



SHIRE OF BEVERLEY NOTICE OF MEETING

Notice is hereby given that the next Ordinary Meeting of Council will be held on Tuesday 28 April 2020. Due to COVID-19 requirements, the meeting will be closed to the public. If you have any questions for Council, please email them to execassist@beverley.wa.gov.au no later than 12 noon, Tuesday 28 April 2020. A maximum of three questions may be asked. The responses will be emailed back to you on Wednesday 29 April 2020.

Program

3.00pm – 5.00pm Ordinary Meeting

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

Stephen Gollan
Chief Executive Officer

23 April 2020

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.



28 April 2020

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 DW Davis Shire President
Cr CJ Pepper Deputy President
Cr DL Brown
Cr P Gogol
Cr CJ Lawlor
Cr SW Martin
Cr TF McLaughlin
Cr TWT Seed
Cr DC White

2.2 Staff In Attendance

Mr SP Gollan Chief Executive Officer
Mr SK Marshall Deputy Chief Executive Officer
Mr SP Vincent Manager of Works
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:

| | | |
|----------|--------------|---------------|
| THORNTON | Mark Anthony | 31 March 2020 |
| BEZANT | Allan | 7 April 2020 |

7. CONFIRMATION OF MINUTES

7.1 Minutes Of The Ordinary Council Meeting Held 24 March 2020

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held Tuesday 24 March 2020 be confirmed.

7.2 Minutes Of The Bush Fire Advisory Committee Meeting Held 19 March 2020

OFFICER'S RECOMMENDATION

That the Minutes of the Beverley Bush Fire Advisory Committee Meeting held Thursday 19 March 2020 be received.

Attachment 7.2

MINUTES OF A MEETING OF THE SHIRE OF BEVERLEY BUSH FIRE ADVISORY COMMITTEE (BFAC) HELD IN THE BEVERLEY AMMENITIES BUILDING ON THURSDAY 19TH MARCH 2020 COMMENCING AT 6.40PM

PRESENT:

| | |
|----------------------------|--|
| Bruce Kilpatrick | Chief Bush Fire Control Officer |
| Bill Cleland | Deputy Chief Bush Fire Control Officer |
| Rob Fisher | FCO Dale / Kokeby Brigade |
| Deane Aynsley | FCO Beverley South East BFB |
| Andrew Shaw | FCO Avondale BFB |
| Stephen Moore | FCO Beverley Central |
| Ben Murray | FCO Beverley North East |
| Troy Granville | FCO Community Emergency Services |
| Manager | |
| Travis Boyle | Captain Beverley VFRS |
| Don Davis | President, Shire of Beverley |
| Simon Marshall (via phone) | Acting Chief Executive Officer |
| Brett Shaw | Captain Beverley South East |

APOLOGIES:

| | |
|----------------|-------------------|
| Paul Schilling | FCO Dale West BFB |
|----------------|-------------------|

CONFIRMATION OF PREVIOUS MINUTES:

Moved Andrew Shaw

Seconded Stephen Moore

That the Minutes of the Fire Control Officers meeting held on the 10th October 2019 be confirmed.

CARRIED 8/0

MATTERS ARISING FROM MINUTES:

Still awaiting a Fire Break Order template to be finalized by DFES so that we can incorporate a more comprehensive and cohesive Fire Break Order for the 2020/21 Season.

BRIGADE REPORTS:

Avondale: One lightning strike fire.

Beverley North East: Barrett-Lennard header fire.

Beverley South East: Attended a fire in Quairading.

Beverley Central: Tip fire, Barrett-Lennard header fire. Reasonable member numbers currently.

Attachment 7.2

Dale Kokeby: Fire at the Olive Farm. Williamson Road Fire.

Dale West: Lightning strike fire at start of season. Williamson Road fire.

ELECTION OF FIRE CONTROL OFFICERS:

Chief Bush Fire Control Officer – Bill Cleland was nominated by Bruce Kilpatrick and seconded by Rob Fisher. No further nominations were received and Bill Cleland was elected to the role.

Deputy Chief Bush Fire Control Officer – Deane Aynsley was nominated by Bruce Kilpatrick and seconded by Ben Murray. No further nominations were received and Deane Aynsley was elected to the role.

Beverley Central – Rick Smith was nominated by Stephen Moore and seconded by Ben Murray. No further nominations were received and Rick Smith was elected to the role.

Beverley South East – Brett Shaw was nominated by Deane Aynsley and seconded by Ben Murray. No further nominations were received and Brett Shaw was elected to the role.

Beverley North East – Ben Murray re-nominated himself to continue. No further nominations were received and he was re-elected to the role.

Avondale – Andrew Shaw re-nominated himself to continue. No further nominations were received and he was re-elected to the role.

Dale Kokeby – Rob Fisher re-nominated himself to continue. No further nominations were received and he was re-elected to the role.

Dale West – Paul Schilling re-nominated himself to continue. No further nominations were received and he was re-elected to the role.

Fire Weather Officers:
Bill Cleland
Deane Aynsley
Andrew Shaw

BUSINESS OF MEETING:

It was agreed that Permit to Burn approvals will be for a maximum of 14 days for agricultural applicants and a maximum of 5 days for all other applicants.

The Fire Break Order from the current season needs amending to correctly reflect the Gazetted Burning Times for the Shire of Beverley.

Restricted Burning Times run from 3rd October to 14th November and from 15th February to 29th March.

Prohibited Burning Times run from 15th November to 14th February.

Unrestricted Burning Times are from 30th March to 2nd October.

Attachment 7.2

GENERAL BUSINESS:

Discussions were had regarding planning effectively for mopping up of fire incidents. Sectorization is required as soon as possible at an incident and shift changeovers need to be planned for long running incidents.

Discussion was had on the use of WAERN radios at incidents and the need to consider that the majority of units on the fireground have only UHF radios. UHF Emergency Channel 5 needs to be dual transmitted and received on WAERN radio sets along with High Band Channel 108.

Training courses for FCO, Sector Commander and First Aid requested to be conducted before the next season.

The letter approaching the Olive Tree Farm regarding their fire control responsibilities to be sent and followed up before next season.

Telstra has been made aware of communication failure issues with their mobile phone towers via the District Operational Advisory Committee (DOAC).

NEXT MEETING:

The next meeting is proposed to be set for a date in October.

CLOSURE:

There being no further business the meeting closed at 7.50pm.

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

PRESIDING MEMBER

DATE

8. TECHNICAL SERVICES

8.1 Ten Year Road Program

SUBMISSION TO: Ordinary Council Meeting 28 April 2020
REPORT DATE: 22 April 2020
APPLICANT: N/A
FILE REFERENCE: ADM 0171
AUTHOR: S.P. Vincent, Manager of Works
ATTACHMENTS: 10 Year Road Program (under separate cover)

SUMMARY

Council to consider receiving the Ten Year Road Program 2020 – 2029.

BACKGROUND

The Ten Year Road Program is reviewed annually and is used to ensure projects remain on schedule and not forgotten if they need to be moved out.

The program often changes through the budget process and as different community needs change and evolve.

COMMENT

On Wednesday 18 March 2020 Cr's Gogol, Lawlor, McLaughlin and Seed along with Manager of Works, Steve Vincent completed a road inspection.

From that inspection the 2020/21 road program and Ten Year Road Program were discussed in an hour workshop prior to the Council Meeting on Tuesday 24 March 2020.

The final Ten Year Road Program is attached.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

Future Budgets

STRATEGIC IMPLICATIONS

Goal 1: Shire infrastructure is prepared for economic gains and an increase in our population.

Strategy 1.1 Performance and structure of roads are included in our road management plan, communicated to Council and the community.

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council receive the Ten Year Road Program 2020 – 2029.

9. PLANNING SERVICES

9.1 Development Application: Single House – 44 (Lot 12) Dawson Street

| | |
|------------------------|--|
| SUBMISSION TO: | Ordinary Council Meeting 28 April 2020 |
| REPORT DATE: | 20 April 2020 |
| APPLICANT: | Tara Smith (Owner: Daryle Burton) |
| FILE REFERENCE: | DAW 991 |
| AUTHOR: | B.S. de Beer, Manager Planning & Development Services |
| ATTACHMENTS: | Application, Locality Map, Site Plan and Floor Layout |

SUMMARY

An application has been received to construct a Single House at 44 (Lot 12) Dawson Street. It will be recommended the application be approved.

BACKGROUND

The subject property is located at 44 (Lot 12) Dawson Street, is zoned 'Rural Townsite' with a density coding of R40 in terms of the Shire of Beverley Local Planning Scheme No. 3 (LPS 3). The lot is 860 m² in extent.

In terms of LPS 3 a 'single house' is a 'D' use (*discretionary*) in this Zone which means that *'the use is not permitted unless the local government has exercised its discretion by granting development approval'*.

There is an existing corrugated iron building/shed on the property. It is in this shed that the Old Power House was housed and where the *Silver Centenary Aircraft* was constructed by Selby Ford in 1929. The latter are acknowledged in the *1995 Shire of Beverley Municipal Heritage Inventory*.

COMMENT

The proposal is deemed to be in harmony with the planning intent for the precinct as reflected in the Shire of Beverley Local Planning Strategy.

Applications for planning approval for single dwellings at 38 (Lot 1) and 40 (Lot 2) Queen Street (also within the 'Rural Townsite' zone), had previously been considered and approved by Council.

As mentioned earlier the existing shed on the site is recorded on the Municipal Heritage Inventory (MHI) and henceforth any planning proposals for the lot should take this into account. It is however submitted that minimal change is proposed to the shed and that the adaptive reuse of heritage listed places is a recognised approach in retaining the heritage values and integrity of a property. It is not considered that the granting of approval for a single house on the lot as proposed will detract from these values.

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 a Single House at 44 (Lot 12) Dawson 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. Suitable arrangements are to be made for connection to the sewer system prior to occupation.
3. Suitable arrangements are to be made for connection to a potable water supply prior to occupation.

Advice Notes:

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

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

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

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

Note 5: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

Attachment 9.1



Good morning,

I haven't seen 44 Dawson St, only what the Real Estate has released. I'm viewing the shed on Sat 18th April at 10am with Helen. If the shed is every I need fingers crossed it will be my dream home.

The paperwork I have included, which isn't to scale is what I would love to do to the rear of the shed.

The bedrooms and bathroom will be inside the shed. They will be finished off with a flat roof reinforced.

The rear of the shed will not be touched in anyway as it will be my feature wall in the Kitchen-living and bedrooms. I will have to remove a small piece of tin for the hallway from the Kitchen-living area and reuse it on the backdoor to enter the shed.

I hope you like my idea of My Dream home. It will be a ongoing project over 2-3 years using tradies from Beverly. Please let me know if I can.

Thank you so much for your time.

Tara Smith

Tara Smith

0407449756

taraasmith999@gmail.com

Attachment 9.1



PICTURED: THE CABIN 60

THE CABIN

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- Ridge capping, barge and corner flashing supplied in COLORBOND® steel
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- Full engineering certification and plans
- Council approval guarantee



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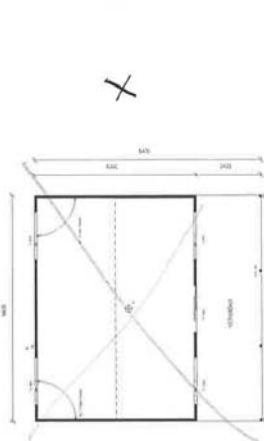
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\$16,400 (\$20,400 CYC) (NT, WA, TAS)



THE CABIN 60 \$19,100 (\$23,200 CYC) (QLD, NSW, VIC, SA)
\$20,400 (\$24,800 CYC) (NT, WA, TAS)



THE CABIN 85 \$25,200 (\$30,900 CYC) (QLD, NSW, VIC, SA)
\$26,800 (\$32,900 CYC) (NT, WA, TAS)

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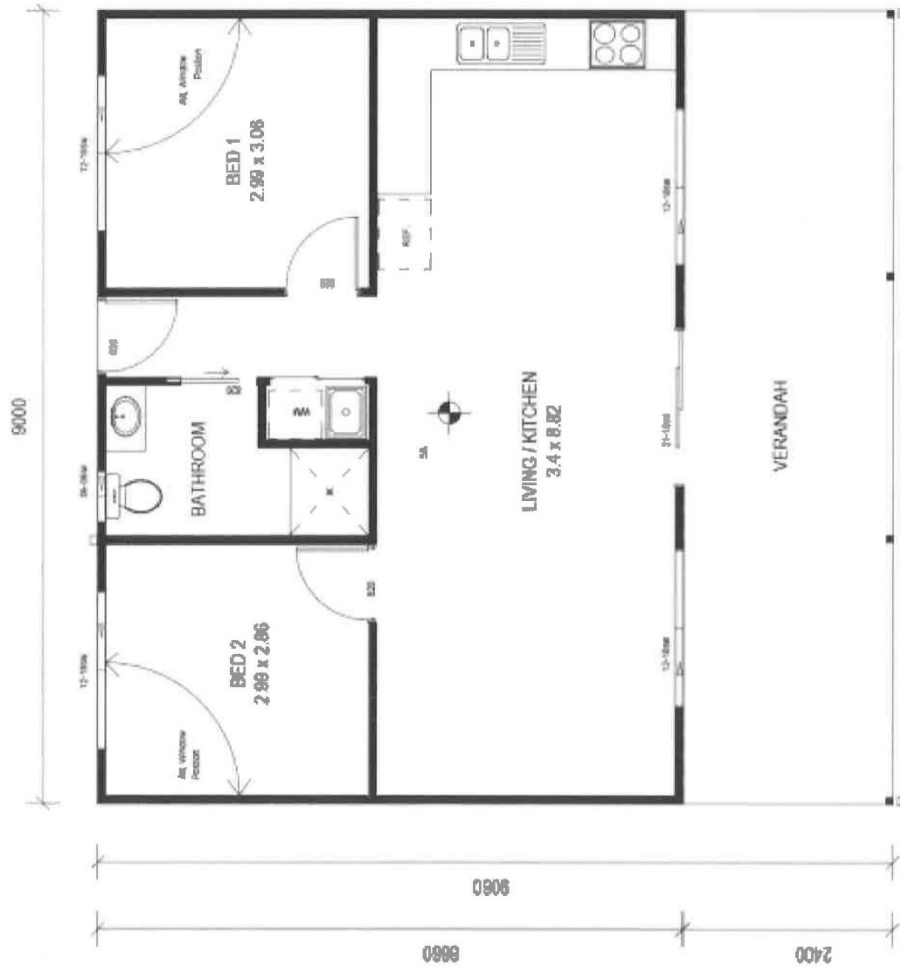
STEEL
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Attachment 9.1

The-Cabin-Floor-Plans__PadWzgwMCw0NTAsIkZGRkZGRIsMF0.webp (800x450)



3/9/2020

file:///C:/Users/Tara.Jenkins/Downloads/The-Cabin-Floor-Plans__PadWzgwMCw0NTAsIkZGRkZGRIsMF0.webp

Attachment 9.1



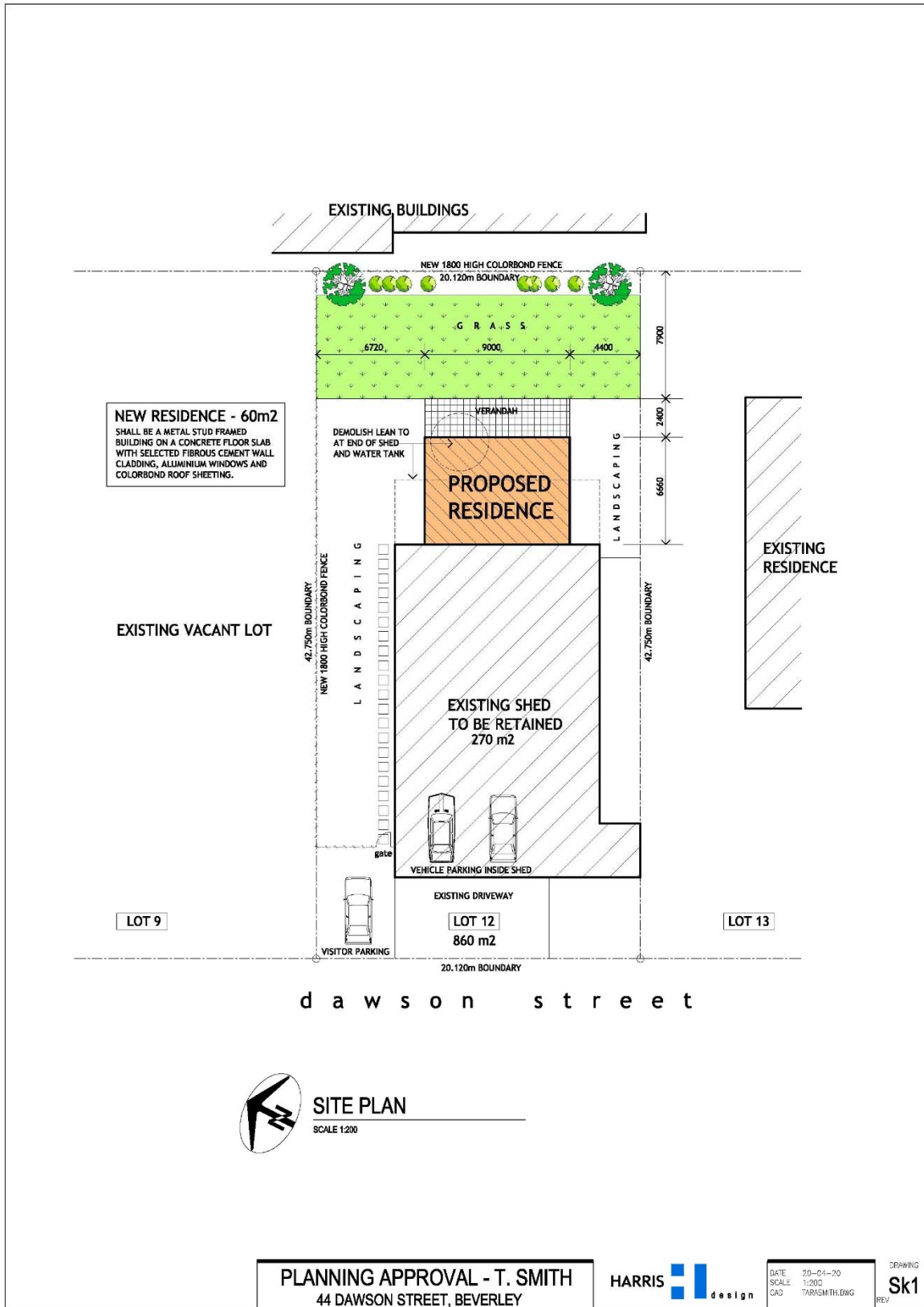
Attachment 9.1

44 (Lot 12) Dawson Street



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Please refer to original documentation for all legal purposes.

Attachment 9.1



10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Monthly Financial Report

SUBMISSION TO: Ordinary Council Meeting 28 April 2020
REPORT DATE: 20 April 2020
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: March 2020 Financial Reports

SUMMARY

Council to consider accepting the financial report for the period ending 31 March 2020.

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 2019 Ordinary Meeting, item 11.3.

COMMENT

The monthly financial reports for the period ending 31 March 2020 have been provided and include:

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

STATUTORY ENVIRONMENT

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

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

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

The Statement is to be accompanied by:

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

FINANCIAL IMPLICATIONS

All revenue and expenditure, unless disclosed in the notes to material variances, are as per the 2019/20 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

AF004 – Investing Surplus Funds

VOTING REQUIREMENTS

Simple Majority

OFFICER’S RECOMMENDATION

That the monthly financial report for the month of March 2020 be accepted and material variances be noted.

