



23 June 2020

ORDINARY MEETING

MINUTES

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1. OPENING

The Chairperson declared the meeting open at 3:06pm

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 DC White

2.2 Staff In Attendance

Mr SP Gollan Chief Executive Officer
Mr SK Marshall Deputy Chief Executive Officer
Mr BS de Beer Manager of Planning and Development Services (until 3:10pm)
Mrs A Lewis Executive Assistant

2.3 Observers And Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Cr TWT Seed

2.5 Applications for Leave of Absence

Nil

3. DECLARATIONS OF INTEREST

Nil

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Nil

6. CONDOLENCES

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

WANSBROUGH	Hubert (Bert)	28 May 2020
MCLEAN	Sheila Marie	16 June 2020
WOODS	Roy Edward	17 June 2020
SEEBER	Gerard Joseph	23 June 2020

7. CONFIRMATION OF MINUTES

7.1 Minutes Of The Ordinary Council Meeting Held 26 May 2020

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held Tuesday 26 May 2020 be confirmed.

COUNCIL RESOLUTION

M1/0620

Moved Cr Gogol

Seconded Cr Lawlor

That the Minutes of the Ordinary Council Meeting held Tuesday 26 May 2020 be confirmed.

CARRIED 8/0

8. TECHNICAL SERVICES

Nil

9. PLANNING SERVICES

9.1 Development Application – Rural Pursuit (keeping of horses) – 52 (Lot 138) Brooking Street

SUBMISSION TO: Ordinary Council Meeting 23 June 2020
REPORT DATE: 17 June 2020
APPLICANT: Mrs Uta Utber (Owner: Mr R Shannon)
FILE REFERENCE: BRO 491
AUTHOR: B.S. de Beer, Shire Planner
ATTACHMENTS: Application Documentation and Locality Map

SUMMARY

Council has received an Application for Planning Approval for a *Rural Pursuit* (the keeping of 2 horses) on 52 (Lot 138) Brooking Street, Beverley. It will be recommended the application be approved.

BACKGROUND

The property is 1.4113 ha in extent, zoned *Residential R5* in terms of the Shire of Beverley Local Planning Scheme No. 3 (LPS3) and contains a Dwelling and Outbuildings.

A number of pre-lodgement conversations were had with the applicant where the specifics of the Shire's *Stocking Rates Policy* and the Shire's requirements were discussed.

The applicant submitted the attached application. The proposal is to keep two horses as shown on the submitted property management plan. The proposal includes amongst others, day yards, electric fencing, appropriate warning signage, 2 meter laneways between day yards, etc.

COMMENT

A *Rural Pursuit/Hobby Farm* is defined as follows in LPS3:

“means any premises, other than premises used for agriculture — extensive or agriculture — intensive, that are used by an occupier of the premises to carry out any of the following activities if carrying out of the activity does not involve permanently employing a person who is not a member of the occupier's household —

(a) the rearing, agistment, stabling or training of animals;

(b) the keeping of bees;

(c) the sale of produce grown solely on the premises.”

Subject land:

The subject site is zoned *Residential R5* and is 1.4113 ha in extent. It contains an existing dwelling and outbuildings. The proposal will be measured against the guidance afforded by Council's *Stocking Rates Policy*.

Stocking Rates Policy:

The purpose of Council's *Stocking Rates Policy* is to provide a guide for the assessment and determination of applications for Planning Approval involving the

keeping of livestock on, amongst others, *Residential R5* zoned properties. It is not the intention of the policy to be applied rigidly, but that each application be examined on its merits, with the objectives and intent of the policy the key for assessment.

The main objectives of the *Stocking Rates Policy* directives are to:

- Ensure that livestock keeping is undertaken in a sustainable manner;
- Ensure that the keeping of livestock does not have a significant negative impact on the natural environment;
- Ensure that the keeping of livestock does not impact detrimentally on the health and/or amenity of adjoining land owners.

Base Stocking Rate:

Council's *Stocking Rate Policy* provides for the calculation of the Dry Sheep Equivalent (DSE) for any particular property which is proposed to be used for the keeping of livestock. From this calculation a determination can be made as to how many animals (stock) of a particular type can be accommodated.

Even though the applicant did not provide a calculated DSE for the property, Shire Planner calculated the DSE for the subject property to be approximately **4.6 DSE** using the following formula:

Base Stocking Rate⁽¹⁾ X usable area⁽²⁾ = **4.6 DSE**

(I.E. 5 X 0.9349 ha = 4.6 DSE)

Where ⁽¹⁾: The Base Stocking Rate for the Shire of Beverley, as per the Policy, is 5 DSE.

And ⁽²⁾: The usable area was calculated by estimating the area, as submitted by the applicant, where the two horses will be kept, as depicted in the accompanying site plan.

Using the animal equivalents table in the Shire's *Stocking Rates Policy* it can be seen that the subject site does not yield a sufficient DSE to be able to accommodate the number of animals proposed.

Using the DSE calculations in the Policy as a guideline, a **DSE of 20** would have been required for the subject property to be able to accommodate the 2 horses (10 DSE x 2).

The *Stocking Rates Policy* can permit though, with Council's discretion, proposals for *Rural Pursuit* land uses in excess of the Base Stocking Rate, where applicants submit a **Property Management Plan** which demonstrates that pasture improvement, nutrient and waste management methods are addressed.

Property Management Plan:

The applicant submitted a *Property Management Plan* that addresses areas of concern as required by the Council's *Stocking Rates Policy*. Please refer to the attachment.

Stabling of the animals:

The applicant submitted a site plan indicating the proposed stabling of the animals.

Fencing:

The Council's *Stocking Rates Policy* requires certain fencing standards including electric fencing and warning signage. The applicant did indicate that these will be installed. Should Council resolve to approve the application, it will be recommended that the agistment areas be fenced as per the *Stocking Rates Policy*.

Conclusion:

Shire Planner is of the opinion that with appropriately framed Conditions of Planning Approval and adherence thereto, the proposed development can be well managed, and will recommend approval.

CONSULTATION

The application was advertised to all immediate surrounding neighbours. Two submissions were received as detailed in the table below.

No.	Name	Respondent Address	Summary of Submission	Council's Comment
1	OZ Thomas & EA Thomas	105 Richardson Street Beverley	No Objection to the proposal.	The submission is noted.
2	LE Johnstone	44 Vincent Street Beverley	No Objection to the proposal. Sounds like the applicant has put much thought into causing as little problems as possible to any neighbours and improving the land as much as possible.	The submission is noted.

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

No specific financial implications.

STRATEGIC IMPLICATIONS

No specific strategic implications.

POLICY IMPLICATIONS

No specific policy implications.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to grant planning approval for a Rural Pursuit (keeping of two horses) at 52 (Lot 138) Brooking Street, Beverley, subject to the following conditions and advice notes:

Conditions:

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
2. The agistment area shall be appropriately fenced as per the Stocking Rates Policy, including the installation of electric fencing, with appropriate signage, to the satisfaction of the Shire Planner.
3. The number and type of animal shall be limited to two horses only.
4. The Rural Pursuit shall be carried out in accordance with the submitted Property Management Plan, to the satisfaction of the Shire Planner.
5. Where an existing animal kept on the property expires, it shall not be replaced without the further approval of the Shire having first being sought and obtained.
6. Every part of the subject site used for the Rural Pursuit land use must be maintained in a hygienic and clean condition, free from odour, flies and vermin.
7. Measures shall be taken to prevent, as far as practicable, stormwater run-off and manure spillage unto neighbouring properties.
8. All manure is to be regularly collected and disposed of to the satisfaction of the Shire's Environmental Health Officer.

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: The carrying on of the development must not cause a dust nuisance to neighbours. Where appropriate and practicable such measures as

installation of sprinklers, use of water tanks, mulching or other land management systems should be installed or implemented to prevent or control dust nuisance, and such measures shall be installed or implemented within the time and in the manner directed by the Shire's Environmental Health Officer if it is considered that a dust nuisance exists.

Note 6: The applicant is advised that where in the opinion of Council the livestock keeping is causing adverse environmental, health or amenity impacts, the Council may by written notice (giving clear reasons) require the owner of the land to:

- (a) take action to temporarily or permanently reduce the number of stock kept on the land; or
- (b) remove all the stock from the land either temporarily or permanently; or
- (c) rectify the adverse impacts of the livestock keeping.

Note 7: 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.

COUNCIL RESOLUTION

M2/0620

Moved Cr Martin

Seconded Cr Gogol

That Council resolve to grant planning approval for a Rural Pursuit (keeping of two horses) at 52 (Lot 138) Brooking Street, Beverley, subject to the following conditions and advice notes:

Conditions:

- 1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.**
- 2. The agistment area shall be appropriately fenced as per the Stocking Rates Policy, including the installation of electric fencing, with appropriate signage, to the satisfaction of the Shire Planner.**
- 3. The number and type of animal shall be limited to two horses only.**
- 4. The Rural Pursuit shall be carried out in accordance with the submitted Property Management Plan, to the satisfaction of the Shire Planner.**
- 5. Where an existing animal kept on the property expires, it shall not be replaced without the further approval of the Shire having first being sought and obtained.**
- 6. Every part of the subject site used for the Rural Pursuit land use must be maintained in a hygienic and clean condition, free from odour, flies and vermin.**
- 7. Measures shall be taken to prevent, as far as practicable, stormwater run-off and manure spillage unto neighbouring properties.**
- 8. All manure is to be regularly collected and disposed of to the satisfaction of the Shire's Environmental Health Officer.**

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.

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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.

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Note 6: The applicant is advised that where in the opinion of Council the livestock keeping is causing adverse environmental, health or amenity impacts, the Council may by written notice (giving clear reasons) require the owner of the land to:

- (a) take action to temporarily or permanently reduce the number of stock kept on the land; or
- (b) remove all the stock from the land either temporarily or permanently; or
- (c) rectify the adverse impacts of the livestock keeping.

Note 7: 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.

CARRIED 8/0

Attachment 9.1

Application – Approval for a Rural Pursuit land use – keeping of 2 horses at 52 Brooking Street, Beverley, WA, 6304

I wish to submit a Property Management Plan to support my application for approval of keeping 2 horses at 52 Brooking St, Beverley, WA 6304, the plan is as follows:

Site Plan:

A site plan is attached to this application showing the existing structures/building and the proposed additions. The boundary fence, watercourse and existing vegetation is clearly identifiable on this plan.

The plan outlines my proposed day yard structure, each yard approx. 1/4acre (1011sqmts) with the intent of planting grasses suitable to the environment and horses to prevent erosion and foraging. The day yards, once established with the planted forage will be used on a rotational basis. This will keep the land area from becoming degraded.

The fencing of the day yards are to be 2metres in from the boundary fence and electric wire suitable for horses, with warning signs on the boundary fence. 2 metre wide laneways between the day yards with the intention to plant more trees.

The proposed building is to add to the existing structure, located to the east of the house, a stable. The existing building will be used as a wash bay on one side and a stable on the other thus housing 2 horses with the proposed addition. The stables will be kitted out with automatic waterers, feed containers and flooring suitable for the environment. In previous locations I've housed horses (Kalgoorlie and Merredin) the soil has been clay based therefore have used sand. On my current property, it is clay and loam mix, a leach drain was installed in the stable yards to assist with the excess runoff.

The plan also indicates where I propose to have the manure composting bins, this compost will be spread on the land to maintain and improve the soil.

