420	0	0	2,812,419	2,765,473
<b>Minimum Rates</b>	<b>Minimum \$</b>							
GRV	853	162	591,387	138,186	0	0	138,186	134,784
UV	853	100	6,839,000	85,300	0	0	85,300	54,080
UV - Mining	853	4	67,382	3,412	0	0	3,412	3,328
<b>Sub-Totals</b>		266	7,497,769	226,898	0	0	226,898	192,192
Discounts (Note 11)							(243,145)	(235,536)
<b>Total Amount of General Rates</b>							2,796,172	2,722,129
Interim Rates - GRV							1,000	1,207
Interim Rates - UV							1,000	494
Ex-Gratia Rates							3,000	3,137
Rates Written Off							(500)	(32,229)
Specified Area Rates (Note 9)							0	0
<b>Total Rates</b>							2,800,672	2,694,738

All land except exempt land in the Shire of Beverley is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2019/20 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**9. SPECIFIED AREA RATE**

No specified area rates will be levied during the 2019/20 year.

**10. SERVICE CHARGES**

No service charge will be levied during the 2019/20 year.

**11. DISCOUNTS, INCENTIVES, CONCESSIONS, & WRITE-OFFS**

The following discount on rates is offered to those who pay their rates in full within 35 days of the date of service appearing on the rate notice.

<b>GENERAL RATES DISCOUNT FOR EARLY PAYMENT OF RATES: 10%</b>	<b>VALUE: \$243,145</b>
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**12. INTEREST CHARGES AND INSTALMENTS**

Pursuant to Section 6.51 of the *Local Government Act 1995* and Financial Management Regulation 27(a) the Shire of Beverley has imposed the following rate of interest applicable for the late payment of rates and rubbish charges as follows:

(a) Where no election has been made to pay the rate and rubbish charge by instalments due;

(i) after it becomes due and payable; or

(ii) 35 days after the date of issue of the rate notice.

whichever is the later.

(b) Where an election has been made to pay the rate & rubbish charge by instalments and an instalment remains unpaid after its due and payable.

The rate of interest to apply is 11% and the estimated revenue from the imposition of the charge amounts to \$15,000 for the 2019/20 financial year.

Pursuant to Section 6.45 of the *Local Government Act 1995* and Financial Management Regulation 27(c) the due date of each instalment is as follows:

1st Instalment	Monday 2nd September 2019
2nd Instalment	Monday 4th November 2019
3rd Instalment	Monday 6th January 2020
4th Instalment	Thursday 6th March 2020

Charges on instalment Plan is \$10.00 Administration Charge and rate of interest of 5.5%, the estimated revenue from the imposition amounts to \$8,000 for the 2019/20 financial year.

No interest is charged under Section 6.13 of the *Local Government Act 1995* for the late payment of money other than rates.

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

<b>13. FEES &amp; CHARGES REVENUE</b>	<b>2019/20</b>	<b>2018/19</b>
	<b>Budget</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>
General Purpose Funding	22,000	14,730
Governance	1,000	6,271
Law, Order, Public Safety	8,200	12,731
Health	100	164
Education and Welfare	0	0
Housing	112,192	110,461
Community Amenities	203,406	208,260
Recreation & Culture	74,297	85,541
Transport	7,000	7,859
Economic Services	133,629	94,893
Other Property & Services	21,216	15,006
	<u>583,040</u>	<u>555,917</u>

**14. ELECTED MEMBERS REMUNERATION**

The following fees, expenses and allowances were paid to council members and/or the president.

Meeting Fees	40,900	40,900
President's Allowance	5,500	5,500
Deputy President's Allowance	1,375	1,375
Travelling Expenses	5,000	2,985
Telecommunications Allowance	11,510	11,532
	<u>64,285</u>	<u>62,292</u>

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**15. NOTES TO THE STATEMENT OF CASH FLOWS**

**(a) Reconciliation of Cash**

For the purposes of the statement of cash flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	<b>2019/20 Budget \$</b>	<b>2018/19 Actual \$</b>	<b>2018/19 Budget \$</b>
Cash - Unrestricted	355,605	2,080,250	976,924
Cash - Restricted	<u>1,945,700</u>	<u>2,372,868</u>	<u>1,753,182</u>
	<u><u>2,301,305</u></u>	<u><u>4,453,118</u></u>	<u><u>2,730,106</u></u>

The following restrictions have been imposed by regulation or other externally imposed requirements:

Reserve Funds	1,945,700	2,372,868	1,753,182
Restricted Grant Funds	<u>0</u>	<u>0</u>	<u>0</u>
	<u><u>1,945,700</u></u>	<u><u>2,372,868</u></u>	<u><u>1,753,182</u></u>

**(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result**

Net Result	(294,601)	4,863,746	4,047,410
Depreciation	2,306,734	2,452,839	2,401,952
(Profit)/Loss on Sale of Asset	25,000	86,834	22,000
Loss on Revaluation of Non Current Assets	0	0	0
(Increase)/Decrease in Receivables	0	266,493	0
(Increase)/Decrease in Inventories	0	(2,563)	0
Increase/(Decrease) in Payables	0	(980,475)	0
Increase/(Decrease) in Employee Provisions	0	40,517	0
Grants/Contributions for the Development of Assets	(1,679,656)	(4,894,381)	(6,219,648)
Non-Current Assets recognised due to change in Legislative Requirements	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Cash from Operating Activities</b>	<u><u>357,477</u></u>	<u><u>1,833,010</u></u>	<u><u>251,714</u></u>

**(c) Undrawn Borrowing Facilities**

**Credit Standby Arrangements**

Credit Card limit	10,000	10,000	10,000
Credit Card Balance at Balance Date	<u>0</u>	<u>(3,571)</u>	<u>0</u>
<b>Total Amount of Credit Unused</b>	<u><u>10,000</u></u>	<u><u>6,429</u></u>	<u><u>10,000</u></u>

**Loan Facilities**

Loan Facilities in use at Balance Date	<u><u>1,667,163</u></u>	<u><u>1,670,592</u></u>	<u><u>1,670,592</u></u>
Unused Loan Facilities at Balance Date	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

**SHIRE OF BEVERLEY**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30TH JUNE 2020**

**16. TRUST FUNDS**

Funds held at balance date over which Council has no control and which are not included in the financial statements are as follows:

<b>Detail</b>	<b>Balance 1-Jul-19</b>	<b>Amounts Received</b>	<b>Amounts Paid</b>	<b>Balance 30-Jun-20</b>
	\$	\$	(\$)	\$
Unclaimed Monies	134	0	(134)	0
Nomination Deposits	0	500	(500)	0
Second Hand Housing Deposits	5,000	0	(5,000)	0
Hunt Road Village Bonds	5,267	0	0	5,267
Subdivision Bonds	10,000	0	0	10,000
Key Bonds	2,625	400	(925)	2,100
Cleaning Bonds	1,500	1,500	(3,000)	0
Housing Rental Bonds	500	0	0	500
Cat Trap Bonds	0	100	(100)	0
ILU Retention Fee	328,030	0	(11,988)	316,042
Funds held on behalf of Community	63,604	0	(63,604)	0
Cornerstone Retention Fee	58,068	0	(58,068)	0
Cornerstone Commercial Tenancy Bonds	7,308	0	0	7,308
	<u>482,036</u>	<u>2,500</u>	<u>(143,319)</u>	<u>341,217</u>

**17. MAJOR LAND TRANSACTIONS**

Council is not anticipated to participate in any major land transactions in 2019/20.

**18. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS**

It is not anticipated any trading undertakings or major trading undertakings will occur in 2019/20.

**19. INTEREST IN JOINT ARRANGEMENTS**

Council has no interest in any Joint Ventures or similar arrangements.

**SHIRE OF BEVERLEY**  
**2019/20 SCHEDULE OF FEES AND CHARGES**  
**EFFECTIVE FROM 1 JULY 2019**

Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>SPORTING CLUBS/COMMUNITY ORGANISATIONS</b>						
Football Club	3,561.00	3,600.00	per year		↑ 39.00	Oval, Function Centre and Changerooms
Netball Clubs (Beverley Netball Club & Redbacks Netball Club)	547.00	550.00	per year		↑ 3.00	Courts, Function Centre and Changerooms
Cricket Club	547.00	550.00	per year		↑ 3.00	Oval, Function Centre and Changerooms
Hockey Club	547.00	550.00	per year		↑ 3.00	Oval, Function Centre and Changerooms
Horse and Pony Club (Annual Fee)	118.00	120.00	per year		↑ 2.00	Annual CPI Review as per Licence Agreement. Oval <u>NOT</u> included. Club provide own cleaner.
Horse and Pony Club (Extra Events)	182.00	185.00	per event		↑ 3.00	Includes Main Oval - Function Centre hire extra.
Tennis Club	605.00	605.00	per year		↑ 0.00	Club provide own cleaner/ Ablutions Only
Ladies Badminton Club	40.00	41.00	per booking (AM/PM/Eve)		↑ 1.00	Times must be allocated AM (Morning) PM (Afternoon) or Evening (Night)
Boot Scooting	40.00	41.00	per booking (AM/PM/Eve)		↑ 1.00	Times must be allocated AM (Morning) PM (Afternoon) or Evening (Night)
Ballet Group	40.00	41.00	per booking (AM/PM/Eve)		↑ 1.00	Times must be allocated AM (Morning) PM (Afternoon) or Evening (Night)
CRC Bingo	40.00	41.00	per booking (AM/PM/Eve)		↑ 1.00	Times must be allocated AM (Morning) PM (Afternoon) or Evening (Night)
Soaring Society	4,216.00	4,271.00	per year		↑ 55.00	Annual CPI Review and Billed July as per Lease Agreement.
Soaring Society - Hangar Fees	100.00	100.00	per glider/year		↑ 0.00	Fixed Fee - billed July as per Lease Agreement.
Tractor Pull	294.00	294.00	per event		↑ 0.00	Annual CPI Review as per Licence Agreement.
Beverley Districts Motor Cycle Club (Ulinga Park)	1,129.00	1,144.00	per year		↑ 15.00	Annual CPI Review as per Lease Agreement.
Ladies Hospital Auxiliary - Op Shop (Lesser Hall)	10.00	10.00	per week		↑ 0.00	Lesser Hall use.
Beverley Station Arts (Licence Fee)	106.00	107.00	per year		↑ 1.00	Annual CPI Review as per Licence Agreement.
Beverley Off Road Motor Sports Association (BORMSA)	2,000.00	2,000.00	per year		↑ 0.00	Fixed Lease.
Telstra (Mobile Tower Lease)	1,000.00	1,000.00	per year		↑ 0.00	Fixed Lease.
<b>CORNERSTONE COMMUNITY CENTRE CHARGES</b>						
Beverley Community Resource Centre Lease	12,000.00	12,156.00	per year		↑ 156.00	As per Mangement Agreement reviewed annually by CPI.
Commercial Office 1 Lease	100.00	100.00	per week		↑ 0.00	
Commercial Office 2 Lease	150.00	150.00	per week		↑ 0.00	
Commercial Office 3 Lease	90.00	90.00	per week		↑ 0.00	
Commercial Office 4 Lease	220.00	220.00	per week		↑ 0.00	
Creche Lease	350.00	350.00	per week		↑ 0.00	
Conference/Training Facility - Hourly	20.00	20.00	per hour		↑ 0.00	Per Room
Conference/Training Facility - Daily	140.00	140.00	per day		↑ 0.00	Per Room - max. 8 hours inc. use of Kitchen facilities.
Conference/Training Facility - Hourly - Community Group	0.00	10.00	per hour		↑ 10.00	Per Room. <b>Incorporated bodies</b> only. Includes use of tea and coffee making facilities.
Conference/Training Facility - Daily - Community Group	0.00	70.00	per day		↑ 70.00	Per Room - max. 8 hours inc. use of Kitchen facilities. <b>Incorporated bodies</b> only. Includes use of tea and coffee making facilities.
<b>ROAD MAINTENANCE CHARGES</b>						
Austral Brick	5,000.00	5,000.00	per year		↑ 0.00	Road Maintenance Contribution as per Tonnage transported @ 48c per ton - \$5,000 agreed floor price.



**SHIRE OF BEVERLEY**  
**2019/20 SCHEDULE OF FEES AND CHARGES**  
**EFFECTIVE FROM 1 JULY 2019**

Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>HALL</b>						<b>Tables, Chairs, Crockery &amp; Cutlery <u>not</u> to be removed from Hall</b>
Main Hall - Community Group Functions	139.00	141.00	per day		↑ 2.00	<b>Incorporated bodies</b> only. Includes use of tea and coffee making facilities.
Lesser Hall - Community Group Functions	101.00	102.00	per day		↑ 1.00	<b>Incorporated bodies</b> only. Includes use of tea and coffee making facilities.
Full Complex - Community Group Functions	237.00	240.00	per day		↑ 3.00	<b>Incorporated bodies</b> only. Includes Use of Kitchen and Bar Facilities
Main Hall - Private Functions	278.00	282.00	per day		↑ 4.00	Includes use of tea and coffee making facilities.
Lesser Hall - Private Functions	202.00	205.00	per day		↑ 3.00	Includes use of tea and coffee making facilities.
Full Complex - Private Functions	474.00	480.00	per day		↑ 6.00	Includes Use of Kitchen and Bar Facilities
Full Complex - Special Functions	0.00	1,000.00	per Event		↑ 1,000.00	Includes Use of Kitchen and Bar Facilities. Access day before and after to set up/pack up. Use of Hall Chairs and Tables and Scaffold.
Community Meeting Room	FREE	FREE			↑ 0.00	Front room adjacent to Hall Foyer.
Bally Bally Hall	56.00	57.00	per day		↑ 1.00	Cleaning responsibility of Hirer.
Morbinning Hall	56.00	57.00	per day		↑ 1.00	Cleaning responsibility of Hirer.
Key Bond	50.00	50.00	per key	✓	↑ 0.00	Clubs pay one Bond per Season.
Function/Cleaning Bond	150.00	150.00	per event	✓	↑ 0.00	Function Application required. Clubs pay one Bond per Season.

**SHIRE OF BEVERLEY**  
**2019/20 SCHEDULE OF FEES AND CHARGES**  
**EFFECTIVE FROM 1 JULY 2019**

Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>EQUIPMENT RENTALS</b>						
Chairs	1.00	1.00	per chair		↑ 0.00	Old Green Amenities Chairs (stored in Exhibition Shed) only.
Marquee/Tent (Old)	60.00	60.00	per day		↑ 0.00	
Marquee/Tent (New)	110.00	110.00	per day		↑ 0.00	
<b>RECREATION GROUND</b>						
Oval Hire (Day)	188.00	190.00	per day		↑ 2.00	APPLICATION MUST BE SUBMITTED and is SUBJECT TO APPROVAL
Oval Hire (Night)	264.00	267.00	per night		↑ 3.00	APPLICATION MUST BE SUBMITTED and is SUBJECT TO APPROVAL
Exhibition Shed	76.00	77.00	per day		↑ 1.00	Beverley Agricultural Society Exempt.
Ram Shed	76.00	77.00	per day		↑ 1.00	Beverley Agricultural Society Exempt.
Poultry Shed	76.00	77.00	per day		↑ 1.00	Beverley Agricultural Society Exempt.
Caravan Overflow (Per Van)	28.00	28.00	per day		↑ 0.00	Including Power.
<b>FUNCTION &amp; RECREATION CENTRE</b>						
						<b>Tables, Chairs, Crockery &amp; Cutlery <u>not</u> to be removed from Centre</b>
Community Group Functions	150.00	152.00	per day		↑ 2.00	<b>Local Incorporated Bodies</b> only. Kitchen, Bar and Outside Bbq use included in Function Centre hire fee.
Community Group Meetings	45.00	46.00	per event		↑ 1.00	<b>Local Incorporated Bodies</b> only. Use of meeting room only includes tea and coffee making facilities.
Private Functions	300.00	304.00	per day		↑ 4.00	Kitchen, Bar and Outside Bbq use included in Function Centre hire fee.
Private Meetings	90.00	91.00	per event		↑ 1.00	Use of meeting room only includes tea and coffee making facilities.
Key Bond	50.00	50.00	per key	✓	↑ 0.00	Clubs pay one Bond per Season.
Function/Cleaning Bond	150.00	150.00	per event	✓	↑ 0.00	Function Application required. Clubs pay one Bond per Season.