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 March 2020**

| Description | Budget 2019/20 | YTD Budget 2019/20 | YTD Actual 2019/20 | YTD Variance | Notes To Material Variances |
|--|-----------------------|-----------------------|-----------------------|-------------------|---|
| Operating Revenue | | | | | |
| General Purpose Funding | 3,296,127.00 | 3,165,321.00 | 3,183,648.24 | 18,327.24 | Rates discount expense lower than expected \$16,876. |
| Governance | 26,100.00 | 25,000.00 | 28,694.94 | 3,694.94 | |
| Law, Order & Public Safety | 210,156.00 | 142,661.00 | 143,571.56 | 910.56 | |
| Health | 100.00 | 0.00 | 581.83 | 581.83 | |
| Education & Welfare | 0.00 | 0.00 | 0.00 | 0.00 | |
| Housing | 117,192.00 | 96,423.00 | 100,058.80 | 3,635.80 | |
| Community Amenities | 207,073.00 | 203,894.00 | 211,038.25 | 7,144.25 | |
| Recreation & Culture | 642,701.00 | 263,645.00 | 276,135.51 | 12,490.51 | Cornerstone Retention Fee Recoup \$5,541, Swimming Pool Season Fees \$1,524 and Recreation Facility Hire fees \$4,832 greater than anticipated. |
| Transport | 1,663,712.00 | 835,173.00 | 894,456.27 | 59,283.27 | Roads To Recovery funding \$60,752 greater than anticipated. |
| Economic Activities | 208,929.00 | 95,273.00 | 91,080.47 | (4,192.53) | |
| Other Property & Services | 43,100.00 | 34,500.00 | 35,422.70 | 922.70 | |
| Total Operating Revenue | 6,415,190.00 | 4,861,890.00 | 4,964,688.57 | 102,798.57 | |
| Operating Expenditure | | | | | |
| General Purpose Funding | (182,995.00) | (106,503.00) | (97,771.66) | 8,731.34 | |
| Governance | (274,300.00) | (181,411.00) | (172,159.78) | 9,251.22 | |
| Law, Order & Public Safety | (392,971.00) | (309,514.00) | (289,283.69) | 20,230.31 | 18/19 Fire Mitigation works expense (\$16,032) unbudgeted. ESL Expenditure (\$4,802) greater than anticipated. Loss on Asset disposal (Backhoe) \$35,000 not realised as Asset retained. |
| Health | (170,695.00) | (112,258.00) | (103,431.38) | 8,826.62 | |
| Education & Welfare | (92,513.00) | (65,709.00) | (60,961.52) | 4,747.48 | |
| Housing | (212,325.00) | (149,178.00) | (137,093.89) | 12,084.11 | Staff Housing maintenance \$5,022 and Seniors Housing maintenance \$8,478 lower than anticipated YTD. |
| Community Amenities | (676,208.00) | (469,363.00) | (461,216.18) | 8,146.82 | |
| Recreation & Culture | (1,575,216.00) | (1,117,767.00) | (1,100,732.93) | 17,034.07 | Administration Costs reallocated \$16,897 less than anticipated YTD. |
| Transport | (2,558,918.00) | (1,857,884.00) | (1,865,343.82) | (7,459.82) | |
| Economic Activities | (558,586.00) | (334,855.00) | (307,093.29) | 27,761.71 | Asset maintenance expense \$5,712, Tourism Officer expense \$1,948 and Administration costs reallocated \$19,160 less than anticipated YTD. |
| Other Property & Services | (15,064.00) | (4,119.00) | 14,720.88 | 18,839.88 | Timing variance between POC & PWOH costs incurred and reallocated. |
| Total Operating Expenditure | (6,709,791.00) | (4,708,561.00) | (4,580,367.26) | 128,193.74 | |
| Net Operating | (294,601.00) | 153,329.00 | 384,321.31 | 230,992.31 | |
| Capital Income | | | | | |
| Self Supporting Loan - Principal Repayment | 16,270.00 | 8,012.00 | 8,011.93 | (0.07) | |
| Proceeds from Sale of Assets | 345,000.00 | 315,000.00 | 169,982.72 | (145,017.28) | Backhoe (\$80,000) and Loader (\$80,000) not disposed. Water Truck \$26,364 and CEO Vehicle \$1,427 trade in values higher than expected. MOW Vehicle (\$364) and Crewcab Ute (\$12,445) trade in values lower than expected. |

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 March 2020**

| Description | Budget 2019/20 | YTD Budget 2019/20 | YTD Actual 2019/20 | YTD Variance | Notes To Material Variances |
|--|-----------------------|-----------------------|-----------------------|---------------------|---|
| New Loan Raised | 150,000.00 | 0.00 | 0.00 | 0.00 | |
| Total Capital Income | 511,270.00 | 323,012.00 | 177,994.65 | (145,017.35) | |
| Capital Expenditure | | | | | |
| Land and Buildings | (979,000.00) | (284,000.00) | (317,964.81) | (33,964.81) | Community Bus Shed (\$36,041) project unbudgeted but partly reimbursable from insurance cover. Cornerstone final superintendent charges (\$4,990) unbudgeted. Medical Centre AC replacement (\$8,700) unbudgeted. 59 Smith Street bathroom refurbishment \$13,110 lower than anticipated. |
| Plant and Equipment | (867,000.00) | (761,000.00) | (547,619.82) | 213,380.18 | New Loader \$24,770, CEO Vehicle \$4,349 and Water Truck \$3,100 purchase savings. Backhoe retained \$180,000. |
| Office Furniture and Equipment | 0.00 | 0.00 | 0.00 | 0.00 | |
| Road Construction | (2,441,722.00) | (1,721,733.00) | (733,236.12) | 988,496.88 | Cyclone Joyce AGRN 781 recovery works \$736,758 not to proceed offset by no funding received. Sealing and stabilising works delayed on various roads \$323,682. Morbinning Road failure repair including engineer expense (\$66,481). Mann Street (\$2,394) additional internal labour and plant expense. |
| Other Infrastructure | (259,067.00) | (219,067.00) | (222,381.92) | (3,314.92) | |
| Land Under Control | 0.00 | 0.00 | 0.00 | 0.00 | |
| Loans - Principal Repayments | (153,429.00) | (94,126.00) | (94,125.43) | 0.57 | |
| Total Capital Expenditure | (4,700,218.00) | (3,079,926.00) | (1,915,328.10) | 1,164,597.90 | |
| Net Capital | (4,188,948.00) | (2,756,914.00) | (1,737,333.45) | 1,019,580.55 | |
| Adjustments | | | | | |
| Depreciation Written Back | 2,306,734.00 | 1,735,167.00 | 1,744,113.51 | 8,946.51 | |
| Movement in Leave Reserve Cash Balance | 0.00 | 0.00 | 1,826.00 | 1,826.00 | |
| Movement in Non-Current Loan Repayments | 0.00 | 0.00 | 0.00 | 0.00 | |
| Movement in Non-Current SSL Income | 0.00 | 0.00 | 0.00 | 0.00 | |
| Movement in Non-Current Investments | 0.00 | 0.00 | 0.00 | 0.00 | |
| Movement in Non-Current LSL Provision | 0.00 | 0.00 | 0.00 | 0.00 | |
| Movement in Non-Current Deferred Pensioner Rates | 0.00 | 0.00 | 0.00 | 0.00 | |
| (Profit)/Loss on Disposal of Assets Written Back | 25,000.00 | 25,000.00 | 40,050.39 | 15,050.39 | Loader and Backhoe not disposed. |
| Loss on Revaluation of Non-Current Assets Written Back | 0.00 | 0.00 | 0.00 | 0.00 | |
| Rounding | 0.00 | 0.00 | 0.00 | 0.00 | |
| Add Funding From | | | | | |
| Transfer (To)/From Reserves | 427,171.00 | (24,087.00) | (24,086.24) | 0.76 | |
| Opening Surplus/(Deficit) | 1,724,644.00 | 1,724,644.00 | 1,724,644.16 | 0.16 | |
| Total Adjustments | 4,483,549.00 | 3,460,724.00 | 3,486,547.82 | 25,823.82 | |
| CLOSING SURPLUS/(DEFICIT) | 0.00 | 857,139.00 | 2,133,535.68 | 1,276,396.68 | |

**SHIRE OF BEVERLEY
STATEMENT OF NET CURRENT ASSETS
FOR THE PERIOD ENDING
31 March 2020**

| Description | Actual 2018/19 | YTD Actual 2019/20 |
|--|-----------------------|-----------------------|
| Current Assets | | |
| Cash at Bank | 1,079,949.68 | 738,947.72 |
| Cash - Unrestricted Investments | 1,000,000.00 | 1,312,559.75 |
| Cash - Restricted Reserves | 2,372,868.36 | 2,396,954.60 |
| Cash on Hand | 300.00 | 300.00 |
| Accounts Receivable | 390,058.46 | 443,116.38 |
| Prepaid Expenses | 0.00 | 0.00 |
| Self Supporting Loan - Current | 16,270.62 | 8,258.69 |
| Inventory - Fuel | 12,501.60 | 8,832.75 |
| | | |
| Total Current Assets | 4,871,948.72 | 4,908,969.89 |
| | | |
| Current Liabilities | | |
| Accounts Payable | (595,620.53) | (209,501.87) |
| Loan Liability - Current | (153,428.91) | (59,303.48) |
| Annual Leave Liability - Current | (184,119.46) | (184,119.46) |
| Long Service Leave Liability - Current | (158,315.59) | (158,315.59) |
| Doubtful Debts | 0.00 | 0.00 |
| | | |
| Total Current Liabilities | (1,091,484.49) | (611,240.40) |
| | | |
| Adjustments | | |
| Less Restricted Reserves | (2,372,868.36) | (2,396,954.60) |
| Less Self Supporting Loan Income | (16,270.62) | (8,258.69) |
| Add Leave Reserves - Cash Backed | 179,890.00 | 181,716.00 |
| Add Loan Principal Expense | 153,428.91 | 59,303.48 |
| | | |
| Total Adjustments | (2,055,820.07) | (2,164,193.81) |
| | | |
| NET CURRENT ASSETS | 1,724,644.16 | 2,133,535.68 |

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING
31 March 2020**

| Description | Actual 2018/19 | YTD Actual 2019/20 | Movement |
|--|-----------------------|-----------------------|---------------------|
| Current Assets | | | |
| Cash and Cash Equivalents | 4,453,118.04 | 4,448,762.07 | (4,355.97) |
| Accounts Receivable | 390,058.46 | 443,116.38 | 53,057.92 |
| Contract Asset - Current | 0.00 | 0.00 | 0.00 |
| Prepaid Expenses | 0.00 | 0.00 | 0.00 |
| Self Supporting Loan - Current | 16,270.62 | 8,258.69 | (8,011.93) |
| Inventory | 12,501.60 | 8,832.75 | (3,668.85) |
| Total Current Assets | 4,871,948.72 | 4,908,969.89 | 37,021.17 |
| Current Liabilities | | | |
| Accounts Payable | (595,620.53) | (209,501.87) | 386,118.66 |
| Contract Liability - Current | 0.00 | 0.00 | 0.00 |
| Loan Liability - Current | (153,428.91) | (59,303.48) | 94,125.43 |
| Lease Liability - Current | 0.00 | 0.00 | 0.00 |
| Annual Leave Liability - Current | (184,119.46) | (184,119.46) | 0.00 |
| Long Service Leave Liability - Current | (158,315.59) | (158,315.59) | 0.00 |
| Doubtful Debts | 0.00 | 0.00 | 0.00 |
| Total Current Liabilities | (1,091,484.49) | (611,240.40) | 480,244.09 |
| Non-Current Assets | | | |
| Non-Current Debtors | 111,941.79 | 111,941.79 | 0.00 |
| Non-Current Investments | 46,400.31 | 46,400.31 | 0.00 |
| Land and Buildings | 21,206,039.31 | 21,019,095.23 | (186,944.08) |
| Plant and Equipment | 2,028,750.39 | 2,166,066.29 | 137,315.90 |
| Furniture and Equipment | 125,771.39 | 114,115.58 | (11,655.81) |
| Infrastructure | 60,219,210.22 | 60,147,550.26 | (71,659.96) |
| Self Supporting Loan - Non Current | 42,541.50 | 42,541.50 | 0.00 |
| Total Non-Current Assets | 83,780,654.91 | 83,647,710.96 | (132,943.95) |
| Non-Current Liabilities | | | |
| Loan Liability - Non Current | (1,517,163.10) | (1,517,163.10) | 0.00 |
| Lease Liability - Non Current | 0.00 | 0.00 | 0.00 |
| Annual Leave - Non Current | 0.00 | 0.00 | 0.00 |
| LSL Liability - Non Current | (25,790.41) | (25,790.41) | 0.00 |
| Total Non Current Liabilities | (1,542,953.51) | (1,542,953.51) | 0.00 |
| Net Assets | 86,018,165.63 | 86,402,486.94 | 384,321.31 |

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING
31 March 2020**

| Description | Actual 2018/19 | YTD Actual 2019/20 | Movement |
|------------------------|------------------------|------------------------|---------------------|
| Equity | | | |
| Accumulated Surplus | (43,643,767.95) | (44,004,003.02) | (360,235.07) |
| Reserves - Cash Backed | (2,372,868.36) | (2,396,954.60) | (24,086.24) |
| Reserve - Revaluations | (40,001,529.32) | (40,001,529.32) | 0.00 |
| | | | |
| Total Equity | (86,018,165.63) | (86,402,486.94) | (384,321.31) |

| SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE & TYPE FOR THE PERIOD ENDING 31 March 2020 | | |
|---|---------------------------|-------------------------------|
| Description | Budget 2019/20 | YTD Actual 2019/20 |
| Income | | |
| Rates | 2,669,880.00 | 2,810,988.04 |
| Operating Grants, Subsidies and Contributions | 2,271,419.00 | 953,376.24 |
| Profit On Asset Disposal | 12,000.00 | 0.00 |
| Service Charges | 0.00 | 0.00 |
| Fees & Charges | 523,761.00 | 504,682.34 |
| Interest Earnings | 103,888.00 | 61,121.22 |
| Other Revenue | 60,500.00 | 115,350.70 |
| Non-Operating Grants, Subsidies and Contributions | 9,238,188.00 | 521,820.38 |
| Total Income by Nature & Type | 14,879,636.00 | 4,967,338.92 |
| Expenditure | | |
| Employee Costs | (2,134,739.00) | (1,445,084.46) |
| Materials & Contracts | (1,840,463.00) | (1,122,448.53) |
| Utilities | (208,638.00) | (168,249.75) |
| Depreciation On Non-Current Assets | (1,691,589.00) | (1,744,113.51) |
| Interest Expenses | (34,504.00) | (39,422.99) |
| Insurance Expenses | (168,227.00) | (195,149.52) |
| Other Expenditure | (81,975.00) | (71,969.93) |
| Loss On Asset Disposal | (8,000.00) | (40,050.39) |
| Loss on Revaluation of Non-Current Assets | 0.00 | 0.00 |
| Total Expenditure by Nature & Type | (6,168,135.00) | (4,826,489.08) |
| Allocations | | |
| Reallocation Codes Expenditure | 421,192.00 | 243,471.47 |
| Reallocation Codes Income | 0.00 | 0.00 |
| Total Allocations | 421,192.00 | 243,471.47 |
| Net Operating by Nature & Type | 9,132,693.00 | 384,321.31 |

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 March 2020**

| Job # | Job Description | YTD Actual 2019/20 |
|--------------|---|-------------------------------|
| | Rural Road Maintenance | |
| RR001 | Aikens Rd (RoadID: 51) (Maintenance) | 4,567.22 |
| RR002 | Athol Rd (RoadID: 26) (Maintenance) | 134.40 |
| RR003 | Avoca Rd (RoadID: 98) (Maintenance) | 0.00 |
| RR004 | Balkuling Rd (RoadID: 32) (Maintenance) | 1,859.47 |
| RR005 | Balkuling North Rd (RoadID: 177) (Maintenance) | 0.00 |
| RR006 | Bally-Bally Countypeak Rd (RoadID: 25) (Mtce) | 7,084.81 |
| RR007 | Bally-Bally Rd (RoadID: 9) (Maintenance) | 14,010.37 |
| RR008 | Barrington Rd (RoadID: 13) (Maintenance) | 3,722.25 |
| RR009 | Batemans Rd (RoadID: 78) (Maintenance) | 671.78 |
| RR010 | Batys Rd (RoadID: 60) (Maintenance) | 0.00 |
| RR011 | Bellrock Rd (RoadID: 158) (Maintenance) | 1,127.43 |
| RR012 | Bennetts Rd (RoadID: 91) (Maintenance) | 4,637.35 |
| RR013 | Beringer Rd (RoadID: 29) (Maintenance) | 9,297.12 |
| RR014 | Bethany Rd (RoadID: 148) (Maintenance) | 3,481.37 |
| RR015 | Billabong Rd (RoadID: 179) (Maintenance) | 0.00 |
| RR016 | Blackburn Rd (RoadID: 46) (Maintenance) | 1,350.24 |
| RR017 | Bremner Rd (RoadID: 6) (Maintenance) | 2,400.84 |
| RR018 | Buckinghams Rd (RoadID: 94) (Maintenance) | 3,798.55 |
| RR019 | Bushhill Road (RoadID: 183) (Maintenance) | 459.59 |
| RR020 | Butchers Rd (RoadID: 20) (Maintenance) | 7,393.85 |
| RR021 | Cannon Hill Rd (RoadID: 176) (Maintenance) | 347.62 |
| RR022 | Carrs Rd (RoadID: 47) (Maintenance) | 1,622.79 |
| RR023 | Cattle Station Road (RoadID: 181) (Maintenance) | 0.00 |
| RR024 | Caudle Rd (RoadID: 140) (Maintenance) | 0.00 |
| RR025 | Chocolate Hills Rd (RoadID: 138) (Maintenance) | 0.00 |
| RR026 | Clulows Rd (RoadID: 16) (Maintenance) | 738.77 |
| RR027 | Collins Rd (RoadID: 66) (Maintenance) | 2,686.91 |
| RR028 | Cookes Rd (RoadID: 61) (Maintenance) | 715.65 |
| RR029 | Corberding Rd (RoadID: 43) (Maintenance) | 4,391.78 |
| RR030 | County Peak Rd (RoadID: 96) (Maintenance) | 321.79 |
| RR031 | Dale Kokeby Rd (RoadID: 10) (Maintenance) | 37,822.75 |
| RR032 | Dalebin North Rd (RoadID: 24) (Maintenance) | 6,768.86 |
| RR033 | Deep Pool Rd (RoadID: 82) (Maintenance) | 6,665.14 |
| RR034 | Dobaderry Rd (RoadID: 102) (Maintenance) | 22,153.28 |
| RR035 | Dongadilling Rd (RoadID: 18) (Maintenance) | 4,466.37 |
| RR036 | Drapers Rd (RoadID: 79) (Maintenance) | 646.93 |
| RR037 | East Lynne Rd (RoadID: 52) (Maintenance) | 0.00 |
| RR038 | Edison Mill Rd (RoadID: 5) (Maintenance) | 78,533.76 |

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 March 2020**

| Job # | Job Description | YTD Actual 2019/20 |
|--------------|--|-------------------------------|
| RR039 | Ewert Rd (RoadID: 27) (Maintenance) | 19,125.34 |
| RR040 | Fergusons Rd (RoadID: 64) (Maintenance) | 336.87 |
| RR041 | Fishers Rd (RoadID: 75) (Maintenance) | 4,512.92 |
| RR042 | Glencoe Rd (RoadID: 33) (Maintenance) | 2,674.60 |
| RR043 | Gors Rd (RoadID: 30) (Maintenance) | 1,766.10 |
| RR044 | Greenhills South Rd (RoadID: 36) (Maintenance) | 1,346.53 |
| RR045 | Heals Rd (RoadID: 95) (Maintenance) | 348.34 |
| RR046 | Hills Rd (RoadID: 76) (Maintenance) | 1,226.27 |
| RR047 | Hobbs Rd (RoadID: 40) (Maintenance) | 5,224.04 |
| RR048 | Jacksons Rd (RoadID: 57) (Maintenance) | 0.00 |
| RR049 | Jacobs Well Rd (RoadID: 15) (Maintenance) | 886.51 |
| RR050 | Jas Rd (Maintenance) | 0.00 |
| RR051 | Johnsons Rd (RoadID: 73) (Maintenance) | 665.93 |
| RR052 | Jones Rd (RoadID: 48) (Maintenance) | 1,413.39 |
| RR053 | K1 Rd (RoadID: 85) (Maintenance) | 5,253.55 |
| RR054 | Kennedys Rd (RoadID: 92) (Maintenance) | 96.81 |
| RR055 | Kevills Rd (RoadID: 69) (Maintenance) | 0.00 |
| RR056 | Kieara Rd (RoadID: 55) (Maintenance) | 1,085.61 |
| RR057 | Kilpatricks Rd (RoadID: 74) (Maintenance) | 1,660.81 |
| RR058 | Kokeby East Rd (RoadID: 4) (Maintenance) | 5,034.20 |
| RR059 | Kokendin Rd (RoadID: 11) (Maintenance) | 18,062.58 |
| RR060 | Lennard Rd (RoadID: 58) (Maintenance) | 2,704.41 |
| RR061 | Little Hill Rd (RoadID: 180) (Maintenance) | 109.01 |
| RR062 | Luptons Rd (RoadID: 22) (Maintenance) | 7,094.07 |
| RR063 | Maitland Rd (RoadID: 39) (Maintenance) | 18,182.29 |
| RR064 | Mandiakon Rd (RoadID: 87) (Maintenance) | 1,247.70 |
| RR065 | Manns Rd (RoadID: 59) (Maintenance) | 9,792.97 |
| RR066 | Manuels Rd (RoadID: 37) (Maintenance) | 0.00 |
| RR067 | Mawson Rd (RoadID: 100) (Maintenance) | 5,052.84 |
| RR068 | Mawson North Rd (RoadID: 167) (Maintenance) | 441.83 |
| RR069 | Mcdonalds Rd (RoadID: 54) (Maintenance) | 833.00 |
| RR070 | Mckellars Rd (RoadID: 93) (Maintenance) | 825.46 |
| RR071 | Mclean Rd (RoadID: 84) (Maintenance) | 0.00 |
| RR072 | Millers Rd (RoadID: 49) (Maintenance) | 2,863.15 |
| RR073 | Mills Rd (RoadID: 80) (Maintenance) | 1,165.14 |
| RR074 | Morbinning Rd (RoadID: 1) (Maintenance) | 9,187.91 |
| RR075 | Murrays Rd (RoadID: 71) (Maintenance) | 1,870.14 |
| RR076 | Negus Rd (RoadID: 50) (Maintenance) | 965.82 |
| RR077 | Northbourne Rd (RoadID: 28) (Maintenance) | 5,780.12 |

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 March 2020**

| Job # | Job Description | YTD Actual 2019/20 |
|--------------|--|-------------------------------|
| RR078 | Oakdale Rd (RoadID: 17) (Maintenance) | 3,359.94 |
| RR079 | Patten Rd (RoadID: 53) (Maintenance) | 1,898.89 |
| RR080 | Petchells Rd (RoadID: 38) (Maintenance) | 581.82 |
| RR081 | Piccadilly Rd (RoadID: 70) (Maintenance) | 1,510.62 |
| RR082 | Pike Rd (RoadID: 45) (Maintenance) | 3,230.98 |
| RR083 | Potts Rd (RoadID: 14) (Maintenance) | 4,853.33 |
| RR084 | Qualandary Rd (RoadID: 19) (Maintenance) | 3,243.39 |
| RR085 | Rickeys Rd (RoadID: 35) (Maintenance) | 2,526.91 |
| RR086 | Rickeys Siding Rd (RoadID: 137) (Maintenance) | 2,248.87 |
| RR087 | Rifle Range Rd (RoadID: 56) (Maintenance) | 970.39 |
| RR088 | Rigoll Rd (RoadID: 157) (Maintenance) | 27.75 |
| RR089 | Rogers Rd (RoadID: 62) (Maintenance) | 997.55 |
| RR090 | Rossi Rd (RoadID: 156) (Maintenance) | 586.41 |
| RR091 | Rumble Rd (Maintenance) | 561.32 |
| RR092 | Schillings Rd (RoadID: 65) (Maintenance) | 992.86 |
| RR093 | Shaw Rd (RoadID: 184) (Maintenance) | 2,796.43 |
| RR094 | Sheahans Rd (RoadID: 90) (Maintenance) | 1,477.04 |
| RR095 | Simmons Rd (RoadID: 101) (Maintenance) | 3,377.21 |
| RR096 | Sims Rd (RoadID: 155) (Maintenance) | 1,068.80 |
| RR097 | Ski Rd (RoadID: 83) (Maintenance) | 1,984.13 |
| RR098 | Smith Rd (RoadID: 72) (Maintenance) | 5,513.46 |
| RR099 | Southern Branch Rd (RoadID: 41) (Maintenance) | 1,464.20 |
| RR100 | Spavens Rd (RoadID: 44) (Maintenance) | 2,876.03 |
| RR101 | Springhill Rd (RoadID: 23) (Maintenance) | 5,443.91 |
| RR102 | Steve Edwards Drv (RoadID: 173) (Maintenance) | 1,009.18 |
| RR103 | St Jacks Rd (RoadID: 34) (Maintenance) | 1,176.73 |
| RR104 | Talbot West Rd (RoadID: 12) (Maintenance) | 3,812.82 |
| RR105 | Thomas Rd (RoadID: 31) (Maintenance) | 1,270.74 |
| RR106 | Top Beverley York Rd (RoadID: 8) (Maintenance) | 9,266.76 |
| RR107 | Turner Gully Rd (RoadID: 169) (Maintenance) | 550.78 |
| RR108 | Vallentine Rd (RoadID: 21) (Maintenance) | 1,103.61 |
| RR109 | Walgy Rd (RoadID: 42) (Maintenance) | 5,351.03 |
| RR110 | Walkers Rd (RoadID: 86) (Maintenance) | 0.00 |
| RR111 | Wansbrough Rd (RoadID: 77) (Maintenance) | 1,439.60 |
| RR112 | Warradale Rd (RoadID: 67) (Maintenance) | 1,215.61 |
| RR113 | Waterhatch Rd (RoadID: 2) (Maintenance) | 8,254.19 |
| RR114 | Westdale Rd (RoadID: 166) (Maintenance) | 8,486.57 |
| RR115 | Williamsons Rd (RoadID: 63) (Maintenance) | 404.34 |
| RR116 | Woods Rd (RoadID: 68) (Maintenance) | 1,293.49 |