The proposed improvements to the property is identifiable as the yellow shapes. There is a 7.5x 3mtr moveable shed outlined next to the proposed round yard, this will house the horse feed, horse equipment and small machinery eg: ride on mower, small skidsteer, 4x4 quad motor bike.

The blue dotted line is the proposed fencing to be installed suitable for horses with an access gate between the proposed new shed and proposed new stable. The fencing wire is of 5cm x 10cm ring lock type, specifically to fence in horses.

Attachment 9.1

Number of stock

Two horses to be housed, one retired and one pleasure only.

Stabling Practices

The horses will be stabled overnight with a hard feed consisting of chaff and horse cubes with the older horse having 24/7 access to hay as well which is in a contained Hay Hut sitting on conveyor belting located in the 'common area' outlined on the plan. The other horse will be placed in a day yard with a morning feed to early afternoon, he will be released by an automatic gate opener to have access to the hay.

The stables have manure removed every day as does the day yards.

Water containers/troughs are checked on a daily basis, cleaned every 2nd/3rd day dependant on the amount of debris in the water dropped by the horses or birds drinking from that container.

Collection, Storage and disposal of manure, including fly management and odour control.

The collected manure will be placed in a 4 bin composting system with a compacted crushed aggregate flooring which is situated the required 60mtrs from the watercourse, the process is to keep the manure at a certain temp (approx. 60degrees celcius).

By keeping it at this temperature, it controls parasite infestation, weed seeds, smell and flies. The compost is turned once a week to allow air to assist in the breakdown of the manure, other organic matter can be added such as newspaper, food scraps etc encouraging worms. Once the process has completed, 3 months, it can be used on the pasture and garden beds.

During the composting process, a tarp covers the bin to assist with keeping the temperature controlled.

Nutrient Management Plan

Due to my intention of planting pasture/grass and using the composted manure, a soil sample will be organised with the local soil analyst with an Agriculture business every six months. Previously I have used a fertiliser to assist in the nutrient level when required. I prefer to use more natural applications hence the manure composting however will use more conventional applications when the need arises.

Pasture Management techniques, including type and condition of pasture, rotation of pasture:

As outlined in the plan, there are 6 day yards planned with the intent to rotate use. With 2 horses, 1 having access to hay 24/7 and a yard at will with the other being held in a day yard for ¾ day, the pasture in the day yards will have sufficient time to recover from previous grazing before having to be used again.

The planned planting of pasture will consist of couch grass and an equine pasture mix which may consist of Rhodes grass, Ryegrass and possibly clover. All of which will hold the soil together and assist in prevention of erosion whether it be by the horses, wind or rain.

Attachment 9.1

Fertiliser applications rates;

If required, will be as per manufacturers guidelines for the area of land being treated.

Irrigation.

There is an uncased bore on the property, I have plans to have that made operational and use that for irrigating the day yards. Irrigation equipment will consist of poly pipe laid underground with wobble sprinklers attached, a pressure pump to transfer the water.

Dust Control

Dust will be reduced to a minimum due to the planned pasture planting and additional trees/shrub planting.

Weed Control

Weeds will be kept under control using a herbicide for the boundary fenceline and within the day yards and surrounds, weeds will be mowed prior to them flowering and reseeded.

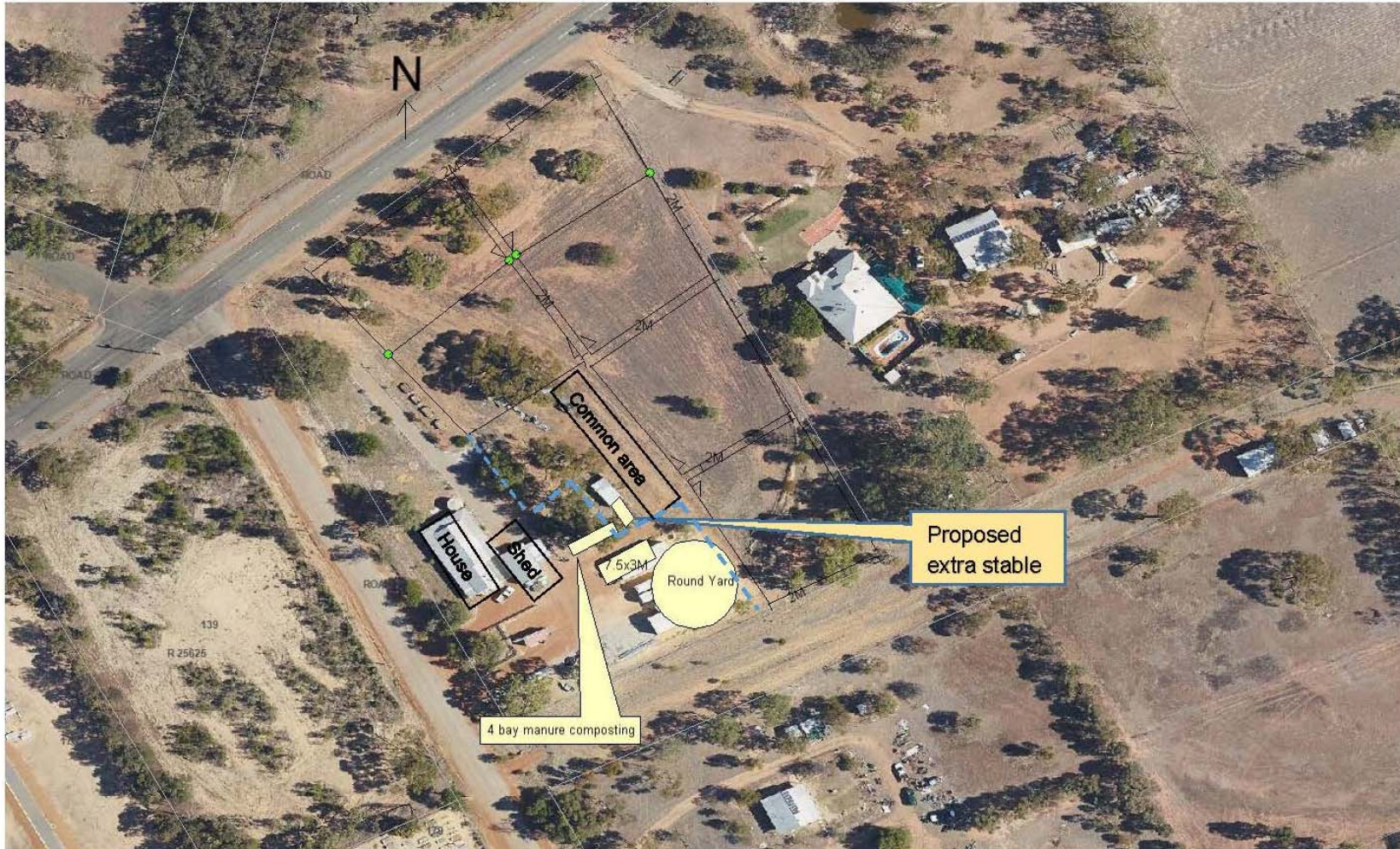
Water Availability and use.

As per the Irrigation criteria, in the meantime the scheme water will be used to establish the planting until the bore is equipped and operational.

Soil Type

It appears to be of a loam type however I will need to investigate further to give a more comprehensive response.

Attachment 9.1



9.2 Development Application – Caravan Shelters – Lot 16 on DP79708 and Reserve 32745 (Lot 29705), Bremner Road, Beverley Airfield

SUBMISSION TO: Ordinary Council Meeting 23 June 2020
REPORT DATE: 15 June 2020
APPLICANT: Owen Jones – Beverley Soaring Society
FILE REFERENCE: BRE 32745 / CHI 1634
AUTHOR: B.S. de Beer, Manager of Planning & Development Services
ATTACHMENTS: Application, Locality Plan, Caravan Shelter Drawings, BSS Lease Area

SUMMARY

An application has been received for the construction of Caravan Shelters at the Beverley Airfield. The application will be recommended for approval.

BACKGROUND

The Shire has received a proposal to construct Caravan Shelters at the Beverley Airfield, within the agreed *Beverley Soaring Society* lease area. In terms of the previous Shire of Beverley Town Planning Scheme No. 2, *Club Premises* Land Use is an extension to an existing non-conforming use recognised by Council at its 28 October 2008 meeting.

In terms of the existing Shire of Beverley Local Planning Scheme No. 3 (LPS3), the use of *Club Premises* is an 'A' use in the *Rural* zone, which requires advertising pursuant to Clause 64 of the deemed provisions. The *Department of Planning Lands and Heritage* however advised that exemption for advertising is appropriate pursuant to Clause 64(2).

The subject sites are zoned '*Rural*', contains buildings associated with the *Beverley Soaring Society*, a number of on-site caravans (52) and existing glider hangers.

COMMENT

The application is for planning approval for Caravan Shelters at all caravans associated with *Beverley Soaring Society* activities. The intent is for the shelters to be constructed incrementally as required and not all at once. It is however considered appropriate to approach Council on this single occasion to obtain a resolution on the matter rather than separate planning applications for each proposed caravan shelter.

The proposal is regarded as conforming with the intent of the broader established land use. It will definitely add to lift the appearance of the caravan area in general, as also submitted by the applicant.

It is the opinion of planner that the proposal will enhance an activity (gliding) that promotes a positive image of Beverley to the wider community. It will therefore be recommended Council grant Planning Approval for the application.

STATUTORY ENVIRONMENT

Shire of Beverley Local Planning Scheme No. 3.

FINANCIAL IMPLICATIONS

There are no Financial Implications relative to this issue.

STRATEGIC IMPLICATIONS

There are no Strategic Plan Implications relative to this issue.

POLICY IMPLICATIONS

There are no Policy Implications relative to this issue.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council grant Planning Approval for the construction of Caravan Shelters at Lot 16 on DP79708 & Reserve 32745 (Lot 29705), Bremner Road, Beverley, subject to the following conditions and advice notes: -

Conditions:

1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.
2. 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.
3. No Caravan Shelter is to protrude into the Beverley Rifle Club safety zone. (refer to Advice Note 3).
4. No trees are to be removed without the prior approval of the appropriate authorities.
5. Cladding for the proposed development is to be Colorbond or similar approved material, in a colour which is in harmony with the area.

Advice Notes:

Note 1: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.

Note 2: The applicant is advised a building permit is required prior to commencement of any building works.

Note 3: With regard to Condition 3, the applicant is advised to confirm the location of the safety zone with the Beverley Rifle Club.

Note 4: 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.

COUNCIL RESOLUTION

M3/0620

Moved Cr Gogol

Seconded Cr Pepper

That Council grant Planning Approval for the construction of Caravan Shelters at Lot 16 on DP79708 & Reserve 32745 (Lot 29705), Bremner Road, Beverley, subject to the following conditions and advice notes: -

Conditions:

- 1. If the development, the subject of this approval, is not SUBSTANTIALLY COMMENCED within a period of 2 years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.**
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- 3. No Caravan Shelter is to protrude into the Beverley Rifle Club safety zone. (refer to Advice Note 3).**
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- 5. Cladding for the proposed development is to be Colorbond or similar approved material, in a colour which is in harmony with the area.**

Advice Notes:

Note 1: Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.

Note 2: The applicant is advised a building permit is required prior to commencement of any building works.