**SHIRE OF BEVERLEY**  
**2019/20 SCHEDULE OF FEES AND CHARGES**  
**EFFECTIVE FROM 1 JULY 2019**

Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>COMMUNITY BUS</b>						24 seats inc driver, 50% subsidy for transport of school aged children (Local Children Only)
Fee Includes Fuel Charges etc. (Minimum \$50)	1.55	1.57	per km		↑ 0.02	Minimum Hire charge of \$50 applies.
<b>CARAVAN PARK - Power Charges INCLUDED</b>						
Powered - Van/RV Site	28.00	28.00	per day		↑ 0.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Unpowered - Van/RV Site	11.00	16.00	per day		↑ 5.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Powered - Campsite	16.00	16.00	per day		↑ 0.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Unpowered - Campsite	11.00	11.00	per day		↑ 0.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Additional Person/s (Age 5+ Years)	5.00	5.00	each per day		↑ 0.00	
Children 5 Years Or Under	FREE	FREE			↑ 0.00	
Showers	5.00	5.00	each per shower use		↑ 0.00	
Extended Stay Site (First 28 Days)	168.00	170.00	per week		↑ 2.00	Maximum of 2 Persons (Age 5+) (1-28 days) [140.91 + 14.09 GST]
Extended Stay Site (29+ Days)	168.00	170.00	per week	5% GST	↑ 2.00	Maximum of 2 Persons (Age 5+) <b>12 Weeks Max - Permission Required</b> [146.92+8.08 GST]
<b>GYM MEMBERSHIP</b>						
Junior Membership - 13-18 Years	88.00	75.00	6 months		↓ (13.00)	Written permission required from Parent/Guardian.
Junior Membership - 13-18 Years	147.00	125.00	12 months		↓ (22.00)	Written permission required from Parent/Guardian.
Adult Membership - Over 18 Years	178.00	120.00	6 months		↓ (58.00)	
Adult Membership - Over 18 Years	296.00	200.00	12 months		↓ (96.00)	
Senior/Pensioner Membership	88.00	75.00	6 months		↓ (13.00)	
Senior/Pensioner Membership	147.00	125.00	12 months		↓ (22.00)	
Occasional Use	46.00	50.00			↑ 4.00	Must be 18 years old or over. Valid for up to 30 consecutive days from date of payment.
Key Bond	50.00	50.00	per key	✓	↑ 0.00	Bond returned via Cheque/EFT payment only.
<b>SWIMMING POOL</b>						
Adult	5.00	5.00	per entry		↑ 0.00	
Pensioner/Senior	3.00	3.00	per entry		↑ 0.00	
Child (17 Years and Under)	1.00	1.00	per entry		↑ 0.00	
Spectator	1.00	1.00	per entry		↑ 0.00	
Season Ticket - Adult	170.00	172.00	per season		↑ 2.00	
Season Ticket - Pensioner/Senior	102.00	103.00	per season		↑ 1.00	
Season Ticket - Child (17 years and under)	34.00	34.00	per season		↑ 0.00	
Season Ticket - Family - Two Adults + 1 Child	299.00	303.00	per season		↑ 4.00	20% Discount to Individual Season Rates.
Season Ticket - Family - Two Adults + 2 Children	326.00	330.00	per season		↑ 4.00	20% Discount to Individual Season Rates.
Season Ticket - Family - Two Adults + 3 Children	354.00	359.00	per season		↑ 5.00	20% Discount to Individual Season Rates.
Season Ticket - Family - Two Adults + 4 Children (Maximum)	381.00	386.00	per season		↑ 5.00	20% Discount to Individual Season Rates.

**SHIRE OF BEVERLEY**  
**2019/20 SCHEDULE OF FEES AND CHARGES**  
**EFFECTIVE FROM 1 JULY 2019**

Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>COMMUNITY HEALTHY LIFESTYLE PACKAGE</b>						
Combined 12 Month Gym Membership and Pool Season Pass (Adult)	380.00	298.00	per year		↓ (82.00)	20% Saving
Combined 12 Month Gym Membership and Pool Season Pass (Senior)	202.00	182.00	per year		↓ (20.00)	20% Saving
<b>HUNT ROAD VILLAGE</b>						
Rental Charge	150.00	150.00	per week	✓	↑ 0.00	
<b>30B DAWSON STREET</b>						
Rental Charge	250.00	250.00	per week	✓	↑ 0.00	
<b>INDEPENDENT LIVING UNITS</b>						
ILU Management Fee	70.00	71.00	per week per Unit	✓	↑ 1.00	As per ILU Contract.
ILU Deposit Drawdown	0.00	5,990.00	per Unit			As per ILU Contract.
<b>BLARNEY ADVERTISING</b>						
Size A ~ 122 X 180mm	95.00	96.00	per advert		↑ 1.00	
Size B ~ 122 X 89mm	46.00	47.00	per advert		↑ 1.00	
Size C ~ 60 X 89mm	29.00	29.00	per advert		↑ 0.00	
Size D ~ 5 Lines*	8.00	8.00	per advert		↑ 0.00	*MUST BE PAID IN ADVANCE
Size E ~ 3 Lines*	5.00	5.00	per advert		↑ 0.00	*MUST BE PAID IN ADVANCE
Size F ~ 122 X 135mm	71.00	72.00	per advert		↑ 1.00	
Size G ~ Full Page	180.00	182.00	per advert		↑ 2.00	
Trading Post	3.00	3.00	per advert		↑ 0.00	Trading Post Format - 120 Characters Maximum
12 Months Size A	950.00	960.00	per year		↑ 10.00	12 Editions
12 Months Size B	460.00	470.00	per year		↑ 10.00	12 Editions
12 Months Size C	290.00	290.00	per year		↑ 0.00	12 Editions
12 Months Size F	710.00	720.00	per year		↑ 10.00	12 Editions
12 Months Size G	1,800.00	1,820.00	per year		↑ 20.00	12 Editions

**SHIRE OF BEVERLEY**  
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Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>LIBRARY</b>						
Library - Replacement Card	10.00	10.00	per card		↑ 0.00	
Library - Lost Books - Admin Fee	25.00	25.00	per investigation		↑ 0.00	Replacement Books to be charged at Cost.
<b>FREEDOM OF INFORMATION (FOI)</b>						
<i>Freedom of Information Regulations 1993</i>						
Personal Information About Applicant	No charge	No charge				Copies as per copying fees.
<b>FOI - NON PERSONAL INFORMATION</b>						
Application Fee	30.00	30.00	per application	✓		Disadvantaged applicants/pension card - 25% discount.
Time Dealing With Applicant	30.00	30.00	per hour	✓		
Access Time	30.00	30.00	per hour	✓		Supervised by staff.
Duplication Of Information			Actual cost + GST			
Delivery, Packing Or Postage			Actual cost + GST			
Deposits - Advance Deposit			75% of estimated cost			
<b>ACCOUNT ENQUIRIES</b>						
Rate Account Enquiry	200.00	203.00	per enquiry	✓	↑ 3.00	
Rates Credit Balance Refund - Admin Charge	50.00	50.00	per request		↑ 0.00	First credit balance refund free of charge per financial year.
Title Search	67.00	68.00	per enquiry		↑ 1.00	
Rate Book (Printed Or Electronic)	200.00	203.00	per copy		↑ 3.00	
<b>RUBBISH/RECYCLING</b>						
Refuse Collection	196.00	199.00	per refuse bin/year	✓	↑ 3.00	Annual March Quarter Perth CPI increase as per agreement.
Recycling Collection	88.00	89.00	per recycle bin/year	✓	↑ 1.00	Annual March Quarter Perth CPI increase as per agreement.

**SHIRE OF BEVERLEY**  
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Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>CAT LICENSE</b>						<b>Cat Act 2011</b>
1. Annual registration of a cat, unless concessional fees are applicable.	20.00	20.00	per year	✓		
2. Concessional registration fee-						
a) Three Year Registration Period	42.50	42.50		✓		
b) Three Year Registration Period - Pensioner	21.25	21.25		✓		Full Concession Card required
c) Lifetime registration period	100.00	100.00		✓		
c) Lifetime registration period - Pensioner	50.00	50.00		✓		Full Concession Card required
d) Registration after 31 May in any year, for that registration year.	50% of fee payable otherwise.			✓		
3. Annual application for approval or renewal to breed cats (per cat).	100.00	100.00		✓		
<b>CAT TRAP</b>						
Cat Trap Hire	15.00	15.00	per day		↑ 0.00	Hire fees to be paid in advance
Cat Trap Bond	50.00	50.00	per hire	✓	↑ 0.00	Bond returned via Cheque payment
<b>DOG LICENSE</b>						<b>Dog Act 1976</b>
Dog - Male Or Female	50.00	50.00	1 year	✓	↑ 0.00	
Dog - Male Or Female	120.00	120.00	3 years	✓	↑ 0.00	
Dog - Male Or Female	250.00	250.00	Lifetime	✓	↑ 0.00	
Pension Rate: Dog - Male Or Female	25.00	25.00	1 year	✓	↑ 0.00	Full Concession Card required
Pension Rate: Dog - Male Or Female	60.00	60.00	3 years	✓	↑ 0.00	Full Concession Card required
Pension Rate: Dog - Male Or Female	125.00	125.00	Lifetime	✓	↑ 0.00	Full Concession & Certificate Of Sterilisation required
Pension Rate: Sterilised Dog Or Bitch	10.00	10.00	1 year	✓	↑ 0.00	Full Concession & Certificate Of Sterilisation required
Pension Rate: Sterilised Dog Or Bitch	21.25	21.25	3 years	✓	↑ 0.00	Full Concession & Certificate Of Sterilisation required
Pension Rate: Sterilised Dog Or Bitch	50.00	50.00	Lifetime	✓		
Sheep Dog	25% of fee otherwise payable		1 year	✓		
Sheep Dog	25% of fee otherwise payable		3 years	✓		
Sheep Dog	25% of fee otherwise payable		Lifetime	✓		
Sterilised Dog Or Bitch	20.00	20.00	1 year	✓	↑ 0.00	Certificate of Sterilisation required
Sterilised Dog Or Bitch	42.50	42.50	3 years	✓	↑ 0.00	Certificate of Sterilisation required
Sterilised Dog Or Bitch	100.00	100.00	Lifetime	✓	↑ 0.00	Certificate of Sterilisation required
Bulk Dog Registration	200.00	200.00		✓	↑ 0.00	For approved kennel establishments only. Fee payable per establishment.

**SHIRE OF BEVERLEY**  
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Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>DOG IMPOUNDING FEES</b>						
Impound Fee	69.00	70.00	per impounding		↑ 1.00	
Sustenance	12.00	12.00	per day		↑ 0.00	
<b>DOG PENALTIES/INFRINGEMENTS</b>						
						<i>Dog Act 1976</i>
1. Unregistered Dog	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
2. Failure to give notice of new owner	40.00	40.00		✓	↑ 0.00	
3. Keeping more than the prescribed number of dogs	100.00	100.00		✓	↑ 0.00	
4. Breach of kennel establishment licence	200.00	200.00		✓	↑ 0.00	
5. Dog in public place without collar or registration tag	50.00	50.00		✓	↑ 0.00	Double penalty for Dangerous Dog
6. Owners name and address not on collar	50.00	50.00		✓	↑ 0.00	Double penalty for Dangerous Dog
7. Dog not held by a leash in certain public places	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
8. Failure to control a dog in exercise areas and rural areas	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
9. Greyhound not muzzled	200.00	200.00		✓	↑ 0.00	
10. Dog in place without consent	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
11. Dangerous dog not muzzled	250.00	250.00		✓	↑ 0.00	
12. Dangerous dog not on leash in exercise area	200.00	200.00		✓	↑ 0.00	
13. Dangerous dog not under continuous supervision	200.00	200.00		✓	↑ 0.00	
14. Dangerous dog in specifically prohibited area	200.00	200.00		✓	↑ 0.00	
15. Dangerous dog enclosure requirement not complied with	200.00	200.00		✓	↑ 0.00	
16. Dangerous dog not wearing specified collar	200.00	200.00		✓	↑ 0.00	
17. Dangerous dog signs not displayed	200.00	200.00		✓	↑ 0.00	
18. Local Government not advised of dangerous dog attack	200.00	200.00		✓	↑ 0.00	
19. Local Government not advised of missing dangerous dog	200.00	200.00		✓	↑ 0.00	
20. Local Government not advised of dangerous dog ownership change	200.00	200.00		✓	↑ 0.00	
21. Local Government not advised of dangerous dog location change	200.00	200.00		✓	↑ 0.00	
22. Failure to take steps against parasites	50.00	50.00		✓	↑ 0.00	
23. Dog causing nuisance	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
24. Failure to produce document issued under Dog Act 1976	100.00	100.00		✓	↑ 0.00	
25. Failure of alleged offender to give name and address.	100.00	100.00		✓	↑ 0.00	

**SHIRE OF BEVERLEY**  
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Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>PRIVATE WORKS</b>						
Back Hoe With Post Hole Digger	182.00	184.00	per hour		↑ 2.00	With Shire Operator Only
Backhoe	182.00	184.00	per hour		↑ 2.00	With Shire Operator Only
Bobcat	135.00	137.00	per hour		↑ 2.00	With Shire Operator Only
Cherry Picker With Chainsaw	315.00	319.00	per hour		↑ 4.00	With 2 Shire Operators & Truck
Grader (BE001, BE003)	206.00	209.00	per hour		↑ 3.00	With Shire Operator Only
Loader (BE004, BE036)	193.00	196.00	per hour		↑ 3.00	With Shire Operator Only
Roller - Rubber Tyre (BE033)	182.00	184.00	per hour		↑ 2.00	With Shire Operator Only
Roller - Vibrator (BE033)	182.00	184.00	per hour		↑ 2.00	With Shire Operator Only
Slasher (BE008)	169.00	171.00	per hour		↑ 2.00	With Shire Operator Only
Tractor (BE023)	145.00	147.00	per hour		↑ 2.00	With Shire Operator Only
Tractor Ford (BE014)	145.00	147.00	per hour		↑ 2.00	With Shire Operator Only
Truck Light (BE015, BE028)	109.00	110.00	per hour		↑ 1.00	With Shire Operator Only
Truck Tandem (BE010, BE012, BE013)	140.00	142.00	per hour		↑ 2.00	With Shire Operator Only
<b>LABOUR</b>						
Engineering Consultation	178.00	180.00	per hour		↑ 2.00	Minimum Charge = One Hour
Works Staff	82.00	83.00	per hour		↑ 1.00	Minimum Charge = One Hour
<b>BUILDING MATERIALS</b>						
						<b>SUPPLY RESTRICTIONS OF MATERIALS:</b>
Gravel	43.00	44.00	per m <sup>3</sup>		↑ 1.00	<b>PICK UP - MIN. of 1m<sup>3</sup> (During Tip Opening Hours Only)</b>
Gravel - Truck Load	224.00	227.00	per truck load		↑ 3.00	<b>DELIVERED - MIN. of 2m<sup>3</sup></b>
Metal - All Sizes	82.00	83.00	per m <sup>3</sup>		↑ 1.00	<b>CARTAGE extra</b>
Metal - Truck Load	650.00	658.00	per truck load		↑ 8.00	Tandem truck carries ~ 8m <sup>3</sup> or 12 tonne
Metal Dust	43.00	44.00	per m <sup>3</sup>		↑ 1.00	Loader Bucket = ~ 2 m <sup>3</sup>
Metal Dust - Truck Load	224.00	227.00	per truck load		↑ 3.00	
Sand Filling	43.00	44.00	per m <sup>3</sup>		↑ 1.00	
Sand Filling - Truck Load	199.00	202.00	per truck load		↑ 3.00	
Sweepings - When Available	41.00	42.00	per m <sup>3</sup>		↑ 1.00	
Sweepings - Truck Load	325.00	329.00	per m <sup>3</sup>		↑ 4.00	



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Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>CARTAGE</b>						
Per Load - Cartage Both Ways	3.00	3.00	per km		↑ 0.00	Eg: Client is 20kms out, 40kms cartage is charged
<b>RURAL ROAD NUMBERS</b>						
Replacement Rural Road Numbers	100.00	100.00	per Sign		↑ 0.00	First Sign - No Charge. Replacement includes Sign, Post and Erection Labour.
<b>TELSTRA/WATER CORP REINSTATEMENTS</b>						
Bitumen & Concrete	437.00	443.00	per m <sup>2</sup>		↑ 6.00	
Gravel	437.00	443.00	per m <sup>2</sup>		↑ 6.00	
<b>CROSS OVERS (RURAL) - Gravel Only</b>						
300mm pipe	1,952.00	1,977.00	per Crossover ( 2x Pipes)		↑ 25.00	Payment to be made in Advance 50% subsidy for 1st crossover on the property
375mm pipe	PRICE ON APPLICATION					
450mm pipe	PRICE ON APPLICATION					
<b>CROSS OVERS (TOWN SITE) - Concrete</b>						
Per square metre	66.00	67.00	per m <sup>2</sup>		↑ 1.00	50% Subsidy for 1st Crossover of the property
<b>STANDPIPES</b>						
Per 1,000L (1kL)	3.35	8.35	per kL	✓	↑ 5.00	Charges billed monthly
Administration Charge	0.00	5.00	per Invoice		↑ 5.00	