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 March 2020**

| Job # | Job Description | YTD Actual 2019/20 |
|------------------|--|-------------------------------|
| RR117 | Woonderlin Rd (RoadID: 175) (Maintenance) | 1,993.84 |
| RR118 | Wyalgima Rd (RoadID: 154) (Maintenance) | 768.59 |
| RR119 | Yenyening Lakes Rd (RoadID: 7) (Maintenance) | 9,877.41 |
| RR120 | York-Williams Rd (RoadID: 3) (Maintenance) | 5,072.90 |
| RR121 | Young Rd (RoadID: 81) (Maintenance) | 0.00 |
| RR777 | Contract Road Side Spraying | 24,604.55 |
| RR888 | Tree Lopping - Rural Roads (Maintenance) | 40,062.00 |
| RR999 | Rural Roads Various (Maintenance) | 49,585.12 |
| WANDRRA | Disaster Recovery Works | 0.00 |
| Sub Total | Rural Road Maintenance | 602,907.40 |
| | | |
| | Town Street Maintenance | |
| TS001 | Barnsley St (RoadID: 162) (Maintenance) | 0.00 |
| TS002 | Bartram St (RoadID: 114) (Maintenance) | 487.47 |
| TS003 | Brockman St (RoadID: 129) (Maintenance) | 103.20 |
| TS004 | Brooking St (RoadID: 122) (Maintenance) | 1,219.01 |
| 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) | 662.71 |
| TS009 | Courtney St (RoadID: 153) (Maintenance) | 0.00 |
| TS010 | Dawson St (RoadID: 106) (Maintenance) | 401.27 |
| TS011 | Delisle St (RoadID: 120) (Maintenance) | 200.63 |
| TS012 | Dempster St (RoadID: 111) (Maintenance) | 236.73 |
| TS013 | Duffield St (RoadID: 160) (Maintenance) | 1,190.76 |
| TS014 | Edward St (RoadID: 107) (Maintenance) | 173.12 |
| TS015 | Elizabeth St (RoadID: 131) (Maintenance) | 363.67 |
| TS016 | Ernest Drv (RoadID: 135) (Maintenance) | 24.22 |
| TS017 | Forrest St (RoadID: 103) (Maintenance) | 10,893.98 |
| TS018 | George St North (RoadID: 161) (Maintenance) | 337.84 |
| TS019 | George St South (RoadID: 145) (Maintenance) | 0.00 |
| TS020 | Grigson St (RoadID: 172) (Maintenance) | 0.00 |
| TS021 | Hamersley St (RoadID: 130) (Maintenance) | 4,651.41 |
| TS022 | Harper St (RoadID: 109) (Maintenance) | 925.38 |
| TS023 | Hope St (RoadID: 115) (Maintenance) | 185.39 |
| TS024 | Hopkin St (RoadID: 128) (Maintenance) | 0.00 |

| SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 March 2020 | | |
|--|---|-------------------------------|
| Job # | Job Description | YTD Actual 2019/20 |
| TS025 | Horley St (RoadID: 127) (Maintenance) | 1,002.92 |
| TS026 | Hunt Rd (Maintenance) | 1,826.62 |
| TS027 | Husking St (RoadID: 117) (Maintenance) | 0.00 |
| TS028 | Hutchinson St (RoadID: 168) (Maintenance) | 0.00 |
| TS029 | John St (RoadID: 105) (Maintenance) | 1,259.30 |
| TS030 | Langsford St (RoadID: 152) (Maintenance) | 519.47 |
| TS031 | Lennard St (RoadID: 113) (Maintenance) | 663.51 |
| TS032 | Ludgate St (RoadID: 143) (Maintenance) | 0.00 |
| TS033 | Lukin St (RoadID: 104) (Maintenance) | 4,911.05 |
| TS034 | Mcneil St (RoadID: 141) (Maintenance) | 4,210.64 |
| TS035 | Monger St (RoadID: 116) (Maintenance) | 0.00 |
| TS036 | Morrison St (RoadID: 112) (Maintenance) | 0.00 |
| TS037 | Nicholas St (RoadID: 123) (Maintenance) | 1,091.33 |
| TS038 | Prior Pl (RoadID: 174) (Maintenance) | 0.00 |
| TS039 | Queen St (RoadID: 110) (Maintenance) | 1,914.03 |
| TS040 | Railway Pde (RoadID: 147) (Maintenance) | 588.71 |
| TS041 | Railway St (RoadID: 146) (Maintenance) | 6,805.30 |
| TS042 | Richardson St (RoadID: 124) (Maintenance) | 149.44 |
| TS043 | Seabrook St (RoadID: 118) (Maintenance) | 179.16 |
| TS044 | Sewell St (RoadID: 119) (Maintenance) | 0.00 |
| TS045 | Shed St (RoadID: 136) (Maintenance) | 226.52 |
| TS046 | Short St (RoadID: 121) (Maintenance) | 386.46 |
| TS047 | Smith St (RoadID: 108) (Maintenance) | 957.38 |
| TS048 | Taylor St (RoadID: 165) (Maintenance) | 0.00 |
| TS049 | Vincent St (RoadID: 125) (Maintenance) | 5,609.05 |
| TS050 | Wright St (RoadID: 150) (Maintenance) | 106.06 |
| TS051 | Great Southern Hwy (Maintenance) | 0.00 |
| TS888 | Tree Lopping - Town Streets (Maintenance) | 34.51 |
| TS999 | Town Streets Various (Maintenance) | 2,490.85 |
| Sub Total | Town Streets Maintenance | 56,989.10 |
| | | |
| Total | Road Maintenance | 659,896.50 |

| SHIRE OF BEVERLEY | | | | | | |
|-----------------------------|------------------------------|----------------------|---------------------|---------|---------------|------------|
| INVESTMENT OF SURPLUS FUNDS | | | | | | |
| AS AT 31 March 2020 | | | | | | |
| Account # | Account Name | Amount Invested (\$) | Total | Term | Interest Rate | Maturation |
| 3027830 | Reserve Funds Bendigo | | | | | |
| | Long Service Leave | 43,740.51 | | | | |
| | Office Equipment | 95.16 | | | | |
| | Airfield Emergency | 39,638.10 | | | | |
| | Plant | 493,110.86 | | | | |
| | Bush Fire Fighters | 127,574.61 | | | | |
| | Building | 356,217.46 | | | | |
| | Recreation Ground | 424,104.42 | | | | |
| | Cropping Committee | 135,500.11 | | | | |
| | Avon River Development | 25,640.73 | | | | |
| | Annual Leave | 137,975.49 | | | | |
| | Community Bus | 36,441.05 | | | | |
| | Road Construction | 500,771.96 | | | | |
| | Senior Housing | 76,144.15 | 2,396,954.60 | 6 mnths | 1.60% | 29/06/2020 |
| 3152801 | Term Deposit Bendigo | 405,300.33 | | 3 mnths | 1.85% | 15/04/2020 |
| 3194294 | Term Deposit Bendigo | 304,363.32 | | 3 mnths | 1.65% | 28/04/2020 |
| 3236190 | Term Deposit Bendigo | 301,654.52 | | 4 mnths | 1.50% | 4/05/2020 |
| 9145-40222 | ANZ Term Deposit | 301,241.58 | 1,312,559.75 | 3 mnths | 1.45% | 2/04/2020 |
| | Total | | 3,709,514.35 | | | |

Note for Account 3152801, reinvested for 3 months at 1.40%

11.2 Accounts Paid by Authority

SUBMISSION TO: Ordinary Council Meeting 28 April 2020
REPORT DATE: 21 April 2020
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: March 2020 – List of Accounts (under separate cover)

SUMMARY

Council to consider authorising the payment of accounts.

BACKGROUND

The attached list represents accounts paid by authority for the month of March 2020.

COMMENT

Unless otherwise identified, all payments have been made in accordance with Council's 2019/20 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 2019/20 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:

March 2020:

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

Cheque vouchers

| | | | | | |
|--|-----------|-----|----|-------------|--|
| 17 March 20 | 1763-1763 | (1) | \$ | 1,011.44 | (authorised by DCEO S Marshall and Pres D Davis) |
| 20 March 20 | 1764-1764 | (1) | \$ | 45.34 | (authorised by DCEO S Marshall and Pres D Davis) |
| 27 March 20 | 1765-1765 | (1) | \$ | 1,059.92 | (authorised by DCEO S Marshall and Pres D Davis) |
| Total of cheque vouchers for March 2020 incl | | | | \$ 2,116.70 | previously paid |

EFT vouchers

| | | | | | |
|---|---------------|------|----|---------------|--|
| 04 March 20 | EFT 1-37 | (37) | \$ | 53,196.40 | (authorised by CEO S Gollan and DCEO S Marshall) |
| 05 March 20 | EFT 5570-5600 | (31) | \$ | 305,142.08 | (authorised by CEO S Gollan and DCEO S Marshall) |
| 17 March 20 | EFT 5601-5608 | (8) | \$ | 28,557.13 | (authorised by DCEO S Marshall and Pres D Davis) |
| 18 March 20 | EFT 1-41 | (41) | \$ | 54,672.32 | (authorised by DCEO S Marshall and Cr D White) |
| 20 March 20 | EFT 5610-5648 | (39) | \$ | 128,268.90 | (authorised by DCEO S Marshall and Pres D Davis) |
| 27 March 20 | EFT 5650-5657 | (8) | \$ | 38,857.13 | (authorised by DCEO S Marshall and Pres D Davis) |
| 31 March 20 | EFT 5658-5658 | (1) | \$ | 4,421.52 | (authorised by DCEO S Marshall and Pres D Davis) |
| Total of EFT vouchers for March 2020 incl | | | | \$ 613,115.48 | previously paid. |

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

Cheque vouchers

Nil vouchers

Total of cheque vouchers for March 2020 incl \$ 0.00 previously paid.

EFT vouchers

| | | | | | |
|---|---------------|-----|----|----------|--|
| 20 March 20 | EFT 5609-5609 | (1) | \$ | 50.00 | (authorised by DCEO S Marshall and Pres D Davis) |
| Total of EFT vouchers for March 2020 incl | | | | \$ 20.00 | previously paid. |

(3) **Direct Debit** Payments totalling \$ 120,612.36 previously paid.

(4) **Credit Card** Payments totalling \$ 4,295.26 previously paid.

11.3 Drought Communities Programme – Caravan Park Onsite Accommodation Project

SUBMISSION TO: Ordinary Council Meeting
REPORT DATE: 8 April 2020
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0582
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Concept Site Plan and Accommodation Layouts

SUMMARY

Council to consider progressing with the construction of up to six onsite accommodation units at the Beverley Caravan Park utilising Drought Communities grant funds.

BACKGROUND

On 28 January 2020, the Australian Government committed to provide funding for 52 drought-affected councils under the Drought Community Program – Extension.

The Shire of Beverley was one of the 52 councils identified and is eligible to receive \$1 million in funding toward capital works that will provide benefit to the local community.

COMMENT

Council has already committed to allocating \$420,000 of the Drought Communities Program Funding towards the Beverley Youth Activity Area project (see Ordinary Council Meeting Minutes March 2020 item 11.4).

It is proposed that the remaining \$580,000 be allocated towards the construction of up to six onsite self contained accommodation units at the Beverley Caravan Park.

Two different floorplans have been developed, in concept, to cater for singles/couples and families.

Construction of three Units to cater for singles/couples and three to cater for families would be the proposed mix of accommodation options.

The vacant area directly north of the current Caravan Park has been earmarked as the development area. This block is on the same title as the Caravan Park and is clear to be used for an onsite accommodation purpose. In addition, existing services running to the Caravan Park can be used to service the site, which is expected to minimise headworks costs.

It is expected that Council will need to contribute to solar power, furnishing the units, landscaping of the area and to construct a suitable access road to the Units. An allowance of \$120,000 (solar power, landscaping and furnishing) from the Building Reserve and \$50,000 (access road) from the Roads Reserve is requested to allow for these costs.

This will allow a project budget of \$750,000.

The actual construction of the Units is proposed to be undertaken by all local tradesman (where possible). Local trades have been invited to be involved in the project, with response being received from Rozema Builders, Beverley Electrical, Turn It Up Electrical, Beverley Gas and Plumbing and Shazmac Plumbing to be involved in the project.

A preliminary meeting with the interested parties was held on 7 April 2020. John Rozema has been nominated as the Project Coordinator and has been asked to work with the local trades to produce designs and working documents based on the concept plans provided.

It is expected for construction to begin in July 2020.

Given the funding requirement to utilise local trades, where possible, a tender exemption is going to be requested from the Minister of Local Government to expedite the project without the need to go to tender.

STATUTORY ENVIRONMENT

The *Local Government Act 1995* allows the following in relation to calling tenders for the supply of goods and services:

3.57. Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

The *Local Government (Functions and General) Regulations 1996* allows the following in relation to calling tenders for the supply of goods and services:

11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150 000 unless subregulation (2) states otherwise.
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if —
 - (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or
 - (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program; or
 - [(ba) deleted]
 - (c) within the last 6 months —
 - (i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment; or
 - (ii) the local government has, under regulation 21(1), sought expressions of interest with respect to the supply of the goods or services but no person was, as a result, listed as an acceptable tenderer; or

- (d) the contract is to be entered into by auction after being expressly authorised by a resolution of the council of the local government; or
 - (e) the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government; or
 - (ea) the goods or services are to be supplied —
 - (i) in respect of an area of land that has been incorporated in a district as a result of an order made under section 2.1 of the Act changing the boundaries of the district; and
 - (ii) by a person who, on the commencement of the order referred to in subparagraph (i), has a contract to supply the same kind of goods or services to the local government of the district referred to in that subparagraph; or
 - (f) the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier; or
 - (g) the goods to be supplied under the contract are —
 - (i) petrol or oil; or
 - (ii) any other liquid, or any gas, used for internal combustion engines; or
 - (h) the following apply —
 - (i) the goods or services are to be supplied by a person registered on the Aboriginal Business Directory WA published by the Small Business Development Corporation established under the Small Business Development Corporation Act 1983; and
 - (ii) the consideration under the contract is \$250 000 or less, or worth \$250 000 or less; and
 - (iii) the local government is satisfied that the contract represents value for money; or
 - (i) the goods or services are to be supplied by an Australian Disability Enterprise; or
 - (j) the contract is a renewal or extension of the term of a contract (the original contract) where —
 - (i) the original contract was entered into after the local government, according to the requirements of this Division, publicly invited tenders for the supply of goods or services; and
 - (ii) the invitation for tenders contained provision for the renewal or extension of a contract entered into with a successful tenderer; and
 - (iii) the original contract contains an option to renew or extend its term; and
 - (iv) the supplier's tender included a requirement for such an option and specified the consideration payable, or the method by which the consideration is to be calculated, if the option were exercised;
- or
- (k) the goods or services are to be supplied by a pre qualified supplier under Division 3.

FINANCIAL IMPLICATIONS

\$580,000 funded from the Drought Communities Program.

\$120,000 funded from the Building Reserve

\$50,000 funded from the Infrastructure Reserve.

STRATEGIC IMPLICATIONS

Goal 1 - Shire infrastructure is prepared for economic gains and an increase in our population.

Strategy 1.2 - Shire assets are prepared for commercial and population increases.

Goal 6 - Beverley has a unique identity in the region and is well visited.

Strategy - 6.1 Help coordinate tourism products and experiences with local stakeholders.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

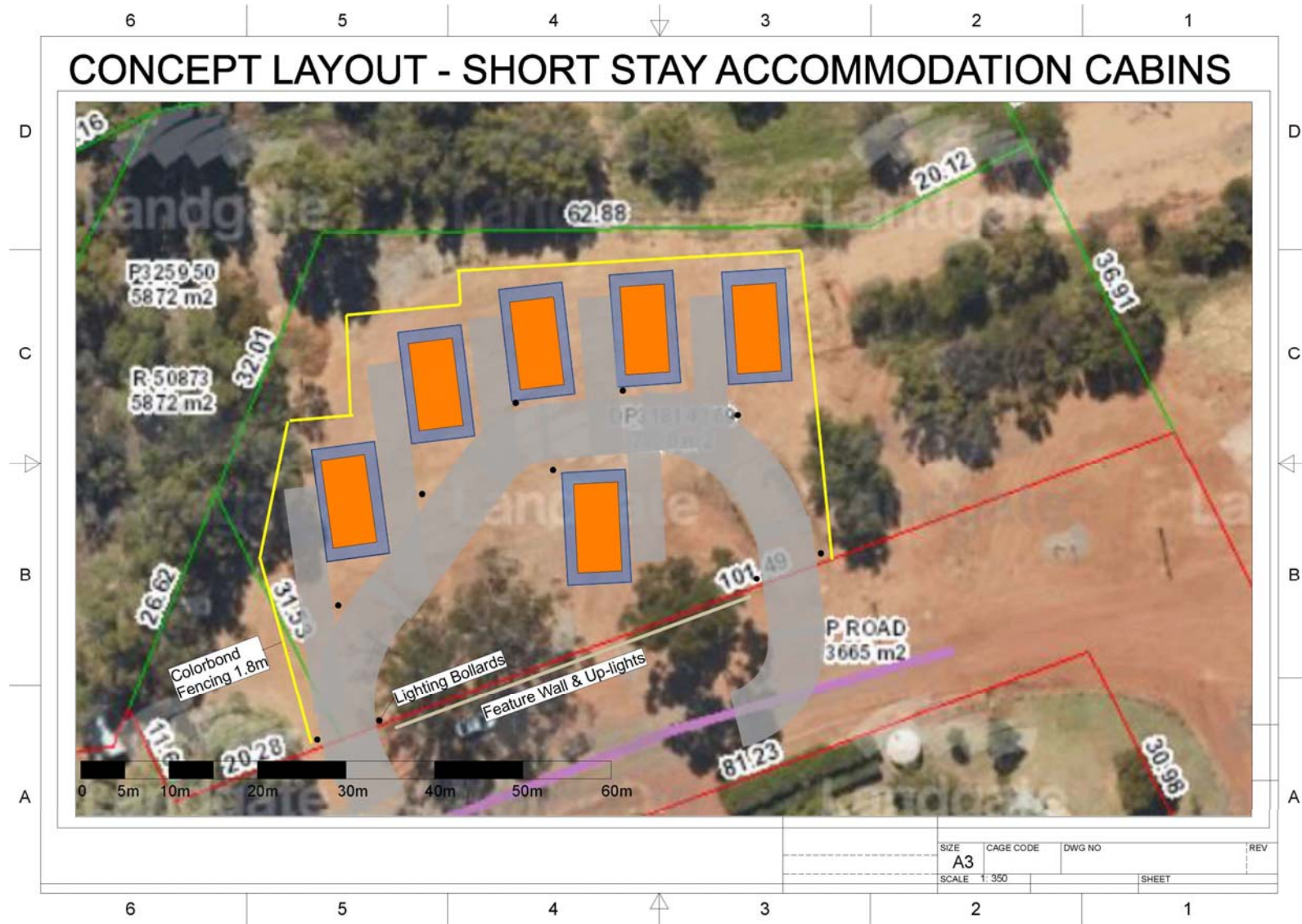
Absolute Majority

OFFICER'S RECOMMENDATION

That;

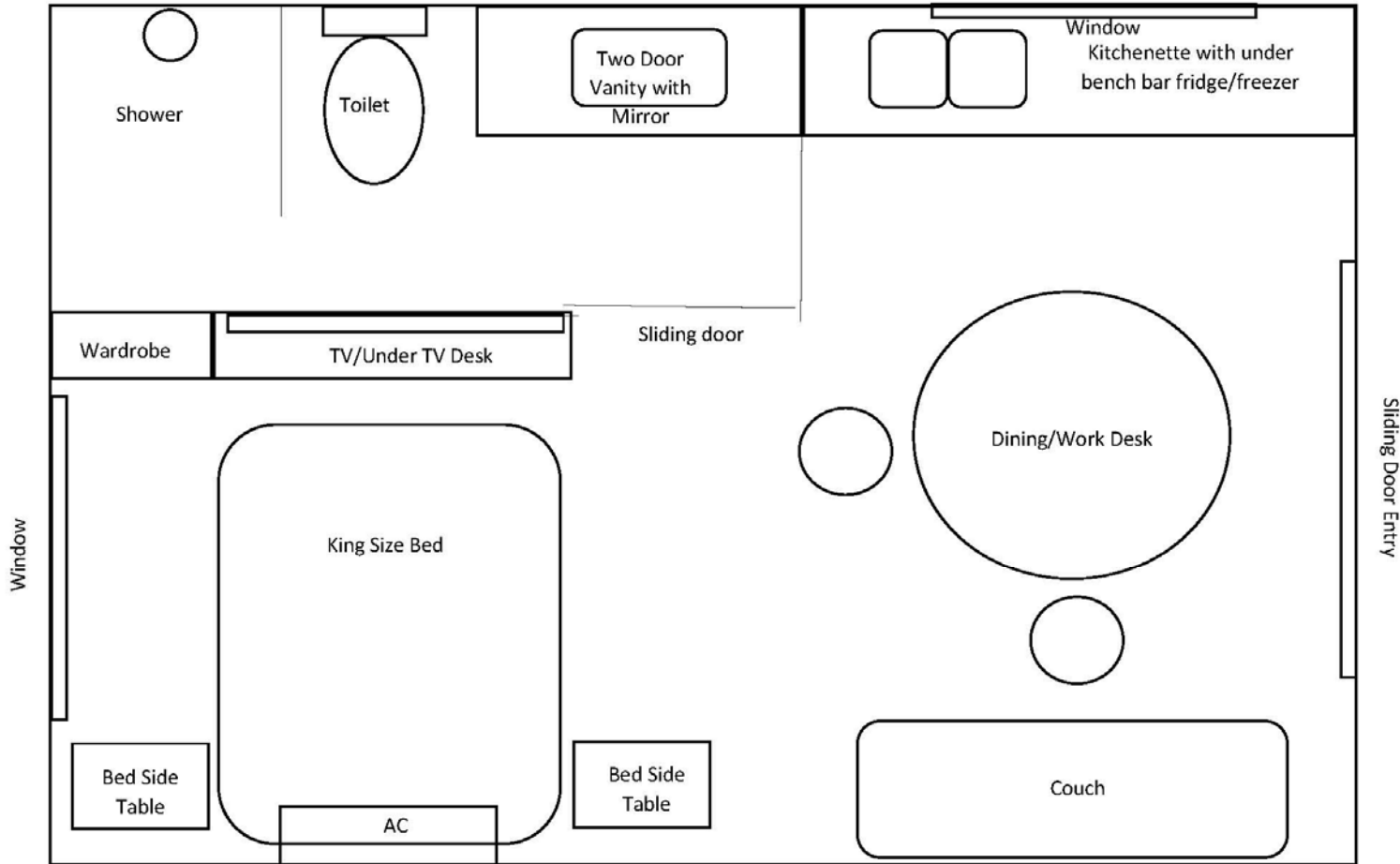
1. \$580,000 of Drought Communities Funding be allocated towards the construction of six Onsite Accommodation Units at the Beverley Caravan Park;
2. \$120,000 from the Building Reserve be allocated towards solar power, furnishings and landscaping to the Onsite Accommodation Project;
3. \$50,000 from the Infrastructure Reserve be allocated towards constructing an access road to the Onsite Accommodation Project; and
4. The Minister of Local Government be asked to waive the tender requirements under Section 3.57 of the *Local Government Act 1995* and Regulation 11 of the *Local Government (Functions and General) Regulations 1996* to allow for the project to be expedited and for local trades to be utilised.
5. The Chief Executive Officer be authorised to coordinate with local trades to deliver the Onsite Accommodation Project within a budget of \$750,000.