Note 3: With regard to Condition 3, the applicant is advised to confirm the location of the safety zone with the Beverley Rifle Club.

Note 4: 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.

CARRIED 8/0

3.10pm – Stefan de Beer, Manager of Planning left the meeting and did not return.

Attachment 9.2



**BUILDING PERMIT
APPLICATION**

**CARAVAN SHELTERS FOR
BEVERLEY SOARING SOCIETY**

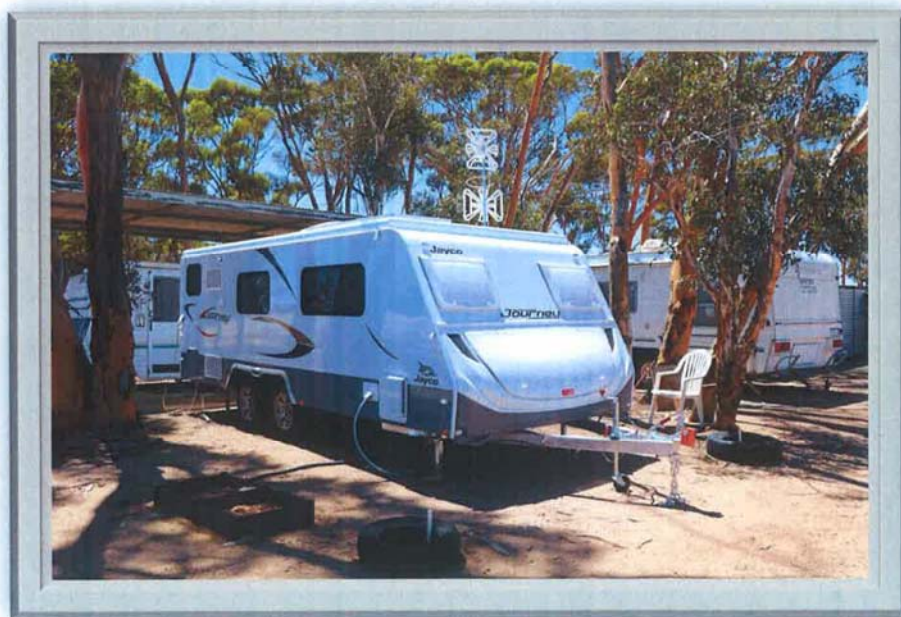


LYSAGHT SINGLE CARPORT KIT

Attachment 9.2

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Attachment 9.2

INTRODUCTION

This Building Application is submitted on behalf of Owen Jones, Life Member of the Beverley Soaring Society, for the Beverley Soaring Society in order to comply with the Requirements of the Shire of Beverley as set out in the emails from the CEO of the Shire of Beverley Stephen Gollan to the President of the Beverley Soaring Society Geoff Overheu dated 20 December 2019. This read in part:

“ (The Shire) would require a Planning Application and Building Licence but would do one that would cover all the installations as the caravans are in the same leased area.”

A subsequent email from Building Surveyor, Tim Jurmann dated 4 May 2020 stated that the Shire would require:

1. Engineering certification and appropriate detailed plans.
 2. Private Certifier to issue Certificate of Design Compliance, (CDC) (You can try Mark Valentini who works in the area 0448 887 775).
 3. Lodge Building Permit Application with Shire and copy of the CDC.
- Building Permit Approved, approx. 2-7 days.

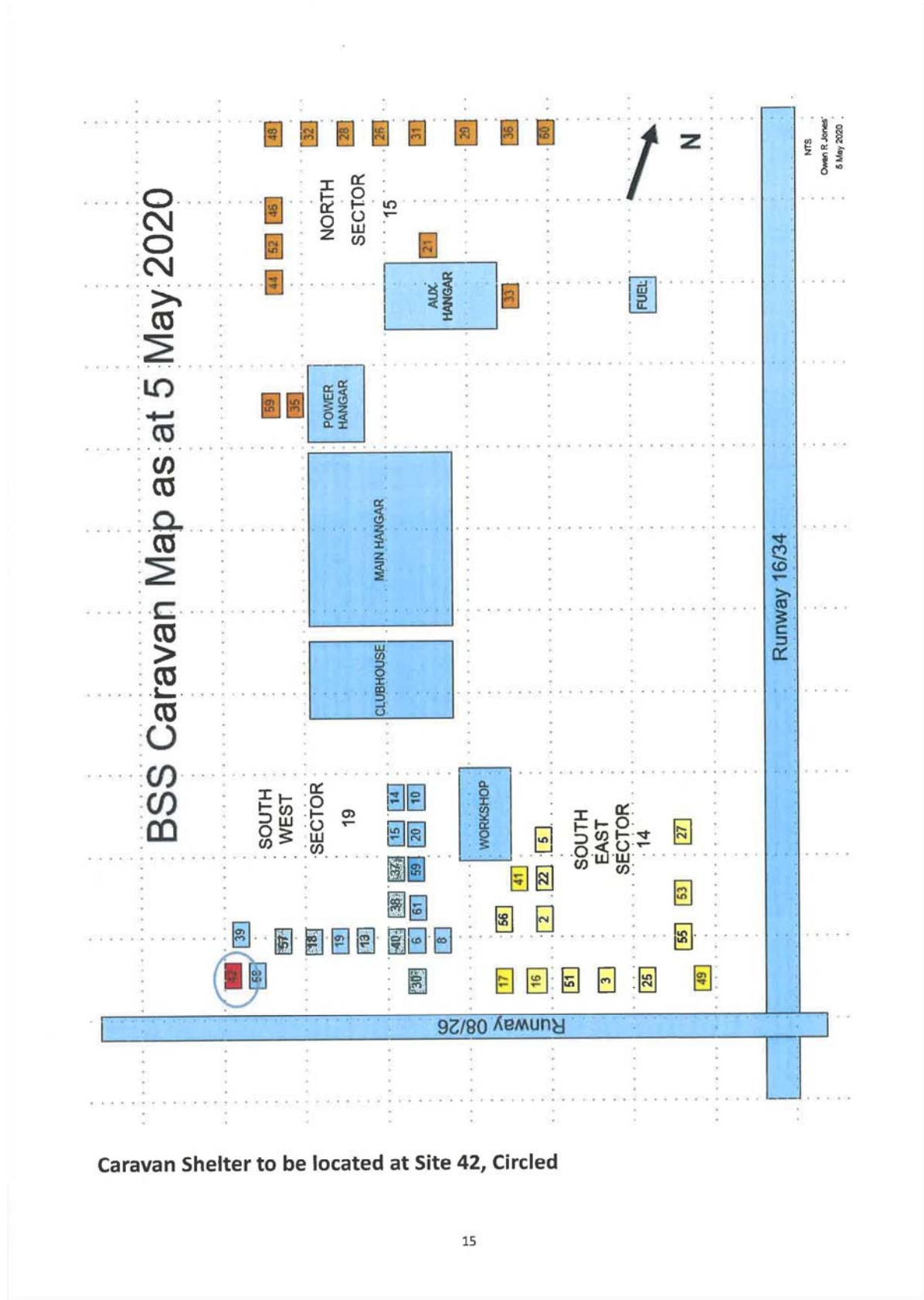
This Application sets out to meet those requirements.

This and all the subsequent installations will be the same colour, Colorbond Classic Cream, which is the ONLY colour that this Lysaght Kit is available in. This uniform and light colour will lift the appearance of the Caravan Area dramatically.