**SHIRE OF BEVERLEY**  
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Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>RESERVATIONS OF GRAVE PLOTS / NICHE WALLS</b>						
Grave Reservation - Initial	100.00	101.00	per site		↑ 1.00	25 Years validity.
Niche Wall Single Reservation - Initial	100.00	101.00	per site		↑ 1.00	
Niche Wall Double Reservation - Initial	180.00	182.00	per two sites		↑ 2.00	25 Years validity.
Transfer of Reservation - Grave & Niche Wall	50.00	51.00	per reservation		↑ 1.00	25 Years validity from date of transfer.
Reservation - Renewal Every 5 Years	25.00	25.00	per site		↑ 0.00	APPLICABLE TO BOTH GRAVE PLOT & NICHE WALL RESERVATIONS
<b>CEMETERIES - GRAVE PLOTS, DIGGING &amp; ASSOCIATED CHARGES</b>						
Grant of Right of Burial Charge	1,000.00	1,013.00			↑ 13.00	25 Year Period.
Standard Grave - Plot - Land 2.44m (L) X 1.52m (W) X 1.80m (D)	100.00	101.00	per Grave		↑ 1.00	On application of Grant of Right of Burial
Standard Grave - Grave digging to 1.80m	1,000.00	1,013.00	per Grave		↑ 13.00	On application of Grant of Right of Burial
Standard Grave - Grave Number Plate - Per Standard Plot	50.00	51.00	per Grave		↑ 1.00	On application of Grant of Right of Burial
Standard Grave - Overtime Fee - Weekends/Public Holidays/RDOs	750.00	760.00	per Grave (if applicable)		↑ 10.00	On application of Grant of Right of Burial (if applicable)
Plot - Land 2.44m (L) X 1.52m (W) X 1.80m (D)	100.00	101.00			↑ 1.00	
Double Plot - Land 2.44m (L) X 3.05m (W) X 1.80m (D)	150.00	152.00			↑ 2.00	
Triple Plot - Land 2.44m (L) X 4.57m (W) X 1.80m (D)	200.00	203.00			↑ 3.00	
Grave - Child (7 & Under) - Grave digging to 1.80m	500.00	507.00	per Grave		↑ 7.00	
Excess Depth Of 1.80m - Per Every 300mm	197.00	200.00	per each 300mm		↑ 3.00	
Reopening Of Grave - Ordinary	1,000.00	1,013.00	per Grave		↑ 13.00	
Reopening Of Grave - Child (7 & Under)	500.00	507.00	per Grave		↑ 7.00	
Exhumation Fee	2,000.00	2,026.00	per exhumation		↑ 26.00	In addition to grave digging charge.
Permission to Erect Headstone	150.00	152.00	per Headstone		↑ 2.00	PERMISSION and/or KERBING
Attendance When Required By Grantee	150.00	152.00	per attendance		↑ 2.00	
Internment Of Ashes In Grave Plot	150.00	152.00			↑ 2.00	
Extra Charge Of Ashes Internment - Overtime Fee - Weekends/Public Holidays/RDOs	250.00	253.00			↑ 3.00	
<b>NICHE WALLS - PLOTS, INTERNMENT &amp; ASSOCIATED CHARGES</b>						
Internment Fee - Niche Wall - Single Compartment	200.00	203.00			↑ 3.00	Not including cost of PLAQUE / TABLET or FITTING
Internment Fee - Niche Wall - Double Compartment - 1st Internment	200.00	203.00			↑ 3.00	Not including cost of PLAQUE / TABLET or FITTING
Internment Fee - Niche Wall - Double Compartment - 2nd Internment	100.00	101.00			↑ 1.00	Not including cost of PLAQUE / TABLET or FITTING
Plaque Fee	AT COST	AT COST	per plaque			Plaque Cost to be recovered in full.
Plaque Installation Fee	150.00	152.00	per plaque		↑ 2.00	
Urn Container	25.00	25.00	per container		↑ 0.00	
Vases	74.00	75.00	per vase		↑ 1.00	Cost on application

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Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>REFUSE SITE FEES</b>						
Asbestos Burial	117.00	119.00	per m <sup>3</sup>		↑ 2.00	Minimum \$50 charge.
Asbestos Burial			Large quantities			Price based on per m <sup>3</sup> rate plus machine hire.
Building Rubble	29.00	29.00	per tonne		↑ 0.00	
Car Bodies	29.00	29.00	per car		↑ 0.00	
Concrete, Rock, Gravel, Sand Or Like	29.00	29.00	per tonne		↑ 0.00	
Fencing Wire	7.00	7.00	per m <sup>3</sup>		↑ 0.00	
Putrescible Waste Organic Commercial	7.00	7.00	per m <sup>3</sup>		↑ 0.00	
Rubbish Bag (Wool Bale)	7.00	7.00	per bag		↑ 0.00	
Bin 240L Domestic Waste Or 200L Drum Equivalent	3.00	3.00	per bin		↑ 0.00	
Trailer 6X4, Car, Ute Mixed Load	14.00	14.00	per load		↑ 0.00	
Trailer Tandem Axle Up To 2.5m In Length	29.00	29.00	per load		↑ 0.00	
Septic Tank Waste (Local)	250.00	253.00	per 2,000L		↑ 3.00	per 2,000L or part thereof.
Septic Tank Waste (Outside of Beverley District)	500.00	507.00	per 2,000L		↑ 7.00	per 2,000L or part thereof - Double Rate.
<b>HEALTH FEES</b>						
Public Building Event Approval Registration Fee	200.00	200.00	per Registration	✓		<i>Health Act 1911</i>
Food Premises Registration Fee	180.00	180.00	per Registration	✓		
Food Business Notification Fee	60.00	60.00	per Notification	✓		
Food Business (Food Stalls) Notification Fee	60.00	60.00	per Notification	✓		
Septic Tank/Onsite Waste Water Disposal Application	226.00	226.00	per Application	✓		

**SHIRE OF BEVERLEY**  
**2019/20 SCHEDULE OF FEES AND CHARGES**  
**EFFECTIVE FROM 1 JULY 2019**

Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>BUILDING FEES</b>						<b>Building Act 2011</b>
Building Inspection	150.00	150.00	per Inspection	✓		
Building Certification	0.00		per Certification	✓		Price On Application
BCITF Levy	0.2% of total construction value for all works valued over \$20,000.00			✓		
<b>Building Services Levy (BSL)</b>						
Building Permit						
- \$45,000 or Less	61.65	61.65	per Application	✓		
- Over \$45,000	0.137% of the value of work		per Application	✓		
Demolition Permit						
- \$45,000 or Less	61.65	61.65	per Application	✓		
- Over \$45,000	0.137% of the value of work		per Application	✓		
Occupancy Permit or Building Approval Certificate for approved building work under s47, 49, 50 or 52 of the <i>Building Act</i> .						
- \$45,000 or Less	61.65	61.65	per Application	✓		
- Over \$45,000	61.65	61.65	per Application	✓		
Occupancy Permit or Building Approval Certificate for approved building work under s51 of the <i>Building Act</i> .						
- \$45,000 or Less	91.00	91.00	per Application	✓		
- Over \$45,000	0.18% of the value of work		per Application	✓		
Occupancy Permit or Building Approval Certificate for <u>unauthorised</u> building work under s51 of the <i>Building Act</i> .						
- \$45,000 or Less	123.30	123.30	per Application	✓		
- Over \$45,000	0.274% of the value of work		per Application	✓		
Occupancy Permit under s46 of the <i>Building Act</i> .						
- \$45,000 or Less	No Levy	No Levy				
- Over \$45,000	No Levy	No Levy				
Modification of Occupancy Permit for additional use of building on temporary basis under s48 of the <i>Building Act</i> .						
- \$45,000 or Less	No Levy	No Levy				
- Over \$45,000	No Levy	No Levy				

**SHIRE OF BEVERLEY**  
**2019/20 SCHEDULE OF FEES AND CHARGES**  
**EFFECTIVE FROM 1 JULY 2019**

Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>Building/Demolition Permits</b>						
1. Certified application for building permit-						
a) for building work for a Class 1 or Class 10 building or incidental structure.	0.19% of the estimated value of building as determined by the relevant permit authority, but not less than \$105.			✓		
b) for building work for a Class 2 to Class 9 building or incidental structure.	0.09% of the estimated value of building as determined by the relevant permit authority, but not less than \$105.			✓		
2. Uncertified application for a building permit	0.32% of the estimated value of the building as determined by the relevant permit authority, but not less than \$105.			✓		
3. Application for a demolition permit -						
a) for demolition work in respect of a Class 1 or Class 10 building or incidental structure.	97.70	105.00		✓		
b) for demolition work in respect of a Class 2 to Class 9 building.	\$105 for each storey of the building.			✓		
4. Application to extend the time which a building or demolition permit has effect.	97.70	105.00		✓		
5. Application for an occupancy permit for a completed building.	97.70	105.00		✓		
6. Application for a temporary occupancy permit for an incomplete building.	97.70	105.00		✓		
7. Application for modification of an occupancy permit for additional use of a building on a temporary basis.	97.70	105.00		✓		
8. Application for a replacement occupancy permit for permanent change of the building's use/classification.	97.70	105.00		✓		
9. Application for an occupancy permit or building approval certificate for registration of strata scheme/plan of resubdivision.	10.80 107.70	11.60 115.00		✓		per Strata Unit minimum
10. Application for an occupancy permit for a building in respect of which unauthorised work has been done.	97.70	105.00		✓		
11. Application for a building approval certificate for a building in respect of which unauthorised work has been done.	97.70	105.00		✓		
12. Application to replace an occupancy permit for an existing building.	97.70	105.00		✓		
13. Application for a building approval certificate for an existing building where unauthorised work has not been done.	97.70	105.00		✓		
14. Application to extend the time during which an occupancy permit or building approval certificate has effect.	97.70	105.00		✓		

**SHIRE OF BEVERLEY**  
**2019/20 SCHEDULE OF FEES AND CHARGES**  
**EFFECTIVE FROM 1 JULY 2019**

Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>Building/Demolition Permits (Continued)</b>						
15. Application as defined in Regulation 31 (for each building standard in respect of which a declaration is sought).	2,160.15	2,160.15		✓		
16. Inspection of pool enclosures.	58.45	58.45		✓		Regulation 53.
17. Local government approval of battery powered smoke alarms	179.40	179.40		✓		Regulation 61.
18. Certificate of Design Compliance	0.19% of the estimated value of building as determined by the relevant permit authority, but not less than \$105.			✓		
19. Certificate of Building Compliance	0.32% of the estimated value of the building as determined by the relevant permit authority, but not less than \$105.			✓		

**SHIRE OF BEVERLEY**  
**2019/20 SCHEDULE OF FEES AND CHARGES**  
**EFFECTIVE FROM 1 JULY 2019**

Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>TOWN PLANNING FEES</b>						<i>Planning and Development Regulations 2009 (Part 7 Local Government Planning Charges)</i>
1. Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is-						
(a) not more than \$50,000	147.00	147.00		✓	↑ 0.00	
(b) more than \$50,000 but not more than \$500,000	0.32% of the estimated cost of development			✓		
(c) more than \$500,000 but not more than \$2.5 million	\$1,700 + 0.257% for every \$1 in excess of \$500,000			✓		
(d) more than \$2.5 million but not more than \$5 million	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million			✓		
(e) more than \$5 million but not more than \$21.5 million	\$12,633 + 0.123% for every \$1 in excess of \$5 million			✓		
(f) more than \$21.5 million	34,196.00	34,196.00		✓	↑ 0.00	
2. Determining a development application (other than for an extractive industry) where the development has commenced or been carried out	The fee in item 1 plus, by way of penalty, twice that fee.			✓		
3. Determining a development application for an extractive industry where the development has not commenced or been carried out	739.00	739.00		✓	↑ 0.00	
4. Determining a development application for an extractive industry where the development has commenced or been carried out	The fee in item 3 plus, by way of penalty, twice that fee			✓		
5. Providing a subdivision clearance for						
(a) not more than 5 lots	73.00	73.00	per Lot	✓	↑ 0.00	
(b) more than 5 lots but not more than 195 lots	\$73 per lot for the first 5 lots and then \$35 per lot			✓		
(c) more than 195 lots	7,393.00	7,393.00		✓	↑ 0.00	
6. Determining an initial application for approval of a home occupation where the home occupation has not commenced.	222.00	222.00		✓	↑ 0.00	
7. Determining an initial application for approval of a home occupation where the home occupation has commenced.	The fee in item 6 plus, by way of penalty, twice that fee			✓		
8. Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires.	73.00	73.00		✓	↑ 0.00	
9. Determining an application for the renewal of an approval of home occupation where the application is made after the approval has expired.	The fee in item 8 plus, by way of penalty, twice that fee			✓		

**SHIRE OF BEVERLEY**  
**2019/20 SCHEDULE OF FEES AND CHARGES**  
**EFFECTIVE FROM 1 JULY 2019**

Description	Charge 2018/19	Charge 2019/20	Frequency	GST Exempt	Increase \$	Information/Conditions
<b>TOWN PLANNING FEES (Continued)</b>						<i>Planning and Development Regulations 2009 (Part 7 Local Government Planning Charges)</i>
10. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has not commenced or been carried out.	295.00	295.00		✓	↑ 0.00	
11. Determining an application for change of use or for alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out.	The fee in item 10 plus, by way of penalty, twice that fee.			✓		
12. Providing a zoning certificate.	73.00	73.00		✓	↑ 0.00	
13. Replying to a property settlement questionnaire.	73.00	73.00		✓	↑ 0.00	
14. Providing written planning advice.	73.00	73.00		✓	↑ 0.00	
15. Scheme Amendments - initiated outside of Council						
Shire Planner	88.00	88.00	per hour		↑ 0.00	
Administration Officer	30.20	30.20	per hour		↑ 0.00	
16. Structure Plans - initiated outside of Council						
Shire Planner	88.00	88.00	per hour		↑ 0.00	
Administration Officer	30.20	30.20	per hour		↑ 0.00	
<b>PLANNING ADVERTISING AND NOTIFICATION COSTS</b>						
Applicant to pay	Borne by applicant					
<b>DEVELOPMENT APPLICATIONS</b>						<i>Planning and Development (DAP) Amendment Regulations 2013</i>
1. A DAP application where the estimated cost of development is-						
a) not less than \$3 million and less than \$7 million	3,503.00	3,503.00		✓	↑ 0.00	
b) not less than \$7 million and less than \$10 million	5,409.00	5,409.00		✓	↑ 0.00	
c) not less than \$10 million and less than \$12.5 million	5,885.00	5,885.00		✓	↑ 0.00	
d) not less than \$12.5 million and less than \$15 million	6,053.00	6,053.00		✓	↑ 0.00	
e) not less than \$15 million and less than \$17.5 million	6,221.00	6,221.00		✓	↑ 0.00	
f) not less than \$17.5 million and less than \$20 million	6,390.00	6,390.00		✓	↑ 0.00	
g) not less than \$20 million or more	6,557.00	6,557.00		✓	↑ 0.00	
2. An application under Reg.17	150.00	150.00		✓	↑ 0.00	
<b>ROAD CLOSURE PROCESSING FEE</b>						
Charge	250.00	253.00	per application		↑ 3.00	



## 3. Consideration of Executive and Member Motions

### 3.1 Coastal Erosion

*Shire of Gingin Delegate to move:*

#### MOTION

**That WALGA advocate to the Federal and State Governments with respect to the importance of responding to the increasing challenges faced by Coastal Councils, and develop policy initiatives to include:**

- 1. Introduction of a national funding formula to provide the resources necessary to manage and maintain the coast effectively on behalf of all Australians, including the funds needed to increase the adaptive capacity of Councils to address climate impacts.**
- 2. Allocation of additional Financial Assistance Grants to address coastal hazards, and broadening of the range of ‘disabilities’ listed under Financial Assistance Grants to include factors such as the vulnerability of coastal areas and communities to coastal hazards.**
- 3. Development of an intergovernmental agreement on the Coastal Zone that will provide a co-ordinated national approach to coastal governance through and in cooperation with Australian state, territory and local governments and clearly define the roles and responsibilities of each tier of government in relation to coastal zone management.**
- 4. Creation of a National Coastal Policy, the basis of which is formed by the intergovernmental agreement on the Coastal Zone, that outlines the principles, objectives and actions to be taken to address the challenges of integrated coastal zone management for Australia.**
- 5. An increase in funding for Australian climate science research programs conducted by CSIRO and other research bodies, including the restoration of funding for the National Climate Change Adaption Research Facility or establishment of a similar body, and continuing support for *CoastAdapt*. This is essential to ensure that appropriate guidance in responding to coastal hazards is accessible by Australia’s coastal Councils so that coastal communities and assets are adequately prepared to address the adverse effects of climate change impacts.**

#### IN BRIEF

- WALGA advocate for more resources to be provided to Coastal Councils to manage coastal hazards.
- Intergovernmental Agreement to develop a coordinated national approach to Coastal Issues.

#### MEMBER COMMENT

Many Western Australian Local Governments attended the Australian Coastal Councils Conference in NSW earlier this year. From this conference it was clear that other State Governments are working more closely with Local Governments to provide guidance, advice and funding to help manage coastal hazards, including storm erosion, shoreline recession and coastal inundation.

This conference also clearly outlined the fact that there is no coordinated Federal, State and Local Government Policy outlining clear responsibilities, which essentially leaves Councils in a very uncertain situation with respect to how to deal with the coastal issues that they face.