Attachment 11.3



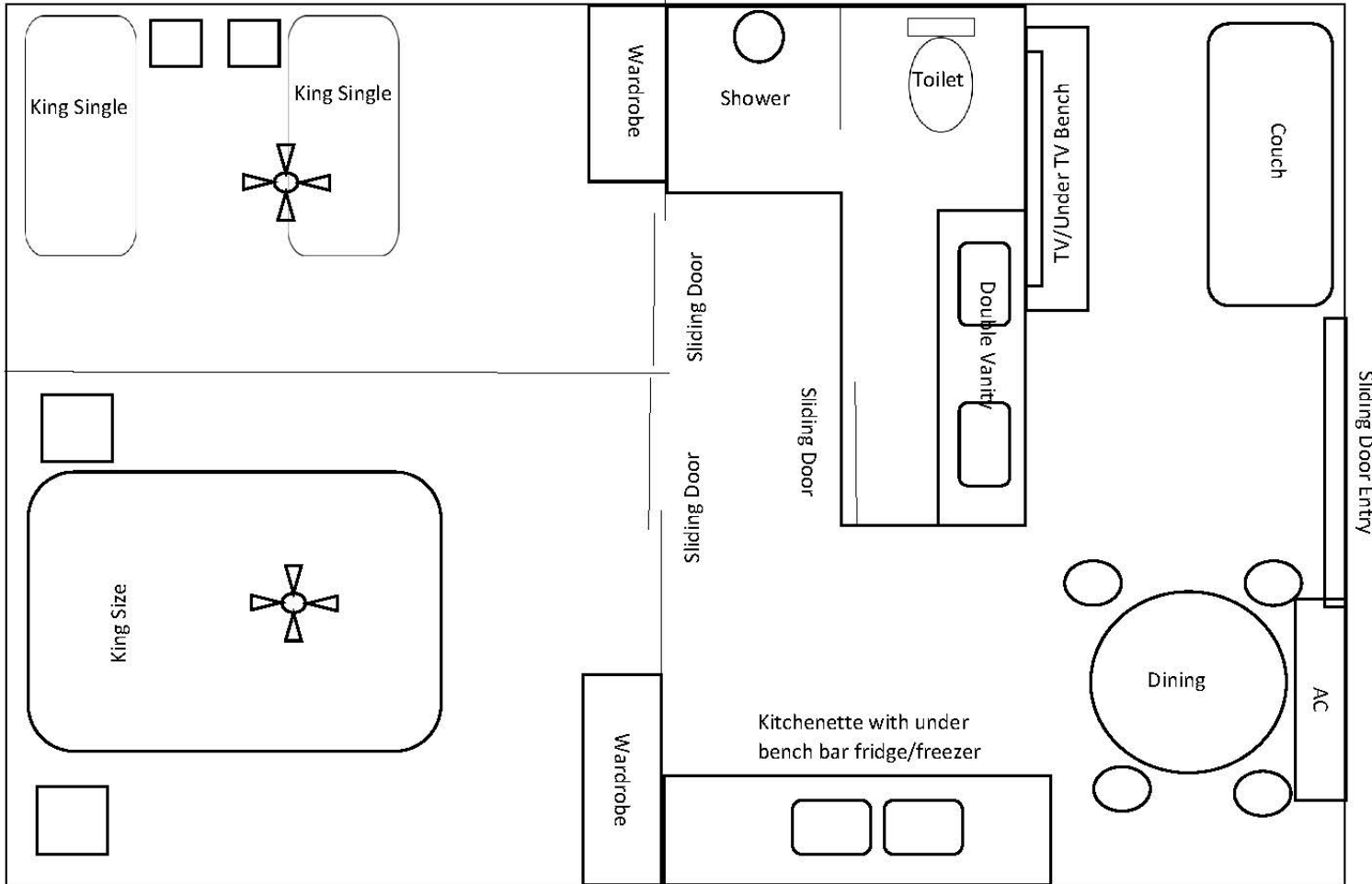
Attachment 11.4

1-2 Person Accommodation



Attachment 11.4

3-4 Person Accommodation



11.4 2020/21 Budget – Rates and Other Fees and Charges

SUBMISSION TO: Ordinary Council Meeting 28 April 2020
REPORT DATE: 8 April 2020
APPLICANT: N/A
FILE REFERENCE: ADM 0275
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider freezing Rates and Other Fees and Charges for the development of the draft 2020/21 Budget in response to the COVID-19 pandemic and the associated economic impact of State and Federal measures to contain the virus in Australia.

BACKGROUND

Cases of COVID-19 first emerged in December 2019, when a mysterious illness was reported in Wuhan, China. The cause of the disease was soon confirmed as a new kind of coronavirus, and the infection has spread around the world.

On 11 March 2020, the World Health Organisation (WHO) announced that the outbreak should be considered a pandemic, meaning that multiple countries are seeing sustained transmission between people of an outbreak causing disease or death.

On 15 March the Australian Chief Health Officer (CHO) declared a state of emergency in the wake of the COVID-19 pandemic.

On 19 March the Acting CEO convened a meeting of the COVID-19 Incident Management Group (IMG) to implement and manage Council's Business Continuity and Incident Response Plan. The IMG consists of the CEO, DCEO, MOW, MPDS and the Executive Assistant.

All the while the State and Federal Government has been implementing measures to try and slow the spread of the disease. The Shire of Beverley has been complying with these measures with the major strategy being around "social distancing" and limiting non-essential interactions between staff and the general public.

The ramifications of these containment measures have meant an abrupt contraction of economic activity particularly effecting the airline, hospitality and tourism industries across Australia. Fortunately, the Beverley district's economy revolves around agriculture and associated supply businesses. There seems to be little disruption to farming enterprises as a result of the COVID-19 measures.

COMMENT

There is an expectation from the State and Federal Governments that Rates revenue be frozen at 2019/20 levels for the 2020/21 financial year. Council needs to be aware that if land valuations change, individual rates notices may differ from the 2019/20 financial year as the rate in the dollar will have to be adjusted to raise the

same amount of rate revenue. The State Government, through Minister of Lands Hon Ben Wyatt MLA, have advised that new valuations will apply for 2020/21.

This is disappointing considering the “collaborative” message the State Government has been sending to Local Governments.

UV property valuations have increased in total by 4%.

Alternatively, the Rate in the Dollar could be frozen. If valuations go up rates revenue will increase and vice versa.

If a Rates freeze is to be imposed, Council may need to consider freezing wages in response to this measure or alternatively cut discretionary expenditure to maintain a balanced Budget. Currently, any increase to the national minimum wage has been passed on in full to Council employees employed under the Local Government Industry Award 2010.

The State Government has indicated that utility and other state imposed charges will be frozen for 2020/21.

In addition, Council may consider freezing all discretionary fees and charges at 2019/20 levels. It is suggested that all cost recovery based and contract based fees and charges be reviewed and adjusted according to any cost increases or contractual obligations (e.g. refuse collection, standpipe water provision etc).

Further, it is recommended that the Chief Executive Officer be delegated the authority to waive any Shire of Beverley imposed fee or charge during the 2020/21 financial year in response to any hardship identified in the community (individuals and Beverley community organisations).

This report is not intended act as the setting of Rates for 2020/21, the official rate setting will proceed as per normal during the course of the 2020/21 Budget adoption process.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

It is assumed the revenue from on going operations, which attract a fee or a charge, will be impacted in the short term (the next 12 months) due the restriction on use of public assets for public gatherings.

Affected assets include the Community Gym, Town Hall, Function and Recreation Centre, Recreation Grounds and possibly the Swimming Pool.

STRATEGIC IMPLICATIONS

Goal 12 – Council leads the organisation and engages with community in an accountable and professional manner.

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the draft 2020/21 Budget be formulated with the following considerations:

1. Rates revenue be maintained at the 2019/20 level;
2. Discretionary Fees and Charges set by Council be maintained at the 2019/20 level;
3. Cost Recovery and Contract Fees and Charges set by Council be reviewed and adjusted if required;
4. The Minimum Wage Increase be applied to the salaries and wages of all employees in full.

and

That the Chief Executive Officer be delegated the authority to waive any Shire of Beverley imposed fee or charge during the 2020/21 financial year in response to any hardship identified in the community (individuals and Beverley community organisations).

11.5 Community Grants – COVID-19

SUBMISSION TO: Ordinary Council Meeting 28 April 2020
REPORT DATE: 31 March 2020
APPLICANT: Beverley Off Road Motor Sports Association
FILE REFERENCE: ADM 0428
AUTHOR: S.P Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider deferring the Community Grant of \$4,000.00 awarded to Beverley Off Road Motor Association (BORMSA) in the January 2020 grants round.

BACKGROUND

The Community Grants were awarded at the 24 February 2020 Ordinary Council meeting. Clubs have until 5 June 2020 to claim their grant money and 31 August 2020 to complete the project.

COMMENT

Due to the COVID-19 pandemic, BORMSA are unable to complete their new toilet block project. Their club is closed to members to abide by social distancing rules which in turn ceases any income and affects the ability to physically construct the toilets. The Club has asked if Council can defer their grant to 2020/21 without having to reapply and compete against other clubs. BORMSA still very much want to complete the toilet block in the next financial year when business resumes.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

\$4000.00 carry over to the 2020/21 budget

STRATEGIC IMPLICATIONS

Goal 7 – Increase all forms of club participation

Goal 8 – Beverley continues to be an inclusive, friendly and caring community

Goal 9 – We have a safe and healthy community

Goal 12 – Council leads the organisation and engages with community in an accountable and professional manner.

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council;

1. Agree to deferring the \$4,000.00 BORMSA Community Grant to 2020/21, without the need for them to reapply and compete in the normal grant rounds.
2. Carry over the \$4,000.00 to the 2020/21 budget.

11.6 2020/21 Capital Program

SUBMISSION TO: Ordinary Council Meeting 28 April 2020
REPORT DATE: 21 April 2020
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Draft 2020/21 Capital Program (Under separate cover)

SUMMARY

Council to consider including the draft 2020/21 Capital Program in the draft 2020/21 Budget.

BACKGROUND

Through Road Inspections, Committee Meetings and Workshops, Council has provided Staff with direction for the 2020/21 Capital Program throughout the 2019/20 Financial Year.

Further, the proposed 2020/21 Capital program has been informed by the 2020/21-2029/30 Long Term Financial Plan which was adopted in November 2019.

COMMENT

The draft 2020/21 Capital Program (attached) outlines Councils Capital works plan for the next financial year.

Costs included for each Capital job have not been confirmed.

A summary of revised net capital expenditure for 2020/21 is as follows:

| Description | Estimated Expenditure | Estimated Funding | Net Cost |
|-----------------------|------------------------------|--------------------------|--------------------|
| Roads | \$4,553,864 | (\$3,983,578) | \$570,286 |
| Bridges | \$0 | \$0 | \$0 |
| Footpaths | \$105,835 | \$0 | \$105,835 |
| Drainage | \$0 | \$0 | \$0 |
| Land & Buildings | \$3,343,000 | (\$2,943,382) | \$399,618 |
| Plant & Equipment | \$710,000 | (\$510,000) | \$200,000 |
| Furniture & Equipment | \$15,000 | \$0 | \$15,000 |
| TOTAL | \$8,727,699 | (\$7,436,960) | \$1,290,739 |

Total capital expenditure for 2020/21 is proposed to be \$8,727,699 with linked Grant, Loan and Reserve funding contributions towards projects being \$7,436,960. It is anticipated that Loan funding will be required to deliver the Main Street and Swimming pool Stage 1 redevelopment projects. Total Loans to be raised in 2020/21 are anticipated to be \$1,700,000.

Note the debt servicing costs of a loan of \$1,000,000 over 20 years is approximately \$70,000 per annum which is equivalent to a once off 2.5% Rate increase. Once this

Rate increase has been implemented, the debt can be serviced for the life of the loan. This required rate increase can be spread over several years if required.

Note items at cost of less than \$5,000 are not capitalised. Provisions for IT equipment replacement (\$10,000) and medical equipment replacement (\$10,000) are included in Council's operating allocations.

Staff request Council to confirm the 2020/21 Program, following which firm quotes will be sought for each project (where possible).

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

2020/21 Budget

STRATEGIC IMPLICATIONS

Capital expenditure in line with goals set out in the Strategic Community Plan.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the draft 2020/21 Capital Program be included in the draft 2020/21 Budget.

12. ADMINISTRATION

12.1 COVID-19 Hardship Policy – Policy Manual

SUBMISSION TO: Ordinary Council Meeting 28 April 2020
REPORT DATE: 8 April 2020
APPLICANT: N/A
FILE REFERENCE: ADM 0468
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Hardship Policies – Template and Shire of Beverley

SUMMARY

Council to consider implementing a COVID-19 Hardship Policy in response to the COVID-19 health crisis as requested by WALGA and the Minister for Local Government, Hon. David Templeman MLA.

BACKGROUND

Cases of COVID-19 first emerged in December 2019, when a mysterious illness was reported in Wuhan, China. The cause of the disease was soon confirmed as a new kind of coronavirus, and the infection has spread around the world.

On 11 March 2020, the World Health Organisation (WHO) announced that the outbreak should be considered a pandemic, meaning that multiple countries are seeing sustained transmission between people of an outbreak causing disease or death.

On 15 March the Australian Chief Health Officer (CHO) declared a state of emergency in the wake of the COVID-19 pandemic.

On 19 March the Acting CEO convened a meeting of the COVID-19 Incident Management Group (IMG) to implement and manage Council's Business Continuity and Incident Response Plan. The IMG consists of the CEO, DCEO, MOW, MPDS and the Executive Assistant.

At the 24 March Ordinary Council meeting, Council adopted a COVID-19 response strategy which resolved:

That;

- 1. a special allowance for paid COVID-19 Leave for a maximum period of 20 working days (Monday-Friday) for all employees, be made available in the event mandatory isolation is imposed by the State or Federal Government.*
- 2. \$20,000 maximum be utilised from the Community Cropping Reserve to subsidise the delivery of essential supplies to those most vulnerable in the community, in support of the Community Resource Centre initiative, in the event of mandatory isolation being imposed by the State or Federal Government.*
- 3. access to all Council owned facilities by the public be prohibited until further notice, with the exception of the Shire Administration building, the Cornerstone*

Building and public toilets, effective 25 March 2020, to be reviewed at the April 2020 Ordinary Council Meeting.

4. *lease charges applicable to commercial tenancies be suspended in the event those businesses cannot continue under imposed shut down provisions and reinstated when business operation returns to normal.*
5. *fees and charges for the use of Council facilities applicable to Community groups be suspended and reviewed when the Community groups begin operating as normal.*
6. *discussions regarding Community Resource Centre charges be held with the Community Resource Centre Committee to determine an equitable outcome for both parties.*

On 31 March 2020 the Minister for Local Government wrote to all Councils requesting they consider adopting WALGA's Hardship Policy.

COMMENT

A copy of the Hardship Policy is provided in the attachments to this report. The Policy outlines specific criteria around the evidence that may be required to prove financial hardship such as (but not limited to):

- Recent unemployment or under-employment;
- Sickness or recovery from sickness;
- Low income or loss of income; and
- Unanticipated circumstances such as caring for and supporting extended family.

The policy also encourages local governments to reserve the right to consider waiving additional charges or interest (excluding the late payment interest applicable to the Emergency Services Levy).

Management have been guided by this template, making slight amendments to develop its own policy, which is attached. It is also recommended that to effectively implement any measures in a timely manner around the Hardship Policy, that a delegation to the CEO be endorsed.

STATUTORY ENVIRONMENT

Legislation is constantly changing in response to the COVID-19 epidemic.

It is intended to comply with all requirements as they are introduced.

FINANCIAL IMPLICATIONS

STRATEGIC IMPLICATIONS

Goal 12 – Council leads the organisation and engages with community in an accountable and professional manner.

POLICY IMPLICATIONS

New Policy

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That in light of the COVID-19 pandemic, Council adopt the COVID-19 Financial Hardship Policy AF013 and delegate the Chief Executive Officer authorisation to:

1. consider offering, upon request, a waiving of interest on outstanding rates between 23 March and 31 July 2020, where rates payment will be delayed for those businesses directly affected by Commonwealth and State Government's COVID-19 control measures;
2. consider offering, upon request, a waiving of interest on outstanding rates between 23 March and 31 July 2020 for those individuals that can demonstrate hardship due to the COVID-19 pandemic;

And

The COVID-19 Financial Hardship Policy AF013 be reviewed as part of the annual Policy Manual review in September 2020.

Attachment 12.1

Template COVID-19 Financial Hardship Policy



WALGA Note: WALGA provides this template policy as a **guide** for Local Governments. This template policy provides suggested wording only and Local Governments should review this policy content and consider, develop and implement policy suitable to their operational requirements.

Remember: Policy implementation is given effect through appropriate induction, ongoing training and operational procedures that evidence Council Members and Employees have been made aware of and are accountable for their obligations and responsibilities.

Policy Objective

To give effect to our commitment to support the whole community to meet the unprecedented challenges arising from the COVID19 pandemic, the <<Shire/ Town / City of XXX>> recognises that these challenges will result in financial hardship for our ratepayers.

This Policy is intended to ensure that we offer fair, equitable, consistent and dignified support to ratepayers suffering hardship, while treating all members of the community with respect and understanding at this difficult time.

Policy Scope

This policy applies to:

1. Outstanding rates and service charges as at the date of adoption of this policy; and
2. Rates and service charges levied for the 2020/21 financial year.

It is a reasonable community expectation, as we deal with the effects of the pandemic that those with the capacity to pay rates will continue to do so. For this reason the Policy is not intended to provide rate relief to ratepayers who are not able to evidence financial hardship and the statutory provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* will apply.

Policy Statement

1 Payment difficulties, hardship and vulnerability¹

Payment difficulties, or short term financial hardship, occur where a change in a person's circumstances result in an inability to pay a rates or service charge debt.

Financial hardship occurs where a person is unable to pay rates and service charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependants. The <<Shire/ Town / City of XXX>> recognises the likelihood that COVID19 will increase the occurrence of payment difficulties, financial hardship and vulnerability in our community. This policy is intended to apply to all ratepayers experiencing financial hardship regardless of their status, be they a property owner, tenant, business owner etc.

¹ Adapted from the Ombudsman Western Australia publication, **Local government collection of overdue rates for people in situations of vulnerability: Good Practice Guidance:** <http://www.ombudsman.wa.gov.au/>

Attachment 12.1

Template – COVID-19 Financial Hardship Policy



2 Anticipated Financial Hardship due to COVID19

We recognise that many ratepayers are already experiencing financial hardship due to COVID-19. We respect and anticipate the probability that additional financial difficulties will arise when their rates are received.

We will write to ratepayers at the time their account falls into arrears, to advise them of the terms of this policy and encourage eligible ratepayers to apply for hardship consideration. Where possible and appropriate, we will also provide contact information for a recognised financial counsellor and/or other relevant support services.

3 Financial Hardship Criteria

While evidence of hardship will be required, we recognise that not all circumstances are alike. We will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

- Recent unemployment or under-employment
- Sickness or recovery from sickness
- Low income or loss of income
- Unanticipated circumstances such as caring for and supporting extended family

Ratepayers are encouraged to provide any information about their individual circumstances that may be relevant for assessment. This may include demonstrating a capacity to make some payment and where possible, entering into a payment proposal. We will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying our statutory responsibilities.

4 Payment Arrangements

Payment arrangements facilitated in accordance with Section 6.49 of the Act are of an agreed frequency and amount. These arrangements will consider the following:

- That a ratepayer has made genuine effort to meet rate and service charge obligations in the past;
- The payment arrangement will establish a known end date that is realistic and achievable;
- The ratepayer will be responsible for informing the <<Shire/ Town / City of XXX>> of any change in circumstance that jeopardises the agreed payment schedule.

In the case of severe financial hardship, we reserve the right to consider waiving additional charges or interest (excluding the late payment interest applicable to the Emergency Services Levy).

5 Interest Charges

A ratepayer that meets the Financial Hardship Criteria and enters into a payment arrangement may request a suspension or waiver of interest charges. Applications will be assessed on a case by case basis.

Attachment 12.1

Template – COVID-19 Financial Hardship Policy



6 Deferment of Rates

Deferment of rates may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred rates balance:

- remains as a debt on the property until paid;
- becomes payable in full upon the passing of the pensioner or if the property is sold or if the pensioner ceases to reside in the property;
- may be paid at any time, BUT the concession will not apply when the rates debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- does not incur penalty interest charges.

7 Debt recovery

We will suspend our debt recovery processes whilst negotiating a suitable payment arrangement with a debtor. Where a debtor is unable to make payments in accordance with the agreed payment plan and the debtor advises us and makes an alternative plan before defaulting on the 3rd due payment, then we will continue to suspend debt recovery processes.