Owen R Jones

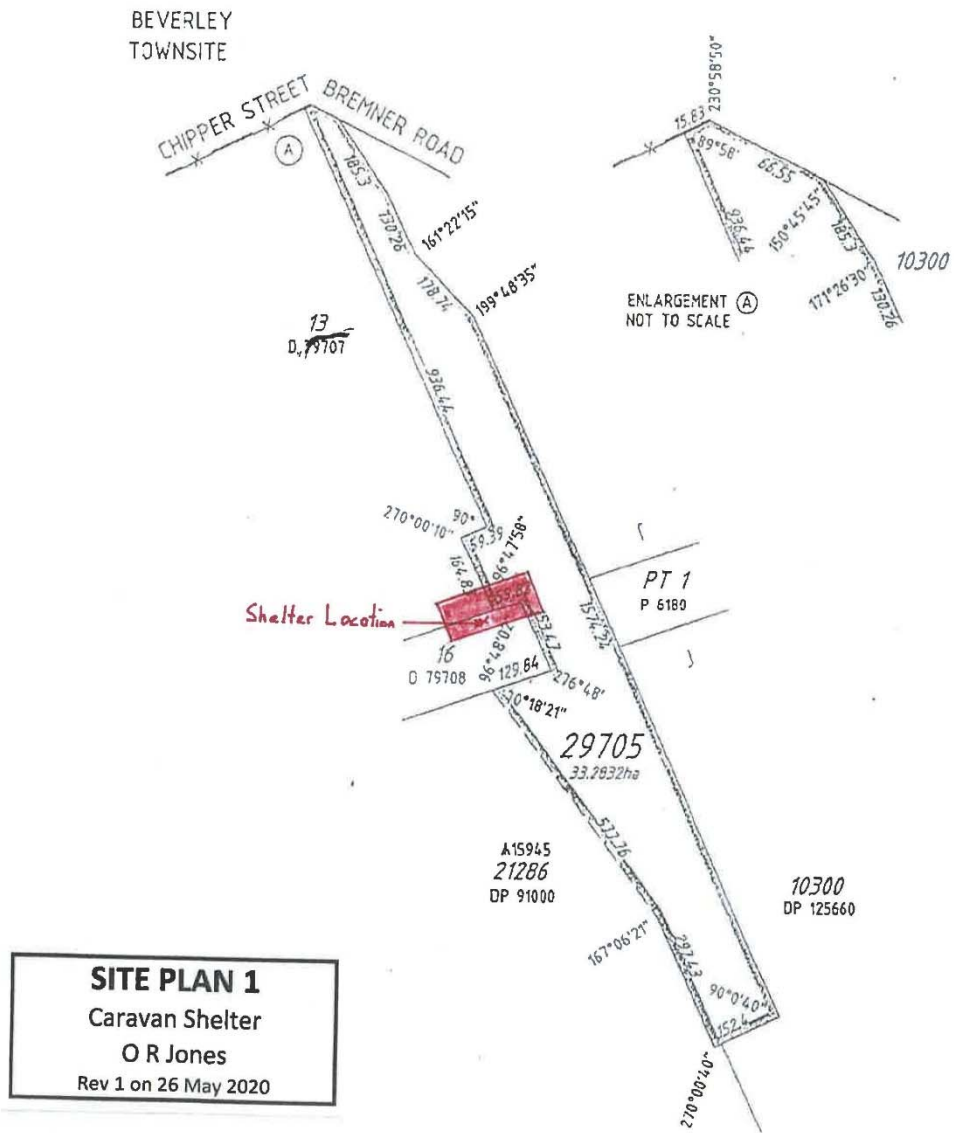
19 May 2020

Attachment 9.2

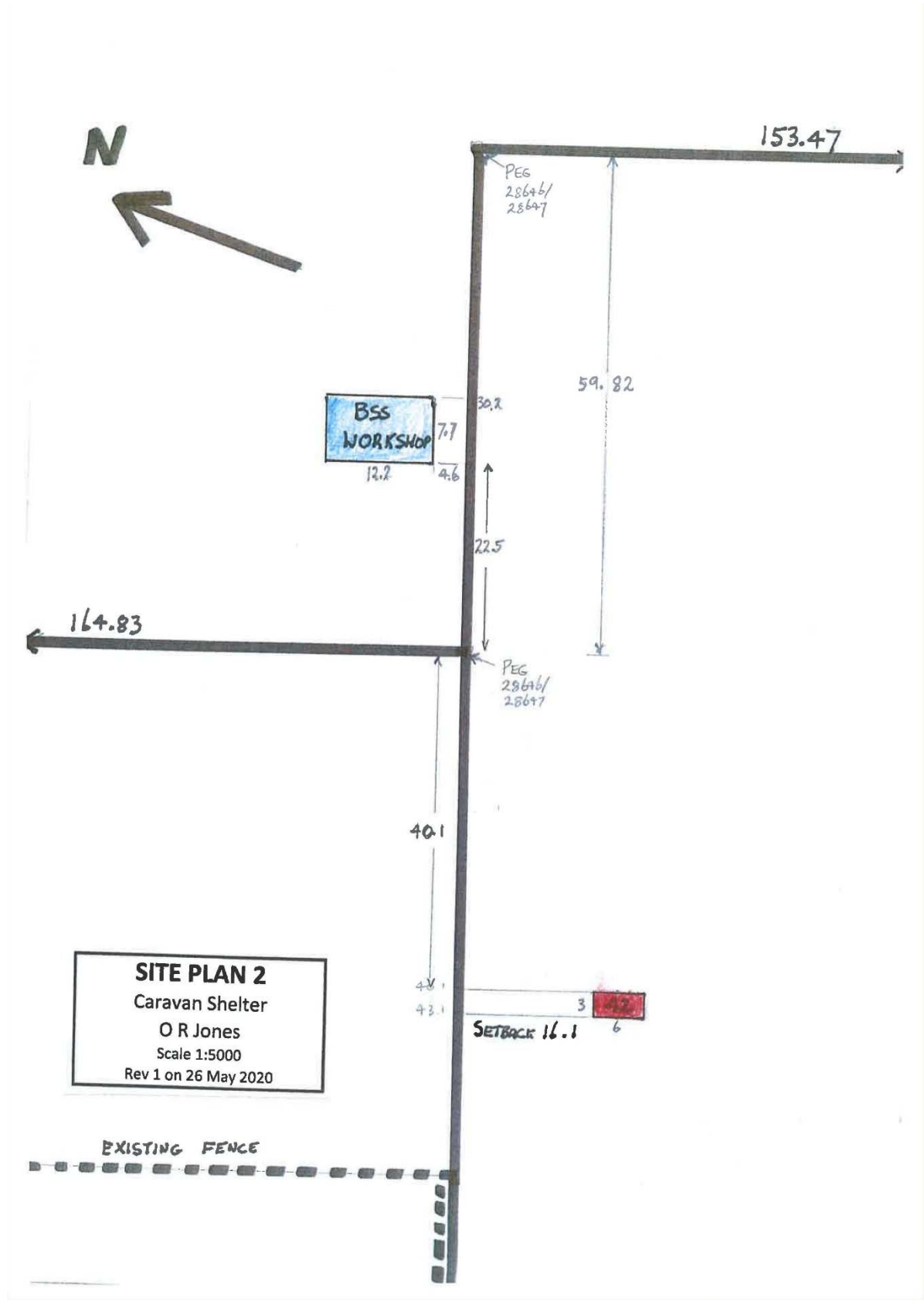


Attachment 9.2

R	AMENDMENT	BY	SIGNATURE	DATE	APPROVED	
					Authorized Land Officer	Date



Attachment 9.2



Attachment 9.2



SCALE: 1:5000 (A3)	DATE DRAWN: 08/02/2013
V DATUM: AHD	DRAWN BY: DGP
H DATUM: MGAz50	CHECKED BY: DP
SURVEY DATE:	
SURVEYOR: COMPLETED	DATA FILE:
JOB No: 16228	CAD FILE:
PATH: S:\Projects\1616228\survey\airfield	



whelans

133 Scarborough Beach Road, Mount Hawthorn WA 6016
 PO Box 99, MOUNT HAWTHORN WA 6015
 T: 08 9443 1511 F: 08 9444 3501
 E: whelans@whelans.com.au W: www.whelans.com.au

BEVERLEY AIRFIELD
LOT 29705
ON RESERVE 32745

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CLIENT: SHIRE OF BEVERLEY

REV 0
 PLAN 16228-003
 SHEET 1 OF 1

10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Monthly Financial Report

SUBMISSION TO: Ordinary Council Meeting 23 June 2020
REPORT DATE: 16 June 2020
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: May 2020 Financial Reports

SUMMARY

Council to consider accepting the financial report for the period ending 31 May 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 May 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 May 2020 be accepted and material variances be noted.

COUNCIL RESOLUTION

M4/0620

Moved Cr Martin

Seconded Cr White

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

CARRIED 8/0

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
31 May 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	3,269,149.00	3,700,379.91	431,230.91	General Purpose Grant \$410,868 advanced payment and Rates discount expense \$16,876 lower than expected.
Governance	26,100.00	26,100.00	29,695.76	3,595.76	
Law, Order & Public Safety	210,156.00	168,861.00	171,125.45	2,264.45	
Health	100.00	0.00	581.83	581.83	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	117,192.00	115,103.00	119,337.94	4,234.94	
Community Amenities	207,073.00	205,084.00	216,347.61	11,263.61	Refuse Site \$3,355, Sullage Dumping \$1,664, and Planning Fees \$5,422 higher than anticipated.
Recreation & Culture	642,701.00	263,677.00	281,154.28	17,477.28	Cornerstone Retention Fee Recoup \$10,082, Swimming Pool Season Fees \$1,524 and Recreation Facility Hire fees \$4,952 greater than anticipated.
Transport	1,663,712.00	1,613,663.00	1,352,471.47	(261,191.53)	General Purpose Roads Grant \$273,587 advanced payment, Roads To Recovery funding \$60,752 greater than anticipated. WANDRRA funding for AGRN781 (\$595,372) not received as clean up works abandoned.
Economic Activities	208,929.00	175,185.00	164,616.65	(10,568.35)	Caravan Park charges (\$6,700), Public Standpipe charges (\$2,312) and Blarney advertising sales (\$2,403) lower than anticipated YTD.
Other Property & Services	43,100.00	43,000.00	67,858.90	24,858.90	Fuel rebate \$8,137 and Community Bus Shed replacement insurance reimbursement \$26,091 greater than anticipated. Workers Comp reimbursements (\$9,000) lower than expected offset by no expense.
Total Operating Revenue	6,415,190.00	5,879,822.00	6,103,569.80	223,747.80	
Operating Expenditure					
General Purpose Funding	(182,995.00)	(147,320.00)	(132,788.57)	14,531.43	Administration Costs reallocated \$12,435, Rate notice expense \$1,063 and Valuation expense \$1,766 less than anticipated YTD.
Governance	(274,300.00)	(211,451.00)	(215,493.08)	(4,042.08)	
Law, Order & Public Safety	(392,971.00)	(357,869.00)	(344,603.86)	13,265.14	18/19 Fire Mitigation works expense (\$16,032) unbudgeted. ESL Expenditure (\$6,867) Staff Fire Fighting Expenses (\$4,401), CESM vehicle expenses (\$2,316) and Administration Costs reallocated to Animal Control (\$7,476) greater than anticipated. Loss on Asset disposal (Backhoe) \$35,000 not realised as Asset retained.
Health	(170,695.00)	(138,196.00)	(127,293.79)	10,902.21	Administration Costs reallocated to preventative services \$4,355 less than anticipated YTD. Medical Practice \$1,025 and Doctors Residence \$5,756 maintenance expenses lower than anticipated YTD.
Education & Welfare	(92,513.00)	(72,011.00)	(67,459.82)	4,551.18	
Housing	(212,325.00)	(182,842.00)	(164,484.61)	18,357.39	Staff Housing maintenance \$8,547 and Seniors Housing maintenance \$11,660 lower than anticipated YTD.
Community Amenities	(676,208.00)	(578,140.00)	(582,804.00)	(4,664.00)	
Recreation & Culture	(1,575,216.00)	(1,383,817.00)	(1,346,295.96)	37,521.04	Administration Costs reallocated \$22,043 less than anticipated YTD. Recreation & Culture Building Asset Maintenance \$14,066 lower than anticipated YTD.

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

Description	Budget 2019/20	YTD Budget 2019/20	YTD Actual 2019/20	YTD Variance	Notes To Material Variances
Transport	(2,558,918.00)	(2,324,716.00)	(2,315,047.57)	9,668.43	Road maintenance (\$16,389), Footpath maintenance (\$11,500) and Administration costs reallocated (\$13,062) lower than anticipated YTD. Vehicle Licensing Staff expenses \$20,624 and Aerodrome runway light maintenance \$15,652 greater than anticipated.
Economic Activities	(558,586.00)	(450,242.00)	(368,415.48)	81,826.52	Avondale expenses \$45,096, Tourism Officer expense \$6,594 and Administration costs reallocated \$26,390 less than anticipated YTD.
Other Property & Services	(15,064.00)	(4,377.00)	82,930.22	87,307.22	Timing variance between POC & PWOH costs incurred and reallocated.
Total Operating Expenditure	(6,709,791.00)	(5,850,981.00)	(5,581,756.52)	269,224.48	
Net Operating	(294,601.00)	28,841.00	521,813.28	492,972.28	
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.
New Loan Raised	150,000.00	150,000.00	0.00	(150,000.00)	Youth Activity Area project to be fully grant funded - no Loan required.
Total Capital Income	511,270.00	473,012.00	177,994.65	(295,017.35)	
Capital Expenditure					
Land and Buildings	(979,000.00)	(322,000.00)	(336,218.17)	(14,218.17)	Community Bus Shed (\$36,155) 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 Rec Ground light tower lamp replacements \$3,565 lower than anticipated. Hunt Road Village Unit Refurbishment \$20,000 not to proceed as all Units tenanted.
Plant and Equipment	(867,000.00)	(761,000.00)	(548,595.03)	212,404.97	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)	(1,916,531.00)	(1,196,807.39)	719,723.61	Cyclone Joyce AGRN 781 recovery works \$736,758 not to proceed offset by no funding received. Sealing works savings on bitumen and metal \$46,595. George Street construct and seal \$9,736 to be completed in June 2020. Morbinning Road failure repair including engineer expense (\$66,481). Mann Street (\$2,394) additional internal labour and plant expense. George Street \$9,736 to be completed in June 2020.
Other Infrastructure	(259,067.00)	(219,067.00)	(240,058.96)	(20,991.96)	Emergency Hobbs Road Bridge works (\$18,074) unbudgeted.
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(153,429.00)	(115,725.00)	(115,724.63)	0.37	
Total Capital Expenditure	(4,700,218.00)	(3,334,323.00)	(2,437,404.18)	896,918.82	
Net Capital	(4,188,948.00)	(2,861,311.00)	(2,259,409.53)	601,901.47	

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

Description	Budget 2019/20	YTD Budget 2019/20	YTD Actual 2019/20	YTD Variance	Notes To Material Variances
Adjustments					
Depreciation Written Back	2,306,734.00	2,124,496.00	2,135,665.67	11,169.67	Depreciation expensed higher than anticipated YTD.
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	3,850,053.00	3,878,099.98	28,046.98	
CLOSING SURPLUS/(DEFICIT)	0.00	1,017,583.00	2,140,503.73	1,122,920.73	