The estimated cost of coastal hazards is unprecedented and yet there is no clear direction at the Commonwealth level as to responsibilities or action plans. In nearly all instances it is being

advised/proposed that retreat is the preferred method of dealing with coastal hazards, yet the financial cost of this option eclipses the cost of performing minor works to alleviate the issue for the short to medium term.

Without entering into a debate about sea-levels rising, we all acknowledge that the climate is changing and all coastal Councils in WA are being affected in some way or another that is directly impacting their residents and ratepayers. It should be noted that this matter will not only affect coastal Councils but other Council that will be affected by the ingress of water such as those located on coastal estuaries.

As such, it is requested that WALGA, whilst continuing to work in this space, has a strong focus on the recommendation above which will provide coastal Councils with the necessary support, tools, advice, resources and financial backing to work through these issues in a coordinated manner.

## WALGA SECRETARIAT COMMENT

In 2013 the Western Australian Planning Commission (WAPC) adopted a significantly revised *State Planning Policy 2.6: State Coastal Planning Policy*. This policy was revised largely in response to a growing scientific consensus that increasing sea levels and storm intensities will cause more frequent coastal inundation, storm erosion and shoreline recession in coastal areas. A recent report published by the [Climate Council](#) emphasises these challenges.

In particular, the revised state coastal policy introduced new policy measures which require Local Governments to:

- a) Show due regard to coastal hazards when assessing new development proposals, or making or amending a new planning scheme
- b) Prepare strategies (Coastal Hazard Risk Management and Adaptation Plans) to preserve public interests in coastal areas, and
- c) Inform landholders of coastal hazard risks.

WALGA has been working with its members for a number of years to help Local Governments meet these responsibilities. Key activities include:

- Preparation of *Local Government and Coastal Land Use Planning: Discussion Paper* (2014)
- Preparation of *Disclosing Hazard Information: The Legal Issues* (2017)
- Establishment of the Local Government Coastal Hazard Risk Management and Adaptation Planning (CHRMAP) forum, which meets every three months to discuss common issues with member officers and progress key actions
- Submissions to the Department of Planning Lands and Heritage on the Draft Planned and Managed Retreat Guidelines (2017) and CHRMAP Guidelines (2019), and
- Preparation of *Local Government Coastal Hazard Planning Issues Paper* (in draft).

It is the secretariat's view that the requested advocacy activities, outlined in this motion, generally align with and are complementary to, the direction being pursued by members through the Local Government CHRMAP forum to seek additional resources and pursue collaborative approaches with other levels of government to manage coastal hazard risk.

The motion also aligns with:

1. Recommendations made by a [Commonwealth Government parliamentary inquiry](#) in 2009
2. Advocacy being pursued by the [Australian Coastal Councils Alliance](#)
3. WALGA's climate change advocacy, outlined in WALGA's [Policy Statement on Climate Change](#), adopted by WALGA State Council in 2018, and
4. The State Government's intent to formulate a new [climate change policy](#)

## 3.2 Department of Housing Leasing Residential Property to Charitable Organisations

*City of Kwinana Delegate to move:*

### MOTION

**WALGA advocate to the Minister for Housing to:**

- 1. Cease the policy of the Department of Housing leasing their housing assets to charitable/not for profit organisations who are then eligible for charitable Local Government rate exemptions; or**
- 2. Provide Local Governments with a rate equivalent payment annually as compensation for the loss of rates income; or**
- 3. Include in the lease agreements with charitable institutions that they must pay Local Government rates on behalf of the Department of Housing recognising the services Local Government provides to its tenants.**

### ***IN BRIEF***

- Department of Housing policy and practice to lease housing assets, to not for profit organisations is eroding Local Governments' rate base.

### MEMBER COMMENT

The Department of Housing contribute to Local Government rates and do not receive the charitable rate exemption outlined in the *Local Government Act 1995*. It should be noted however that land that is held by the Crown and used for public purposes, is not rateable in accordance with section 6.26(2)(a)(i) of the *Local Government Act 1995*.

The Department of Housing own a large residential housing portfolio in Kwinana and have been paying local government rates for the tenants to access services (such as Library, crèche services, Zone Youth Space, roads and footpaths, parks and reserves) and programs (through the Community Centres, Zone, Library, free events). The standard of services and programs that the City offer is in line with community expectations. A reduction in rate revenue, which is predominantly the revenue source that funds these services, will increase the cost burden onto the remaining ratepayers to pay for these services and programs or result in a reduced standard of service to the community.

Prior to May 2019, the Department of Housing had 13 properties that were exempt from rates due to the Department of Housing leasing these properties to charitable/not for profit organisations, which is estimated to cost the City around \$20,000 annually in lost rate revenue. At the 8 May 2019 Ordinary Council Meeting, Council approved rate exemptions for another 31 Department of Housing properties as a result of these being leased to charitable/not for profit organisations, which is estimated to result in approximately an additional \$85,000 annually in lost rate revenue.

City Officers have undertaken a preliminary review of the types of properties that the Department of Housing own and has estimated that there are 338 residential properties that could be leased to charitable/not for profit organisations. If the Department of Housing entered into an agreement with a charitable organisation to manage these 338 properties and they applied for a rate exemption, the estimated annual loss of rate revenue is \$585,000.

Overall, the potential annual loss of rates revenue from the Department of Housing continuing with this business practice could be up to \$690,000. If the City maintained the same level of service, programs and capital schedule, the shortfall from the annual loss of rates revenue would equate to a 1.85% rate increase for the remaining ratepayers. A loss of this amount would be a major risk under the City's risk assessment framework.

The properties that have been granted charitable rate exemptions are still using the services and accessing programs that are being delivered, however they are not contributing towards this through

rates. Each charitable rate exemption reduces the base for rates income and therefore increases the burden on other ratepayers to fund the services provided to the community by a local government. It is recommended that WALGA advocate to the Minister for Housing the negative financial impact that this current Department of Housing policy is having on Local Governments; that exempting these residential properties from rates is increasing the burden on other ratepayers; and that users of local government services should contribute towards the cost of these, including the State Government.

The City does not receive information from the Department of Housing in regards to the plans for leasing their properties until such time that a lease is entered into. The trend over recent years is that the Department of Housing owned properties are leased to charitable and/or not-for-profit organisations without any rate equivalent payment being made for the local government's loss of rates revenue.

Every Western Australian Local Government is required to apply the provisions of the *Local Government Act 1995* regarding exempt properties, including those for charitable rates exemptions and are potentially facing the same issues with the Department of Housing as the City of Kwinana.

### **WALGA SECRETARIAT COMMENT**

The issue of rate exemptions has been a high priority for the sector in the current Local Government Act Review.

This item from the City of Kwinana is consistent with the current advocacy positions of the Association.

The sectors current policy positions are as follows:

#### **Rating Exemptions – Section 6.26**

Position Statement: Request that a broad review be conducted into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the Local Government Act.

#### **Rating Exemptions – Charitable Purposes: Section 6.26(2)(g)**

Position Statement: Amend the Local Government Act to clarify that Independent Living Units should only be exempt from rates where they qualify under the Commonwealth Aged Care Act 1997; and either:

- amend the charitable organisations section of the Local Government Act 1995 to eliminate exemptions for commercial (non-charitable) business activities of charitable organisations; or
- establish a compensatory fund for Local Governments, similar to the pensioner discount provisions, if the State Government believes charitable organisations remain exempt from payment of Local Government rates.

#### **Rating Exemptions – Rate Equivalency Payments**

Position Statement: Legislation should be amended so rate equivalency payments made by LandCorp and other Government Trading Entities are made to the relevant Local Governments instead of the State Government.

#### **Rating Restrictions – State Agreement Acts**

Position Statement: Resource projects covered by State Agreement Acts should be liable for Local Government rates.

### 3.3 Motorist Taxation Revenue and Spending in WA

*Shire of Manjimup Delegate to move*

#### MOTION

To support the independent position of the RAC, that WALGA call on the State and Federal Government to:

1. Provide a fairer distribution of funding from revenue collected from Western Australian motorists (consistently a minimum of 50%) to remediate Western Australia's \$845m road maintenance backlog and tackle the increasing costs of congestion and road trauma, to deliver productivity and liveability outcomes; and
2. Hold an inquiry into road user pricing as part of a broader reform of motorist taxation that would remove revenue raising fees and charges, and / or hypothecate money collected for the provision of transport infrastructure and services.

#### **IN BRIEF**

- Fair distribution of funding from motorists to road maintenance, congestion and road safety is sought.
- An inquiry into road user pricing should be established.

#### **BACKGROUND**

A 2018 report by Acil Allen Consulting called "Motorist Taxation Revenue and Spending in WA" commissioned by the RAC reveals that over the past twelve years Western Australia has only received back on average 34 cents in every dollar of motoring taxation collected by successive Federal Governments.

Motoring taxation is collected by the Federal Government through:

- GST;
- Luxury Car Tax;
- Excise on petrol and diesel; and
- Passenger motor vehicles customs duty.

In 2016 the Western Australian Auditor General identified that Western Australia was facing an \$845M road infrastructure maintenance backlog and it is widely recognised that the condition of many metropolitan, regional and rural roads are not up to an appropriate standard. Partly supporting this position is that the Western Australian road fatality rate that is 33% higher than the national average, and that Infrastructure Australia is projecting that by 2031 Western Australia will have seven of the top ten most congested roads in Australia.

It is concerning that in 2021/22 the projection is that Western Australia motorists are expected to pay \$3.3b in motoring taxes however in the same year only \$562m is forecast to be returned to fund road and transport projects, a return of 17 cents in the dollar which is the lowest level since 2007/08.

#### **WALGA SECRETARIAT COMMENT**

The \$845m road maintenance backlog identified by the Western Australian Auditor General in 2016 relates only to Main Roads WA controlled roads. Additionally there is consistently a shortfall in the amount that Local Governments are able to invest in road maintenance and renewal compared that required to maintain the asset in current condition.

Twenty percent of revenue collected by the State Government from Motor Vehicle Licencing is currently provided to Local Governments through the State Road Funds to Local Government Agreement. The balance of this revenue is hypothecated to Main Roads WA. Under earlier agreements between State

and Local Governments up to 27% of motor vehicle licence fee revenue has been provided to Local Governments for the road network. This difference equates to \$67 million per year. Increased Federal funding for road infrastructure would not only result in higher levels of service from State roads but also create a more favourable environment for achieving higher levels of funding for Local Government roads.

Numerous inquiries into road user pricing and broad reform of motorist taxation have been completed including:

- Productivity Commission 2007 Road and Rail Freight Infrastructure Pricing
- Henry, K *et al* 2009 Australia's Future Tax System
- COAG Road Reform Plan 2013
- Heavy Vehicle Charging and Investment Reform 2014
- Harper, I. *et al* 2015 Competition Policy Review
- Infrastructure Australia 2016, Australian Infrastructure Plan

WALGA has actively contributed to these inquiries including formal submissions endorsed by State Council (for example 65.3/2011 and 249.4/2013).

Each of these inquiries conclude that the current way of funding road infrastructure is unsustainable and inefficient. Increasingly fuel efficient vehicles, and ultimately electric or hydrogen powered vehicles are undermining the revenue base from fuel excise. However, the Federal Government firmly asserts that there is no link or hypothecation of fuel excise revenue to road funding.

The Australian Government is continuing to investigate heavy vehicle road pricing reform through the Transport and Infrastructure Council, which comprises Transport, Infrastructure and Planning Ministers from all jurisdictions, Federal Ministers and the Australian Local Government Association. The current focus is on developing nationally consistent service level standards for roads to provide an evidence base for investment decisions. Studies are also underway looking at independent price regulation and establishing a forward-looking cost base.

If roads are to become a priced utility (like power or water networks) an important consideration would be sustainable funding for low traffic volume roads, all of which are the responsibility of Local Governments. There remains an important role for all levels of government to support the provision of basic road services to ensure social mobility, economic welfare, road safety and public security. Any reforms to road investment and charging arrangements must be mindful of how best to integrate roads as an economic service with roads as a community service obligation.

### 3.4 Biosecurity Groups (RBGs)

*Shire of Bridgetown-Greenbushes Delegate to move*

#### MOTION

**That WALGA revokes its current policy position of not supporting the establishment and operations of Recognised Biosecurity Groups (RBGs) and that the decision on whether to support RBGs is to rest with individual Local Governments.**

#### MEMBER COMMENT

A component of WALGA's current policy position on 'biosecurity' is that:

*Local Government are not supportive of Recognised Biosecurity Groups (RBGs).*

With the establishment of the Biosecurity and Agriculture Management Regulations in 2013 the State Government communicated a new policy setting, being a community coordinated approach to managing biosecurity. In Western Australia Recognised Biosecurity Groups (RBGs) were introduced as the key mechanism to deliver a community coordinated approach, and to manage widespread and established pests in WA.

The Shire of Bridgetown-Greenbushes recognises that when RBGs were initially being established in Western Australia the sector's preference was that the State Government maintains responsibility for the management of pests including providing assistance to land managers and establishment of a biosecurity network. However with the significant establishment of RBGs since 2013 the Shire of Bridgetown-Greenbushes believes it is timely for WALGA to review its current policy position.

Currently there are 16 RBGs established in Western Australia with more being considered for establishment. The 16 current RBGs have a footprint across 61 local governments in Western Australia. As the RBGs are established it is therefore appropriate and at times necessary for the affected local governments to work with the RBG to ensure that the services provided by the RBG are coordinated and compatible with services, works, etc. that are provided by the local government. This working environment and partnership can be compromised by the existence of a sector-wide policy provision that states that Local Government isn't supportive of the existence of the RBG.

With 16 RBGs established and more likely to come it is unlikely that legislation is going to be amended to discontinue this approach to biosecurity management.

The Shire of Bridgetown-Greenbushes proposes that WALGA amend its current policy position by removing the specific part that states that the sector is not supportive of RBGs. Instead the decision on whether to support a RBG should rest with individual Local Governments.

The Blackwood Biosecurity Group (BBG) operates within the boundaries of the Shire of Bridgetown-Greenbushes. The Shire has chosen to recognise and respect the work being done by the BBG noting that the establishment of the BBG wasn't a Shire initiative.

The choice on whether to support the activities of the BBG was a decision that solely rested with the Shire of Bridgetown-Greenbushes. However this decision appears to have left the Shire open to

#### **IN BRIEF**

- Current WALGA policy position is that local government isn't supportive of Recognised Biosecurity Groups (RBGs).
- Since development of this policy position 16 RBGs have been established in Western Australia, covering land within 61 separate local governments.
- Individual local governments can be discouraged from trying to work with the RBG in its area due to the current sector policy provision.
- It is timely to review the current policy position.

criticism within the sector. In recent times, at various meetings where the subject of RBGs has been on the agenda, including those with WALGA representatives in attendance, there was a view expressed by some that by supporting the BBG the Shire of Bridgetown-Greenbushes is acting in contradiction of a sector policy provision, is therefore weakening the sector's position and could be seen to be encouraging the extension of RBGs or the establishment of more RBGs in Western Australia.

The Shire of Bridgetown-Greenbushes respects the rights of individual Local Governments to oppose the establishment of, or continuation of a RBG within their areas.

The WALGA policy position on biosecurity groups was determined before the growth in the number of RBGs in Western Australia and therefore it is timely to review that position. All other components of the WALGA policy position on 'biosecurity' can be retained.

## **SECRETARIAT COMMENT**

Correspondence received in May 2019 from the Minister for Agriculture has indicated that the review of the *Biosecurity and Agriculture Management Act (2007)* will occur in the second quarter of 2020.

It is envisaged that the current Policy Position will be reviewed in response to any proposed changes to the Act. The policy review will include the provision of a discussion paper on any potential changes to the Act, and a series of workshops for members across the State in order for members, the WALGA zones, and ultimately State Council, to make their respective determinations.

That said, the change proposed by the Shire of Bridgetown-Greenbushes asserts the primacy of each member to make its own decisions, in accordance with its community's desires and expectations.



## 3.5 WALGA Members Support for Waste to Energy

*Shire of Dardanup Delegate to move:*

### MOTION

**That WALGA continue to support Western Australia's Waste Avoidance and Resource Recovery Strategy 2030 and seek firm commitments from the State Government about how the waste avoidance, resource recovery and diversion from landfill targets will be achieved, including local options for reprocessing, recycling and waste to energy.**

In particular these commitments should clearly indicate how the State Government will cease the proliferation of landfills in the non-metropolitan areas which are predominantly taking metropolitan waste or waste generated elsewhere in the state including mining and construction camps. These commitments should encourage alternative options and outline what incentives the Government will put in place to reduce, and eventually eliminate, our reliance on landfill.

### IN BRIEF

- Seeking support for the Waste Strategy: Western Australia's Waste Avoidance and Resource Recovery Strategy 2030 from WALGA Members.
- To seek firm commitments from the State Government as to how it will be achieved, including alternative options and incentives to reduce and eventually eliminate reliance on landfill.