Where a ratepayer has not reasonably adhered to the agreed payment plan, then for any Rates and Service Charge debts that remain outstanding on 1 July 2021, we will offer the ratepayer one further opportunity of adhering to a payment plan that will clear the total debt by the end of the 2021/2022 financial year.

Rates and service charge debts that remain outstanding at the end of the 2021/22 financial year, will then be subject to the rates debt recovery procedures prescribed in the *Local Government Act 1995*.

8 Review

We will establish a mechanism for review of decisions made under this policy, and advise the applicant of their right to seek review and the procedure to be followed.

9 Communication and Confidentiality

We will maintain confidential communications at all times and we undertake to communicate with a nominated support person or other third party at your request.

We will advise ratepayers of this policy and its application, when communicating in any format (i.e. verbal or written) with a ratepayer that has an outstanding rates or service charge debt.

We recognise that applicants for hardship consideration are experiencing additional stressors, and may have complex needs. We will provide additional time to respond to communication and will communicate in alternative formats where appropriate. We will ensure all communication with applicants is clear and respectful.

| Document Control Box | | | |
|-----------------------------------|-------------------------|-----------------------------|---------------------|
| Document Responsibilities: | | | |
| Owner: | [insert Position Title] | Owner Business Unit: | [insert Unit Title] |
| Reviewer: | [insert Position Title] | Decision Maker: | Council |
| Compliance Requirements: | | | |

Attachment 12.1

1.13 COVID-19 Financial Hardship Policy

| | | | |
|----------------------|------------------------|----------------------------|--------------|
| Policy Type: | Accounting and Finance | Policy No: | AF013 |
| Date Adopted: | | Date Last Reviewed: | |

| | |
|------------------------------|----------------------------------|
| Legal (Parent): 1. | Legal (Subsidiary): 1. |
|------------------------------|----------------------------------|

| ADOPTED POLICY | |
|-----------------------|---|
| Title: | COVID-19 FINANCIAL HARDSHIP POLICY |
| Objective: | To ensure that we offer fair, equitable, consistent and dignified support to ratepayers suffering hardship, while treating all members of the community with respect during and after the COVID-19 pandemic. |

Objective

To give effect to our commitment to support the whole community to meet the unprecedented challenges arising from the COVID19 pandemic, the Shire of Beverley recognises that these challenges will result in financial hardship for some of our ratepayers during the period 23 March – 31 July 2020.

This Policy is intended to ensure that we offer fair, equitable, consistent and dignified support to ratepayers suffering hardship, while treating all members of the community with respect and understanding at this difficult time

Scope

This policy applies to:

1. Rates and service charges levied for the 2020/21 financial year.

It is a reasonable community expectation, as we deal with the effects of the pandemic that those with the capacity to pay rates will continue to do so. For this reason the Policy is not intended to provide rate relief to ratepayers who are not able to evidence financial hardship and the statutory provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* will apply.

Statement

Payment difficulties, hardship and vulnerability***

Payment difficulties, or short term financial hardship, occur where a change in a person's circumstances result in an inability to pay a rates or service charge debt.

Financial hardship occurs where a person is unable to pay rates and service charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependants.

The Shire of Beverley recognises the likelihood that COVID19 will increase the occurrence of payment difficulties, financial hardship and vulnerability in our community. This policy is intended to

Attachment 12.1

apply to all ratepayers experiencing financial hardship regardless of their status, be they a property owner, tenant, business owner etc.

Anticipated Financial Hardship due to COVID19

We recognise that many ratepayers are already experiencing financial hardship due to COVID-19. We respect and anticipate the probability that additional financial difficulties will arise when their rates are received.

We will write to ratepayers at the time their account falls into arrears, to advise them of the terms of this policy and encourage eligible ratepayers to apply for hardship consideration. Where possible and appropriate, we will also provide contact information for a recognised financial counsellor and/or other relevant support services.

Financial Hardship Criteria

While evidence of hardship will be required, we recognise that not all circumstances are alike. We will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations during 23 March and 31 July 2020:

- Recent unemployment or under-employment
- Sickness or recovery from sickness
- Low income or loss of income
- Unanticipated circumstances such as caring for and supporting extended family

Ratepayers are encouraged to provide any information about their individual circumstances that may be relevant for assessment. This may include demonstrating a capacity to make some payment and where possible, entering into a payment proposal. We will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying our statutory responsibilities.

The Chief Executive Officer will have delegated authority (and in consultation with the Rates Officer) to determine whether a hardship case exists or not based on the supporting documents and evidence provided by the applicant.

Supporting documents include:

2 months of payslips showing decrease in hours/pay due to COVID-19;
Letter from previous employer stating employment termination due to COVID-19;
Statutory Declaration from a person who is being cared for as a result of COVID-19;
Medical Certificate noting inability to work/reduction in work ability due to COVID-19 or risk of COVID-19.

Payment Arrangements

Payment arrangements facilitated in accordance with Section 6.49 of the Act are of an agreed frequency and amount. These arrangements will consider the following:

- That a ratepayer has made genuine effort to meet rate and service charge obligations in the past;
- The payment arrangement will establish a known end date that is realistic and achievable;
- The ratepayer will be responsible for informing the Shire of Beverley of any change in circumstance that jeopardises the agreed payment schedule.

In the case of severe financial hardship, we reserve the right to consider waiving additional charges or interest (excluding the late payment interest applicable to the Emergency Services Levy).

Interest Charges

A ratepayer that meets the Financial Hardship Criteria and enters into a payment arrangement may request a suspension or waiver of interest charges. Applications will be assessed on a case by case basis.

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Deferment of Rates

Deferment of rates may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred rates balance:

- remains as a debt on the property until paid;
- becomes payable in full upon the passing of the pensioner or if the property is sold or if the pensioner ceases to reside in the property;
- may be paid at any time, BUT the concession will not apply when the rates debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- does not incur penalty interest charges.

Debt recovery

We will suspend our debt recovery processes whilst negotiating a suitable payment arrangement with a debtor. Where a debtor is unable to make payments in accordance with the agreed payment plan and the debtor advises us and makes an alternative plan before defaulting on the 3rd due payment, then we will continue to suspend debt recovery processes.

Where a ratepayer has not reasonably adhered to the agreed payment plan, then for any Rates and Service Charge debts that remain outstanding on 1 July 2021, we will offer the ratepayer one further opportunity of adhering to a payment plan that will clear the total debt by the end of the 2021/2022 financial year.

Rates and service charge debts that remain outstanding at the end of the 2021/22 financial year, will then be subject to the rates debt recovery procedures prescribed in the *Local Government Act 1995*.

Review

We will establish a mechanism for review of decisions made under this policy, and advise the applicant of their right to seek review and the procedure to be followed.

Communication and Confidentiality

We will maintain confidential communications at all times and we undertake to communicate with a nominated support person or other third party at your request.

We will advise ratepayers of this policy and its application, when communicating in any format (i.e. verbal or written) with a ratepayer that has an outstanding rates or service charge debt.

We recognise that applicants for hardship consideration are experiencing additional stressors, and may have complex needs. We will provide additional time to respond to communication and will communicate in alternative formats where appropriate. We will ensure all communication with applicants is clear and respectful.

Summary

In summary Council delegate the Chief Executive Officer authorisation to:

1. consider offering, upon request, a waiving of interest on outstanding rates between 23 March and 31 July 2020, where rates payment will be delayed for those businesses directly affected by Commonwealth and State Government's COVID-19 control measures;
2. consider offering, upon request, a waiving of interest on outstanding rates between 23 March and 31 July 2020 for those individuals that can demonstrate hardship due to the COVID-19 pandemic;

*** Adapted from the Ombudsman Western Australia publication, **Local government collection of overdue rates for people in situations of vulnerability: Good Practice Guidance:** <http://www.ombudsman.wa.gov.au/>

12.2 Adverse Events Plan

SUBMISSION TO: Ordinary Council Meeting 28 April 2020
REPORT DATE: 21 April 2020
APPLICANT: Shire of Beverley
FILE REFERENCE: ADM 0078
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Adverse Events Plan (under separate cover)

SUMMARY

Council to consider adopting the attached Adverse Events Plan as a working document.

BACKGROUND

As part of the Drought Communities Programme Extension to receive \$1 million, the Shire is required to have an Adverse Events Plan.

COMMENT

The Shire engaged Caroline Robinson from Wheatbelt Business Network to develop a plan for the Shire.

The plan identifies a range of potential risks and the level of impact or consequence they may have on the Community.

The Local Emergency Management Arrangements, Business Continuity Plan, Strategic Community Plan and IT Disaster Recovery Plan were all consulted upon to guide the plan.

Council are welcome to suggest any amendments as part of the adoption at the April Council Meeting.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

Goal 9 – We have a healthy and safe community.

Goal 12 – Council leads the organisation and engages with community in an accountable and professional manner.

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt the Adverse Events Plan and review annually as a working document.

12.3 Beverley Community Garden Licence Agreement

SUBMISSION TO: Ordinary Council Meeting
REPORT DATE: 21 April 2020
APPLICANT: Beverley Community Resource Centre
FILE REFERENCE: ADM 0552
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Community Garden Licence Agreement (under separate cover)

SUMMARY

Council to consider entering into a licence agreement with the Beverley Community Resource Centre to allow access to Lots 52 and 54 Forrest Street and Lots 51 and 53 Bartram Street for the purpose of establishing a community garden.

BACKGROUND

The Community Garden Group approached the Chief Executive Officer in late 2019 to discuss possible sites for a community garden to be established.

Initially the Group decided to progress with a site at the Beverley District High School, however after some issues were raised regarding access to funding and utility costs the School site was abandoned.

In early March 2020 the Community Garden Group approached the Shire again to explore the option of utilising the drainage block at Lots 52 and 54 Forrest Street and Lots 51 and 53 Bartram Street (adjacent to the RSL Hall) to establish their garden.

COMMENT

For legal reasons, as the Community Garden Group is not incorporated, any land usage agreement will need to be made with the Beverley Community Resource Centre who is the umbrella organisation coordinating the Garden Group.

Attached is a proposed Licence agreement for the use of Lots 52 and 54 Forrest Street and Lots 51 and 53 Bartram Street for a community garden.

It is expected that the maintenance of the site and any operating costs of the garden will be covered by the group in exchange for a peppercorn licence charge.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

Potential utility headworks costs to be paid by Council, however there is an understanding that it is the Groups intention to utilise rainwater captured from the RSL Hall.

STRATEGIC IMPLICATIONS

Goal 8 – Beverley continues to be an inclusive, friendly and caring community
Goal 9 – We have a safe and healthy community

Goal 12 – Council leads the organisation and engages with community in an accountable and professional manner.

POLICY IMPLICATIONS

N/A

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That a licence agreement for access to and use of Lots 52 and 54 Forrest Street and Lots 51 and 53 Bartram Street be entered into with the Beverley Community Resource Centre to establish a Community Garden.

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.

Ten Year Road Program

eg. 20 = 2020/2021

| FROM SLK | TO SLK | total distance in kilometres | ROAD NAME | RESEAL / FINAL SEAL | WIDEN | DRAINAGE & PREP | CONSTRUCT & SEAL | GRAVEL SHEET | OTHER | Estimate Only |
|----------------------------|--------|------------------------------|-------------------------------|---------------------|-------|-----------------|------------------|--------------|--|---------------|
| 9.00 | 11.50 | 2.50 | BEVERLEY EAST RD (Morbinning) | 20 | 20 | | | | Reconstruct shoulders to 7 metresTo Bally Bally Rd c/over | 75,000 |
| 12.61 | 13.55 | 0.94 | EDISON MILL RD | | | 20 | 20 | | seal from Dobaderry Rd to Dale bin North Rd | 75,200 |
| 1.98 | 3.00 | 1.02 | BREMNER RD | 20 | 20 | 20 | 20 | | reconstruct and seal to 7m 1km over bridge 3205 | 122,400 |
| 0.00 | 2.40 | 2.40 | YENYENING LAKES ROAD | 20 | | | | | Final seal | 72,000 |
| 5.70 | 8.70 | 3.00 | YENYENING LAKES ROAD | | | 20 | 20 | | gravel sheet | 120,000 |
| 4.00 | 6.00 | 2.00 | TOP BEVERLEY YORK RD | 20 | | | | | Final seal | 60,000 |
| 6.00 | 8.02 | 2.02 | TOP BEVERLEY YORK RD | | 20 | 20 | 20 | | widen and seal to 7m | 177,100 |
| 0.00 | 0.50 | 0.50 | BALLY-BALLY RD | | 20 | | | | gravel sheet prep for seal | 10,000 |
| 3.76 | 7.76 | 4 | BARRINGTON RD | | | | 20 | | Gravel sheet from Greenhills South to Glencoe Rd | 110,000 |
| 0 | 1.8 | 1.8 | DALE BIN NORTH RD | | | | 20 | | Gravel sheet | 45,000 |
| 0.00 | 2.15 | 2.15 | SMITH RD | | | | 20 | | Gravel sheet | 53,750 |
| 0.00 | 1.22 | 1.22 | HILLS RD | | | | 20 | | Gravel sheet | 30,500 |
| 4.66 | 6.60 | 1.94 | WEST DALE RD | 20 | | | | | Seal last years primer seal | 58,200 |
| 29.65 | 33.18 | 3.53 | WEST DALE RD | | 20 | | 20 | | Widen to 7m & cement stab | 317,700 |
| 29.00 | 33.18 | 4.18 | WEST DALE RD | 20 | | | | | Final seal | 125,400 |
| 3.92 | 6.02 | 2.10 | MAWSON RD | 20 | | | | | Final seal | 63,000 |
| 2020/2021 1,515,250 | | | | | | | | | | |
| 9.00 | 11.50 | 2.50 | BEVERLEY EAST RD (Morbinning) | | | | 21 | | widen seal to 7m | 137,500 |
| 11.50 | 13.50 | 2.00 | BEVERLEY EAST RD (Morbinning) | | 21 | 21 | | | Reconstruct shoulders to 9 metres | 60,000 |
| 1.87 | 3.74 | 1.87 | WATERHATCH RD | | 21 | 21 | 21 | | widen seal to 7m | 158,950 |
| 11.81 | 11.81 | 0.00 | YORK-WILLIAMS RD | | | | | 21 | Widen bridge \$1,300,000 ? And road approaches if funding is available | 200,000 |
| 12.61 | 13.55 | 0.94 | EDISON MILL RD | | 21 | | | | Final seal from Dobaderry Rd to Dale bin North Rd | 28,200 |
| 1.98 | 3.00 | 1.02 | BREMNER RD | 21 | | | | | Final seal | 30,600 |
| 8.70 | 11.70 | 3.00 | YENYENING LAKES ROAD | | | 21 | 21 | | gravel sheet | 120,000 |
| 6.00 | 8.02 | 2.02 | TOP BEVERLEY YORK RD | | 21 | | | | Final seal | 60,600 |
| 0.00 | 0.50 | 0.50 | BALLY-BALLY RD | | | | | 21 | seal 500 metres | 10,000 |
| 0.60 | 3.60 | 3.00 | POTTS RD | | | | | 21 | Gravel Sheet | 75,000 |
| 3.6 | 7.95 | 4.35 | DALE BIN NORTH RD | | | | | 21 | Gravel sheet | 108,750 |
| 0.00 | 5.12 | 5.12 | BALKULING RD | | | | | 21 | gravel sheet | 128,000 |
| 33.15 | 36.74 | 3.59 | WEST DALE RD | 21 | | 21 | 21 | | Widen to 7m & cement stab to Maitland rd | 323,100 |
| 8.18 | 12.27 | 4.09 | MAWSON RD | 21 | | 21 | 21 | | Widen to 7m & cement stab | 306,750 |
| 2021/2022 1,747,450 | | | | | | | | | | |
| 9.00 | 11.50 | 2.50 | BEVERLEY EAST RD (Morbinning) | 22 | | | | | final seal | 75,000 |
| 11.50 | 13.50 | 2.00 | BEVERLEY EAST RD (Morbinning) | | | | 22 | | Reconstruct and seal to 7 metres | 110,000 |
| 13.50 | 15.50 | 2.00 | BEVERLEY EAST RD (Morbinning) | | 22 | 22 | | | Reconstruct shoulders to 9 metres | 60,000 |
| 13.63 | | | BEVERLEY EAST RD (Morbinning) | | | | | 22 | replace wooden culvert | 20,000 |
| 1.87 | 3.74 | 1.87 | WATERHATCH RD | 22 | | | | | Final seal | 56,100 |
| 4.14 | 6.00 | 1.86 | WATERHATCH RD | | 22 | 22 | 22 | | widen and seal to 7m | 158,100 |
| 11.70 | 14.70 | 3.00 | YENYENING LAKES ROAD | | | 22 | 22 | | gravel sheet | 120,000 |
| 0.00 | 0.50 | 0.50 | BALLY-BALLY RD | 22 | | | | | Final seal | 15,000 |
| 2.28 | 6.2 | 3.92 | DALE KOKEBY RD | | | | | 22 | Gravel Sheet | 98,000 |
| 3.60 | 7.60 | 4.00 | POTTS RD | | | | | 22 | gravel sheet | 100,000 |
| 0.00 | 0.50 | 0.50 | BERINGER RD | | | | | 22 | seal 50 metres | 10,000 |
| 33.15 | 36.74 | 3.59 | WEST DALE RD | 22 | | | | | Final seal | 107,700 |
| 8.18 | 12.27 | 4.09 | MAWSON RD | 22 | | | | | Final seal | 122,700 |
| 12.40 | 16.68 | 4.28 | MAWSON RD | | 22 | 22 | 22 | | Widen to 7m & cement stab | 321,000 |
| 0 | 0.48 | 0.48 | CANNON HILL ROAD | | | | | 22 | seal , kerb steep section | 101,400 |
| 0 | 0.95 | 0.95 | LITTLE HILL ROAD | | | | | 22 | seal , kerb steep section | 127,250 |
| 2022/2023 1,602,250 | | | | | | | | | | |
| 11.50 | 13.50 | 2.00 | BEVERLEY EAST RD (Morbinning) | 23 | | | | | final seal | 60,000 |
| 13.50 | 15.50 | 2.00 | BEVERLEY EAST RD (Morbinning) | | | | 23 | | Reconstruct and seal to 7 metres | 110,000 |
| 15.50 | 17.50 | 2.00 | BEVERLEY EAST RD (Morbinning) | | 23 | 23 | | | Reconstruct shoulders to 9 metres | 60,000 |
| 4.14 | 6.00 | 1.86 | WATERHATCH RD | 23 | | | | | Final seal | 55,800 |
| 6.80 | 9.00 | 2.20 | WATERHATCH RD | | 23 | 23 | 23 | | widen seal to 7m | 187,000 |
| 3.65 | 3.65 | 0.60 | TALBOT WEST RD | | 23 | 23 | 23 | | Replace bridge bridge 3210 (funding \$1,656,404, Road 150k) | 150,000 |
| 0.00 | 3.80 | 3.80 | KOKEBY EAST RD | | 23 | 23 | 23 | | widen and seal to 7m | 266,000 |
| 0 | 4 | 4 | BALLY-BALLY RD | | | | | 23 | Gravel Sheet | 87,500 |
| 0 | 0.5 | 0.5 | CLULOWS RD | | | | | 23 | Seal 500 mts | 10,000 |
| 0 | 1.89 | 1.89 | THOMAS RD | | | | | 23 | exposed rocks | 47,250 |
| 12.4 | 16.68 | 4.28 | MAWSON RD | 23 | | | | | Final seal | 128,400 |
| 16.68 | 20.76 | 4.08 | MAWSON RD | | 23 | 23 | 23 | | Widen to 7m & cement stab | 306,000 |
| 20.35 | 20.35 | 0.00 | MAWSON RD | | 23 | | | | replace culvert and widen road over floodway | 20,000 |
| 0.00 | 0.48 | 0.48 | CANNON HILL ROAD | 23 | | | | | final seal | 14,400 |
| 0.00 | 0.95 | 0.95 | LITTLE HILL ROAD | 23 | | | | | final seal | 28,500 |
| 2023/2024 1,530,850 | | | | | | | | | | |
| 13.50 | 15.50 | 2.00 | BEVERLEY EAST RD (Morbinning) | 24 | | | | | final seal | 60,000 |
| 15.50 | 17.50 | 2.00 | BEVERLEY EAST RD (Morbinning) | | | | 24 | | Reconstruct and seal to 7 metres | 110,000 |
| 17.50 | 19.65 | 2.15 | BEVERLEY EAST RD (Morbinning) | | 24 | 24 | | | Reconstruct shoulders to 9 metres | 64,500 |
| 6.80 | 9.00 | 2.20 | WATERHATCH RD | 24 | | | | | final seal | 66,000 |
| 9.40 | 11.81 | 2.41 | WATERHATCH RD | | 24 | 24 | 24 | | widen seal to 7m | 204,850 |
| 0.00 | 3.80 | 3.80 | KOKEBY EAST RD | | 24 | | | | final seal | 114,000 |
| 3.16 | 4.33 | 1.17 | EDISON MILL RD | | | | | 24 | east of bill clelands gate | 29,250 |
| 6.49 | 7.86 | 1.37 | EDISON MILL RD | | | | | 24 | westdale hill area | 34,250 |
| 14.98 | 16.30 | 1.32 | EDISON MILL RD | | | | | 24 | East of Scotts | 33,000 |
| 0.00 | 0.50 | 0.50 | CLULOWS RD | 24 | | | | | | 15,000 |
| 0.00 | 4.65 | 4.65 | EWERTS RD | | | | | 24 | Bally Bally Hall to Fisher Rd | 116,250 |
| 6.40 | 7.40 | 1.00 | MAITLAND ROAD | | | | | 24 | | 25,000 |
| 16.68 | 20.76 | 4.08 | MAWSON RD | 24 | | | | | Final seal | 122,400 |
| 20.76 | 24.17 | 3.41 | MAWSON RD | | 24 | 24 | 24 | | Widen to 7m & cement stab | 255,750 |
| 2024/2025 1,250,250 | | | | | | | | | | |
| 15.50 | 17.50 | 2.00 | BEVERLEY EAST RD (Morbinning) | 25 | | | | | final seal | 60,000 |
| 17.50 | 19.65 | 2.15 | BEVERLEY EAST RD (Morbinning) | | | | 25 | | Reconstruct and seal to 7 metres | 118,250 |
| 19.65 | 21.80 | 2.15 | BEVERLEY EAST RD (Morbinning) | | 25 | 25 | | | Reconstruct shoulders to 9 metres | 64,500 |
| 19.33 | | | BEVERLEY EAST RD (Morbinning) | | | | | 25 | replace wooden culvert | 20,000 |
| 9.40 | 11.81 | 2.41 | WATERHATCH RD | 25 | | | | | final seal | 72,300 |
| 12.83 | 14.29 | 1.46 | WATERHATCH RD | | 25 | 25 | 25 | | widen seal to 7m | 124,100 |
| 2.85 | 3.76 | 0.91 | BARRINGTON RD | | | | | 25 | gravel remaining section | 22,750 |
| 0.00 | 1.66 | 1.66 | NORTHBOURNE RD | | | | | 25 | Wyalgima Rd to Piccadilly Rd | 41,500 |
| 20.76 | 24.17 | 3.41 | MAWSON RD | 25 | | | | | Final seal | 102,300 |
| | | | RRG Funding | | | | | | to be allocated | 400,000 |
| 2025/2026 1,025,700 | | | | | | | | | | |
| 17.50 | 19.65 | 2.15 | BEVERLEY EAST RD (Morbinning) | 26 | | | | | final seal | 64,500 |
| 19.65 | 21.80 | 2.15 | BEVERLEY EAST RD (Morbinning) | | | | 26 | | Reconstruct and seal to 7 metres | 118,250 |
| 23.72 | 25.43 | 1.71 | BEVERLEY EAST RD (Morbinning) | | 26 | 26 | | | Reconstruct to 9 metres | 51,300 |
| 12.83 | 14.29 | 1.46 | WATERHATCH RD | 26 | | | | | final seal | 43,800 |
| | | | RRG Funding | | | | | | to be allocated | 500,000 |
| 2026/2027 777,850 | | | | | | | | | | |
| 19.65 | 21.80 | 2.15 | BEVERLEY EAST RD (Morbinning) | 27 | | | | | final seal | 64,500 |
| 23.72 | 25.43 | 1.71 | BEVERLEY EAST RD (Morbinning) | | | | 27 | | Reconstruct and seal to 7 metres | 94,050 |
| 25.43 | 27.13 | 1.70 | BEVERLEY EAST RD (Morbinning) | | 27 | 27 | | | Reconstruct to 9 metres | 51,000 |
| 2.40 | 2.90 | 0.50 | JACOBS WELL RD | | | | | 27 | | 10,000 |
| | | | RRG Funding | | | | | | to be allocated | 500,000 |
| 2027/2028 719,550 | | | | | | | | | | |
| 23.72 | 25.43 | 1.71 | BEVERLEY EAST RD (Morbinning) | 28 | | | | | Final seal new sections | 51,300 |
| 25.43 | 27.13 | 1.70 | BEVERLEY EAST RD (Morbinning) | | | | 28 | | Reconstruct and seal to 7 metres | 93,500 |
| 2.40 | 2.90 | 0.50 | JACOBS WELL RD | 28 | | | | | | 15,000 |
| | | | RRG Funding | | | | | | to be allocated | 500,000 |
| 2028/2029 659,800 | | | | | | | | | | |
| 25.43 | 27.13 | 1.70 | BEVERLEY EAST RD (Morbinning) | 29 | | | | | Final seal new sections | 51,000 |
| | | | RRG Funding | | | | | | to be allocated | 500,000 |
| 2029/2030 551,000 | | | | | | | | | | |