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

Description	YTD Actual 2018/19	YTD Actual 2019/20
Current Assets		
Cash at Bank	1,079,949.68	1,415,743.85
Cash - Unrestricted Investments	1,000,000.00	711,099.95
Cash - Restricted Reserves	2,372,868.36	2,396,954.60
Cash on Hand	300.00	300.00
Accounts Receivable	390,058.46	422,073.87
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	16,270.62	8,258.69
Inventory - Fuel	12,501.60	11,966.52
Total Current Assets	4,871,948.72	4,966,397.48
Current Liabilities		
Accounts Payable	(595,620.53)	(259,961.41)
Loan Liability - Current	(153,428.91)	(37,704.28)
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)	(640,100.74)
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	37,704.28
Total Adjustments	(2,055,820.07)	(2,185,793.01)
NET CURRENT ASSETS	1,724,644.16	2,140,503.73

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

Description	Actual 2018/19	YTD Actual 2019/20	Movement
Current Assets			
Cash and Cash Equivalents	4,453,118.04	4,524,098.40	70,980.36
Accounts Receivable	390,058.46	422,073.87	32,015.41
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	11,966.52	(535.08)
Total Current Assets	4,871,948.72	4,966,397.48	94,448.76
Current Liabilities			
Accounts Payable	(595,620.53)	(259,961.41)	335,659.12
Contract Liability - Current	0.00	0.00	0.00
Loan Liability - Current	(153,428.91)	(37,704.28)	115,724.63
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)	(640,100.74)	451,383.75
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	20,925,880.15	(280,159.16)
Plant and Equipment	2,028,750.39	2,117,836.69	89,086.30
Furniture and Equipment	125,771.39	111,520.67	(14,250.72)
Infrastructure	60,219,210.22	60,400,514.57	181,304.35
Self Supporting Loan - Non Current	42,541.50	42,541.50	0.00
Total Non-Current Assets	83,780,654.91	83,756,635.68	(24,019.23)
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
Long Service Leave 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	86,539,978.91	521,813.28

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

Description	Actual 2018/19	YTD Actual 2019/20	Movement
Equity			
Accumulated Surplus	(43,643,767.95)	(44,141,494.99)	(497,727.04)
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)	(86,539,978.91)	(521,813.28)

SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE & TYPE FOR THE PERIOD ENDING 31 May 2020		
Description	Budget 2019/20	YTD Actual 2019/20
Income		
Rates	2,669,880.00	2,810,892.52
Operating Grants, Subsidies and Contributions	2,271,419.00	1,904,665.38
Profit On Asset Disposal	12,000.00	0.00
Service Charges	0.00	0.00
Fees & Charges	523,761.00	546,681.01
Interest Earnings	103,888.00	71,801.81
Other Revenue	60,500.00	127,058.64
Non-Operating Grants, Subsidies and Contributions	9,238,188.00	645,402.18
Total Income by Nature & Type	14,879,636.00	6,106,501.54
Expenditure		
Employee Costs	(2,134,739.00)	(1,811,003.63)
Materials & Contracts	(1,840,463.00)	(1,364,535.72)
Utilities	(208,638.00)	(208,208.84)
Depreciation On Non-Current Assets	(1,691,589.00)	(2,135,665.67)
Interest Expenses	(34,504.00)	(52,327.59)
Insurance Expenses	(168,227.00)	(195,149.52)
Other Expenditure	(81,975.00)	(107,635.87)
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)	(5,914,577.23)
Allocations		
Reallocation Codes Expenditure	421,192.00	329,888.97
Reallocation Codes Income	0.00	0.00
Total Allocations	421,192.00	329,888.97
Net Operating by Nature & Type	9,132,693.00	521,813.28

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
31 May 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)	451.90
RR003	Avoca Rd (RoadID: 98) (Maintenance)	0.00
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	6,793.24
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	1,369.34
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Mtce)	7,084.81
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	15,683.69
RR008	Barrington Rd (RoadID: 13) (Maintenance)	5,303.53
RR009	Batemans Rd (RoadID: 78) (Maintenance)	1,266.89
RR010	Batys Rd (RoadID: 60) (Maintenance)	0.00
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	1,127.43
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	5,064.68
RR013	Beringer Rd (RoadID: 29) (Maintenance)	10,726.27
RR014	Bethany Rd (RoadID: 148) (Maintenance)	4,324.27
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	1,838.57
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)	8,007.89
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)	9,212.85
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)	39,706.83
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	12,709.10
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	8,826.64
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	38,646.41
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	5,331.03
RR036	Drapers Rd (RoadID: 79) (Maintenance)	1,180.59
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	0.00

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

Job #	Job Description	YTD Actual 2019/20
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	79,005.42
RR039	Ewert Rd (RoadID: 27) (Maintenance)	19,494.02
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	336.87
RR041	Fishers Rd (RoadID: 75) (Maintenance)	4,512.92
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	4,108.99
RR043	Gors Rd (RoadID: 30) (Maintenance)	1,954.26
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	1,553.72
RR045	Heals Rd (RoadID: 95) (Maintenance)	348.34
RR046	Hills Rd (RoadID: 76) (Maintenance)	1,938.39
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	5,248.55
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)	5,807.10
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)	5,245.84
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	25,118.96
RR060	Lennard Rd (RoadID: 58) (Maintenance)	3,085.83
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	109.01
RR062	Luptons Rd (RoadID: 22) (Maintenance)	7,094.07
RR063	Maitland Rd (RoadID: 39) (Maintenance)	19,946.94
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	2,081.22
RR065	Manns Rd (RoadID: 59) (Maintenance)	9,792.97
RR066	Manuels Rd (RoadID: 37) (Maintenance)	0.00
RR067	Mawson Rd (RoadID: 100) (Maintenance)	8,963.30
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)	1,264.93
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	10,785.81
RR075	Murrays Rd (RoadID: 71) (Maintenance)	4,297.71
RR076	Negus Rd (RoadID: 50) (Maintenance)	1,478.51

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

Job #	Job Description	YTD Actual 2019/20
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	5,905.09
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	4,575.55
RR079	Patten Rd (RoadID: 53) (Maintenance)	1,898.89
RR080	Petchells Rd (RoadID: 38) (Maintenance)	581.82
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	1,942.95
RR082	Pike Rd (RoadID: 45) (Maintenance)	3,864.09
RR083	Potts Rd (RoadID: 14) (Maintenance)	4,853.33
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	4,220.05
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	3,832.27
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	3,902.02
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	970.39
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	2,427.05
RR089	Rogers Rd (RoadID: 62) (Maintenance)	997.55
RR090	Rossi Rd (RoadID: 156) (Maintenance)	1,730.07
RR091	Rumble Rd (Maintenance)	561.32
RR092	Schillings Rd (RoadID: 65) (Maintenance)	2,248.52
RR093	Shaw Rd (RoadID: 184) (Maintenance)	3,579.71
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)	6,160.39
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	1,464.20
RR100	Spavens Rd (RoadID: 44) (Maintenance)	3,004.77
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)	1,553.06
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	6,497.86
RR105	Thomas Rd (RoadID: 31) (Maintenance)	1,270.74
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	9,524.25
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	550.78
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	1,103.61
RR109	Walgy Rd (RoadID: 42) (Maintenance)	6,164.91
RR110	Walkers Rd (RoadID: 86) (Maintenance)	0.00
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	1,439.60
RR112	Warradale Rd (RoadID: 67) (Maintenance)	2,131.48
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	13,291.90
RR114	Westdale Rd (RoadID: 166) (Maintenance)	11,907.00
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	404.34

<p align="center">SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 May 2020</p>		
Job #	Job Description	YTD Actual 2019/20
RR116	Woods Rd (RoadID: 68) (Maintenance)	1,293.49
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	1,993.84
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	768.59
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	10,253.03
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	5,433.98
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	33,541.55
RR888	Tree Lopping - Rural Roads (Maintenance)	40,062.00
RR999	Rural Roads Various (Maintenance)	58,692.05
WANDRRA	Disaster Recovery Works	0.00
Sub Total	Rural Road Maintenance	723,165.26
	Town Street Maintenance	
TS001	Barnsley St (RoadID: 162) (Maintenance)	0.00
TS002	Bartram St (RoadID: 114) (Maintenance)	901.98
TS003	Brockman St (RoadID: 129) (Maintenance)	103.20
TS004	Brooking St (RoadID: 122) (Maintenance)	1,440.53
TS005	Broun St (RoadID: 144) (Maintenance)	0.00
TS006	Chestillion Ct (RoadID: 139) (Maintenance)	0.00
TS007	Chipper St (RoadID: 126) (Maintenance)	0.00
TS008	Council Rd (RoadID: 149) (Maintenance)	1,831.53
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	817.51
TS011	Delisle St (RoadID: 120) (Maintenance)	200.63
TS012	Dempster St (RoadID: 111) (Maintenance)	906.47
TS013	Duffield St (RoadID: 160) (Maintenance)	1,280.36
TS014	Edward St (RoadID: 107) (Maintenance)	173.12
TS015	Elizabeth St (RoadID: 131) (Maintenance)	714.21
TS016	Ernest Drv (RoadID: 135) (Maintenance)	115.52
TS017	Forrest St (RoadID: 103) (Maintenance)	12,681.57
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)	4,751.76
TS022	Harper St (RoadID: 109) (Maintenance)	1,827.00
TS023	Hope St (RoadID: 115) (Maintenance)	185.39

SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 31 May 2020		
Job #	Job Description	YTD Actual 2019/20
TS024	Hopkin St (RoadID: 128) (Maintenance)	0.00
TS025	Horley St (RoadID: 127) (Maintenance)	1,248.40
TS026	Hunt Rd (Maintenance)	2,539.26
TS027	Husking St (RoadID: 117) (Maintenance)	0.00
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	1,379.49
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)	7,707.94
TS034	Mcneil St (RoadID: 141) (Maintenance)	4,436.80
TS035	Monger St (RoadID: 116) (Maintenance)	99.64
TS036	Morrison St (RoadID: 112) (Maintenance)	74.72
TS037	Nicholas St (RoadID: 123) (Maintenance)	1,091.33
TS038	Prior Pl (RoadID: 174) (Maintenance)	0.00
TS039	Queen St (RoadID: 110) (Maintenance)	2,189.87
TS040	Railway Pde (RoadID: 147) (Maintenance)	925.84
TS041	Railway St (RoadID: 146) (Maintenance)	6,805.30
TS042	Richardson St (RoadID: 124) (Maintenance)	229.32
TS043	Seabrook St (RoadID: 118) (Maintenance)	179.16
TS044	Sewell St (RoadID: 119) (Maintenance)	128.73
TS045	Shed St (RoadID: 136) (Maintenance)	226.52
TS046	Short St (RoadID: 121) (Maintenance)	386.46
TS047	Smith St (RoadID: 108) (Maintenance)	1,442.00
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	6,437.48
TS050	Wright St (RoadID: 150) (Maintenance)	106.06
TS051	Great Southern Hwy (Maintenance)	775.60
TS888	Tree Lopping - Town Streets (Maintenance)	14,129.06
TS999	Town Streets Various (Maintenance)	5,700.44
Sub Total	Town Streets Maintenance	87,691.02
Total	Road Maintenance	810,856.28

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 30 May 2020						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
3236036	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
3336111	Term Deposit Bendigo	408,398.38		3 mnths	1.40%	14/07/2020
9145-40222	ANZ Term Deposit	302,701.57	711,099.95	3 mnths	1.05%	2/07/2020
	Total		3,108,054.55			

11.2 Accounts Paid by Authority

SUBMISSION TO: Ordinary Council Meeting 23 June 2020
REPORT DATE: 16 June 2020
APPLICANT: N/A
FILE REFERENCE: N/A
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: May 2020 – List of Accounts (Under separate cover)

SUMMARY

Council to consider authorising the payment of accounts.