### ATTACHMENTS

**Attachment 1** – Waste Avoidance and Resource Recovery Strategy 2030

[http://www.wasteauthority.wa.gov.au/media/files/documents/Waste\\_Avoidance\\_and\\_Resource\\_Recovery\\_Strategy\\_2030.pdf](http://www.wasteauthority.wa.gov.au/media/files/documents/Waste_Avoidance_and_Resource_Recovery_Strategy_2030.pdf)

**Attachment 2** – Waste Avoidance and Resource Recovery Strategy Action Plan 2030

[http://www.wasteauthority.wa.gov.au/media/files/documents/Waste\\_Avoidance\\_and\\_Resource\\_Recovery\\_Strategy\\_2030\\_Action\\_Plan.pdf](http://www.wasteauthority.wa.gov.au/media/files/documents/Waste_Avoidance_and_Resource_Recovery_Strategy_2030_Action_Plan.pdf)

**Attachment 3** – Waste to Energy Position Statement

[https://www.wasteauthority.wa.gov.au/media/files/documents/W2E\\_Position\\_Statement.pdf](https://www.wasteauthority.wa.gov.au/media/files/documents/W2E_Position_Statement.pdf)

**Attachment 4** – WALGA Waste to Energy Discussion Paper for Local Government

<https://www.dropbox.com/s/7ihc97m8p056nk1/Attachment%20%20-%20W2E%20Discussion%20Paper%20FINAL.pdf?dl=0>

### MEMBER COMMENT

- Currently the Strategy sets Targets for these outcomes but does not include a firm plan of how the State Government is going to actually implement and achieve these Targets. The Waste Avoidance and Resource Recovery Strategy Action Plan 2030 ([Attachment 2](#)) also does not provide clarity or concrete actions or incentives to address these targets.
- Building on and updating the first Western Australian Waste Strategy: Creating the Right Environment published in 2012, earlier this year (2019) the State Government released the West Australia's Waste Strategy (Waste Avoidance and Resource Recovery Strategy 2030). Previous State Government Targets have included goals of towards zero waste to landfill by 2020. This may no longer be achievable, however there has been positive trends in waste figures as included in Table 1 on page 9 of the Waste Strategy:

Table 1: Changes in waste generation and landfill in Western Australia, 2010–11 and 2014–15 (Hyder, 2013 & ASK Waste Management, 2017)

	2010–11	2014–15	Percentage change
Generation – total	6.53 million tonnes	6.23 million tonnes	↓5%
Generation – per capita	2,764 kilograms	2,437 kilograms	↓12%
Waste to landfill	4.49 million tonnes	3.61 million tonnes	↓20%
Resource recovery	2.04 million tonnes	2.62 million tonnes	↑28%

- Increases in FOGO and other recycling efforts have improved resource recovery significantly up 28%, whilst per capita generation is down 12%. The knock on effect is that there was a fifth (20%) less waste going to landfill in 2014/15 than in 2010/11. However, there have been questions raised regarding the accuracy of this data and the Department of Water and Environmental Regulation are going to require mandatory reporting by Local Government and industry to address this issue. Even given questions about the data, there is still more than 3.6 million tonnes of waste going to landfill every year.

- To reduce this the Waste Strategy 2030 sets out the following targets:

VISION	Western Australia will become a sustainable, low-waste, circular economy in which human health and the environment are protected from the impacts of waste.		
OBJECTIVES	<b>Avoid</b> Western Australians generate less waste.	<b>Recover</b> Western Australians recover more value and resources from waste.	<b>Protect</b> Western Australians protect the environment by managing waste responsibly.
TARGETS	<ul style="list-style-type: none"> <li>2025 – 10% reduction in waste generation per capita</li> <li>2030 – 20% reduction in waste generation per capita</li> </ul>	<ul style="list-style-type: none"> <li>2025 – Increase material recovery to 70%</li> <li>2030 – Increase material recovery to 75%</li> <li>From 2020 – Recover energy only from residual waste</li> </ul>	<ul style="list-style-type: none"> <li>2030 – No more than 15% of waste generated in Perth and Peel regions is landfilled.</li> <li>2030 – All waste is managed and/or disposed to better practice facilities</li> </ul>

Source: Waste Avoidance and Resource Recovery Strategy 2030 page 6

- If these targets are achieved it would result in the following:
  - Total waste generated in 2030 reduced by 20% from 2014/15 figures to 4.98 million tonnes per annum.
  - Only 15% of total waste generated is landfilled (acknowledging that the target is only set for Perth and Peel), the total waste to landfill across the state will be 0.75 million tonnes.
  - Resource recovery is increased to 75%, resulting in 3.74 million tonnes being recovered.
  - That leaves 0.5 million tonnes potentially available for Waste to Energy – which the Strategy notes should only be generated from ‘residual waste’. The alternative is that waste to landfill will increase to 1.25million tonnes per annum.
- Whilst the targets are clear, the plan about how this will be implemented is yet to be developed and Local Government and industry will need long term certainty to invest to achieve these targets. The Shire of Dardanup is therefore asking WALGA members to support WALGA to advocate to the State Government for more specific and firm commitments to divert waste from landfill through local options for reprocessing, recycling and waste to energy.
- In this regard, the Waste Authority recognises the benefits in siting waste infrastructure close to the source of waste generation. Benefits include reduced transport impacts from the movement of waste, such as greenhouse impacts, traffic congestion and community amenity (Waste Authority’s

Waste to Energy Position Statement, 2013 - [Attachment 3](#)). It is therefore important that **local options** for reprocessing, recycling and waste to energy are considered an essential component in achieving the Waste Strategy's targets. Not taking action and continuing with the status quo will mean waste is transported hundreds or even thousands of kilometres to be disposed of in the regions, rather than being dealt with at source. By considering smaller scale local options it would provide opportunities for reduction at source and also assist communities in the regions to reduce their waste to landfill.

- Considering the above, without Waste to Energy (WtE) and significant improvements in resource recovery, there would still be 25% or 1.25million tonnes state-wide of waste being sent to landfill. According to a 2013 discussion paper ([Attachment 4](#)) prepared for WALGA by the Municipal Waste Advisory Council (MWAC), a standing committee of the Association with delegated authority to represent the Association in all matters relating to solid waste management, WtE could reduce the weight of waste by 70-80% and the volume of waste by 90%.
- The Waste Authority considers best practice WtE processes to be a preferable option to landfill for the management of residual waste but not at the expense of reasonable efforts to avoid, reuse, reprocess or recycle waste. WtE has the potential to divert substantial volumes of waste from landfill (and thereby support the delivery of Waste Strategy targets) and produce a beneficial product (Waste Authority's Waste to Energy position Statement, 2013).
- To address this it is important that options for reduction in the amount of waste going to landfill also consider smaller waste to energy plants that could be located within regional areas to reduce reliance on landfill. Initial investigations indicate that current available technologies could provide opportunities for smaller plants to be established that would use about 500kg of Municipal Solid Waste per hour or about 4,400 tonnes per annum. Such facilities could be located across regional areas and reduce waste to landfill but also provide for energy generation.
- It is recommended that the alternative options outlined in this item be incorporated into the Waste Strategy's Action Plan 2030 with specific incentives put in place by the Government to ensure we reduce, and eventually eliminate, our reliance on landfill.

## SECRETARIAT COMMENT

The Shire of Dardanup should be commended for their initiative and identification of key issues such as the need to control the development of new landfills, to support the Strategy Targets, and to develop local solutions to divert material from landfill for material and energy recovery.

## 3.6 Membership of Development Assessment Panels

*Shire of Mundaring Delegate to move:*

### MOTION

**That WALGA investigate increasing Local Government membership in Development Assessment Panels**

### MEMBER COMMENT

At its meeting of 3 March 2018, the Shire of Mundaring Council resolved to:

*“Advise WALGA that it recommends WALGA investigate increasing local government membership in Development Assessment Panels, rather than advocate for the introduction of Third Party Appeal Rights.”*

The Shire will be reconsidering its position in relation to Third Party Appeal Rights at its meeting on the 11 June 2019; its position on seeking WALGA investigate increasing local members on DAP however remains unchanged.

The Department for Planning’s website states:

As a key component of planning reform in Western Australia, Development Assessment Panels (DAPs) are intended to enhance planning expertise in decision making by improving the balance between technical advice and local knowledge.

Development Assessment Panels (*DAPs*) comprise three technical experts in planning (one of whom chairs the meeting) and two elected members from the local government in which the DAP applies. This is not a balance and there could be various membership options that WALGA could explore, with some likely to be more palatable to the State than others.

For example, an equal number of local elected members and planning professionals on a DAP would demonstrate respect for the expertise of local members in applying planning regulations to a proposed development. It would demonstrate that local elected members have views of equal importance to those of the other Panel members.

Equal numbers of members could result in a tied vote with the Chairperson having a deciding vote. That would not diminish the importance of a balanced number of local representatives and planning experts participating in the decision making process.

DAPs are public meetings. Community members attend to take the opportunity to briefly address the Panel and to listen to the reasons why the decision is made.

Appointing additional elected member/s to DAPs means community members would have local experts and three planning experts explain how the proposed development would impact on a local area and what conditions, if any, are justifiably imposed. This would be educative for the community, strengthen transparency and increase public respect for the DAP process.

### SECRETARIAT COMMENT

#### **IN BRIEF**

- DAP includes 3 experts and 2 elected members, which is considered by DoPLH as a balanced decision-making framework;
- There is a need to strengthen transparency and increase public respect for the DAP process;
- It is proposed that WALGA advocate for increasing local government membership on DAP.

The Minister for Planning initiated several amendments to Development Assessment Panels (DAPs) to improve their efficiency and operation. The majority of the changes were “*primarily administrative to ensure the system remains flexible and responsive, while more clearly communicating DAP decisions to the public*” ([Changes-to-the-DAP-system-announced.aspx](#)), and did not include changes to DAP membership.

A previous 2016 AGM resolution was for WALGA to advocate for consideration of a series of reforms, in the event that DAPs remain in place, to ensure greater accountability, transparency and procedural fairness for ratepayers through the Panel's assessment and decision making processes. One of the reforms specifically sought a change that would require equal membership on the DAP between Local Government and Appointed Specialist members with an independent chair approved by both State and Local Governments.

At the same 2016 AGM, WALGA was also requested to advocate for an independent review of the decision making within the WA planning system, looking at the roles and responsibilities of State and Local Government and other decision making agencies, Development Assessment Panels and the State Administrative Tribunal appeal process

In December 2016, two reports were presented to WALGA's State Council, one on the review of the entire planning system (Resolution 108.6/2016), followed by one on the possible improvements to the DAPs system (Resolution 109.6/2016). The report on the review of Decision Making within the WA Planning System also resolved to undertake research on third party appeals around Australia and further consult with members regarding its current policy position. The Association prepared a discussion paper which provided background on the development of WALGA's position and a review of the arguments both for and against third party appeals which was then circulated to the Local Government sector for comment and feedback during 2017.

At the May 2018 WALGA State Council meeting, it was resolved to amend the policy position to support the introduction of Third Party Appeal Rights for decisions made by Development Assessment Panels (DAPs) (Resolution 37.2/2018). The following resolutions were made: -

1. Note the results of the additional consultation with members on the possible introduction of Third Party Appeal Rights into the Planning System;
2. Based on the feedback received, amend its current policy position to support the introduction of Third Party Appeal Rights for decisions made by Development Assessment Panels;
3. Provide the State Government with the outcomes of this consultation and advocate for the introduction of Third Party Appeal Rights for decisions made by Development Assessment Panels as part of the upcoming Independent Planning Reform process; and
4. Further consult with members to provide more clarity on the exact details of the criteria that would need to be established, before any system of Third Party Appeals for decisions made by Development Assessment Panels is implemented by the State Government.

At its May 2019 meeting (Resolution 44.4/2019), WALGA's State Council considered a 'Preferred Model' and resolved that WALGA:

1. Continues to advocate for the State Government to introduce Third Party Appeal Rights for decisions made by Development Assessment Panels, and
2. Endorses the 'Preferred Model' as presented in the May 2019 Agenda, as the Third Party Appeals process for decisions made by Development Assessment Panels and in future give consideration to broadening Third Party Appeal Rights to other parties relating to Development Assessment Panel decisions.

The Shire of Mundaring proposal to have equal representation may achieve an actual balance between technical advice and local knowledge, as espoused as the objective of the DAP framework. This would be a beneficial improvement to the DAP system, particularly in the event that the State is unwilling to pursue any introduction of Third Party Appeal Rights to DAP decisions. The Minister for Planning has advised that Third Party Appeal rights would not be considered by the Government as it would add

unnecessary complexity and red tape to the planning framework, contrary to the intent of the current planning reform process.

## 3.7 Review of the *Mining Act 1978*

Shire of Dundas Delegate to move

### MOTION

That:

1. **WALGA requests that the Hon. Bill Johnston, Minister for Mines and Petroleum, undertakes a review of the outdated *Mining Act 1978* and that the revision address FIFO and DIDO, and its impact on local communities; and**
2. **The Mining application process includes a mandatory MOU with the Local Government which would be overseen by the Auditor General to ensure fairness to the Community by having the mining company contribute to local infrastructures as a Legacy project.**

### IN BRIEF

- FIFO and DIDO to be limited in a reviewed Mining Act, similar to the Stronger Resource Communities Act in Qld  
<https://www.legislation.qld.gov.au/view/whole/pdf/inforce/current/act-2017-028>
- That an MOU with Councils is addressed as a compulsory part of the mining application process
- That the MOU forms part of the Audit process of the relevant Local Government

### MEMBER COMMENT

As a Local Government we have felt and seen the impact of mine closures and factors out of our control and how this can devastate a small community; This has significant flow on effects from lack of volunteers to support fighting bush fires in our 95,000 square kilometres of currently unmanaged, UCL land, lack of volunteers to support St Johns Ambulance services, to reducing the capacity of our school through a steady decline in numbers. Businesses have closed, as have Government Departments as the population declines.

We are not advocating a total elimination of FIFO and DIDO as this would be an unrealistic approach.

We seek the Minister's support as a matter of urgency to make our small communities sustainable.

### SECRETARIAT COMMENT

The Association provided an interim submission to the Education and Health Standing Committee Inquiry into mental health impacts of FIFO work in October 2014. This inquiry was in response to the suicides of nine FIFO lives in the Pilbara region of WA.

The submission reinforced support for the implementation of the key recommendations of the 2013 House of Representatives Standing Committee Senate Inquiry report, *Cancer of the bush or salvation for our cities*. That Inquiry recommended research to be undertaken by the Commonwealth Government to determine the socio economic impact of FIFO work practices, accurate measurement of the impact of FIFO on existing on infrastructure and services, and strategies to address current inequities in infrastructure and sustainability of regional medical services health service delivery.

## 3.8 Financial Assistance Grant

*Shire of Dundas Delegate to move*

### MOTION

**That WALGA requests the Hon. Minister of Local Government and Communities David Templeman to assist all Local Governments to Lobby the Federal Government to retain the Financial Assistance Grant at one percent of the of Commonwealth Taxation Revenue.**

### MEMBER COMMENT

The Shire of Dundas feels the current funding arrangements for Local Government are no longer fit for purpose.

The roles and responsibilities of Local Government has grown significantly. The main funding available from the Australian Government (the Financial Assistance Grants) has consistently declined from a level equal to 1% of Commonwealth Taxation Revenue (CTR) in 1996 to just 0.55% of CTR today.

The Australian Government collects approximately 82% of Australia's tax revenue and is responsible for just one tenth of Australia's public infrastructure assets.

Local councils raise 3.6% of taxes and are responsible for 33% of public infrastructure, including 75% of Australia's roads

3.6% of the tax take is not adequate funding to unlock the potential of our communities. The decline in the Financial Assistance Grants funding has left local councils worse off struggling to meet increasing demand on local infrastructure and services and impacting their ability to build and maintain essential infrastructure to the higher standard required today.

The result is increased pressure on rates and council budgets, making it harder to maintain community services and infrastructure.

There is a current infrastructure backlog of \$30+ billion dollars. The requirement to upgrade and renew infrastructure built during the 'baby boom' and rapid growth periods in the 60s and 70s is becoming a major problem. New infrastructure is also required to meet the needs of the growing population and to meet productivity and safety requirements.

There are also increasing community expectations related to the type and standards of services available to local communities. This is placing pressure on local governments particularly when they are required to provide services previously provided by the other spheres of government. This is particularly the case in thin markets such as rural and regional areas where, if federal or state governments withdraw services, local government must step in or no one will, as we have seen in recent years.

### SECRETARIAT COMMENT

WALGA supports the need for a review of the Financial Assistance Grants (FAGs) system, from the perspective of growing the overall size of the pool.

### IN BRIEF

- Acknowledges the importance of federal funding through the Financial Assistance Grants program for the continued delivery of council services and infrastructure;
- Expresses its concern about the decline in the value of Financial Assistance Grants funding at the national level from an amount equal to around 1% of Commonwealth Taxation Revenue in 1996 to a current figure of around 0.55%.; and
- Calls on all political parties contesting the 2019 Federal Election and their local candidates to support the Australian Local Government Association's call to restore the national value of Financial Assistance Grants funding to an amount equal to at least 1 % of Commonwealth Taxation revenue and therefore to provide a Fairer Share of Federal funding for our local communities.



WALGA has consistently supported advocacy, through ALGA and other channels, for increases in funding from the Commonwealth Government to Local Government through Financial Assistance Grants. WALGA continues to work with ALGA to advocate to increase FAGS funding to 1% of taxation revenue.

ALGA's number one priority in their Federal Election advocacy strategy was to restore Financial Assistance Grant funding to one percent of Commonwealth taxation revenue. This remains an ongoing area of advocacy for ALGA.

## 3.9 Third Party Appeal Rights

*City of Bayswater Delegate to move:*

### MOTION

1. **That there be an amendment to the Third Party Appeals Process Preferred Model, being that third parties in addition to Local Governments are able to make an appeal.**
2. **That there be an amendment to the Third Party Appeals Process Preferred Model, being that third parties are able to appeal decisions made by the Western Australian Planning Commission and the State Administrative Tribunal, in addition to Development Assessment Panels.**

### IN BRIEF

- Further amendments proposed to the Preferred Model for Third Party Appeals Process

### MEMBER COMMENT

The Council has taken a particularly strong stand on this important issue and it is requested that this matter be given further consideration.

### SECRETARIAT COMMENT

At its May 2019 meeting, WALGA's State Council considered a 'Preferred Model' and resolved that WALGA:

1. Continues to advocate for the State Government to introduce Third Party Appeal Rights for decisions made by Development Assessment Panels, and
2. Endorses the 'Preferred Model' as presented in the May 2019 Agenda, as the Third Party Appeals process for decisions made by Development Assessment Panels and in future give consideration to broadening Third Party Appeal Rights to other parties relating to Development Assessment Panel decisions.

(Resolution 44.4/2019)

The above resolution was sent to the Minister for Transport: Planning with a copy of the proposed model (as attached).

The May 2019 Agenda item sought to finalise a 'Preferred Model' for appeals on Development Assessment Panel decisions. WALGA's State Council considered several alternative WALGA Zone resolutions, as several Zones proposed alternative 'Preferred Models' for decisions made by DAPs, preferred types of Third Party Appeals and one Zone indicated its opposition to any Third Party Appeals model being introduced, as follows: -

### SOUTH METROPOLITAN ZONE

That the Position Statement be referred back to WALGA officers to provide an evidence case to support the need for change, the expected benefits, and an analysis of the implications of change in terms of cost, resource and timeframes by utilising the experience of other States where third party appeals exist and applying that to the system proposed.

## GREAT SOUTHERN COUNTRY ZONE

That the Zone opposes Third Party Appeals in relation to Item 5.2 in the May 2019 WALGA State Council Agenda.

## EAST METROPOLITAN ZONE

That there be an amendment to the Preferred Model, being that third parties are able to appeal decisions made by the Western Australian Planning Commission and the State Administrative Tribunal, in addition to Development Assessment Panels.

## CENTRAL METROPOLITAN ZONE

That WALGA:

1. Continues to advocate for the State Government to introduce Third Party Appeal Rights for decisions made by Development Assessment Panels; and
2. Endorses the original December 2018 'Preferred Model' as the third party appeals process for decisions made by the Development Assessment Panels with the following amendments:
  - a. DOT POINT 1 "which could possibly be expanded later if it proves to be beneficial" to be removed
  - b. DOT POINT 4 to be replaced with "Other affected parties would be able to appeal a DAP decision"

Based on the formal resolutions received and members discussions at Zone meetings, there were a range of options available for State Council to consider at its meeting in May: -

1. Not adopt a Preferred Model until more information on cost and resource implications is provided;
2. Adopt the Preferred Model as presented in the May 2019 Agenda;
3. Adopt the Preferred Model as presented in the May 2019 Agenda, with the amendments suggested by the East Metropolitan Zone, ie ability to appeal decisions made by the Western Australian Planning Commission and the State Administrative Tribunal, in addition to Development Assessment Panels;
4. Adopt the Preferred Model as circulated to members in December 2018;
5. Adopt the Preferred Model as circulated to members in December 2018, with the amendments suggested by the Central Metropolitan Zone;
6. Adopt the Preferred Model with different amendments (any amendments discussed by State Council);
7. Not adopt any Preferred Model but still advocate for Third Party Appeal Rights for DAPs decisions
8. Adopt a different Third Party Appeal model (ie wider than just for DAPs);
9. Consult the sector again on what model of Third Party Appeal rights is considered acceptable given the wide range of views;
10. Return to the pre-May 2018 position, where any Third Party Appeal rights are not supported

The preferred approach by State Council was to adopt the Preferred Model as presented in the May 2019 Agenda, as it would provide the starting point for discussion with the State Government about the introduction of Third Party Appeals for Development Assessment Panel decisions.

WALGA provided this position to the Minister for Transport; Planning and the Minister's response was as follows:

*I note WALGA's State Council endorsed Preferred Model on this matter, however I maintain concerns regarding the unnecessary complexity and red tape third party appeal rights would add to the planning system, which is contrary to the objectives of the Government's commitment to planning reform.*

*The Department of Planning, Lands and Heritage received 254 submissions in response to the Green Paper, including many which confirmed the issues and views identified in the Green Paper regarding the current DAP system.*

*An Action Plan for planning reform which contains a program of initiatives to address the concerns identified by the Green Paper and submissions is currently being finalised by the Department for consideration by Government.*

*I will make announcements regarding the content of the Action Plan and reform initiatives in the near future.*

# Preferred Model

## Third Party Appeal Rights for decisions made by Development Assessment Panels

### Benefits of Third Party Appeal Right for decisions made by Development Assessment Panels

- Only Local Governments will be able to challenge and seek review of DAP decisions that are made contrary to the recommendations of the Responsible Authority Report (RAR) or Council position.
- In future, possible consideration to a broadening of Third Party Appeal Rights to other parties relating to Development Assessment Panel decisions.
- Local Government would be able to appeal a DAP decision and defend the merits of their policies and defend the enforceability of their conditions.
- More transparent process in both decision making and condition setting, resulting in more accountable DAP members.
  
- Would allow for an appeal to be made on the conditions of approval or refusal
  - i) that may have been removed from a RAR; or
  - ii) added to the decision, particularly where no liaison has occurred with the Local Government for clearing or enforcing the condition; or
  - iii) applied inappropriately i.e. the condition would change the intent or design of the development and therefore a new application should have been lodged.
  
- Limits appeal rights to larger, more complex applications and would filter out 'smaller' impact applications which could potentially overburden the system.
- Provides the opportunity for additional information to be included in the appeal process, particularly if information was not received before the DAP meeting.
- Provides the ability to challenge any new information being presented at the DAP meeting without the Local Government being able to undertake any assessment of the new information (unassessed revised plans are currently being lodged and approved at meetings).
- Able to appeal the 'Deferral' process being over utilised, i.e. DAPs are tending to defer applications multiple times rather than making a decision to approve or refuse the proposal.
- Can give the Local Government more confidence that the developer will provide a fully complete application and discuss the application with the Local Government first, rather than relying on the DAP to condition the proposal requiring additional critical information.

## Appellants in a Third Party Appeal

Should be for

- A Local Government where DAP has gone against the position of Council itself; or
- A Local Government where DAP has gone against the Responsible Authority Report (RAR)

## Local Government makes a submission

- SAT would need to ensure that appeals are made on valid planning grounds and are not made for commercial or vexatious reasons.
- The existing Directions Hearing process could be used to see if the appeal has reasonable planning merit, which would assist in providing clarity on what constitutes a valid planning consideration and what would be an invalid planning consideration. The Directions Hearing could consider the appellant's justification for submitting the appeal, in particular, whether the grounds of appeal are supported by documentary evidence or other material (a similar process for justifying the lodgement of an appeal already exists through Section 76 of the *Planning and Development Act 2005*).
- *\*\* Will need to discuss with SAT the definition of 'valid planning grounds' to determine whether the submission has reasonable grounds for appeal\*\**

## What can be appealed?

- DAP applications that are compulsory over \$10 million for JDAPs and \$20 million for City of Perth DAP; or
- DAP applications in the optional threshold \$2m – 10m for JDAPs and in the City of Perth \$2 million - \$20 million; or
- DAP applications seeking amendments to approvals *i.e.* Form 2 applications proposing a change to the development application, and including applications for an extension of time

## Timeframe to lodge an appeal

- As per the existing timeframe, an appeal on a decision made by a Development Assessment Panel should be lodged within 28 days of the decision being made public, ie publishing of the DAP minutes.
- Local Governments would need to determine within their own organisation what process to follow in order to decide whether or not to lodge an appeal against a DAP decision. In many cases this may require a Special Council meeting to determine this.

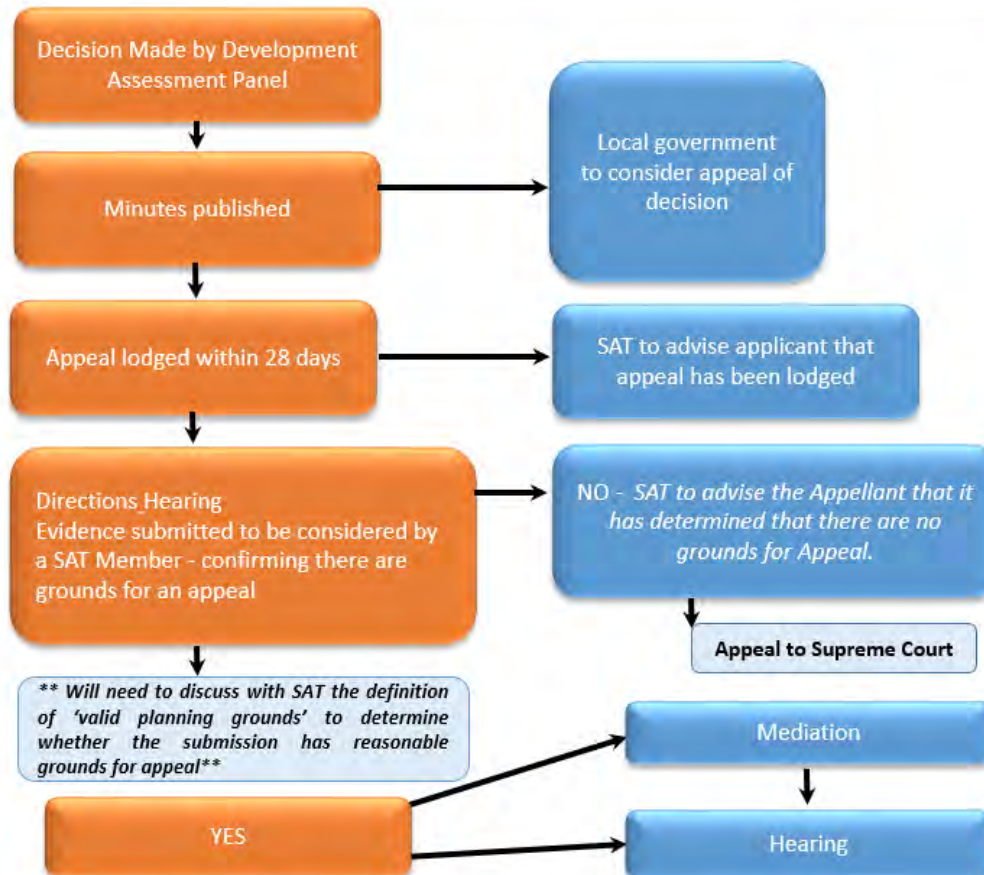
## Costs

- Any Local Government would need to cover their costs of initiating the appeal, attending SAT directions, mediation and hearings, and costs could also include obtaining expert advice.

## Appeals Process

Flowchart

### Third Party Appeals Rights for decisions made by Development Assessment Panels





# Delegations Register



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**CONTENTS TO BE UPDATED ON FINALISATION OF REVIEW**

## EXPLANATION NOTES

### 1. GENERAL

Section 5.42 of the *Local Government Act 1995* allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act.

Section 5.44 of the Act provides for the Chief Executive Officer to delegate any of his powers to another employee, this must be done in writing. The Act allows for the Chief Executive Officer to place conditions on any delegations if desired. The powers cannot, however, be further sub-delegated.

The purpose of this document is to detail which authorities have been delegated by Council to the Chief Executive Officer, and which the Chief Executive Officer has further delegated to respective staff.

The manual details the related document(s) where the power to delegate is derived from, which includes legislation and policies of the Council. This enables easier crossreferencing.

### 2. LIMITS ON DELEGATIONS TO THE CEO - SECTION 5.43

The following are decisions that cannot be delegated to the Chief Executive Officer:

- any power or duty that requires a decision of an absolute majority or 75% majority of the local government;
- accepting a tender which exceeds an amount determined by the local government;
- appointing an auditor;
- acquiring or disposing of any property valued at an amount determined by the local government;
- any of the local government's powers under Sections 5.98, 5.99 and 5.100 of the Act;
- borrowing money on behalf of the local government;
- hearing or determining an objection of a kind referred to in Section 9.5;
- any power or duty that requires the approval of the Minister or Governor; or
- such other duties or powers that may be prescribed by the Act.

### 3. REGISTER OF, AND RECORDS RELEVANT TO, DELEGATIONS - SECTION 5.46

A register of delegations, being this manual, relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year.

If a person is exercising a power or duty that they have been delegated, the Act requires them to keep necessary records to the exercise of the power or discharge of the duty. The written record is to contain:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

All Employees with delegated authority will keep a record of each occasion the persons exercises their delegated authority is recorded. The onus is on the person exercising delegated authority to ensure that a record is made.

### 4. TRANSFER OF AUTHORITY DUE TO ABSENCE

Where an Officer not named has been appointed by Council or by an Officer authorised to make the appointment to act in a position to which the named Officer is appointed, the authority shall transfer to the Officer acting as appointed, for the duration of Council authorisation.

Where a named Officer holding a delegation, is temporarily absent and no Officer has been appointed to act in the position, the authority will transfer to the relevant Senior Manager for the period of absence.

**LEGISLATIVE  
DELEGATIONS  
EXECUTIVE OFFICE**

Delegation EO-D001 Authorised Officers	
<b>Power/Duty Delegated:</b>	<p><b>Local Government Act 1995</b> s3.24 Authorising Officers under Part 3, Division 3, Subdivision 2 - (certain provisions about land) s9.10 Appointment of authorised officers</p> <p><b>Food Act 2008</b> s122 Appointment of authorised officers</p> <p><b>Dog Act 1976</b> s11 Staff and services</p> <p><b>Caravan Parks and Camping Ground Regulations 1997</b> s6 Local Government</p> <p><b>Cat Act 2011</b> s48 Authorised persons</p> <p><b>Control of Vehicles (Off-Road Areas) Act 1978</b> s38(3) Appointment of authorised officers</p> <p><b>Freedom of Information Act 1992</b></p> <p><b>Residential Tenancy Act 1997 – part IV</b></p> <p><b>Building Act 2011 – s.96</b></p> <p><b>Liquor Control Act 1988 – s.37 and s.61</b></p> <p><b>Public Health Act 2016 – s.16, s.17, s.18</b></p> <p><b>Bushfires Act 1954 – s.33</b></p> <p><b>Emergency Management Act 2005 – Part 3</b></p>
<b>Description of Power Delegated:</b>	Authority to appoint persons or classes of persons as authorised officers for the purpose of fulfilling prescribed functions within the relevant legislation.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Nil
<b>Conditions:</b>	Must act in accordance with Shire of Beverley Local Laws. Authorised Officers for the <i>Food Act 2008</i> must hold office as an environmental health officer under the <i>Health Act 1911</i> . Details of authorisations issued are to be recorded.
<b>Record Keeping Requirements:</b>	Appoint authorised officers in writing and issue certificates of authorisation and shall produce such certificate on being required so to do by a person in respect of whom they exercise, have exercised, or are about to exercise any such power.
<b>Compliance/Reference Link:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19

<b>Delegation EO-D002 Prosecutions</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 Dog Act 1976 Cat Act 2011 Bush Fires Act 1954 s59(3) Prosecution of Offences</b>
<b>Description of Power Delegated:</b>	Authority to approve the prosecution of any person and to act as a prosecution officer when the Shire approves the prosecution of any that is considered to be liable for committing an offence under the provisions of the <i>Dog Act 1976, Cat Act 2011, Bush Fires Act 1954, Local Government Act 1995</i> and Shire of Beverley Local Laws.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	WA Contract Ranger Services
<b>Conditions:</b>	Prosecution to be approved by the Shire of Beverley
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Shire of Beverley Local Laws

<b>Delegation EO-D003 Public Interests Disclosures</b>	
<b>Power/Duty Delegated:</b>	<b>Public Interest Disclosure Act 2003</b>
<b>Description of Power Delegated:</b>	To be the designated officer of the Shire to receive public interest disclosures.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy AF004

<b>Delegation EO-D004 CCTV Management</b>	
<b>Power/Duty Delegated:</b>	<b>Surveillance Devices Act 1998</b>
<b>Description of Power Delegated:</b>	Authority to monitor and access CCTV data as well as considering and responding to any enquiries or complaints regarding CCTV.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer <del>&amp; Community Development Officer</del> Manager of Planning and Development Services Redfish Technologies
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19 Reported monthly through the Information Bulletin
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation EO-D005 Eligibility Claim's Processing - Shire's Electoral Roll</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995</b> <b>s4.31 (1B) Property divided by boundaries</b> <b>s4.32 How to claim eligibility to enrol under s4.30</b> <b>s4.34 Accuracy of enrolment details to be maintained</b> <b>s4.35 decision that eligibility to enrol under s4.30 has ended</b>
<b>Description of Power Delegated:</b>	Assessment of enrolment eligibility of non-resident owners and occupiers.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Nil
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	s4.32(6)- record of the decision to be kept in a register Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Information about the electors that is recorded from enrolment eligibility claims is to be maintained in an up to date and accurate form. (s4.34)

<b>Delegation EO-D006 Powers of Entry</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995</b> <b>Part 3, Division 3, Subdivision 3 - Powers of Entry</b>
<b>Description of Power Delegated:</b>	Authority to: 1. enter on to land to perform any function of the local government under the Act. - s3.28 2. give notice of entry. - s3.32 3. seek and execute an entry under warrant. - s 3.33 4. execute entry in an emergency. - s3.34 5. give notice and effect entry by opening a fence. - s3.36
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Environmental Health <b>Officer</b> Building <b>Surveyor</b> <b>Manager of Planning and Development Services</b>
<b>Conditions:</b>	Section 3.13 - General procedure for entering property.
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Local Government Act 1995 Part 3, Division 3, Subdivision 3 and specifically: Section 3.13 - General procedure for entering property.

<b>Delegation EO-D007 Pounds/Cat Management Facilities and Pound/Cat Management Facilities Keepers</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government (Miscellaneous Provisions) Act 1960</b> <b>s449. Local government may establish pounds, appoint pound keepers and rangers</b> <b>Dog Act 1976, s11 Staff and services</b> <b>Cat Act 2011, s29 Cat Management Facility</b>
<b>Description of Power Delegated:</b>	Appointment of Pound/Cat Management Facility Keepers and establishment of Pounds/Cat Management Facilities.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Manager of Works Deputy Chief Executive Officer
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Local Government Act Section 5.46(3)

<b>Delegation EO-D008 Execution of Documents</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 Part 9, Division 3 - Documents s9.49A(4) Authority to sign documents on behalf of the local government.</b>
<b>Description of Power Delegated:</b>	Authority to sign any document that is necessary or appropriate to be signed in carrying out the Chief Executive Officer's functions under the Local Government Act 1995
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Nil
<b>Conditions:</b>	Section 3.13 - General procedure for entering property.
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Local Government Act 1995

<b>Delegation EO-D009 Evidence</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 Part 9, Division 2, Sub-division 4 - Evidence in legal Proceedings s9.41(3) Authority to sign a certificate confirming whether anything is within district, belongs to or is vested in, or is under the care, control and management of a Local Government.</b>
<b>Description of Power Delegated:</b>	Authority to sign a certificate confirming whether anything: <ul style="list-style-type: none"> <li>a) is within a local government's district;</li> <li>b) belongs to a local government;</li> <li>c) is vested in, or is under the care, control, or management of, a local government.</li> </ul>
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation EO-D010 Use of the Common Seal</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 Part 9, Division 3 - Documents s9.49A(3) Authority to affix the Common Seal</b>
<b>Description of Power Delegated:</b>	Authority to affix the Common Seal to any document that is necessary or appropriate in the presence of the Shire President or Deputy Shire President under the Local Government Act 1995
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Nil
<b>Conditions:</b>	Use of the Common Seal must be reported to Council <b>through the Council Agenda</b>
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Local Government Act 1995

## RANGER SERVICES

<b>Delegation RG-D001 Infringement Notices - Withdrawal</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 s9.20 - Withdrawal of Notice</b>
<b>Description of Power Delegated:</b>	Authority to withdraw infringement notices subject to review or written request by complainant.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	WA Contract Ranger Services
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Local Government Act Section 5.46(3)

<b>Delegation RG-D002 Infringement Notices - Legal Action</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 Part 9, Division 2, Subdivision 3 - General Provisions about legal proceedings</b>
<b>Description of Power Delegated:</b>	Authority to take any legal action necessary to recover unpaid infringement notices.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	WA Contract Ranger Services
<b>Conditions:</b>	<b>To be approved by the Chief Executive Officer</b>
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Local Government Act Section 5.46(3)

<b>Delegation RG-D003 (Move to Planning) Temporary Advertising Signs</b>	
<b>Power/Duty Delegated:</b>	<b>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2008</b>
<b>Description of Power Delegated:</b>	Authority to approve the display of temporary advertising signs in accordance with the Council Policy and Local Laws
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	<del>Shire Planner</del> <b>Manager of Planning and Development Services</b>
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Shire of Beverley Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law.



<b>Delegation RG-D004 Impounding of Goods</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 s3.39 Power to remove and impound</b>
<b>Description of Power Delegated:</b>	Authority to authorise the removal and impounding any goods that are involved in a contravention that can lead to impounding (i.e. the goods present a hazard to public safety; or obstructs the lawful use of any place).
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer Manager of Works WA Contract Ranger Services
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation RG-D005 Disposal of Impounded Goods</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 s3.47 Disposing of confiscated or uncollected goods s3.48 Recovery of Impounding Expenses</b>
<b>Description of Power Delegated:</b>	Authority to : <ol style="list-style-type: none"> <li>1. award tenders for the disposal of impounded goods by public tender where the tendered amounts do not exceed \$1,000 in accordance with section 3.58 of the Local Government Act 1995.</li> <li>2. approve vehicles to be sold by public auction in accordance with section 3.58 of the Local Government Act 1995.</li> <li>3. recover expenses incurred for removing and impounding and in disposing of confiscated or uncollected goods.</li> </ol>
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer, Manager of Works
<b>Conditions:</b>	Tender amount must not exceed \$1,000 Section 3.58 of the Local Government Act 1995.
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation RG-D006 (Move to Planning) Stallholder's and/or Traders Permit, Canvassing and Street Appeals</b>	
<b>Power/Duty Delegated:</b>	<b>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2008</b>
<b>Description of Power Delegated:</b>	Authority to approve stallholder's and/or traders permits, Canvassing and Street Appeals (deemed to be of a non-controversial nature).
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	<del>Shire Planner</del> <b>Manager of Planning and Development Services</b>
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation RG-D007 Prosecution Officers</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 Dog Act 1976 Bush Fires Act 1954 s59(3) Prosecution of Offences</b>
<b>Description of Power Delegated:</b>	Authority to act as a prosecution officer when the Shire approves the prosecution of any person that is considered to be liable for committing an offence under the Provisions of the Dog Act, Bush Fires Act and the Local Laws relating to Dogs and Parking and Parking Facilities in the Shire of Beverley, Activities on Thoroughfares and Trading in Thoroughfares and Public Places; and Local Government Property Local Law.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer WA Contract Ranger Services
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Shire of Beverley Local Laws

<b>Delegation RG-D008 Parking Restrictions and Prohibitions - DELETED</b>	
<b>Power/Duty Delegated:</b>	<b>Deleted 23 October 2018 REMOVE ENTIRELY FROM REGISTER</b>
<b>Description of Power Delegated:</b>	
<b>Delegation to:</b>	
<b>Sub-delegated to:</b>	
<b>Conditions:</b>	
<b>Legislative Record Keeping Requirements:</b>	
<b>Compliance/Reference Link:</b>	

<b>Delegation RG-D009 Firebreak Installation</b>	
<b>Power/Duty Delegated:</b>	<b>Bush Fires Act 1954, s33 Authority may require occupier of land to clear or plough or install a fire-break</b>
<b>Description of Power Delegated:</b>	Authority to give notice in writing to an owner or occupier of land as a measure for preventing the outbreak of a bush fire, to clear a fire-break.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	WA Contract Ranger Services
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	<b>Bush Fires Act 1954 s33 Firebreak Notices</b>

<b>Delegation RG-D010 Disposal of Sick or Injured Animals</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 s3.47A(1) Disposing of sick or injured animals</b>
<b>Description of Power Delegated:</b>	Authority to destroy and dispose of an animal that is determined to be too sick or injured to treat.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	WA Contract Ranger Services
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	<b>Cat Act 2011: s34 Dealing with Unidentified and Unclaimed Cats Dog Act 1976 (As amended 2013): s29 power to Seize Dogs Local Government Act 1995: Part 3, Division 3, Subdivision 3 - powers of entry.</b>

## COMMUNITY SERVICES

<b>Delegation C-D001 Permission to Consume Alcohol and Liquor Licences Approval</b>	
<b>Power/Duty Delegated:</b>	<b>Liquor Control Act 1988</b>
<b>Description of Power Delegated:</b>	Authority to comment on applications for liquor licences to consume liquor on Council property and restricted liquor licence applications.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Nil
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Liquor Licensing Act 1988 / Policy C004

## ACCOUNTING & FINANCE

<b>Delegation AF-D001 Investment of Council Funds</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 s6.14 Power to invest Local Government (Financial Management) Regulations 1996 Regulation 19 Control of procedures for investments.</b>
<b>Description of Power Delegated:</b>	Authority to invest money held in the municipal or trust fund that is not, for the time being, required for any other purpose. Authority to establish and document internal control procedures to be followed by employees to ensure control over investments, enabling identification of the nature and location of all investments and the transactions related to each investment..
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer
<b>Conditions:</b>	Investments must be in accordance with Council Policy AF004
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy AF004

<b>Delegation AF-D002 Tenders</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 s3.57 tenders for providing goods and services Local Government (Functions and General) Regulations 1996 Part 4 Regulation 11 to 24</b>
<b>Description of Power Delegated:</b>	Authority to open Tenders
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer Manager of Works
<b>Conditions:</b>	Tenders to be opened in the presence of either the CEO, D/CEO or MOW along with <del>either the Manager of Works or Executive Assistant.</del> one other Shire Employee.
<b>Legislative Record Keeping Requirements:</b>	Maintain Tender Register, recording details of decisions under this delegation. Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy AF004

<b>Delegation AF-D003 Acceptance of Tenders</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 s3.57 tenders for providing goods and services Local Government (Functions and General) Regulations 1996 Part 4 Regulation 11 to 24</b>
<b>Description of Power Delegated:</b>	Authority to determine all annual tenders (operation and supplies) and all other tenders and contracts resulting from tenders up to and including an amount of \$250,000 which have been allocated within the approved expenditure budget and shall have further authority to approve all payment claims for contracts within the limits approved by Council (including variations and extensions) and contracts awarded by a prescribed organisation under the (Functions and General) Regulations 1996.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer Manager of Works
<b>Conditions:</b>	In accordance with Council Approval.
<b>Legislative Record Keeping Requirements:</b>	Maintain Tender Register, recording details of decisions under this delegation. Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy AF007

<b>Delegation AF-D004 Calling of Tenders</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 s3.57 tenders for providing goods and services Local Government (Functions and General) Regulations 1996 Part 4 Regulation 11 to 24</b>
<b>Description of Power Delegated:</b>	Authority to publicly invite tenders for purchase of goods and services or seek expressions of interest over \$150,000 and make note of the details of the decision for inclusion in the tender register, except in those circumstances where the Council makes the decision to publicly invite tenders or seek expressions of interest in which case the details of Council's decision shall be included in the tender register.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer Manager of Works
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Maintain Tender Register, recording details of decisions under this delegation. Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy AF007

<b>Delegation AF-D005 Municipal Fund / Procedures and Payments</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995:- s6.7 Municipal Fund Local Government (Financial Management) Regulations 1996:- Regulation 12 Payments from municipal fund or trust fund</b>
<b>Description of Power Delegated:</b>	Authority to make payment from the Municipal Fund
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Retain Cheque Vouchers, including electronic transfer records as evidence of decisions to make payments. Retain computer encryption devices and other controls for effective scrutiny of account payments. Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy AF005

<b>Delegation AF-D006 Trust Fund / Procedures and Payments</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995:- s6.9(3)Trust Fund Local Government (Financial Management) Regulations 1996:- Regulation 12 Payments from municipal fund or trust fund</b>
<b>Description of Power Delegated:</b>	Authority to make payments from the Trust Fund
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Minute details of Council's resolution to receive the Accounts Paid by Authority and retain Cheque and EFT Vouchers as evidence of decisions to make payments. Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy AF005

<b>Delegation AF-D007 Waiver or Write Off - Granting</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995:- s6.12(1)(b) waive or grant concessions in relation to any amount of money s6.12(1)(c) write off any amount of money</b>
<b>Description of Power Delegated:</b>	Authorise a waiver for Building Hire to a maximum of \$250.00.  Authorise a write off of any bad debts considered irrecoverable to the limit of \$75 per account. Amounts over \$75 to be referred to Council.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer
<b>Conditions:</b>	Any write off more than \$75 to be reported to Council for decision.
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation AF-D008 Recovery of Unpaid Rates</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995:- s6.56(1) Rates or service charges recoverable in court s6.60(2)(3)(4) Local government may require lessee to pay rent s6.64(1)(3) Actions to be taken s6.69(2)(3) Right to pay rates, service charges and costs, and stay proceedings s6.74(1) Power to have land re-vested in the Crown if rates in arrears 3 years Schedule 6.2(1)[1] Provisions relating to lease of land where rates or service charges unpaid [Section 6.65] Schedule 6.3(1)[4] and (4)[1] Provisions relating to sale or transfer of land where rates or service charges unpaid [Section 6.68(3)]</b>
<b>Description of Power Delegated:</b>	Authority to instigate legal proceedings to recover unpaid rates
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer
<b>Conditions:</b>	Legal representation is limited by the <i>Magistrates Court (Civil Proceedings) Act 2004</i> .
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy AF006



<b>Delegation AF-D009 Bank Accounts</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995:- s6.6 Funds to be established Local Government (Financial Management) Regulations 1996:- Regulation 8 Bank accounts</b>
<b>Description of Power Delegated:</b>	Authority to open and maintain bank accounts
<b>Delegation to:</b>	Chief Executive officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Record details of accounts opened and maintained. Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 - Regulation 19 Regulation 19
<b>Compliance/Reference Link:</b>	Policy AF005

<b>Delegation AF-D010 Corporate Credit Cards</b>	
<b>Power/Duty Delegated:</b>	N/A (there is no provision in the Local Government Act 1995)
<b>Description of Power Delegated:</b>	Authority to make purchases on a Shire of Beverley Corporate Credit Card if there is a demonstrated need and advantage to the Shire.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Avondale Museum Co-ordinator
<b>Conditions:</b>	Each user must sign and abide by Corporate Credit Agreement
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy AF003

## WORKS

<b>Delegation WK-D001 Plant and Equipment Disposal</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 s3.58 Disposing of Property Local Government (Functions and General) Regulations 1996 Regulation 30(3) Dispositions of property to which section 3.58 does not apply</b>
<b>Description of Power Delegated:</b>	Authority to dispose of local government property (other than land) by public notice and tender.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer Manager of Works
<b>Conditions:</b>	Disposal to be in accordance with Council approval, and by way of tender.
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	<b>Local Government Act 1995 s3.58 Disposing of Property</b>

<b>Delegation WK-D002 Temporary and Partial Closure of Roads</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 s3.50(1),(1)(a),(4),(6) Closing certain thoroughfares to vehicles s3.50A Partial closure of thoroughfares for repairs or maintenance</b>
<b>Description of Power Delegated:</b>	Authority to undertake a temporary/partial closure of roads
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer Manager of Works
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Decisions to undertake a closure must be recorded. Advice to owners / occupiers is to be recorded. Agreements for maintenance of private structures in public thoroughfares / places are to be recorded. Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation WK-D003 Reserves under the Control of Local Government</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 s3.54(1) Reserves under the control of a local government</b>
<b>Description of Power Delegated:</b>	Authority to do anything for the purposes of controlling the management of land that is vested in or under the management of the Shire.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer Manager of Works Manager of Planning and Development Services Community Emergency Services Manager
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation WK-D004 Restricted Access Vehicle Network</b>	
<b>Power/Duty Delegated:</b>	<b>Road Traffic(Vehicles) Act 2012</b>
<b>Description of Power Delegated:</b>	Authority and power to issue letters of approval to RAV Operators specifying roads and conditions that apply within the Shire boundary.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Manager of Works
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

## ENVIRONMENTAL HEALTH

<b>Delegation EH-D001 Fundraising Food Stalls</b>	
<b>Power/Duty Delegated:</b>	<b>Food Act 2008 s118(2)(b) Authorised Officer</b>
<b>Description of Power Delegated:</b>	Authority to approve food stalls where the proponent is a community or charitable organisation and if food is either, cooked and presented for immediate consumption or low risk. <b>Authority to inspect premises and take action under the Food Act 2008.</b>
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Environmental Health Officer
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Shire of Beverley Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law

<b>Delegation EH-D002 Temporary Accommodation – Caravans</b>	
<b>Power/Duty Delegated:</b>	<b>Caravan Parks and Camping Ground Regulations 1997 Authorised Officer</b>
<b>Description of Power Delegated:</b>	Authority to approve short-term use of an on-site caravan (up to three (3) months) <b>and take action for any breaches under the Regulations.</b>
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Nil
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy C010

<b>Delegation EH-D003 Serving of Health Orders</b>	
<b>Power/Duty Delegated:</b>	<b>Health Act 1911 (Administrative Provisions)</b>
<b>Description of Power Delegated:</b>	Authority to initially serve orders in matters relating to – <ul style="list-style-type: none"> <li>• Hygiene</li> <li>• Noise abatement</li> <li>• Repair of Dwellings</li> <li>• Declaration of buildings being unfit for human habitation.</li> </ul>
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Environment Health Officer
<b>Conditions:</b>	The Environmental Health Officer shall report to Council as required on major orders or notices served.
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Authorised Officers to be appointed in accordance with s27 of the <i>Health Act 1911</i> and appointment approved under s28 of the <i>Health Act 1911</i> .

<b>Delegation EH-D004 Septic Tank Approvals</b>	
<b>Power/Duty Delegated:</b>	<b>Health (Treatment of Sewage and Disposal of Liquid Waste) Regulations 1974 - Regulation 4</b>
<b>Description of Power Delegated:</b>	Authority to exercise and discharge powers and functions conferred on Local Government for the purpose of Regulation 4 of the <i>Health (Treatment of Sewage and Disposal of Liquid Waste) Regulations 1974</i> .
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Environmental Health Officer <b>Building Surveyor</b>
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation EH-D005 Trees on Private Land</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 s3.27(1) Particular things local governments can do on land that is not local government property Schedule 3.2</b>
<b>Description of Power Delegated:</b>	Authority to inspect and remove trees on private land, under the care and control of others, that are dead or dangerous in regards to the surrounding area including persons and fixed infrastructure.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Manager of Works in conjunction with the Environmental Health Officer.
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation EH-D006 Unkempt Properties</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995 s3.25 Notice requiring certain things to be done by owner or occupier of land Schedule 3.1- powers under notices to owners or occupiers of land s3.26 Additional powers when notices given.</b>
<b>Description of Power Delegated:</b>	Authority to inspect private land and issue notices to owners of land. Authority to do anything to achieve the purpose for which a notice has been given. Authority to recover costs associated with achieving the purpose for which a notice has been given.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	<del>Shire Planner</del> – Manager of Planning and Development Services Environmental Health Officer
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation EH-D007 Asbestos</b>	
<b>Power/Duty Delegated:</b>	<b>Public Health Act 2016 Health (Asbestos Regulations) 1992 (Regulations)</b>
<b>Description of Power Delegated:</b>	Authority to inspect and take required action under Health (Asbestos Regulations) 1992 Regulations.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Environmental Health Officer Building Surveyor
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

**PLANNING SERVICES**

<b>Delegation TP-D01 Discharge of Duties under Shire of Beverley Town <del>Local</del> Planning Scheme No. 2 3 (and its successors)</b>	
<b>Power/Duty Delegated:</b>	<b>Local Planning Scheme No. 3 (and it's successors)</b>
<b>Description of Power Delegated:</b>	Clause 79(1) and Clause 79(2) of Division 1 (Powers of local government) of Schedule 2, Part 10, and Clause 82(1) and Clause 83(1) of Division 2 (Delegations) of Schedule 2, Part 10 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> , delegate to the Chief Executive Officer and the Shire Planner respectively the exercise of Council's powers and the discharge of the Shire of Beverley's duties under the <i>Shire of Beverley Local Planning Scheme No 3 (and its successors)</i> .
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	<del>Shire Planner</del> <b>Manager of Planning and Development Services</b>
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Council Resolution M09/1015 <b>update motion for LPS 3</b>



## BUILDING SERVICES

<b>Delegation BD-D001 Strata Titles</b>	
<b>Power/Duty Delegated:</b>	<b>Strata Titles Act 1985</b> <b>s23(5) Certificate of Local Government</b> <b>s26 Appeals against local government decision</b> <b>Building Act 2011</b> <b>s58 Grant of Occupancy Permit, Building Approval Certificate, S.127</b>
<b>Description of Power Delegated:</b>	Authority to approve applications for Occupancy Permit - Strata and Building Approval Certificate - Strata
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Shire Planner <b>Manager of Planning and Development Services</b> Building Surveyor
<b>Conditions:</b>	Prior to signing the Form 7 Certificate, Occupancy Permit - Strata and Building Approval Certificate - Strata, a checklist must be signed by the Senior Building Surveyor detailing the inspections and/or certifications received, confirming compliance with the Strata Title Act 1985.
<b>Legislative Record Keeping Requirements:</b>	Record details of Certificates issued and disallowed including reference to evidentiary documents. Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation BD-D002 Approval or Refusal of a Permit</b>	
<b>Power/Duty Delegated:</b>	<b>Local Government Act 1995</b> <b>s.1.4, s9.19, s9.20, s. 5.44 (1)</b> <b>Building Act 2011</b> <b>s.20 Grant of building permit</b> <b>s.21 Grant of demolition permit</b> <b>s.22 Further grounds for not granting an application</b> <b>s.58 Granting of occupancy permits, building approval certificate</b> <b>s.127 (3) Delegation: special permit authorities and Local Government</b> <b>Building Regulations 2012</b> <b>Regulation 26 Approval of new responsible person</b>
<b>Description of Power Delegated:</b>	Authority to approve applications for Occupancy Permit - Strata and Building Approval Certificate - Strata
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Building Surveyor
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Record details of Permits issued or refused. Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	<b>Nil</b> Building Permits are recorded to Council through the monthly Information Bulletin

<b>Delegation BD-D003 Authorised Persons</b>	
<b>Power/Duty Delegated:</b>	<b>Building Act 2011</b> <b>s.96(3) Authorised persons</b> <b>s.127 (3) Delegation: special permit authorities and Local Government</b>
<b>Description of Power Delegated:</b>	Appoint authorised officers in accordance with the Building Act 2011.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Nil
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation BD-D004 Building Orders</b>	
<b>Power/Duty Delegated:</b>	<b>Building Act 2011</b> <b>s.110 Building Orders</b> <b>s.111 Notice of proposed building order other than building order (emergency)</b> <b>s.117 Revocation of building orders</b> <b>Criminal Procedure Act 2004</b> <b>s.6 (b)</b> <b>Local Government Act 1995</b> <b>s.9.10, s9.16, s9.19, s. 9.20</b>
<b>Description of Power Delegated:</b>	Authority to approve and revoke building orders
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Building <del>Service</del> Surveyor
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Record details of notices issued. Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation BD-D005 Presumptions about Authority to do Certain Things</b>	
<b>Power/Duty Delegated:</b>	<b>Building Act 2011 s139 Presumptions about authority to do certain things</b>
<b>Description of Power Delegated:</b>	Presumptions about authority to do certain things
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Building Surveyor
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation BD- D006 Extension of time for permit</b>	
<b>Power/Duty Delegated:</b>	<b>Building Act 2011 s32(3) Duration of building or demolition permit s. 127 (3) Building Regulations 2012 Regulation 24 Extension of time during which permit has effect</b>
<b>Description of Power Delegated:</b>	Authority to approve an extension of time for a building or demolition permit.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Building Surveyor
<b>Conditions:</b>	Extension for maximum period of 12 months
<b>Legislative Record Keeping Requirements:</b>	Record details of extensions issued. Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation BD-D007 Infringement Notices</b>	
<b>Power/Duty Delegated:</b>	<b>Building Act 2011 (Building Regulations) s.70 Criminal Procedure Act 2004 s.6 (a) and (b)</b>
<b>Description of Power Delegated:</b>	Issue Infringement notices
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Building Surveyor
<b>Conditions:</b>	To be approved through the Chief Executive Officer
<b>Legislative Record Keeping Requirements:</b>	Record details of notices issued. Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

**POLICY & ADMINISTRATION  
DELEGATIONS**

<b>Delegation PA-001 Council Vehicles - Conditions of Use</b>	
<b>Power/Duty Delegated:</b>	<b>Policy S014</b>
<b>Description of Power Delegated:</b>	Authority to approve temporary suspension of Policy No. S014 (Council Vehicle – Condition of Use) under special circumstances.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Nil
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy S014

<b>Delegation PA-D002 Legal Opinions</b>	
<b>Power/Duty Delegated:</b>	<b>Policy A002</b>
<b>Description of Power Delegated:</b>	Authority to seek a legal opinion.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Nil
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy A002

<b>Delegation PA-D003 Hall Hire Bond Refunds and Cancellation of Refunds</b>	
<b>Power/Duty Delegated:</b>	<b>Policy C003</b>
<b>Description of Power Delegated:</b>	Authority to approve charging of Bonds, extra cleaning costs and booking refunds for Community Hall bookings.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer Customer Service Officers
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy C003

<b>Delegation PA-D004 Libraries – Advertising Material/Community Information</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Administration</b>
<b>Description of Power Delegated:</b>	Authority to approve the display of advertising material and community based information in the Shire of Beverley public libraries.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Customer Service Officers Beverley Community Resource Centre
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation PA-D005 Purchasing</b>	
<b>Power/Duty Delegated:</b>	<b>Policy AF007</b>
<b>Description of Power Delegated:</b>	Authority to incur expenditure in accordance with Council Policy.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer Manager of Works Shire Planner Maintenance Officer Leading Hand Leading Motor Mechanic Parks and Gardens Supervisor
<b>Conditions:</b>	<b>Nil Purchase Order limitations as per Policy AF007</b>
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy AF007

<b>Delegation PA-D006 Street Trees – Planting</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Works</b>
<b>Description of Power Delegated:</b>	Authority to approve the planting of street verge trees per property by residents in accordance with Council policy.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Manager of Works
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation PA-D007 Street Trees – Removal Destructing or Interfering Trees</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Works</b>
<b>Description of Power Delegated:</b>	Authority to remove trees, in a road reserve or on land under the care, control and management of Council that are destructing / interfering / Dead or Dangerous in regards to the construction of any proposed or existing structure, or public work or service, or constitutes a traffic hazard, due to restricting the visibility of motorists.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Manager of Works
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation AP-D008 Move to Environmental Health Food Sample – Offences</b>	
<b>Power/Duty Delegated:</b>	<b>Environmental Health Food Act 2008 s118(2)(b) Authorised Officer</b>
<b>Description of Power Delegated:</b>	Authority to issue a warning to persons who contravene the Food Standards Code for a minor breach.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Environmental Health Officer
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation AP-D009 Move to Works Litter Bins – Placement and Allocation</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Works</b>
<b>Description of Power Delegated:</b>	Authority to determine the location and approve the placement of litter bins for public areas.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Manager of Works
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation AP-D010 Move to Ranger Services Carcass Disposal</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Works</b>
<b>Description of Power Delegated:</b>	Authority to approve the method of disposal of dead animals.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Manager of Works Environmental Health Officer WA Contract Ranger Services
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil



<b>Delegation AP-D011 Move to Works Discarded Syringe Management</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Works</b>
<b>Description of Power Delegated:</b>	Authority to provide syringe disposal containers to: <ul style="list-style-type: none"> <li>• Council operational vehicles;</li> <li>• Council workplaces;</li> <li>• Public Areas</li> </ul>
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Manager of Works
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation AP- D012 Move to Planning Development on Scheme</b>	
<b>Power/Duty Delegated:</b>	<b>Local Planning Scheme No. 3 (and it's successors)</b>
<b>Description of Power Delegated:</b>	Authority to grant planning approval for development on scheme reserves where the development is consistent with the use of the reserve.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	<b>Manager of Planning and Development Services</b>
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Shire of Beverley <b>LPS 3</b>

<b>Delegation AP-D013 Move to Planning Sponsorship Signs on Reserves and Council Building on Reserves</b>	
<b>Power/Duty Delegated:</b>	<b>Local Planning Scheme No. 3 (and it's successors)</b>
<b>Description of Power Delegated:</b>	In accordance with Town Planning Policy, the Chief Executive Officer shall have the authority to: <ul style="list-style-type: none"> <li>• Approve applications for sponsorship signs on reserves and Council building on reserves</li> <li>• Approve the content of information and advertising on signs</li> </ul>
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	<b>Manager of Planning and Development Services</b>
<b>Conditions:</b>	Application must meet <b>LPS 3</b> list requirements and Signage Policy Regulations.
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Shire of Beverley <b>LPS 3</b> and Signage Policy

<b>Delegation AP-D014 <span style="color: red;">Move to Building</span> Building Licence for a Retaining Wall</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Building</b> <span style="color: red;"><b>Building Act 2011 (add relevant section)</b></span>
<b>Description of Power Delegated:</b>	Authority to approve a Building Licence for a retaining wall in excess of 1.0m, where the written approval from the adjoining landowner(s) is provided by the applicant.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Building Surveyor
<b>Conditions:</b>	Written approval from the adjoining landowner(s) is provided by the applicant.
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation AP-D015 <span style="color: red;">Move to Community</span> Art Exhibition / Acquisition</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Administration</b>
<b>Description of Power Delegated:</b>	To make purchases within the budget allocation by the Council for this purpose and determine the venue for the Art Exhibition.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Beverley Station Arts <span style="color: red;">Committee</span>
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	<span style="color: red;">Nil Beverley Station Arts to provide AGM Minutes and Financial Statements</span>

<b>Delegation AP-D016 Council Event – Traffic Management Plans</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Administration</b>
<b>Description of Power Delegated:</b>	Authority to approve the Traffic Management Plans for Community Events
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	<span style="color: red;">Nil Manager of Planning and Development Services</span>
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation AP-D017 Community Service Tenancy Agreements</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Administration</b> <b>Residential Tenancies Act 1987</b>
<b>Description of Power Delegated:</b>	To sign Shire of Beverley Community Service tenancy and lease agreements as per the Residential Tenancies Act 1987 requirements.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation AP-D018 Supply of Keys to Council Owned Buildings</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Administration</b>
<b>Description of Power Delegated:</b>	Authority to approve the supply of additional keys to Council owned buildings.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer Manager of Works
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation AP- D019 Use of Banner, Street Banners and Flag Poles</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Administration</b>
<b>Description of Power Delegated:</b>	Authority to approve requests for use of the Council's banner, street banners and flag poles to appropriate organisations in order to publicise forthcoming events of benefit or interest to the general community.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Nil
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy C009

<b>Delegation AP-D020 Appointment of Staff</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Administration - Staff</b>
<b>Description of Power Delegated:</b>	Authority to appoint and dismiss staff in accordance with the Act and appropriate awards.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation AP-D021 Review of Salaries</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Administration</b>
<b>Description of Power Delegated:</b>	To review the salaries of all employees
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation AP-D022 Approval of Outside Functions</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Administration</b>
<b>Description of Power Delegated:</b>	Approve attendance at conferences, seminars and staff training.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation AP-D023 Authorise Annual Leave</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Administration</b>
<b>Description of Power Delegated:</b>	Authorise annual leave and unpaid study leave. Discretion to pay for un-accumulated sick leave and attendance at funerals, with each case being judged upon its merits.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Deputy Chief Executive Officer
<b>Conditions:</b>	Nil
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

<b>Delegation AP-D024 Approve Staff use of Plant</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Works</b>
<b>Description of Power Delegated:</b>	Approve staff use of Shire of Beverley Plant and Equipment.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Manager of Works
<b>Conditions:</b>	Plant usage forms must be completed by staff, prior to use.
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Policy S019 – <b>Note: Policy is Suspended</b>

<b>Delegation AP-D025 <b>Move to Works</b> Approve Private Works</b>	
<b>Power/Duty Delegated:</b>	<b>Shire of Beverley Works</b>
<b>Description of Power Delegated:</b>	Approve private works.
<b>Delegation to:</b>	Chief Executive Officer
<b>Sub-delegated to:</b>	Manager of Works
<b>Conditions:</b>	Private Works Application form must be completed prior to approval.
<b>Legislative Record Keeping Requirements:</b>	Local Government Act 1995 – Section 5.46(3) Local Government (Administration) Regulations 1996 – Regulation 19
<b>Compliance/Reference Link:</b>	Nil

Record of Adoption and Review

<b>Document Status</b>	Final
<b>Revision No.</b>	3
<b>Prepared By</b>	Stephen Gollan Chief Executive Officer
<b>Initial Adoption By Council</b>	23 August 2016
<b>Motion</b>	M14/0816
<b>Next Review Due by</b>	October 2020

<b>Version</b>	<b>Issue Date</b>	<b>Author</b>	<b>Reason for Change</b>
1	July 2016	S P Gollan	Review after Council Changes
2	August 2016	S P Gollan	Adoption by Council
3	26 September 2017	S P Gollan	Review and Adoption by Council
4	23 October 2018	S P Gollan	Review and Adoption by Council
5	23 July 2019	S P Gollan	Review and Adoption by Council