**SHIRE OF BEVERLEY
CAPITAL PROGRAM
2020/21**

| Program | Job Account | Project | SLK (if Applicable) | | SLK Total | Labour | PWOH | POC | M&C | CAPEX TOTAL | Funding Account | Funding Source | Funding Detail | Funding \$ | COUNCIL COST | % | New (N), Renewal (R) or Upgrade (U) |
|--------------------------------|-------------|---|---------------------|-------|-----------|----------------|----------------|----------------|------------------|------------------|-----------------|---------------------------|--|--------------------|----------------|------|-------------------------------------|
| | | | From | To | | | | | | | | | | | | | |
| ROAD INFRASTRUCTURE | | | | | | | | | | | | | | | | | |
| Regional Road Group | | | | | | | | | | | | | | | | | |
| 12 | RRG2101 | Westdale Road - Reconstruct, Widen & Seal (SLK 29.65 - 33.18) | 29.65 | 33.18 | 3.53 | 24,134 | 20,514 | 53,068 | 172,644 | 270,360 | 120251 | Capital Grant | Grant - MRWA - RRG | (344,370) | 172,185 | 33% | U |
| 12 | RRG2102 | Westdale Road - 2nd Seal (SLK 4.66- 6.60) | 4.66 | 6.60 | 1.94 | 0 | 0 | 0 | 58,109 | 58,109 | | | | | | | R |
| 12 | RRG2103 | Westdale Road - 2nd Seal (SLK 29.00 - 33.18) | 29.00 | 33.18 | 4.18 | 0 | 0 | 0 | 125,191 | 125,191 | | | | | | | R |
| 12 | RRG2104 | Mawson Road - 2nd Seal (SLK: 3.92 - 6.02) | 3.92 | 6.02 | | 0 | 0 | 0 | 62,895 | 62,895 | | | | | | | R |
| Roads To Recovery | | | | | | | | | | | | | | | | | |
| 12 | RTR2101 | Yenyening Lakes Road - 2nd seal (SLK: 0.00-2.40) | 0.00 | 2.40 | 2.40 | 447 | 380 | 433 | 67,773 | 69,033 | 120253 | Capital Grant | Grant - Roads To Recovery | (303,652) | 25,217 | 8% | R |
| 12 | RTR2102 | Top Beverley Road - 2nd Seal (SLK: 3.65 - 5.80) | 3.65 | 5.80 | 2.15 | 447 | 380 | 433 | 70,382 | 71,642 | | | | | | | R |
| 12 | RTR2103 | Top Beverley Road - Widen and seal (SLK 5.80 - 8.02) | 5.80 | 8.02 | 2.22 | 15,331 | 13,032 | 33,270 | 117,576 | 179,209 | | | | | | | R |
| 12 | RTR2104 | George Street - 2nd seal | 0.00 | 0.00 | 0.00 | 0 | 0 | 0 | 8,985 | 8,985 | | | | | | | R |
| Black Spot Project | | | | | | | | | | | | | | | | | |
| 12 | | Nil | | | 0.00 | 0 | 0 | 0 | 0 | 0 | 120252 | Capital Grant | Grant - MRWA - Black Spot | 0 | 0 | 0% | R |
| Disaster Recovery | | | | | | | | | | | | | | | | | |
| 12 | | Nil | | | 0.00 | 0 | 0 | 0 | 0 | 0 | 120257 | Capital Grant Reserves | Grant - MRWA - WANDRRA Road Reserve | 0 0 | 0 | 0% | R |
| Special Project | | | | | | | | | | | | | | | | | |
| | SIP2101 | Mainstreet Redevelopment - Road inc Kerbing, Parking and Street Trees | | | 0.00 | 0 | 0 | 0 | 3,000,000 | 3,000,000 | | Capital Grant | Building Better Regions | (1,500,000) | 0 | | R |
| | SIP2102 | Mainstreet Redevelopment - Footpath inc Underground Power and Furniture | | | | | | | | | | Loan | New Loan | (1,000,000) | | | |
| | SIP2103 | Mainstreet Redevelopment - Drainage | | | | | | | | | | Reserves | Mainstreet Redevelopment Reserve | (306,000) | | | |
| | SIP2104 | Mainstreet Redevelopment - Street Lighting | | | | | | | | | | Reserves | Road Reserve | (194,000) | | | |
| Municipal Funded | | | | | | | | | | | | | | | | | |
| 12 | MUN2002 | Morbinning Road - Prepare for Seal (SLK: 9.21-11.52) carry over | 0.00 | 0.00 | 0.00 | 22,384 | 19,026 | 40,270 | 48,890 | 130,570 | 120250 | Capital Grant | Grant - MRWA - Direct Grant | (115,556) | 372,884 | 53% | R |
| 12 | MUN1906 | Bethany Road - Construct & Seal (SLK: 0.00-0.96) carry over | 0.00 | 0.20 | 0.20 | 5,189 | 4,411 | 11,302 | 28,191 | 49,093 | 120254 | Capital Grant | LGGC Grant - Roads | (220,000) | | | U |
| 12 | MUN2101 | Edison Mill Road - Construct & Seal (SLK 12.61-13.55) | 0.00 | 0.96 | 0.96 | 8,287 | 7,044 | 19,303 | 62,538 | 97,172 | | | | | | | U |
| 12 | MUN2102 | Bremner Road - Reconstruct, Widen and Seal (SLK 1.98-3.00) | 3.65 | 6.00 | 2.35 | 6,762 | 5,748 | 16,406 | 65,467 | 94,383 | | | | | | | U |
| 12 | MUN2103 | Yenyening Lakes Road - Gravel Sheet (SLK 6.40 - 8.88) | 9.21 | 11.52 | 2.31 | 12,440 | 10,574 | 30,714 | 27,394 | 81,122 | | | | | | | R |
| 12 | MUN2104 | Bally Bally Road - Prepare for Seal (SLK0.00 - 0.50) | 0.00 | 2.14 | 2.14 | 2,039 | 1,733 | 5,397 | 1,733 | 10,902 | | | | | | | R |
| 12 | MUN2105 | Barrington Road - Gravel Sheet (SLK 3.76 -7.76) | 2.40 | 6.40 | 4.00 | 19,297 | 16,402 | 48,893 | 38,907 | 123,499 | | | | | | | R |
| 12 | MUN2106 | Dale Bin North Road - Gravel Sheet (SLK 0.00 - 1.80) | 0.00 | 4.40 | 4.40 | 9,190 | 7,812 | 23,626 | 16,237 | 56,865 | | | | | | | R |
| 12 | MUN2107 | Smith Road - Gravel Sheet (SLK 0.00 - 2.15) | 0.00 | 0.30 | 0.30 | 7,355 | 6,252 | 18,507 | 11,386 | 43,500 | | | | | | | R |
| 12 | MUN2108 | Hill Road - Gravel Sheet (SLK 0.00 - 1.22) | | | | 4,023 | 3,420 | 10,268 | 3,623 | 21,334 | | | | | | | R |
| TOTAL - ROADS | | | | | | 137,325 | 116,728 | 311,890 | 3,987,921 | 4,553,864 | | | | (3,983,578) | 570,286 | | |
| BRIDGE INFRASTRUCTURE | | | | | | | | | | | | | | | | | |
| 12 | | Nil | | | | 0 | 0 | 0 | 0 | 0 | 120255 | Capital Grant | LGGC Grant - Special Bridge | 0 | 0 | 0% | R |
| TOTAL - BRIDGES | | | | | | 0 | 0 | 0 | 0 | 0 | | | | 0 | 0 | | |
| FOOTPATH INFRASTRUCTURE | | | | | | | | | | | | | | | | | |
| 12 | FC2101 | Footpath Renewal - 2020/21 - Fifth Year | | | | 3,154 | 2,681 | 0 | 100,000 | 105,835 | | | | | 105,835 | 100% | R |
| TOTAL - FOOTPATHS | | | | | | 3,154 | 2,681 | 0 | 100,000 | 105,835 | | | | 0 | 105,835 | | |
| DRAINAGE INFRASTRUCTURE | | | | | | | | | | | | | | | | | |
| 12 | | Nil | | | | 0 | 0 | 0 | 0 | 0 | | | | | 0 | 0% | R |
| TOTAL - DRAINAGE | | | | | | 0 | 0 | 0 | 0 | 0 | | | | 0 | 0 | | |

**SHIRE OF BEVERLEY
CAPITAL PROGRAM
2020/21**

| Program | Job Account | Project | SLK (if Applicable) | | SLK Total | Labour | PWOH | POC | M&C | CAPEX TOTAL | Funding Account | Funding Source | Funding Detail | Funding \$ | COUNCIL COST | % | New (N), Renewal (R) or Upgrade (U) |
|--|-------------|---|---------------------|----|-----------|----------------|----------------|----------------|------------------|------------------|-----------------|---------------------------------------|--------------------|------------------|--------------|------|-------------------------------------|
| | | | From | To | | | | | | | | | | | | | |
| LAND & BUILDINGS | | | | | | | | | | | | | | | | | |
| | | LAND | | | | | | | | | | | | | | | |
| 9 | L2101 | Land Purchase | | | | | | | 150,000 | 150,000 | | | | | 150,000 | 100% | N |
| | | NON SPECIALISED BUILDINGS | | | | | | | | | | | | | | | |
| 9 | LBN2101 | Hunt Road Village - Unit Refurbishment | | | | | | | 20,000 | 20,000 | Reserves | Senior's Housing Reserve | (20,000) | 0 | 0% | R | |
| 9 | LBN2102 | 59 Smiths Street - Solar Power & Battery | | | | | | | 16,500 | 16,500 | | | | 16,500 | 100% | U | |
| 9 | LBN2103 | 6 Barnsley Street - Solar Power & Battery | | | | | | | 16,500 | 16,500 | | | | 16,500 | 100% | U | |
| 9 | LBN2104 | 6 Barnsley Street - Bathroom Refurbishment | | | | | | | 10,000 | 10,000 | | | | 10,000 | 100% | R | |
| 4 | LBN2105 | Administration Office - Back Up Generator 30kVa | | | | | | | 50,000 | 50,000 | | | | 50,000 | 100% | U | |
| | | SPECIALISED BUILDINGS | | | | | | | | | | | | | | | |
| 11 | LBS2001 | Vincent Street - Youth Activity Area | | | | | | | 875,000 | 875,000 | Capital Grant | Lotterywest Grant | (426,000) | 1,618 | 0% | N | |
| | | | | | | | | | | | Capital Grant | Drought Communities Program Extension | (420,000) | | | | |
| | | | | | | | | | | | Capital Grant | Stronger Communities Fund | (16,000) | | | | |
| | | | | | | | | | | | Other | Community Contribution | (11,382) | | | | |
| 11 | LBS2101 | Swimming Pool Redevelopment - Stage 1 | | | | | | | 1,000,000 | 1,000,000 | Capital Grant | DSR CSRFF | (300,000) | 0 | 0% | R | |
| | | | | | | | | | | | Loan | New Loan | (700,000) | | | | |
| 13 | LBS2102 | Caravan Park-Onsite Accommodation Units | | | | | | | 750,000 | 750,000 | Capital Grant | Drought Communities Program Extension | (580,000) | 0 | 0% | N | |
| | | | | | | | | | | | Reserves | Building Reserve | (120,000) | | | | |
| | | | | | | | | | | | Reserves | Infrastructure Reserve | (50,000) | | | | |
| 11 | LBS2103 | Old School Building - Civic Centre Conversion | | | | | | | 300,000 | 300,000 | Capital Grant | Grant Funds | (150,000) | 0 | 0% | U | |
| | | | | | | | | | | | Reserves | Building Reserve | (150,000) | | | | |
| 11 | LBS2104 | Old Court House Roof Replacement | | | | | | | 70,000 | 70,000 | | | | 70,000 | 100% | R | |
| 11 | LBS2105 | Recreation Ground - Play Area Extension | | | | | | | 40,000 | 40,000 | | | | 40,000 | 100% | U | |
| 11 | LBS2106 | Lesser Hall - Court Yard Area Development | | | | | | | 25,000 | 25,000 | | | | 25,000 | 100% | U | |
| 11 | LBS2107 | Platform Theatre - Green Room External & Internal Paint | | | | | | | 20,000 | 20,000 | | | | 20,000 | 100% | R | |
| TOTAL - LAND & BUILDINGS | | | | | | 0 | 0 | 0 | 3,343,000 | 3,343,000 | | | (2,943,382) | 399,618 | | | |
| PLANT & EQUIPMENT | | | | | | | | | | | | | | | | | |
| 4 | VP2101 | CEO Vehicle BE1 | | | | | | | 51,000 | 51,000 | Other | Trade In BE1 | (41,000) | 10,000 | 20% | R | |
| 4 | VP2102 | DCEO Vehicle BEV0 | | | | | | | 39,000 | 39,000 | Other | Trade In BEV0 | (24,000) | 15,000 | 38% | R | |
| 12 | VP2103 | Mechanics Ute BE024 | | | | | | | 39,000 | 39,000 | Other | Trade In BE024 | (20,000) | 19,000 | 49% | R | |
| 12 | VP2104 | Building Maintenance Ute BE022 | | | | | | | 36,000 | 36,000 | Other | Trade In BE022 | (20,000) | 16,000 | 0% | R | |
| 12 | VP2105 | Semi Truck & Flat Deck Trailer BE013 | | | | | | | 200,000 | 200,000 | Other | Trade In BE013 | (60,000) | 140,000 | 70% | R | |
| 12 | VP2106 | Grader BE001 | | | | | | | 345,000 | 345,000 | Other | Trade In BE001 | (100,000) | 0 | 0% | R | |
| | | | | | | | | | | | Reserves | Plant Replacement Reserve | (245,000) | | | | |
| TOTAL - PLANT & EQUIPMENT | | | | | | 0 | 0 | 0 | 710,000 | 710,000 | | | (510,000) | 200,000 | | | |
| OFFICE FURNITURE & EQUIPMENT | | | | | | | | | | | | | | | | | |
| 11 | OF2107 | Town Hall - AV System Upgrade | | | | | | | 15,000 | 15,000 | | | | 15,000 | 100% | R | |
| TOTAL - FURNITURE & EQUIPMENT | | | | | | 0 | 0 | 0 | 15,000 | 15,000 | | | 0 | 15,000 | | | |
| TOTAL CAPITAL EXPENSE | | | | | | 140,479 | 119,409 | 311,890 | 8,155,921 | 8,727,699 | | | (7,436,960) | 1,290,739 | 15% | | |

**Shire of
Beverley**

Adverse Events Plan

PHONE

(08) 9646 1200

EMAIL

admin@beverley.wa.gov.au

SHIRE ADDRESS

136 Vincent Street, Beverley WA 6304

POSTAL ADDRESS

PO Box 20, Beverley WA 6304

WEBSITE

www.beverley.wa.gov.au



Version: 3 (April 2020)

Author: Shire of Beverley

Adopted:

1. Purpose and Objectives

The purpose of the Shire of Beverley Adverse Events Plan is to provide detailed guidance to the Shire of Beverley Council, Staff and Community to consider, prepare for and guide responses to events that directly and indirectly affect the Shire of Beverley. This plan is considerate of the Shire's LEMC plan and Incident Management and Business Continuity Response Plan.

This is not a risk management plan, nor an emergency or incident plan.

Each level of government has responsibility, commensurate with their capacity and local legislation and within its own jurisdiction, for responses to adverse events. The Shire of Beverley recognises this and identifies what is within its control and legislated duties.

The Shire of Beverley has developed this plan because:

1. Natural hazards are more frequent and intense;
2. Essential services are interconnected and interdependent;
3. People and Assets are more exposed and vulnerable;
4. Disaster impacts are long term and complex;
5. The costs of adverse events are growing; and
6. Momentum to address financial impacts of climate change is building.

There is no universal definition of 'adverse event' because this term depends on the concept of harm, how it is perceived and whose interpretation it is.

For the purposes of this plan, we define an adverse event as either an event or incident that has an immediate, short term, long term or ongoing negative impact on the communities within the Shire of Beverley.

The objectives of the plan are to:

- Consider risks and adverse plans and appropriate forward planning to mitigate them
- Bring community leaders, key service providers and Shire representatives together to plan together;
- Build capacity and resilience amongst the community and Shire leadership to adapt and cope with stresses and acute shocks caused by adverse events;
- Identify key strategies and actions to be undertaken by Council and other key service organisations to prepare for and manage adverse events that affect the Shire of Beverley; and
- Make the approach by Council towards adverse events consistent in dealing with adverse events.

This plan describes the key strategies and actions at a local level to prevent, prepare for, respond to and recover from adverse events. These events may be events for which the Shire of Beverley has full or partial or no responsibility for but they are still a key player in the response.

2. Local Government Responsibility

Local governments organise, plan, lead and control in adverse events.

Local governments play a fundamental role in adverse events prevention, preparedness, management and recovery. This is because of their strong relationship with their local community networks and knowledge of locally available resources.

Local governments often have a more detailed knowledge of the population dimensions within a local government area (such as people with special needs, vulnerable and at risk people and special interest groups). Where local government powers exist, and state legislation enables, local governments have responsibilities, in partnership with respective state and territory governments, to contribute to the safety and wellbeing of their communities by participating in adverse event management planning and providing capability.

The principal roles and responsibilities of local governments may include (but are not limited to):

- building and promoting resilience to adverse events;
- undertaking cost-effective measures to mitigate the effects of adverse events on local communities and business, including routinely conducting risk assessments and exercising emergency arrangements;
- systematically taking proper account of risk assessments in land use planning to reduce hazard risk;
- representing community interests in adverse event and emergency management to other spheres of government and contributing to decision-making processes before, during and after events and emergencies;
- ensuring all requisite local emergency planning and preparedness measures are undertaken and that plans are exercised on a regular basis;
- ensuring an adequate local response and recovery capability is in place, including resources for local volunteers;
- undertaking public education and awareness to support community preparedness measures;
- assisting appropriate authorities with the provision of risk information and (where necessary) warnings;
- ensuring appropriate local resources and arrangements are in place to provide relief and recovery services to communities;
- continuing to provide services to their municipalities (such as waste collection, pollution control, water provision, wastewater treatment and stormwater drainage) during adverse events;
- participating in post-event assessment, debrief analysis and lessons management.

3. Shire of Beverley Vulnerability

What makes the Community within the Shire of Beverley vulnerable to adverse events?

- People and assets in hazardous areas.
- Standards for building assets and infrastructure no longer adequate for location and likely hazard.
- Regulatory authority and controls that are no longer adequate.
- Risks created and transferred to others.
- Economic benefits prioritised higher than safety.
- Limited capacity to understand and communicate what is at risk.
- High levels of dependency and growing system interconnectedness.
- Just-in-time supply, low levels of storage, hub and spoke distributions.
- Single sources or lines of supply and few alternative sources.

- Dependence on imports to meet demand (e.g. food, fuel).
- High expectations of continuous ongoing supply.
- Low tolerance for loss and disruption.
- Inability to depend on everyday forms of communication.
- Not knowing what to do before an event happens.
- Conflicting messages from different sources.
- Barriers to knowledge across people and sectors.
- Ability of communications infrastructure to withstand disruption or increased loads.
- Ability for people to talk with each other in high-pressure situations in ways which are compassionate, honest, empathetic and that build trust.

Specifically, the Shire of Beverley has:

- A river running through and around the town site.
- Bridge access to the town site.
- A high proportion of elderly people (compared to other communities in WA).
- Reliance on agriculture as a dominant industry.
- Proximity to metropolitan area and rural/urban divide.
- Reliance on volunteers for key emergency services.
- Rail access and main road.
- Extent of privately owned land across the Shire.
- Lifestyle change population.
- Community expectations from Council.
- Mobile phone black spots.

4. Prevention of Adverse Events

The Shire of Beverley acknowledges that to prepare for, manage and recover from adverse events it requires engagement with the community in preparing and planning, close partnerships and collaboration as well as gathering information, research and data to inform decision making.

The Shire of Beverley adheres to the following principles for emergency management:

- Protection and preservation of life.
- Emergency management arrangements will embrace the phases of prevention, preparedness response and recovery.
- Relationships between emergency management stakeholders and communities is collaborative, coordinated and flexible with a shared responsibility.
- Sound risk management principles and processes are adhered to.
- Common communication systems are used across all parties.
- Emergency management systems are integrated across stakeholders.
- Continual improvement in practices and responses.

The Shire of Beverley also considers these principles as important in adverse event management:

- Emphasis on adverse event reduction and preparedness, preferable at the pre-adverse event stage to reduce overall negative impacts on the community.
- Understanding the context and recognising the complexity.
- Leading contributions when applicable whilst recognising the importance of community led approaches.

- Responsibility for response and recovery initially at a local level. If local organisations and available resources are not sufficient they are then augmented by those at State and Federal level.
- Control of adverse event response and recovery operations is conducted at the lowest effective level.
- Communicating effectively to all levels pre-event (if possible), during and post event/s

This plan covers emergency events that can occur quickly, without warning but have a defined 'start' and 'end' (fire, flood, severe storm) and other adverse events such as drought and significant sudden trade restrictions resulting from an adverse event which are less obvious and defined.

The response of Council will vary in relation to adverse events depending on the

- Seriousness of the event;
- Numbers of people involved;
- Risk exposure;
- Financial impacts;
- Media interest; and
- Need to involve other stakeholders.

Therefore, the response to each adverse event should be proportionate to its scale, scope and complexity.

5. Community Communication

Trusted communications during an adverse event helps with adverse event preparedness and perceptions of risk. Communication is woven into the adverse event management cycle, which occurs at various stages of the event.

The Shire of Beverley aims to adjust communications to the specific needs of the community and event – both pre, during and post event and acknowledges that communication to the community needs to come from trusted sources, delivery methods and delivered by locals. This will help the community better able to evaluate risks and make informed decisions about preparedness and personal safety measures.

The Shire of Beverley will aim to communicate in a meaningful way and respond in different ways as communication is perceived in different ways relevant to the recipient. The Shire of Beverley will also make communication accessible for vulnerable members of the community.

6. Risk Assessment Matrix

To inform the development of this plan, the Shire of Beverley has used the features of the National Emergency Management Framework to assess the severity of the adverse events relevant to its district and community.

| INTENSITY | IMPACT | RESPONSE |
|--------------|--|--|
| Catastrophic | A whole of government response is required Normal decision-making may be degraded Resource coordination may be overwhelmed Crisis plans may be activated. Significant relief and recovery arrangements may be required. International assistance may be requested | Impact may be greater than previous experience and modelling More than one state/territory may be impacted Severe disruption to community, economic wellbeing, social networks, infrastructure and environment Impact may be across an extensive area and may continue for a very long time The consequences of the impact may be felt across numerous sectors |
| Major | Multi-state/territory and multi-agency command, control and coordination arrangements are in place Strategic resource coordination may be required Specific hazard plans may need activation Specialised assistance from other states and territories, from the Australian government, or internationally may be required | Impact across a significant area Significant population or population centres may be impacted Impact over an extended period of time The impact may have consequences beyond the area of the impact |
| Minor | Response by individual state/territory Jurisdictional plans and arrangements sufficient Jurisdictional recovery plans sufficient | Local and minor impact Short duration |

The following table is used to assess the likelihood of the adverse event and its possible consequence on the community within the Shire of Beverley:

| Consequence | Likelihood | | | | |
|---------------|------------|----------|----------|--------|----------------|
| | Rare | Unlikely | Possible | Likely | Almost Certain |
| Catastrophic | Medium | High | High | High | High |
| Major | Medium | Medium | High | High | High |
| Moderate | Low | Medium | Medium | High | High |
| Minor | Low | Low | Medium | Medium | Medium |
| Insignificant | Low | Low | Low | Low | Medium |

The following outlines the anticipated impacts of an adverse event on each of the pillars of the community within the Shire of Beverley:

| Economy | Environment | Social | Health |
|---|--|--|---|
| Value of production lost Impact on future production Impact on income Impact on consumer expenditure Business decline or closure Job losses Multiplier effect e.g. tourism, transport Destruction of tangible assets Destruction of human capital | Natural environment destroyed Animal deaths Soil erosion Destruction of tangible assets Multiplier effect across ecosystems Air quality Heritage | Loss of security Isolation Loss of connections Increases in vulnerable populations Family violence Relationship breakdown Loss of capacity | Personal injury and illness Physical and mental health impacts Alcohol and drug misuse Disease spreading |

7. Adverse Events

The following events have been identified as having risk of causing loss of life, property, utilities, services and/or the community's ability to function within its normal capacity. These events have been identified as having the potential to create an emergency.

EMERGENCY

| Scenario | Details | Pillar | Intensity | Likelihood | Consequence | Impact | Stakeholders Response and Recovery |
|---|---|---------------------------------|-----------|----------------|-------------|--------|--|
| Wild dogs, cane toads etc | Potential or actual spread of an invasive species | Environment Economy | Minor | Almost Certain | Moderate | High | Biosecurity Group DPIRD Biosecurity Council of WA Industry bodies |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Fencing, nature reserve protection, Ranger services, regional biosecurity group membership Soft society measures – Education, community campaigns e.g. fox shooting Ecosystem measures - Pest and invasive species control across multiple agencies | | | | | | | |
| River pollutant | Chemical spill or major pollutant in the river | Environment Social Health | Minor | Likely | Moderate | High | Parks and Wildlife DPIRD Water Corporation |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Town planning guidelines, stormwater management, clean up, bollards, waste removal, Ranger Soft society measures – Education on river health Ecosystem measures - | | | | | | | |
| Trade restrictions | Trade policies, market access, supply delays which complicate the process of trade for both perishable, non perishable and inputs | Environment Economy | Major | Possible | Major | High | Federal / local members of govt Industry bodies DPIRD |

| | | | | | | | |
|---|--|--|-------|----------------|--------------|------|---|
| <p>Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Road maintenance and asset preservation, reduced red tape, saleyards Soft society measures –Local business association Ecosystem measures - Industry group communication, advocacy on improved telecommunications,</p> | | | | | | | |
| Telecommunication Network Fails | Landlines and/or mobile tower/s damaged and no telecommunications And /or internet connectivity | Economy Social Health | Minor | Almost Certain | Major | High | Telstra Optus NBN Western Power DPIRD Federal / local members of govt Industry bodies |
| <p>Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Black spot register, temporary mobile communications (trailer units / towers), town planning guidelines, staff training social media, back up / external storage of Shire records, Shire mobile phone packages have enough data capacity Soft society measures – Alternative communication methods (Beverley Blarney etc) Ecosystem measures – Advocacy for more mobile phone towers and improved telecommunications overall</p> | | | | | | | |
| Flood | Flooding anywhere in the district (localised and widespread) | Economy Environment | Minor | Likely | Major | High | DFES Western Power Water Corporation Avon Waste (cleanup) |
| <p>Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Road maintenance, water catchment grading, river bank barriers near the town site, barriers or protection around the key assets including the cemetery, hall, Shire etc., stormwater harvesting, sandbagging resources available locally, town planning guidelines, building codes, road drainage, advice on food safety and disposal, clearing and earthworks, Ranger, livestock removal (pre, during, recovery) Soft society measures – Communicating vital weather information from BOM, communicating flood safety messaging Ecosystem measures – Livestock transport access, ensuring access to publicly available geologic and topographic mapping</p> | | | | | | | |
| River Floods | River floods in the town site | Economy Environment Health Social | Minor | Possible | Catastrophic | High | DFES Western Power Water Corporation Avon Waste (clean up) |
| <p>Controls required to mitigate risk within LG responsibility</p> | | | | | | | |

Hard services / infrastructure – Road maintenance, water catchment grading, river bank barriers near the town site, barriers or protection around the key assets including the cemetery, hall, Shire etc., stormwater harvesting, sandbagging resources available locally, town planning guidelines, building codes, road drainage, advice on food safety and disposal, clearing and earthworks, Ranger, livestock removal (pre, during, recovery)
 Soft society measures – Communicating vital weather information from BOM, communicating flood safety messaging
 Ecosystem measures – Livestock transport access, ensuring access to publicly available geologic and topographic mapping

| | | | | | | | |
|-------------------|--|---|-------|----------|--------------|------|--|
| Major Fire | Major fire that threatens the Beverley town site and/or major fire in areas of bush or agricultural land | Health Economic Environment Social | Major | Possible | Catastrophic | High | DFES WA Country Fire Service Local brigades LEMC Community organisations Community Resource Centre WACHS St Johns Ambulance Police |
|-------------------|--|---|-------|----------|--------------|------|--|

Controls required to mitigate risk within LG responsibility
 Hard services / infrastructure – Town planning guidelines, mapping risks, reducing fuel loads, resources and equipment for local fire brigades, enough vehicles for local fire brigade, bushfire mitigation programs, automatic sprinklers in Shire buildings, household waste collection, waste collection arrangements, dumping fees, disposal of hazardous waste, earthworks for private and commercial (recovery), structural engineering advice, fast tracking planning applications (recovery), animal and livestock assistance, clearing, prescribed burning periods, SMS service, fire breaks, back up generator
 Soft society measures – Communicating vital weather information from BOM, relief and support networks, communicate fire breaks, knowledge sharing
 Ecosystem measures – Advocacy for more mobile phone towers, advocacy for increased resources for local fire brigade, regular LEMC meetings

| | | | | | | | |
|------------------------|-------------------------------------|-----------------------------------|-------|----------|--------------|------|--|
| Industrial fire | Serious fire in the industrial area | Economic Health Environment | Minor | Possible | Catastrophic | High | Local fire brigade Police St Johns Ambulance |
|------------------------|-------------------------------------|-----------------------------------|-------|----------|--------------|------|--|

Controls required to mitigate risk within LG responsibility
 Hard services / infrastructure – Town planning guidelines, resources and equipment for local fire brigades, enough vehicles for local fire brigade, bushfire mitigation programs, disposal of hazardous waste, commercial waste removal, SMS service, fire breaks, business regulations
 Soft society measures – Communicating vital weather information from BOM, communicating hazardous material safety

| | | | | | | | |
|--|--|---|--------------|----------|--------------|--------|--|
| Ecosystem measures – Advocacy for more mobile phone towers, advocacy for increased resources for local fire brigade, regular LEMC meetings | | | | | | | |
| Aged Care Home | Damage or significant health concern at the local aged care facility | Health Social | Minor | Possible | Major | High | Beverley Hospital Aged Care Provider |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Assist with evacuation, off site location Soft society measures – Messages to vulnerable members of the community Ecosystem measures – | | | | | | | |
| Hazardous chemical | Hazardous material released as a result of an incident, accident or deliberate | Health | Minor | Unlikely | Major | Medium | DFES Police St Johns Ambulance Local fire brigade |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Staff training, PPE, fire equipment and resources, disposal, notification of regulator, decommissioning sites Soft society measures – Ongoing health monitoring Ecosystem measures – | | | | | | | |
| Earthquake | A significant magnitude or widespread damage as a result of an earthquake | Economic Health Social Environment | Catastrophic | Unlikely | Catastrophic | High | DFES Police St Johns Ambulance SES Local fire brigade All govt agencies |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Asset preservation, town planning guidelines, building codes, community shelter/protection centre, mapping risks, back up generator Soft society measures – Ecosystem measures – | | | | | | | |
| Explosion | An explosion that results in community evacuation | Health | Minor | Unlikely | Catastrophic | High | DFES Western Power Police St Johns Ambulance Local fire brigade |
| Controls required to mitigate risk within LG responsibility | | | | | | | |

| | | | | | | | |
|---|--|-------------------------|-------|----------------|-------|--------|--|
| Hard services / infrastructure – Fire equipment and resources, building codes, town planning Soft society measures – Education dangerous goods to LG staff Ecosystem measures – | | | | | | | |
| Bulk Storage Damage | Contamination or grain / flood/ fire etc | Economic | Minor | Unlikely | Minor | Low | CBH |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Road maintenance, stormwater management Soft society measures – Ecosystem measures – Advocacy for rail, CBH communication | | | | | | | |
| Severe Storms | Lightning, hail, wind and/or rain that causes damage and or localised flooding | Environment Economic | Minor | Almost Certain | Major | High | SES Water Corp Western Power NBN Telstra |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Building codes, community shelter/protection centre, pumps to remove water, waste disposal, household collection, interim telecommunications infrastructure (mobile units), stormwater management, road repairs and maintenance, advise on food safety and disposal, sewerage pumping, back up generator, fire equipment and resources Soft society measures – Education about severe weather (preparation and during), communicating vital weather information from BOM Ecosystem measures – | | | | | | | |
| Main road impacted | Main road is damaged that delays access | Economic Health | Minor | Likely | Major | High | Police St Johns Ambulance |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Road construction and maintenance Soft society measures – Ecosystem measures – | | | | | | | |
| Transport – Rail | Major incident on the railway line that delays access | Economic Health | Minor | Likely | Minor | Medium | Arc Infrastructure Public Transport Authority Police St Johns Ambulance DFES |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – | | | | | | | |

| | | | | | | | |
|---|--|--------------------|-------|----------|----------|------|--|
| Soft society measures – Ecosystem measures – | | | | | | | |
| Transport – Bridge | Bridge into and out of town is damaged that impacts access | Economic | Minor | Possible | Major | High | Police |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Asset preservation and management, bridge conservation and construction, traffic management, alternative route planning Soft society measures – Ecosystem measures – | | | | | | | |
| Aircraft Crash | Aircraft crash at the airport or anywhere in the Shire that results in damage to property | Health | Minor | Possible | Major | High | Police DFES St Johns Ambulance Beverley Hospital Air Transport Authority |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Fire equipment and resources, airport maintenance, emergency response resources at airport, access to fuel, clearing and earthworks around the airport Soft society measures – Ecosystem measures – | | | | | | | |
| Major traffic accident | Major vehicle accident results in impact to access routes e.g. truck v train | Health | Minor | Likely | Moderate | High | Police St Johns Ambulance Beverley Hospital |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Soft society measures – Ecosystem measures – | | | | | | | |
| Utility Failure | Major failure of essential utility e.g. Goldfields Water Supply for a period of time beyond repair and maintenance works or temporary disruption | Health Economic | Minor | Likely | Major | High | Water Corporation Western Power Telstra NBN Optus |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – LEMC planning due to response on emergency response, sewerage, maintenance of properties, tree pruning, clearing | | | | | | | |

| | | | | | | | |
|---|--|------------------|-------|----------|----------|--------|--|
| Soft society measures – Education of Dial Before You Dig Ecosystem measures – | | | | | | | |
| Loss of local supermarket | Food supplies disrupted e.g. supermarket burns down | Economic | Minor | Rare | Minor | Low | |
| Controls required to mitigate risk within LG responsibility Hard engineering – Soft society measures – Advice on food safety and disposal, instigating emergency management supply Ecosystem measures – | | | | | | | |
| Terrorism | Violent extremism and terror activity | Health Social | Major | Rare | Major | Medium | Police DFES Mental health services |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Provision of CCTV, security measures Soft society measures – Education, assessment of social gatherings in public spaces, recovery Ecosystem measures – Advocacy of police presence | | | | | | | |
| School closes / damaged | School can not open for a significant period of time | Social | Minor | Unlikely | Moderate | Medium | Department of Education Beverley School |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Provision of temporary space / structure, provision of library Soft society measures – Ecosystem measures – | | | | | | | |
| Art Deco destruction | Significant destruction of art deco buildings | Environment | Minor | Rare | Minor | Low | Heritage Council WA |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Asset preservation, town planning guidelines Soft society measures – Education piece about its importance, celebrations Ecosystem measures – | | | | | | | |
| Hospital closes / damaged | Hospital can not open for a short, medium or long period of time | Health | Minor | Unlikely | Major | Medium | Beverley Hospital Department of Health WACHS St Johns Ambulance |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Disabled friendly and emergency access in and around the hospital on Shire owned land / facilities | | | | | | | |

| | | | | | | | |
|--|--|----------|-------|--------|----------|--------|---|
| Soft society measures – Ecosystem measures – | | | | | | | |
| Shire of Beverley Administration Cyber Attack | Cyber attack on the Shire's administration | Economic | Minor | Likely | Moderate | High | IT Company WALGA Department of Local Government |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – External server / storage, record preservation, virus protection and prevention, IT policies and processes, staff training, business continuity plan Soft society measures – Ecosystem measures – | | | | | | | |
| Shire of Beverley Administration Centre severely damaged | Significantly reduced ability of the local government to function and govern | Economic | Minor | Rare | Major | Medium | WALGA Department of Local Government |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Asset preservation, external server / storage, record preservation, CCTV, staff training, business continuity plan, emergency resources within the building Soft society measures – Ecosystem measures – | | | | | | | |

PROLONGED

| Adverse Event | Details | Pillar | Intensity | Likelihood | Consequence | Impact | Stakeholders |
|---|---|---------------------------------|--------------|------------|-------------|--------|---|
| Health epidemic | A sudden increase in the number of cases of a disease—more than what's typically expected for the Shire of Beverley | Economic Health Social | Major | Rare | Major | Medium | Beverley DHS Aged Care Lodge Hospital Childcare Businesses |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Provision of a local medical practice, staff vaccinations Soft society measures – Containment, public health strategies e.g vaccinations, crowded public safety messages, maintaining essential services Ecosystem measures – Advocacy for the retention of the hospital, support and recovery | | | | | | | |
| Health pandemic | A pandemic is an epidemic spreading between countries | Economic Health Social | Catastrophic | Rare | Major | Medium | |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Provision of a local medical practice, staff vaccinations, rates / fees / charges review, planning approval review, economic development plan, waste management Soft society measures – Cleaning, containment, public health strategies e.g vaccinations, public safety messages, implementing State and Federal govt restrictions, maintaining essential services Ecosystem measures – Coordinated and consistent messages, support and recovery | | | | | | | |
| Heatwave | Consecutive hot conditions that affect the communities | Environment Health Social | Minor | Likely | Moderate | High | Department of Health WACHS Western Power St Johns Ambulance Residential Aged Care providers Beverley Hospital |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – landscape and urban designing, air conditioned community indoor spaces (within reason), provision of a pool Soft society measures – Public messages Ecosystem measures – | | | | | | | |

| | | | | | | | |
|--|---|------------------------------|-------|----------|----------|--------|---|
| Significant job loss | Widespread financial impact on local households | Economic Health Social | Minor | Rare | Moderate | Low | Police Department of Human Services Rural Financial Counselling Mental health services TAFE |
| <p>Controls required to mitigate risk within LG responsibility</p> <p>Hard services / infrastructure – Provision of community spaces for gathering, connection and learning, Economic Development Plan</p> <p>Soft society measures – Local business growth programs, community education on government assistance</p> <p>Ecosystem measures – Advocate for continued presence of the High School</p> | | | | | | | |
| Faltering resilience of the local community | Community reduces its ability to withstand or survive external shocks and bounce back to their original state | Health Social | Minor | Possible | Moderate | Medium | Local medical practitioner assistance DPIRD Mental health services |
| <p>Controls required to mitigate risk within LG responsibility</p> <p>Hard services / infrastructure – Whole of community risk and mitigation planning, Council awareness on vulnerabilities, community events, local medical practitioner, sport and recreation programs, CRC programs, economic development plan to reduce vulnerabilities, volunteer support services and events, reduce red tape on volunteer organisations</p> <p>Soft society measures – Resilience programs, mental health services locally</p> <p>Ecosystem measures –</p> | | | | | | | |
| Community related stress | Long term stress on the community (social, economic, environmental, financial, health etc) | Health Social Economic | Major | Possible | Moderate | Medium | Local medical practitioner assistance |
| <p>Controls required to mitigate risk within LG responsibility</p> <p>Hard services / infrastructure – Whole of community risk and mitigation planning, Council awareness on vulnerabilities, community events, local medical practitioner, sport and recreation programs, CRC programs, economic development plan to reduce vulnerabilities</p> <p>Soft society measures – Resilience programs, mental health services locally, community education on the vulnerabilities</p> <p>Ecosystem measures –</p> | | | | | | | |

ADVERSE EVENTS ON AGRICULTURAL INDUSTRY

Agriculture is the significant industry in the Shire of Beverley, hence a more detailed approach to likely adverse events is necessary. The three major events that may significantly impact this major industry include drought, frost and a breach of biosecurity. In reducing these events the following preparations and effects are outlined:

PREPARE

| | |
|-------------------------|---|
| <i>Monitor</i> | Establish a primary industry sub committee of Council. Include local farmers, agronomist, DPIRD, Wheatbelt NRM and Rural West. Monitor seasonal and associated impacts (rainfall, markets, production, community wellbeing), meeting every six months |
| <i>Phase 1 Response</i> | Advise Minister, nominate Regional Coordinator amongst the sub committee, local intelligence gathering |
| <i>Phase 2 Response</i> | Plan and coordinate response program |
| <i>Phase 3 Response</i> | Implement response |
| <i>Recovery</i> | Evaluate, report and improve |

EFFECTS

| MILD | MODERATE | SEVERE |
|--|--|---|
| Early decision making Majority of primary producers managing Commodity prices, inputs, feed available Local businesses may see decline in expenditure Local government and social services begin some services | Majority of primary producers are operating Compounding factors: input costs, feed availability etc Water dependent businesses impacted Families with only farm income impacted Impact on community and sport Decline in vegetation Soil erosion Reduced water resources Impact on local GDP | Practical options for primary producers is limited Increased stress on primary producers and community Compounding factors Families with only farm income impacted severely Impact on community and sport and general community functions Decline in vegetation Large scale soil erosion Significant water restrictions Impact on local GDP Some small business closures |

LOCAL GOVERNMENT ROLE AND RESPONSE

| | | |
|--|---|---|
| Communication to farmers and local businesses Monitor local intelligence Preliminary mobilisation Highlight available resources and services Targeted assistance | Communication to farmers and local businesses Monitor local intelligence Highlight available resources and services Targeted assistance Check service capacity Option of low cost assistance | Significant measures required Targeted response Options for greater government assistance |
|--|---|---|

| Adverse Event | Details | Pillar | Intensity | Likelihood | Consequence | Impact | Stakeholders |
|--|--|---|------------------|-------------------|--------------------|---------------|--|
| Ongoing drought | Severe rainfall deficiency over a period of time | Economic Environment Health Social | Major | Likely | Major | High | Rural Financial Counselling Service WA DPIRD GRDC Industry bodies Mental health services Federal Govt - Agriculture |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – Environment conservation, water collection and storage, stormwater harvesting, primary production sub-committee of Council Soft society measures – Public messages, promote mental health services, helping to coordinate feed for livestock, community grants, events, business support mechanisms Ecosystem measures – Advocacy for drought relief (farm, household, business) and support, Wheatbelt NRM programs | | | | | | | |
| Frost | Severe frost over a period of days | Economic | Minor | Likely | Moderate | High | Industry bodies DPIRD GRDC |
| Controls required to mitigate risk within LG responsibility Hard services / infrastructure – primary production sub-committee of Council Soft society measures – community grants, events Ecosystem measures – Wheatbelt NRM programs | | | | | | | |

| | | | | | | | |
|--|---------------------------------------|--|-------|----------|-------|------|--|
| Biosecurity | Potential or actual spread of disease | Environment Economy Social Health | Minor | Possible | Major | High | Biosecurity Group DPIRD Biosecurity Council of WA Industry bodies |
| <p>Controls required to mitigate risk within LG responsibility</p> <p>Hard services / infrastructure – Fencing, regional biosecurity group membership, Ranger services, spraying</p> <p>Soft society measures – Education, community campaigns e.g. fox shooting</p> <p>Ecosystem measures - Conservation of soils, ecosystems and biodiversity, pest and invasive species control across multiple agencies, Border control coordination</p> | | | | | | | |

8. Local Government Strategies

| | Council Strategy – Internal | Council Strategy - Community |
|----------------------------|---|--|
| <i>Risk Identification</i> | <p>Adverse Events Plan Primary industry sub committee Regular credible risk assessments Early Warning systems established and checked, tested etc Data available to inform vulnerabilities Insurance cover and annual review Asset management and maintenance in line with schedule Emergency Mgt Policies and Procedures Council Risk Assessment (regular inclusion in meetings) Budget setting and scenario planning Economic development role Shire website linked to information</p> | <p>Community education</p> |
| <i>Community Capacity</i> | <p>Contract / Supplier List LEMC Meetings LEMC Contact List Govt Contact List Accurate community profile Accurate ratepayer data Formal review / learnings of previous adverse events Engagement Policy</p> | <p>Community education Community preparedness Business preparedness Identify community skills and capacity Resilience programs</p> |
| <i>Council Capacity</i> | <p>Staff skills audit Staff training – internal and works crew relevant to their role Media training Shire President and CEO Council training – strategy, finance, governance, risk etc Reserve allocations Job sharing / cross training Comprehensive asset register Resource register Review Council telecommunications (2way, mobiles, landlines, internet, data capacity) Access to fuel</p> | |

| | Council Strategy – Internal | Council Strategy - Community |
|-------------------------------------|---|--|
| <i>Councils Role and Operations</i> | Communication systems and processes (multiple, adequate, cross over) Stewardship of important natural resources (lake, river, farmland, nature reserves etc) Active grant seeking for long term benefit for the community Local procurement Leadership structure / chain of command OSH Policy | Community education – government assistance |
| <i>Plans and Resources</i> | Active engagement in regional groupings Economic Development Plan Separate plans for separate largescale events e.g. flood Recovery Plans developed with key stakeholders Review supply contracts regularly Incident Management Plans Communications Strategy with multiple agencies | Whole community planning Community education – health providers and support networks |
| <i>Partnerships and Capacity</i> | Emergency Management Plan LEMC roles and responsibilities Exercise drills / tests are conducted regularly to build knowledge and identify gaps Community Resource Centre partnership Advocacy | Build on the expertise, knowledge, and systems in place within the community Community grants Community resilience |
| <i>Action and Review</i> | Host recovery crews / leaders Community events (recovery) Monitor emerging issues Access to Council facilities for other agencies and groups Community Development Plan Financial assistance (rates, fees and charges) | |

Shire of Beverley plans supporting this Adverse Events Plan include:

- Shire of Beverley LEM Arrangements
- Shire of Beverley Incident Management and Business Continuity Response Plan
- Risk Management Policy

9. References

Australian Institute for Disaster Resilience
Australian Emergency Management Arrangements Handbook
National Disaster Risk Reduction Framework
State Emergency Management Plan (WA)

Licence Agreement – “Beverley Community Garden”

Lots 52 & 54 Forrest Street and
51 & 53 Bartram Street

Shire of Beverley

Beverley Community Resource Centre

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Details

Parties

Shire of Beverley

of PO Box 20, Beverley, Western Australia 6304
(Shire)

Beverley Community Resource Centre

of 141 Vincent Street , Beverley, Western Australia 6304
(Licensee)

Background

- A. The Shire owns the land as described in **Item 1** of the Schedule (**Land**).
- B. The Shire has agreed to grant to the Licensee a Licence to use the Land as is described in **Item 2** of the Schedule (**Licensed Area**).
- C. The Shire and the Licensee enter into this Agreement to set out the terms and conditions upon which the Licence is granted.

Agreed terms

1. Grant of Licence

In consideration of the covenants of the Licensee given herein the Shire HEREBY GRANTS to the Licensee a licence (**Licence**) to use the Licensed Area on the terms and conditions set out in this Deed.

2. Term

The Licence shall continue in force and effect for the duration of the term set out in **Item 3** of the Schedule (**Term**).

3. Permitted Hours of Use

For duration of the Term of the Licence the Licensee shall be permitted to use the Licensed Area but only during the permitted hours of use set out in **Item 4** of the Schedule (**Permitted Hours of Use**).

4. Licence fee & GST

The Licensee COVENANTS with the Shire to:

- (a) manage and maintain the land at Lots 52 & 54 Forrest Street and 51 & 53 Bartram Street in lieu of a rent payment as described in **Item 5**.

5. Use of Licensed Area

The Licensee shall ensure that the Licensed Area is used only for the use described in **Item 6** of the Schedule (**Permitted Use**).

6. Outgoings

The Licensee shall pay all water, electricity, power, gas, and any other consumption or service charge which now or during the Term shall be charged upon or in respect of the Licensed Premises or be payable by the owner or occupier in respect thereof upon the respective days or times upon which the same shall become due and payable.

7. Alterations

The Licensee shall not:

- (a) make or cause, suffer or permit to be placed upon the Licensed Area any permanent improvements, alterations, buildings, structures or other fixtures, fittings or equipment of any kind whatsoever; or
- (b) carry out any permanent or significant modifications or alterations whatsoever to the Licensed Area,

unless the Licensee has first obtained the prior written approval of the Shire (which is granted at the absolute discretion of the Shire and may be subject to such conditions as the Shire deems fit) and all necessary approvals, licences and permits required by law have been obtained.

8. Entry and inspection of Licensed Area

The Licensee must permit the Shire to enter the Licensed Area at any reasonable time during the Permitted Hours of Use to inspect and view the area, to carry out any maintenance work or to rectify any breach of the conditions of this Licence.

9. Signs & advertising

The Licensee shall not affix or exhibit or permit to be affixed or exhibited in or upon any part of the Licensed Area any placard, signboard, neon sign or other advertisement unless the Licensee has first obtained the prior written approval of the Shire (which is granted at the absolute discretion of the Shire and may be subject to such conditions as the Shire deems fit).

10. Compliance with statutes

The Licensee AGREES with the Shire that it shall:

- (a) at all times during the said term duly and punctually comply with, observe and carry out and conform with the provisions of all statutes now or hereafter in force and of all statutory, rules, regulations and by-laws made thereunder and all requirements and orders of any authority, statutory or otherwise which affect the Licensed Area or the use thereof or which impose any duty or obligation upon the owner or occupier of the Licensed Area; and
- (b) perform, discharge and execute all requisitions and works and do and perform all such acts and things upon and to the Licensed Area or any part thereof as are or may be required or directed to be executed or done (whether by the Shire or Licensee) by any local government or public authority or by order or in pursuance of any statute (State or Federal) now or hereafter in force or by Order or in pursuance of any local law, local planning scheme, by-law or regulation made under any such statute.

11. Maintenance of Licensed Area

The Licensee shall keep and maintain the Licensed Area:

- (a) in good, safe order, repair and condition; and

- (b) in a clean and tidy state free from refuse, rubbish, garbage and litter from activities undertaken within the Licensed Area.

12. Damage to Licensed Area

The Shire and the Licensee AGREE that:

- (a) it will be the responsibility of the Licensee to repair, rehabilitate and make good any damage to the Licensed Area, including but not limited to pollution or contamination of the Licensed Area, caused by or arising out of or in relation to or incidental to the use of the Licensed Area by the Licensee, its officers, workmen, servants, agents, contractors, licensees invitees or assignees or resulting from an act or omission of the Licensee;
- (b) the Licensee shall be responsible for the cost of any of the repairs, rehabilitation or making good of damage referred to in **clause 13(a)**; and
- (c) the Licensee must pay to the Shire the costs of any repair, rehabilitation or making good of damage to the Licensed Area as referred to in **clause 13(a)**, within 7 days of receipt of a written demand for such payment being made by the Shire.

13. Not to cause nuisance

The Licensee AGREES with the Shire that it shall:

- (a) not do or leave undone or suffer to be done or left undone any act, matter or thing whereby a nuisance or anything in the nature of which may be deemed to be a nuisance may exist or arise or continue upon or in connection with the Licensed Area or the use thereof and to forthwith abate any such nuisance or alleged nuisance; and
- (b) pay to the Shire on demand all sums of money which the Shire may at any time and from time to time hereafter pay or expend to be called upon to repay in or about or in connection with performing, discharging or executing any requisitions or works or abating any nuisance or alleged nuisance referred to in the preceding **clause 14(a)** and which contrary to the agreement therein contained the Licensee neglects or fails to perform, discharge or execute.

14. Indemnity

The Licensee agrees to indemnify and keep indemnified:

- (a) the Shire from and against the destruction of or damage to any property of the Shire or any person; and
- (b) the Shire and all officers, servants and agents of the Shire from and against all actions claims, costs and demands in respect of loss or damage to property or death or injury of any nature and however and wherever sustained,

caused by or arising out of or in relation to or incidental to the use of the Licensed Area by the Licensee, its officers, workmen, servants, agents, contractors, licensees invitees or assignees or resulting from an act or omission of the Licensee BUT the Licensee shall not be responsible for any loss or damage which is caused by the negligence of the Shire.

15. Insurance

The Licensee agrees with the Shire:

- (a) to insure and keep insured from time to time in a reputable insurance office, approved by the Shire or the Australian Prudential Regulation Authority, the respective rights and interests of the Shire and the Licensee for all claims based on what is commonly known as public liability or public risk insurance so as in particular to insure the Shire against all claims which may be made against the Shire by any person arising out of any defect in the Licensed Area or occurrence upon the Licensed Area or the use of the Licensed Area which could cause or might cause any claim in damages to be made against the Shire by any third party, which insurance shall be for an amount not less than 10 million dollars (\$10,000,000.00);
- (b) to insure and keep insured from time to time in a reputable insurance office approved by the Shire an insurance policy with adequate volunteer workers cover with a company approved by the Shire in respect of any person employed or any volunteer engaged by the Licensee in respect of activities carried out on the Licensed Premises;
- (c) not to cancel any policy of insurance referred to in **clause 16 (a) or (b)** of this Deed and in the event of such cancellation this Licence shall terminate immediately and the Licensee shall have no claim against the Shire for any loss suffered as a result of such termination; and
- (d) to produce copies of the certificates of currency or receipts confirming the currency of any policy or policies of insurance within seven (7) days of being provided with a written request by the Shire to do so.

16. Not to void insurance

The Licensee agrees with the Shire not to at any time during the Term, commit, or suffer to be done any act, matter or thing upon the Licensed Area whereby any insurance which may at any time have been effected in respect of the Licensed Area or any part thereof may be vitiated or rendered void or voidable.

17. No assignment without consent of Shire

The Licensee agrees that it shall not encumber, assign, underlet or part with the possession or benefit of this Licence or the Licensed Area or any part of the Licensed Area without first obtaining the prior written consent of the Shire, which consent the Shire may withhold in its absolute discretion.

18. Report to Shire

The Licensee must immediately report to the Shire:

- (a) any act of vandalism which occurs on or near the Licensed Area;
- (b) any occurrence or circumstances in or near the Licensed Area, of which it becomes aware, which might reasonably be expected to cause, in or on the Licensed Area, pollution of or damage to the environment; and

- (c) all notices, orders and summonses received by the Licensee and which affect the Licensed Area and immediately give them to the Shire.

19. No right of exclusive possession

The Licensee ACKNOWLEDGES that this Licence is non-exclusive and does not convey any right of exclusive possession over the Licensed Area to the Licensee and the Licensee AGREES that it shall not interfere with the use of the Licensed Area by any other person authorised by the Shire or otherwise entitled at law to access or use the Licensed Area.

20. Third Parties

Not applicable.

21. Further Term

If at the date of expiration of the Term there is no outstanding breach of this Licence by the Licensee the Shire may grant to the Licensee a further licence of the Licensed Area for the further term specified in **Item 3** of the Schedule upon and subject to the same terms, covenants and conditions as are contained or implied in this Licence, except this clause 21.

22. Default

The Shire and the Licensee AGREE that:

- (a) any covenant, term or condition on the part of the Licensee herein contained or implied shall not be punctually and effectually performed or observed and such default shall continue for a period of fourteen (14) days after a notice specifying such default shall have been served on the Licensee

then in any of the said cases it shall be lawful for the Shire at any time thereafter by notice in writing to the Licensee to terminate the Licence hereby granted. Upon receipt of such notice by the Licensee the Licence hereby granted shall terminate, but without prejudice to the right of action of the Shire for arrears of the Licence Fee or damages for breach of any other covenant. Upon such termination the parties acknowledge that the Licensee shall not be entitled to any refund of the Licence Fee, in respect of any unexpired portion of the Term.

23. Termination of Management Order

The parties ACKNOWLEDGE that:

- (a) if the Licence is terminated in accordance with **clause 23(a)** of this clause the Licensee will not be entitled to any form of compensation or damages as a result of the termination.

24. Restoration of Licensed Area

The Licensee AGREES with the Shire that:

- (a) at the expiration or sooner determination of this Licence, it shall at its cost remove from the Licensed Area any alterations, additions or improvements to the Licensed Area installed by the Licensee unless otherwise approved in writing by the Shire;
- (b) it shall restore the Licensed Area to the satisfaction of the Shire;
- (c) in the event the Licensee does not restore the Licensed Area to the satisfaction of the Shire within one month of the expiration or sooner determination of this Licence the Shire may remove any alterations, additions or improvements installed by the Licensee and restore the Licensed Area to its satisfaction and the costs of carrying out such removal and restoration shall be a liquidated debt recoverable from the Licensee by the Shire in a Court of competent jurisdiction; and
- (d) the Licensee's obligations under this clause will continue, notwithstanding the end or Termination of this Licence.

25. Rights rest in contract only

The Licensee ACKNOWLEDGES that the rights hereby conferred rest in contract only and nothing herein contained or implied shall be construed as granting or shall be deemed to grant to the Licensee any estate or interest in the Licensed Area or any right of exclusive possession.

26. Yielding up at expiration of term

The Licensee AGREES with the Shire that at the end or sooner termination of the Term of the Licence it shall leave the Licensed Area in a condition consistent with the provisions of this Licence.

27. No warranty

The Shire gives no warranty:

- (a) as to the suitability or otherwise of the Licensed Area for the Permitted Use; or
- (b) that the Shire will issue any consents, approvals, authorities, permits or licences required by the Licensee under any statute for its use of the Licensed Area.

28. No fetter

Notwithstanding any other provision of this Licence, the Licensee ACKNOWLEDGES that the Shire is a local government established by the *Local Government Act 1995* (WA), and in that capacity, the Shire may be obliged to determine applications for approvals having regard to statutes governing such applications including matters required to be taken into consideration and formal processes to be undertaken, and the Shire shall not be taken to be in default under this Licence by performing its statutory obligations or exercising its statutory discretions, nor shall any provision of this Licence fetter the Shire in performing its statutory obligations or exercising any discretion.

29. Severance

If any part of this Licence is or becomes void or unenforceable, that part is or will be severed from this Licence to the intent that all parts that are not or do not become void or unenforceable remain in full force and effect and are unaffected by that severance.

30. Further assurance

The Parties must execute and do all acts and things necessary or desirable to implement and give full effect to the terms of this Licence.

31. Dispute resolution

The parties agree that any dispute between the Licensee and the Shire in regard to anything arising from this Licence shall:

- (a) be addressed in the first instance by a meeting between representatives of the Licensee, appointed for that purpose, and the officer of the Shire responsible for administering the Reserve or the Licensed Area; and
- (b) if the dispute cannot be resolved, in a manner that is satisfactory to both parties through such a meeting, the Licensee agrees that the CEO of the Shire will have the power to make a final determination in resolution of the dispute, but only after giving due consideration to all of the matters discussed at the meeting referred to in **clause 31(a)** of this clause and setting out in writing the reasons for his or her decision.

32. Costs

The Licensee must pay to the Shire on demand:

- (a) any statutory duty or taxes payable on or in connection with this Licence.

33. Governing law

This Licence is governed by and is to be interpreted in accordance with the laws of Western Australia and, where applicable, the laws of the Commonwealth of Australia.

34. Additional terms covenants and conditions

Each of the terms, covenants and conditions (if any) specified in **Item 7** of the Schedule shall be deemed part of this Licence and shall be binding upon the Shire and Licensee as if incorporated in the body of this Licence.

35. Interpretation

In this Licence, unless expressed to the contrary:

- (a) Words importing:
 - (i) the singular include the plural;
 - (ii) the plural include the singular; and
 - (iii) any gender includes each gender;
- (b) A reference to:
 - (i) a natural person includes a body corporate or local government;
 - (ii) a body corporate or local government includes a natural person;
 - (iii) a Party includes its legal personal representatives, successors and assigns and if a Party comprises two or more persons, the legal personal representatives, successors and assigns of each of those persons;
 - (iv) a statute, includes an ordinance, code, regulation, award, local planning scheme, regulation, local law, by-law, requisition, order or other statutory instruments made under any of them and a reference to any of them, whether or not by name, includes any amendments to, re-enactments of or replacements of any of them from time to time in force;
 - (v) a right includes a benefit, remedy, discretion, authority or power;
 - (vi) an obligation includes a warranty or representation and a reference to a failure to observe or perform an obligation includes a breach of warranty or representation;
 - (vii) this Licence or provisions of this Licence or any other deed, agreement, instrument or contract includes a reference to:
 - (A) both express and implied provisions; and
 - (B) that other deed, agreement, instrument or contract as varied, supplemented, replaced or amended;
 - (viii) writing includes any mode of representing or reproducing words in tangible and permanently visible form and includes facsimile transmissions;
 - (ix) any thing (including, without limitation, any amount) is a reference to the whole or any part of it and a reference to a group of things or persons is a reference to any one or more of them; and
 - (x) a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure is a reference to, respectively, a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure of this Licence;

- (c) The covenants and obligations on the part of the Licensee not to do or omit to do any act or thing include:
 - (i) covenants not to permit that act or thing to be done or omitted to be done by any officer, workmen, servants, agents, contractors, licensees, invitees, assignees or persons authorised by the Licensee; and
 - (ii) a covenant to take all reasonable steps to ensure that that act or thing is not done or omitted to be done;
- (d) Except in the Schedule, headings do not affect the interpretation of this Licence;
- (e) If a Party comprises two or more persons, the covenants and agreements on their part bind them and must be observed and performed by them jointly and each of them severally, and may be enforced against any one or more of them.
- (f) The Schedule and Annexures (if any) form part of the Licence.

36. Definitions

In this Licence, unless otherwise required by the context or subject matter:

Chief Executive Officer means the Chief Executive Officer of the Shire or any person authorised to act on his behalf;

Commencement Date means the date that the Licence commences as specified in **Item 3** of the Schedule;

GST means a tax under the *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* and any legislation substituted for, replacing or amending that Act, levied on a supply including but not limited to the Licence Fee or other money payable to the Shire for goods or services or property or any other thing under this Licence;

Land means the land described in **Item 1** of the Schedule;

Licence means the Licence granted under this Agreement;

Licence Fee means the fee stipulated in **Item 5** of the Schedule;

Licensed Area means the portion of Land that the Licensee is permitted to use in accordance with the terms of this Licence, as specified in **Item 2** of the Schedule;

Licensee means the Licensee or incorporated group to which the licence is granted.

Permitted Hours of Use means the hours agreed in advance with the Shire during which the Licensee is permitted to use the Licensed Area, as specified in **Item 4** of the Schedule;

Schedule means the Schedule of this Licence.

Shire means the Shire of Beverley and its employees and agents.

Supply means a good or service or any other thing supplied by the Shire under this Licence and includes but is not limited to a grant of a right to possession of the Licensed Area.

Term means the period of time which the Licence is granted, as specified in **Item 3** of the Schedule

Schedule

Item 1: Land

Lots 52 & 54 Forrest Street and 51 & 53 Bartram Street, Beverley
“Beverley Community Garden”

Item 2: Licensed Area

That portion of the Land depicted on the sketch annexed hereto as **Annexure 1**.

Item 3: Term

Term: Five (5) years commencing on _____ 2020 and
expiring on _____2025.

Further Terms: F i v e (5) years commencing on _____2025
and expiring on _____2030.

Item 4: Permitted Hours of Use

General Use: 7am to 7pm, Monday to Sunday

Item 5: Licence Fee

Licence Fee: Nil

Conditions: Beverley Community Garden Group is to maintain and upkeep
Lots 52 & 54 Forrest Street and 51 & 53 Bartram Street, Beverley to the Shire
of Beverley’s satisfaction.

Item 6: Permitted Use

Community Garden including activities generally associated with gardening.

Installation of structures associated with gardening is to be by written approval
from the Chief Executive Officer (Email acceptable).

Item 7: Additional terms, covenants and conditions

The Licensee shall display the following:

- (a) Emergency Evacuation Plan.

Signing page

EXECUTED by the parties as a Deed on the _____ day of _____ 2020

THE **COMMON SEAL** of the **SHIRE OF**)
BEVERLEY was hereunto affixed by)
authority of a resolution of the Council in the)
presence of:

PRESIDENT

(Print Full Name)

CHIEF EXECUTIVE OFFICER

(Print Full Name)

THE **COMMON SEAL** of **BEVERLEY COMMUNITY**
RESOURCE CENTRE ("the Association") was hereunto affixed
) pursuant to the constitution of the Association in the)
presence of each of the undersigned each of whom hereby)
declares by the execution of this document that he or she) holds
the office in the Association indicated under his or her) name:
)

OFFICE HOLDER SIGN

Office Held:
Full Name
Address

OFFICE HOLDER SIGN

Office Held:
Full Name
Address

Annexure 1 - Sketch