BACKGROUND

The following list represents accounts paid by authority for the month of May 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:

May 2020:

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

Cheque vouchers

05 May 20	1771-1771	(1)	\$	9,300.0	(authorised by CEO S Gollan and DCEO S Marshall)
18 May 20	1772-1775	(4)	\$	16,065.83	(authorised by CEO S Gollan and DCEO S Marshall)
				Total of cheque vouchers for May 2020 incl	\$ 25,365.83 previously paid

EFT vouchers

05 May 20	EFT 5751-5768	(18)	\$	29,394.95	(authorised by CEO S Gollan and DCEO S Marshall)
13 May 20	EFT 1-37	(37)	\$	54,686.63	(authorised by CEO S Gollan and DCEO S Marshall)
13 May 20	EFT 1-1	(1)	\$	1,082.00	(authorised by CEO S Gollan and DCEO S Marshall)
18 May 20	EFT 5769-5792	(24)	\$	82,874.06	(authorised by CEO S Gollan and DCEO S Marshall)
21 May 20	EFT 5793-5808	(16)	\$	327,981.11	(authorised by DCEO S Marshall and Cr D White)
25 May 20	EFT 5809-5811	(3)	\$	9,386.39	(authorised by CEO S Gollan and Cr D White)
27 May 20	EFT 1-38	(38)	\$	54,466.88	(authorised by CEO S Gollan and DCEO S Marshall)
				Total of EFT vouchers for May 2020 incl	\$ 559,872.02 previously paid.

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

Cheque vouchers

Nil vouchers

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

EFT vouchers

Nil vouchers

Total of EFT vouchers for May 2020 incl \$ 0.00 previously paid.

(3) **Direct Debit** Payments totalling \$ 79,165.94 previously paid.

(4) **Credit Card** Payments totalling \$ 3,479.34 previously paid.

COUNCIL RESOLUTION

M5/0620

Moved Cr McLaughlin

Seconded Cr Gogol

That the List of Accounts as presented, be received:

May 2020:

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

Cheque vouchers

05 May 20	1771-1771	(1)	\$	9,300.0	(authorised by CEO S Gollan and DCEO S Marshall)
18 May 20	1772-1775	(4)	\$	16,065.83	(authorised by CEO S Gollan and DCEO S Marshall)
Total of cheque vouchers for May 2020 incl				\$ 25,365.83	previously paid

EFT vouchers

05 May 20	EFT 5751-5768	(18)	\$	29,394.95	(authorised by CEO S Gollan and DCEO S Marshall)
13 May 20	EFT 1-37	(37)	\$	54,686.63	(authorised by CEO S Gollan and DCEO S Marshall)
13 May 20	EFT 1-1	(1)	\$	1,082.00	(authorised by CEO S Gollan and DCEO S Marshall)
18 May 20	EFT 5769-5792	(24)	\$	82,874.06	(authorised by CEO S Gollan and DCEO S Marshall)
21 May 20	EFT 5793-5808	(16)	\$	327,981.11	(authorised by DCEO S Marshall and Cr D White)
25 May 20	EFT 5809-5811	(3)	\$	9,386.39	(authorised by CEO S Gollan and Cr D White)
27 May 20	EFT 1-38	(38)	\$	54,466.88	(authorised by CEO S Gollan and DCEO S Marshall)
Total of EFT vouchers for May 2020 incl				\$ 559,872.02	previously paid.

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

Cheque vouchers

Nil vouchers

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

EFT vouchers

Nil vouchers

Total of EFT vouchers for May 2020 incl	\$ 0.00	previously paid.
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(3) Direct Debit Payments totalling \$ 79,165.94 previously paid.

(4) Credit Card Payments totalling \$ 3,479.34 previously paid.

CARRIED 8/0

11.3 Rates Exemption (Non-Rateable Land) Policy

SUBMISSION TO: Ordinary Council Meeting 23 June 2020
REPORT DATE: 5 June 2020
APPLICANT: N/A
FILE REFERENCE: ADM 0566
AUTHOR: N.J. Ashworth, Finance Officer
ATTACHMENTS: N/A

SUMMARY

Council to review and consider endorsing the current list of Non Rateable properties.

BACKGROUND

Council adopted policy AF012 Rates – Rates Exemption (Non-Rateable Land) in June 2018 at its Ordinary Council meeting. The properties holding rate exemption status from rates are reviewed annually to ensure continued rating exemption.

COMMENT

The following properties currently attract a rates exemption and are due for review:

Assess No	House No	Lot No	St Name	Owners Name
A1135	64	R51	JOHN ST	Beverley Anglican Church
A2977	64-68	39	JOHN ST	Beverley Anglican Church
A791	20	97	JOHN ST	Beverley District High School
A1147		405	JOHN ST	Beverley District Hospital
A1148		345	FORREST ST	Beverley Frail Aged Lodge Inc
A37	7669	Various	GRT SOUTHERN HWY	Beverley Golf Club
A38		Various	SMITH ST	Beverley Golf Club Inc
A41	34	72	SMITH ST	Beverley Golf Club Inc
A1462		504	FORREST ST	Beverley Lawn Tennis Club
A1003	48	50	HUNT RD	Beverley Masonic Lodge
A91	104	Various	FORREST ST	Beverley Medical Practice
A1259	75	15	NICHOLAS ST	Beverley Rifle Club Inc
A1140	59	409	HUNT RD	Commissioner Of Police
A1599		R28684	FORREST ST	Co-operative Bulk Handling Ltd
A868	143	531	VINCENT ST	Country Women's Association
A873		1	BROOKTON HWY	Dale River Tennis Club
A73	6608	Various	GRT SOUTHERN HWY	Indigenous Land Corporation
A660	55	367	BARTRAM ST	National Trust Of Australia
A668	50	Various	FORREST ST	Returned Services League
A793	94	6 & 8	LUKIN ST	Roman Catholic Bishop Of Perth
A1262		387	JOHN ST	St John Ambulance - Beverley Sub Centre
A1216			VINCENT ST	Telstra Corporation
A1141	50	51	HUNT RD	G C Eng (Church purposes only)
A1298			GRT SOUTHERN HWY	Water Corporation
A792		R16190	TAYLOR ST	Westrail

There has been no change of use to any of the mentioned properties/land and no additions since the last review in June 2019.

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 6.26

6.26. Rateable land

- (1) Except as provided in this section all land within a district is rateable land.
- (2) The following land is not rateable land —
 - (a) land which is the property of the Crown and —
 - (i) is being used or held for a public purpose; or
 - (ii) is unoccupied, except —
 - (I) where any person is, under paragraph (e) of the definition of **owner** in section 1.4, the owner of the land other than by reason of that person being the holder of a prospecting licence held under the *Mining Act 1978* in respect of land the area of which does not exceed 10 ha or a miscellaneous licence held under that Act; or
 - (II) where and to the extent and manner in which a person mentioned in paragraph (f) of the definition of **owner** in section 1.4 occupies or makes use of the land;
 - and
 - (b) land in the district of a local government while it is owned by the local government and is used for the purposes of that local government other than for purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the local government; and
 - (c) land in a district while it is owned by a regional local government and is used for the purposes of that regional local government other than for the purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the regional local government; and
 - (d) land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood; and
 - (e) land used exclusively by a religious body as a school for the religious instruction of children; and
 - (f) land used exclusively as a non-government school within the meaning of the *School Education Act 1999*; and
 - (g) land used exclusively for charitable purposes; and
 - (h) land vested in trustees for agricultural or horticultural show purposes; and

- (i) land owned by Co-operative Bulk Handling Limited or leased from the Crown or a statutory authority (within the meaning of that term in the *Financial Management Act 2006*) by that co-operative and used solely for the storage of grain where that co-operative has agreed in writing to make a contribution to the local government; and
 - (j) land which is exempt from rates under any other written law; and
 - (k) land which is declared by the Minister to be exempt from rates.
- (3) If Co-operative Bulk Handling Limited and the relevant local government cannot reach an agreement under subsection (2)(i) either that co-operative or the local government may refer the matter to the Minister for determination of the terms of the agreement and the decision of the Minister is final.
- (4) The Minister may from time to time, under subsection (2)(k), declare that any land or part of any land is exempt from rates and by subsequent declaration cancel or vary the declaration.
- (5) Notice of any declaration made under subsection (4) is to be published in the *Gazette*.
- (6) Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used occasionally for another purpose which is of a charitable, benevolent, religious or public nature.

FINANCIAL IMPLICATIONS

No Rate Revenue from exempt land

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

AF012 Rates Exemption (Non Rateable Land)

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M6/0620

Moved Cr Pepper

Seconded Cr White

That Council endorse the reviewed rates exemptions on:

Asses s No	House No	Lot No	St Name	Owners Name
A1135	64	R51	JOHN ST	Beverley Anglican Church
A2977	64-68	39	JOHN ST	Beverley Anglican Church
A791	20	97	JOHN ST	Beverley District High School
A1147		405	JOHN ST	Beverley District Hospital
A1148		345	FORREST ST	Beverley Frail Aged Lodge Inc
A37	7669	Various	GRT SOUTHERN HWY	Beverley Golf Club
A38		Various	SMITH ST	Beverley Golf Club Inc
A41	34	72	SMITH ST	Beverley Golf Club Inc
A1462		504	FORREST ST	Beverley Lawn Tennis Club
A1003	48	50	HUNT RD	Beverley Masonic Lodge
A91	104	Various	FORREST ST	Beverley Medical Practice
A1259	75	15	NICHOLAS ST	Beverley Rifle Club Inc
A1140	59	409	HUNT RD	Commissioner Of Police
A1599		R2868 4	FORREST ST	Co-operative Bulk Handling Ltd
A868	143	531	VINCENT ST	Country Women's Association
A873		1	BROOKTON HWY	Dale River Tennis Club
A73	6608	Various	GRT SOUTHERN HWY	Indigenous Land Corporation
A660	55	367	BARTRAM ST	National Trust Of Australia
A668	50	Various	FORREST ST	Returned Services League
A793	94	6 & 8	LUKIN ST	Roman Catholic Bishop Of Perth
A1262		387	JOHN ST	St John Ambulance WA Ltd - Beverley Sub Centre
A1216			VINCENT ST	Telstra Corporation
A1141	50	51	HUNT RD	G C Eng (Church purposes only)
A1298			GRT SOUTHERN HWY	Water Corporation
A792		R16190	TAYLOR ST	Westrail

CARRIED BY ABSOLUTE MAJORITY 8/0

11.4 Fun2BKids Family Day Care Lease Fees

SUBMISSION TO: Ordinary Council Meeting 23 June 2020
REPORT DATE: 11 June 2020
APPLICANT: Fun2BKids Family Day Care
FILE REFERENCE: ADM 0078
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider an extension to the suspension of lease charges for Fun2BKids Family Day Care until 31 July 2020.

BACKGROUND

The Australian Government instructed childcare services to remain open during the COVID-19 pandemic to support all workers and made child care free for all families.

At the 28 April 2020 Ordinary Council meeting, it was resolved:

That Council;

- 1. suspend the Fun2BKids commercial lease fee of \$350 per week from 1 May until 30 June 2020;*
- 2. review the suspension of the lease fee at the 23 June 2020 Ordinary Council Meeting; and*
- 3. request Fun2BKids continue to contribute to utility expenses as per the lease contract.*

The Federal Government recently announced the free childcare would end on 13 July 2020.

COMMENT

In relation to the free childcare ending, Fun2BKids have advised and requested:

I have been following updates regarding the childcare subsidy return and the temporary Relief package termination on the news and via our Service emails regularly.

As stated in the below article the Relief package will end on the 12th of July and the childcare subsidy (CCS - Fees that parents pay) will return on the 13th of July 2020.

A return to the Child Care Subsidy: <http://ministers.dese.gov.au/tehan/return-child-care-subsidy> .

My concern at the moment is, that it is only into the second week of July that this will be applied. The parents also need to ensure that they have confirmed their income with Centrelink. They will need to do this before the 30th of June (for income 2018-19) otherwise their CCS will stop from the 13th July 2020. Implications being, if they do not receive their CCS and they have been affected by the COVID by means of change of income / no work, they may not be able to afford to pay fees.

Therefore due to the uncertainty regarding income for July, I kindly request Council to consider waiving the lease for the month of July or at least until after the 13th of July.

We appreciate your time and consideration.

*Kind Regards,
Maryka De Beer & Jo Copping*

Fun2BKids expenses include rent, insurance, food for children, personal protective equipment, utilities and play/learning equipment for children.

It is proposed that the suspended lease charge be extended until 31 July 2020. Management do not envisage any further extension past 31 July 2020.

Further, Utility charges (which are subsidised 55% by Council and Fun2BKids currently contribute 12%) are to continue to be paid while Fun2BKids are operating.

STATUTORY ENVIRONMENT

N/A

FINANCIAL IMPLICATIONS

Reduced income affecting 2019/20 and 2020/21 Budget revenue.

STRATEGIC IMPLICATIONS

Goal 5 – Existing businesses can grow in Beverley and new businesses are attracted
Goal 8 – Beverley continues to be an inclusive, friendly and caring 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. extend the suspension of the Fun2BKids commercial lease fee of \$350 per week from 1 July 2020 until 31 July 2020; and
2. request Fun2BKids continue to contribute to utility expenses as per the lease contract.

COUNCIL RESOLUTION

M7/0620

Moved Cr Brown

Seconded Cr Martin

That Council;

- 1. extend the suspension of the Fun2BKids commercial lease fee of \$350 per week from 1 July 2020 until 31 July 2020; and**
- 2. request Fun2BKids continue to contribute to utility expenses as per the lease contract.**

CARRIED BY ABSOLUTE MAJORITY 8/0

11.5 Sundry Debtors – Write-Off Bad Debts

SUBMISSION TO: Ordinary Council Meeting 23 June 2020
REPORT DATE: 11 June 2020
APPLICANT: N/A
FILE REFERENCE: ADM 0094
AUTHOR: N.J. Ashworth, Finance Officer
ATTACHMENTS: N/A

SUMMARY

Council to consider writing off Bad Debts – being Sundry Debtors No 4023 & 4923.

BACKGROUND

Sundry Debtor 4023, Debt \$333.53 being Standpipe Water charges dating back to October 2016.

Sundry Debtor 4923, Debt \$643.89 being Power Charges for Rental of 30B Dawson Street.

COMMENT

Both debts date back several years – despite having his Standpipe Card disabled and sent a statement every month, Debtor 4023 has never indicated that he would be willing to pay anything towards this debt. At the time he believed that the Standpipe water had contributed towards some of his trees dying, so I believe that could be his justification for not paying this debt.

Debtor 4923 had accumulated this debt while being an Employee of the Shire and living in a Shire owned property, he has also been sent a statement every month and even though at one stage he did indicate that he would be able to pay this no payment has been made.

The cost of taking legal action against these Debtors is \$620 + GST plus travel costs.

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 6.12

6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may —
 - (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money,

which is owed to the local government.

** Absolute majority required.*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.

- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

FINANCIAL IMPLICATIONS

\$977.42 – if legal action is to be taken the cost of recovering the debt would be \$620.00 + GST + Travel costs (TBA).

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

Delegation AF - D007: Any write off more than \$75 to be reported to Council for decision.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council Write off the amounts of \$333.53 on Debtor 4023 and \$643.89 on Debtor 4923.

COUNCIL RESOLUTION

M8/0620

Moved Cr Pepper

Seconded Cr White

That Council Write off the amounts of \$333.53 on Debtor 4023 and \$643.89 on Debtor 4923.

CARRIED BY ABSOLUTE MAJORITY 8/0

Attachment 11.5

4923 - CMF grdItems

Batch	Inv No	Inv Date	Amount	Description	Balance	Type	Running € Total
2415	20853	10/04/2019	-300.00				643.89
1870	3685	24/05/2018	278.55	308 Dawson Street, Beverley Vacancy Date: 14 Apr 2018 Power Charges: 28 Feb - 02 May 2018 (See attached paperwork)	278.55	INV	943.89
1786	3518	28/03/2018	559.60	308 Dawson Street - Power Charges 29 December 2017 to 27 February 2018 (See attached paperwork)	365.34	INV	665.34
1652	3264	15/01/2018	105.74	308 Dawson Street - Power Charges 14 - 28 Dec 2017 (See attached paperwork) Occupancy Date: 14 Dec 2017	0.00	INV	105.74

Attachment 11.5

4023 - CMF grdItems		Batch	Inv No	Inv Date	Amount	Description	Balance	Type	Cust. Ref.	Running Total
1094	2257	02/02/2017	63.38	Brooking St Standpipe - January 2017 19.50kl Consumption Brooking St Standpipe - January 2017 19.50kl Service Fee GST	63.38	INV				333.53
1067	2181	17/01/2017	108.49	Brooking St Standpipe - December 2016 33.38 kl Consumption Brooking St Standpipe - December 2016 33.38 kl Service Fee GST	108.49	INV				270.15
1006	2071	05/12/2016	144.66	Brooking St Standpipe - November 2016 44.51kl Consumption Brooking St Standpipe - November 2016 44.51kl Service Fee GST	144.66	INV				161.66
954	1965	10/11/2016	17.00	Brooking St Standpipe - October 2016 5.23kl Consumption Brooking St Standpipe - October 2016 5.23kl Service Fee GST	17.00	INV				17.00
578	4873	18/03/2016	-85.09		-85.09	CSH				0.00
565	1263	10/03/2016	85.09	Brooking St Standpipe - February 2016 26.18kl Consumption Brooking St Standpipe - February 2016 26.18kl Service Fee GST	85.09	INV				85.09
524	4421	12/02/2016	-34.87		-34.87	CSH				0.00
458	1012	05/01/2016	34.87	Brooking St Standpipe - December 2015 10.73kl Consumption Brooking St Standpipe - December 2015 10.73kl Service Fee GST	34.87	INV				34.87
229	1464	17/08/2015	-352.10		-352.10	CSH				0.00
4	26	21/04/2015	11.90	Standpipe Water Charges Brooking St 3.84kl - March 2015 (Service Charge) Standpipe Water Charges Brooking St 3.84kl - March 2015 GST	11.90	INV				352.10
2	11943	04/03/2015	340.20	Outstanding Balance from Quick Books	340.20	INV				340.20

12. ADMINISTRATION

12.1 Policy – Regional Price Preference

SUBMISSION TO: Ordinary Council Meeting 23 June 2020
REPORT DATE: 15 June 2020
APPLICANT: N/A
FILE REFERENCE: ADM 0468
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Regional Price Preference Policy

SUMMARY

Council to consider advertising and adopting a Buy Local Regional Price Preference Policy.

BACKGROUND

The *Local Government (Functions and General) Regulations 1996* allow non-metropolitan local governments to offer a price preference to regional suppliers when deciding which tender or quote to accept.

The purpose of regional price preference is to support local business and the community.

COMMENT

The policy is attached for comment and an example of the regional preference in application:

Consider a scenario where the following three tenders, to supply goods or services, are received by a local government that has chosen a 10% rate of preference.

Tender 1 is from a Regional Business (as defined by the Council in its policy). Tender 2 is from a metropolitan based business and uses goods and services sourced from the metropolitan area.

Tender 3 is from a metropolitan based business that uses \$50,000 worth of goods and services supplied by Regional Content.

Tenders Received	Price of Tender	Price Reduction at 10% Rate of Preference	Adjusted Price for Evaluation Purposes
Tender 1	\$170,000	\$17,000 (10% of \$170,000)	\$153,000 (\$170,000 – \$17,000)
Tender 2	\$163,000	No preference applicable	\$163,000
Tender 3	\$166,000	\$5,000 (10% of \$50,000)	\$161,000 (\$166,000 - \$5,000)

As can be seen from the table, in terms of price, the tender from the Regional Business (Tender 1) is the most advantageous (on a consideration of price only) once the preference has been applied.

The proposed policy must be advertised statewide and cannot be adopted until 4 weeks after the publication.

STATUTORY ENVIRONMENT

Local Government (Functions and General) Regulations 1996, Part 4A:

Part 4A — Regional price preference

24A. Application of this Part

The provisions of Part 4 may be varied in accordance with this Part, if the local government is located outside the metropolitan area and intends to give a regional price preference in accordance with this Part.

24B. Terms used

(1) In this Part —

regional price preference, in relation to a tender submitted by a regional tenderer, involves assessing the tender as if the proposed tender price were discounted in accordance with regulation 24D;

regional tenderer means a supplier of goods or services who satisfies the criteria in subregulation (2).

(2) A supplier of goods or services who submits a tender is regarded as being a regional tenderer for the purposes of this Part if —

(a) that supplier has been operating a business continuously out of premises in the appropriate region for at least 6 months before the time after which further tenders cannot be submitted; or

(b) some or all of the goods or services are to be supplied from regional sources.

24C. Regional price preference may be given

A local government located outside the metropolitan area may give a regional price preference to a regional tenderer in accordance with this Part.

24D. Discounts permitted for regional price preferences

(1) A preference may be given to a regional tenderer by assessing the tender from that regional tenderer as if the price bids were reduced by —

(a) up to 10% — where the contract is for goods or services, up to a maximum price reduction of \$50 000; or

(b) up to 5% — where the contract is for construction (building) services, up to a maximum price reduction of \$50 000; or

(c) up to 10% — where the contract is for goods or services (including construction (building) services), up to a maximum price reduction of \$500 000, if the local government is seeking tenders for the provision of those goods or services for the first time, due to those goods or services having been, until then, undertaken by the local government.

(2) Although goods or services that form a part of a tender submitted by a tenderer (who is a regional tenderer by virtue of regulation 24B(2)(b)) may be —

(a) wholly supplied from regional sources; or

- (b) partly supplied from regional sources, and partly supplied from non-regional sources,

only those goods or services identified in the tender as being from regional sources may be included in the discounted calculations that form a part of the assessments of a tender when a regional price preference policy is in operation.

- (3) Despite subregulation (1), price is only one of the factors to be assessed when the local government is to decide which of the tenders it thinks would be most advantageous to that local government to accept under regulation 18(4).

24E. Regional price preference policies for local governments

- (1) Where a local government intends to give a regional price preference in relation to a process, the local government is to —
 - (a) prepare a proposed regional price preference policy (if no policy has yet been adopted for that kind of contract); and
 - (b) give Statewide public notice of the intention to have a regional price preference policy and include in that notice —
 - (i) the region to which the policy is to relate; and
 - (ii) details of where a complete copy of the proposed policy may be obtained; and
 - (iii) a statement inviting submissions commenting on the proposed policy, together with a closing date of not less than 4 weeks for those submissions;and
 - (c) make a copy of the proposed regional price preference policy available for public inspection in accordance with the notice.
- (2) A regional price preference policy may be expressed to be —
 - (a) for different regions in respect of different parts of the contract, or the various contracts, comprising the basis of the tender;
 - (b) for different goods or services within a single contract or various contracts;
 - (c) for different price preferences in respect of the different goods or services, or the different regions, that are the subject of a tender or tenders (subject to the limits imposed by regulation 24D),

or for any combination of those factors.

- (3) A region specified under this Part —
 - (a) must be (or include) the entire district of the local government; and
 - (b) cannot include a part of the metropolitan area.
- (4) A policy cannot be adopted by a local government until the local government has considered all submissions that are received in relation to the proposed policy and, if that consideration results in significant changes to the proposed

policy, then the local government must again give Statewide public notice of the altered proposed regional price preference policy.

24F. Adoption and notice of regional price preference policy

- (1) A policy cannot be adopted by a local government until at least 4 weeks after the publication of the Statewide notice of the proposed policy.
- (2) An adopted policy must state —
 - (a) the region or regions within which each aspect of it is to be applied; and
 - (b) the types and nature of businesses that may be considered for each type of preference; and
 - (c) whether the policy applies to —
 - (i) different regions in respect of different parts of the contract, or the various contracts, comprising the basis of the tender;
 - (ii) different goods or services within a single contract or various contracts;
 - (iii) different price preferences in respect of the different goods or services, or the different regions, that are the subject of a tender or tenders,or to any combination of those factors.
- (3) An adopted policy cannot be applied until the local government gives Statewide notice that it has adopted that policy.
- (4) The local government is to ensure that a copy of an adopted regional price preference policy is —
 - (a) included with any specifications for tenders to which the policy applies; and
 - (b) made available in accordance with regulation 29 of the *Local Government (Administration) Regulations 1996*.

24G. Adopted regional price preference policy, effect of

A local government that has adopted a regional price preference policy in relation to a certain type of contract may choose not to apply that policy to a particular tender in the future for a contract of that type but, unless it does so, the policy is to apply to all like tenders.

FINANCIAL IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

AF014 – New Policy

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council advertise the policy in the The West Australian newspaper as required and provide any comments to the 28 July 2020 Ordinary Council meeting for consideration before adoption.

MOTION

Moved Cr Martin

Seconded Cr Pepper

That Council advertise the policy in the The West Australian newspaper as required and provide any comments to the 28 July 2020 Ordinary Council meeting for consideration before adoption.

AMENDMENT TO THE MOTION

M9/0620

Moved Cr McLaughlin

Seconded Cr Brown

1. Delete the words 'regardless of the origin of the labour or materials, as all labour and materials are deemed to be regional content' from the attached policy; and
2. That Council advertise the policy in the The West Australian newspaper as required and provide any comments to the 28 July 2020 Ordinary Council meeting for consideration before adoption.

CARRIED 8/0

COUNCIL RESOLUTION

M10/0620

Moved Cr Pepper

Seconded Cr White

1. Delete the words 'regardless of the origin of the labour or materials, as all labour and materials are deemed to be regional content' from the attached policy; and
2. That Council advertise the policy in the The West Australian newspaper as required and provide any comments to the 28 July 2020 Ordinary Council meeting for consideration before adoption.

CARRIED BY ABSOLUTE MAJORITY 8/0

Attachment 12.1

1.14 Regional Price Preference

Policy Type:	Accounting and Finance
Date Adopted:	

Policy No:	AF014
Date Last Reviewed:	

Legal (Parent):
<ol style="list-style-type: none"> 1. Local Government Act 1995 – Sections 3.57, 5.41 2. State Records Act 2000

Legal (Subsidiary):
<ol style="list-style-type: none"> 1. Local Government (Functions and General) Regulations 1996 – Part 4A Regional price Preference.

ADOPTED POLICY	
Title:	REGIONAL PRICE PREFERENCE
Objective:	To promote and support local businesses and the community by giving preferential consideration to Regional Businesses and Regional Content when considering the provision of goods and services via tender and quotation.

Policy

Regional Business Preference

This preference enables businesses within the Prescribed Area to claim a price preference for their whole bid, regardless of the origin of the labour or materials, as all labour and materials are deemed to be regional content.

The preference will apply to all quotations of \$10,000 or greater, and all tenders invited by the Shire of Beverley.

To qualify as a Regional Business, a business must meet the following conditions:

1. A permanent office in the Prescribed Area for at least six (6) months prior to the closing date of tenders/quotations.
2. Permanent Staff based in the prescribed area.
3. The Regional Business is required to provide written evidence within the quotation/tender submission which demonstrates compliance with condition 1 and 2.

Regional Content Preference

This preference enables businesses not located within the Prescribed Area to claim a price preference for the goods and/or services purchased from within the Prescribed Area.

Note: Travel and accommodation costs associated with sending Staff/Sub Contractors from outside the Prescribed Area to work on a regional contract, are not considered regional content and are not eligible for the "Regional Content Preference".

The preference will apply to all quotations of a collective value of \$10,000 or greater, and all tenders invited by the Shire of Beverley. Businesses wishing to claim the Regional Content Preference are required to provide written evidence as described within the request for quotation/tender documentation. Businesses outside the Prescribed Area, who claim that they will use Regional

Attachment 12.1

Content in the delivery of the contract outcomes, will be required, as part of the contract conditions, to demonstrate that they have actually used them.

Price Preference

Preference will be given to a regional business by assessing their submission as if the price bids were reduced by:

- (a) 10% (up to a maximum price reduction of \$50,000) for goods and services; or
- (b) 5% (up to a maximum price reduction of \$50,000) for construction (building) services ; or
- (c) 10% (up to a maximum of \$500,000) for goods or services including construction (building), if Council is seeking tenders for the provision of those goods or services for the first time, due to those goods or services having been, until then, undertaken by Council.

Value for Money

Whilst price is a competitive consideration in the provision of goods and services via quotation and/or tender, it is only one aspect of the evaluation process. Value for Money principles, as described within AF007 Purchasing and Procurement will be employed by assessing the price component in conjunction with the quotation/tender selection criteria and requirements.

Prescribed Area

The Prescribed area is the Wheatbelt sub-region of Avon. The Avon area is the Shires of Beverley, Cunderdin, Dowerin, Goomalling, Northam, Quairading, Tammin, Toodyay and York.

Responsibilities

The Shire of Beverley, where practicable will:

1. Ensure that the application of a local price preference is clearly identified within the quote or tender documentation to which the preference is to be applied.
2. Operate this policy in conjunction with the Shire of Beverley Purchasing and Procurement Policy AF007 for tenders and quotations when evaluating and awarding contracts.

Legislation

Local Government (Function and General) Regulations 1996 Part 4A were amended to allow non-metropolitan local governments to offer a price preference to regional suppliers when deciding which Tender to accept. A price preference can only be applied if a local government authority has advertised and adopt a regional price preference policy.

12.2 Use of the Common Seal

SUBMISSION TO: Ordinary Council Meeting 23 June 2020
REPORT DATE: 16 June 2020
APPLICANT: N/A
FILE REFERENCE: ADM 0265
AUTHOR: S.P. Gollan, Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to endorse the use of the Common Seal.

BACKGROUND

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

COMMENT

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

1. Lease Agreement, Beverley Community Garden, between Shire of Beverley and Beverley Community Resource Centre.

STATUTORY ENVIRONMENT

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

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

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

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan

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

POLICY IMPLICATIONS

Delegation EO-D010

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

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

1. Lease Agreement, Beverley Community Garden, between Shire of Beverley and Beverley Community Resource Centre.

COUNCIL RESOLUTION

M11/0620

Moved Cr Pepper

Seconded Cr Brown

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

- 1. Lease Agreement, Beverley Community Garden, between Shire of Beverley and Beverley Community Resource Centre.**

CARRIED 8/0

12.3 Council Property – Leasing Out 50 Dawson Street

SUBMISSION TO: Ordinary Council Meeting 23 June 2020
REPORT DATE: 16 June 2020
APPLICANT: D. Henderson and A. Emin
FILE REFERENCE: ADM 0201
AUTHOR: S.K. Marshall, Deputy Chief Executive Officer
ATTACHMENTS: Nil

SUMMARY

Council to consider leasing 50 Dawson Street to D. Henderson and A. Emin of Beverley Tyre Service.

BACKGROUND

Daniel Henderson and Alex Emin are the new owners of Beverley Tyre Service effective 1 July 2020. They have written to Council:

To whom it may concern

Our names are Daniel Henderson and Alex Emin. As of July 1st, we will be taking over ownership of the Beverley Tyre Service.

In regards to 50 Dawson St, we would love to rent this property, as it is a perfect location (next door) to our new business venture.

We are willing to pay up to \$220 rental as per advice from a local agent.

We have a great rental history, always having the respect for the house and owners.

Thanks for your time and we hope for a great outcome to our request.

*Thanks
Alex and Daniel*

COMMENT

50 Dawson Street is currently vacant and is currently not required to house Council staff. This enquiry represents an opportunity to utilise a Council asset, generate some return and see new persons brought into the community.

Currently, Council rents 30B Dawson Street (2x1) for \$250 per week to Beverley Electrical and staff believe that at least the same rent should be applied.

Council should be aware that 50 Dawson Street may need some maintenance prior to anyone moving in.

If agreeable, it would be suggested that any lease agreement entered into would address the following:

- The premises be leased by Beverley Tyre Service, not individuals.
- The premises be vacated within two weeks if a need for Shire staff housing arises.
- \$250 per week be charged and all utility usage costs be paid by the Leasee.

- Lease term be for an initial period of 12 months.
- Property inspections to occur every 6 months.

STATUTORY ENVIRONMENT

Residential Tenancies Act 1987

FINANCIAL IMPLICATIONS

\$5,200 additional lease income.
Unknown maintenance costs.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That 50 Dawson Street be leased to Beverley Tyre Service for 12 months at a rental charge of \$250 per week with the contract to include a termination notice of two weeks should the property be required by Council to house staff.

COUNCIL RESOLUTION

M12/0620

Moved Cr Pepper

Seconded Cr White

That 50 Dawson Street be rented to Beverley Tyre Service for 12 months at a rental charge of \$250 per week with the contract to include a termination notice of two weeks should the property be required by Council to house staff.

CARRIED BY ABSOLUTE MAJORITY 7/1

13. NEW BUSINESS ARISING BY ORDER OF THE MEETING

Nil

14. CLOSURE

The Chairman declared the meeting closed at 3:38pm.

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

PRESIDING MEMBER:

DATE: