



SHIRE OF BEVERLEY NOTICE OF MEETING

Notice is hereby given that the next Ordinary Meeting of Council will be held in the Council Chambers, 136 Vincent Street Beverley, on Tuesday 27 July 2021. If attending the meeting, please arrive at 2.50pm to register your attendance.

Program

3.00pm – 5.00pm Ordinary Meeting

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

Stephen Gollan
Chief Executive Officer

22 July 2021

DISCLAIMER

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



27 July 2021

ORDINARY MEETING

AGENDA

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1. OPENING

The Chairperson to declare the meeting open.

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members Present

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

2.2 Staff In Attendance

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

2.3 Observers And Visitors

2.4 Apologies and Approved Leave of Absence

2.5 Applications for Leave of Absence

3. DECLARATIONS OF INTEREST

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

6. CONDOLENCES

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

MCFARLANE	Sandra Faith	29 June 2021
WILLIS	Eddie John	4 July 2021
ADAMS	Ronald James	8 July 2021
SMITH	Keith Winthrop	11 July 2021
SHAW	Sandy Dawn	15 July 2021

7. CONFIRMATION OF MINUTES

7.1 Minutes Of The Ordinary Council Meeting Held 22 June 2021

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held Tuesday 22 June 2021 be confirmed.

7.2 Minutes Of The Corporate Strategy Committee Meeting Held 13 July 2021

OFFICER'S RECOMMENDATION

That the Minutes of the Corporate Strategy Committee Meeting held Tuesday 13 July 2021 be received.

Attachment under separate cover.

Please refer to Agenda Items 11.3, 11.4, 11.5 and 11.6



13 JULY 2021

**CORPORATE STRATEGY
COMMITTEE MEETING**

MINUTES

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1. OPENING

The President declared the meeting open at 9:36am

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members Present

Cr DW Davis	President
Cr CJ Pepper	Deputy President
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 SP Vincent	Manager of Works
Ms A Lewis	Executive Assistant

2.3 Observers And Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Cr TWT Seed

3. DECLARATIONS OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Corporate Strategy Committee Meeting 21 July 2020

OFFICER'S RECOMMENDATION

That the Minutes of the Corporate Strategy Committee Meeting held on Tuesday 21 July 2020 be confirmed.

(Provided under separate cover)

COMMITTEE'S RESOLUTION

MCS1/0721

Moved Cr Martin

Seconded Cr Gogol

That the Minutes of the Corporate Strategy Committee Meeting held on Tuesday 21 July 2020 be confirmed.

CARRIED 7/0

5. OFFICER REPORTS

5.1 2021/22 Budget – Fair Work Commission Salary Increase Consideration

Submission To:	Corporate Strategy Meeting 13 July 2021
Report Date:	5 July 2021
Applicant:	N/A
File Reference:	ADM 0092
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Executive Staff Member paid by Shire of Beverley
Attachments:	Nil

SUMMARY

That the Corporate Strategy Committee consider recommending to Council that an across the board 2.5% salary increase be approved for all Shire Staff, excluding Executive Contract Staff.

BACKGROUND

Council is required under the Local Government Industry Award 2020 to pass on minimum wage increases to base salaries as outlined in the Award.

Historically, the minimum wage increase has been applied to all Award employees current wage, including wages over Award.

Executive Staff under contract, including the CEO, DCEO , Manager of Works and Manager of Development Services are treated in line with their negotiated contracts.

COMMENT

Council have traditionally delegated authority to the Chief Executive Officer to decide upon staff salary increases and then applied any relevant increase through the budgetary process. At the 22 June 2021 Ordinary Council Meeting Information Session, Council asked staff to bring this through as an item for consideration.

Further information on the Annual Wage Review 2021 can be found at: <https://www.fairwork.gov.au/about-us/news-and-media-releases/website-news/annual-wage-review-2021>

STATUTORY ENVIRONMENT

Fair Work Act 2009 s.285 Annual wage review

CONSULTATION

N/A

FINANCIAL IMPLICATIONS

2021/22 Budget

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

Nil

RISK IMPLICATIONS

If not applied Staff satisfaction and morale may decrease.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the Corporate Strategy Committee recommend to Council that a 2.5% salary increase be applied to all Shire Staff wages, excluding Executive Contract Staff, and be included in the 2021/22 Budget.

COMMITTEE'S RESOLUTION

MCS2/0721

Moved Cr White

Seconded Cr Lawlor

That the Corporate Strategy Committee recommend to Council that a 2.5% salary increase be applied to all Shire Staff wages, excluding Executive Contract Staff, and be included in the 2021/22 Budget.

CARRIED 7/0

5.2 2021/22 Material Variances

Submission To:	Corporate Strategy Meeting 13 July 2021
Report Date:	5 July 2021
Applicant:	N/A
File Reference:	ADM 0092
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	Nil

SUMMARY

That the Corporate Strategy Committee consider recommending to Council the material variance reporting parameters for 2021/22.

BACKGROUND

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

Council adopted a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater for the 2020/21 financial year at the July 2020 Ordinary Meeting.

COMMENT

If the Committee is satisfied with the current level of reporting, there would be no reason to recommend that Council change the reporting parameters.

STATUTORY ENVIRONMENT

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

CONSULTATION

N/A

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

Nil

RISK IMPLICATIONS

It is a requirement under the *Local Government (Financial Management) Regulations 1996* to set material variance (Budget versus Actual) reporting parameters for the forthcoming financial year. This report and adoption mitigates the risk of non-compliance.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the Corporate Strategy Committee recommend to Council that a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater for the 2021/22 financial year be adopted.

COMMITTEE'S RESOLUTION

MCS3/0721

Moved Cr Martin

Seconded Cr Gogol

That the Corporate Strategy Committee recommend to Council that a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater for the 2021/22 financial year be adopted.

CARRIED 7/0

5.3 2021/22 Budget – Rates

Submission To:	Corporate Strategy Meeting 13 July 2021
Report Date:	5 July 2021
Applicant:	N/A
File Reference:	ADM 0092
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	Rate Models

SUMMARY

That the Corporate Strategy Committee consider recommending to Council that rate revenue be raised by 5% for the 2021/22 financial year.

BACKGROUND

When adopting the 2020/21 Budget, Council resolved to maintain the rating levels at the same 2019/20 level in response to the COVID-19 pandemic; a rate increase of 0%.

Rate revenue has increased by 2.5% per year for the 2017/18, 2018/19 and 2019/20 financial years.

COMMENT

The proposed 5% increase in Rate Revenue translates to an increase in Rate funding of \$139,304 (net of expected discount expense) in the 2021/22 financial year.

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

2021/22 Operational considerations taken into account in recommending this rate increase include a 0% Rate increase in 2020/21, a 0% fees and charges increase in 2020/21, the March Quarter CPI (Perth) increase of 1.0%, an increase in staff costs of 3.0% (2.5% wage increase and 0.5% in Super Guarantee) in line with the national minimum wage increase, overall insurance premium expense increase of 11.5% due mainly to unfavourable local and global risk conditions, utility (water and power) expenses increasing by 1.75% and vehicle and plant registrations increasing 4.0%.

When setting the Rate increase for 2021/22, consideration has been given to Rate payers' general ability to pay. Broadacre farming enterprises make up the largest pool of Rate payers' in the Shire of Beverley; this industry remains volatile with many external factors affecting commodity yields and prices, although recent years have been fruitful. A 5% Rate increase takes these factors into account.

Other Federal and State budgetary measures may also put some added pressure on general household budgets and their ability to pay Rates and it is expected that general utilities will increase after previous COVID freezes. This has also been considered when setting the increase.

Additionally, it is proposed that the 10% discount period be reduced from 35 to 21 day as previously advised, be implemented.

UV land valuations as set by the Valuer General (State Government) has increased by an average overall of 9.46% across the district.

The proposed Rate in the Dollar values and minimums (with a comparison to 2020/21 rates) are as follows:

	<u>2020/21</u>	<u>2020/21</u>
Gross Rental Value	\$0.110717	\$0.115782
Gross Rental Value Minimum	\$853.00	\$896.00
Unimproved Value	\$0.008644	\$0.008237
Unimproved Value Minimum	\$853.00	\$896.00

STATUTORY ENVIRONMENT

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

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

* *Absolute majority required.*

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

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

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

Section 6.35 of the Act provides:

- (1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.
- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —
 - (a) 50% of the total number of separately rated properties in the district; or

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

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

- (1) A rate or service charge is ordinarily payable to a local government by a single payment but the person liable for the payment of a rate or service charge may elect to make that payment to a local government, subject to subsection (3), by —
 - (a) 4 equal or nearly equal instalments; or
 - (b) such other method of payment by instalments as is set forth in the local government's annual budget.
- (2) Where, during a financial year, a rate notice is given after a reassessment of rates under section 6.40 the person to whom the notice is given may pay the rate or service charge —
 - (a) by a single payment; or
 - (b) by such instalments as are remaining under subsection (1)(a) or (b) for the remainder of that financial year.
- (3) A local government may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments and that additional charge is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.
- (4) Regulations may —
 - (a) provide for the manner of making an election to pay by instalments under subsection (1) or (2); and
 - (b) prescribe circumstances in which payments may or may not be made by instalments; and
 - (c) prohibit or regulate any matters relating to payments by instalments; and
 - (d) provide for the time when, and manner in which, instalments are to be paid; and
 - (e) prescribe the maximum amount (including the maximum interest component) which may be imposed under subsection (3) by way of an additional charge; and

- (f) provide for any other matter relating to the payment of rates or service charges.

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

* *Absolute majority required.*

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

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

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

* *Absolute majority required.*

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

Overriding this, Local Government (COVID-19 Response) Amendment Order 2021 clause 14(1) dictates that penalty interest for the 2021/22 financial year is not to exceed 7%.

CONSULTATION

N/A

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

RISK IMPLICATIONS

Rate setting is part of 2021/22 budget requirements.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That the Corporate Strategy Committee recommends to Council:

- In accordance with s6.32 of the *Local Government Act 1995* the rates and minimums to be levied on all rateable property within the Shire of Beverley for the financial year ending 30 June 2021 be as follows:

Gross Rental Value	\$0.115782
Gross Rental Value Minimum	\$896.00
Unimproved Value	\$0.008237
Unimproved Value Minimum	\$896.00
- The service of rates notice date be 6 August 2021.
- In accordance with s6.46 of the *Local Government Act 1995*, a 10% rate discount be allowed for rates paid in full within twenty one (21) days of the service of rates notice being applicable up to close of business on 27 August 2021.
- In accordance with s6.51 of the *Local Government Act 1995*, an 7% interest charge be levied on all overdue rate instalments and on rates outstanding whether subject to either a formal or informal instalment program or not, excluding deferred pensioner rates.
- In accordance with s6.45 of the *Local Government Act 1995*, an administration charge of \$10 and an interest component of 5.50% per annum calculated daily, for the second and each of the subsequent rates instalments be levied in connection with each formal rate instalment program.
- That in accordance with s6.50 of the *Local Government Act 1995*, the due dates of instalments under the formal rate instalment program be;

1 st Instalment	10 September 2021
2 nd Instalment	10 November 2021
3 rd Instalment	10 January 2022
4 th Instalment	10 March 2022

COMMITTEE'S RESOLUTION

MCS4/0721

Moved Cr Lawlor

Seconded Cr Gogol

That the Corporate Strategy Committee recommends to Council:

- 1. In accordance with s6.32 of the *Local Government Act 1995* the rates and minimums to be levied on all rateable property within the Shire of Beverley for the financial year ending 30 June 2021 be as follows:**

Gross Rental Value \$0.115782

Gross Rental Value Minimum \$896.00

Unimproved Value \$0.008237

Unimproved Value Minimum \$896.00

- 2. The service of rates notice date be 6 August 2021.**
- 3. In accordance with s6.46 of the *Local Government Act 1995*, a 10% rate discount be allowed for rates paid in full within twenty one (21) days of the service of rates notice being applicable up to close of business on 27 August 2021.**
- 4. In accordance with s6.51 of the *Local Government Act 1995*, an 7% interest charge be levied on all overdue rate instalments and on rates outstanding whether subject to either a formal or informal instalment program or not, excluding deferred pensioner rates.**
- 5. In accordance with s6.45 of the *Local Government Act 1995*, an administration charge of \$10 and an interest component of 5.50% per annum calculated daily, for the second and each of the subsequent rates instalments be levied in connection with each formal rate instalment program.**
- 6. That in accordance with s6.50 of the *Local Government Act 1995*, the due dates of instalments under the formal rate instalment program be;**

1st Instalment	10 September 2021
2nd Instalment	10 November 2021
3rd Instalment	10 January 2022
4th Instalment	10 March 2022

CARRIED BY ABSOLUTE MAJORITY 7/0

All groups CPI, All groups index numbers and percentage changes

	Index number(a)	Percentage change	
	Mar Qtr 2021	Dec Qtr 2020 to Mar Qtr 2021	Mar Qtr 2020 to Mar Qtr 2021
Sydney	118.5	0.4	0.9
Melbourne	118.8	0.3	0.8
Brisbane	118.2	0.6	1.7
Adelaide	117.2	0.6	1.2
Perth	114.6	1.4	1.0
Hobart	118.5	0.8	1.1
Darwin	114.4	2.6	2.3
Canberra	117.3	0.9	1.6
Weighted average of eight capital cities	117.9	0.6	1.1

a. Index reference period: 2011-12 = 100.0.

Source: Australian Bureau of Statistics, Consumer Price Index, Australia March 2021

5.4 Draft 2021/22 Budget

Submission To:	Corporate Strategy Meeting 13 July 2021
Report Date:	6 July 2021
Applicant:	N/A
File Reference:	ADM 0092
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	Draft 2021/22 Budget Documentation

SUMMARY

The Corporate Strategy Committee to consider recommending to Council that the draft 2021/22 Budget be adopted.

BACKGROUND

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

2021/22 Budget preparation has been underway since February 2021, with review of the 10 Year Road Program, 10 Year Plant Replacement Program, the Long Term Financial Plan Capital Program and proposed 2021/22 Fees and Charges items presented to Council for consideration.

COMMENT

The draft 2021/22 Budget as presented shows the detailed workings of Council's Operational and Capital programmes incorporating a rate increase of 5%.

The documents presented include:

- Budget Detailed Line Item Breakdown;
- Capital Projects;
- Property Maintenance Schedule;
- Loan Maintenance Summary;
- Reserve Fund Summary;
- Rate Models; and
- Budget Balancing Cut List.

As presented the draft 2021/22 Budget is in deficit by ~\$722,527.00.

Please note that 2020/21 Carried Forward balances may change as a result of End of Financial Year processing and Final Audit which will impact on the 2021/22 budgeted closing position.

Consequently, to balance the bottom line an increase in revenue (through a further Reserve fund transfer, increased loan funding or further Rate increase) or a decrease in expenditure (cut to discretionary spending) or a mixture of both is required.

A “*Cut List*” outlining cash items that can be easily carried over to subsequent years is provided to simplify this process.

STATUTORY ENVIRONMENT

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

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

Section 6.11 of the Act provides:

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

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

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

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

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

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

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

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

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

Section 6.35 of the Act provides:

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

CONSULTATION

N/A

FINANCIAL IMPLICATIONS

2021/22 Budget

STRATEGIC IMPLICATIONS

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

RISK IMPLICATIONS

It is a requirement under the *Local Government Act 1995*, provides that a local government must, not later than 31 August in each financial year, or such extended time as the Minister allows, prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June. This report and adoption mitigates the risk of non-compliance.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the Corporate Strategy Committee recommend to Council that the balanced draft 2021/22 Budget be adopted.

COMMITTEE'S RESOLUTION

MCS5/0721

Moved Cr White

Seconded Cr Martin

That the Corporate Strategy Committee recommend to Council that the balanced draft 2021/22 Budget be adopted.

CARRIED 7/0

6. NEW BUSINESS ARISING BY ORDER OF THE MEETING

Nil

7. CLOSURE

The Chairman declared the meeting closed at 10:32am.

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

PRESIDING MEMBER:

DATE:

**SHIRE OF BEVERLEY
DETAILED BUDGET WORKINGS
FOR THE PERIOD ENDING
30 June 2022**

Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
OPERATING STATEMENT					
PROGRAM 3 GENERAL PURPOSE FUNDING					
Rate Revenue					
030100	Rate Notice Expense - Notices, Envelopes, Postage and Information Booklets	3,000.00	3,000.00	3,065.82	3,000.00
030101	Valuation and Title Search Expense - Ordinary Valuations - UV Valuations (Annual) - GRV Valuations (due 2023/24) - Title Searches	5,000.00 10,000.00 0.00 1,000.00	16,000.00	15,281.41	16,000.00
030102	Other Expenses - Rates - Debt Collection Fees - Sale Of Land For Non-Payment Of Rates	10,000.00 0.00	10,000.00	10,668.05	10,000.00
030144	Admin Allocation - Rates - See Admin Allocation Worksheet	133,127.00	133,127.00	143,066.16	144,412.00
Sub Total	Rate Revenue Expense	162,127.00	162,127.00	172,081.44	173,412.00
030150	Rates Levied - GRV - Rate In The Dollar = \$0.115782	(677,489.00)	(677,489.00)	(646,652.55)	(645,233.00)
030151	Rates Levied - GRV Minimum - UV Minimum Rate = \$896	(142,464.00)	(142,464.00)	(138,186.00)	(138,186.00)
030152	Rates Levied - UV - Rate In The Dollar = \$0.008237	(2,210,588.00)	(2,210,588.00)	(2,142,147.37)	(2,142,640.00)
030153	Rates Levied - UV Minimum - UV Minimum Rate = \$896	(144,256.00)	(144,256.00)	(110,037.00)	(110,037.00)
030154	Rates Levied - Mining Tenements - Rate In The Dollar = \$0.008237	0.00	0.00	0.00	0.00
030155	Rates Levied - Mining Tenements Minimum - UV Minimum Rate = \$896	(16,128.00)	(16,128.00)	(3,412.00)	(3,412.00)
030156	Ex-Gratia Rates Received - CBH Ex-Gratia Rates	(3,000.00)	(3,000.00)	(3,448.98)	(3,000.00)
030157	Penalty Interest Raised on Rates - Rates & ESL Penalty Interest Charged at 7%	(14,500.00)	(14,500.00)	(25,819.65)	(14,500.00)
030158	Rates Enquiries - Rate Enquiry Fees	(8,000.00)	(8,000.00)	(18,526.40)	(8,000.00)
030159	Rate Refunds and Write Offs - Nominal Provision	500.00	500.00	959.36	500.00
030160	Instalment Interest Received - Instalment Interest at 5.5%	(4,000.00)	(4,000.00)	(2,778.29)	(4,000.00)
030161	Rates Administration Fee Received - Admin Charges	(4,000.00)	(4,000.00)	(2,990.00)	(4,000.00)
030162	Pensioner Deferred Rates Interest - Deferred Rates Interest Charges	(2,000.00)	(2,000.00)	(3,691.16)	(2,000.00)
030163	Interim Rates - GRV - Interim Rates Provision	(1,000.00)	(1,000.00)	1,320.55	(1,000.00)
030164	Interim Rates - UV - Interim Rates Provision	(1,000.00)	(1,000.00)	(7,714.79)	(1,000.00)
030165	Legal Fees Recovered - Recoup of Legal Fee Expenditure	(10,000.00)	(10,000.00)	(9,338.60)	(10,000.00)
030199	LESS Rates Discount - 10% Discount	255,274.00	255,274.00	252,411.00	243,161.00
Sub Total	Rate Revenue Income	(2,982,651.00)	(2,982,651.00)	(2,860,051.88)	(2,843,347.00)
Other General Purpose Funding					
030200	Other Expenses - Other General Purpose Funding - Nominal Provision including Roundings	100.00	100.00	(0.06)	100.00
Sub Total	Other General Purpose Funding Expense	100.00	100.00	(0.06)	100.00
030250	LGGC Grant - General - 2021/22 Grant Allocation	(400,986.00)	(400,986.00)	(829,389.00)	(395,495.00)
030251	Interest Received - Investments - Estimated Interest earned at 0.10% on Investments - Estimated Interest earned at 0.10% on Reserve Funds	(2,500.00) (2,831.00)	(5,331.00)	(17,754.66)	(21,492.00)
Sub Total	Other General Purpose Funding Income	(406,317.00)	(406,317.00)	(847,143.66)	(416,987.00)
TOTAL	PROGRAM 3	(3,226,741.00)	(3,226,741.00)	(3,535,114.16)	(3,086,822.00)

**SHIRE OF BEVERLEY
DETAILED BUDGET WORKINGS
FOR THE PERIOD ENDING
30 June 2022**

Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
PROGRAM 4	GOVERNANCE				
Members Of Council					
040100	Sitting Fees - 8 x Councillor Sitting Fees at \$3,600 per annum - Presidential Sitting Fees at \$12,100 per annum	28,800.00 12,100.00	40,900.00	39,100.00	40,900.00
040101	President Allowance - President Allowance \$5,500 per annum	5,500.00	5,500.00	5,500.00	5,500.00
040102	Deputy President Allowance - Deputy President Allowance \$1,375 per annum	1,375.00	1,375.00	1,375.00	1,375.00
040103	Travel Allowance - Councillor Travel Cost Reimbursement	5,000.00	5,000.00	2,091.32	5,000.00
040104	Telephone and IT Allowance - Telstra Samsung Tablet 4G Charges 2Gb Data (\$20/mth) - Dropbox Professional Subscription - Councillor Laptops x 9 - Microsoft Office Subscription (\$30/mth/Laptop) - Councillor Phone/IT Cost Allowance \$1,000 ea. per annum	2,160.00 350.00 23,400.00 3,240.00 9,000.00	38,150.00	9,478.75	11,510.00
040105	Training Expenses - Members - Introductory Councillor Training Expenses	5,000.00	5,000.00	2,574.09	5,000.00
040106	Conference Expenses - Members - Local Government Week - Other Conferences	10,000.00 1,500.00	11,500.00	289.17	11,500.00
040107	Council Election Expenses - Advertising (due 2021/22) - Roll Preparation (due 2021/22) - Staff Overtime Expense - Other Election Expenses	2,000.00 1,000.00 1,500.00 500.00	5,000.00	0.00	0.00
040108	Meeting and Receptions Expense - Members - Meeting Lunches and Other Receptions	14,000.00	14,000.00	12,344.11	14,000.00
040109	Insurance - Members - See Insurance Allocation Worksheet	7,859.00	7,859.00	3,879.20	3,896.00
040110	Subscriptions, Donations - Members - WALGA Membership - WALGA Central Country Zone Subscription - WALGA Workplace Employee Relations Service - WALGA Council Connect (Website) - WALGA Procurement Consultancy Service - WALGA Local Laws Service - WALGA Guide to Local Government Act - LGPWA Corporate Membership - IT Vision User Group - Survey Monkey - Community Consultation Survey Service - LGPWA Avon Region Scholarship Contribution - Velpic Contractor Induction - RDA Grant Guru Subscription - Wheatbelt Railway Retention Alliance	8,020.00 2,000.00 4,170.00 7,605.00 2,600.00 645.00 330.00 1,500.00 680.00 300.00 100.00 1,000.00 775.00 1,000.00	30,725.00	29,877.89	29,122.00
040111	Audit Fees Expense - 2020/21 Final Audit - 2021/22 Interim Audit - Financial Management Systems Review (due 2022/23) - Audit Disbursements (Travel/Accommodation etc.) - Roads To Recovery Acquittal - Other Acquittals	11,500.00 11,500.00 0.00 2,000.00 1,000.00 3,000.00	29,000.00	23,210.00	29,000.00
040112	Council Chambers - Maintenance - See 040210 Admin Building Maintenance	0.00	0.00	0.00	0.00
040113	Other Expenses - Members - Vincent Street Contract Works & Public Liability Insurance - Legal Fees - Advertising - CEO Performance Appraisal - Annual Budget Publication - Annual Report Publication - Staff Recognition (Christmas Gifts/Celebrations)	20,000.00 10,000.00 2,000.00 2,000.00 2,000.00 2,000.00 7,500.00	45,500.00	24,019.05	25,500.00
040122	(Profit)/Loss on Disposal of Assets - See Asset Disposal Worksheet	0.00	0.00	0.00	0.00
040133	Depreciation - Members - See Depreciation Worksheet	719.00	719.00	719.05	719.00
040144	Admin Allocation - Members - See Admin Allocation Worksheet	66,310.00	66,310.00	71,205.88	71,932.00
Sub Total	Members Of Council Expense	306,538.00	306,538.00	225,663.51	254,954.00
040150	Other Income - Members - Nil	0.00	0.00	(1,939.33)	0.00
Sub Total	Members Of Council Income	0.00	0.00	(1,939.33)	0.00

**SHIRE OF BEVERLEY
DETAILED BUDGET WORKINGS
FOR THE PERIOD ENDING
30 June 2022**

Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
Governance - General					
040200	Salaries, Wages and Super - Admin		597,675.00	550,593.49	508,398.00
	- Administration Staff Wages (Less Estimated Leave)	517,630.00			
	- Administration Staff Superannuation (inc. Council Matching)	80,045.00			
040201	Leave Expenses - Admin		148,730.00	131,503.36	153,394.00
	- Annual Leave	59,692.00			
	- Annual Leave Loading	6,870.00			
	- Public Holiday Leave	31,602.00			
	- Sick Leave	26,713.00			
	- Long Service Leave	23,853.00			
040202	Fringe Benefits Tax - Admin		25,000.00	28,040.00	25,000.00
	- FBT Liability: Executive Staff	25,000.00			
040203	Staff Uniforms - Admin		4,500.00	2,135.88	4,700.00
	- Uniform Allowance \$450 per Employee	4,500.00			
040204	Training and Conference Fees - Admin		21,550.00	6,288.45	21,550.00
	- Local Government Week CEO	2,500.00			
	- LGPWA CEO Membership	650.00			
	- LGPWA DCEO Membership	650.00			
	- LGPWA State Conference CEO	2,500.00			
	- LGPWA State Conference DCEO	2,500.00			
	- Conference/Professional Development Allowance MPDS	3,000.00			
	- MS Office Training	1,500.00			
	- Synergy Training	2,500.00			
	- EDRMS Training-Executive Assistant (2020/21)	750.00			
	- Other Training	5,000.00			
040205	Office and Computer Equip Maintenance		89,175.00	81,031.87	87,747.00
	- Focus Networks IT Maintenance, Support & Licencing	43,000.00			
	- Focus Networks Additional IT Support	2,000.00			
	- Focus Networks Vulnerability Scan (Annual)	1,200.00			
	- Focus Networks Two Factor Authentication	3,000.00			
	- IT Vision Synergysoft Annual Licence Fee	21,255.00			
	- CEO, DCEO & EA Tablet 4G Charges 2Gb Data (\$20/mth)	720.00			
	- VMWare Licence	600.00			
	- Altus SSL Certificate	400.00			
	- Adobe Acrobat Professional Licence x 5 (Annual)	500.00			
	- Office Photocopier Maintenance	6,500.00			
	- Hardware Replacement: Items \$5,000 or Less	10,000.00			
040206	Consultancy Services - Admin		74,615.00	331,941.42	277,000.00
	- Avon River Park Concept Plan	20,115.00			
	- Avon River Park Design & Documentation	0.00			
	- Old School Building Refurbishment Planning	24,000.00			
	- Old Nurses Quarters Subdivision Contribution	15,000.00			
	- Local Laws Review & Advertising	0.00			
	- Records Management (\$660/mth)	8,000.00			
	- Records Management: Electronic System Consultancy	2,500.00			
	- Swimming Pool Construction Design & Detail	0.00			
	- County Peak Easement inc. Surveying, Legal & Lodgement	0.00			
	- Integrated Planning SCP Review (due 2023)	0.00			
	- IT Disaster Recovery Plan Review (due 2022/23)	0.00			
	- Aged Friendly Community Planning	0.00			
	- Streetscape/Avon River Interpretation Plan	0.00			
	- Yenyening Lakes Development Plan	0.00			
	- Other Consultants	5,000.00			
040207	Other Administration Expenses		40,100.00	33,963.60	40,100.00
	- Advertising	1,000.00			
	- Website Refresh (Three Yearly - due 2021/22)	5,000.00			
	- Printing and Stationery	10,000.00			
	- Postage and Freight	5,000.00			
	- Internet: Fixed Wireless Telstra \$120/mth	1,440.00			
	- Internet: Fixed Wireless Exetel \$70/mth	840.00			
	- Telephone: 4 phone line rental & calls & CEO Mobile.	5,000.00			
	- Bank Charges (inc. Merchant and Electronic Banking)	5,500.00			
	- Offsite Records Storage (\$110/mth)	1,320.00			
	- Other	5,000.00			

**SHIRE OF BEVERLEY
DETAILED BUDGET WORKINGS
FOR THE PERIOD ENDING
30 June 2022**

Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
040208	Insurance - Admin		38,979.00	33,279.45	33,270.00
	- See Insurance Allocation Worksheet	38,979.00			
040209	Executive Vehicles - Running Costs		9,971.00	7,643.69	9,983.00
	- Fuel	1,400.00			
	- Servicing	600.00			
	- Registration	400.00			
	- Insurance	571.00			
	- Other Expense	7,000.00			
040210	Administration Building - Maintenance		82,441.00	69,882.90	78,754.00
	- Staff Wages	34,411.00			
	- Staff Overheads	27,529.00			
	- Plant Costs	400.00			
	- Materials and Contractors	12,070.00			
	- Utilities	4,254.00			
	- Insurance	3,777.00			
040211	Administration Staff Housing Cost		26,613.00	17,390.48	26,153.00
	- Reallocated from Program 9	26,613.00			
040222	(Profit)/Loss on Disposal of Assets		1,500.00	3,024.85	9,000.00
	- See Asset Disposal Worksheet	1,500.00			
040233	Depreciation - Admin		57,089.00	40,836.79	46,132.00
	- See Depreciation Worksheet	57,089.00			
040244	Less Admin Expenses Allocated		(1,217,935.00)	(1,315,941.25)	(1,321,181.00)
	- See Admin Allocation Worksheet	(1,217,935.00)			
Sub Total	Governance - General Expense	3.00	3.00	21,614.98	0.00
040250	Reimbursements and Charges - Admin		(2,000.00)	(16,964.27)	(1,000.00)
	- Telstra Lease Charge (Dale Hall Block)	(1,000.00)			
	- LGIS Good Driver Rebate	(1,000.00)			
	- WALGA Advertising Rebate	0.00			
	- Insurance Claim Reimbursements	0.00			
	- LGIS Member Dividend - applied to Premiums	0.00			
040251	Other Income - Admin		(100.00)	(4,650.71)	(100.00)
	- Other Income	(100.00)			
	- Miscellaneous Grant	0.00			
Sub Total	Governance - General Income	(2,100.00)	(2,100.00)	(21,614.98)	(1,100.00)
TOTAL	PROGRAM 4	304,441.00	304,441.00	223,724.18	253,854.00

**SHIRE OF BEVERLEY
DETAILED BUDGET WORKINGS
FOR THE PERIOD ENDING
30 June 2022**

Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
PROGRAM 5	LAW, ORDER AND PUBLIC SAFETY				
Fire Prevention					
050100	Plant and Equipment Maintenance - ESL - <i>Minor Plant Purchases</i>	3,000.00	3,000.00	0.00	3,000.00
050101	Vehicle and Trailer Maintenance - ESL - <i>Vehicle Maintenance</i>	7,500.00	7,500.00	10,582.02	7,500.00
050102	Lands and Buildings Maintenance - ESL - <i>Building Maintenance</i>	300.00	300.00	223.64	300.00
050103	Clothing and Accessories - ESL - <i>Protective Clothing and Accessories</i>	2,500.00	2,500.00	6,895.13	2,500.00
050104	Utilities, Rates and Taxes - ESL - <i>Utilities</i>	2,500.00	2,500.00	2,937.79	2,500.00
050105	Other Goods and Services - ESL - <i>Purchase of Other Goods and Services</i>	10,637.00	10,637.00	3,898.80	7,562.00
050106	Insurance - Fire Prevention - <i>See Insurance Allocation Worksheet</i>	25,461.00	25,461.00	24,475.52	24,476.00
050107	Staff Fire Fighting Expenses - <i>Staff Wages</i> - <i>Staff Overheads</i> - <i>Plant Costs</i> - <i>Materials and Contractors</i>	1,896.00 1,612.00 7,514.00 1,000.00	12,022.00	17,176.62	11,808.00
050108	CESM Expenses - <i>CESM Normal Salary</i> - <i>Annual Leave</i> - <i>Annual Leave Loading</i> - <i>Public Holiday Leave</i> - <i>Sick Leave</i> - <i>Long Service Leave</i> - <i>CESM Superannuation</i> - <i>Workers Comp Insurance</i> - <i>Uniform Allowance</i> - <i>Telstra Samsung Tablet 4G Charges 2Gb Data (\$20/mth)</i> - <i>Mobile Phone (\$35/mth)</i>	90,966.00 7,387.00 1,293.00 4,423.00 3,694.00 0.00 9,603.00 1,672.00 450.00 240.00 420.00	120,148.00	110,332.89	110,512.00
050109	CESM Vehicle Expenses - <i>Fuel</i> - <i>Servicing</i> - <i>Registration</i> - <i>Insurance</i> - <i>Other Expense</i>	4,500.00 2,200.00 500.00 478.00 1,000.00	8,678.00	8,172.69	8,687.00
050110	Fire Break Compliance - <i>Staff Wages</i> - <i>Staff Overheads</i> - <i>Plant Costs</i> - <i>Bushfire Mitigation Works</i> - <i>Materials and Contractors (Fire Break Inspections)</i>	0.00 0.00 0.00 72,500.00 3,000.00	75,500.00	2,952.05	77,000.00
050122	(Profit)/Loss on Disposal of Assets - <i>See Asset Disposal Worksheet</i>	0.00	0.00	0.00	0.00
050133	Depreciation - Fire Prevention - <i>See Depreciation Worksheet</i>	10,694.00	10,694.00	6,311.92	2,246.00
050144	Admin Allocation - Fire Prevention - <i>See Admin Allocation Worksheet</i>	51,082.00	51,082.00	55,058.82	55,416.00
Sub Total	Fire Prevention Expense	330,022.00	330,022.00	249,017.89	313,507.00
050150	Grant - ESL Operating - <i>ESL Grant Allocation</i>	(51,898.00)	(51,898.00)	(58,742.00)	(47,838.00)
050151	ESL Administration Fee - <i>ESL Admin Fee</i>	(4,000.00)	(4,000.00)	(4,000.00)	(4,000.00)
050152	Reimbursements - <i>CESM Expense Reimbursements (70% DFES, 15% ShireOfYork)</i>	(109,502.00)	(109,502.00)	(100,729.73)	(101,319.00)
050153	Other Income - Fire Prevention - <i>DFES Mitigation Grant 2nd Payment</i> - <i>DFES Mitigation Grant CL</i>	(36,250.00) (36,250.00)	(72,500.00)	(86,309.25)	(142,500.00)
Sub Total	Fire Prevention Income	(237,900.00)	(237,900.00)	(249,780.98)	(295,657.00)

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
Animal Control					
050200	Animal Control Expenses		21,000.00	21,917.92	16,000.00
	- <i>Cat/Dog Registration Tags</i>	1,000.00			
	- <i>WA Contract Ranger Services: Weekly Patrol \$255/Week</i>	20,000.00			
050201	Pound Maintenance		1,154.00	82.00	1,132.00
DP01	<u>Dog Pound - Maintenance</u>				
	- <i>Staff Wages</i>	279.00			
	- <i>Staff Overheads</i>	223.00			
	- <i>Plant Costs</i>	0.00			
	- <i>Materials and Contractors</i>	0.00			
	- <i>Utilities</i>	0.00			
	- <i>Insurance</i>	0.00			
DP02	<u>Cat Pound - Maintenance</u>				
	- <i>Staff Wages</i>	279.00			
	- <i>Staff Overheads</i>	223.00			
	- <i>Plant Costs</i>	0.00			
	- <i>Materials and Contractors</i>	150.00			
	- <i>Utilities</i>	0.00			
	- <i>Insurance</i>	0.00			
050233	Depreciation - Animal Control		0.00	0.00	0.00
	- <i>See Depreciation Worksheet</i>	0.00			
050244	Admin Allocation - Animal Control		80,350.00	87,389.48	87,161.00
	- <i>See Admin Allocation Worksheet</i>	80,350.00			
Sub Total	Animal Control Expense	102,504.00	102,504.00	109,389.40	104,293.00
050250	Fines and Penalties - Animal Control		(200.00)	(324.00)	(200.00)
	- <i>Cat/Dog Infringements</i>	(100.00)			
	- <i>Cat/Dog Impounding Fees</i>	(100.00)			
050251	Registration and Other Fees - Animal Control		(4,000.00)	(14,664.12)	(4,000.00)
	- <i>Cat/Dog Registrations</i>	(4,000.00)			
Sub Total	Animal Control Income	(4,200.00)	(4,200.00)	(14,988.12)	(4,200.00)
Other Law, Order & Public Safety					
050300	Other Expenses - Other Law, Order and Public Safety		0.00	0.00	0.00
	- <i>Emergency Management Plan</i>	0.00			
Sub Total	Other Law, Order & Public Safety Expense	0.00	0.00	0.00	0.00
050350	Grant - Misc - Other Law, Order and Public Safety		0.00	0.00	0.00
	- <i>Miscellaneous Capital Grant</i>	0.00			
Sub Total	Other Law, Order & Public Safety Income	0.00	0.00	0.00	0.00
TOTAL	PROGRAM 5	190,426.00	190,426.00	93,638.19	117,943.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
PROGRAM 7	HEALTH				
Preventative Services - Administration & Inspection					
070400	Environmental Health Officer - Contract/Salary - EHO Contract Salary: \$300/Week - EHO Contract Salary: Superannuation	15,600.00 1,560.00	17,160.00	15,282.00	17,082.00
070401	Analytical Sample Expenses - Local Health Authority Subscription	550.00	550.00	231.50	550.00
070402	Other Expenses - Environmental Health - EHA Subscription	300.00	300.00	600.00	300.00
070444	Admin Allocation - Environmental Health - See Admin Allocation Worksheet	38,399.00	38,399.00	41,315.10	41,654.00
Sub Total	Preventative Services - Admin & Inspection Expense	56,409.00	56,409.00	57,428.60	59,586.00
070450	Other Income - Environmental Health - Health Infringements - EHA Subscription Reimbursement	0.00 (200.00)	(200.00)	(200.00)	(200.00)
070451	Registration Fees - Food Premises - Registration Fees	(100.00)	(100.00)	(327.28)	(100.00)
Sub Total	Preventative Services - Admin & Inspection Income	(300.00)	(300.00)	(527.28)	(300.00)
Preventative Services - Pest Control					
070500	Mosquito Control - Mosquito Fogging	4,000.00	4,000.00	4,550.40	2,000.00
070544	Admin Allocation - Pest Control - See Admin Allocation Worksheet	2,876.00	2,876.00	3,141.41	3,119.00
Sub Total	Preventative Services - Pest Control Expense	6,876.00	6,876.00	7,691.81	5,119.00
070550	Other Income - Pest Control - Other Revenue	0.00	0.00	0.00	0.00
Sub Total	Preventative Services - Pest Control Income	0.00	0.00	0.00	0.00
Other Health					
070700	Medical Practice - 106 Forrest St - Maintenance - Staff Wages - Staff Overheads - Plant Costs - Materials and Contractors - Medical Equipment: Items \$5,000 or Less - Utilities - Insurance	2,153.00 1,722.00 0.00 5,738.00 0.00 6,792.00 1,307.00	17,712.00	17,572.25	33,656.00
070701	Doctor Residence - 58 John St - Maintenance - Staff Wages - Staff Overheads - Plant Costs - Materials and Contractors - Utilities - Insurance	2,013.00 1,610.00 200.00 5,888.00 0.00 816.00	10,527.00	6,254.38	14,314.00
070702	Doctor Vehicle - Running Costs - Fuel - Servicing - Registration - Insurance - Other Expense	100.00 1,000.00 200.00 262.00 150.00	1,712.00	2,196.92	1,718.00
070722	(Profit)/Loss on Disposal of Assets - See Asset Disposal Worksheet	10,000.00	10,000.00	0.00	0.00
070733	Depreciation - Other Health - See Depreciation Worksheet	14,834.00	14,834.00	20,880.15	17,515.00
070744	Admin Allocation - Health Service - See Admin Allocation Worksheet	36,707.00	36,707.00	39,529.76	39,819.00
Sub Total	Other Health Expense	91,492.00	91,492.00	86,433.46	107,022.00
070750	Other Income - Other Health - Medical Practice Reimbursements	0.00	0.00	(1,382.50)	0.00
Sub Total	Other Health Income	0.00	0.00	(1,382.50)	0.00
TOTAL	PROGRAM 7	154,477.00	154,477.00	149,644.09	171,427.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
PROGRAM 8	EDUCATION AND WELFARE				
Aged & Disabled - Senior Citizens					
080400	Alternative Document Delivery - <i>Material Produced On Request</i>	500.00	500.00	0.00	500.00
080401	DAIP Review - <i>Conducted internally</i>	0.00	0.00	0.00	0.00
Sub Total	Aged & Disabled - Senior Citizens Expense	500.00	500.00	0.00	500.00
080450	Other Income - Aged and Disabled - <i>Nil</i>	0.00	0.00	0.00	0.00
Sub Total	Aged & Disabled - Senior Citizens Income	0.00	0.00	0.00	0.00
Other Welfare					
080600	Community Initiatives - <i>Youth Initiatives</i> - <i>Senior Initiatives</i> - <i>Other Initiatives</i> - <i>Beverley Road Board 150 Year Anniversary</i> - <i>Personal Development Grant Program</i> - <i>Community Grant Program - BORMSA 19/20 Carry Over</i> - <i>Community Grant Program - General up to \$5,000</i> - <i>Community Grant Program - Targeted up to \$1,000</i>	3,000.00 3,000.00 3,000.00 20,000.00 2,000.00 4,000.00 10,000.00 10,000.00	55,000.00	21,973.71	43,000.00
080601	Donations - <i>Australia Day Contribution</i> - <i>Beverley Agricultural Society - Show Contribution</i> - <i>Beverley Agricultural Society - Pearl Sponsorship</i> - <i>Beverley DHS - Annual Book Prize</i> - <i>Beverley DHS - Newsletter Sponsorship</i> - <i>Beverley Historical Society</i> - <i>Beverley Station Arts Group</i> - <i>Beverley Station Arts Group - Easter Art Exhibition</i> - <i>Beverley Heroic - Cycle Event Contribution</i> - <i>Beverley Triathlon</i> - <i>Wheatbelt Secondary Freight Network</i>	1,000.00 1,650.00 350.00 150.00 250.00 1,000.00 6,000.00 2,600.00 0.00 2,500.00 6,000.00	21,500.00	14,097.27	19,000.00
080644	Admin Allocation - Other Welfare - <i>See Admin Allocation Worksheet</i>	32,817.00	32,817.00	35,210.26	35,598.00
Sub Total	Other Welfare Expense	109,317.00	109,317.00	71,281.24	97,598.00
080650	Other Income - Other Welfare - <i>Other</i>	0.00	0.00	0.00	0.00
Sub Total	Other Welfare Income	0.00	0.00	0.00	0.00
TOTAL	PROGRAM 8	109,817.00	109,817.00	71,281.24	98,098.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
PROGRAM 9	HOUSING				
Staff Housing					
090100	Staff Housing - Maintenance		78,958.00	59,108.67	85,679.00
SH01	<u>6 Barnsley Street - Maintenance</u>				
	- Staff Wages	2,153.00			
	- Staff Overheads	1,722.00			
	- Plant Costs	400.00			
	- Materials and Contractors	2,888.00			
	- Utilities	4,420.00			
	- Insurance	1,026.00			
SH02	<u>30A Dawson Street - Maintenance</u>				
	- Staff Wages	2,013.00			
	- Staff Overheads	1,610.00			
	- Plant Costs	0.00			
	- Materials and Contractors	2,788.00			
	- Utilities	4,325.00			
	- Insurance	546.00			
SH03	<u>30B Dawson Street - Maintenance</u>				
	- Staff Wages	359.00			
	- Staff Overheads	287.00			
	- Plant Costs	0.00			
	- Materials and Contractors	2,288.00			
	- Utilities	1,520.00			
	- Insurance	357.00			
SH04	<u>50 Dawson Street - Maintenance</u>				
	- Staff Wages	3,008.00			
	- Staff Overheads	2,407.00			
	- Plant Costs	500.00			
	- Materials and Contractors	1,688.00			
	- Utilities	2,172.00			
	- Insurance	643.00			
SH05	<u>5 Short Street - Maintenance</u>				
	- Staff Wages	897.00			
	- Staff Overheads	718.00			
	- Plant Costs	0.00			
	- Materials and Contractors	3,688.00			
	- Utilities	5,231.00			
	- Insurance	793.00			
SH06	<u>59 Smith Street - Maintenance</u>				
	- Staff Wages	897.00			
	- Staff Overheads	718.00			
	- Plant Costs	0.00			
	- Materials and Contractors	8,438.00			
	- Utilities	2,900.00			
	- Insurance	1,051.00			
SH07	<u>5 Wright Street - Maintenance</u>				
	- Staff Wages	1,789.00			
	- Staff Overheads	1,432.00			
	- Plant Costs	100.00			
	- Materials and Contractors	2,738.00			
	- Utilities	7,521.00			
	- Insurance	927.00			
090122	(Profit)/Loss on Disposal of Assets		0.00	0.00	0.00
	- See Asset Disposal Worksheet	0.00			
090133	Depreciation - Staff Housing		29,095.00	34,550.81	34,584.00
	- See Depreciation Worksheet	29,095.00			
090144	Admin Allocation - Staff Housing		19,791.00	21,335.60	21,469.00
	- See Admin Allocation Worksheet	19,791.00			
090145	Staff Housing Costs Allocated to Works and Services		(45,920.00)	(25,096.61)	(47,746.00)
	- Reallocation of Staff Housing Expenses to Program 4 and 11	(45,920.00)			
Sub Total	Staff Housing Expense	81,924.00	81,924.00	89,898.47	93,986.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
090150	Reimbursements and Charges - Staff Housing		(5,000.00)	(10,551.29)	(5,000.00)
	- <i>Utility Reimbursements</i>	(5,000.00)			
090151	Rent - 30A Dawson Street		0.00	0.00	0.00
	- <i>Staff Housing Rental Income: \$0/week (Planner)</i>	0.00			
090152	Rent - 30B Dawson Street		(13,000.00)	(2,000.00)	(13,000.00)
	- <i>Private Rental Income: WACHS Accommodation</i>	(13,000.00)			
090153	Rent - 50 Dawson Street		(12,500.00)	(12,750.00)	(12,500.00)
	- <i>Staff Housing Rental Income: \$250/week (Beverley Tyres)</i>	(12,500.00)			
090154	Rent - 5 Short Street		(4,420.00)	(4,420.00)	(4,420.00)
	- <i>Staff Housing Rental Income: \$85/week (Mal K)</i>	(4,420.00)			
090155	Rent - 5 Wright Street		(5,200.00)	(5,200.00)	(5,200.00)
	- <i>Staff Housing Rental Income: \$100/week (Pool Manager)</i>	(5,200.00)			
090156	Other Charges - 6 Barnsley Street		0.00	(198.98)	0.00
	- <i>Nil</i>	0.00			
090157	Other Charges - 59 Smith Street		0.00	0.00	0.00
	- <i>Nil</i>	0.00			
Sub Total	Staff Housing Income	(40,120.00)	(40,120.00)	(35,120.27)	(40,120.00)
Other Housing					
090200	Hunt Road Village - Maintenance		30,906.00	17,770.24	29,474.00
	- <i>Staff Wages</i>	5,292.00			
	- <i>Staff Overheads</i>	4,234.00			
	- <i>Plant Costs</i>	500.00			
	- <i>Materials and Contractors</i>	10,950.00			
	- <i>Utilities</i>	5,059.00			
	- <i>Insurance</i>	4,871.00			
090201	49A Dawson St (ILU) - Maintenance		5,374.00	2,713.47	5,295.00
	- <i>Staff Wages</i>	917.00			
	- <i>Staff Overheads</i>	733.00			
	- <i>Plant Costs</i>	0.00			
	- <i>Materials and Contractors</i>	2,388.00			
	- <i>Utilities</i>	595.00			
	- <i>Insurance</i>	741.00			
090202	49B Dawson St (ILU) - Maintenance		5,520.00	2,447.66	5,284.00
	- <i>Staff Wages</i>	917.00			
	- <i>Staff Overheads</i>	733.00			
	- <i>Plant Costs</i>	0.00			
	- <i>Materials and Contractors</i>	2,588.00			
	- <i>Utilities</i>	595.00			
	- <i>Insurance</i>	687.00			
090222	(Profit)/Loss on Disposal of Assets		0.00	0.00	0.00
	- <i>See Asset Disposal Worksheet</i>	0.00			
090233	Depreciation - Other Housing		57,980.00	53,719.16	53,654.00
	- <i>See Depreciation Worksheet</i>	57,980.00			
090244	Admin Allocation - Other Housing		24,020.00	25,785.97	26,057.00
	- <i>See Admin Allocation Worksheet</i>	24,020.00			
Sub Total	Other Housing Expense	123,800.00	123,800.00	102,436.50	119,764.00
090250	Reimbursements and Charges - Other Housing		0.00	0.00	0.00
	- <i>Nil</i>	0.00			
090251	Rent - Hunt Road Village		(70,200.00)	(72,300.00)	(78,000.00)
	- <i>9 Units at \$150/week</i>	(70,200.00)			
090252	Management Fee - ILUs		(7,384.00)	(7,384.00)	(7,384.00)
	- <i>49A Dawson St: Management Fee \$71/week</i>	(3,692.00)			
	- <i>49B Dawson St: Management Fee \$71/week</i>	(3,692.00)			
090253	Lease For Life Draw Down - ILUs		(11,988.00)	(11,988.00)	(11,988.00)
	- <i>49A Dawson St: Transfer from ILU Trust Account</i>	(5,994.00)			
	- <i>49B Dawson St: Transfer from ILU Trust Account</i>	(5,994.00)			
Sub Total	Other Housing Income	(89,572.00)	(89,572.00)	(91,672.00)	(97,372.00)
TOTAL	PROGRAM 9	76,032.00	76,032.00	65,542.70	76,258.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
PROGRAM 10	COMMUNITY AMENITIES				
Sanitation - Household Refuse					
100100	Refuse Collection Service		52,333.00	52,012.19	52,333.00
	- Avon Waste 676 Services at \$1.48 ea per week	52,333.00			
100101	Recycling Collection Service		52,333.00	51,663.43	51,802.00
	- Avon Waste 675 Services at \$2.96 ea per fortnight	52,333.00			
Sub Total	Sanitation - Household Refuse Expense	104,666.00	104,666.00	103,675.62	104,135.00
100150	Charges - Refuse Collection		(128,156.00)	(128,774.40)	(128,156.00)
	- 644 Services at \$199 per year	(128,156.00)			
100151	Charges - Recycling Collection		(55,625.00)	(57,093.71)	(55,625.00)
	- 625 Services at \$89 per year	(55,625.00)			
Sub Total	Sanitation - Household Refuse Income	(183,781.00)	(183,781.00)	(185,868.11)	(183,781.00)
Sanitation - Other					
100200	Council Street Bins and Kerbside Collection		36,656.00	59,340.94	36,024.00
	- Staff Wages	14,809.00			
	- Staff Overheads	11,847.00			
	- Plant Costs	10,000.00			
	- Materials and Contractors	0.00			
	- Utilities	0.00			
	- Insurance	0.00			
100201	Refuse Site - Maintenance		71,266.00	101,995.16	70,538.00
	- Staff Wages	32,865.00			
	- Staff Overheads	26,292.00			
	- Plant Costs	2,100.00			
	- Materials and Contractors	9,770.00			
	- Utilities	0.00			
	- Insurance	239.00			
100202	Bulk Recycling Bins		5,044.00	5,403.15	4,966.00
	- Avon Waste Co-Mingled at \$71 per fortnight (x2)	3,692.00			
	- Avon Waste Cardboard at \$52 per fortnight	1,352.00			
100203	E-Waste Collection		8,000.00	8,000.00	8,000.00
	- Contract Fee: Paul Rosser	8,000.00			
100233	Depreciation - Sanitation		3,270.00	1,959.93	3,199.00
	- See Depreciation Worksheet	3,270.00			
100244	Admin Allocation - Sanitation		7,950.00	8,591.82	8,624.00
	- See Admin Allocation Worksheet	7,950.00			
Sub Total	Sanitation - Other Expense	132,186.00	132,186.00	185,291.00	131,351.00
100250	Charges - Refuse Site		(500.00)	(558.19)	(500.00)
	- Refuse Dumping Charges	(500.00)			
100251	Charges - Sullage Dumping		(2,000.00)	(2,760.00)	(2,000.00)
	- Sullage Dumping Charges	(2,000.00)			
Sub Total	Sanitation - Other Income	(2,500.00)	(2,500.00)	(3,318.19)	(2,500.00)
Urban Stormwater Drainage					
100400	Stormwater Drainage - Maintenance		32,040.00	6,483.56	30,943.00
	- Staff Wages	9,293.00			
	- Staff Overheads	7,899.00			
	- Plant Costs	14,848.00			
	- Materials and Contractors	0.00			
100401	Stormwater Collection Dams - Maintenance		5,526.00	5,597.39	7,237.00
	- Staff Wages	1,177.00			
	- Staff Overheads	941.00			
	- Plant Costs	250.00			
	- Materials and Contractors	2,000.00			
	- Utilities	747.00			
	- Insurance	411.00			
100402	Interest - Storm Water Dams - Loan 119		0.00	513.31	567.00
	- See Loan Worksheet (Interest)	0.00			
	- See Loan Worksheet (Guarantee Fee)	0.00			
100433	Depreciation - Storm Water Collection Dams		53,155.00	51,037.94	51,039.00
	- See Depreciation Worksheet	53,155.00			
Sub Total	Urban Stormwater Drainage Expense	90,721.00	90,721.00	63,632.20	89,786.00

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100450	Grant - Misc - Drainage - Nil	0.00	0.00	0.00	0.00
Sub Total	Urban Stormwater Drainage Income	0.00	0.00	0.00	0.00
Protection Of Environment					
100500	Drum Muster - Staff Wages - Staff Overheads - Plant Costs - Materials and Contractors	948.00 806.00 0.00 2,000.00	3,754.00	4,204.67	3,647.00
100501	Environmental Services - Revegetation of County Peak/Morbinning Reserve	0.00	0.00	0.00	0.00
100544	Admin Allocation - Protection of Environment - See Admin Allocation Worksheet	5,751.00	5,751.00	6,151.93	6,239.00
Sub Total	Protection Of Environment Expense	9,505.00	9,505.00	10,356.60	9,886.00
100550	Reimbursements - Drum Muster - Reimbursement at Cost	(3,754.00)	(3,754.00)	(3,090.70)	(3,647.00)
Sub Total	Protection Of Environment Income	(3,754.00)	(3,754.00)	(3,090.70)	(3,647.00)
Town Planning & Regional Development					
100600	Planning Officer - Contract/Salary - Planner Normal Salary - Annual Leave - Annual Leave Loading - Public Holiday Leave - Sick Leave - Long Service Leave - Superannuation - Uniform Allowance - Telstra Samsung Tablet 4G Charges 2Gb Data (\$20/mth) - Mobile Phone (\$35/mth)	80,465.00 7,381.00 0.00 4,419.00 3,691.00 0.00 9,596.00 450.00 240.00 420.00	106,662.00	104,136.03	106,804.00
100601	Town Planning Scheme Review - Mapping Service - TPS Review Advertising & Public Consultation	0.00 0.00	0.00	0.00	0.00
100602	Other Planning Expenses - Advertising - Legal Fees - Mapping Expenses - Other	1,500.00 5,000.00 1,000.00 1,500.00	9,000.00	2,257.65	9,000.00
100644	Admin Allocation - Town Planning - See Admin Allocation Worksheet	76,121.00	76,121.00	81,808.24	82,574.00
Sub Total	Town Planning & Regional Development Expense	191,783.00	191,783.00	188,201.92	198,378.00
100650	Town Planning Service Fees - Processing of Planning Applications	(5,000.00)	(5,000.00)	(8,470.72)	(5,000.00)
Sub Total	Town Planning & Regional Development Income	(5,000.00)	(5,000.00)	(8,470.72)	(5,000.00)

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Other Community Amenities					
100700	Public Conveniences - Maintenance		75,362.00	84,291.41	71,661.00
	- Staff Wages	36,387.00			
	- Staff Overheads	29,110.00			
	- Plant Costs	500.00			
	- Materials and Contractors	6,716.00			
	- Utilities	2,157.00			
	- Insurance	492.00			
100701	Cemetery - Maintenance		45,441.00	42,514.09	46,066.00
	- Staff Wages	19,793.00			
	- Staff Overheads	15,835.00			
	- Plant Costs	5,000.00			
	- Materials and Contractors	4,650.00			
	- Utilities	0.00			
	- Insurance	163.00			
100744	Admin Allocation - Other Community Amenities		17,085.00	18,325.07	18,533.00
	- See Admin Allocation Worksheet	17,085.00			
Sub Total	Other Community Amenities Expense	137,888.00	137,888.00	145,130.57	136,260.00
100750	Reservation Fees - Cemetery		(350.00)	(545.48)	(350.00)
	- Grave Site Reservations	(350.00)			
100751	Charges - Grave Digging		(15,000.00)	(23,680.01)	(10,000.00)
	- Grave Digging and Associated Charges	(15,000.00)			
100752	Charges - Niche Wall		(1,000.00)	(988.91)	(1,000.00)
	- Niche Wall and Associated Charges	(1,000.00)			
Sub Total	Other Community Amenities Income	(16,350.00)	(16,350.00)	(25,214.40)	(11,350.00)
TOTAL	PROGRAM 10	455,364.00	455,364.00	470,325.79	463,518.00

**SHIRE OF BEVERLEY
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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
PROGRAM 11	RECREATION AND CULTURE				
Public Halls & Civic Centres					
110100	Old School Building - Maintenance		12,093.00	14,328.41	10,994.00
	- Staff Wages	2,631.00			
	- Staff Overheads	2,105.00			
	- Plant Costs	0.00			
	- Materials and Contractors	3,388.00			
	- Utilities	1,657.00			
	- Insurance	2,312.00			
110101	Halls - Maintenance		73,063.00	56,664.98	61,140.00
HM01	Town Hall - Maintenance				
	- Staff Wages	13,595.00			
	- Staff Overheads	10,876.00			
	- Plant Costs	200.00			
	- Materials and Contractors	12,880.00			
	- Utilities	5,357.00			
	- Insurance	11,234.00			
HM02	Lesser Hall - Maintenance				
	- Staff Wages	2,514.00			
	- Staff Overheads	2,011.00			
	- Plant Costs	0.00			
	- Materials and Contractors	2,450.00			
	- Utilities	0.00			
	- Insurance	0.00			
HM03	Morbining Hall - Maintenance				
	- Staff Wages	1,076.00			
	- Staff Overheads	861.00			
	- Plant Costs	200.00			
	- Materials and Contractors	1,350.00			
	- Utilities	0.00			
	- Insurance	787.00			
HM04	Bally Bally Hall - Maintenance				
	- Staff Wages	1,076.00			
	- Staff Overheads	861.00			
	- Plant Costs	0.00			
	- Materials and Contractors	4,350.00			
	- Utilities	0.00			
	- Insurance	1,385.00			
110105	Old Fire Station (Men's Shed) - Maintenance		5,373.00	3,107.40	8,456.00
	- Staff Wages	1,076.00			
	- Staff Overheads	861.00			
	- Plant Costs	0.00			
	- Materials and Contractors	1,438.00			
	- Utilities	1,001.00			
	- Insurance	997.00			
110106	Cornerstone Community Centre - Maintenance		98,529.00	77,882.21	94,683.00
	- Staff Wages	11,602.00			
	- Staff Overheads	9,282.00			
	- Plant Costs	0.00			
	- Materials and Contractors	16,668.00			
	- Utilities	11,311.00			
	- Insurance	10,131.00			
	- CRC Library Services Contribution (\$25,000 p.a. + CPI)	25,672.00			
	- CRC Building Management Fee (\$8,500 p.a. + CPI)	8,728.00			
	- CRC Tourist Centre Management Fee (\$5,000 p.a. + CPI)	5,135.00			
110107	Interest - Cornerstone Community Centre - Loan 120		27,812.00	26,821.21	29,535.00
	- See Loan Worksheet (Interest)	23,104.00			
	- See Loan Worksheet (Guarantee Fee)	4,708.00			
110133	Depreciation - Public Halls and Civic Centres		219,603.00	209,310.50	214,502.00
	- See Depreciation Worksheet	219,603.00			
110144	Admin Allocation - Public Halls and Civic Centres		30,619.00	32,937.87	33,214.00
	- See Admin Allocation Worksheet	30,619.00			
Sub Total	Public Halls & Civic Centres Expense	467,092.00	467,092.00	421,052.58	452,524.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
110150	Reimbursement and Charges - Public Halls - <i>Hall Hire Charges</i>	(5,000.00)	(5,000.00)	(4,802.86)	(5,000.00)
110151	Reimbursement and Charges - Old School Building - <i>Lease Charge</i> - <i>Utility Cost Reimbursement</i>	0.00 0.00	0.00	(7,065.91)	0.00
110152	Grant - Misc - Public Halls and Civic Centres - <i>Nil</i>	0.00	0.00	0.00	0.00
110153	Reimbursement and Charges - Cornerstone Community Centre - <i>Lease Charge CRC (\$12,000 p.a. + CPI)</i> - <i>Lease Charge Office 1 (\$100/week)</i> - <i>Lease Charge Office 2 (\$150/week)</i> - <i>Lease Charge Office 3 (\$90/week)</i> - <i>Lease Charge Office 4 (\$220/week)</i> - <i>Lease Charge Creche (\$350/week)</i> - <i>Conference/Training Room Hire - Hourly</i> - <i>Conference/Training Room Hire - Daily</i> - <i>Utility Cost Reimbursement (45% Tenant - 55% Council)</i>	(12,156.00) (2,600.00) (6,600.00) (4,680.00) (11,440.00) (18,200.00) (100.00) (700.00) (5,090.00)	(61,566.00)	(63,153.40)	(61,848.00)
Sub Total	Public Halls & Civic Centres Income	(66,566.00)	(66,566.00)	(75,022.17)	(66,848.00)
Swimming Areas and Beaches					
110200	Swimming Pool - Maintenance - <i>Staff Wages</i> - <i>Staff Overheads</i> - <i>Plant Costs</i> - <i>Materials and Contractors</i> - <i>Management Fee (Fixed Price Contract Expiry: April 2023)</i> - <i>Utilities</i> - <i>Insurance</i>	2,437.00 1,950.00 1,000.00 20,535.00 72,000.00 18,374.00 6,673.00	122,969.00	122,678.71	117,262.00
110201	Swimming Pool - Staff Housing Costs - <i>Reallocated from Program 9</i>	9,307.00	9,307.00	4,916.93	8,832.00
110233	Depreciation - Swimming Pool - <i>See Depreciation Worksheet</i>	62,170.00	62,170.00	62,742.75	59,972.00
110244	Admin Allocation - Swimming Pool - <i>See Admin Allocation Worksheet</i>	40,429.00	40,429.00	43,540.25	43,856.00
Sub Total	Swimming Areas and Beaches Expense	234,875.00	234,875.00	233,878.64	229,922.00
110250	Swimming Pool Fees - Daily - <i>Daily Takings</i>	(3,000.00)	(3,000.00)	(2,364.58)	(3,000.00)
110251	Swimming Pool Fees - Season - <i>Season Pass Sales</i>	(3,000.00)	(3,000.00)	(4,462.73)	(3,000.00)
110252	Reimbursements and Charges - Swimming Pool - <i>Nil</i>	0.00	0.00	0.00	0.00
110253	Grant - Misc - Swimming Pool - <i>Nil</i>	0.00	0.00	0.00	0.00
Sub Total	Swimming Areas and Beaches Income	(6,000.00)	(6,000.00)	(6,827.31)	(6,000.00)

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
Other Recreation & Sport					
110300	Parks, Gardens and Reserves - Maintenance		125,943.00	123,285.61	108,117.00
	- Staff Wages	39,009.00			
	- Staff Overheads	31,207.00			
	- Plant Costs	20,700.00			
	- Materials and Contractors	15,550.00			
	- Utilities	15,000.00			
	- Insurance	4,477.00			
110301	Recreation Ground - Maintenance		130,372.00	97,202.10	125,588.00
	- Staff Wages	41,708.00			
	- Staff Overheads	33,367.00			
	- Plant Costs	20,000.00			
	- Materials and Contractors	23,950.00			
	- Utilities	7,304.00			
	- Insurance	4,043.00			
110302	Function and Recreation Centre - Maintenance		71,527.00	41,884.43	62,943.00
	- Staff Wages	22,003.00			
	- Staff Overheads	17,603.00			
	- Plant Costs	0.00			
	- Materials and Contractors	11,600.00			
	- Utilities	12,893.00			
	- Insurance	7,428.00			
110303	Gymnasium Equipment - Maintenance		17,000.00	3,815.00	6,000.00
	- Equipment Servicing	1,000.00			
	- Equipment Replacement: Items \$5,000 or Less	16,000.00			
110304	Cropping Land Lease - Expense		7,000.00	6,750.00	7,000.00
	- Bethany Road - Avon Loc 27959 - Lease M355805	3,500.00			
	- Kokeby East Road - Avon Loc 28804 - Lease M252204	3,500.00			
110305	Insurance Subsidy		4,219.00	3,966.00	3,966.00
	- Bowling Club Insurance Expense	3,714.00			
	- Pony Club Insurance Expense	505.00			
110307	Interest - Bowling Club - Loan 117		461.00	1,465.87	1,597.00
	- See Loan Worksheet (Interest)	279.00			
	- See Loan Worksheet (Guarantee Fee)	182.00			
110308	Interest - Function and Rec Centre - Loan 118		37,000.00	36,823.08	39,265.00
	- See Loan Worksheet (Interest)	32,155.00			
	- See Loan Worksheet (Guarantee Fee)	4,845.00			
110309	Other Expenses - Other Recreation and Sport		0.00	0.00	0.00
	- Other Expenses	0.00			
110322	(Profit)/Loss on Disposal of Assets		0.00	3,531.58	0.00
	- See Asset Disposal Worksheet	0.00			
110333	Depreciation - Other Recreation		291,637.00	278,119.66	261,065.00
	- See Depreciation Worksheet	291,637.00			
110344	Admin Allocation - Other Recreation		45,165.00	48,655.12	48,994.00
	- See Admin Allocation Worksheet	45,165.00			
Sub Total	Other Recreation & Sport Expense	730,324.00	730,324.00	645,498.45	664,535.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
110350	Reimbursements and Charges - Other Recreation		(11,615.00)	(20,121.67)	(12,751.00)
	- Football Club (per Season)	(3,600.00)			
	- Beverley Netball Club (per Season)	(550.00)			
	- Redbacks Netball Club (per Season)	(550.00)			
	- Cricket Club (per Season)	(550.00)			
	- Hockey Club (per Season)	(550.00)			
	- Tennis Club (per Season)	(605.00)			
	- Horse and Pony Club (per Season)	(605.00)			
	- Beverley Districts Motor Cycle Club (Ulinga Park per Season)	(1,144.00)			
	- Beverley Off Road Motor Sports Association (BORMSA) (per Season)	(2,000.00)			
	- Tractor Pull (Old Racecourse - 4 events)	(1,000.00)			
	- SSL - Loan 117 - Interest & Guarantee Fee (Bowls Club)	(461.00)			
110351	Cropping Land Lease - Income		(51,660.00)	(53,252.00)	(44,728.00)
	- B Hunt (expires 31 March 2024)	(2,900.00)			
	- Beverley Football Club (expires 31 March 2024)	(1,950.00)			
	- Beverley Tennis Club (expires 31 March 2024)	(2,000.00)			
	- D & R Ridgway (expires 31 March 2024)	(9,760.00)			
	- Roesland Farms (expires 31 March 2024)	(35,050.00)			
110352	Membership Fees - Gym		(4,500.00)	(5,704.57)	(4,500.00)
	- Annual Membership Income	(4,500.00)			
110353	Grant - Misc - Other Recreation		(77,893.00)	(1,104,163.14)	(760,056.00)
	- Local Road & Community Infrastructure Program-Rnd 1 10%	(34,047.00)			
	- Local Road & Community Infrastructure Program-Rnd 1 CL	(43,846.00)			
110354	Leasehold Contribution (Non-Cash)		0.00	0.00	0.00
	- Leasehold Value brought to Account.	0.00			
Sub Total	Other Recreation & Sport Income	(145,668.00)	(145,668.00)	(1,183,241.38)	(822,035.00)
Libraries					
110500	Other Expenses - Library		2,200.00	60.00	3,400.00
	- Replacement Books	100.00			
	- Library Cards	100.00			
	- AMLIB Training	0.00			
	- AMLIB Subscription	1,200.00			
	- Bulk Freight Charges	800.00			
110501	Salaries, Wages and Super - Library		0.00	0.00	0.00
	- Managed by the CRC	0.00			
110502	Depreciation - Library		0.00	0.00	0.00
	- See Depreciation Worksheet	0.00			
110503	Admin Allocation - Library		2,876.00	3,141.41	3,119.00
	- See Admin Allocation Worksheet	2,876.00			
Sub Total	Libraries Expense	5,076.00	5,076.00	3,201.41	6,519.00
110550	Fees and Charges - Library		(200.00)	(45.45)	(200.00)
	- Library Card Charges	(100.00)			
	- Lost/Damaged Library Book Charges	(100.00)			
Sub Total	Libraries Income	(200.00)	(200.00)	(45.45)	(200.00)
Other Culture					
110600	Old Court House - Maintenance		27,988.00	27,906.33	31,414.00
	- Staff Wages	10,546.00			
	- Staff Overheads	8,437.00			
	- Plant Costs	0.00			
	- Materials and Contractors	3,988.00			
	- Utilities	1,479.00			
	- Insurance	3,538.00			
110601	Railway Station Gallery and Platform Theatre - Maintenance		19,785.00	16,163.02	22,730.00
	- Staff Wages	2,491.00			
	- Staff Overheads	1,993.00			
	- Plant Costs	100.00			
	- Materials and Contractors	6,138.00			
	- Utilities	4,082.00			
	- Insurance	4,981.00			
110633	Depreciation - Other Culture		71,698.00	72,942.75	66,208.00
	- See Depreciation Worksheet	71,698.00			
110644	Admin Allocation - Other Culture		35,862.00	38,482.61	38,901.00
	- See Admin Allocation Worksheet	35,862.00			
Sub Total	Other Culture Expense	155,333.00	155,333.00	155,494.71	159,253.00
110650	Grants - Misc - Heritage Buildings		0.00	(3,085.00)	0.00
	- Nil	0.00			
Sub Total	Other Culture Income	0.00	0.00	(3,085.00)	0.00
TOTAL	PROGRAM 11	1,374,266.00	1,374,266.00	190,904.48	617,670.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
PROGRAM 12	TRANSPORT				
Streets, Roads, Bridges & Depot Maintenance					
120200	Road - Maintenance		786,726.00	846,592.87	838,795.00
	- Staff Wages	167,763.00			
	- Staff Overheads	116,673.00			
	- Plant Costs	171,209.00			
	- Materials and Contractors	228,081.00			
	- Maitland Rd Tree Removal	5,000.00			
	- Relief Staff Provision	45,000.00			
	- Relief Staff Over Head Provision	36,000.00			
	- Overtime Provision	17,000.00			
120201	Bridge - Maintenance		128,894.00	72,310.60	79,389.00
	- Staff Wages	17,559.00			
	- Staff Overheads	14,925.00			
	- Plant Costs	36,410.00			
	- Materials and Contractors	60,000.00			
120202	Footpath - Maintenance		36,032.00	6,798.35	34,986.00
	- Staff Wages	8,748.00			
	- Staff Overheads	7,436.00			
	- Plant Costs	14,848.00			
	- Materials and Contractors	5,000.00			
120203	Depot - Maintenance		46,136.00	37,197.90	47,300.00
	- Staff Wages	11,668.00			
	- Staff Overheads	9,452.00			
	- Plant Costs	1,000.00			
	- Materials and Contractors	19,600.00			
	- Utilities	2,918.00			
	- Insurance	1,498.00			
120204	Street Lighting		25,000.00	23,281.00	25,000.00
	- Western Power Utility Charge	25,000.00			
120205	Traffic Control Signs and Equipment		2,000.00	897.07	2,000.00
	- Control Sign and Equipment Purchases	2,000.00			
120206	Asset Inventory Control		18,000.00	20,675.11	47,800.00
	- RAMM Subscription	6,500.00			
	- RAMM Training	1,500.00			
	- Asset Management Consultant (\$125/hr)	10,000.00			
	- Infrastructure Revaluation (Due 2022/23)	0.00			
	- Building Revaluation (Due 2025/26)	0.00			
120207	Interest - Vincent Street Streetscape - Loan 121		0.00	0.00	0.00
	- See Loan Worksheet (Interest)	0.00			
	- See Loan Worksheet (Guarantee Fee)	0.00			
120222	(Profit)/Loss on Disposal of Assets - Transport		0.00	0.00	0.00
	- See Asset Disposal Worksheet	0.00			
120233	Depreciation - Transport		1,259,237.00	1,258,792.34	1,258,783.00
	- See Depreciation Worksheet	1,259,237.00			
120244	Admin Allocation - Transport		152,919.00	151,574.28	165,882.00
	- See Admin Allocation Worksheet	152,919.00			
120299	Loss on Revaluation of Non-Current Assets (Non-Cash)		0.00	0.00	0.00
	- Not anticipated	0.00			
Sub Total	Streets, Roads, Bridges & Depot Mtnc Expense	2,454,944.00	2,454,944.00	2,418,119.52	2,499,935.00
120250	Grant - MRWA - Direct Grant		(124,010.00)	(117,100.00)	(117,100.00)
	- Untied Road Maintenance Grant	(124,010.00)			
120251	Grant - MRWA - RRG		(357,503.00)	(344,370.00)	(344,370.00)
	- Regional Road Group Funding	(357,503.00)			
120252	Grant - MRWA - Blackspot		0.00	0.00	0.00
	- Blackspot Funding	0.00			
120253	Grant - Roads to Recovery		(303,652.00)	(303,652.00)	(303,652.00)
	- Roads To Recovery Funding	(303,652.00)			
120254	LGGC Grant - Roads		(215,817.00)	(488,246.00)	(211,912.00)
	- Untied Road Maintenance Grant	(215,817.00)			
120255	Grant - LGGC Special - Bridges		(220,965.00)	0.00	0.00
	- Bridge 3203 - Kokeby East Road Funding	(220,965.00)			
120256	Reimbursements and Charges - Transport		(2,684,783.00)	(1,991.20)	(1,539,122.00)
	- Building Better Regions Fund - Vincent St Streetscape Project	(1,534,122.00)			
	- Local Road & Community Infrastructure Program-Round 2	(81,957.00)			
	- Local Road & Community Infrastructure Program-Round 2 CL	(191,235.00)			
	- Local Road & Community Infrastructure Program-Round 3	(680,938.00)			
	- Develop. WA Capital Contribution (Industrial Land Road) CL	(191,531.00)			
	- Austral Brick Road Maintenance Contribution (Edison Mill Rd)	(5,000.00)			
	- Trails Grant Funding - County Peak Interpretation Signage	0.00			
	- Qualandry Crossing Design Funding	0.00			
120257	WANDRRA - Natural Disaster Recovery Funding		0.00	0.00	0.00
	- Nil	0.00			
Sub Total	Streets, Roads, Bridges & Depot Mtnc Income	(3,906,730.00)	(3,906,730.00)	(1,255,359.20)	(2,516,156.00)

**SHIRE OF BEVERLEY
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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
Traffic Control					
120500	Salaries, Wages and Super - Vehicle Licensing		50,572.00	53,647.32	49,607.00
	- Staff Wages	45,224.00			
	- Superannuation	5,348.00			
120501	Other Expenses - Vehicle Licensing		1,000.00	2,401.05	1,000.00
	- Sundry Expenses	1,000.00			
120544	Admin Allocation - Vehicle Licensing		0.00	0.00	0.00
	- See Admin Allocation Worksheet	0.00			
Sub Total	Traffic Control Expense	51,572.00	51,572.00	56,048.37	50,607.00
120550	Commissions - Vehicle Licensing		(35,000.00)	(34,604.90)	(35,000.00)
	- Department of Transport Licensing Commission	(35,000.00)			
Sub Total	Traffic Control Income	(35,000.00)	(35,000.00)	(34,604.90)	(35,000.00)
Aerodromes					
120600	Aerodrome - Maintenance		13,871.00	9,794.21	13,159.00
	- Staff Wages	2,247.00			
	- Staff Overheads	1,798.00			
	- Plant Costs	2,000.00			
	- Materials and Contractors	4,350.00			
	- Utilities	2,933.00			
	- Insurance	543.00			
Sub Total	Aerodromes Expense	13,871.00	13,871.00	9,794.21	13,159.00
120650	Charges - Aerodrome		(8,500.00)	(10,052.68)	(8,500.00)
	- Annual Lease Charge	(4,000.00)			
	- Hangar Fees (\$100 per Glider)	(3,000.00)			
	- Water Cost Reimbursement	(1,500.00)			
Sub Total	Aerodromes Income	(8,500.00)	(8,500.00)	(10,052.68)	(8,500.00)
TOTAL	PROGRAM 12	(1,429,843.00)	(1,429,843.00)	1,183,945.32	4,045.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
PROGRAM 13	ECONOMIC SERVICES				
Rural Services					
130100	Noxious Weed and Vermin Control		21,146.00	5,085.05	20,880.00
	- Staff Wages	6,470.00			
	- Staff Overheads	5,176.00			
	- Plant Costs	4,000.00			
	- Materials and Contractors	5,500.00			
	- Utilities	0.00			
	- Insurance	0.00			
130144	Admin Allocation - Rural Services		0.00	0.00	0.00
	- See Admin Allocation Worksheet	0.00			
Sub Total	Rural Services Expense	21,146.00	21,146.00	5,085.05	20,880.00
Nil					
Sub Total	Rural Services Income	0.00	0.00	0.00	0.00
Tourism & Area Promotion					
130200	Tourism and Area Promotion Initiatives		76,845.00	6,064.82	35,800.00
	- Tourism Association Subscription	8,395.00			
	- Marketing & Promotion	10,000.00			
	- Beverley Tourist Information Booklets, Brochures & Maps	5,700.00			
	- Beverley Tourism Website Update	0.00			
	- Brand Merchandise	2,500.00			
	- Reserves Signage & Trail Markers	6,000.00			
	- "Be Very You" Social Media Competition Prize	0.00			
	- Augmented Reality App (Vincent St Heritage Trail Project)	40,000.00			
	- Other	4,250.00			
130201	Caravan Park & Onsite Cabin - Maintenance		102,508.00	46,014.43	36,906.00
	- Staff Wages	20,639.00			
	- Staff Overheads	16,511.00			
	- Plant Costs	2,000.00			
	- Materials and Contractors	38,710.00			
	- Utilities	21,953.00			
	- Insurance	2,695.00			
130204	Dead Finish Museum - Maintenance		8,815.00	5,598.25	7,900.00
	- Staff Wages	574.00			
	- Staff Overheads	459.00			
	- Plant Costs	0.00			
	- Materials and Contractors	3,838.00			
	- Utilities	1,358.00			
	- Insurance	2,586.00			
130205	Avondale - Maintenance		38,200.00	4,759.82	24,200.00
	- Staff Wages	0.00			
	- Staff Overheads	0.00			
	- Plant Costs	0.00			
	- Materials and Contractors	38,200.00			
	- Utilities	0.00			
	- Insurance	0.00			
130206	Salaries, Wages and Super - Area Promotion		28,630.00	23,323.32	28,951.00
	- Adobe InDesign Licence (1 Year) - Tourism Officer	350.00			
	- Staff Wages - Tourism Officer	25,709.00			
	- Superannuation - Tourism Officer	2,571.00			
130233	Depreciation - Area Promotion		22,641.00	9,709.43	8,036.00
	- See Depreciation Worksheet	22,641.00			
130244	Admin Allocation - Area Promotion		69,016.00	65,053.93	74,867.00
	- See Admin Allocation Worksheet	69,016.00			
Sub Total	Tourism & Area Promotion Expense	346,655.00	346,655.00	160,524.00	216,660.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
130250	Charges - Caravan Park - Caravan Park Fees - Insurance Reimbursement	(40,000.00) 0.00	(40,000.00)	(47,949.93)	(40,000.00)
130251	Reimbursements and Charges - Area Promotion - State Heritage Council Grant Funding - Visitor Booklet Contribution - Be Very You Competition Contribution	(20,000.00) (3,000.00) 0.00	(23,000.00)	(582,073.15)	(3,750.00)
130252	Charges - Onsite Cabins - Single Bedroom Cabin Fees (\$109 ex GST/night) - Double Bedroom Cabin Fees (\$127 ex GST/night) - Insurance Reimbursement	(29,895.00) (32,955.00) 0.00	(62,850.00)	0.00	0.00
Sub Total	Tourism & Area Promotion Income	(125,850.00)	(125,850.00)	(630,023.08)	(43,750.00)
Building Control					
130300	Other Expenses - Building Control - Sundry Expenses	400.00	400.00	455.00	400.00
130301	Building Surveyor - Contract/Salary - Building Surveyor Contract Salary: \$300/Week - Building Surveyor Contract Salary: Superannuation - Building Surveyor LSL	7,800.00 1,560.00 7,800.00	17,160.00	15,282.00	17,082.00
130344	Admin Allocation - Building Control - See Admin Allocation Worksheet	33,832.00	33,832.00	36,388.32	36,699.00
Sub Total	Building Control Expense	51,392.00	51,392.00	52,125.32	54,181.00
130350	Building Fees - Building Permits - Licence Application Fees	(6,000.00)	(6,000.00)	(8,653.60)	(6,000.00)
130351	Building Fees - Occupancy - Licence Application Fees	0.00	0.00	0.00	0.00
130352	Building Fees -Septic Tanks - Sceptic Tank Application Fees	(1,500.00)	(1,500.00)	(2,124.00)	(1,500.00)
130353	Commission - BCITF/BSL - Commission from Building Commission	(300.00)	(300.00)	(320.50)	(300.00)
130354	Reimbursements and Charges - Building Control - Building Inspections - Legal Fee Reimbursement	(100.00) 0.00	(100.00)	0.00	(100.00)
Sub Total	Building Control Income	(7,900.00)	(7,900.00)	(11,098.10)	(7,900.00)
Economic Development					
130400	Economic Development Initiatives - Economic Development Program	0.00	0.00	0.00	0.00
130422	(Profit)/Loss on Disposal of Assets - See Asset Disposal Worksheet	0.00	0.00	0.00	0.00
130444	Admin Allocation - Economic Development - See Admin Allocation Worksheet	27,065.00	27,065.00	29,058.20	29,360.00
Sub Total	Economic Development Expense	27,065.00	27,065.00	29,058.20	29,360.00
130450	Contributions - Business Community - Local Business Project Contributions	0.00	0.00	0.00	0.00
Sub Total	Economic Development Income	0.00	0.00	0.00	0.00
Public Standpipes					
130500	Public Standpipes - Maintenance - Staff Wages - Staff Overheads - Plant Costs - Materials and Contractors - Utilities - Insurance	800.00 640.00 500.00 6,000.00 33,494.00 0.00	41,434.00	41,215.96	45,749.00
130533	Depreciation - Public Standpipes - See Depreciation Worksheet	2,500.00	2,500.00	2,499.90	2,500.00
130544	Admin Allocation - Public Standpipes - See Admin Allocation Worksheet	25,543.00	25,543.00	27,487.51	27,708.00
Sub Total	Public Standpipes Expense	69,477.00	69,477.00	71,203.37	75,957.00
130550	Charges - Public Standpipes - Standpipe Swipe Card Charges - Standpipe Water Charges	(100.00) (33,494.00)	(33,594.00)	(29,988.72)	(38,026.00)
Sub Total	Public Standpipes Income	(33,594.00)	(33,594.00)	(29,988.72)	(38,026.00)

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
Other Economic Services					
130600	Beverley Blarney Production Expenses		22,500.00	19,896.45	22,500.00
	- Production Costs (\$1,000/mth under Contract)	12,000.00			
	- Production Costs (\$250/mth Printing/Distribution)	3,000.00			
	- Materials	7,500.00			
130644	Admin Allocation - Other Economic Services		55,653.00	59,818.13	60,371.00
	- See Admin Allocation Worksheet	55,653.00			
Sub Total	Other Economic Services Expense	78,153.00	78,153.00	79,714.58	82,871.00
130650	Advertising Sales - Beverley Blarney		(30,000.00)	(33,155.22)	(30,000.00)
	- Blarney Advertising Sales	(30,000.00)			
Sub Total	Other Economic Services Income	(30,000.00)	(30,000.00)	(33,155.22)	(30,000.00)
TOTAL	PROGRAM 13	396,544.00	396,544.00	(306,554.60)	360,233.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
PROGRAM 14	OTHER PROPERTY AND SERVICES				
Private Works					
140150	Profit on Private Works		(2,390.00)	(8,226.78)	(2,362.00)
	- Staff Wages	1,896.00			
	- Staff Overheads	1,612.00			
	- Plant Costs	7,440.00			
	- Materials and Contractors	1,000.00			
	- Private Works Charges	(14,338.00)			
Sub Total	Private Works	(2,390.00)	(2,390.00)	(8,226.78)	(2,362.00)
Public Works Overheads					
140200	Superannuation - Works		108,231.00	84,095.01	95,795.00
	- Compulsory Superannuation 10.00%	108,231.00			
140201	Leave Expense - Works		211,505.00	190,916.87	180,387.00
	- Annual Leave	79,149.00			
	- Annual Leave Loading	13,851.00			
	- Public Holiday Leave	47,436.00			
	- Sick Leave	38,633.00			
	- Long Service Leave	32,436.00			
140202	Service Pay and Industry Allowance		45,759.00	39,731.55	50,392.00
	- Works Staff Allowances	45,759.00			
140203	Insurance - Works		47,955.00	41,733.60	41,128.00
	- See Insurance Allocation Worksheet	47,955.00			
140204	MOW and Other Salaries		80,512.00	95,123.29	81,414.00
	- Telstra Samsung Tablet 4G Charges 2Gb Data (\$20/mth)	240.00			
	- MOW Salary Allowance ex. Leave Entitlements	80,272.00			
140205	Staff Training - Works		17,000.00	18,537.71	18,500.00
	- Traffic Management	5,000.00			
	- Chainsaw	3,500.00			
	- MOW Conference	3,000.00			
	- Other	5,500.00			
140206	Protective Clothing		13,059.00	5,324.37	17,050.00
	- Staff Uniforms	8,550.00			
	- Personal Protective Equipment	4,509.00			
140207	Occupational Health and Safety		17,564.00	15,910.56	15,240.00
	- LGIS Regional Risk Coordinator	8,034.00			
	- Provide Basic First Aid	3,000.00			
	- PBF Corporate Subscription	2,000.00			
	- Other Health & Safety	4,530.00			
140208	Fringe Benefits Tax - Works		0.00	0.00	0.00
	- Nil	0.00			
140209	Other Expenses - Works		1,500.00	6,195.51	1,500.00
	- Wage Rise Provision	0.00			
	- Advertising	1,500.00			
140210	Minor Plant Costs		15,000.00	13,520.15	15,000.00
	- Sundry Plant Purchases	15,000.00			
140244	Admin Allocation - Works		85,425.00	119,112.72	92,666.00
	- See Admin Allocation Worksheet	85,425.00			
140255	Public Works Overheads Allocated to Works		(643,510.00)	(630,201.34)	(609,072.00)
	- Less allocated to works and services	(643,510.00)			
Sub Total	Public Works Overheads	0.00	0.00	0.00	0.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
Plant Operation Costs					
140300	Insurance - Plant		15,500.00	17,888.59	15,818.00
	- See Insurance Allocation Worksheet	15,500.00			
140301	Fuel and Oils		170,000.00	124,868.32	170,000.00
	- Fuel and Oil allocations	170,000.00			
140302	Tyres and Tubes		20,000.00	12,795.62	20,000.00
	- General Tyres and Tubes	20,000.00			
140303	Parts and Repairs		94,000.00	85,418.56	110,276.00
	- General Parts, Repairs and Servicing	85,000.00			
	- Tie Down Chains & Load Bearing Accreditation	4,000.00			
	- Other Sundry Expenses	5,000.00			
140304	Internal Repair Wages		93,150.00	89,852.48	100,201.00
	- Mechanic Wages (ex. Leave Allowance)	50,351.00			
	- Mechanic Overheads	42,799.00			
140305	Licences - Plant		9,991.00	9,891.15	9,700.00
	- Vehicle Licensing Expense	8,240.00			
	- No Fault Insurance Expense	1,751.00			
140322	(Profit)/Loss on Disposal of Assets - POC		(46,600.00)	14,735.80	(11,364.00)
	- See Asset Disposal Worksheet (Profit)	(72,600.00)			
	- See Asset Disposal Worksheet Loss	26,000.00			
140333	Depreciation - Plant		248,734.00	255,404.15	233,040.00
	- See Depreciation Worksheet	248,734.00			
140344	Admin Allocation - POC		21,145.00	22,775.40	22,937.00
	- See Admin Allocation Worksheet	21,145.00			
140355	Plant Operation Costs Allocated to Works		(625,920.00)	(633,630.07)	(670,608.00)
	- As allocated to Works and Services.	(625,920.00)			
Sub Total	Plant Operation Costs	0.00	0.00	0.00	0.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
Stock Fuels & Oils					
140400	Purchase of Stock Materials		0.00	0.00	0.00
	- Nil	0.00			
140401	Stock Allocated to Works and Plant		0.00	0.00	0.00
	- Nil	0.00			
140402	Fuel Rebate Calculation - Consultant		2,500.00	3,396.30	2,500.00
	- Fuel Rebate Calculation for BAS	2,500.00			
Sub Total	Stock Fuels & Oils Expense	2,500.00	2,500.00	3,396.30	2,500.00
140450	Fuel Rebate		(25,000.00)	(33,876.00)	(25,000.00)
	- Fuel Rebates as per AITS calculations.	(25,000.00)			
140451	Sale of Stock		0.00	0.00	0.00
	- Nil	0.00			
Sub Total	Stock Fuels & Oils Income	(25,000.00)	(25,000.00)	(33,876.00)	(25,000.00)
Salaries & Wages					
140600	Gross Salaries and Wages		2,117,283.00	1,914,639.64	1,973,264.00
	- As per Salaries and Wages Worksheet	2,117,283.00			
140601	Less Salaries and Wages Allocated		(2,117,283.00)	(1,914,639.64)	(1,973,264.00)
	- Allocated across Works and Services	(2,117,283.00)			
Sub Total	Salaries & Wages	0.00	0.00	0.00	0.00
Unclassified					
140701	Community Bus - Maintenance		5,840.00	7,266.07	5,843.00
	- Fuel	4,000.00			
	- Servicing	1,200.00			
	- Registration	500.00			
	- Insurance	140.00			
140702	Other Expense - Unclassified		100.00	1.21	100.00
	- Sundry Expense	100.00			
140703	Unallocated Wages		0.00	0.00	0.00
	- Unallocated Wages Provision	0.00			
140704	Workers Compensation Expense		9,000.00	2,374.81	9,000.00
	- Workers Comp Wages	9,000.00			
Sub Total	Unclassified Expense	14,940.00	14,940.00	9,642.09	14,943.00
140750	Charges - Community Bus		(7,000.00)	(6,322.44)	(7,000.00)
	- Community Bus Hire Charges	(7,000.00)			
140751	Reimbursement and Charges - Unclassified		(11,000.00)	(2,624.38)	(11,000.00)
	- LGIS Health Fund Recoup	(2,000.00)			
	- Workers Comp Reimbursements	(9,000.00)			
140752	Sale of Scrap		(100.00)	(964.56)	(100.00)
	- Sale of Sundry Items	(100.00)			
140753	Payroll Deductions		0.00	0.00	0.00
	- Suspense Account	0.00			
Sub Total	Unclassified Income	(18,100.00)	(18,100.00)	(9,911.38)	(18,100.00)
TOTAL	PROGRAM 14	(28,050.00)	(28,050.00)	(38,975.77)	(28,019.00)
TOTAL	OPERATING	(1,623,267.00)	(1,623,267.00)	(1,431,638.54)	(951,795.00)

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
CAPITAL EXPENDITURE					
Land and Buildings			329,893.00	1,805,071.06	2,061,000.00
Land					
	0 Nil	0.00			
Non-Specialised Buildings					
LBN2104	6 Barnsley Street - Bathroom Refurbishment	15,000.00			
LBN2201	Hunt Road Village - Unit Refurbishment	20,000.00			
Specialised Buildings					
LBS2101	Caravan Park - Onsite Accommodation Units	200,000.00			
LBS2103	Recreation Ground - Play Area Extension	40,000.00			
LBS2107	Town Hall - Floor Replacement	12,438.00			
LBS2201	Caravan Park - Onsite Accommodation Carports & Concrete	42,455.00			
Sub Total	Land and Buildings	329,893.00	329,893.00	1,805,071.06	2,061,000.00
Plant and Equipment					
			946,980.00	191,734.07	802,475.00
VP2102	Mechanics Ute BE024	50,480.00			
VP2105	Grader BE001	456,500.00			
VP2201	CEO Vehicle BE1	60,000.00			
VP2202	DCEO Vehicle BEV0	50,000.00			
VP2203	Doc Vehicle BE464	32,000.00			
VP2204	Maintenance Truck BE028	108,000.00			
VP2205	Rubber Tyred Roller BE026	190,000.00			
Sub Total	Plant and Equipment	946,980.00	946,980.00	191,734.07	802,475.00
Furniture and Equipment					
	0 Nil	0.00	0.00	30,548.68	15,000.00
Sub Total	Plant and Equipment	0.00	0.00	30,548.68	15,000.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
Infrastructure - Roads					
RRG2201	Westdale Road - Reconstruct, Widen & Seal (SLK 33.18 to 36.65)		250,589.00	1,203,985.62	4,669,434.00
	- Staff Wages	23,511.00			
	- Staff Overheads	19,984.00			
	- Plant Costs	46,010.00			
	- Materials and Contractors	161,084.00			
RRG2202	Mawson Road - Reconstruct, Widen & Seal (SLK 8.18 to 12.20)		285,665.00		
	- Staff Wages	22,940.00			
	- Staff Overheads	19,499.00			
	- Plant Costs	47,507.00			
	- Materials and Contractors	195,719.00			
SIP2101	Vincent Street Streetscape Project-Roadworks, Drainage & Footpaths		2,857,602.00		
	- Staff Wages	0.00			
	- Staff Overheads	0.00			
	- Plant Costs	0.00			
	- Materials and Contractors	2,857,602.00			
SIP2102	Vincent Street Streetscape Project-Street Furniture, Reticulation & Landscaping		525,141.00		
	- Staff Wages	0.00			
	- Staff Overheads	0.00			
	- Plant Costs	0.00			
	- Materials and Contractors	525,141.00			
SIP2103	Vincent Street Streetscape Project-Street Lighting, Uplights & Switchboard Upgrades		220,000.00		
	- Staff Wages	0.00			
	- Staff Overheads	0.00			
	- Plant Costs	0.00			
	- Materials and Contractors	220,000.00			
SIP2104	Vincent Street Streetscape Project-Underground Power		1,247,225.00		
	- Staff Wages	0.00			
	- Staff Overheads	0.00			
	- Plant Costs	0.00			
	- Materials and Contractors	1,247,225.00			
SIP2105	Vincent Street Streetscape Project-Design & Project Management		45,000.00		
	- Staff Wages	0.00			
	- Staff Overheads	0.00			
	- Plant Costs	0.00			
	- Materials and Contractors	45,000.00			
MUN2102	Bremner Road - Reconstruct, Widen and Seal (SLK 1.98-3.00)		102,134.00		
	- Staff Wages	6,204.00			
	- Staff Overheads	5,274.00			
	- Plant Costs	14,088.00			
	- Materials and Contractors	76,568.00			
MUN2103	Yenyening Lakes Road - Gravel Sheet (SLK 6.40 - 8.88)		101,362.00		
	- Staff Wages	18,007.00			
	- Staff Overheads	15,306.00			
	- Plant Costs	35,421.00			
	- Materials and Contractors	32,628.00			
MUN2109	Taylor Street (Industrial Park) - Construction		181,666.00		
	- Staff Wages	9,147.00			
	- Staff Overheads	7,775.00			
	- Plant Costs	19,282.00			
	- Materials and Contractors	145,462.00			
MUN2201	Morbinning Road - Reconstruct, Widen and Seal (SLK 9.24-11.50)		222,105.00		
	- Staff Wages	11,815.00			
	- Staff Overheads	10,043.00			
	- Plant Costs	28,204.00			
	- Materials and Contractors	172,043.00			
MUN2202	Morbinning Road - Reconstruct Shoulders to 7 m (SLK 11.50 to 13.50)		109,963.00		
	- Staff Wages	19,248.00			
	- Staff Overheads	16,361.00			
	- Plant Costs	32,864.00			
	- Materials and Contractors	41,490.00			
MUN2203	Rifle Range Road - Install Culvert and Gravel Sheet (SLK 2.10 to 2.60)		28,324.00		
	- Staff Wages	6,771.00			
	- Staff Overheads	5,756.00			
	- Plant Costs	10,688.00			
	- Materials and Contractors	5,109.00			

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Account Number	Account Description	Budget Detail	Budget	Actual	Budget
Job Number	Job Description	2021/22	2021/22	2020/21	2020/21
MUN2204	Bally Bally Road - Seal (SLK 0.00 - 0.50)		13,588.00		
	- Staff Wages	1,515.00			
	- Staff Overheads	1,287.00			
	- Plant Costs	2,888.00			
	- Materials and Contractors	7,898.00			
MUN2205	Council Rd and Caravan Park / Cabins Road - Hotmix		117,233.00		
	- Staff Wages	7,207.00			
	- Staff Overheads	6,126.00			
	- Plant Costs	17,800.00			
	- Materials and Contractors	86,100.00			
MUN2206	Dale Bin North Road - Gravel Sheet (SLK 0.00 - 1.80)		65,710.00		
	- Staff Wages	12,769.00			
	- Staff Overheads	10,854.00			
	- Plant Costs	23,943.00			
	- Materials and Contractors	18,144.00			
MUN2207	Buckingham Road - Gravel Sheet (SLK 0.00 to 1.20)		37,795.00		
	- Staff Wages	7,791.00			
	- Staff Overheads	6,622.00			
	- Plant Costs	15,412.00			
	- Materials and Contractors	7,970.00			
MUN2208	Top Beverley Road - 2nd Seal (SLK 6.20 to 8.02)		65,000.00		
	- Staff Wages	0.00			
	- Staff Overheads	0.00			
	- Plant Costs	0.00			
	- Materials and Contractors	65,000.00			
MUN2209	Bethany Road - Second coat seal (SLK 0.00 to 1.50)		43,850.00		
	- Staff Wages	0.00			
	- Staff Overheads	0.00			
	- Plant Costs	0.00			
	- Materials and Contractors	43,850.00			
MUN2210	Edison Mill Road - Second coat seal (SLK 12.61 to 13.55)		36,600.00		
	- Staff Wages	0.00			
	- Staff Overheads	0.00			
	- Plant Costs	0.00			
	- Materials and Contractors	36,600.00			
Sub Total	Infrastructure - Roads	6,556,552.00	6,556,552.00	1,203,985.62	4,669,434.00

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Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
Infrastructure - Bridges					
BC2201	Bridge 3203 - Kokeby East Road		220,965.00	0.00	0.00
	- Staff Wages	2,576.00			
	- Staff Overheads	2,189.00			
	- Plant Costs	6,618.00			
	- Materials and Contractors	209,582.00			
Sub Total	Infrastructure - Bridges	220,965.00	220,965.00	0.00	0.00
Infrastructure - Footpaths					
FC2201	Vincent Street Heritage Trail - Trail Head and Markers		14,076.00	65,928.01	105,835.00
	- Staff Wages	0.00			
	- Staff Overheads	0.00			
	- Plant Costs	0.00			
	- Materials and Contractors	14,076.00			
Sub Total	Infrastructure - Footpaths	14,076.00	14,076.00	65,928.01	105,835.00
Infrastructure - Drainage					
DC2201	Forrest Street Drain (Vacant Block behind Freemasons Tavern)		10,505.00	0.00	0.00
	- Staff Wages	1,524.00			
	- Staff Overheads	1,296.00			
	- Plant Costs	1,276.00			
	- Materials and Contractors	6,409.00			
Sub Total	Infrastructure - Drainage	10,505.00	10,505.00	0.00	0.00
Loan Liability - Principal Repayments					
			102,053.00	137,938.08	137,937.00
Loan 117 - Bowling Greens (SSL)		9,046.00			
Loan 118 - Recreation Centre		47,103.00			
Loan 120 - Community Centre		45,904.00			
Loan 121 - Vincent Street Streetscape		0.00			
Sub Total	Loan Liability - Principal Repayments	102,053.00	102,053.00	137,938.08	137,937.00
TOTAL	CAPITAL EXPENDITURE	8,181,024.00	8,181,024.00	3,435,205.52	7,791,681.00
CAPITAL INCOME					
	Self Supporting Loan - Principal Income	(14,285.00)	(14,285.00)	(17,288.32)	(17,288.00)
	Proceeds from Sale of Assets	(359,000.00)	(359,000.00)	(78,181.82)	(267,364.00)
	New Loan Raised - Principal Income	(1,000,000.00)	(1,000,000.00)	0.00	(2,000,000.00)
TOTAL	CAPITAL INCOME	(1,373,285.00)	(1,373,285.00)	(95,470.14)	(2,284,652.00)

**SHIRE OF BEVERLEY
DETAILED BUDGET WORKINGS
FOR THE PERIOD ENDING
30 June 2022**

Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
TRANSFER TO RESERVES			122,618.00	315,017.64	295,903.00
	Annual Leave Reserve	140.00			
	Avon River Development Reserve	26.00			
	Building Reserve	290.00			
	Community Bus Reserve	1,198.00			
	Cropping Committee Reserve	24,851.00			
	Emergency Services Reserve	29.00			
	LSL and Gratuity Reserve	0.00			
	ITC Renewal Reserve	20,000.00			
	Plant Replacement Reserve	50,419.00			
	Recreation Development Reserve	5,578.00			
	Infrastructure Reserve	551.00			
	Airfield Emergency Lighting Reserve	40.00			
	Senior's Housing Reserve	19,129.00			
	Mainstreet Redevelopment Reserve	307.00			
	Avondale Machinery Museum Reserve	60.00			
TOTAL	TRANSFER TO RESERVES	122,618.00	122,618.00	315,017.64	295,903.00
TRANSFER (FROM) RESERVES			(1,283,324.00)	(66,333.00)	(1,113,874.00)
	Annual Leave Reserve	0.00			
	Avon River Development Reserve	(20,115.00)			
	Building Reserve	(224,000.00)			
	Community Bus Reserve	0.00			
	Cropping Committee Reserve	(44,000.00)			
	Emergency Services Reserve	0.00			
	LSL and Gratuity Reserve	0.00			
	ITC Renewal Reserve	0.00			
	Plant Replacement Reserve	(247,500.00)			
	Recreation Development Reserve	0.00			
	Infrastructure Reserve	(385,000.00)			
	Airfield Emergency Lighting Reserve	0.00			
	Senior's Housing Reserve	(20,000.00)			
	Mainstreet Redevelopment Reserve	(307,709.00)			
	Avondale Machinery Museum Reserve	(35,000.00)			
TOTAL	TRANSFER (FROM) RESERVES	(1,283,324.00)	(1,283,324.00)	(66,333.00)	(1,113,874.00)
ADJUSTMENTS					
	Depreciation Written Back	(2,405,056.00)	(2,405,056.00)	(2,359,537.23)	(2,313,194.00)
	Movement in Leave Reserve Cash Balances	0.00	0.00	29,931.76	0.00
	Movement in Non-Current Loan Repayments	0.00	0.00	0.00	0.00
	Movement in Non-Current SSL Income	0.00	0.00	0.00	0.00
	Movement in Non-Current Lease Repayments	0.00	0.00	(13,673.30)	0.00
	Movement in Non-Current Investment	0.00	0.00	1,939.33	0.00
	Movement in Non-Current LSL Provision	0.00	0.00	(31,175.44)	0.00
	Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	9,649.53	0.00
	Profit/Loss on Asset Disposal Written Back	35,100.00	35,100.00	(21,292.23)	2,364.00
	Loss on Revaluation of Non-Current Assets Written Back	0.00	0.00	0.00	0.00
	Rounding	0.00	0.00	0.00	0.00
TOTAL	ADJUSTMENTS	(2,369,956.00)	(2,369,956.00)	(2,384,157.58)	(2,310,830.00)
(SURPLUS)/DEFICIT					
	Carried Forward (Surplus)/Deficit	(1,653,810.00)	(1,653,810.00)	(1,426,433.44)	(1,426,433.00)
TOTAL	(SURPLUS)/DEFICIT	(1,653,810.00)	(1,653,810.00)	(1,426,433.44)	(1,426,433.00)
BALANCE		0.00	0.00	(1,653,809.54)	0.00

**SHIRE OF BEVERLEY
DETAILED BUDGET WORKINGS
FOR THE PERIOD ENDING
30 June 2022**

Account Number Job Number	Account Description Job Description	Budget Detail 2021/22	Budget 2021/22	Actual 2020/21	Budget 2020/21
NATURE AND TYPE					
Income					
10	Rates		(2,940,151.00)	(2,796,907.78)	(2,800,847.00)
11	Operating Grants, Subsidies and Contributions		(1,063,533.00)	(1,637,341.48)	(1,034,159.00)
13	Profit On Asset Disposal		(72,600.00)	0.00	(65,000.00)
14	Service Charges		0.00	0.00	0.00
15	Fees & Charges		(648,180.00)	(694,412.15)	(587,348.00)
16	Interest Earnings		(25,831.00)	(50,043.76)	(41,992.00)
17	Other Revenue		(60,500.00)	(173,137.20)	(60,500.00)
18	Non-Operating Grants, Subsidies and Contributions		(3,659,796.00)	(2,326,086.56)	(3,012,200.00)
Total	Income by Nature and Type	0.00	(8,470,591.00)	(7,677,928.93)	(7,602,046.00)
Expenditure					
50	Employee Costs		2,245,286.00	2,065,363.47	2,068,715.00
52	Materials & Contracts		2,000,424.00	1,539,832.98	2,118,414.00
54	Utilities		199,182.00	219,099.89	197,423.00
55	Depreciation On Non-Current Assets		2,405,056.00	2,359,537.23	2,313,194.00
56	Interest Expenses		65,273.00	65,623.47	70,964.00
57	Insurance Expenses		227,251.00	201,256.32	197,440.00
58	Other Expenditure		107,725.00	93,604.05	84,325.00
59	Loss On Asset Disposal		37,500.00	21,292.23	62,636.00
60	Loss on Revaluation of Non-Current Assets		0.00	0.00	0.00
Total	Expenditure by Nature and Type	0.00	7,287,697.00	6,565,609.64	7,113,111.00
Allocations					
90	Reallocation Codes Expenditure		(440,373.00)	(319,319.25)	(462,860.00)
91	Reallocation Codes Income		0.00	0.00	0.00
Total	Allocations by Nature and Type	0.00	(440,373.00)	(319,319.25)	(462,860.00)
Total	Operating by Nature and Type	0.00	(1,623,267.00)	(1,431,638.54)	(951,795.00)

8. TECHNICAL SERVICES

Nil

9. PLANNING SERVICES

9.1 Subdivision Application WAPC 161020: Lots 801, 3334 and 4833 Fisher Road

Submission To:	Ordinary Council Meeting 27 July 2021
Report Date:	14 July 2021
Applicant:	AJ Marsh – on behalf of D & G Adams
File Reference:	PL 161020
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	Nil
Attachments:	Site Subdivision Plan and Application Plan

SUMMARY

An application has been received for the subdivision of Lots 801, 3334, 4833 Fisher Road Beverley. The application will be recommended for partial approval.

BACKGROUND

An application has been received from the Western Australian Planning Commission (WAPC) to realign farm boundaries as per the attached sketch plan. It also includes a proposal for the excision of a Homestead lot and thereby creating an additional lot. The subject lots are Zoned 'Rural' in terms of the Shire of Beverley Local Planning Scheme No. 3.

The subject properties contain a variety of agricultural related infrastructure (storage sheds). Lot 801 contains a Homestead.

From 3 parent lots it is proposed to realign boundaries to create 3 new lots as well as a 4th Homestead lot.

Parent Lot sizes are as follows:

Lot 801:	97.2860 ha
Lot 3334:	40.4686 ha
Lot 4833:	13.9642 ha

COMMENT

The subdivision proposal to realign farm boundaries accords with the aims of the *Shire of Beverley Local Planning Strategy, the Shire of Beverley Local Planning Scheme No. 3* as well as the *WAPC Development Control Policy 3.4 – Subdivision of rural land*.

The Homestead lot is proposed to be excised from Lot 801 which is 97.2860 ha in extent.

The Shire of Beverley Local Planning Scheme No. 3 under Clause 34 (2) reads as follows:

Subdivision of Rural land shall be in accordance with State planning policy, with the exception of the creation of homestead lots which will only be supported where the parent lot is greater than 100ha in area.

This is evidently not the case as the parent Lot 801 is less than 100ha. The LPS3 does not afford any discretionary ability to the Council to vary this departure, and therefore the recommendation to the WAPC should be that the Shire does not support this part of the proposal.

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

There are no policy implications relative to this application.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

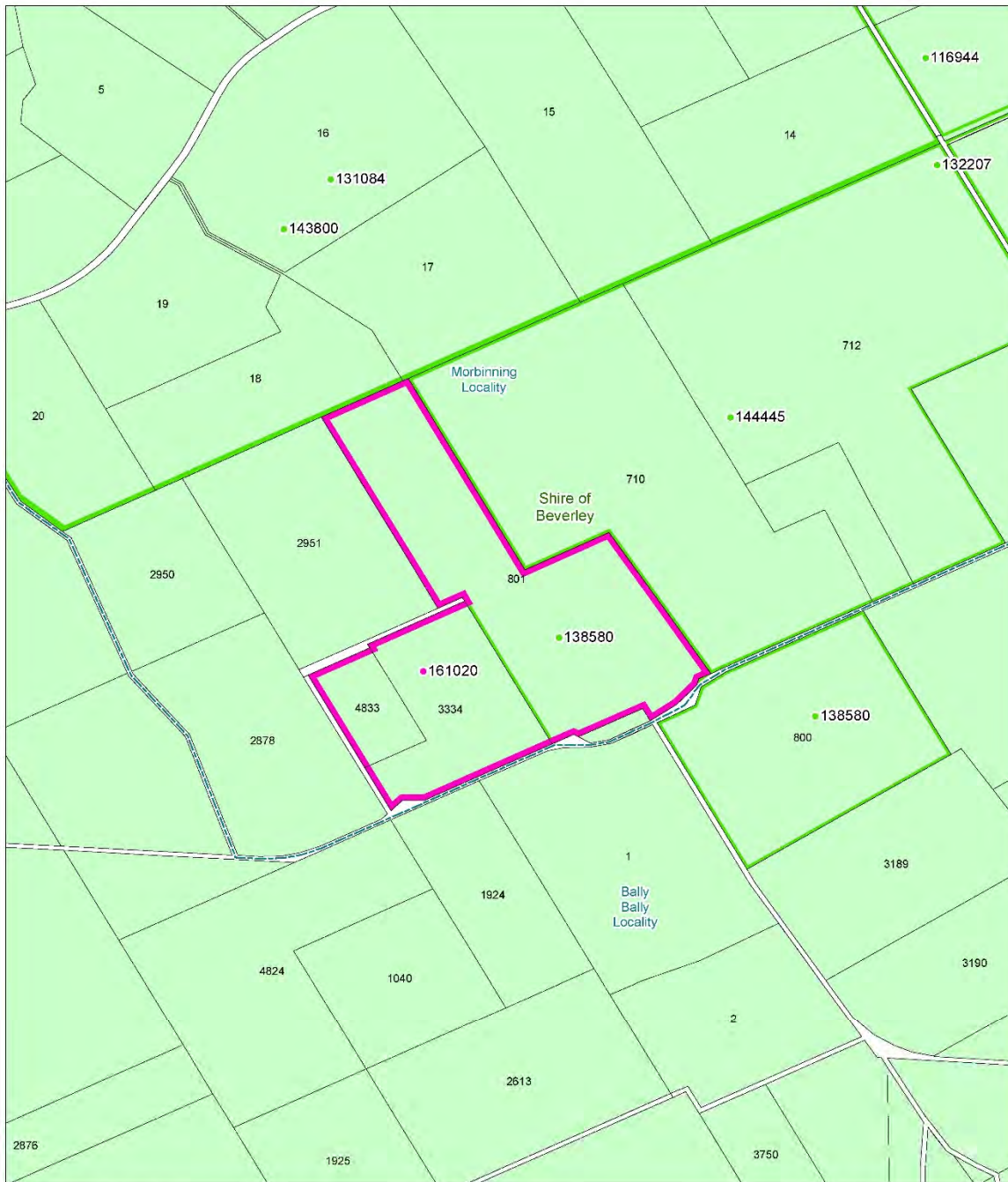
That Council resolve to recommend to the Western Australian Planning Commission that application WAPC No. 161020 for the subdivision of Lots 801, 3334, 4833 Fisher Road, Beverley, be supported for proposed Lots 1, 2 & 3; and

That the proposed Homestead Lot subdivision (proposed lot 4) not be supported as the parent lot is not greater than 100 ha in extent as required by Clause 34 (2) of the Shire of Beverley Local Planning Scheme No. 3.

Advice Note

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

Attachment 9.1



**Location Plan for:
Subdivision Application**

This data is to be used only for the processing of a Subdivision Application

Application Number: **161020**
Decision: **Outstanding**
Printed: **29/06/2021**



Produced by Data Analytics,
Department of Planning, Lands and Heritage, Perth WA

Base information supplied by
Western Australian Land Information Authority SLIP 1180-2020-1

Application Status

- Approved
- Outstanding

Existing LPS Zones and Reserves

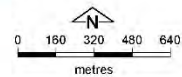
- Local road
- Rural

Easements and Referrals

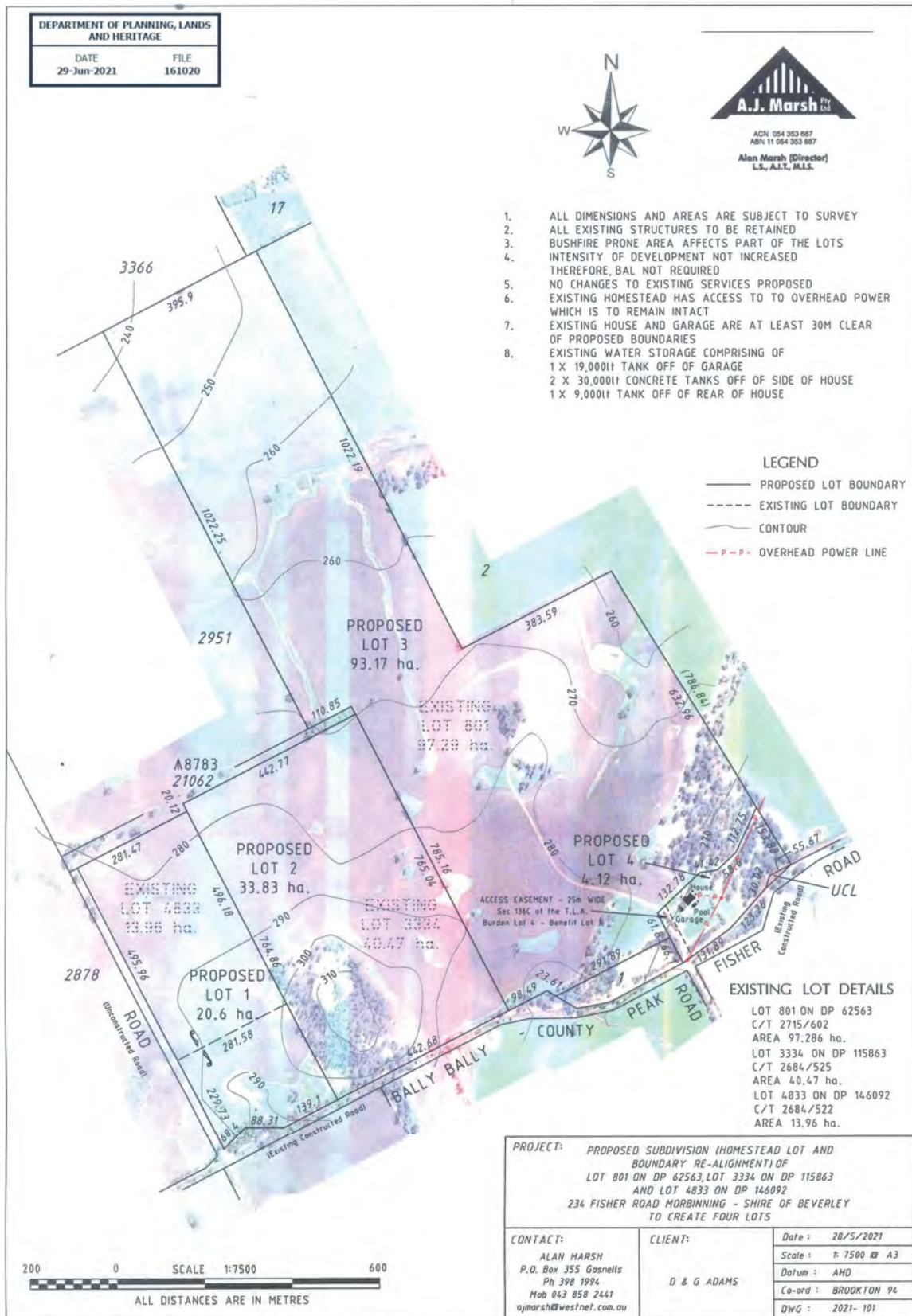
Region Scheme Reserves

Localities & Local Government Boundaries

- Local government boundary
- Locality



Attachment 9.1



9.2 Subdivision Application WAPC 161054: Lot 97 Bartram Street

Submission To:	Ordinary Council Meeting 27 July 2021
Report Date:	16 July 2021
Applicant:	Land Surveyors Perth – on behalf of J Bryant & R Robertson
File Reference:	PL 161054
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	Nil
Attachments:	Site Subdivision Plan & Application Documentation

SUMMARY

An application has been received for the subdivision of 39 (Lot 97) Bartram Street, Beverley. The application will be recommended for approval.

BACKGROUND

An application has been received from the Western Australian Planning Commission (WAPC) to subdivide the above lot into two portions. The lot is 1,024 m² in extent, vacant and Zoned 'Residential R10/25' in terms of the Shire of Beverley Local Planning Scheme No. 3.

COMMENT

The subject property is serviced by reticulated scheme water and deep sewer and can therefore be subdivided to a density of R25 pursuant to Clause 26 (2) of *Shire of Beverley Local Planning Scheme No. 3*.

The subdivision proposal accords with the aims of the *Shire of Beverley Local Planning Strategy, the Shire of Beverley Local Planning Scheme No. 3* as well as *State Planning Policy 7.3 (Residential Design Codes Volume 1)*.

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

There are no policy implications relative to this application.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to recommend to the Western Australian Planning Commission that application WAPC No. 161054 for the subdivision of Lot 97 Bartram Street, Beverley, be supported subject to the following conditions and advice note:

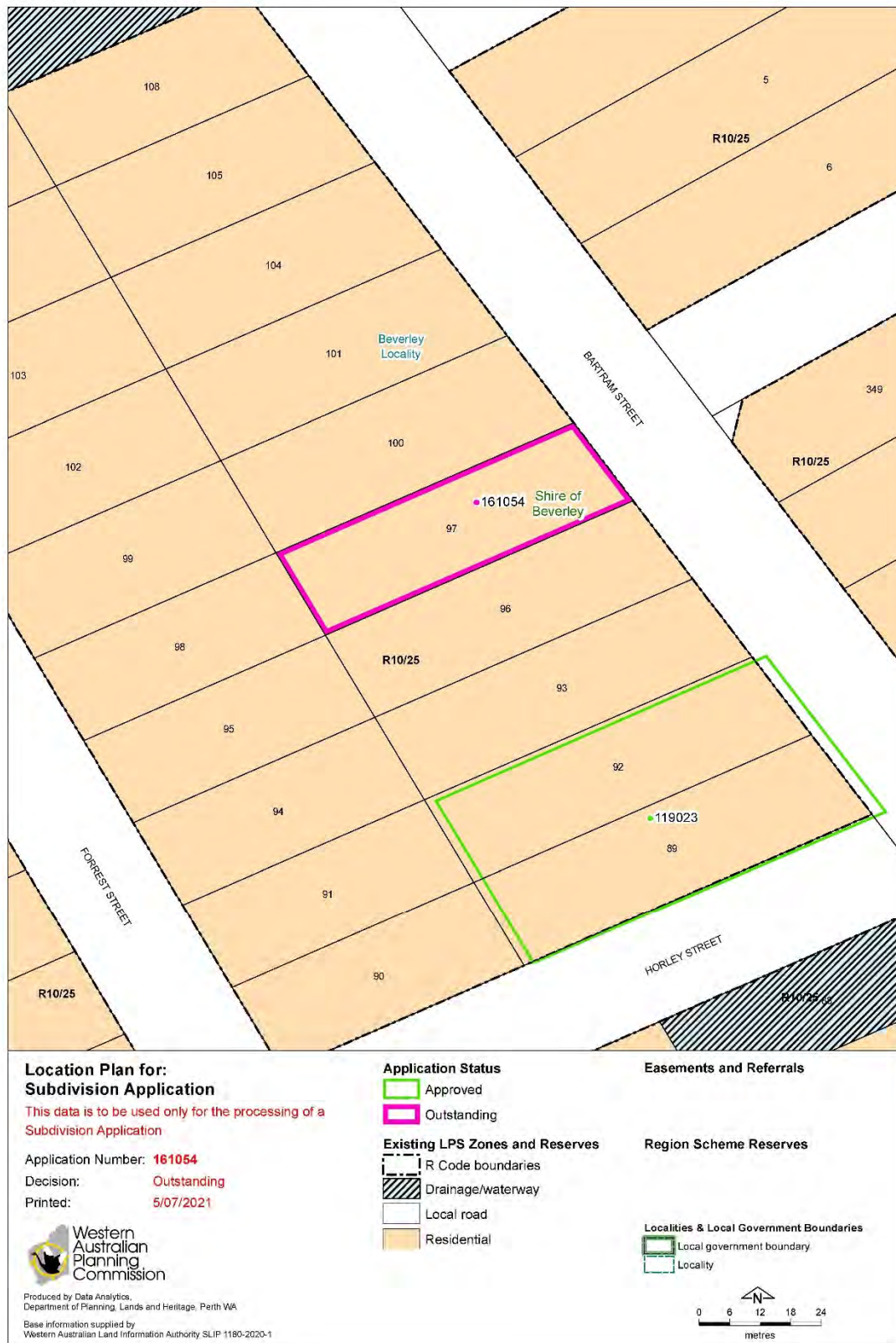
Conditions:

1. A notification, pursuant to Section 165 of the *Planning and Development Act 2005* is to be placed on the certificate(s) of title of the proposed lot(s) advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:
"This lot is located within the flood fringe of the Avon River and may be affected by flooding. Additional planning and building requirements may apply to development on this lot to ensure flood risk is managed."
2. Suitable arrangements being made with the local government for the provision of vehicular crossovers to service the lots shown on the approved plan of subdivision.

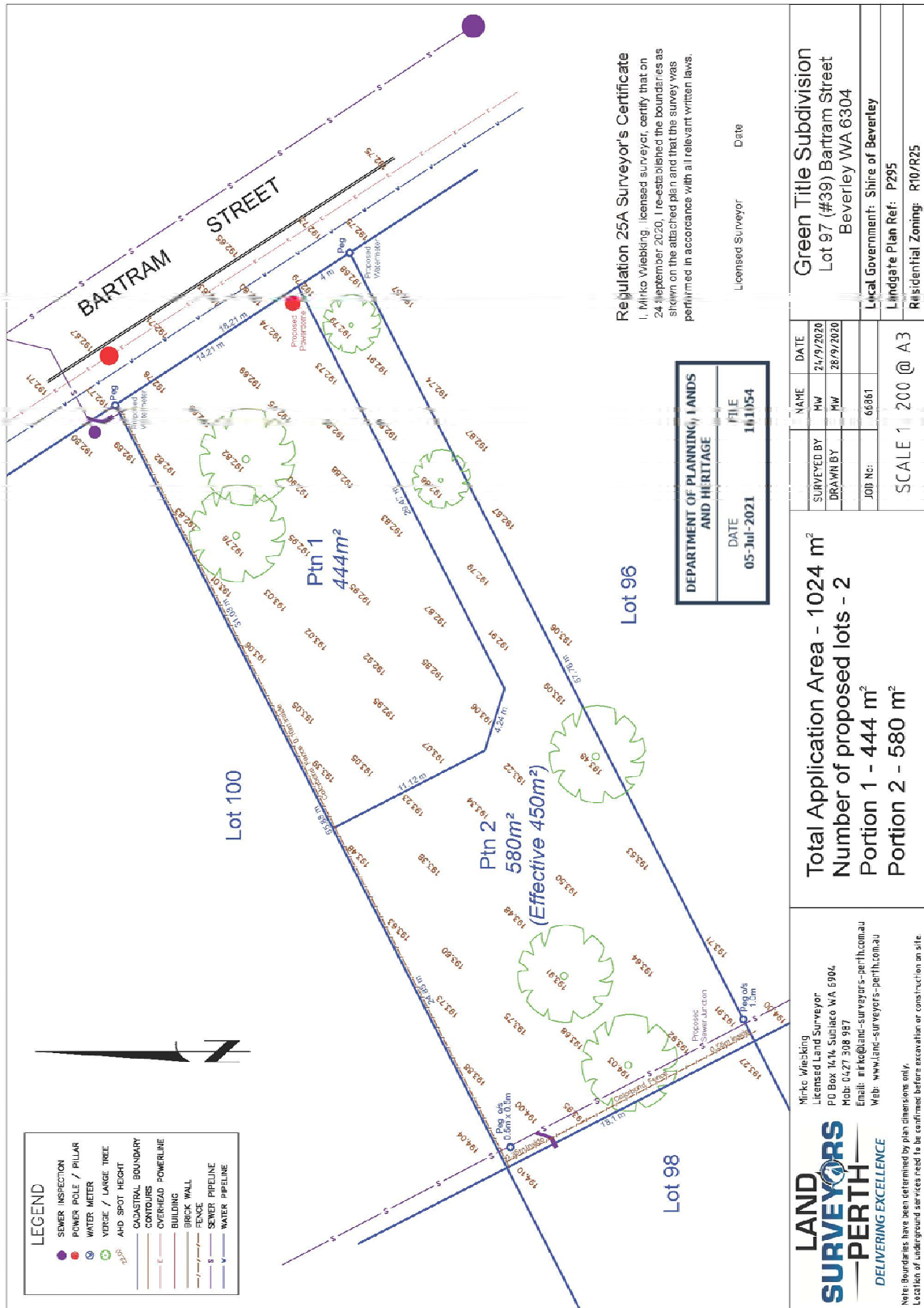
Advice Note

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

Attachment 9.2



Attachment 9.2



9.3 Proposed Single House & Ancillary Dwelling – 93 Butchers Road

Submission To:	Ordinary Council Meeting 27 July 2021
Report Date:	19 July 2021
Applicant:	Urbanize on behalf of Leeanne Willows
File Reference:	BUT 51404
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	Nil
Attachments:	Locality Map, Site Plan, Single House & Ancillary Dwelling Drawings & Elevation Sketches

SUMMARY

An application has been received to construct a Single House & Ancillary Dwelling at 93 (Lot 41) Butchers Road, Beverley. It will be recommended the application be approved.

BACKGROUND

The applicant is proposing to construct a Single House & Ancillary Dwelling (Granny Flat) at 93 (Lot 41) Butchers Road, Beverley.

The subject property is zoned '*Rural*' in terms of the Shire of Beverley Local Planning Scheme No. 3 (LPS 3), is 19.99 ha in extent and contains an existing farm homestead, to be demolished. It also contains an existing agricultural shed that will be retained.

The property is located within a Bushfire Prone Area.

COMMENT

The proposed Single House and Ancillary Dwelling (granny flat) are both 'D' uses in the '*Rural*' Zone in terms of the Shire of Beverley Local Planning Scheme No. 3 (LPS 3), which means that the use is not permitted unless the local Government has exercised its discretion by granting development approval.

The property is located within a Bushfire Prone Area as indicated on the Map of Bushfire Prone Areas. The applicant did submit a Bushfire Attack Level Report that indicated the subject sites to be afforded a BAL rating of FZ (or Flame Zone).

The submitted BAL report recommends a number of mitigating measures should development proceed against the backdrop of a FZ- rating. Should Council resolve to approve the application it will be recommended that this be framed as conditions of planning approval.

From a land use planning perspective there is no objection to the addition of an ancillary dwelling (granny flat – less than 70 m² in extent) to the property, as it would not negatively impact future farming operations on the land and is permissible with Council's consent under LPS 3.

STATUTORY ENVIRONMENT

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

CONSULTATION

No consultation was deemed required.

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this application.

POLICY IMPLICATIONS

There are no policy implications relative to this application.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council grant approval for a single house & ancillary dwelling at 93 (Lot 41) Butchers Road, Beverley, subject to the following conditions and advice notes:

Conditions:

1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan, prepared by the applicant and endorsed by Council's Shire Planner.
2. As the Water Corporation reticulated sewer is not available the premises are to be connected to an approved wastewater treatment system, which complies with the requirements of the Treatment of Sewage and Disposal of Effluent and Liquid Waste Regulations. The approved system is not to be used for disposal of industrial liquid waste or other non-ablution wastes (refer to Advice Note 5).

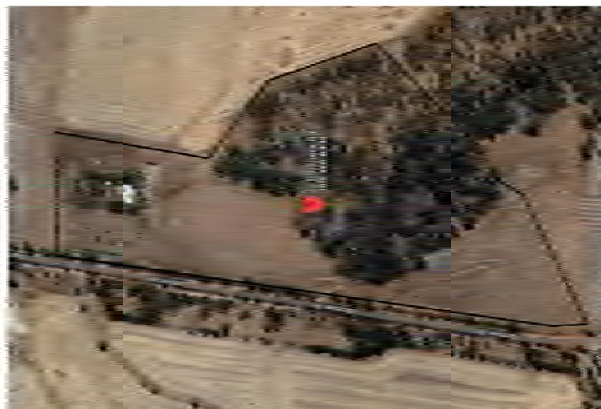
3. Suitable arrangements are to be made for provision of sufficient potable water for the dwelling and ancillary dwelling.
4. The single house & ancillary dwelling construction standard shall adhere to Australian Standard AS3959 for a determined Bushfire Attack Level of FZ (refer to Advice Notes 6 & 7).

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: With regard to Condition 2, an application is to be submitted to the Council's Environmental Health Section in conjunction with the Building Permit application.
- Note 6: Australian Standard AS3959 Sections 3 & 9 apply.
- Note 7: The applicant is advised to adhere to the recommendations of the submitted Bushfire Attack Level Report dated 28 June 2021 by Mitch Torpy (Associated Building Surveyors Pty Ltd), including the maintenance of an asset protection zone and provision of sufficient water for firefighting purposes.
- Note 8: If an applicant is aggrieved by this decision there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

Attachment 9.3

PLANNING APPLICATION
93 Butchers Rd DALE



Location Plan
Scale 1:5000 8/3



- SK-00
- SK-01
- SK-02
- SK-03
- SK-04
- SK-05
- SK-06
- SK-07
- SK-08
- SK-09

- COVER
- Site Plan
- Existing Floor Plan
- Proposed Floor Plan
- Roof Plan
- Elevations
- Elevations
- Sections
- 3D Views
- Proposed Granny Flat

Print Date - 30/06/2021

93 Butchers Rd, Dale

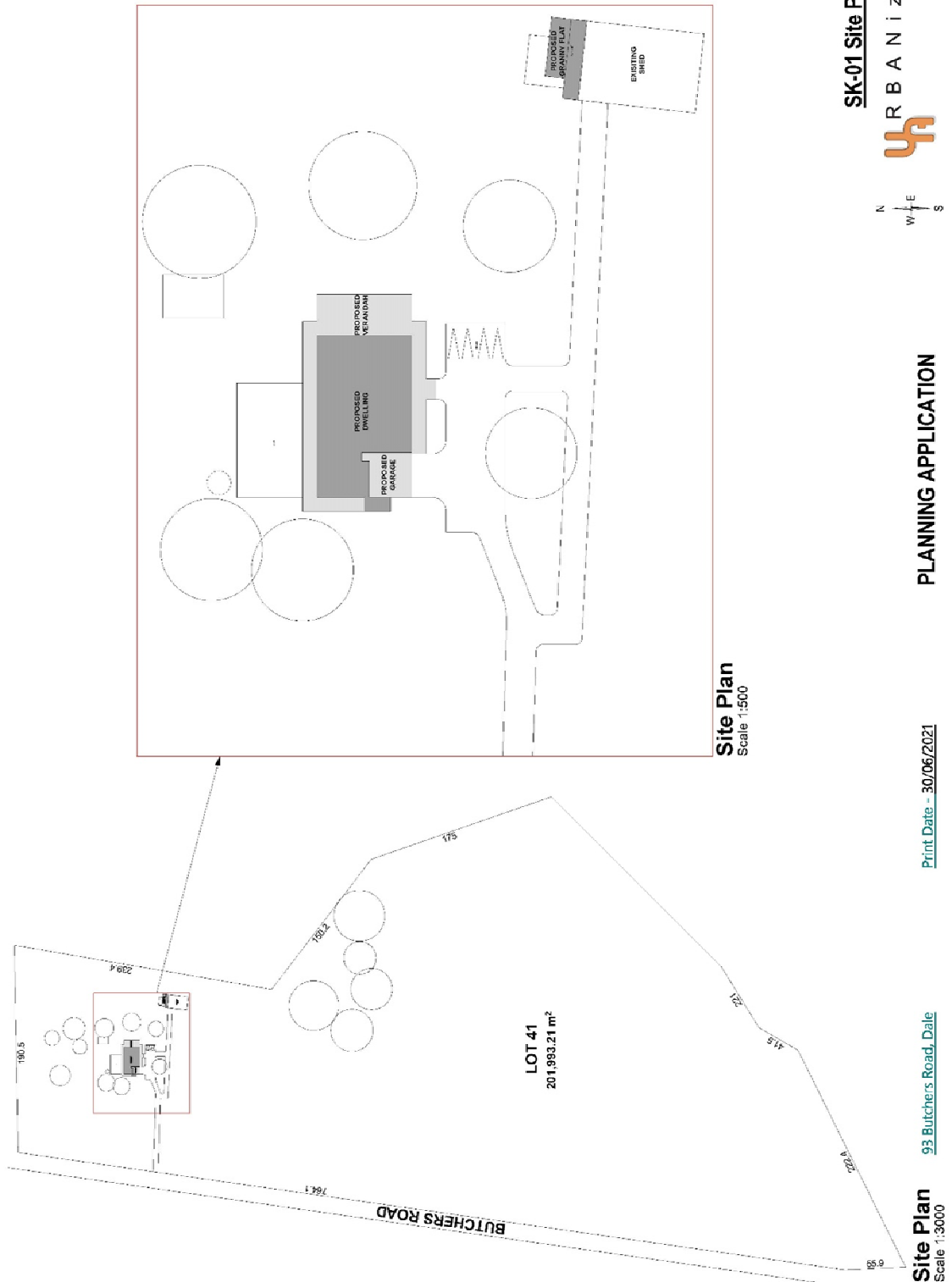


SK-00 COVER
R B A N I Z E



PLANNING APPLICATION

Attachment 9.3



SK-01 Site Plan
URBANIZE

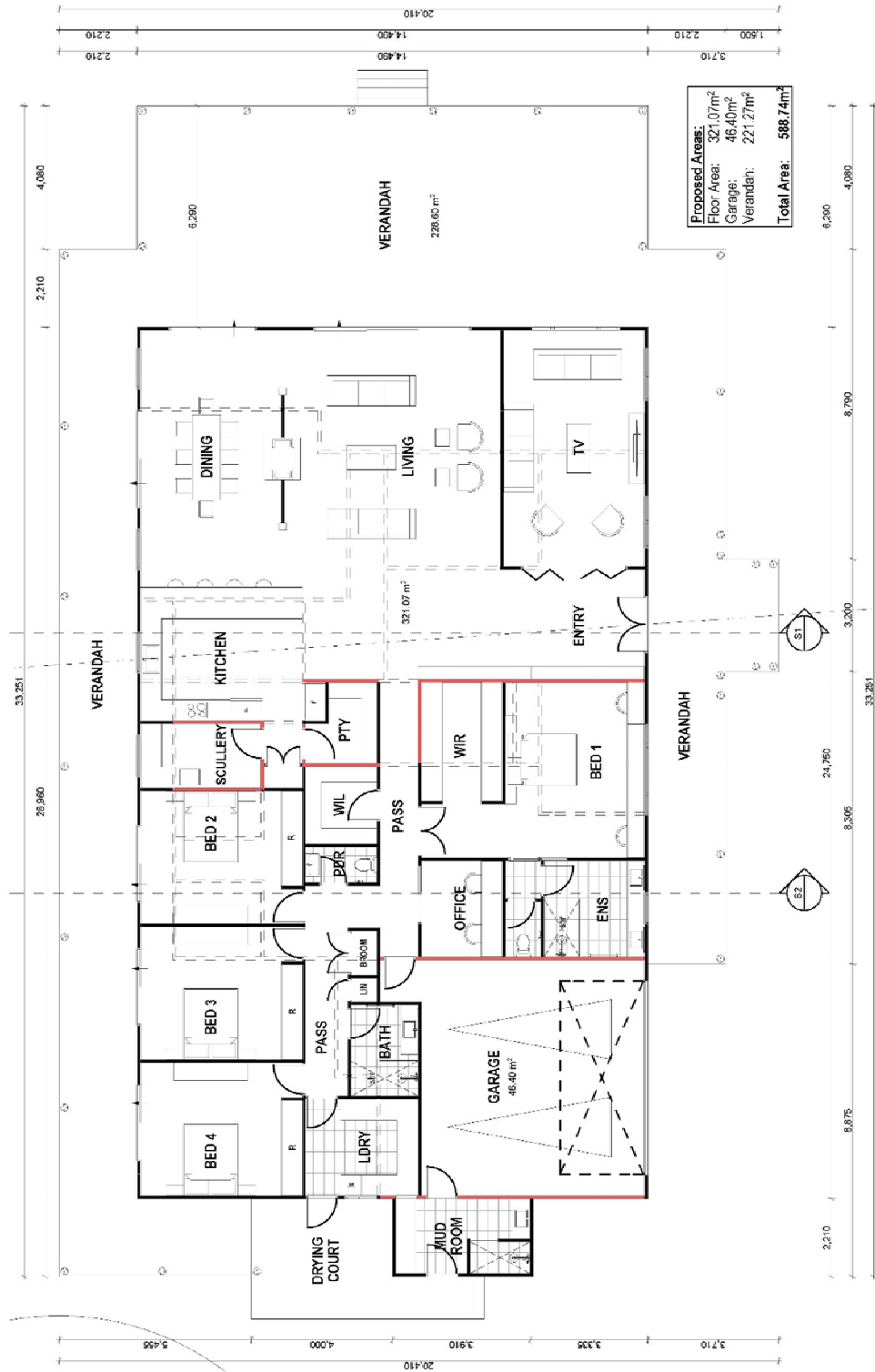
PLANNING APPLICATION

Print Date - 30/06/2021

93 Butchers Road, Dale

Site Plan
Scale 1:3000

Attachment 9.3



Proposed Floorplan
Scale 1:100

SK-03 Proposed Floorplan

93 Butchers Road, Dale

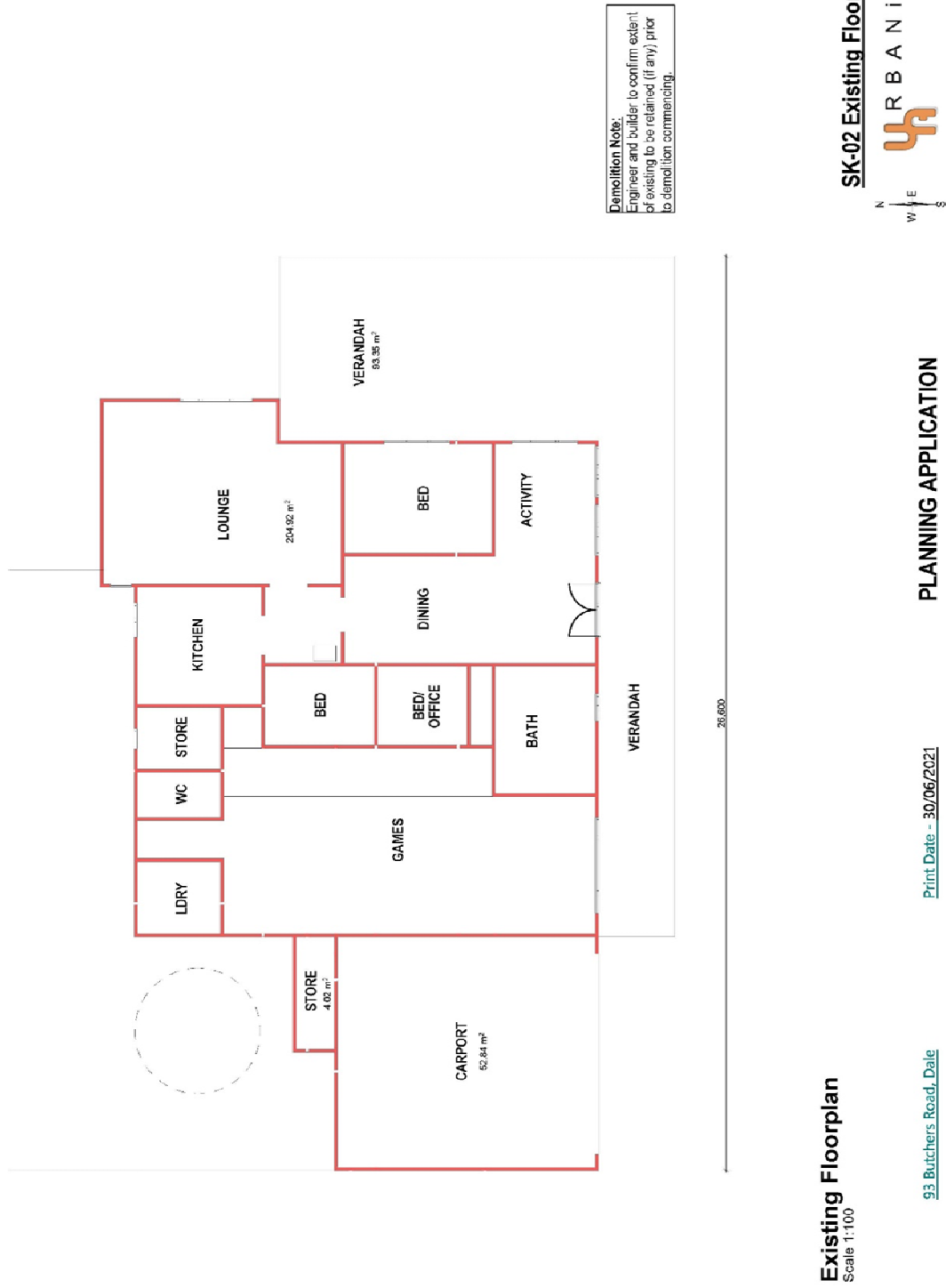
Print Date - 30/06/2021

PLANNING APPLICATION

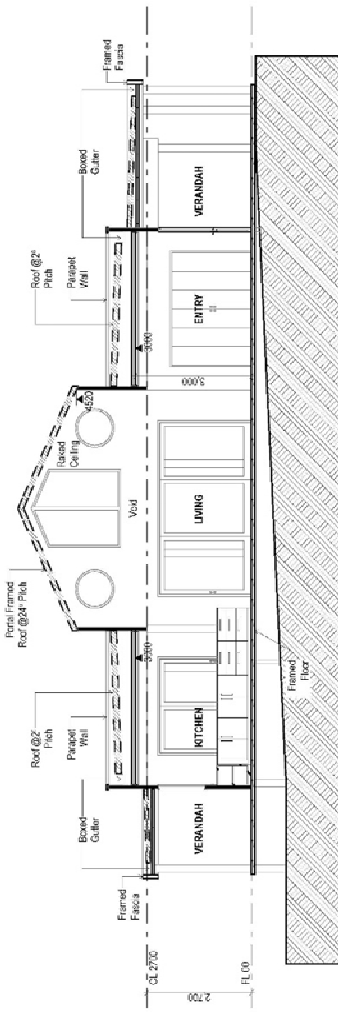
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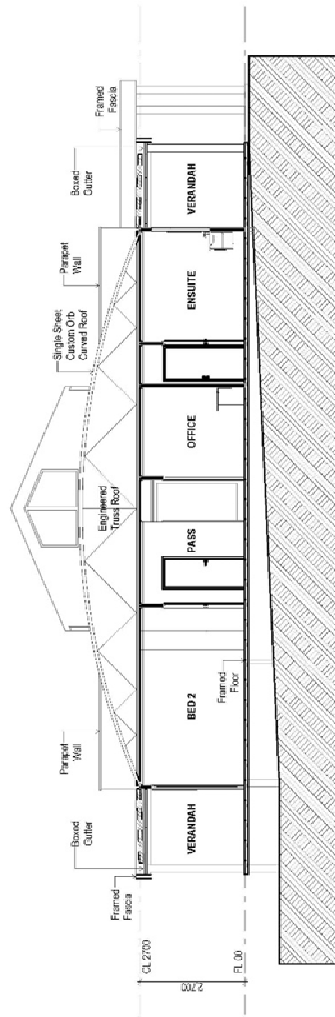
Attachment 9.3



Attachment 9.3



Section 1
Scale 1:100



Section 2
Scale 1:100

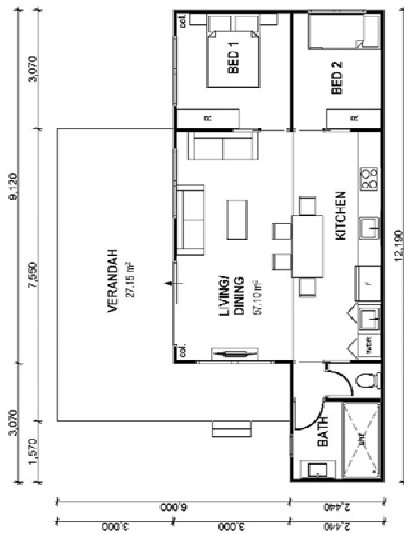


PLANNING APPLICATION

Print Date - 30/06/2021

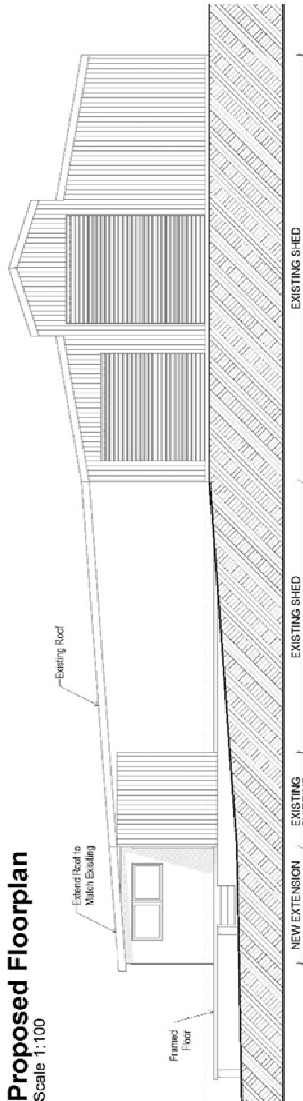
93 Butchers Road, Dale

Attachment 9.3

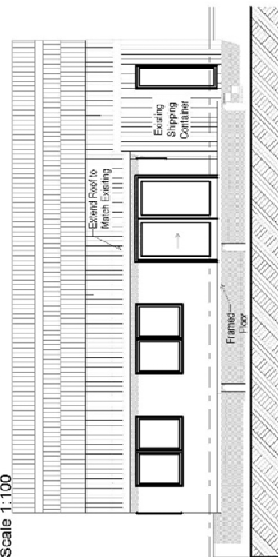


Proposed Floorplan
Scale 1:100

- Existing Container:**
- Cut out for opening
 - Line and insulate as required
- New Works:**
- Extend existing roof over new Living/ Dining
 - Stud framed and lined internal fitout
 - Framed and lined new Living/ Dining area
 - Framed floor and deck to Living/ Dining and Verandah



West Elevation
Scale 1:100



North Elevation
Scale 1:100



PLANNING APPLICATION

Print Date - 30/06/2021

93 Butchers Road, Dale

10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Interim Monthly Financial Report

Submission To:	Ordinary Council Meeting 27 July 2021
Report Date:	21 July 2021
Applicant:	N/A
File Reference:	N/A
Author and Position:	S.K. Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	Interim June 2021 Financial Reports

SUMMARY

Council to consider accepting the interim financial report for the period ending 30 June 2021.

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 2020 Ordinary Meeting, item 11.3.

COMMENT

The interim monthly financial reports for the period ending 30 June 2021 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.

The interim reports are subject to the final audit.

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 2020/21 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

AF004 – Investing Surplus Funds

RISK IMPLICATIONS

It is a requirement of the *Local Government (Financial Management) Regulations 1996* that a Statement of Financial Activity is prepared within two months of the end of the reporting period. This report mitigates the risk of non-compliance.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the interim monthly financial report for the month of June 2021 be accepted and material variances be noted.

**SHIRE OF BEVERLEY
INTERIM STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
30 June 2021**

Description	Budget 2020/21	YTD Budget 2020/21	YTD Actual 2020/21	YTD Variance	Notes To Material Variances
Operating Revenue					
General Purpose Funding	3,260,334.00	3,260,334.00	3,707,195.54	446,861.54	LGGC General Grant advanced payment received \$433,894, Penalty Interest \$11,320, Rate Enquiries \$10,526 and Interim Rates \$4,394 greater than anticipated. Rates discount expense (\$9,250) greater than anticipated due to greater take up of discount offer. Interest received from Investments (\$3,737) lower than anticipated.
Governance	1,100.00	1,100.00	23,554.31	22,454.31	Long Service Leave contributions from Shire of Pingelly and Bruce Rock \$13,897, Centrelink Maternity Leave funding (T Devenish) \$4,523 and LGIS Good driver rebate \$1,342 unbudgeted.
Law, Order & Public Safety	299,857.00	299,857.00	264,769.10	(35,087.90)	Mitigation funding 50% carried over to 2021/22.
Health	300.00	300.00	1,909.78	1,609.78	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	137,492.00	137,492.00	126,792.27	(10,699.73)	30B Dawson Street rental income (\$11,000) and Hunt Rd Village rental income (\$5,700) lower than anticipated due to vacancy. Housing reimbursements \$5,551 greater than anticipated.
Community Amenities	206,278.00	206,278.00	225,962.12	19,684.12	Grave digging \$13,680, Planning fees \$3,471 and Recycling charges \$1,469 greater than anticipated.
Recreation & Culture	895,083.00	895,083.00	1,268,221.31	373,138.31	Drought Communities Program funding for YAA \$420,000 received. LRCI Round 1 funding (\$50,000) to be carried over to 2021/22 following final projects acquittal and LRCI Round 1 Funding (\$23,059) treated as a contract liability as partial funds received but not spent. Old School Building Insurance Claim \$7,066, Recreation Ground & Other Hire Fees \$7,371 and Cropping Lease income \$8,524 greater than anticipated.
Transport	2,559,656.00	2,559,656.00	1,300,016.78	(1,259,639.22)	Building Better Regions Funding (\$1,539,122) for Vincent St Streetscape not received; carried over to 2021/22. LGGC Roads Grant \$276,334 paid in advance.
Economic Activities	119,676.00	119,676.00	704,265.12	584,589.12	Drought Communities Program funding for Onsite Accommodation \$480,000 and contract asset of \$100,000 of DCP funds reported. Caravan Park Charges \$7,950 and Building Permit Fees \$2,653 greater than anticipated. Public standpipe chares (\$8,037) lower than anticipated.
Other Property & Services	43,100.00	45,462.00	52,014.16	6,552.16	
Total Operating Revenue	7,522,876.00	7,525,238.00	7,674,700.49	149,462.49	
Operating Expenditure					
General Purpose Funding	(173,512.00)	(173,512.00)	(172,081.38)	1,430.62	
Governance	(254,954.00)	(254,954.00)	(247,278.49)	7,675.51	
Law, Order & Public Safety	(417,800.00)	(417,800.00)	(358,407.29)	59,392.71	Bushfire Mitigation works \$74,048 carried over to 2021/22 due to lack of qualified contractor availability. ESL (\$1,174), Staff firefighting (\$5,369) and Animal Control expenses (\$5,917) greater than anticipated

**SHIRE OF BEVERLEY
INTERIM STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
30 June 2021**

Description	Budget 2020/21	YTD Budget 2020/21	YTD Actual 2020/21	YTD Variance	Notes To Material Variances
Health	(171,727.00)	(171,727.00)	(151,553.87)	20,173.13	Medical Practice \$16,083 and Doctors Residence \$8,060 maintenance expenditure lower than anticipated. Mosquito control (\$2,550) and Other Health Depreciation (\$3,365) greater than anticipated.
Education & Welfare	(98,098.00)	(98,098.00)	(71,281.24)	26,816.76	Community Initiatives \$21,026 and Donations \$4,903 lower than anticipated.
Housing	(213,750.00)	(213,750.00)	(192,334.97)	21,415.03	Hunt Road Village \$11,704, ILUs \$5,418 and Staff Housing \$3,921 less than anticipated.
Community Amenities	(669,796.00)	(669,796.00)	(696,287.91)	(26,491.91)	Refuse site maintenance (\$31,457) and Street Bins and Verge Collection (\$23,317) greater than anticipated. Stormwater drainage \$24,459 and dams maintenance \$1,640 less than anticipated.
Recreation & Culture	(1,512,753.00)	(1,512,753.00)	(1,459,125.79)	53,627.21	Halls \$4,475, Old Fire Station \$5,349, Cornerstone \$16,801, Rec Ground \$28,386, Function & Rec Centre \$21,059, Railway Station Gallery \$6,567 and Old Court House \$3,508 maintenance expenses lower than anticipated. Swimming Pool (\$5,417), Parks and Gardens (\$15,169), Old School Building (\$3,334) maintenance and Depreciation (\$17,055) greater than anticipated.
Transport	(2,563,701.00)	(2,563,701.00)	(2,483,962.10)	79,738.90	Footpaths \$28,188, Road inventory control \$27,125, Depot \$10,102, Bridges \$7,078 and Aerodrome \$3,365 lower than anticipated. Administration expenses reallocated \$14,308 lower than anticipated. Road maintenance (\$7,798) and Vehicle Licensing (\$4,040) greater than anticipated.
Economic Activities	(479,909.00)	(479,909.00)	(397,710.52)	82,198.48	Noxious weed control expenditure \$15,795, Tourism and Promotion activities \$35,363, Avondale expenditure \$19,440, Public Standpipes \$4,533, Dead Finish Museum \$2,302 Blarney production costs \$2,603 less than anticipated. Administration expenses reallocated \$11,199 lower than anticipated. Caravan Park maintenance (\$9,108) greater than anticipated.
Other Property & Services	(15,081.00)	(17,443.00)	(13,038.39)	4,404.61	
Total Operating Expenditure	(6,571,081.00)	(6,573,443.00)	(6,243,061.95)	330,381.05	
Net Operating	951,795.00	951,795.00	1,431,638.54	479,843.54	
Capital Income					
Self Supporting Loan - Principal Repayment	17,288.00	17,288.00	17,288.32	0.32	
Proceeds from Sale of Assets	267,364.00	267,364.00	78,181.82	(189,182.18)	Grader (\$100,000), Truck (\$60,000) and Mechanics Ute (\$20,000) renewal carried over.
New Loan Raised	2,000,000.00	2,000,000.00	0.00	(2,000,000.00)	Vincent St Streetscape loan not raised (\$1,000,000), Youth Activity Area (\$420,000) and Onsite Accommodation (\$580,000) project Loans not required due to grant funding being received.
Total Capital Income	2,284,652.00	2,284,652.00	95,470.14	(2,189,181.86)	

**SHIRE OF BEVERLEY
INTERIM STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
30 June 2021**

Description	Budget 2020/21	YTD Budget 2020/21	YTD Actual 2020/21	YTD Variance	Notes To Material Variances
Capital Expenditure					
Land and Buildings	(2,061,000.00)	(2,061,000.00)	(1,805,071.06)	255,928.94	Hunt Rd Village Unit refurb \$10,046, Residential Solar Power installation \$22,068 less than anticipated due to a revision of project scope (no battery system installed on advice from Electrician), Barnsley St Bathroom renovation \$8,676 to be carried over, Youth Activity Area \$8,895, Onsite Accommodation \$147,122, Old Court House Roof Replacement \$34,435, Rec Ground Play extension \$37,490, Platform Theatre Green Room painting \$4,218 and artificial turf replacement \$1,353 less than anticipated. Old School Building ceiling replacement (\$11,622) unbudgeted however costs partially reimbursed through insurance. Fire fighting water tanks (\$12,692) unbudgeted however cost to be reimbursed by DFES. Lesser Hall Courtyard (\$7,973) greater than anticipated funded through LRCI Round 1.
Plant and Equipment	(802,475.00)	(802,475.00)	(191,734.07)	610,740.93	Mechanics Ute \$45,000, Truck \$200,000 and Grader \$345,000 purchases delayed, to be carried over. CEO Vehicle \$6,641, Maintenance Ute \$6,131 and Skid Steer Trailer \$8,140 lower than anticipated.
Office Furniture and Equipment	(15,000.00)	(15,000.00)	(30,548.68)	(15,548.68)	B&W Photocopier renewal unbudgeted (\$17,405)- three year lease terms; asset capitalised on receipt.
Road Construction	(4,669,434.00)	(4,669,434.00)	(1,203,985.62)	3,465,448.38	Vincent St Streetscape \$3,068,049 carried over to 2021/22. Hill Rd Gravel Sheet \$15,571, Smith Rd Gravel Sheet \$2,369 and Dale Bin Nth Rd \$20,078 less than anticipated. Westdale Rd Reconstruction \$10,668, Yenyening Lakes Rd \$97,899, Bally Bally Rd \$10,865, Top Beverley Rd 2nd Seal \$9,912, George St 2nd Seal \$3,842 lower than anticipated. Bethany Rd (\$27,956), Edison Mill Rd (\$23,638), Top Beverley Rd Widen & Seal (\$4,169) and Anzac Ln works (\$2,484) greater than anticipated. Bremner Rd \$92,799 and Barrington Rd \$123,140 jobs to be carried over.
Other Infrastructure	(105,835.00)	(105,835.00)	(65,928.01)	39,906.99	Footpath expenditure \$39,907 transferred to Reserve to partially fund Vincent Street Streetscape works in 2021/22.
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(137,937.00)	(137,937.00)	(137,938.08)	(1.08)	
Total Capital Expenditure	(7,791,681.00)	(7,791,681.00)	(3,435,205.52)	4,356,475.48	
Net Capital	(5,507,029.00)	(5,507,029.00)	(3,339,735.38)	2,167,293.62	
Adjustments					
Depreciation Written Back	2,313,194.00	2,313,194.00	2,359,537.23	46,343.23	Depreciation expense higher than anticipated.
Movement in Leave Reserve Cash Balance	0.00	0.00	(29,931.76)	(29,931.76)	End of Year adjustments
Movement in Non-Current Lease Repayments	0.00	0.00	13,673.30	13,673.30	End of Year adjustments
Movement in Non-Current Investments	0.00	0.00	(1,939.33)	(1,939.33)	End of Year adjustments
Movement in Non-Current LSL Provision	0.00	0.00	31,175.44	31,175.44	End of Year adjustments
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	(9,649.53)	(9,649.53)	End of Year adjustments

**SHIRE OF BEVERLEY
INTERIM STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING
30 June 2021**

Description	Budget 2020/21	YTD Budget 2020/21	YTD Actual 2020/21	YTD Variance	Notes To Material Variances
(Profit)/Loss on Disposal of Assets Written Back	(2,364.00)	(2,364.00)	21,292.23	23,656.23	Not all Plant disposed as per 20/21 Budget.
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	817,971.00	817,971.00	(248,684.64)	(1,066,655.64)	Project funding not required this FY; Transfers from Reserve to be carried over to 2021/22 where applicable.
Opening Surplus/(Deficit)	1,426,433.00	1,426,433.00	1,426,433.44	0.44	
Total Adjustments	4,555,234.00	4,555,234.00	3,561,906.38	(993,327.62)	
CLOSING SURPLUS/(DEFICIT)	0.00	0.00	1,653,809.54	1,653,809.54	

SHIRE OF BEVERLEY INTERIM STATEMENT OF NET CURRENT ASSETS FOR THE PERIOD ENDING 30 June 2021		
Description	YTD Actual 2019/20	YTD Actual 2020/21
Current Assets		
Cash at Bank	904,115.25	2,311,028.21
Cash - Unrestricted Investments	711,099.95	0.00
Cash - Restricted Reserves	2,582,024.26	2,830,708.90
Cash on Hand	300.00	300.00
Accounts Receivable	416,886.40	460,327.66
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	17,288.32	14,284.95
Inventory - Fuel	9,344.99	10,281.78
Total Current Assets	4,641,059.17	5,626,931.50
Current Liabilities		
Accounts Payable	(432,823.43)	(901,462.53)
Loan Liability - Current	(137,938.08)	(102,053.23)
Lease Liability - Current	0.00	(6,836.70)
Annual Leave Liability - Current	(198,907.44)	(252,079.13)
Long Service Leave Liability - Current	(153,203.22)	(107,438.93)
Doubtful Debts	0.00	0.00
Total Current Liabilities	(922,872.17)	(1,369,870.52)
Adjustments		
Less Restricted Reserves	(2,582,024.26)	(2,830,708.90)
Less Self Supporting Loan Income	(17,288.32)	(14,284.95)
Add Leave Reserves - Cash Backed	169,620.94	139,689.18
Add Loan Principal Expense	137,938.08	102,053.23
Total Adjustments	(2,291,753.56)	(2,603,251.44)
NET CURRENT ASSETS	1,426,433.44	1,653,809.54

SHIRE OF BEVERLEY
INTERIM STATEMENT OF FINANCIAL POSITION
AS AT
30 June 2021

Description	Actual 2019/20	YTD Actual 2020/21	Movement
Current Assets			
Cash and Cash Equivalents	4,197,539.46	5,142,037.11	944,497.65
Accounts Receivable	399,091.49	360,327.66	(38,763.83)
Contract Asset - Current	17,794.91	100,000.00	82,205.09
Prepaid Expenses	0.00	0.00	0.00
Self Supporting Loan - Current	17,288.32	14,284.95	(3,003.37)
Inventory	9,344.99	10,281.78	936.79
Total Current Assets	4,641,059.17	5,626,931.50	985,872.33
Current Liabilities			
Accounts Payable	(432,823.43)	(438,600.91)	(5,777.48)
Contract Liability - Current	0.00	(462,861.62)	(462,861.62)
Loan Liability - Current	(137,938.08)	(102,053.23)	35,884.85
Lease Liability - Current	0.00	(6,836.70)	(6,836.70)
Annual Leave Liability - Current	(198,907.44)	(252,079.13)	(53,171.69)
Long Service Leave Liability - Current	(153,203.22)	(107,438.93)	45,764.29
Doubtful Debts	0.00	0.00	0.00
Total Current Liabilities	(922,872.17)	(1,369,870.52)	(446,998.35)
Non-Current Assets			
Non-Current Debtors	125,188.45	134,837.98	9,649.53
Non-Current Investments	53,415.80	55,355.13	1,939.33
Land and Buildings	20,859,439.69	30,374,265.91	9,514,826.22
Plant and Equipment	2,099,798.37	1,902,265.11	(197,533.26)
Furniture and Equipment	110,244.48	124,354.85	14,110.37
Infrastructure	60,366,533.32	60,266,728.95	(99,804.37)
Self Supporting Loan - Non Current	25,253.18	10,968.23	(14,284.95)
Total Non-Current Assets	83,639,873.29	92,868,776.16	9,228,902.87
Non-Current Liabilities			
Loan Liability - Non Current	(1,379,225.02)	(1,277,171.79)	102,053.23
Lease Liability - Non Current	0.00	(13,673.30)	(13,673.30)
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(67,240.88)	(98,416.32)	(31,175.44)
Total Non Current Liabilities	(1,446,465.90)	(1,389,261.41)	57,204.49
Net Assets	85,911,594.39	95,736,575.73	9,824,981.34

**SHIRE OF BEVERLEY
INTERIM STATEMENT OF FINANCIAL POSITION
AS AT
30 June 2021**

Description	Actual 2019/20	YTD Actual 2020/21	Movement
Equity			
Accumulated Surplus	(43,427,040.81)	(44,609,994.71)	(1,182,953.90)
Reserves - Cash Backed	(2,582,024.26)	(2,830,708.90)	(248,684.64)
Reserve - Revaluations	(39,902,529.32)	(48,295,872.12)	(8,393,342.80)
Total Equity	(85,911,594.39)	(95,736,575.73)	(9,824,981.34)

SHIRE OF BEVERLEY INTERIM OPERATING STATEMENT BY NATURE & TYPE FOR THE PERIOD ENDING 30 June 2021		
Description	Budget 2020/21	YTD Actual 2020/21
Income		
Rates	2,669,880.00	2,796,907.78
Operating Grants, Subsidies and Contributions	2,271,419.00	1,700,494.88
Profit On Asset Disposal	12,000.00	0.00
Service Charges	0.00	0.00
Fees & Charges	523,761.00	631,258.75
Interest Earnings	103,888.00	50,043.76
Other Revenue	60,500.00	173,137.20
Non-Operating Grants, Subsidies and Contributions	9,238,188.00	2,326,086.56
Total Income by Nature & Type	14,879,636.00	7,677,928.93
Expenditure		
Employee Costs	(2,134,739.00)	(2,065,363.47)
Materials & Contracts	(1,840,463.00)	(1,540,612.20)
Utilities	(208,638.00)	(218,320.67)
Depreciation On Non-Current Assets	(1,691,589.00)	(2,359,537.23)
Interest Expenses	(34,504.00)	(65,623.47)
Insurance Expenses	(168,227.00)	(201,256.32)
Other Expenditure	(81,975.00)	(93,604.05)
Loss On Asset Disposal	(8,000.00)	(21,292.23)
Loss on Revaluation of Non-Current Assets	0.00	0.00
Total Expenditure by Nature & Type	(6,168,135.00)	(6,565,609.64)
Allocations		
Reallocation Codes Expenditure	421,192.00	319,319.25
Reallocation Codes Income	0.00	0.00
Total Allocations	421,192.00	319,319.25
Net Operating by Nature & Type	9,132,693.00	1,431,638.54

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
30 June 2021**

Job #	Job Description	YTD Actual 2020/21
	Rural Road Maintenance	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	7,034.66
RR002	Athol Rd (RoadID: 26) (Maintenance)	17,248.21
RR003	Avoca Rd (RoadID: 98) (Maintenance)	2,732.09
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	4,776.13
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	666.07
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	17,208.43
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	21,908.56
RR008	Barrington Rd (RoadID: 13) (Maintenance)	2,620.43
RR009	Batemans Rd (RoadID: 78) (Maintenance)	133.02
RR010	Batys Rd (RoadID: 60) (Maintenance)	5,197.67
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	450.18
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	1,303.39
RR013	Beringer Rd (RoadID: 29) (Maintenance)	13,775.42
RR014	Bethany Rd (RoadID: 148) (Maintenance)	1,619.38
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	2,052.19
RR017	Bremner Rd (RoadID: 6) (Maintenance)	640.21
RR018	Buckingham Rd (RoadID: 94) (Maintenance)	1,772.19
RR019	Bushhill Road (RoadID: 183) (Maintenance)	361.54
RR020	Butchers Rd (RoadID: 20) (Maintenance)	10,002.39
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	915.68
RR022	Carrs Rd (RoadID: 47) (Maintenance)	3,772.84
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	637.32
RR024	Caudle Rd (RoadID: 140) (Maintenance)	76.64
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	0.00
RR026	Clulows Rd (RoadID: 16) (Maintenance)	23,630.16
RR027	Collins Rd (RoadID: 66) (Maintenance)	3,138.46
RR028	Cookes Rd (RoadID: 61) (Maintenance)	387.55
RR029	Corberding Rd (RoadID: 43) (Maintenance)	3,489.85
RR030	County Peak Rd (RoadID: 96) (Maintenance)	1,195.70
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	7,786.14
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	9,782.00
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	1,885.42
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	19,057.19
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	16,881.70
RR036	Drapers Rd (RoadID: 79) (Maintenance)	1,472.28
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	3,091.83

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
30 June 2021**

Job #	Job Description	YTD Actual 2020/21
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	65,629.18
RR039	Ewert Rd (RoadID: 27) (Maintenance)	18,910.49
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	889.99
RR041	Fishers Rd (RoadID: 75) (Maintenance)	4,714.79
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	11,153.87
RR043	Gors Rd (RoadID: 30) (Maintenance)	0.00
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	437.77
RR045	Heals Rd (RoadID: 95) (Maintenance)	4,085.66
RR046	Hills Rd (RoadID: 76) (Maintenance)	435.91
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	4,832.88
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	823.75
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	18,536.33
RR050	Jas Rd (Maintenance)	0.00
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	2,678.61
RR052	Jones Rd (RoadID: 48) (Maintenance)	2,885.34
RR053	K1 Rd (RoadID: 85) (Maintenance)	7,762.25
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	0.00
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	777.10
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	3,818.09
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	5,119.88
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	28,760.72
RR060	Lennard Rd (RoadID: 58) (Maintenance)	1,636.41
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	666.06
RR062	Luptons Rd (RoadID: 22) (Maintenance)	5,878.40
RR063	Maitland Rd (RoadID: 39) (Maintenance)	2,926.57
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	1,471.98
RR065	Manns Rd (RoadID: 59) (Maintenance)	1,660.42
RR066	Manuels Rd (RoadID: 37) (Maintenance)	3,384.15
RR067	Mawson Rd (RoadID: 100) (Maintenance)	11,869.34
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	1,068.50
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	1,241.97
RR070	Mckellars Rd (RoadID: 93) (Maintenance)	1,469.61
RR071	Mclean Rd (RoadID: 84) (Maintenance)	1,220.43
RR072	Millers Rd (RoadID: 49) (Maintenance)	1,497.16
RR073	Mills Rd (RoadID: 80) (Maintenance)	0.00
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	32,160.92
RR075	Murrays Rd (RoadID: 71) (Maintenance)	2,331.49
RR076	Negus Rd (RoadID: 50) (Maintenance)	1,303.38

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
30 June 2021**

Job #	Job Description	YTD Actual 2020/21
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	550.83
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	11,171.83
RR079	Patten Rd (RoadID: 53) (Maintenance)	5,886.15
RR080	Petchells Rd (RoadID: 38) (Maintenance)	7,354.13
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	357.02
RR082	Pike Rd (RoadID: 45) (Maintenance)	1,872.83
RR083	Potts Rd (RoadID: 14) (Maintenance)	2,706.41
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	9,909.26
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	6,161.22
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	5,202.14
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	2,696.90
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	2,803.44
RR089	Rogers Rd (RoadID: 62) (Maintenance)	1,939.92
RR090	Rossi Rd (RoadID: 156) (Maintenance)	897.63
RR091	Rumble Rd (Maintenance)	582.80
RR092	Schillings Rd (RoadID: 65) (Maintenance)	874.08
RR093	Shaw Rd (RoadID: 184) (Maintenance)	1,334.15
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	1,736.20
RR095	Simmons Rd (RoadID: 101) (Maintenance)	99.77
RR096	Sims Rd (RoadID: 155) (Maintenance)	0.00
RR097	Ski Rd (RoadID: 83) (Maintenance)	2,178.40
RR098	Smith Rd (RoadID: 72) (Maintenance)	127.81
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	1,240.01
RR100	Spavens Rd (RoadID: 44) (Maintenance)	1,624.60
RR101	Springhill Rd (RoadID: 23) (Maintenance)	3,291.33
RR102	Steve Edwards Drv (RoadID: 173) (Maintenance)	1,504.36
RR103	St Jacks Rd (RoadID: 34) (Maintenance)	2,281.90
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	616.04
RR105	Thomas Rd (RoadID: 31) (Maintenance)	4,042.21
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	3,125.80
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	219.45
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	6,160.70
RR109	Walgy Rd (RoadID: 42) (Maintenance)	9,830.20
RR110	Walkers Rd (RoadID: 86) (Maintenance)	922.50
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	2,574.20
RR112	Warradale Rd (RoadID: 67) (Maintenance)	7,716.65
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	1,029.35
RR114	Westdale Rd (RoadID: 166) (Maintenance)	5,228.06
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	547.47

SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 30 June 2021		
Job #	Job Description	YTD Actual 2020/21
RR116	Woods Rd (RoadID: 68) (Maintenance)	0.00
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	0.00
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	0.00
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	35,740.94
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	1,507.35
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	23,800.00
RR888	Tree Lopping - Rural Roads (Maintenance)	89,371.42
RR999	Rural Roads Various (Maintenance)	(968.06)
WANDRRA	Disaster Recovery Works	0.00
Sub Total	Rural Road Maintenance	730,591.72
	Town Street Maintenance	
TS001	Barnsley St (RoadID: 162) (Maintenance)	1,409.64
TS002	Bartram St (RoadID: 114) (Maintenance)	3,841.36
TS003	Brockman St (RoadID: 129) (Maintenance)	251.32
TS004	Brooking St (RoadID: 122) (Maintenance)	1,962.45
TS005	Broun St (RoadID: 144) (Maintenance)	0.00
TS006	Chestillion Ct (RoadID: 139) (Maintenance)	0.00
TS007	Chipper St (RoadID: 126) (Maintenance)	1,335.16
TS008	Council Rd (RoadID: 149) (Maintenance)	6,504.10
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	1,758.88
TS011	Delisle St (RoadID: 120) (Maintenance)	2,067.41
TS012	Dempster St (RoadID: 111) (Maintenance)	2,027.12
TS013	Duffield St (RoadID: 160) (Maintenance)	0.00
TS014	Edward St (RoadID: 107) (Maintenance)	24.77
TS015	Elizabeth St (RoadID: 131) (Maintenance)	219.24
TS016	Ernest Drv (RoadID: 135) (Maintenance)	163.93
TS017	Forrest St (RoadID: 103) (Maintenance)	10,295.14
TS018	George St North (RoadID: 161) (Maintenance)	0.00
TS019	George St South (RoadID: 145) (Maintenance)	0.00
TS020	Grigson St (RoadID: 172) (Maintenance)	2,085.80
TS021	Hamersley St (RoadID: 130) (Maintenance)	79.09
TS022	Harper St (RoadID: 109) (Maintenance)	1,839.21
TS023	Hope St (RoadID: 115) (Maintenance)	9,902.21

**SHIRE OF BEVERLEY
ROAD MAINTENANCE REPORT
FOR THE PERIOD ENDING
30 June 2021**

Job #	Job Description	YTD Actual 2020/21
TS024	Hopkin St (RoadID: 128) (Maintenance)	74.16
TS025	Horley St (RoadID: 127) (Maintenance)	1,457.45
TS026	Hunt Rd (Maintenance)	5,611.08
TS027	Husking St (RoadID: 117) (Maintenance)	0.00
TS028	Hutchinson St (RoadID: 168) (Maintenance)	43.13
TS029	John St (RoadID: 105) (Maintenance)	3,339.83
TS030	Langsford St (RoadID: 152) (Maintenance)	1,211.85
TS031	Lennard St (RoadID: 113) (Maintenance)	761.83
TS032	Ludgate St (RoadID: 143) (Maintenance)	481.15
TS033	Lukin St (RoadID: 104) (Maintenance)	12,736.66
TS034	Mcneil St (RoadID: 141) (Maintenance)	0.00
TS035	Monger St (RoadID: 116) (Maintenance)	634.40
TS036	Morrison St (RoadID: 112) (Maintenance)	24.77
TS037	Nicholas St (RoadID: 123) (Maintenance)	1,836.92
TS038	Prior Pl (RoadID: 174) (Maintenance)	0.00
TS039	Queen St (RoadID: 110) (Maintenance)	431.49
TS040	Railway Pde (RoadID: 147) (Maintenance)	172.04
TS041	Railway St (RoadID: 146) (Maintenance)	936.08
TS042	Richardson St (RoadID: 124) (Maintenance)	226.79
TS043	Seabrook St (RoadID: 118) (Maintenance)	1,710.00
TS044	Sewell St (RoadID: 119) (Maintenance)	517.37
TS045	Shed St (RoadID: 136) (Maintenance)	428.21
TS046	Short St (RoadID: 121) (Maintenance)	983.31
TS047	Smith St (RoadID: 108) (Maintenance)	2,328.86
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	7,263.12
TS050	Wright St (RoadID: 150) (Maintenance)	49.48
TS051	Great Southern Hwy (Maintenance)	0.00
TS555	Road Sign Updates	6,372.98
TS888	Tree Lopping - Town Streets (Maintenance)	7,534.65
TS999	Town Streets Various (Maintenance)	13,066.71
Sub Total	Town Streets Maintenance	116,001.15
Total	Road Maintenance	846,592.87

SHIRE OF BEVERLEY INVESTMENT OF SURPLUS FUNDS AS AT 30 June 2021						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
3630922	Reserve Funds Bendigo					
	Long Service Leave	0.00				
	Airfield Emergency	40,130.42				
	Plant	418,968.30				
	Emergency Services	28,700.97				
	Building	290,321.05				
	Recreation Ground	577,460.85				
	Cropping Committee	190,702.55				
	Avon River Development	25,958.89				
	Annual Leave	139,689.18				
	Community Bus	38,015.77				
	Infrastructure	551,029.96				
	Senior Housing	162,054.17				
	Mainstreet Development	307,401.91				
Avondale Mach Museum	60,274.88	2,830,708.90	3 mnths	0.20%	22/09/2021	
	Total		2,830,708.90			

11.2 Accounts Paid by Authority

Submission To:	Ordinary Council Meeting 27 July 2021
Report Date:	21 July 2021
Applicant:	N/A
File Reference:	N/A
Author and Position:	S.K. Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	June 2021 List of Reports (Contact Shire)

SUMMARY

Council to consider authorising the payment of accounts.

BACKGROUND

The list (provided under separate cover) represents accounts paid by authority for the month of June 2021.

COMMENT

Unless otherwise identified, all payments have been made in accordance with Council's 2020/21 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 2020/21 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Policy A007. Authority to Purchase – All acquisitions should be in accordance with budget provisions or to a maximum specified cost.

RISK IMPLICATIONS

Failure to present a detailed listing in the prescribed form would result in non-compliance *Local Government (Financial Management) Regulations 1996*, this report mitigates the risk of non-compliance.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That the List of Accounts as presented, be received:

June 2021:

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

Cheque vouchers

11 June 2021	1825-1825	(1)	\$	865.06	(authorised by CEO S Gollan and DCEO S Marshall)
21 June 2021	1826-1826	(1)	\$	31,496.00	(authorised by CEO S Gollan and DCEO S Marshall)
22 June 2021	1827-1827	(1)	\$	11,492.91	(authorised by CEO S Gollan and DCEO S Marshall)
30 June 2021	1828-1829	(2)	\$	9,039.40	(authorised by DCEO S Marshall and Pres D Davis)
Total of cheque vouchers for June 2021 incl			\$	52,893.37	previously paid.

EFT vouchers

09 June 2021	EFT 1-38	(38)	\$	58,033.64	(authorised by DCEO S Marshall and Cr D White)
10 June 2021	EFT 6969-6972	(4)	\$	31,191.20	(authorised by CEO S Gollan and DCEO S Marshall)
11 June 2021	EFT 6973-6995	(23)	\$	100,917.56	(authorised by CEO S Gollan and DCEO S Marshall)
18 June 2021	EFT 6996-7007	(12)	\$	61,783.23	(authorised by CEO S Gollan and DCEO S Marshall)
18 June 2021	EFT 7008-7008	(1)	\$	4,422.00	(authorised by CEO S Gollan and DCEO S Marshall)
22 June 2021	EFT 7011-7013	(3)	\$	258,575.60	(authorised by CEO S Gollan and DCEO S Marshall)
23 June 2021	EFT 1-39	(39)	\$	57,747.64	(authorised by CEO S Gollan and DCEO S Marshall)
23 June 2021	EFT 7014-7018	(5)	\$	15,624.80	(authorised by CEO S Gollan and DCEO S Marshall)
28 June 2021	EFT 7021-7025	(5)	\$	52,846.15	(authorised by CEO S Gollan and DCEO S Marshall)
30 June 2021	EFT 7101-7138	(38)	\$	152,132.75	(authorised by DCEO S Marshall and Pres D Davis)
Total of EFT vouchers for June 2021 incl			\$	793,274.57	previously paid.

Trust Fund – Account 016-259 838 128

(2)

Cheque vouchers

Nil vouchers

Total of cheque vouchers for June 2021 incl \$ 0.00 previously paid.

EFT vouchers

28 June 2021	EFT 7020-7020	(1)	\$	460.00	(authorised by CEO S Gollan and DCEO S Marshall)
Total of EFT vouchers for June 2021 incl			\$	460.00	previously paid.

(3) **Direct Debit** Payments totalling \$ 102,995.41 previously paid.

(4) **Credit Card** Payments totalling \$ 1,969.46 previously paid.

11.3 2021/22 Budget – Fair Work Commission Salary Increase Consideration

Submission To:	Ordinary Council Meeting 27 July 2021
Report Date:	14 July 2021
Applicant:	N/A
File Reference:	ADM 0092
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Executive Staff Member paid by Shire of Beverley
Attachments:	Nil

SUMMARY

Council to consider that an across the board 2.5% salary increase be approved for all Shire Staff, excluding Executive Contract Staff as recommended by the Corporate Strategy Committee.

BACKGROUND

Council is required under the Local Government Industry Award 2020 to pass on minimum wage increases to base salaries as outlined in the Award.

Historically, the minimum wage increase has been applied to all Award employees current wage, including wages over Award.

Executive Staff under contract, including the CEO, DCEO , Manager of Works and Manager of Development Services are treated in line with their negotiated contracts.

COMMENT

Council have traditionally delegated authority to the Chief Executive Officer to decide upon staff salary increases and then applied any relevant increase through the budgetary process. At the 22 June 2021 Ordinary Council Meeting Information Session, Council asked staff to bring this through as an item for consideration.

Further information on the Annual Wage Review 2021 can be found at: <https://www.fairwork.gov.au/about-us/news-and-media-releases/website-news/annual-wage-review-2021>

The Corporate Strategy Committee recommended the increase be passed on at its meeting Tuesday 13 July 2021 and is included in the 2021/22 Budget.

STATUTORY ENVIRONMENT

Fair Work Act 2009 s.285 Annual wage review

CONSULTATION

N/A

FINANCIAL IMPLICATIONS

2021/22 Budget

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

Nil

RISK IMPLICATIONS

If not applied Staff satisfaction and morale may decrease.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

COMMITTEE'S RECOMMENDATION

That a 2.5% salary increase be applied to all Shire Staff wages, excluding Executive Contract Staff, and be included in the 2021/22 Budget.

11.4 2021/22 Material Variances

Submission To:	Ordinary Council Meeting 27 July 2021
Report Date:	14 July 2021
Applicant:	N/A
File Reference:	ADM 0092
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Nil
Attachments:	Nil

SUMMARY

Council to consider the material variance reporting parameters for 2021/22 as recommended by the Corporate Strategy Committee.

BACKGROUND

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

Council adopted a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater for the 2020/21 financial year at the July 2020 Ordinary Meeting.

COMMENT

The Corporate Strategy Committee at its 13 July 2021 meeting was satisfied with the current level of reporting, and found no reason that Council should change the reporting parameters.

STATUTORY ENVIRONMENT

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

CONSULTATION

N/A

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

Nil

RISK IMPLICATIONS

It is a requirement under the *Local Government (Financial Management) Regulations 1996* to set material variance (Budget versus Actual) reporting parameters for the

forthcoming financial year. This report and adoption mitigates the risk of non-compliance.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

COMMITTEE'S RECOMMENDATION

That a budget variance reporting parameter of 10% on budgeted items of \$10,000 or greater for the 2021/22 financial year be adopted.

11.5 2021/22 Budget – Rates

Submission To:	Ordinary Council Meeting 27 July 2021
Report Date:	14 July 2021
Applicant:	N/A
File Reference:	ADM 0092
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	2021/22 Statutory Budget (under separate cover)

SUMMARY

Council to consider that rate revenue be raised by 5% for the 2021/22 financial year as recommended by Corporate Strategy Committee.

BACKGROUND

When adopting the 2020/21 Budget, Council resolved to maintain the rating levels at the same 2019/20 level in response to the COVID-19 pandemic; a rate increase of 0%.

Rate revenue has increased by 2.5% per year for the 2017/18, 2018/19 and 2019/20 financial years.

The rate modelling was reviewed by the Corporate Strategy Committee at its 13 July 2021 meeting and it was resolved to set the following rates:

Gross Rental Value	\$0.115782
Gross Rental Value Minimum	\$896.00
Unimproved Value	\$0.008237
Unimproved Value Minimum	\$896.00

COMMENT

The proposed 5% increase in Rate Revenue translates to an increase in Rate funding of \$139,304 (net of expected discount expense) in the 2021/22 financial year.

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

2021/22 Operational considerations taken into account in recommending this rate increase include a 0% Rate increase in 2020/21, a 0% fees and charges increase in 2020/21, the March Quarter CPI (Perth) increase of 1.0%, an increase in staff costs of 3.0% (2.5% wage increase and 0.5% in Super Guarantee) in line with the national minimum wage increase, overall insurance premium expense increase of 11.5% due mainly to unfavourable local and global risk conditions, utility (water and power) expenses increasing by 1.75% and vehicle and plant registrations increasing 4.0%.

When setting the Rate increase for 2021/22, consideration has been given to Rate payers' general ability to pay. Broadacre farming enterprises make up the largest pool of Rate payers' in the Shire of Beverley; this industry remains volatile with many

external factors affecting commodity yields and prices, although recent years have been fruitful. A 5% Rate increase takes these factors into account.

Other Federal and State budgetary measures may also put some added pressure on general household budgets and their ability to pay Rates and it is expected that general utilities will increase after previous COVID freezes. This has also been considered when setting the increase.

Additionally, it is proposed that the 10% discount period be reduced from 35 to 21 day as previously advised, be implemented.

UV land valuations as set by the Valuer General (State Government) has increased by an average overall of 9.46% across the district.

The proposed Rate in the Dollar values and minimums (with a comparison to 2020/21 rates) are as follows:

	<u>2020/21</u>	<u>2021/22</u>
Gross Rental Value	\$0.110717	\$0.115782
Gross Rental Value Minimum	\$853.00	\$896.00
Unimproved Value	\$0.008644	\$0.008237
Unimproved Value Minimum	\$853.00	\$896.00

STATUTORY ENVIRONMENT

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

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

* *Absolute majority required.*

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

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

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

Section 6.35 of the Act provides:

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

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

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

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

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

* *Absolute majority required.*

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

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

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

* *Absolute majority required.*

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

Overriding this, Local Government (COVID-19 Response) Amendment Order 2021 clause 14(1) dictates that penalty interest for the 2021/22 financial year is not to exceed 7%.

CONSULTATION

N/A

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

RISK IMPLICATIONS

Rate setting is part of 2021/22 budget requirements.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

COMMITTEE'S RECOMMENDATION

That Council:

- In accordance with s6.32 of the *Local Government Act 1995* the rates and minimums to be levied on all rateable property within the Shire of Beverley for the financial year ending 30 June 2021 be as follows:

Gross Rental Value	\$0.115782
Gross Rental Value Minimum	\$896.00
Unimproved Value	\$0.008237
Unimproved Value Minimum	\$896.00
- The service of rates notice date be 6 August 2021.
- In accordance with s6.46 of the *Local Government Act 1995*, a 10% rate discount be allowed for rates paid in full within twenty one (21) days of the service of rates notice being applicable up to close of business on 27 August 2021.
- In accordance with s6.51 of the *Local Government Act 1995*, an 7% interest charge be levied on all overdue rate instalments and on rates outstanding whether subject to either a formal or informal instalment program or not, excluding deferred pensioner rates.
- In accordance with s6.45 of the *Local Government Act 1995*, an administration charge of \$10 and an interest component of 5.50% per annum calculated daily, for the second and each of the subsequent rates instalments be levied in connection with each formal rate instalment program.
- That in accordance with s6.50 of the *Local Government Act 1995*, the due dates of instalments under the formal rate instalment program be;

1 st Instalment	10 September 2021
2 nd Instalment	10 November 2021
3 rd Instalment	10 January 2022
4 th Instalment	10 March 2022

11.6 Draft 2021/22 Budget

Submission To:	Ordinary Council Meeting 27 July 2021
Report Date:	14 July 2021
Applicant:	N/A
File Reference:	ADM 0092
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	2021/22 Statutory Budget (under separate cover)

SUMMARY

Council to consider that the draft 2021/22 Budget be adopted.

BACKGROUND

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

2021/22 Budget preparation has been underway since February 2021, with review of the 10 Year Road Program, 10 Year Plant Replacement Program, the Long Term Financial Plan Capital Program and proposed 2021/22 Fees and Charges items presented to Council for consideration.

COMMENT

The Statutory draft 2021/22 Budget as presented shows the detailed workings of Council's Operational and Capital programmes incorporating a rate increase of 5%.

The Corporate Strategy Committee at its meeting 13 July 2021, balanced the budget through a mix of Reserve fund transfers and decreasing expenditure (cut to discretionary spending). It also maintained discretionary fees and charges (set by Council) at 2019/20 levels in response to the ongoing COVID-19 pandemic.

Please note that 2020/21 Carried Forward balances may change as a result of End of Financial Year processing and Final Audit which will impact on the 2021/22 budgeted closing position.

STATUTORY ENVIRONMENT

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

- (1) Not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.
- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for principal activities accepted by a local government under section 5.58 and to prepare a detailed estimate for the current year of –
 - a. the expenditure by the local government;
 - b. the revenue and income, independent of general rates, of the local government; and

- c. the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.
- (3) For the purposes of subsections (2) (a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.
- (4) The annual budget is to incorporate –
 - a. Particulars of the estimated expenditure proposed to be incurred by the local government
 - b. Detailed information relating to the rates and service charges which will apply to land within the district including –
 - i. the amount it is estimated will be yielded by the general rate; and
 - ii. the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;
 - c. the fees and charges proposed to be imposed by the local government;
 - d. the particulars of borrowings and other financial accommodation proposed to be entered into by the local government;
 - e. details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used;
 - f. particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
 - g. such other matters as are prescribed.
- (5) Regulations may provide for –
 - a. The form of the annual budget;
 - b. The contents of the annual budget; and
 - c. The information to be contained in or to accompany the annual budget.

Section 6.11 of the Act provides:

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

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

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

* *Absolute majority required.*

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

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

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

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

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

Section 6.35 of the Act provides:

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

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

CONSULTATION

N/A

FINANCIAL IMPLICATIONS

2021/22 Budget

STRATEGIC IMPLICATIONS

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

RISK IMPLICATIONS

It is a requirement under the *Local Government Act 1995*, provides that a local government must, not later than 31 August in each financial year, or such extended time as the Minister allows, prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June. This report and adoption mitigates the risk of non-compliance.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

COMMITTEE'S RECOMMENDATION

That the balanced 2021/22 Budget be adopted.

2021/22 BUDGET



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President's Introduction

I am pleased to present the 2021/22 Annual Budget to our ratepayers and residents.

The 2021/22 budget has been adopted with a goal to deliver our major project being the Vincent Street Streetscape Project.

The Vincent Street Streetscape Project will create a safe, green and vibrant public area, with better seating and lighting. Importantly, Vincent Street will receive underground power, new drainage, curbing and level footpaths which will create enhanced pedestrian movement in and around the business area, it also includes traffic calming devices and safe crossing places for our seniors, juniors and everyone in between.

The project is expected to commence in October 2021 and be completed by 30 June 2022. The outcome for Beverley is expected to bring economic gain for local businesses through increased tourism, the attraction of new people to town due to increased liveability and will have long lasting benefit for our future generations.

Whilst delivering the main street project, a comprehensive road and bridge program that includes second seals, widening, shoulders, gravel sheeting and sealing will still be undertaken on various rural and town roads. Plant equipment to be renewed includes a new roller and grader.

Council will continue to provide a high standard of service in other programs such as Sanitation - street bins, refuse site, bulk recycling and e-waste; Community Spaces - halls, recreation ground, Moort Wabiny Park, gymnasium and library; and Tourism - caravan park and cabins, visitor booklets and visitor centre.

The Shires 2021/22 activities will be funded through external grants and programs, use of reserves and low interest Treasury Loan funding.

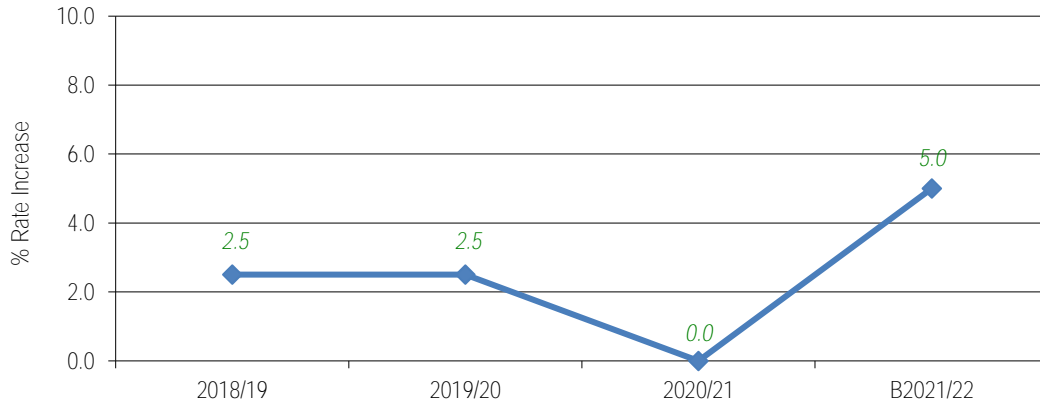
I wish to acknowledge Staff and Council for the effort to produce a responsible 2021/22 budget amid the ongoing COVID-19 pandemic. This budget has been considered in a manner which I trust is financially acceptable to stimulate our local economy, support local and regional business and undertake activities to increase visitor numbers to benefit our Shire.

Cr Don Davis
Shire President

Chief Executive Officer's Summary

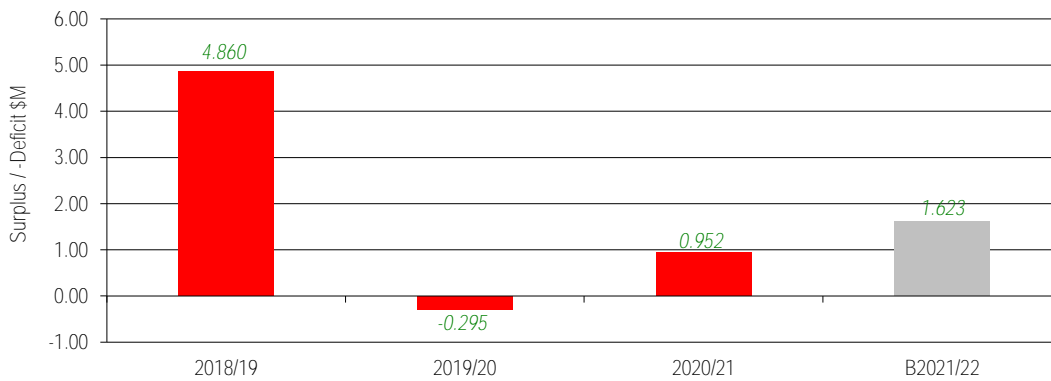
The Annual Budget for the 2021/22 financial year seeks to balance the demand for services and infrastructure with the community's capacity to pay. The key budget information provided below is about the rates, operating result, service levels, cash and investments, capital works, financial position and key strategic activities of the Council.

1. Rates



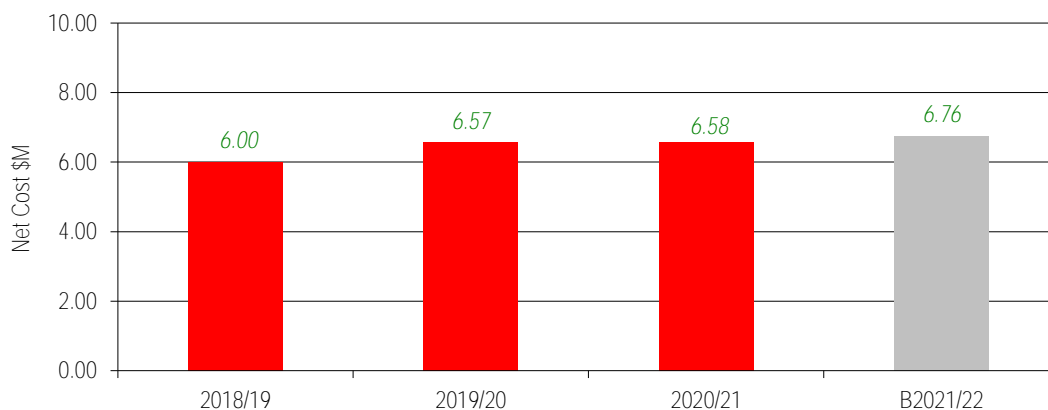
Council have resolved to increase Rates income by 5.0% for the 2021/22 financial year. Total Rates income increase to \$3.19 million. In addition the 10% discount incentive has been maintained at a estimated cost of \$255,000.

2. Operating Result



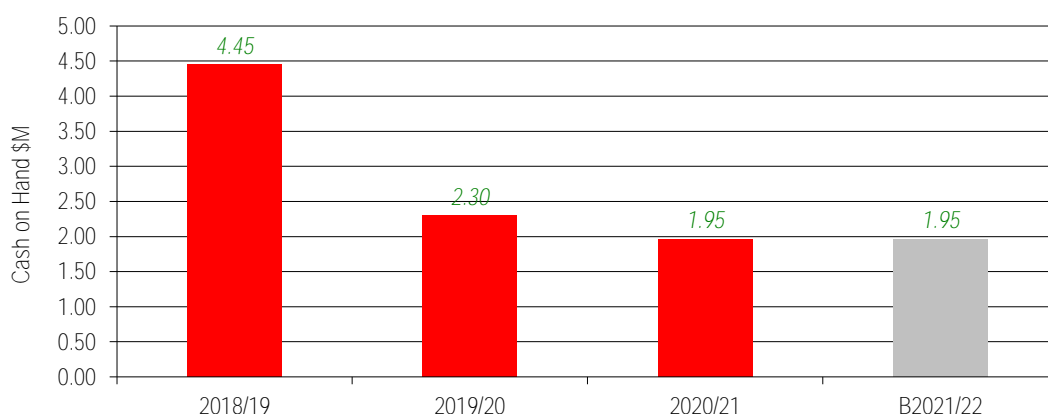
The expected operating result for the 2021/22 year is a surplus of \$1.623 Million, which is an increase of \$671,000 over 2020/21 Operating Budget attributable to an increase in budgeted non-operating funding for capital works.

3. Services



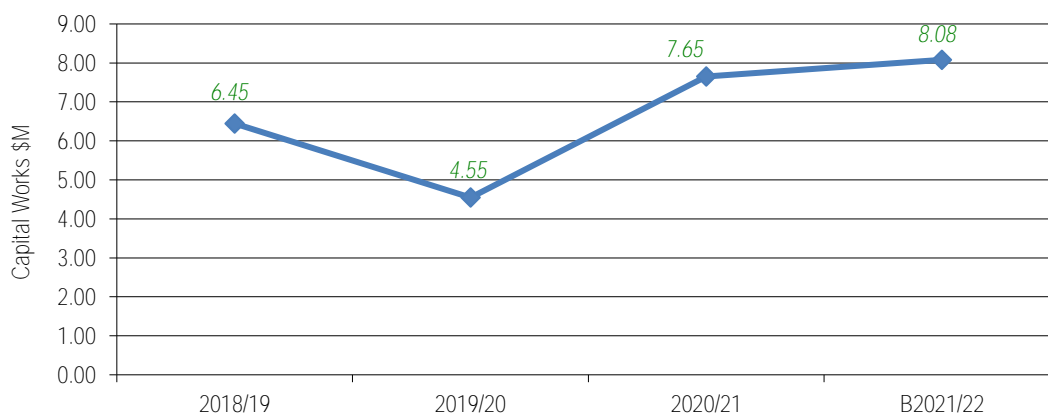
The cost of services (including depreciation) to be delivered to the community for the 2021/22 year is expected to be \$6.762 million which is \$180,000 more when compared to the 2020/21 Budget.

4. Cash and Investments



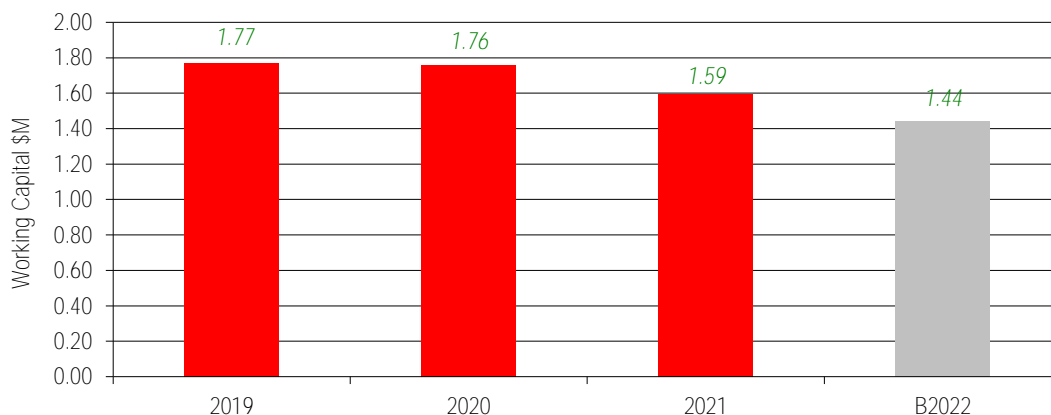
Cash and investment levels are expected to remain steady during the year to 30 June 2022.

5. Capital Works



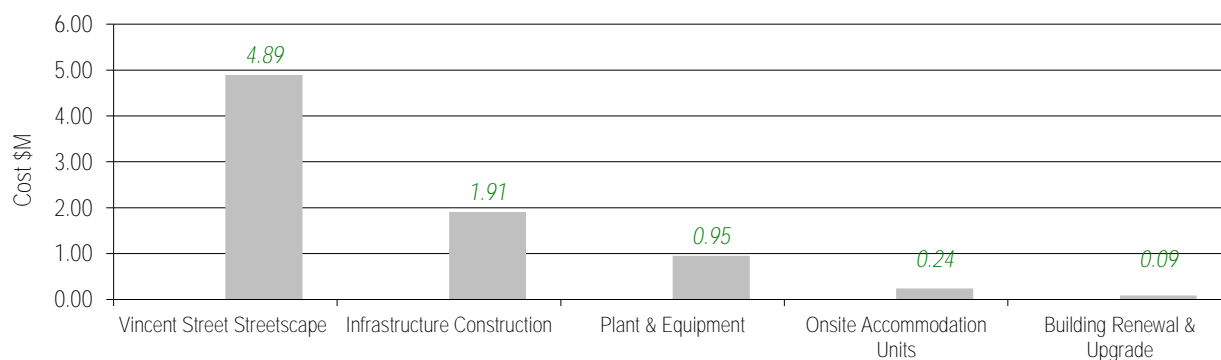
The capital works program for the 2021/22 year is expected to be \$8.079 million. Of the capital funding required, \$1.560 million will come from Council operations, \$3.999 million from external grants, \$1.160 million from Reserves, \$1.00 million from Loan Funds and the balance of \$359,000 from disposal of plant and vehicles. The capital expenditure program has been set and prioritised based on the community needs for each project.

6. Financial Position



The net current assets are expected to decrease by \$150,000 to \$1.438 million.

7. Major Projects



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

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

S.P. Gollan
Chief Executive Officer

Budget Processes

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

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

The Budget is required to be adopted by 31 August in each year. However, Council strive to have the Budget adopted by 31 July annually to allow Staff to progress approved projects in a timely manner.

The key dates for the Budget process are summarised below:

Budget Process

1. Officers prepare operating and capital estimates for inclusion in the Budget.
2. Council considers draft Budget at Committee.
3. Proposed Budget is submitted to Council for adoption.
4. Copy of adopted Budget submitted to the Department.

Timing

Feb - May 2021

June & July 2021

July 2021

August 2021

1. Link to the Council Plan

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

1.1 Integrated Planning Framework

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

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

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



Elements of Integrated Planning and Reporting Framework

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

1.2 Our purpose

Our Vision

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

We Value

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

Council Priorities:

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

2. Activities and Initiatives

This section provides a description of the activities to be funded in the Budget for the 2021/22 year and how these will contribute to achieving the strategic objectives specified in the Strategic Community Plan.

Activities

Activity	Description	Revenue (Expenditure) Net Cost \$
General Purpose Funding	Details rates levied, interest on late payment of rates, general purpose grants and interest received on investments.	3,388,968 <u>(162,227)</u> 3,226,741
Governance	This service provides assistance to elected members and ratepayers on matters which do not concern specific council services.	3,600 <u>(308,041)</u> (304,441)
Law Order, Public Safety	This service provides for the supervision of local laws, fire prevention and animal control.	242,100 <u>(432,526)</u> (190,426)
Health	This service provides for food quality and pest control, medical service and environmental health.	300 <u>(154,777)</u> (154,477)
Education and Welfare	This service provides for maintenance of the old school building (CRC) and funding for community activities and initiatives.	0 <u>(111,017)</u> (111,017)
Housing	This service provides for the maintenance of staff housing and the Hunt Road Village.	129,692 <u>(205,724)</u> (76,032)
Community Amenities	This service provides the collection of rubbish, operations of the waste disposal sites, town planning, maintenance of cemeteries, maintenance of the water harvesting dams and protection of the environment.	211,385 <u>(666,749)</u> (455,364)
Recreation and Culture	This service provides for the maintenance of halls, swimming pool, recreation grounds and various reserves, the operations of the library and art gallery and maintenance of courthouse and Dead Finish museum.	218,434 <u>(1,592,700)</u> (1,374,266)
Transport	This service provides for the maintenance of roads, bridges, footpaths, cleaning and lighting of streets, street trees, depot maintenance and aerodrome maintenance.	3,950,230 <u>(2,519,187)</u> 1,431,043
Economic Services	This service provides for weed control, tourism and area promotion, implementation of building controls, swimming pool inspections and promotion of economic development initiatives.	197,344 <u>(593,888)</u> (396,544)
Other Property and Services	This service provides for the undertaking of private works, allocations of on costs and plant operation costs, recording of material and stock, salaries and wages paid and allocated to works.	45,490 <u>(17,440)</u> 28,050
Net Operating Surplus/(Deficit)		1,623,267

3. Budget Influences

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

3.1 Snapshot of Beverley Shire Council

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

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

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

3.2 External Influences

In preparing the 2021/22 Annual Budget, a number of external influences have been taken into consideration, because they are likely to impact significantly on the services delivered by Council in the budget period. These include:

- The global COVID-19 pandemic;
- Consumer Price Index (CPI) increases on goods and services of 1.0% per annum;
- Reduced funding from State and Federal governments;
- Increased Labour costs;
- Increased Utility costs; and
- Prevailing economic conditions impacting on investment interest rates and debt collection.

3.3 Internal Influences

As well as external influences, there are also a number of internal influences which are expected to have a significant impact on the preparation of the 2021/22 Annual Budget. These matters have arisen from events occurring in the 2020/21 year resulting in variances between the interim actual and budgeted results for that year and matters expected to arise in the 2021/22 year. These matters and their financial impact are set out below:

- Budget surplus for the 2020/21 financial year ended 30 June 2021; and
- Minimal staff turnover.

3.4 Budget Principles

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

- Existing fees and charges to be frozen in response to COVID-19;
- Grants to be based on confirmed funding levels;
- New revenue sources to be identified where possible;
- Service levels to be maintained at 2020/21 levels;
- Salaries and wages to be increased in line with the Local Government Industry Award 2020;
- New initiatives which are not cost neutral to be justified through a business case;
- Real savings in expenditure and increases in revenue identified in 2020/21 to be preserved; and
- Operating revenues and expenses arising from completed 2020/21 capital projects to be included.

3.5 Legislative Requirements

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

The 2021/22 Annual Budget, which is included in this report, is for the year 1 July 2021 to 30 June 2022 and is prepared in accordance with the Act and Regulations. The Budget includes statutory statements being a budget statement of comprehensive income (Net operations), budget statement of cash flows, budget rate setting statement and notes forming part of the annual budget. These statements have been prepared for the year ended 30 June 2022 in accordance with Accounting Standards and other mandatory professional reporting requirements and in accordance with the Act and Regulations. It also includes detailed information about the rates and charges to be levied, the capital works program to be undertaken and other financial information, which Council requires in order to make an informed decision about the adoption of the Budget.

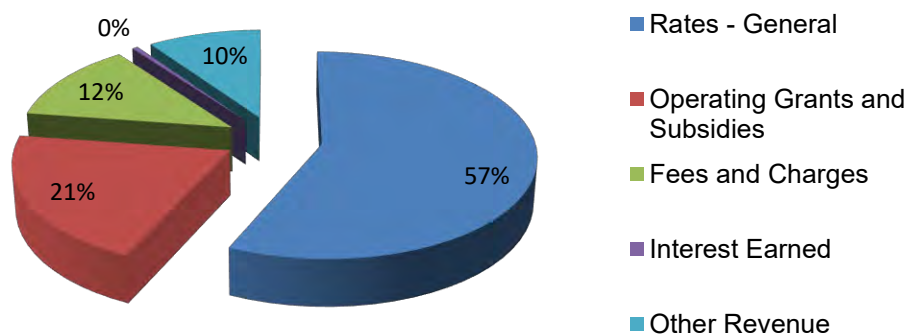
The Budget includes consideration of a number of long term strategies to assist Council in considering the Budget in a proper financial management context. These include the Strategic Community Plan, Corporate Business Plan, Long Term Financial Plan, Rating Strategy and Other Long Term Strategies including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

4. Analysis of the Operating Budget

This section analyses the expected revenues and expenses of the Council for the 2021/22 year.

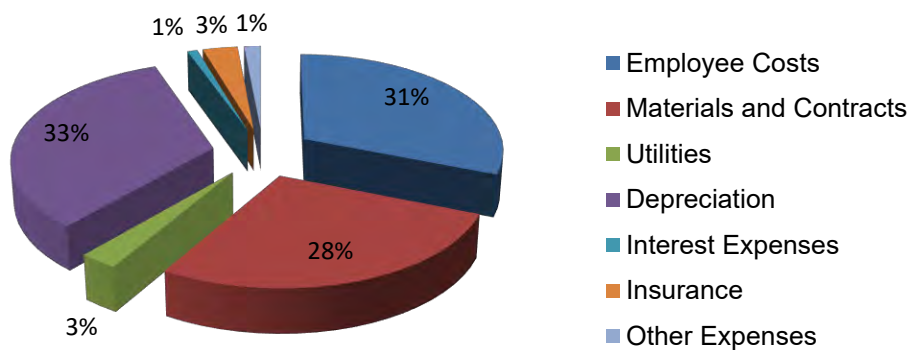
4.1 Operating Revenue

Revenue Types	Budget 2020/21 \$'000	Budget 2021/22 \$'000	Variance \$'000
Rates - General	2,801	2,940	139
Operating Grants and Subsidies	1,034	1,064	30
Fees and Charges	587	648	61
Interest Earned	42	26	(16)
Other Revenue	523	501	(22)
Total Operating Revenue	4,988	5,179	191
Net gain on sale of assets	65	81	16
Non-Operating Grants	3,012	3,660	648



4.2 Operating Expenditure

Expenditure Types	Budget 2020/21 \$'000	Budget 2021/22 \$'000	Variance \$'000
Employee Costs	2,069	2,245	176
Materials and Contracts	2,118	2,000	(118)
Utilities	197	199	2
Depreciation	2,313	2,405	92
Interest Expenses	71	65	(6)
Insurance	197	227	30
Other Expenses	84	108	24
Total Operating Expenditure	7,050	7,249	199
Net loss on sale of assets	63	46	(17)



5. Analysis of the Budgeted Cash Position

This section analyses the expected cash flows from the operating, investing and financing activities of Council for the 2021/22 year. Budgeting cash flows for Council is a key factor in setting the level of rates and providing a guide to the level of capital expenditure that can be sustained with or without using existing cash reserves.

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

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

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

5.1 Budgeted Cash Flow Statement - Summarised

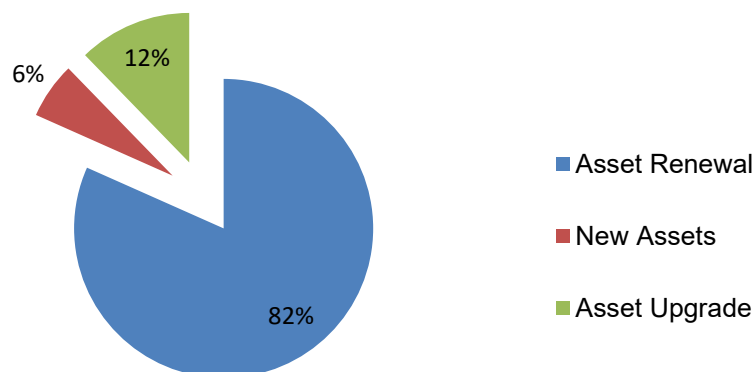
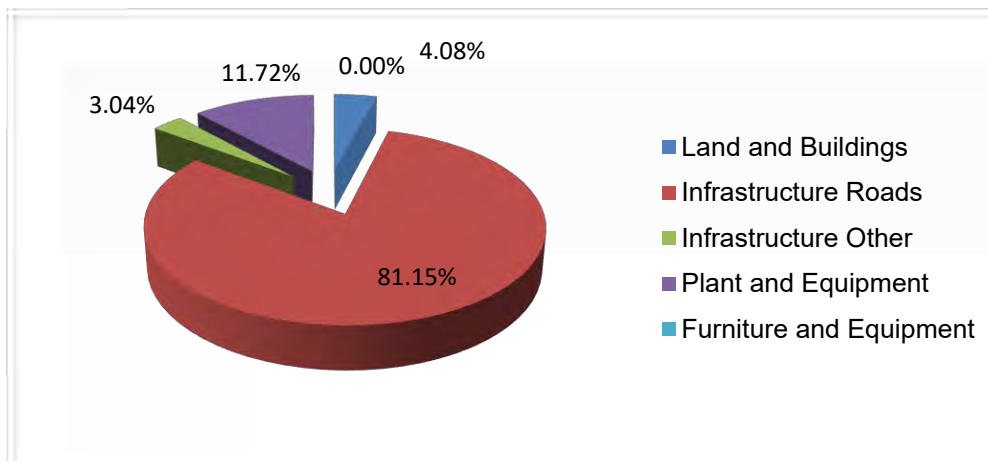
Cash Flow Types	Budget 2020/21 \$'000	Budget 2021/22 \$'000	Variance \$'000
Net cash provided by/(used) in Operating activities	250	328	78
Net cash provided by/(used) in Investing activities	(4,374)	(4,423)	(49)
Net cash provided by/(used) in Financing activities	1,879	905	(974)
Net increase/(decrease) in cash and cash equivalents	(2,245)	(3,189)	(944)
Cash and cash equivalents at the start of the year	4,198	5,142	944
Cash and cash equivalents at the end of the year	1,953	1,953	-

6. Analysis of the Capital Budget

This section analyses the planned capital expenditure budget for the 2021/22 year and the sources of funding for the capital budget.

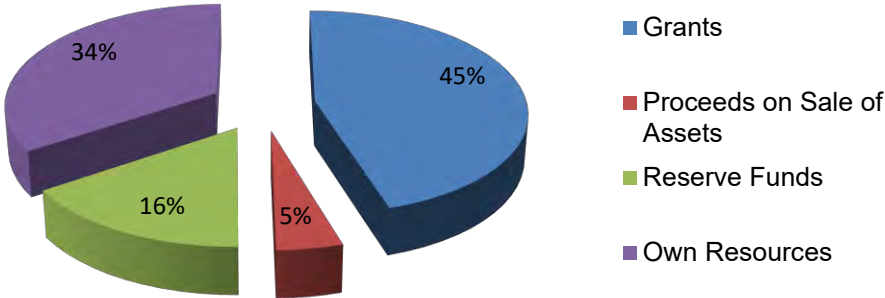
6.1 Capital Works

Capital Works Areas	Budget 2020/21 \$'000	Budget 2021/22 \$'000	Variance \$'000
Land and Buildings	2,061	330	(1,731)
Infrastructure Roads	4,669	6,557	1,888
Infrastructure Other	106	246	140
Plant and Equipment	802	947	145
Furniture and Equipment	15	-	(15)
Total capital works	7,654	8,080	426
Represented by:			
Asset Renewal	5,216	6,598	1,382
New Assets	1,663	491	(1,172)
Asset Upgrade	775	991	216
Total capital works	7,654	8,080	426



6.2 Funding Sources

Sources of Funding	Budget 2020/21 \$'000	Budget 2021/22 \$'000	Variance \$'000
External			
Grants - Capital	3,012	3,660	648
Proceeds on sale of assets	267	359	92
	3,280	4,019	739
Internal			
Reserve Funds	1,114	1,283	169
Own Resources (Incl. Loans)	3,260	2,778	(482)
	4,374	4,061	(313)
Total funding sources	7,654	8,080	426



7. Rating Strategy

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

7.1 Strategy Development

In developing the Annual Budget, rates and charges were identified as an important source of revenue, accounting for 57% of total operating revenue. Planning for future rate increases has therefore been an important component of the planning process.

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

Year	Rate Increases
2017/18	2.50%
2018/19	2.50%
2019/20	2.50%
2020/21	0.00%
2021/22	5.00%
Average increase	2.50%

7.2 Current Year Rate Increase

In order to maintain service levels and a strong capital expenditure program, general rates will increase by 5.0% in 2021/22 raising a total of \$2.936 million.

Year	Rate Increase %	Total Rates Raised \$'000
2017/18	2.50%	2,661
2018/19	2.50%	2,728
2019/20	2.50%	2,796
2020/21	0.00%	2,796
2021/22	5.00%	2,936

A payment incentive discount of 10% for rates paid within 21 days of the issue date has been allowed for. The discount cost to the budget is \$255,274. This is the most generous discount offered in the State and reflects Councils ongoing support of its loyal rate payer base.

7.3 Rating Structure

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

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

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

8. Other Strategies

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

8.1 Borrowings

For the 2021/22 year, Council will look to borrow \$1,000,000 to partially fund capital expenditure. The table below details loan borrowings outstanding over a five year period.

Year	New Borrowings \$'000	Principal Paid \$'000	Interest Paid \$'000	Balance 30 June \$'000
2017/18	800	69	27	1,800
2018/19	0	130	84	1,670
2019/20	150	153	96	1,667
2020/21	0	138	71	1,379
2021/22	1,000	102	65	2,277

8.2 Asset Management

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

8.3 Long Term Financial Plans

The Long Term Financial Plan was reviewed in March 2021 and forms an important part of Council's integrated planning process. The LTFP has been aligned with Council's Strategic Community Plan and Corporate Business Plan and forms the basis for the preparation of the Annual Budget.

The LTFP covers a 10 year planning period from 2019-20 to 2029-30 and will cost the community's aspirations against the financial realities.

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SHIRE OF BEVERLEY
BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

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SHIRE OF BEVERLEY
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30TH JUNE 2022

	NOTE	2021/22 Budget \$	2020/21 Actual \$	2020/21 Budget \$
REVENUE				
Rates	8	2,940,151	2,796,908	2,800,847
Operating Grants, Subsidies and Contributions		1,063,533	1,637,341	1,034,159
Fees and Charges	13	648,180	694,412	587,348
Service Charges	10	-	-	-
Interest Earnings	2(a)	25,831	50,044	41,992
Other Revenue		<u>500,874</u>	<u>492,454</u>	<u>523,360</u>
		<u>5,178,569</u>	<u>5,671,159</u>	<u>4,987,706</u>
EXPENSES				
Employee Costs		(2,245,286)	(2,065,363)	(2,068,715)
Materials and Contracts		(2,000,424)	(1,539,833)	(2,118,414)
Utility Charges		(199,182)	(219,100)	(197,423)
Depreciation	2(a)	(2,405,057)	(2,359,536)	(2,313,194)
Interest Expenses	2(a)	(65,273)	(65,623)	(70,964)
Insurance Expenses		(227,251)	(201,256)	(197,440)
Other Expenditure		<u>(107,725)</u>	<u>(93,604)</u>	<u>(84,325)</u>
		<u>(7,250,198)</u>	<u>(6,544,315)</u>	<u>(7,050,475)</u>
		<u>(2,071,629)</u>	<u>(873,156)</u>	<u>(2,062,769)</u>
Non-Operating Grants, Subsidies and Contributions		3,659,796	2,326,087	3,012,200
Profit on Asset Disposals	4	80,600	-	65,000
Loss on Asset Disposals	4	<u>(45,500)</u>	<u>(21,292)</u>	<u>(62,636)</u>
NET RESULT		1,623,267	1,431,639	951,795
Other Comprehensive Income				
Changes on Revaluation of non-current assets		<u>-</u>	<u>8,393,343</u>	<u>-</u>
Total Other Comprehensive Income		<u>-</u>	<u>8,393,343</u>	<u>-</u>
TOTAL COMPREHENSIVE INCOME		<u>1,623,267</u>	<u>9,824,982</u>	<u>951,795</u>

Notes:

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

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

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

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

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

The represented 2020/21 Actual figures are unaudited.

SHIRE OF BEVERLEY
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30TH JUNE 2022

	NOTE	2021/22 Budget \$	2020/21 Actual \$	2020/21 Budget \$
REVENUE (Refer Notes 1,2,8 to 13)				
General Purpose Funding		3,388,968	3,707,196	3,260,334
Governance		3,600	23,554	10,100
Law, Order, Public Safety		242,100	264,769	229,857
Health		300	1,910	300
Education and Welfare		-	-	-
Housing		129,692	126,792	137,492
Community Amenities		211,385	225,962	206,278
Recreation and Culture		140,541	172,148	135,027
Transport		388,327	650,004	377,512
Economic Services		177,344	124,265	119,676
Other Property and Services		(1,110)	66,749	34,098
		<u>4,681,147</u>	<u>5,363,349</u>	<u>4,510,674</u>
EXPENSES EXCLUDING				
FINANCE COSTS (Refer Notes 1,2 & 14)				
General Purpose Funding		(162,227)	(172,081)	(173,512)
Governance		(306,541)	(244,253)	(254,954)
Law, Order, Public Safety		(432,526)	(358,407)	(417,800)
Health		(144,777)	(151,554)	(171,727)
Education and Welfare		(111,017)	(71,281)	(98,098)
Housing		(205,724)	(192,335)	(213,750)
Community Amenities		(666,749)	(695,775)	(669,229)
Recreation & Culture		(1,527,427)	(1,390,484)	(1,442,356)
Transport		(2,519,187)	(2,483,962)	(2,563,701)
Economic Services		(593,888)	(397,711)	(479,909)
Other Property and Services		(17,440)	(13,038)	(17,443)
		<u>(6,687,503)</u>	<u>(6,170,882)</u>	<u>(6,502,479)</u>
FINANCE COSTS (Refer Notes 2 & 5)				
Community Amenities		-	(513)	(567)
Recreation & Culture		(65,273)	(65,110)	(70,397)
		<u>(65,273)</u>	<u>(65,623)</u>	<u>(70,964)</u>
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS				
Law, Order, Public Safety		-	-	70,000
Recreation & Culture		77,893	1,096,073	760,056
Transport		3,561,903	650,013	2,182,144
Economic Services		20,000	580,000	-
		<u>3,659,796</u>	<u>2,326,087</u>	<u>3,012,200</u>
PROFIT/(LOSS) ON DISPOSAL OF ASSETS (Refer Note 4)				
Governance		(1,500)	(3,025)	(9,000)
Health		(10,000)	-	-
Recreation & Culture		-	(3,532)	-
Other Property and Services		46,600	(14,735)	11,364
		<u>35,100</u>	<u>(21,292)</u>	<u>2,364</u>
NET RESULT		1,623,267	1,431,639	951,795
Other Comprehensive Income				
Changes on Revaluation of non-current assets		-	8,393,343	-
Total Other Comprehensive Income		-	8,393,343	-
TOTAL COMPREHENSIVE INCOME		<u>1,623,267</u>	<u>9,824,982</u>	<u>951,795</u>

Note:

Information relating to Fair Values is as per the Statement of Comprehensive Income by Nature or Type.

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

The represented 2020/21 Actual figures are unaudited.

**SHIRE OF BEVERLEY
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2022**

	NOTE	2021/22 Budget	2020/21 Actual	2020/21 Budget
Cash Flows From Operating Activities		\$	\$	\$
Receipts				
Rates		2,940,151	2,796,908	2,800,847
Operating Grants, Subsidies and Contributions		1,063,533	1,637,341	1,034,159
Fees and Charges		648,180	694,412	587,348
Interest Earnings		25,831	50,044	41,992
Other		500,872	518,691	523,360
		<u>5,178,567</u>	<u>5,697,396</u>	<u>4,987,706</u>
Payments				
Employee Costs		(2,245,286)	(2,026,780)	(2,068,715)
Materials and Contracts		(2,000,424)	(1,539,833)	(2,118,414)
Utility Charges		(199,182)	(219,100)	(197,423)
Insurance Expenses		(227,251)	(201,256)	(197,440)
Interest Expenses		(65,273)	(65,623)	(70,964)
Other		(112,963)	(87,826)	(84,325)
		<u>(4,850,379)</u>	<u>(4,140,418)</u>	<u>(4,737,281)</u>
Net Cash Provided By Operating Activities	15(b)	<u>328,188</u>	<u>1,556,978</u>	<u>250,425</u>
Cash Flows from Investing Activities				
Payments for Purchase of Property, Plant & Equipment	3	(1,276,873)	(2,027,354)	(2,878,475)
Payments for Construction of Infrastructure	3	(6,802,098)	(1,269,914)	(4,775,270)
Advances to Community Groups Non-Operating Grants, Subsidies and Contributions used for the Development of Assets		-	-	-
Proceeds from Sale of Plant & Equipment	4	359,000	78,185	267,364
Net Cash Used in Investing Activities		<u>(4,423,037)</u>	<u>(512,340)</u>	<u>(4,374,181)</u>
Cash Flows from Financing Activities				
Repayment of Debentures	5	(102,053)	(137,938)	(137,937)
Proceeds from Self Supporting Loans		14,285	17,288	17,288
Repayment of Finance Leases		(6,837)	20,510	-
Proceeds from New Debentures	5	1,000,000	-	2,000,000
Net Cash Provided By (Used In) Financing Activities		905,395	(100,140)	1,879,351
Net Increase (Decrease) in Cash Held		(3,189,454)	944,498	(2,244,405)
Cash at Beginning of Year		5,142,037	4,197,539	4,197,541
Cash and Cash Equivalents at the End of the Year	15(a)	<u>1,952,583</u>	<u>5,142,037</u>	<u>1,953,136</u>

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

The represented 2020/21 Actual figures are unaudited.

**SHIRE OF BEVERLEY
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2022**

	NOTE	2021/22 Budget \$	2020/21 Actual \$	2020/21 Budget \$
REVENUES				
	1,2			
General Purpose Funding		448,316	910,288	458,987
Governance		2,100	23,554	1,100
Law, Order, Public Safety		242,100	264,769	299,857
Health		300	1,910	300
Education and Welfare		-	-	-
Housing		129,692	126,792	137,492
Community Amenities		211,385	225,962	206,278
Recreation and Culture		218,434	1,268,221	895,083
Transport		3,950,230	1,300,017	2,559,656
Economic Services		197,344	704,265	119,676
Other Property and Services		45,490	52,014	45,462
		<u>5,445,391</u>	<u>4,877,792</u>	<u>4,723,891</u>
EXPENSES				
	1,2			
General Purpose Funding		(161,727)	(172,081)	(173,012)
Governance		(306,541)	(247,278)	(254,954)
Law, Order, Public Safety		(432,526)	(358,407)	(417,800)
Health		(154,777)	(151,554)	(171,727)
Education and Welfare		(111,017)	(71,281)	(98,098)
Housing		(205,724)	(192,335)	(213,750)
Community Amenities		(666,749)	(696,288)	(669,796)
Recreation & Culture		(1,592,700)	(1,459,126)	(1,512,753)
Transport		(2,519,187)	(2,483,962)	(2,563,701)
Economic Services		(593,888)	(397,711)	(479,909)
Other Property and Services		(17,440)	(13,038)	(17,443)
		<u>(6,762,276)</u>	<u>(6,243,061)</u>	<u>(6,572,943)</u>
Net Operating Result Excluding Rates		(1,316,885)	(1,365,269)	(1,849,052)
Adjustments for Cash Budget Requirements:				
Non-Cash Expenditure and Revenue				
Movements in Non-Current to Current Items		-	3,330	-
(Profit)/Loss on Asset Disposals	4	(35,100)	21,292	(2,364)
Depreciation on Assets	2(a)	2,405,057	2,359,536	2,313,194
Capital Expenditure and Revenue				
Purchase Land Held for Resale	3	-	-	-
Purchase Land and Buildings	3	(329,893)	(1,805,071)	(2,061,000)
Purchase Plant and Equipment	3	(946,980)	(191,734)	(802,475)
Purchase Furniture and Equipment	3	-	(30,549)	(15,000)
Purchase Infrastructure Assets - Roads	3	(6,556,552)	(1,203,986)	(4,669,434)
Purchase Infrastructure Assets - Bridges	3	(220,965)	-	-
Purchase Infrastructure Assets - Drainage	3	(10,505)	-	-
Purchase Infrastructure Assets - Footpaths	3	(14,076)	(65,928)	(105,835)
Purchase Infrastructure Assets - Parks	3	-	-	-
Proceeds from Disposal of Assets	4	359,000	78,182	267,364
Repayment of Debentures	5	(102,053)	(137,938)	(137,937)
Proceeds from New Debentures	5	1,000,000	-	2,000,000
Self-Supporting Loan Principal Income		14,285	17,288	17,288
Transfers to Reserves (Restricted Assets)	6	(122,618)	(279,356)	(295,903)
Transfers from Reserves (Restricted Assets)	6	1,283,324	30,672	1,113,874
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	7	1,653,810	1,426,433	1,426,433
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	7	-	1,653,810	-
Total Amount Raised from General Rates	8	<u>(2,940,151)</u>	<u>(2,796,908)</u>	<u>(2,800,847)</u>

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

The represented 2020/21 Actual figures are unaudited.

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Basis of Preparation

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

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

(b) The Local Government Reporting Entity

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

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

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

(c) 2020/21 Actual Balances

Balances shown in this budget as 2020/21 Actual, at the time of budget preparation, remain subject to final audit and adjustments.

(d) Rounding Off Figures

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

(e) Rates, Grants, Donations and Other Contributions

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

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

(f) Goods and Services Tax

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

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

(g) Superannuation

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

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Cash and Cash Equivalents

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

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

(i) Trade and Other Receivables

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

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

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

(j) Inventories

General

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

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

Land Held for Resale

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

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

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

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Fixed Assets

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

Mandatory Requirement to Revalue Non-Current Assets

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

Initial Recognition and Measurement between Mandatory Revaluation Dates

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

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

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

Revaluation

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

AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY

Land under control prior to 1 July 2019

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

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

**SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Fixed Assets (Continued)

AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY (Continued)

Land under roads prior to 1 July 2019

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

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in

Australian Accounting Standard AASB1051 *Land Under Roads* and the then *Local Government (Financial Management) Regulation 16(a)(i)* which arbitrarily prohibited local governments from recognising such land as an asset. This regulation has now been deleted.

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

Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail. Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.

Depreciation of Non-Current Assets

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

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

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

Buildings	25 to 50 years
Furniture and Equipment	3 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
- formation	not depreciated
- pavement	40 years
- bituminous seals	15 years
Gravel roads	
- formation	not depreciated
- pavement	40 years
- gravel sheet	20 years
Formed roads (unsealed)	
- formation	not depreciated
- pavement	40 years
Bridges	100 years
Footpaths	20 years
Water supply piping & drainage systems	54 years
Parks and Ovals	25 years

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

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Fixed Assets (Continued)

Depreciation of Non-Current Assets (Continued)

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

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

Capitalisation Threshold

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

(l) Fair Value of Assets and Liabilities

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

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

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

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

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

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

Fair Value Hierarchy

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

Level 1

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

Level 2

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

Level 3

Measurements based on unobservable inputs for the asset or liability.

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

Valuation techniques

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

Market approach

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

Income approach

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

Cost approach

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

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

**SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Financial Instruments

Initial Recognition and Measurement

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

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

Classification and Subsequent Measurement

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

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

Amortised cost is calculated as:

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

Classification and Subsequent Measurement (Continued)

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

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

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

**SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Financial Instruments (Continued)

Classification and Subsequent Measurement (Continued)

(ii) Loans and receivables

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

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

(iii) Held-to-maturity investments

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

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

(iv) Available-for-sale financial assets

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

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

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

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

(v) Financial liabilities

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

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Financial Instruments (Continued)

Classification and Subsequent Measurement (Continued)

Impairment

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

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

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

Derecognition

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

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

(n) Impairment

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

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

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

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

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

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(o) Trade and Other Payables

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

(p) Employee Benefits

Short-Term Employee Benefits

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

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

Other Long-Term Employee Benefits

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

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

(q) Borrowing Costs

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

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) Provisions

Provisions are recognised when:

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

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

(s) Leases

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

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

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

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

(t) Interests in Joint Arrangements

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

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

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

(u) Current and Non-Current Classification

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

(v) Comparative Figures

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

**SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(w) Budget Comparative Figures

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

(x) Change In Accounting Policies

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

AASB 15 Revenue From Contracts With Customers

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

No adjustment has been made to the retained surplus as at 1 July 2019 when applying AASB 15. Any applicable transactions have been appropriately accounted for in the preceding financial year.

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

AASB 16 Leases

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

AASB 1058 Income For Not-For-Profit Entities

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

No adjustment has been made to the retained surplus as at 1 July 2019 when applying AASB 1058. Any applicable transactions have been appropriately accounted for in the preceding financial year.

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

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

The Shire of Beverley was not provided with any Volunteer Services during the year.

Any applicable transactions have been appropriately accounted for in the preceding financial year.

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

2. REVENUES AND EXPENSES	2021/22 Budget \$	2020/21 Actual \$	2020/21 Budget \$
(a) Net Result from Ordinary Activities was arrived at after:			
(i) Charging as Expenses:			
Auditors Remuneration			
Audit Services	25,000	11,132	25,000
Other Services	4,000	7,392	4,000
Depreciation			
<u>By Program</u>			
General Purpose Funding	-	-	-
Governance	57,808	41,556	46,851
Law, Order, Public Safety	10,694	6,312	2,246
Health	14,834	20,879	17,515
Education and Welfare	-	-	-
Housing	87,075	88,270	88,238
Community Amenities	56,425	52,998	54,238
Recreation and Culture	645,108	623,116	601,747
Transport	1,259,238	1,258,792	1,258,784
Economic Services	25,141	12,209	10,536
Other Property and Services	248,734	255,404	233,039
	<u>2,405,057</u>	<u>2,359,536</u>	<u>2,313,194</u>
<u>By Class</u>			
Land and Buildings	714,312	683,588	671,184
Furniture and Equipment	31,482	16,438	18,637
Plant and Equipment	289,544	289,793	253,653
Roads	822,388	822,388	822,389
Bridges	385,142	385,142	385,142
Footpaths	37,944	37,944	37,944
Drainage	49,659	49,658	49,659
Parks and Ovals	74,586	74,585	74,586
	<u>2,405,057</u>	<u>2,359,536</u>	<u>2,313,194</u>
Interest Expenses (Finance Costs)			
- Debentures (refer note 5(a))	65,273	65,623	70,964
	<u>65,273</u>	<u>65,623</u>	<u>70,964</u>
Rental Charges			
- Operating Leases			
<i>Photocopier Lease (expiring June 2020)</i>	-	6,364	-
	<u>-</u>	<u>6,364</u>	<u>-</u>
(ii) Crediting as Revenues:			
Interest Earnings			
Investments			
- Reserve Funds	2,831	12,013	15,492
- Other Funds	2,500	5,742	6,000
Other Interest Revenue (refer note 12)	20,500	32,289	20,500
	<u>25,831</u>	<u>50,044</u>	<u>41,992</u>

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

2. REVENUES AND EXPENSES (Continued)

(b) Statement of Objective

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

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

GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

EDUCATION AND WELFARE

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

HOUSING

Aged Persons Residence and Staff Housing.

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

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

OTHER PROPERTY & SERVICES

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

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

3. ACQUISITION OF ASSETS	2021/22 Budget \$
The following assets are budgeted to be acquired during the year:	
<u>By Program</u>	
Governance	
CEO Vehicle	60,000
DCEO Vehicle	50,000
Health	
Doctor Vehicle	32,000
Housing	
Hunt Road Village - Unit Refurbishment	20,000
6 Barnsley Street - Bathroom Refurbishment	15,000
Recreation and Culture	
Recreation Ground Playground Extension	40,000
Town Hall Lobbies	12,438
Transport	
Vincent Street Streetscape Redevelopment	4,894,968
Road Construction	1,661,584
Bridge Construction	220,965
Footpath Construction	14,076
Drainage Construction	10,505
Grader	456,500
Rubber Tyred Roller	190,000
Maintenance Truck	108,000
Mechanics Ute	50,480
Economic Services	
Onsite Accommodation Units Solar & Landscaping	200,000
Onsite Accommodation Carports	42,455
	<u>8,078,971</u>
<u>By Class</u>	
Land Held for Resale	-
Land and Buildings	329,893
Plant and Equipment	946,980
Furniture and Equipment	-
Total Property, Plant & Equipment Acquisitions	<u>1,276,873</u>
Infrastructure Assets - Roads	6,556,552
Infrastructure Assets - Bridges	220,965
Infrastructure Assets - Drainage	10,505
Infrastructure Assets - Footpaths	14,076
Infrastructure Assets - Parks and Ovals	-
Total Infrastructure Acquisitions	<u>6,802,098</u>
Total Acquisition of Assets	<u>8,078,971</u>

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

4. DISPOSALS OF ASSETS

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

<u>By Program</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	2021/22 BUDGET	2021/22 BUDGET	2021/22 BUDGET
	\$	\$	\$
Governance	(62,500)	61,000	(1,500)
Health	(20,000)	10,000	(10,000)
Other Property and Services	(241,400)	288,000	46,600
	(323,900)	359,000	35,100

<u>By Class</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	2021/22 BUDGET	2021/22 BUDGET	2021/22 BUDGET
	\$	\$	\$
Plant and Equipment	(323,900)	359,000	35,100
	(323,900)	359,000	35,100

Summary

	2021/22 BUDGET
	\$
Profit on Asset Disposals	80,600
Loss on Asset Disposals	(45,500)
	<u>35,100</u>

**SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022**

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-20	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2021/22 Budget \$	2020/21 Actual \$	2021/22 Budget \$	2020/21 Actual \$	2021/22 Budget \$	2020/21 Actual \$
Recreation								
Loan 117 - Bowling Greens (SSL)	9,046		9,046	17,288	0	9,045	461	1,466
Recreation								
Loan 118 - Recreation Centre	698,712		47,103	44,974	651,609	698,712	37,000	36,823
Community Amenities								
Loan 119 - Storm Water Dams	-		-	31,338	-	-	-	513
Recreation								
Loan 120 - Community Centre	671,468		45,904	44,338	625,564	671,467	27,812	26,821
Governance								
Loan 121 - Vincent Street Streetscape	-	1,000,000	-	-	1,000,000	-	-	-
	1,379,226	1,000,000	102,053	137,938	2,277,173	1,379,224	65,273	65,623

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

**SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022**

5. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures

Council intends to raise a loan of \$1,000,000 from the WA Treasury Corporation during the 2021/22 financial year being; \$1,000,000 towards the Vincent Street Streetscape Redevelopment project.

(c) Unspent Debentures

Council had no unspent debenture funds as at 30th June 2021 nor is it expected to have unspent debenture funds as at 30th June 2022.

(d) Overdraft

Council has not utilised an overdraft facility during the 2020/21 financial year or intends to utilise a facility during 2021/22.

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

	2021/22 Budget \$	2020/21 Actual \$	2020/21 Budget \$
6. RESERVES			
(a) Annual Leave Reserve			
<i>Purpose - to be used to fund annual leave requirements.</i>			
Opening Balance	139,689	139,052	139,052
Amount Set Aside / Transfer to Reserve	140	637	834
Amount Used / Transfer from Reserve	-	-	-
	139,829	139,689	139,886
(b) Avon River Development Reserve			
<i>Purpose - to be used to develop the Avon River pool and surrounding environment.</i>			
Opening Balance	25,959	25,841	25,841
Amount Set Aside / Transfer to Reserve	26	118	155
Amount Used / Transfer from Reserve	(20,115)	-	-
	5,870	25,959	25,996
(c) Building Reserve			
<i>Purpose - to be used to fund the construction of new and renovation of existing Council buildings.</i>			
Opening Balance	290,321	288,997	288,997
Amount Set Aside / Transfer to Reserve	290	1,324	1,734
Amount Used / Transfer from Reserve	(224,000)	-	(144,000)
	66,611	290,321	146,731
(d) Community Bus Reserve			
<i>Purpose - to be used for the replacement of the Community Bus.</i>			
Opening Balance	38,015	37,842	37,842
Amount Set Aside / Transfer to Reserve	1,198	173	1,384
Amount Used / Transfer from Reserve	-	-	-
	39,213	38,015	39,226
(e) Cropping Committee Reserve			
<i>Purpose - to be used to fund Community Based projects and assist Community Groups.</i>			
Opening Balance	190,702	159,095	159,095
Amount Set Aside / Transfer to Reserve	24,851	31,607	38,683
Amount Used / Transfer from Reserve	(44,000)	-	(20,000)
	171,553	190,702	177,778
(f) Emergency Services Reserve			
<i>Purpose - to be used to acquire Emergency Service support equipment.</i>			
Opening Balance	28,701	28,570	28,570
Amount Set Aside / Transfer to Reserve	29	131	171
Amount Used / Transfer from Reserve	-	-	-
	28,730	28,701	28,741
(g) LSL and Gratuity Reserve			
<i>Purpose - to be used to fund Long Service Leave and Gratuity payment obligations.</i>			
Opening Balance	-	30,569	30,569
Amount Set Aside / Transfer to Reserve	-	103	183
Amount Used / Transfer from Reserve	-	(30,672)	(30,752)
	-	-	-

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

	2021/22 Budget \$	2020/21 Actual \$	2020/21 Budget \$
6. RESERVES (Continued)			
(h) ITC Renewal Reserve			
<i>Purpose - to be used for the replacement of the Data Server, Phone System and Major Software upgrades.</i>			
Opening Balance	-	-	-
Amount Set Aside / Transfer to Reserve	20,000	-	-
Amount Used / Transfer from Reserve	-	-	-
	<u>20,000</u>	<u>-</u>	<u>-</u>
(i) Plant Replacement Reserve			
<i>Purpose - to be used for the purchase of major plant.</i>			
Opening Balance	418,969	367,263	367,263
Amount Set Aside / Transfer to Reserve	50,419	51,706	52,204
Amount Used / Transfer from Reserve	(247,500)	-	(245,000)
	<u>221,888</u>	<u>418,969</u>	<u>174,467</u>
(j) Recreation Development Reserve			
<i>Purpose - to be used to fund capital projects to enhance recreational pursuits.</i>			
Opening Balance	577,461	432,414	432,414
Amount Set Aside / Transfer to Reserve	5,578	145,047	145,594
Amount Used / Transfer from Reserve	-	-	-
	<u>583,039</u>	<u>577,461</u>	<u>578,008</u>
(k) Infrastructure Reserve			
<i>Purpose - to be used to fund infrastructure construction and maintenance projects including Roads, Bridges, Footpaths & Drainage.</i>			
Opening Balance	551,030	513,661	513,661
Amount Set Aside / Transfer to Reserve	551	37,369	3,082
Amount Used / Transfer from Reserve	(385,000)	-	(326,286)
	<u>166,581</u>	<u>551,030</u>	<u>190,457</u>
(l) Airfield Emergency Lighting Reserve			
<i>Purpose - to be used for the upgrade and maintenance of the Airfield runway lighting.</i>			
Opening Balance	40,130	39,947	39,947
Amount Set Aside / Transfer to Reserve	40	183	240
Amount Used / Transfer from Reserve	-	-	-
	<u>40,170</u>	<u>40,130</u>	<u>40,187</u>
(m) Senior's Housing Reserve			
<i>Purpose - to be used for the future development and current maintenance of Senior's Housing.</i>			
Opening Balance	162,054	152,773	152,773
Amount Set Aside / Transfer to Reserve	19,129	9,281	49,443
Amount Used / Transfer from Reserve	(20,000)	-	(20,000)
	<u>161,183</u>	<u>162,054</u>	<u>182,216</u>
(n) Mainstreet Redevelopment Reserve			
<i>Purpose - to be used to fund the redevelopment of Vincent Street including undergrounding of power supply.</i>			
Opening Balance	307,402	306,000	306,000
Amount Set Aside / Transfer to Reserve	307	1,402	1,836
Amount Used / Transfer from Reserve	(307,709)	-	(307,836)
	<u>-</u>	<u>307,402</u>	<u>-</u>
(o) Avondale Machinery Museum Reserve			
<i>Purpose - to be used to fund Avondale Machinery Museum upgrades and special projects.</i>			
Opening Balance	60,275	60,000	60,000
Amount Set Aside / Transfer to Reserve	60	275	360
Amount Used / Transfer from Reserve	(35,000)	-	(20,000)
	<u>25,335</u>	<u>60,275</u>	<u>40,360</u>

**SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022**

	2021/22 Budget \$	2020/21 Actual \$	2020/21 Budget \$
6. RESERVES (Continued)			
(p) Summary			
Opening Balance	2,830,708	2,582,024	2,582,024
Amount Set Aside / Transfer to Reserve	122,618	279,356	295,903
Amount Used / Transfer from Reserve	<u>(1,283,324)</u>	<u>(30,672)</u>	<u>(1,113,874)</u>
Total Reserves	<u><u>1,670,002</u></u>	<u><u>2,830,708</u></u>	<u><u>1,764,053</u></u>

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

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

6. RESERVES (Continued)	2021/22 Budget \$	2020/21 Actual \$	2020/21 Budget \$
Summary of Transfers			
To Cash Backed Reserves			
Transfers to Reserves			
Annual Leave Reserve	140	637	834
Avon River Development Reserve	26	118	155
Building Reserve	290	1,324	1,734
Community Bus Reserve	1,198	173	1,384
Cropping Committee Reserve	24,851	31,607	38,683
Emergency Services Reserve	29	131	171
LSL and Gratuity Reserve	-	103	183
ITC Renewal Reserve	20,000	-	-
Plant Replacement Reserve	50,419	51,706	52,204
Recreation Development Reserve	5,578	145,047	145,594
Infrastructure Reserve	551	37,369	3,082
Airfield Emergency Lighting Reserve	40	183	240
Senior's Housing Reserve	19,129	9,281	49,443
Mainstreet Redevelopment Reserve	307	1,402	1,836
Avondale Machinery Museum Reserve	60	275	360
	<u>122,618</u>	<u>279,356</u>	<u>295,903</u>
Transfers from Reserves			
Annual Leave Reserve	-	-	-
Avon River Development Reserve	(20,115)	-	-
Building Reserve	(224,000)	-	(144,000)
Community Bus Reserve	-	-	-
Cropping Committee Reserve	(44,000)	-	(20,000)
Emergency Services Reserve	-	-	-
LSL and Gratuity Reserve	-	(30,672)	(30,752)
ITC Renewal Reserve	-	-	-
Plant Replacement Reserve	(247,500)	-	(245,000)
Recreation Development Reserve	-	-	-
Infrastructure Reserve	(385,000)	-	(326,286)
Airfield Emergency Lighting Reserve	-	-	-
Senior's Housing Reserve	(20,000)	-	(20,000)
Mainstreet Redevelopment Reserve	(307,709)	-	(307,836)
Avondale Machinery Museum Reserve	(35,000)	-	(20,000)
	<u>(1,283,324)</u>	<u>(30,672)</u>	<u>(1,113,874)</u>
Total Transfer to/(from) Reserves	<u>(1,160,706)</u>	<u>248,684</u>	<u>(817,971)</u>

**SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022**

	Note	2021/22 Budget \$	2020/21 Actual \$
7. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	15(a)	282,582	2,311,328
Cash - Restricted Reserves	15(a)	1,670,002	2,830,709
Receivables		371,295	474,613
Prepaid Expenses		-	-
Inventories		10,282	10,282
		<u>2,334,161</u>	<u>5,626,932</u>
LESS: CURRENT LIABILITIES			
Payables and Provisions		<u>(896,576)</u>	<u>(1,369,871)</u>
NET CURRENT ASSET POSITION		1,437,585	4,257,061
Less Cash - Restricted Reserves	15(a)	(1,670,002)	(2,830,709)
Less Self Supporting Loan Income		(10,968)	(14,285)
Add Leave Reserves - Cash Backed		139,689	139,689
Add Loan Principal Payable		96,859	102,053
Add Lease Payable		<u>6,837</u>	<u>-</u>
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD		<u>-</u>	<u>1,653,810</u>

The estimated surplus/(deficiency) c/fwd in the 2020/21 actual column represents the surplus (deficit) brought forward as at 1 July 2021.

The estimated surplus/(deficiency) c/fwd in the 2021/22 budget column represents the surplus (deficit) carried forward as at 30 June 2022.

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2021/22 Budgeted Rate Revenue \$	2021/22 Budgeted Total Revenue \$	2020/21 Actual \$
GRV	0.115782	502	5,851,422	677,489	677,489	646,653
UV	0.008237	569	268,373,000	2,210,588	2,210,588	2,142,147
UV - Mining	0.008237	-	-	-	-	-
Sub-Totals		1,071	274,224,422	2,888,077	2,888,077	2,788,800
Minimum Rates	Minimum \$					
GRV	896	159	598,043	142,464	142,464	138,186
UV	896	161	13,477,700	144,256	144,256	110,037
UV - Mining	896	18	212,625	16,128	16,128	3,412
Sub-Totals		338	14,288,368	302,848	302,848	251,635
Discounts (Note 11)					(255,274)	(252,411)
Total Amount of General Rates					2,935,651	2,788,024
Interim Rates - GRV					1,000	(1,321)
Interim Rates - UV					1,000	7,715
Ex-Gratia Rates					3,000	3,449
Rates Written Off					(500)	(959)
Specified Area Rates (Note 9)					-	-
Total Rates					2,940,151	2,796,908

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

The general rates detailed above for the 2021/22 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

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

**SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022**

9. SPECIFIED AREA RATE

No specified area rates will be levied during the 2021/22 year.

10. SERVICE CHARGES

No service charge will be levied during the 2021/22 year.

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

The following discount on rates is offered to those who pay their rates in full within 21 days of the date of service appearing on the rate notice.

GENERAL RATES DISCOUNT FOR EARLY PAYMENT OF RATES: 10%	VALUE: \$255,274
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12. INTEREST CHARGES AND INSTALMENTS

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

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

(i) after it becomes due and payable; or

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

whichever is the later.

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

The rate of interest to apply is 7% and the estimated revenue from the imposition of the charge amounts to \$14,500 for the 2021/22 financial year.

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

1st Instalment	Friday 10th September 2021
2nd Instalment	Wednesday 10th November 2021
3rd Instalment	Monday 10th January 2022
4th Instalment	Thursday 10th March 2022

Charges on instalment Plan is \$10.00 Administration Charge and rate of interest of 5.5%, the estimated revenue from the imposition amounts to \$8,000 for the 2021/22 financial year.

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

SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022

13. FEES & CHARGES REVENUE	2021/22	2020/21
	Budget	Actual
	\$	\$
General Purpose Funding	22,000	30,855
Governance	1,000	4,595
Law, Order, Public Safety	8,200	18,988
Health	300	327
Education and Welfare	-	-
Housing	124,692	116,042
Community Amenities	207,631	222,871
Recreation & Culture	78,975	152,189
Transport	7,000	7,195
Economic Services	177,044	122,190
Other Property & Services	21,338	19,160
	<u>648,180</u>	<u>694,412</u>
14. ELECTED MEMBERS REMUNERATION	2021/22	2020/21
	Budget	Actual
	\$	\$
The following fees, expenses and allowances were paid to council members and/or the president.		
Meeting Fees	40,900	39,100
President's Allowance	5,500	5,500
Deputy President's Allowance	1,375	1,375
Travelling Expenses	5,000	2,091
Telecommunications Allowance	38,150	9,479
	<u>90,925</u>	<u>57,545</u>

**SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022**

15. NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of Cash

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

	2021/22 Budget \$	2020/21 Actual \$	2020/21 Budget \$
Cash - Unrestricted	282,581	2,311,328	189,080
Cash - Restricted	<u>1,670,002</u>	<u>2,830,709</u>	<u>1,764,056</u>
	<u><u>1,952,583</u></u>	<u><u>5,142,037</u></u>	<u><u>1,953,136</u></u>

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

Reserve Funds	1,670,002	2,830,709	1,764,056
Restricted Grant Funds	-	-	-
	<u><u>1,670,002</u></u>	<u><u>2,830,709</u></u>	<u><u>1,764,056</u></u>

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

Net Result	1,623,267	1,431,639	951,795
Depreciation	2,405,057	2,359,536	2,313,194
(Profit)/Loss on Sale of Asset	(35,100)	21,292	(2,364)
Loss on Revaluation of Non Current Assets	-	-	-
(Increase)/Decrease in Receivables	-	27,175	-
(Increase)/Decrease in Inventories	-	(937)	-
Increase/(Decrease) in Payables	(5,240)	5,777	-
Increase/(Decrease) in Employee Provisions	-	38,583	-
Grants/Contributions for the Development of Assets	(3,659,796)	(2,326,087)	(3,012,200)
Non-Current Assets recognised due to change in Legislative Requirements	-	-	-
Net Cash from Operating Activities	<u><u>328,188</u></u>	<u><u>1,556,978</u></u>	<u><u>250,425</u></u>

(c) Undrawn Borrowing Facilities

Credit Standby Arrangements

Credit Card limit	15,500	15,500	10,000
Credit Card Balance at Balance Date	-	(11,317)	-
Total Amount of Credit Unused	<u><u>15,500</u></u>	<u><u>4,183</u></u>	<u><u>10,000</u></u>

Loan Facilities

Loan Facilities in use at Balance Date	<u><u>2,277,173</u></u>	<u><u>1,379,225</u></u>	<u><u>3,379,226</u></u>
Unused Loan Facilities at Balance Date	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>

**SHIRE OF BEVERLEY
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2022**

16. TRUST FUNDS

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

Detail	Balance 1-Jul-21	Amounts Received	Amounts Paid	Balance 30-Jun-22
	\$	\$	(\$)	\$
Unclaimed Monies	319	-	(134)	185
Nomination Deposits	-	400	(400)	-
Second Hand Housing Deposits	5,000	-	(5,000)	-
Hunt Road Village Bonds	4,592	-	-	4,592
Subdivision Bonds	10,000	-	(10,000)	0
Key Bonds	2,350	400	(925)	1,825
Cleaning Bonds	1,650	1,500	(3,000)	150
Housing Rental Bonds	500	-	-	500
Cat Trap Bonds	-	100	(100)	-
ILU Retention Fee	304,054	-	(11,988)	292,066
Funds held on behalf of Community	-	-	-	-
Cornerstone Retention Fee	33,963	-	(33,963)	-
Cornerstone Commercial Tenancy Bonds	8,508	-	-	8,508
	<u>370,936</u>	<u>2,400</u>	<u>(65,510)</u>	<u>307,826</u>

17. MAJOR LAND TRANSACTIONS

Council is not anticipated to participate in any major land transactions in 2021/22.

18. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

It is not anticipated any trading undertakings or major trading undertakings will occur in 2021/22.

19. INTEREST IN JOINT ARRANGEMENTS

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

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
SPORTING CLUBS/COMMUNITY ORGANISATIONS						
Football Club	3,600.00	3,600.00	per year		↑ 0.00	Oval, Function Centre and Changerooms
Netball Clubs (Beverley Netball Club & Redbacks Netball Club)	550.00	550.00	per year		↑ 0.00	Courts, Function Centre and Changerooms
Cricket Club	550.00	550.00	per year		↑ 0.00	Oval, Function Centre and Changerooms
Hockey Club	550.00	550.00	per year		↑ 0.00	Oval, Function Centre and Changerooms
Horse and Pony Club (Annual Fee)	120.00	120.00	per year		↑ 0.00	Annual CPI Review as per Licence Agreement. Oval <u>NOT</u> included. Club provide own cleaner.
Horse and Pony Club (Extra Events)	185.00	185.00	per event		↑ 0.00	Includes Main Oval - Function Centre hire extra.
Tennis Club	605.00	605.00	per year		↑ 0.00	Club provide own cleaner/ Ablutions Only
Ladies Badminton Club	41.00	41.00	per booking (AM/PM/Eve)		↑ 0.00	Times must be allocated AM (Morning) PM (Afternoon) or Evening (Night)
Boot Scooting	41.00	41.00	per booking (AM/PM/Eve)		↑ 0.00	Times must be allocated AM (Morning) PM (Afternoon) or Evening (Night)
Ballet Group	41.00	41.00	per booking (AM/PM/Eve)		↑ 0.00	Times must be allocated AM (Morning) PM (Afternoon) or Evening (Night)
CRC Bingo	41.00	41.00	per booking (AM/PM/Eve)		↑ 0.00	Times must be allocated AM (Morning) PM (Afternoon) or Evening (Night)
Soaring Society	4,271.00	4,271.00	per year		↑ 0.00	Annual CPI Review and Billed July as per Lease Agreement.
Soaring Society - Hangar Fees	100.00	100.00	per glider/year		↑ 0.00	Fixed Fee - billed July as per Lease Agreement.
Tractor Pull	294.00	294.00	per event		↑ 0.00	Annual CPI Review as per Licence Agreement.
Beverley Districts Motor Cycle Club (Ulinga Park)	1,144.00	1,144.00	per year		↑ 0.00	Annual CPI Review as per Lease Agreement.
Ladies Hospital Auxiliary - Op Shop (Lesser Hall)	10.00	10.00	per week		↑ 0.00	Lesser Hall use.
Community Markets (Old School Building)	0.00	10.00	per event		↑ 10.00	Old School Building use.
Beverley Station Arts (Licence Fee)	107.00	107.00	per year		↑ 0.00	Annual CPI Review as per Licence Agreement.
Beverley Off Road Motor Sports Association (BORMSA)	2,000.00	2,000.00	per year		↑ 0.00	Fixed Lease.
Telstra (Mobile Tower Lease)	1,000.00	1,000.00	per year		↑ 0.00	Fixed Lease.
CORNERSTONE COMMUNITY CENTRE CHARGES						
Beverley Community Resource Centre Lease	12,156.00	12,156.00	per year		↑ 0.00	As per Management Agreement reviewed annually by CPI.
Commercial Office 1 Lease	100.00	100.00	per week		↑ 0.00	
Commercial Office 2 Lease	150.00	150.00	per week		↑ 0.00	
Commercial Office 3 Lease	90.00	90.00	per week		↑ 0.00	
Commercial Office 4 Lease	220.00	220.00	per week		↑ 0.00	
Creche Lease	350.00	350.00	per week		↑ 0.00	
Conference/Training Facility - Hourly	20.00	20.00	per hour		↑ 0.00	Per Room
Conference/Training Facility - Daily	140.00	140.00	per day		↑ 0.00	Per Room - max. 8 hours inc. use of Kitchen facilities.
Conference/Training Facility - Hourly - Community Group	10.00	10.00	per hour		↑ 0.00	Per Room. Incorporated bodies only. Includes use of tea and coffee making facilities.
Conference/Training Facility - Daily - Community Group	70.00	70.00	per day		↑ 0.00	Per Room - max. 8 hours inc. use of Kitchen facilities. Incorporated bodies only. Includes use of tea and coffee making facilities.
Electronic Display - Advertising Set Up	0.00	55.00	per advert		↑ 55.00	As per Council Policy C015. Community Groups exempt.
Electronic Display - Monthly Advertising	0.00	55.00	per month		↑ 55.00	As per Council Policy C015. Community Groups exempt.

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
ROAD MAINTENANCE CHARGES						
Austral Brick	5,000.00	5,000.00	per year		↑ 0.00	Road Maintenance Contribution as per Tonnage transported @ 48c per ton - \$5,000 agreed floor price.

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
HALL						Tables, Chairs, Crockery & Cutlery <u>not</u> to be removed from Hall
Main Hall - Community Group Functions	141.00	191.00	per day		↑ 50.00	Incorporated bodies only. Includes use of Kitchen and Bar Facilities less \$50 if not required.
Lesser Hall - Community Group Functions	102.00	152.00	per day		↑ 50.00	Incorporated bodies only. Includes use of Kitchen and Bar Facilities less \$50 if not required.
Full Complex - Community Group Functions	240.00	240.00	per day		↑ 0.00	Incorporated bodies only. Includes use of Kitchen and Bar Facilities
Main Hall - Private Functions	282.00	332.00	per day		↑ 50.00	Includes use of Kitchen and Bar Facilities less \$50 if not required.
Lesser Hall - Private Functions	205.00	255.00	per day		↑ 50.00	Includes use of Kitchen and Bar Facilities less \$50 if not required.
Full Complex - Private Functions	480.00	480.00	per day		↑ 0.00	Includes use of Kitchen and Bar Facilities
Full Complex - Special Functions	1,000.00	1,000.00	per Event		↑ 0.00	Includes Use of Kitchen and Bar Facilities. Access day before and after to set up/pack up. Use of Hall Chairs and Tables and Scaffold.
Community Meeting Room	FREE	FREE			↑ 0.00	Front room adjacent to Hall Foyer.
Bally Bally Hall	57.00	57.00	per day		↑ 0.00	Cleaning responsibility of Hirer.
Morbinning Hall	57.00	57.00	per day		↑ 0.00	Cleaning responsibility of Hirer.
Key Bond	50.00	50.00	per key	✓	↑ 0.00	Clubs pay one Bond per Season.
Function/Cleaning Bond	150.00	150.00	per event	✓	↑ 0.00	Function Application required. Clubs pay one Bond per Season.

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
EQUIPMENT RENTALS						
Chairs	1.00	1.00	per chair		↑ 0.00	Old Green Amenities Chairs (stored in Exhibition Shed) only.
Marquee/Tent (Old)	60.00	60.00	per day		↑ 0.00	
Marquee/Tent (New)	110.00	110.00	per day		↑ 0.00	
RECREATION GROUND						
Oval Hire (Day)	190.00	190.00	per day		↑ 0.00	APPLICATION MUST BE SUBMITTED and is SUBJECT TO APPROVAL
Oval Hire (Night)	267.00	267.00	per night		↑ 0.00	APPLICATION MUST BE SUBMITTED and is SUBJECT TO APPROVAL
Exhibition Shed	77.00	77.00	per day		↑ 0.00	Beverley Agricultural Society Exempt. If leased, private hire not available.
Exhibition Shed Commercial Lease	0.00	500.00	per year		↑ 500.00	Beverley Agricultural Society to have access for 2 weeks per year.
Ram Shed	77.00	77.00	per day		↑ 0.00	Beverley Agricultural Society Exempt.
Poultry Shed	77.00	77.00	per day		↑ 0.00	Beverley Agricultural Society Exempt.
Caravan Overflow (Per Van)	28.00	28.00	per day		↑ 0.00	Including Power.
FUNCTION & RECREATION CENTRE						
						Tables, Chairs, Crockery & Cutlery <u>not</u> to be removed from Centre
Community Group Functions	152.00	152.00	per day		↑ 0.00	Local Incorporated Bodies only. Kitchen, Bar and Outside BBQ use included in Function Centre hire fee.
Community Group Meetings	46.00	46.00	per event		↑ 0.00	Local Incorporated Bodies only. Use of meeting room only includes tea and coffee making facilities.
Private Functions	304.00	304.00	per day		↑ 0.00	Kitchen, Bar and Outside BBQ use included in Function Centre hire fee.
Private Meetings	91.00	91.00	per event		↑ 0.00	Use of meeting room only includes tea and coffee making facilities.
Key Bond	50.00	50.00	per key	✓	↑ 0.00	Clubs pay one Bond per Season.
Function/Cleaning Bond	150.00	150.00	per event	✓	↑ 0.00	Function Application required. Clubs pay one Bond per Season.

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
COMMUNITY BUS						24 seats inc driver, 50% subsidy for transport of school aged children (Local Children Only)
Fee Includes Fuel Charges etc. (Minimum \$50)	1.57	1.57	per km		↑ 0.00	Minimum Hire charge of \$50 applies.
CARAVAN PARK - Power Charges INCLUDED						
Powered - Van/RV Site	28.00	28.00	per day		↑ 0.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Unpowered - Van/RV Site	16.00	16.00	per day		↑ 0.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Powered - Campsite	16.00	16.00	per day		↑ 0.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Unpowered - Campsite	11.00	11.00	per day		↑ 0.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Additional Person/s (Age 5+ Years)	5.00	5.00	each per day		↑ 0.00	
Children 5 Years Or Under	FREE	FREE			↑ 0.00	
Showers	5.00	5.00	each per shower use		↑ 0.00	
Extended Stay Site (First 28 Days)	170.00	170.00	per week		↑ 0.00	Maximum of 2 Persons (Age 5+) (1-28 days) [140.91 + 14.09 GST]
Extended Stay Site (29+ Days)	170.00	170.00	per week	5% GST	↑ 0.00	Maximum of 2 Persons (Age 5+) 12 Weeks Max - Permission Required [146.92+8.08 GST]
CARAVAN PARK - Onsite Accommodation						All bookings to be made through the Online Portal. Payment via Credit Card.
One Bedroom Unit	0.00	120.00	per night		↑ 120.00	Accommodation for up to 2 people. 1 x King Size Bed
Two Bedroom Unit	0.00	140.00	per night		↑ 140.00	Accommodation for up to 4 people. 1 x King Size Bed 2 x King Single Beds
Extra Persons	0.00	15.00	per person		↑ 15.00	Double fold out couch available in each Unit. Limit 2 additional guests per Unit.
Additional Cleaning Fee	0.00	50.00	per hour		↑ 50.00	Where additional cleaning is required charged at the discretion of the Chief Executive Officer.
Cancellation/No Show Charge	0.00		One Nights Charge		↑ 0.00	Fee equivalent to one nights charge payable for no show or cancellation within 24 hours of booking.
One Bedroom Unit - Weekly Rate	0.00	700.00	per 7 days		↑ 700.00	Linen changed every 7 days.
Two Bedroom Unit - Weekly Rate	0.00	840.00	per 7 days		↑ 840.00	Linen changed every 7 days.
GYM MEMBERSHIP						
Junior Membership - 16-18 Years	75.00	75.00	6 months		↑ 0.00	Written permission required from Parent/Guardian.
Junior Membership - 16-18 Years	125.00	125.00	12 months		↑ 0.00	Written permission required from Parent/Guardian.
Adult Membership - Over 18 Years	120.00	120.00	6 months		↑ 0.00	
Adult Membership - Over 18 Years	200.00	200.00	12 months		↑ 0.00	
Senior/Pensioner Membership	75.00	75.00	6 months		↑ 0.00	
Senior/Pensioner Membership	125.00	125.00	12 months		↑ 0.00	
Occasional Use	50.00	50.00	30 Days		↑ 0.00	Must be 18 years old or over. Valid for up to 30 consecutive days from date of payment.
Personal Trainer Membership	0.00	400.00	12 months		↑ 400.00	Personal Trainers must provide a copy of Accreditation and CoC of Public Liability cover.
Gym Induction Fee	0.00	25.00			↑ 25.00	Compulsory for New Memberships only.
Gym Induction - Personal Trainer Consultation	0.00	25.00			↑ 25.00	Optional for New Memberships only; conducted at same time as compulsory induction.
Gym Access Card Bond	50.00	0.00	per Card	✓	↓ (50.00)	Bond returned via Cheque/EFT payment only.
Gym Access Card - Replacement	0.00	20.00	per Card		↑ 20.00	Applicable to replacement cards only.

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
SWIMMING POOL						
Adult	5.00	5.00	per entry		↑ 0.00	
Pensioner/Senior	3.00	3.00	per entry		↑ 0.00	
Child (17 Years and Under)	1.00	1.00	per entry		↑ 0.00	
Spectator	1.00	1.00	per entry		↑ 0.00	
Season Ticket - Adult	172.00	170.00	per season		↓ (2.00)	Equivalent to 34 Entries.
Season Ticket - Pensioner/Senior	103.00	102.00	per season		↓ (1.00)	Equivalent to 34 Entries.
Season Ticket - Child (17 years and under)	34.00	34.00	per season		↑ 0.00	Equivalent to 34 Entries.
Season Ticket - Family - Two Adults + 1 Child	303.00	300.00	per season		↓ (3.00)	20% Discount to Individual Season Rates.
Season Ticket - Family - Two Adults + 2 Children	330.00	327.00	per season		↓ (3.00)	20% Discount to Individual Season Rates.
Season Ticket - Family - Two Adults + 3 Children	359.00	354.00	per season		↓ (5.00)	20% Discount to Individual Season Rates.
Season Ticket - Family - Two Adults + 4 Children (Maximum)	386.00	381.00	per season		↓ (5.00)	20% Discount to Individual Season Rates.

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
COMMUNITY HEALTHY LIFESTYLE PACKAGE						
Combined 12 Month Gym Membership and Pool Season Pass (Adult)	299.00	296.00	per year		↓ (3.00)	20% Saving
Combined 12 Month Gym Membership and Pool Season Pass (Senior)	183.00	182.00	per year		↓ (1.00)	20% Saving
HUNT ROAD VILLAGE						
Rental Charge	150.00	150.00	per week	✓	↑ 0.00	
30B DAWSON STREET						
Rental Charge	250.00	250.00	per week	✓	↑ 0.00	
INDEPENDENT LIVING UNITS						
ILU Management Fee	71.00	71.00	per week per Unit	✓	↑ 0.00	As per ILU Contract.
ILU Deposit Drawdown	5,990.00	5,990.00	per Unit			As per ILU Contract.
BLARNEY ADVERTISING						
Size A ~ 122 X 180mm	96.00	96.00	per advert		↑ 0.00	
Size B ~ 122 X 89mm	47.00	47.00	per advert		↑ 0.00	
Size C ~ 60 X 89mm	29.00	29.00	per advert		↑ 0.00	
Size D ~ 5 Lines*	8.00	8.00	per advert		↑ 0.00	*MUST BE PAID IN ADVANCE
Size E ~ 3 Lines*	5.00	5.00	per advert		↑ 0.00	*MUST BE PAID IN ADVANCE
Size F ~ 122 X 135mm	72.00	72.00	per advert		↑ 0.00	
Size G ~ Full Page	182.00	182.00	per advert		↑ 0.00	
Trading Post	3.00	3.00	per advert		↑ 0.00	Trading Post Format - 120 Characters Maximum
12 Months Size A	960.00	960.00	per year		↑ 0.00	12 Editions
12 Months Size B	470.00	470.00	per year		↑ 0.00	12 Editions
12 Months Size C	290.00	290.00	per year		↑ 0.00	12 Editions
12 Months Size F	720.00	720.00	per year		↑ 0.00	12 Editions
12 Months Size G	1,820.00	1,820.00	per year		↑ 0.00	12 Editions

SHIRE OF BEVERLEY
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Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
LIBRARY						
Library - Replacement Card	10.00	10.00	per card		↑ 0.00	
Library - Lost Books - Admin Fee	25.00	25.00	per investigation		↑ 0.00	Replacement Books to be charged at Cost.
FREEDOM OF INFORMATION (FOI)						
<i>Freedom of Information Regulations 1993</i>						
Personal Information About Applicant	No charge	No charge				Copies as per copying fees.
FOI - NON PERSONAL INFORMATION						
Application Fee	30.00	30.00	per application	✓		Disadvantaged applicants/pension card - 25% discount.
Time Dealing With Applicant	30.00	30.00	per hour	✓		
Access Time	30.00	30.00	per hour	✓		Supervised by staff.
Duplication Of Information			Actual cost + GST			
Delivery, Packing Or Postage			Actual cost + GST			
Deposits - Advance Deposit			75% of estimated cost			
ACCOUNT ENQUIRIES						
Rate Account Enquiry	203.00	250.00	per enquiry	✓	↑ 47.00	
Rates Credit Balance Refund - Admin Charge	50.00	50.00	per request		↑ 0.00	First credit balance refund free of charge per financial year.
Title Search	68.00	68.00	per enquiry		↑ 0.00	
Rate Book (Printed Or Electronic)	203.00	250.00	per copy		↑ 47.00	
RUBBISH/RECYCLING						
Refuse Collection	199.00	199.00	per refuse bin/year	✓	↑ 0.00	Annual March Quarter Perth CPI increase as per agreement.
Recycling Collection	89.00	89.00	per recycle bin/year	✓	↑ 0.00	Annual March Quarter Perth CPI increase as per agreement.

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
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Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
CAT LICENSE						
<i>Cat Act 2011</i>						
1. Annual registration of a cat, unless concessional fees are applicable.	20.00	20.00	per year	✓		
2. Concessional registration fee-						
a) Three Year Registration Period	42.50	42.50		✓		
b) Three Year Registration Period - Pensioner	21.25	21.25		✓		Full Concession Card required
c) Lifetime registration period	100.00	100.00		✓		
c) Lifetime registration period - Pensioner	50.00	50.00		✓		Full Concession Card required
d) Registration after 31 May in any year, for that registration year.	50% of fee payable otherwise.			✓		
3. Annual application for approval or renewal to breed cats (per cat).	100.00	100.00		✓		
CAT TRAP						
Cat Trap Hire	15.00	15.00	per day		↑ 0.00	Hire fees to be paid in advance
Cat Trap Bond	50.00	50.00	per hire	✓	↑ 0.00	Bond returned via Cheque payment
DOG LICENSE						
<i>Dog Act 1976</i>						
Dog - Male Or Female	50.00	50.00	1 year	✓	↑ 0.00	
Dog - Male Or Female	120.00	120.00	3 years	✓	↑ 0.00	
Dog - Male Or Female	250.00	250.00	Lifetime	✓	↑ 0.00	
Pension Rate: Dog - Male Or Female	25.00	25.00	1 year	✓	↑ 0.00	Full Concession Card required
Pension Rate: Dog - Male Or Female	60.00	60.00	3 years	✓	↑ 0.00	Full Concession Card required
Pension Rate: Dog - Male Or Female	125.00	125.00	Lifetime	✓	↑ 0.00	Full Concession & Certificate Of Sterilisation required
Pension Rate: Sterilised Dog Or Bitch	10.00	10.00	1 year	✓	↑ 0.00	Full Concession & Certificate Of Sterilisation required
Pension Rate: Sterilised Dog Or Bitch	21.25	21.25	3 years	✓	↑ 0.00	Full Concession & Certificate Of Sterilisation required
Pension Rate: Sterilised Dog Or Bitch	50.00	50.00	Lifetime	✓		
Sheep Dog	25% of fee otherwise payable		1 year	✓		
Sheep Dog	25% of fee otherwise payable		3 years	✓		
Sheep Dog	25% of fee otherwise payable		Lifetime	✓		
Sterilised Dog Or Bitch	20.00	20.00	1 year	✓	↑ 0.00	Certificate of Sterilisation required
Sterilised Dog Or Bitch	42.50	42.50	3 years	✓	↑ 0.00	Certificate of Sterilisation required
Sterilised Dog Or Bitch	100.00	100.00	Lifetime	✓	↑ 0.00	Certificate of Sterilisation required
Bulk Dog Registration	200.00	200.00		✓	↑ 0.00	For approved kennel establishments only. Fee payable per establishment.

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2021/22 SCHEDULE OF FEES AND CHARGES
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Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
DOG IMPOUNDING FEES						
Impound Fee	69.00	69.00	per impounding		↑ 0.00	
Sustenance	12.00	12.00	per day		↑ 0.00	
DOG PENALTIES/INFRINGEMENTS						<i>Dog Act 1976</i>
1. Unregistered Dog	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
2. Failure to give notice of new owner	40.00	40.00		✓	↑ 0.00	
3. Keeping more than the prescribed number of dogs	100.00	100.00		✓	↑ 0.00	
4. Breach of kennel establishment licence	200.00	200.00		✓	↑ 0.00	
5. Dog in public place without collar or registration tag	50.00	50.00		✓	↑ 0.00	Double penalty for Dangerous Dog
6. Owners name and address not on collar	50.00	50.00		✓	↑ 0.00	Double penalty for Dangerous Dog
7. Dog not held by a leash in certain public places	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
8. Failure to control a dog in exercise areas and rural areas	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
9. Greyhound not muzzled	200.00	200.00		✓	↑ 0.00	
10. Dog in place without consent	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
11. Dangerous dog not muzzled	250.00	250.00		✓	↑ 0.00	
12. Dangerous dog not on leash in exercise area	200.00	200.00		✓	↑ 0.00	
13. Dangerous dog not under continuous supervision	200.00	200.00		✓	↑ 0.00	
14. Dangerous dog in specifically prohibited area	200.00	200.00		✓	↑ 0.00	
15. Dangerous dog enclosure requirement not complied with	200.00	200.00		✓	↑ 0.00	
16. Dangerous dog not wearing specified collar	200.00	200.00		✓	↑ 0.00	
17. Dangerous dog signs not displayed	200.00	200.00		✓	↑ 0.00	
18. Local Government not advised of dangerous dog attack	200.00	200.00		✓	↑ 0.00	
19. Local Government not advised of missing dangerous dog	200.00	200.00		✓	↑ 0.00	
20. Local Government not advised of dangerous dog ownership change	200.00	200.00		✓	↑ 0.00	
21. Local Government not advised of dangerous dog location change	200.00	200.00		✓	↑ 0.00	
22. Failure to take steps against parasites	50.00	50.00		✓	↑ 0.00	
23. Dog causing nuisance	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
24. Failure to produce document issued under Dog Act 1976	100.00	100.00		✓	↑ 0.00	
25. Failure of alleged offender to give name and address.	100.00	100.00		✓	↑ 0.00	

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
PRIVATE WORKS						
Back Hoe With Post Hole Digger	184.00	184.00	per hour		↑ 0.00	With Shire Operator Only
Backhoe	184.00	184.00	per hour		↑ 0.00	With Shire Operator Only
Bobcat	137.00	137.00	per hour		↑ 0.00	With Shire Operator Only
Cherry Picker With Chainsaw	319.00	319.00	per hour		↑ 0.00	With 2 Shire Operators & Truck
Grader (BE001, BE003)	209.00	209.00	per hour		↑ 0.00	With Shire Operator Only
Loader (BE004, BE036)	196.00	196.00	per hour		↑ 0.00	With Shire Operator Only
Roller - Rubber Tyre (BE033)	184.00	184.00	per hour		↑ 0.00	With Shire Operator Only
Roller - Vibrator (BE033)	184.00	184.00	per hour		↑ 0.00	With Shire Operator Only
Slasher (BE008)	171.00	171.00	per hour		↑ 0.00	With Shire Operator Only
Tractor (BE023)	147.00	147.00	per hour		↑ 0.00	With Shire Operator Only
Tractor Ford (BE014)	147.00	147.00	per hour		↑ 0.00	With Shire Operator Only
Truck Light (BE015, BE028)	110.00	110.00	per hour		↑ 0.00	With Shire Operator Only
Truck Tandem (BE010, BE012, BE013)	142.00	142.00	per hour		↑ 0.00	With Shire Operator Only
LABOUR						
Engineering Consultation	180.00	180.00	per hour		↑ 0.00	Minimum Charge = One Hour
Works Staff	83.00	83.00	per hour		↑ 0.00	Minimum Charge = One Hour
BUILDING MATERIALS						
						SUPPLY RESTRICTIONS OF MATERIALS:
Gravel	44.00	44.00	per m ³		↑ 0.00	PICK UP - MIN. of 1m³ (During Tip Opening Hours Only)
Gravel - Truck Load	227.00	227.00	per truck load		↑ 0.00	DELIVERED - MIN. of 2m³
Metal - All Sizes	83.00	83.00	per m ³		↑ 0.00	CARTAGE extra
Metal - Truck Load	658.00	658.00	per truck load		↑ 0.00	Tandem truck carries ~ 8m ³ or 12 tonne
Metal Dust	44.00	44.00	per m ³		↑ 0.00	Loader Bucket = ~ 2 m ³
Metal Dust - Truck Load	227.00	227.00	per truck load		↑ 0.00	
Sand Filling	44.00	44.00	per m ³		↑ 0.00	
Sand Filling - Truck Load	202.00	202.00	per truck load		↑ 0.00	
Sweepings - When Available	42.00	42.00	per m ³		↑ 0.00	
Sweepings - Truck Load	329.00	329.00	per m ³		↑ 0.00	

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Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
CARTAGE						
Per Load - Cartage Both Ways	3.00	3.00	per km		↑ 0.00	E.g.: Client is 20kms out, 40kms cartage is charged
RURAL ROAD NUMBERS						
Replacement Rural Road Numbers	100.00	100.00	per Sign		↑ 0.00	First Sign - No Charge. Replacement includes Sign, Post and Erection Labour.
TELSTRA/WATER CORP REINSTATEMENTS						
Bitumen & Concrete	443.00	443.00	per m ²		↑ 0.00	
Gravel	443.00	443.00	per m ²		↑ 0.00	
CROSS OVERS (RURAL) - Gravel Only						
300mm pipe	1,977.00	1,977.00	per Crossover (2x Pipes)		↑ 0.00	Payment to be made in Advance 50% subsidy for 1st crossover on the property
375mm pipe	PRICE ON APPLICATION					
450mm pipe	PRICE ON APPLICATION					
CROSS OVERS (TOWN SITE) - Concrete						
Per square metre	67.00	67.00	per m ²		↑ 0.00	50% Subsidy for 1st Crossover of the property
STANDPIPES						
Per 1,000L (1kL)	8.35	9.35	per kL	✓	↑ 1.00	Charges billed monthly
Administration Charge	5.00	5.00	per Invoice		↑ 0.00	
Standpipe Access Card	0.00	20.00	per Card		↑ 20.00	
Non-potable water per 1,000L (1kL)	0.00	3.35	per kL	✓	↑ 3.35	Water from Town Dam. Charges billed monthly.

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Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
RESERVATIONS OF GRAVE PLOTS / NICHE WALLS						
Grave Reservation - Initial	101.00	101.00	per site		↑ 0.00	25 Years validity.
Niche Wall Single Reservation - Initial	101.00	101.00	per site		↑ 0.00	
Niche Wall Double Reservation - Initial	182.00	182.00	per two sites		↑ 0.00	25 Years validity.
Transfer of Reservation - Grave & Niche Wall	51.00	51.00	per reservation		↑ 0.00	25 Years validity from date of transfer.
Reservation - Renewal Every 5 Years	25.00	25.00	per site		↑ 0.00	APPLICABLE TO BOTH GRAVE PLOT & NICHE WALL RESERVATIONS
CEMETERIES - GRAVE PLOTS, DIGGING & ASSOCIATED CHARGES						
Grant of Right of Burial Charge	1,013.00	1,013.00			↑ 0.00	25 Year Period.
Standard Grave - Plot - Land 2.44m (L) X 1.52m (W) X 1.80m (D)	101.00	101.00	per Grave		↑ 0.00	On application of Grant of Right of Burial
Standard Grave - Grave digging to 1.80m	1,013.00	1,013.00	per Grave		↑ 0.00	On application of Grant of Right of Burial
Standard Grave - Grave Number Plate - Per Standard Plot	51.00	51.00	per Grave		↑ 0.00	On application of Grant of Right of Burial
Standard Grave - Overtime Fee - Weekends/Public Holidays/RDOs	760.00	760.00	per Grave (if applicable)		↑ 0.00	On application of Grant of Right of Burial (if applicable)
Plot - Land 2.44m (L) X 1.52m (W) X 1.80m (D)	101.00	101.00			↑ 0.00	
Double Plot - Land 2.44m (L) X 3.05m (W) X 1.80m (D)	152.00	152.00			↑ 0.00	
Triple Plot - Land 2.44m (L) X 4.57m (W) X 1.80m (D)	203.00	203.00			↑ 0.00	
Grave - Child (7 & Under) - Grave digging to 1.80m	507.00	507.00	per Grave		↑ 0.00	
Excess Depth Of 1.80m - Per Every 300mm	200.00	200.00	per each 300mm		↑ 0.00	
Reopening Of Grave - Ordinary	1,013.00	1,013.00	per Grave		↑ 0.00	
Reopening Of Grave - Child (7 & Under)	507.00	507.00	per Grave		↑ 0.00	
Exhumation Fee	2,026.00	2,026.00	per exhumation		↑ 0.00	In addition to grave digging charge.
Permission to Erect Headstone	152.00	152.00	per Headstone		↑ 0.00	PERMISSION and/or KERBING
Attendance When Required By Grantee	152.00	152.00	per attendance		↑ 0.00	
Internment Of Ashes In Grave Plot	152.00	152.00			↑ 0.00	
Extra Charge Of Ashes Internment - Overtime Fee - Weekends/Public Holidays/RDOs	253.00	253.00			↑ 0.00	
NICHE WALLS - PLOTS, INTERNMENT & ASSOCIATED CHARGES						
Internment Fee - Niche Wall - Single Compartment	203.00	203.00			↑ 0.00	Not including cost of PLAQUE / TABLET or FITTING
Internment Fee - Niche Wall - Double Compartment - 1st Internment	203.00	203.00			↑ 0.00	Not including cost of PLAQUE / TABLET or FITTING
Internment Fee - Niche Wall - Double Compartment - 2nd Internment	101.00	101.00			↑ 0.00	Not including cost of PLAQUE / TABLET or FITTING
Plaque Fee	AT COST	AT COST	per plaque			Plaque Cost to be recovered in full.
Plaque Installation Fee	152.00	152.00	per plaque		↑ 0.00	
Urn Container	25.00	25.00	per container		↑ 0.00	
Vases	75.00	75.00	per vase		↑ 0.00	Cost on application

**SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021**

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
REFUSE SITE FEES						
Asbestos Burial	119.00	119.00	per m ³		↑ 0.00	Minimum \$50 charge.
Asbestos Burial	Large quantities					Price based on per m ³ rate plus machine hire.
Building Rubble	29.00	29.00	per tonne		↑ 0.00	
Car Bodies	29.00	29.00	per car		↑ 0.00	
Concrete, Rock, Gravel, Sand Or Like	29.00	29.00	per tonne		↑ 0.00	
Fencing Wire	7.00	7.00	per m ³		↑ 0.00	
Putrescible Waste Organic Commercial	7.00	7.00	per m ³		↑ 0.00	
Rubbish Bag (Wool Bale)	7.00	7.00	per bag		↑ 0.00	
Bin 240L Domestic Waste Or 200L Drum Equivalent	3.00	3.00	per bin		↑ 0.00	
Trailer 6X4, Car, Ute Mixed Load	14.00	14.00	per load		↑ 0.00	
Trailer Tandem Axle Up To 2.5m In Length	29.00	29.00	per load		↑ 0.00	
Septic Tank Waste (Local)	253.00	253.00	per 2,000L		↑ 0.00	per 2,000L or part thereof.
Septic Tank Waste (Outside of Beverley District)	507.00	507.00	per 2,000L		↑ 0.00	per 2,000L or part thereof - Double Rate.
HEALTH FEES						
<i>Health Act 1911</i>						
Public Building Event Approval Registration Fee	200.00	200.00	per Registration	✓	↑ 0.00	
Food Premises Registration Fee	180.00	180.00	per Registration	✓	↑ 0.00	
Food Business Notification Fee	60.00	60.00	per Notification	✓	↑ 0.00	
Food Business (Food Stalls) Notification Fee	60.00	60.00	per Notification	✓	↑ 0.00	
Septic Tank/Onsite Waste Water Disposal Application	226.00	226.00	per Application	✓	↑ 0.00	

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
BUILDING FEES						Building Act 2011
Building Inspection	150.00	150.00	per Inspection	✓		
Building Certification	0.00		per Certification	✓		Price On Application
BCITF Levy	0.2% of total construction value for all works valued over \$20,000.00			✓		
Building Services Levy (BSL)						
Building Permit						
- \$45,000 or Less	61.65	61.65	per Application	✓		
- Over \$45,000	0.137% of the value of work		per Application	✓		
Demolition Permit						
- \$45,000 or Less	61.65	61.65	per Application	✓		
- Over \$45,000	0.137% of the value of work		per Application	✓		
Occupancy Permit or Building Approval Certificate for approved building work under s47, 49, 50 or 52 of the <i>Building Act</i> .						
- \$45,000 or Less	61.65	61.65	per Application	✓		
- Over \$45,000	61.65	61.65	per Application	✓		
Occupancy Permit or Building Approval Certificate for approved building work under s51 of the <i>Building Act</i> .						
- \$45,000 or Less	91.00	91.00	per Application	✓		
- Over \$45,000	0.18% of the value of work		per Application	✓		
Occupancy Permit or Building Approval Certificate for <u>unauthorised</u> building work under s51 of the <i>Building Act</i> .						
- \$45,000 or Less	123.30	123.30	per Application	✓		
- Over \$45,000	0.274% of the value of work		per Application	✓		
Occupancy Permit under s46 of the <i>Building Act</i> .						
- \$45,000 or Less	No Levy	No Levy				
- Over \$45,000	No Levy	No Levy				
Modification of Occupancy Permit for additional use of building on temporary basis under s48 of the <i>Building Act</i> .						
- \$45,000 or Less	No Levy	No Levy				
- Over \$45,000	No Levy	No Levy				

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
Building/Demolition Permits						
1. Certified application for building permit-						
a) for building work for a Class 1 or Class 10 building or incidental structure.	0.19% of the estimated value of building as determined by the relevant permit authority, but not less than \$110.			✓		
b) for building work for a Class 2 to Class 9 building or incidental structure.	0.09% of the estimated value of building as determined by the relevant permit authority, but not less than \$110.			✓		
2. Uncertified application for a building permit	0.32% of the estimated value of the building as determined by the relevant permit authority, but not less than \$110.			✓		
3. Application for a demolition permit -						
a) for demolition work in respect of a Class 1 or Class 10 building or incidental structure.	105.00	110.00		✓		
b) for demolition work in respect of a Class 2 to Class 9 building.	\$110 for each storey of the building.			✓		
4. Application to extend the time which a building or demolition permit has effect.	105.00	110.00		✓		
5. Application for an occupancy permit for a completed building.	105.00	110.00		✓		
6. Application for a temporary occupancy permit for an incomplete building.	105.00	110.00		✓		
7. Application for modification of an occupancy permit for additional use of a building on a temporary basis.	105.00	110.00		✓		
8. Application for a replacement occupancy permit for permanent change of the building's use/classification.	105.00	110.00		✓		
9. Application for an occupancy permit or building approval certificate for registration of strata scheme/plan of resubdivision.	11.60 115.00	11.60 115.00		✓		per Strata Unit minimum
10. Application for an occupancy permit for a building in respect of which unauthorised work has been done.	105.00	110.00		✓		
11. Application for a building approval certificate for a building in respect of which unauthorised work has been done.	105.00	110.00		✓		
12. Application to replace an occupancy permit for an existing building.	105.00	110.00		✓		
13. Application for a building approval certificate for an existing building where unauthorised work has not been done.	105.00	110.00		✓		
14. Application to extend the time during which an occupancy permit or building approval certificate has effect.	105.00	110.00		✓		

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
Building/Demolition Permits (Continued)						
15. Application as defined in Regulation 31 (for each building standard in respect of which a declaration is sought).	2,160.15	2,160.15		✓		
16. Inspection of pool enclosures.	58.45	58.45		✓		Regulation 53.
17 Local government approval of battery powered smoke alarms	179.40	179.40		✓		Regulation 61.
18. Certificate of Design Compliance	0.19% of the estimated value of building as determined by the relevant permit authority, but not less than \$110.			✓		
19. Certificate of Building Compliance	0.32% of the estimated value of the building as determined by the relevant permit authority, but not less than \$110.			✓		

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
TOWN PLANNING FEES						
<i>Planning and Development Regulations 2009 (Part 7 Local Government Planning Charges)</i>						
1. Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is-						
(a) not more than \$50,000	147.00	147.00		✓	↑ 0.00	
(b) more than \$50,000 but not more than \$500,000	0.32% of the estimated cost of development			✓		
(c) more than \$500,000 but not more than \$2.5 million	\$1,700 + 0.257% for every \$1 in excess of \$500,000			✓		
(d) more than \$2.5 million but not more than \$5 million	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million			✓		
(e) more than \$5 million but not more than \$21.5 million	\$12,633 + 0.123% for every \$1 in excess of \$5 million			✓		
(f) more than \$21.5 million	34,196.00	34,196.00		✓	↑ 0.00	
2. Determining a development application (other than for an extractive industry) where the development has commenced or been carried out	The fee in item 1 plus, by way of penalty, twice that fee.			✓		
3. Determining a development application for an extractive industry where the development has not commenced or been carried out	739.00	739.00		✓	↑ 0.00	
4. Determining a development application for an extractive industry where the development has commenced or been carried out	The fee in item 3 plus, by way of penalty, twice that fee			✓		
5. Providing a subdivision clearance for						
(a) not more than 5 lots	73.00	73.00	per Lot	✓	↑ 0.00	
(b) more than 5 lots but not more than 195 lots	\$73 per lot for the first 5 lots and then \$35 per lot			✓		
(c) more than 195 lots	7,393.00	7,393.00		✓	↑ 0.00	
6. Determining an initial application for approval of a home occupation where the home occupation has not commenced.	222.00	222.00		✓	↑ 0.00	
7. Determining an initial application for approval of a home occupation where the home occupation has commenced.	The fee in item 6 plus, by way of penalty, twice that fee			✓		
8. Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires.	73.00	73.00		✓	↑ 0.00	
9. Determining an application for the renewal of an approval of home occupation where the application is made after the approval has expired.	The fee in item 8 plus, by way of penalty, twice that fee			✓		

SHIRE OF BEVERLEY
2021/22 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2021

Description	Charge 2019/20	Charge 2020/21	Frequency	GST Exempt	Increase \$	Information/Conditions
						Planning and Development Regulations 2009 (Part 7 Local Government Planning Charges)
TOWN PLANNING FEES (Continued)						
10. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has not commenced or been carried out.	295.00	295.00		✓	↑ 0.00	
11. Determining an application for change of use or for alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out.	The fee in item 10 plus, by way of penalty, twice that fee.			✓		
12. Providing a zoning certificate.	73.00	73.00		✓	↑ 0.00	
13. Replying to a property settlement questionnaire.	73.00	73.00		✓	↑ 0.00	
14. Providing written planning advice.	73.00	73.00		✓	↑ 0.00	
15. Scheme Amendments - initiated outside of Council						
Shire Planner	88.00	88.00	per hour		↑ 0.00	
Administration Officer	30.20	30.20	per hour		↑ 0.00	
16. Structure Plans - initiated outside of Council						
Shire Planner	88.00	88.00	per hour		↑ 0.00	
Administration Officer	30.20	30.20	per hour		↑ 0.00	
PLANNING ADVERTISING AND NOTIFICATION COSTS						
Applicant to pay	Borne by applicant					
DEVELOPMENT APPLICATIONS						Planning and Development (DAP) Amendment Regulations 2013
1. A DAP application where the estimated cost of development is-						
a) not less than \$2 million and less than \$7 million	3,503.00	5,701.00		✓	↑ 2,198.00	
b) not less than \$7 million and less than \$10 million	5,409.00	8,801.00		✓	↑ 3,392.00	
c) not less than \$10 million and less than \$12.5 million	5,885.00	9,576.00		✓	↑ 3,691.00	
d) not less than \$12.5 million and less than \$15 million	6,053.00	9,849.00		✓	↑ 3,796.00	
e) not less than \$15 million and less than \$17.5 million	6,221.00	10,122.00		✓	↑ 3,901.00	
f) not less than \$17.5 million and less than \$20 million	6,390.00	10,397.00		✓	↑ 4,007.00	
g) \$20 million or more	6,557.00	10,670.00		✓	↑ 4,113.00	
2. An application under Reg.17	150.00	245.00		✓	↑ 95.00	
ROAD CLOSURE PROCESSING FEE						
Charge	253.00	253.00	per application		↑ 0.00	

12. ADMINISTRATION

12.1 Shire of Beverley Employee Code of Conduct

Submission To:	Ordinary Council Meeting 22 June 2021
Report Date:	14 June 2021
Applicant:	N/A
File Reference:	ADM 0300
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Shire of Beverley Employee
Attachments:	Draft Code of Conduct (under separate cover)

SUMMARY

Council to consider adopting the attached Code of Conduct for Employees.

BACKGROUND

The *Local Government (Model Code of Conduct) Regulations 2021*, *Local Government (Administration) Amendment Regulations 2021* and *Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2021* (collectively the New Regulations) were gazetted on Tuesday 2 February 2021 and took effect on 3 February 2021. New sections of the *Local Government Act 1995* (the Act) that provided for the New Regulations were proclaimed concurrently and are also now in effect.

Following the gazettal of new regulations, the DLGSC has issued instructions to all local governments to adopt a new Code of Conduct for Employees.

COMMENT

Attached is the draft Code of Conduct for Employees which has been developed by WALGA.

Various Staff members have reviewed the Code of Conduct and after small changes were mad, have found it satisfactory. Once adopted the new code will be distributed amongst all the staff for their awareness.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Administration) Amendment Regulations 2021

CONSULTATION

WALGA

Shire Staff

Council

FINANCIAL IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

It is a requirement of the *Local Government (Administration) Regulations 2021* that a new Code of Conduct for Employees is adopted. The adoption of the Code of Conduct will mitigate the risk of non-compliance.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council;

1. adopts the Code of Conduct for Employees; and
2. publishes the new Code of Conduct Employees on the Shire of Beverley website.



Shire of Beverley

Code of Conduct for Employees

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1 Introduction

The Shire of Beverley Code of Conduct (the Code) provides employees with clear guidelines for the standards of professional conduct expected of them in carrying out their functions and responsibilities.

The Code addresses the broader issue of ethical responsibility and encourages transparency and accountability. The Code expresses the Shire of Beverley's commitment to high standards of ethical and professional behaviour and outlines the principles in which individual responsibilities are based.

The Code is complementary to the principles adopted in the *Local Government Act 1995* (the Act) and associated regulations, which incorporate four fundamental aims:

- (a) *better decision-making by local governments;*
- (b) *greater community participation in the decisions and affairs of local governments;*
- (c) *greater accountability of local governments to their communities; and*
- (d) *more efficient and effective local government.*

1.1 Statutory environment

The Code addresses the requirement in section 5.51A of the Act for the CEO to prepare and implement a code of conduct to be observed by employees of the Local Government, and includes the matters prescribed in Part 4A of the *Local Government (Administration) Regulations 1996*.

The Code should be read in conjunction with the Act and associated regulations. Employees should ensure that they are aware of their statutory responsibilities under this and other legislation.

1.2 Application

For the purposes of the Code, the term employees includes persons employed by the Shire of Beverley or engaged by the Shire of Beverley under a contract for services. The Code applies to all employees, including the CEO, while on the Local Government's premises or while engaged in Local Government related activities. Clause 3.15 of this Code (Gifts), does not apply to the CEO.

2 Shire of Beverley Values and Vision

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

We Value:

- The contributions made by our community towards an inclusive, active, diverse and friendly community

- Our natural resources and our place in the natural environment
- Economic diversity and opportunistic growth
- Forward thinking leadership and good governance

3 Code of Conduct

3.1 Role of Employees

The role of employees in Local Government is determined by the functions of the CEO as set out in section 5.41 of the Act.

5.41. Functions of CEO

The CEO's functions are to:

- (a) *advise the council in relation to the functions of a local government under this Act and other written laws;*
- (b) *ensure that advice and information is available to the council so that informed decisions can be made;*
- (c) *cause council decisions to be implemented;*
- (d) *manage the day to day operations of the local government;*
- (e) *liaise with the mayor or president on the local government's affairs and the performance of the local government's functions;*
- (f) *speak on behalf of the local government if the mayor or president agrees;*
- (g) *be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees);*
- (h) *ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and*
- (i) *perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.*

Local Government Act 1995

3.2 Principles affecting employment by the Shire of Beverley

The principles set out in section 5.40 of the Act apply to the employment of the Shire of Beverley's employees:

5.40. Principles affecting employment by local governments

The following principles apply to a local government in respect of its employees —

- (a) *employees are to be selected and promoted in accordance with the principles of merit and equity; and*

- (b) *no power with regard to matters affecting employees is to be exercised on the basis of nepotism or patronage; and*
 - (c) *employees are to be treated fairly and consistently; and*
 - (d) *there is to be no unlawful discrimination against employees or persons seeking employment by the City on a ground referred to in the Equal Opportunity Act 1984 or on any other ground; and*
 - (e) *employees are to be provided with safe and healthy working conditions in accordance with the Occupational Safety and Health Act 1984; and*
 - (f) *such other principles, not inconsistent with this Division, as may be prescribed.*
- Local Government Act 1995*

3.3 Personal Behaviour

Employees will:

- (a) act, and be seen to act, properly, professionally and in accordance with the requirements of the law, the terms of this Code and all policies of the Shire of Beverley;
- (b) perform their duties impartially and in the best interests of the Shire of Beverley, uninfluenced by fear or favour;
- (c) act in good faith (i.e. honestly, for the proper purpose, and without exceeding their powers) in the interests of the Shire of Beverley and the community;
- (d) make no allegations which are improper or derogatory (unless true and in the public interest);
- (e) refrain from any form of conduct, in the performance of their official or professional duties, which may cause any reasonable person unwarranted offence or embarrassment; and
- (f) always act in accordance with their obligation of fidelity to the Shire of Beverley.

3.4 Honesty and Integrity

Employees will:

- (a) observe the highest standards of honesty and integrity, and avoid conduct which might suggest any departure from these standards;
- (b) be frank and honest in their official dealing with each other; and
- (c) report any dishonesty or possible dishonesty on the part of any other employee to their Manager or the CEO in accordance with this Code and the Shire of Beverley's policies.

3.5 Performance of Duties

While on duty, employees will give their whole time and attention to the Shire of Beverley's business and ensure that their work is carried out efficiently, economically and effectively, and that their standard of work reflects favourably both on them and on the Shire of Beverley.

3.6 Compliance with Lawful and Reasonable Directions, Decisions and Policies

- (a) Employees will comply with any lawful and reasonable direction given by any person having authority to make or give such an order, including but not limited to their Manager or the CEO.
- (b) Employees will give effect to the lawful decisions and policies of the Shire of Beverley, whether or not they agree with or approve of them.

3.7 Administrative and Management Practices

Employees will ensure compliance with proper and reasonable administrative practices and conduct, and professional and responsible management practices.

3.8 Intellectual Property

The title to Intellectual Property in all duties relating to contracts of employment will be assigned to the Shire of Beverley upon its creation unless otherwise agreed by separate contract.

3.9 Recordkeeping

Employees will ensure complete and accurate local government records are created and maintained in accordance with the Shire of Beverley's Recordkeeping Plan.

3.10 Dealing with Other Employees

- (a) Employees will treat other employees with respect, courtesy and professionalism, and refrain from behaviour that constitutes discrimination, bullying or harassment.
- (b) Employees must be aware of, and comply with their obligations under relevant law and the Shire of Beverley's policies regarding workplace behaviour and occupational safety and health, including policies S001 – Equal Opportunity, S004 – Dress Code and Hygiene, S005 – Protective Clothing, S007 – Injury Management and Rehabilitation, S009 – Occupational Health and Safety, S010 – Discrimination, Harassment and Bullying, S016 – No Smoking, S021 – Grievance, Investigations and Resolutions, S027 – Drug and Alcohol and S028 Social Media.
- (c) Employee behaviour should reflect the Shire of Beverley's values and contribute towards creating and maintaining a safe and supportive workplace.

3.11 Dealing with community

- (a) Employees will treat all members of the community with respect, courtesy and professionalism.
- (b) All Shire of Beverley services must be delivered in accordance with relevant policies and procedures, and any issues resolved promptly, fairly and equitably.

3.12 Professional Communications

- (a) All aspects of communication by employees (including verbal, written and electronic), involving the Shire of Beverley's activities should reflect the status, values and objectives of the Shire of Beverley.
- (b) Communications should be accurate, polite and professional.

3.13 Personal Communications and Social Media

- (a) Personal communications and statements made privately in conversation, written, recorded, emailed or posted in personal social media, have the potential to be made public, whether intended or not.
- (b) Employees must not, unless undertaking a duty in accordance with their employment, disclose information, make comments or engage in communication activities about or on behalf of the Shire of Beverley, its Council Members, employees or contractors, which breach this Code. Employees should refer to policies EM003 – Media Statements and S028 – Social Media.
- (c) Employee comments which become public and breach the Code of Conduct, or any other operational policy or procedure, may constitute a disciplinary matter and may also be determined as misconduct and be notified in accordance with the *Corruption, Crime and Misconduct Act 2003*.

3.14 Personal Presentation

Employees are expected to comply with professional, neat and responsible dress standards at all times, in accordance with the Shire of Beverley's relevant policies S004 – Corporate Uniform, Dress Code and Hygiene at Work, and S005 – Protective Clothing.

3.15 Gifts

- (a) Application

This clause does not apply to the CEO.

- (b) Definitions

In this clause –

activity involving a local government discretion has the meaning given to it in the *Local Government (Administration) Regulations 1996*;

activity involving a local government discretion means an activity —

- (a) that cannot be undertaken without an authorisation from the local government; or
- (b) by way of a commercial dealing with the local government;

[r.19AA of the *Local Government (Administration) Regulations 1996*]

associated person has the meaning given to it in the *Local Government (Administration) Regulations 1996*;

associated person means a person who —

- (a) is undertaking or seeking to undertake an activity involving a local government discretion; or
- (b) it is reasonable to believe, is intending to undertake an activity involving a local government discretion

[r.19AA of the *Local Government (Administration) Regulations 1996*]

gift has the meaning given to it in the *Local Government (Administration) Regulations 1996*;

gift —

- (a) has the meaning given in section 5.57 [of the *Local Government Act 1995*]; but
- (b) does not include —
 - (i) a gift from a relative as defined in section 5.74(1); or
 - (ii) a gift that must be disclosed under the *Local Government (Elections) Regulations 1997* regulation 30B; or
 - (iii) a gift from a statutory authority, government instrumentality or non-profit association for professional training; or
 - (iv) a gift from WALGA, the Australian Local Government Association Limited (ABN 31 008 613 876), the Local Government Professionals Australia WA (ABN 91 208 607 072) or the LG Professionals Australia (ABN 85 004 221 818);

[r.19AA of the *Local Government (Administration) Regulations 1996*]

gift means —

- (a) a conferral of a financial benefit (including a disposition of property) made by 1 person in favour of another person unless adequate consideration in money or money's worth passes from the person in whose favour the conferral is made to the person who makes the conferral; or
- (b) a travel contribution;

travel includes accommodation incidental to a journey;

travel contribution means a financial or other contribution made by 1 person to travel undertaken by another person

[Section 5.57 of the *Local Government Act 1995*]

relative, in relation to a relevant person, means any of the following —

- (a) a parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant of the relevant person or of the relevant person's spouse or de facto partner;
- (b) the relevant person's spouse or de facto partner or the spouse or de facto partner of any relative specified in paragraph (a),

whether or not the relationship is traced through, or to, a person whose parents were not actually married to each other at the time of the person's birth or subsequently, and whether the relationship is a natural relationship or a relationship established by a written law;

[Section 5.74(1) of the *Local Government Act 1995*]

prohibited gift has the meaning given to it in the *Local Government (Administration) Regulations 1996*;

prohibited gift, in relation to a local government employee, means —

- (a) a gift worth the threshold amount or more; or
- (b) a gift that is 1 of 2 or more gifts given to the local government employee by the same person within a period of 1 year that are in total worth the threshold amount or more;

[r.19AA of the *Local Government (Administration) Regulations 1996*]

reportable gift means:

- (i) a gift worth more than \$50.00 but less than \$300.00; or
- (ii) a gift that is 1 of 2 or more gifts given to the local government employee by the same person within a period of 1 year that are in total worth more than \$50.00 but less than \$300.

threshold amount has the meaning given to it in the *Local Government (Administration) Regulations 1996*, subject to the CEO's determination under subclause (c);

threshold amount, for a prohibited gift, means —

- (a) a gift worth the threshold amount or more; or
- (b) a gift that is 1 of 2 or more gifts given to the local government employee by the same person within a period of 1 year that are in total worth the threshold amount or more;

[r.19AA of the *Local Government (Administration) Regulations 1996*]

(c) Determination

In accordance with Regulation 19AF of the *Local Government (Administration) Regulations 1996* the CEO has determined \$300.00 as the threshold amount for prohibited gifts is \$300.00

(d) Employees must not accept a prohibited gift from an associated person.

(e) An employee who accepts a reportable gift from an associated person is to notify the CEO in accordance with subclause (f) and within 10 days of accepting the gift.

(f) The notification of the acceptance of a reportable gift must be in writing and include:

- (i) the name of the person who gave the gift; and
 - (ii) the date on which the gift was accepted; and
 - (iii) a description, and the estimated value, of the gift; and
 - (iv) the nature of the relationship between the person who is an employee and the person who gave the gift; and
 - (v) if the gift is one of two or more accepted from the same person within a period of one year:
 - (1) a description;
 - (2) the estimated value; and
 - (3) the date of acceptance,
 of each other gift accepted within the one year period.
- (g) The CEO will maintain a register of reportable gifts and record in it details of notifications given to comply with subclause (f).
 - (h) The CEO will arrange for the register maintained under subclause (g) to be published on the Shire of Beverley's official website.
 - (i) As soon as practicable after a person ceases to be an employee, the CEO will remove from the register all records relating to that person. The removed records will be retained for a period of at least 5 years.

3.16 Conflict of Interest

- (a) Employees will ensure that there is no actual (or perceived) conflict of interest between their personal interests and the impartial fulfilment of their professional duties.
- (b) Employees will not engage in private work with or for any person or body with an interest in a proposed or current contract with the Shire of Beverley, without first disclosing the interest to the CEO. In this respect, it does not matter whether advantage is in fact obtained, as any appearance that private dealings could conflict with performance of duties must be scrupulously avoided.
- (c) Employees will lodge written notice with the CEO describing an intention to undertake a dealing in land which is within the district of the Shire of Beverley, or which may otherwise be in conflict with the Local Government's functions (other than purchasing the principal place of residence).
- (d) Employees who exercise a recruitment or any other discretionary function will disclose any actual (or perceived) conflict of interest to the CEO before dealing with relatives or friends and will disqualify themselves from dealing with those persons.
- (e) Employees will conduct themselves in an apolitical manner and refrain from political activities which could cast doubt on their neutrality and impartiality in acting in their professional capacity.

3.17 Secondary Employment

An employee must not engage in secondary employment (including paid and unpaid work) without receiving the prior written approval of the CEO.

3.18 Disclosure of Financial Interests

- (a) All employees will apply the principles of disclosure of financial interest as contained within the Act.
- (b) Employees who have been delegated a power or duty, have been nominated as 'designated employees' or provide advice or reports to Council or Committees, must ensure that they are aware of, and comply with, their statutory obligations under the Act.

3.19 Disclosure of Interests Relating to Impartiality

- (a) In this clause, **interest** has the meaning given to it in the *Local Government (Administration) Regulations 1996*.

interest —

- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
- (b) includes an interest arising from kinship, friendship or membership of an association.

[r.19AA of the *Local Government (Administration) Regulations 1996*]

- (b) An employee who has an interest in any matter to be discussed at a Council or Committee meeting attended by the employee is required to disclose the nature of the interest:
 - (i) in a written notice given to the CEO before the meeting; or
 - (ii) at the meeting immediately before the matter is discussed.
- (c) An employee who has given, or will give, advice in respect of any matter to be discussed at a Council or Committee meeting not attended by the employee is required to disclose the nature of any interest the employee has in the matter:
 - (i) in a written notice given to the CEO before the meeting; or
 - (ii) at the time the advice is given.
- (d) A requirement described under (b) and (c) excludes an interest referred to in Section 5.60 of the Act.
- (e) An employee is excused from a requirement made under (b) or (c) to disclose the nature of an interest because they did not know and could not reasonably be expected to know:
 - (i) that they had an interest in the matter; or
 - (ii) that the matter in which they had an interest would be discussed at the meeting and they disclosed the nature of the interest as soon as possible after the discussion began.
- (f) If an employee makes a disclosure in a written notice given to the CEO before a meeting to comply with requirements of (b) or (c), then:

- (i) before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
 - (ii) at the meeting the person presiding must bring the notice and its contents to the attention of persons present immediately before a matter to which the disclosure relates is discussed.
- (g) If:
- (i) to comply with a requirement made under item (b), the nature of an employee's interest in a matter is disclosed at a meeting; or
 - (ii) a disclosure is made as described in item (e)(ii) at a meeting; or
 - (iii) to comply with a requirement made under item (f)(ii), a notice disclosing the nature of an employee's interest in a matter is brought to the attention of the persons present at a meeting,
- the nature of the interest is to be recorded in the minutes of the meeting.

3.20 Use and Disclosure of Information

- (a) Employees must not access, use or disclose information held by the Shire of Beverley except as directly required for, and in the course of, the performance of their duties.
- (b) Employees will handle all information obtained, accessed or created in the course of their duties responsibly, and in accordance with this Code, the Shire of Beverley's policies and procedures.
- (c) Employees must not access, use or disclose information to gain improper advantage for themselves or another person or body, in ways which are inconsistent with their obligation to act impartially and in good faith, or to improperly cause harm, detriment or impairment to any person, body, or the Shire of Beverley.
- (d) Due discretion must be exercised by all employees who have access to confidential, private or sensitive information.
- (e) Nothing in this section prevents an employee from disclosing information if the disclosure:
 - (i) is authorised by the CEO or the CEO's delegate; or
 - (ii) is permitted or required by law.

3.21 Improper or Undue Influence

- (a) Employees will not take advantage of their position to improperly influence Council Members or employees in the performance of their duties or functions, in order to gain undue or improper (direct or indirect) advantage or gain for themselves or for any other person or body.
- (b) Employees must not take advantage of their position to improperly influence any other person in order to gain undue or improper (direct or indirect) advantage or gain, pecuniary or otherwise, for themselves or for any other person or body.
- (c) Employees must not take advantage of their positions to improperly disadvantage or cause detriment to the local government or any other person.

3.22 Use of Shire of Beverley Resources

(a) In this clause –

Shire of Beverley resources includes local government property and services provided or paid for by the Shire of Beverley;

local government property has the meaning given to it in the Act.

local government property means anything, whether land or not, that belongs to, or is vested in, or under the care, control or management of, the local government

[Section 1.4 of the *Local Government Act 1995*]

(b) Employees will:

- (i) be honest in their use of the Shire of Beverley resources and must not misuse them or permit their misuse (or the appearance of misuse) by any other person or body;
- (ii) use the Shire of Beverley resources entrusted to them effectively, economically, in the course of their duties and in accordance with relevant policies and procedures; and
- (iii) not use the Shire of Beverley's resources (including the services of employees) for private purposes (other than when supplied as part of a contract of employment), unless properly authorised to do so under policy S019 – Staff Use of Shire Equipment, with the appropriate forms are completed and any relevant payments are made (as determined by the policy) and/or policy S014 – Council Vehicles.

3.23 Use of Shire of Beverley Finances

- (a) Employees are expected to act responsibly and exercise sound judgment with respect to matters involving the Shire of Beverley's finances.
- (b) Employees will use Shire of Beverley finances only within the scope of their authority, as defined in their Position Descriptions, Delegated Authorisations and policy AF 007 – Purchasing and Procurement.
- (c) Employees with financial management responsibilities will comply with the requirements of the *Local Government (Financial Management) Regulations 1996*.
- (d) Employees exercising purchasing authority will comply with the Shire of Beverley's Purchasing and Procurement Policy AF 007, and the systems and procedures established by the CEO in accordance with regulation 5 of the *Local Government (Financial Management) Regulations 1996*.
- (e) Employees will act with care, skill, diligence, honesty and integrity when using local government finances.

- (f) Employees will ensure that any use of Shire of Beverley finances is appropriately documented in accordance with the relevant policy and procedure, including the Shire of Beverley's Recordkeeping Plan.

3.24 Reporting of Suspected Breaches of the Code of Conduct

Employees may report suspected breaches of the Code to any Manager or the Deputy CEO, in accordance with the Shire of Beverley's Grievance, Investigations and Resolutions Policy.

3.25 Handling of Suspected Breaches of the Code of Conduct

Suspected breaches of the Code will be dealt with in accordance with the relevant Shire of Beverley's Grievance, Investigations and Resolutions Policy, depending on the nature of the suspected breach.

3.26 Reporting Suspected Unethical, Fraudulent, Dishonest, Illegal or Corrupt Behaviour

- (a) Employees may report suspected unethical, fraudulent, dishonest, illegal or corrupt behaviour to their supervisor, Manager, or the CEO in accordance with Shire of Beverley's Staff Induction Manual.
- (b) In accordance with the *Corruption, Crime and Misconduct Act 2003*, if the CEO suspects on reasonable grounds that the alleged behaviour may constitute misconduct as defined in that Act, the CEO will notify:
 - (i) the Corruption and Crime Commission, in the case of serious misconduct; or
 - (ii) the Public Sector Commissioner, in the case of minor misconduct.
- (a) Employees, or any person, may also report suspected serious misconduct to the Corruption and Crime Commission or suspected minor misconduct to the Public Sector Commissioner.
- (d) Employees, or any person, may also make a Public Interest Disclosure to report suspected unethical, fraudulent, dishonest, illegal or corrupt behaviour, using the Shire of Beverley's Public Interest Disclosure Procedures, published on the Shire of Beverley's website.

3.27 Handling of Suspected Unethical, Fraudulent, Dishonest, Illegal or Corrupt Behaviour

Suspected unethical, fraudulent, dishonest, illegal or corrupt behaviour will be dealt with in accordance with the appropriate Shire of Beverley's policies and procedures, and where relevant, in accordance with the lawful directions of the appropriate statutory body.

Document Control Box							
Document Responsibilities:							
Owner:	Executive Assistant	Owner Business Unit:					
Reviewer:	Chief Executive Officer	Decision Maker:	CEO				
Compliance Requirements:							
Legislation:	Local Government Act 1995 Local Government (Administration) Regulations 1996						
Other:							
Organisational:							
Document Management:							
Risk Rating:	Medium	Review Frequency:	Annual	Next Due:	2022	Records Ref:	ADM
Version #	Decision Reference:	Synopsis:					
1.	27 July 2021	To be adopted by Council					
2.							

12.2 Avondale Farm Machinery Museum

Submission To:	Ordinary Council Meeting 27 July 2021
Report Date:	19 July 2021
Applicant:	N/A
File Reference:	ADM 0554
Author and Position:	A Waight, Project Officer
Previously Before Council:	25 May 2021
Disclosure(s) Of Interest:	N/A
Attachments:	Avondale Farm Machinery Collection – Interim Report Survey Results 150 Square – Avondale Machinery Museum Interim Report

SUMMARY

Council to review community feedback and make an informed decision on the future direction of the Avondale Machinery Museum.

BACKGROUND

The Avondale Farm Machinery Museum has been closed to the public since 2019. Since the closure administration staff have been working on ways to move forward with the museum function and collection. During this time Caroline Robinson from 150 Square was engaged to deliver a report and provide recommendations on the future of the collection, this report has since been out for public comment by way of a survey as directed by Council at the May OCM 2021.

COMMENT

Moving forward with this project Council are asked to consider all options presented including the feedback received from the community surveys. Council needs to consider the long-term viability of the museum and the possible cost implications on Council going forward.

Council is presented with three options to consider.

Option 1: Relocate the collection to the Beverley Townsite and explore the viability of the following locations.

- CBH Site – Council will need to engage CBH to discuss this option. Whether CBH would be willing to enter into a lease agreement for the land/buildings and or gift or sell to Council. This option will not be without cost implications long term.
- Vacant land Dead Finish Museum (Lot 200, Hunt Road Beverley WA) – This parcel of land is a reserve which the Shire has full control over and is zoned rural/residential. To move forward with this option, it would require a shed like building to be constructed to house the collection. Cost implications will occur and to be considered for the 2022/23 budget. Possible funding could be sourced for this option.

Option 2: Collection to remain at Avondale site

From the 21 surveys received from the community only 4 did not agree with the move to town. However, 3 people said they would volunteer at Avondale and 12 said they would volunteer if the collection was relocated to town. The collection remaining at

Avondale long term is not viable and with the current decline in volunteers and the safety issues and concerns, if the collection is to be on display the best place for it would be in town.

Option 3: Disband collection and close the Museum.

All community feedback received said that the collection needs to remain on display, the collection is unique and a great tourism asset to the Shire.

All options presented are to be considered. Findings from the feedback surveys (see attachments) were positive towards keeping the collection on display to the public and using this asset to Council as a tourism attraction.

Interim Re-Opening

At the 27 April 2021 Ordinary Council Meeting, it was resolved that Council perform a walk around to address issues identified in the LGIS Report. Staff, Elected members and volunteers met at Avondale on Tuesday 18 May 2021 to view the rectified issues. Councillors agreed in principle that the Shire may be able to assist with some of the outstanding items in order to re-open in the near future.

STATUTORY ENVIRONMENT

N/A

CONSULTATION

S Gollan – Chief Executive Officer

A Waight – Project Officer

Caroline Robinson – 150 Square

FINANCIAL IMPLICATIONS

Construction of new infrastructure approximately \$300,000.

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

C017- Avondale Agricultural Museum Collection Policy

RISK IMPLICATIONS

Medium Risk – Comply with risk reduction measurements to keep risk as low as reasonably practical.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

1. That Council accept the community's feedback from the interim report surveys for the Avondale Machinery Museum as presented.
2. That Council relocate the Avondale Machinery Museum Collection to the Beverley townsite and investigate location options, funding opportunities and cost implications for the 2022/23 budget.
3. That Council advise the volunteer group that in the interim the Avondale location can be re-open to the public and machinery maintenance can continue until relocation takes place.

AVONDALE FARM MACHINERY COLLECTION

Shire of Beverley

INTERIM REPORT TO COUNCIL



Submitted by
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10 December 2020

Avondale Farm Machinery Collection

Interim Report to Council

December 2020

1. Background

The Avondale Farm Machinery Collection (AFMC) is located at Avondale Farm, in the Shire of Beverley. Avondale Farm is a 710ha property located 6kms west of the Beverley town site on Waterhatch Road.

The original Avondale Farm Machinery Collection was comprised of items donated by farmers from around the state for the sesquicentenary celebration in 1979. The exhibition concentrated on items of technological significance much of which was restored by the Department of Agriculture workshops. The collection was specifically put together to represent the historical equipment of all the processes in agricultural production and therefore tells the story of the development of farming in the Western Australian Wheatbelt.

The original museum building was constructed to house the donated farm machinery. The building was extended in the early 2000's to house the growing collection that represents some of Western Australia's agricultural machinery dating back to the 1850's.

The Shire of Beverley took over the collection from the Department of Agriculture and Food in 2009 at the same time the management of Avondale Farm was transferred to the National Trust of WA.

Current Situation

AFMC is located at Avondale Farm. The farm comprises 520ha arable farming land and 190ha non arable land comprising a bush reserve (53.5ha), rocky grazing, treed water courses and a built heritage precinct.

Currently the AFMC is housed in a volunteer run museum. The collection is owned by the Shire and is located in a large shed at Avondale Farm leased by the Shire of Beverley from the National Trust. This current situation presents a number of challenges, including:

- Access issues to the AFMC
 - AFMC is located on National Trust land which presents access issues and degrees of compliance
 - Gates to Avondale Farm are regularly closed to visitors and hence the collection
 - There are still outstanding work orders over parts of the museum building which have not been addressed (see *Avondale Farm Agricultural Machinery Museum – Hazard and Risk Assessment*)
 - Visiting the collection needs to be supervised (occupational health and safety around machinery)
 - Significantly reduced opening hours to the museum (by appointment or when a museum volunteer is on site which is irregular)
- Income generating opportunities to maintain and enhance the collection are limited for the museum volunteers with land around the farm leased to a private entity to crop (the museum volunteers used to have access to this land for cropping income and demonstrations). The loss of this income generation has hindered progress of the

collection and museum building (collection conservation, further developments on site etc). Future activities of this nature may require Shire OHS consideration.

2. Methodology

150Square was engaged by the Shire of Beverley to assist in the development of an attraction that is easily accessible all year round and that showcases agricultural machinery through time from the area. The Shire of Beverley seeks a collection and museum that can be easily managed and maintained as volunteer numbers are ageing and declining.

Initially the Shire of Beverley's objective was to develop a feasibility study on the future of the museum and how it will look going forward. With the following key questions answered:

1. Is the museum going to work long term in its current location?
2. Is it possible to move collection to town CBD and condense to area specific?

The intended objective will be achieved in the medium term future however 150Square suggested to the Shire that the project be broken up as follows:

Stage 1: Initial Community Consultation

Facilitate an open community consultation session (completed) and contact with key stakeholders and museum volunteers (completed). Collate ideas and information for presentation to Council (this report). This would then lead into more community consultation about preferred locations for the AFMC.

Stage 2: Management and Activation of Avondale Farm Machinery Collection

Plan for activation and a plan for the long-term management of the collection

The purpose of this report is to *address questions and challenges* around the Avondale Farm Machinery Collection and present *key considerations for the future successful activation* of the collection to the Shire of Beverley.

It includes background information and assessment, case studies and workshop notes.

3. Purpose of the Avondale Farm Machinery Collection

Extract from 3.17 Avondale Agricultural Museum Collection Policy (Shire of Beverley)

The purpose of the Avondale Agricultural Museum Collection is to tell the story of the mechanisation and innovation in farming in the Western Australian Wheatbelt region from the early 1850's to 1979. The Museum aims to provide an educational and tourism experience that is complementary to the interpretation of 'Avondale Farm' which tells the story of the development of Agriculture in WA, intertwining early European settlement, the culture and traditions of the Ballardong Aboriginal people and the natural environment.

The Museum will incorporate objects, history and stories associated with the development of Agriculture in Western Australia, the history of Avondale Farm and the significant contribution made to Agricultural from the research carried out at Avondale.

Upon review of this collections policy the following is noted:

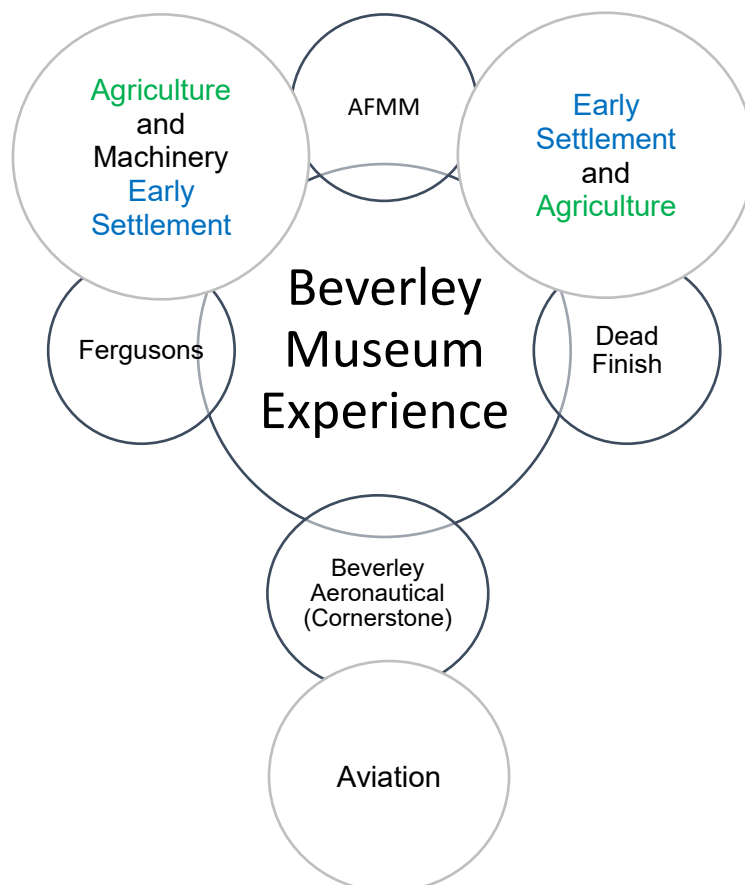
- *The purpose of the Avondale Agricultural Museum Collection is to tell the story of the mechanisation and innovation in farming in the Western Australian Wheatbelt region from the early 1850's to 1979. The collection displays mechanisation and innovation in farming in the WA Wheatbelt but is limited in its ability to 'tell the story' with minimal*

interpretation attached to the machinery and innovations, significantly reduced opening hours and access issues.

- *The Museum aims to provide an educational and tourism experience that is complementary to the interpretation of ‘Avondale Farm’ which tells the story of the development of Agriculture in WA, intertwining early European settlement, the culture and traditions of the Ballardong Aboriginal people and the natural environment.* The Museum whilst on Avondale Farm, has now very limited educational and tourism experiences that is complementary to the interpretation of Avondale Farm (mainly due to access issues – in the past Avondale Farm has been an activated space with regular events and celebrations). Again the museum and collection is limited in its story telling and visitor experiences of agriculture development in WA, European settlement and the culture and traditions of the Ballardong Aboriginal people. In 2021 there is the proposed development of a Noongar Bush Tucker centre however it is unclear what implications this will have on the collection and museum.

4. The ‘Museums Experience’ in Beverley

Currently there are four museums in Beverley, each at various levels of collections management and interpretation. The museums have varying access and are also open at different times. Below is a diagram demonstrating the current collection connection between the four museums.



Opening Hours of Beverley Museums:

	MON	TUE	WED	THUR	FRI	SAT	SUN	P/H
Fergusons	Private / appointment only							
Beverley Aeronautical	8.30am – 4pm	8.30am – 4pm	8.30am – 4pm	8.30am – 4pm	8.30am – 4pm			
Dead Finish	Appointment only						March - Nov	
AFMC	Appointment only							

The Shire of Beverley should consider how the AFMC ‘fits’ into the museum experience in Beverley and enhances the visitor experience with the ultimate goal being extending the stay of visitors and tourists.

As can be seen above, local, visitor and tourist access to each of the collections is limited and is often dependent on the availability and capacity of volunteers / owners. **For a collection or museum to deliver impact to a community it must be accessible.**

Providing inclusive and appropriate access to collections is one of the primary goals of a museum.

It is quite common to focus on the physical aspects of access – getting into and moving around the building – and not realise how much broader barriers to access can be. Improving access across a broad range of issues will create a more welcoming environment and lead to greater and more diverse visitation of the collection.¹

Accessibility to a collection includes but is not limited to:

- Regular opening hours
- Easy to locate / find in town
- Accessible and available parking
- Disabled access
- Access to toilet facilities
- Guided or interpretative tours, sensory experiences

5. Audience of the Avondale Farm Machinery Collection

Below is a summary of the audience the AFMC is currently attracting and the possible audience it could attract in an improved space.

Current Audience LIMITED BY OPENING HOURS	Desired Audience
Locals (Beverley)	Locals (Beverley)
Visitors to Beverley: CALD	Wheatbelt residents; families, farmers
	Visitors to Beverley: families, retired experience seekers, CALD, metro based
	School aged children
	International visitors

¹ Introduction to Access, Museums and Galleries NSW, 2020

6. Collection Location Assessment

The following is a high level review of the current location of the collection and other location options for the Shire of Beverley to consider:

1. Avondale Farm – Museum Shed (current location)

Benefits	Costs and Challenges
Connection with historic Avondale Farm	National Trust restrictions on site
Large shed and display area (inc office)	Access to the AFMM (locked entrance gate)
Parking	Requires on site supervision to open AFMM (not a passive museum)
Potential access to demonstration space	Loss of income generation (land)
	Currently a static display
	Isolation of the Museum
	Visitors have to drive out of town to access the AFMM
	Telecommunications black spot

Assessment against accessibility:

Access	Description	Suggestions
Physical and Sensory	Considerations include the needs of those using wheelchairs, parents with prams, as well as elderly and frail people. The major sensory issues are those related to visual and hearing impairment and should consider not simply the size of print or the level of sounds but also visual or acoustic “overload.”	<ul style="list-style-type: none"> • Poor access for disabled persons (no disabled parking, toilets, dirt floor, entry door etc) • Dirt floor can be slippery (falls) • Machinery can be touched and machinery can be included in a live demonstration but this is limited • No interpretation, guided tours, sounds etc
Cultural	An awareness of the needs and sensitivities of the diverse cultural groups which make up our communities can not only improve the experience of visitors but will lead to more inclusive approaches to collecting and exhibiting	<ul style="list-style-type: none"> • Needs improved awareness and sensitivities to the Balladong people as referenced in the Collections Policy
Social	Museums can become unwelcoming and irrelevant to many groups in the community if they ignore the needs of those outside the financial, educational or age brackets identified as the “typical visitor”. The choice of exhibition topic, the types of items collected and the manner of working is crucial to including all groups as potential visitors.	<ul style="list-style-type: none"> • Currently not achieved as the space to the collection has irregular opening hours • Target audience to be defined • Visitor experience to be mapped and improved • Improved awareness of the collection needs to occur
Intellectual	Complicated language and design used on labels and signage can prevent people with intellectual disabilities from engaging with a	<ul style="list-style-type: none"> • Limited engagement due to irregular opening hours

	museum or gallery. Providing a range of ways that visitors can engage with your exhibitions will satisfy their varied needs.	<ul style="list-style-type: none"> Limited engagement styles with the collection Interpretation plan to be developed for the collection
Attitudinal	Providing a welcoming and safe environment is a key component to developing a continued engagement with the community and should include not only the people and facilities at the reception area and in exhibitions but approaches to donors, researchers and others who engage with your organisation.	<ul style="list-style-type: none"> Limited engagement due to irregular opening hours Collection is out of town Collection requires supervision No events held National Trust access issues
Financial	While organisations need an income in order to function, developing mechanisms for equitable charges for entry and program attendance can broaden the type of visitor coming to your organisation.	<ul style="list-style-type: none"> Limited engagement due to irregular opening hours Free entry Experience is not 'valued' yet Organised tours could be developed Reliance on volunteers Lack of access to income generating opportunities

2. Former CBH Wheat Bin

Currently used by CBH as a workshop and maintenance area for their train sets. Under CBHs Network Strategy the site is due to be relinquished and there is an opportunity for Shire / community ownership and a new location for the collection.

Benefits	Costs and Challenges
Large shed and display area in line with agricultural theme	Proximity to working train line (occupational health and safety)
Parking	Works on the site to upgrade it
Potential access to demonstration space	Land opposite may be leased for income generation
Within the CBD	Requires 'gifting' by CBH
	Relocation costs
	Repurposing of the museum building

3. Vacant Land

Vacant land opposite the Dead Finish museum.

Benefits	Costs and Challenges
Access within the Beverley town site	Land costs / gifting
New and modern facility	Development applications
Along the main road of Beverley	Infrastructure establishment costs (likely grant application required)

Ample space	Relocation costs
	Purpose of the museum building

7. Alignment to Shire of Beverley Plans

Strategic Community Plan 2017 - 2027

Relevant goals and strategies from the strategic plan:

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

2.2 External funding is attracted to Avondale Farm.

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

The Shire of Beverley Tourism Plan 2016-2020 outlines a number of key goals and strategies going forward. Within the plan is the establishment of a Beverley brand which has been achieved and the development of a destination plan. Going forward it would be ideal to use the Beverley brand in the development of the AFMC brand and include the AFMC in the Tourism Plan. The Shire may also review the target audience it is working towards attracting and how the AFMC can help achieve this, and subsequently how it can attract the target markets to Beverley.

8. Principles of Successful Museums

Museums are powerful assets for local development. They can inspire creativity, boost cultural diversity, help local economies, attract visitors and bring revenues. There is also increasing evidence that they can contribute to social cohesion, civic engagement, health and well-being.²

For museums to be these powerful assets they require a dynamic engagement with the public. This dynamic engagement is guided by the following principles, which the Shire of Beverley should consider in any future plans of the AFMM:

- Museums should **classify and arrange their exhibits** with boldness and caution, conscious that a way of arranging knowledge can be illuminating in one era and stultifying in another era,
- Museums should **satisfy curiosity and arouse curiosity**,
- Museums should **educate formally and informally**, and
- Museums should **extend the frontlines of knowledge**.³

Critical Success Factors

- Access to the Museum is inclusive and appropriate to the collection
- Leadership, role and contribution of local government to the AFMC. Many studies have shown how the attitudes of local government can catalyse or inhibit the potential contribution of museums to local development regardless of the museum's status

² Culture And Local Development: Maximising The Impact OECD/Icom2019

³ The Piggott Report (1975)

- Ability for the museum volunteers to generate an income for the collection and the space it is located in (beyond patronage to the museum, which is currently free)
- Museums and their collections not being cost prohibitive to maintain and open to the public or on local ratepayers
- Multi organisation collaboration with clearly defined roles and responsibilities

9. Recommendations

In line with Council Policy 3.17 *Avondale Agricultural Museum Collection Policy* the Museum and Collection management is as follows:

- *The Shire of Beverley owns and is responsible for the Avondale Agriculture Museum Collection.*
- *Museum governance, future planning and funding will be the responsibility of the Shire of Beverley.*
- *The Shire of Beverley will be responsible for the operations of the Museum in accordance with the policies and procedures of the Museum.*

The Shire of Beverley is in line with their authority and capacity as owners and managers of the Avondale Farm Machinery Collection and Museum to receive these recommendations and determine the most appropriate path forward.

In the brief to 150Square the Shire of Beverley sought responses to the following questions:

1. Is the museum going to work long term in its current location?
2. Is it possible to move the collection to town CBD and condense to area specific?

Response:

1. 150Square believes the current location of the collection will work long term for a number of reasons;
 - the land is owned by the National Trust which has responsibility for the overall site and preservation of heritage, hence longevity is attached to this,
 - the connection to the historic Avondale Farm is of great value to the visitor and provides an important connection to the collection,
 - the shed is in a relatively good state and is large enough for the collection,
 - the shearing shed in the museum is authentic and adds value to the visitor experience,
 - the basic facilities are there (office space, shed for display, toilets) and there was no outlay by the Shire for the infrastructure development (no loss of capital investment) and
 - there is space for demonstrations of the machinery
 - Noongar Bush Tucker is proposed at the Farm which will bring additional investment and activation.

HOWEVER there are a number of issues that need to be addressed for this location to be successful.

- Discussion and agreement with the National Trust to **'separate' the museum area** (including demonstration space, parking, open space that adds value to the collection experience) **from Avondale Farm** e.g. a gate at the bridge which restricts access to the Farm and limits risk and liability to the National Trust. Agreement that this gate is locked and the entrance gates are open during museum opening hours
- **Development of a Management Plan** (beyond the current Collections Policy) for the Collection which will address the collection management, roles and responsibilities of the Shire, volunteers etc in managing the collection (this also applies if a new location is selected)
- **Financial allocation towards a dedicated 'Resource'** to drive the project forward, improve the collection and assist in the achievement of the collection purpose as well as improved operations, governance and the visitor experience of the collection (this)

also applies if a new location is selected). This may be linked to the current Shire of Beverley Tourism Officer role

- **Development of a Visitor Experience Plan** for improved experiences and interpretation of the collection, opening hours, accessibility etc (this also applies if a new location is selected)
- **Improved signage and branding** of the collection to direct traffic to the collection which is out of town (physically, online, at the site etc)
- **Development of a financial plan** forward including income generation, minimal operating costs for the collection and an analysis of operating entities including such structures as a registered charity, NFP etc

2. It is certainly possible to move the collection to the central business district HOWEVER there are some common issues and challenges present that will still require resolution. Moving the location is not going to resolve challenges around the collections management, opening hours and overall access, income generation for sustainability, decreasing volunteer base etc. Because of this, 150Square makes the following recommendations.

RECOMMENDATION – Commence Stage 1

Using the *National Standards for Australian Museums and Galleries*, the following recommendations are made to the Shire of Beverley as owners of the collection and museum.

Principle A4: The museum is a secure, well-managed facility that presents a positive public image.⁴

The key considerations for the location options are that there is security of tenure, the museum dedicates appropriate spaces to all activities and the location of the museum conserves, maintains, protects and documents its assets. **These are the guiding principles for Council in selecting the most appropriate location for the AFMC**

	Avondale Farm	CBH Wheat bin	Vacant Land
<i>Security of tenure</i>	National Trust	Needs to be granted	Needs to be obtained
<i>Appropriate space for display</i>	Yes	Yes	Needs to be developed
<i>Appropriate space for demonstrations</i>	Yes	Needs to be obtained	Needs to be obtained
<i>Appropriate space for engagement activities</i>	Yes	Yes	Needs to be obtained
<i>Appropriate space for volunteers</i>	Yes but needs upgrade on works orders	Yes but needs upgrade	Needs to be built
<i>Appropriate space for visitors / tourists</i>	Yes but needs upgrade on works orders	Yes but needs upgrade	Needs to be built
<i>Museum conserves, maintains, protects and documents its assets</i>	Protects and maintain – Yes Further work on conserve and document required	To be developed	To be developed

⁴ National Standards for Australian Museums and Galleries 2016

Whichever location is presented to the Beverley community. The Shire of Beverley should have the opportunity to **leverage the power of the AFMC for local economic development**. The Shire of Beverley should have the opportunity to build on the role of the AFMC for **town regeneration and community development** and the AFMC should **support the already culturally aware and creative community of Beverley** to build resources and capacities to take a broader approach to the visitor experience

150Square recommends to Council the following key activities to select the preferred location of the collection:

1. Council reviews this interim report
2. Council communicates key information from this report to the community and in particular the AFMC volunteers
3. Council presents two location options to the community for feedback – Avondale Farm and one other (early 2021). During this activity **it is essential to gain commitment from the community as to how the collection will be open to the public (minimum F,S,S and Public Holidays) and how it will be activated in a realistic manner**
4. Summary of feedback presented to Council
5. Council makes a decision on the preferred location of the AFMC and its ongoing management (early 2021)
6. Council leads the project and establishes a terms of reference and a working group led by the Shire that includes Council representation, AFMC volunteers and interested individuals / organisations (that may step up from the community consultation)
7. Council makes a provision in the 2021/22 Budget for Stage 2 of the project

RECOMMENDATION – Progression to Stage 2

After stage 1 using the *National Standards for Australian Museums and Galleries* the following recommendations are provided to the Shire of Beverley (which is not dependent on a location but needs to be addressed regardless).

Principle A1: The museum has a sound legal and management framework that follows recognised museum ethics and protocols. Specifically:

- Define the roles and responsibilities of the Shire of Beverley and volunteers
- Work with the volunteers to reinstate the inactive Avondale Project Association Inc or establish a “task” group with clearly defined Terms of Reference
- Work towards (not necessary to achieve) compliance with Australian federal, state/territory and local laws, by-laws and regulations (if AFMC remains at Avondale Farm then the work orders need to be budgeted for and addressed)

Principle A2: The museum is effectively managed, sustainable and publicly accountable. Specifically:

- Work with the volunteers to establish a statement of purpose
- Review the current Collections Policy
- Develop a Digitisation Policy for the collection
- Work with the volunteers to establish an operations plan (requires commitment from the Shire and/or volunteers as to how the collection will be actively managed and open in a realistic manner)
- With the volunteers develop a forward plan for the collection and space
- Develop an annual budget and income generation statement

Principle A3: The museum manages its workers to make the best use of their skills and knowledge, and to achieve the museum’s purpose. Specifically:

- Shire of Beverley considers the employment dedicated resource that is a conduit between the Shire and AFMC volunteers. The purpose of the position would be to address the recommendations in this report and progress the AFMC forward
- Consideration towards the training needs of volunteers if they are part of the collection management and opening of the collection space to the public

Principle B2: The museum presents its most significant collection items, stories and themes through engaging exhibitions and programs. Specifically:

- With the volunteers develop a Visitor Experience Plan
- With the volunteers select significant collection areas, stories or themes to highlight, based on what is most relevant to the AFMC purpose and audiences
- The museum's exhibitions, activities and events are based on sound research and current museological practices

Principle C1: The museum's collection represents the significant stories and interests of its diverse and changing communities. Specifically:

- Shire and AFMC volunteers develops its collection to reflect its unique purpose and the significant stories and interests of its diverse and changing communities
- Research into whether the collection is of national significance and as such can attract government funding
- Integrate the AFMC into the Beverley Tourism Plan.

Appendices

CASE STUDY 1

Motor Museum of WA – Whiteman Park

History

The Motor Museum of Western Australia was established in 1994 when the Combined Car Club Association of Western Australia in association with the Classic Car Enthusiasts group decided that Western Australia needed a motor museum. Directors of the newly formed Motor Museum of WA undertook significant fundraising to enable the construction of the museum. Director Maurice Brockwell in particular utilised his established business community contacts to raise significant funds. The museum now houses a collection of around 180 privately owned motor vehicles and motoring memorabilia.

Governance

- The Motor Museum of WA is governed by a non-profit trust known as the Motor Museum of WA Trust (Inc). The museum employs one paid Manager, all committee and other staff are volunteers.
- Board of Directors meet regularly as per the requirements of the Australian Charities and Not-for Profits Commission.
- The Museum is a registered charity, so all donations over \$2 are tax deductible.
- Entry fees and sponsors make a significant contribution to the annual income of the museum, though donations and assistance from organisations such as the Council of Motoring Clubs and affiliated car clubs also help.
- Sponsors include the RAC who have a large historical and promotional exhibit within the museum, and whose members receive discounts on admission. Shannons (insurance provider for motoring enthusiasts) sponsor the museum with vehicle insurance and Curtin FM runs regular radio advertising for the museum as part of their sponsorship.
- The museum also applies for Lotterywest grants for large one off projects.

Visitor Experience

The key features of the Motor Museum of WA experience are:

- The Motor Museum of Western Australia is open every day except Christmas Day from 10am to 4pm.
- Displays across two pavilions, the first pavilion has a focus on the history of cars through the years. The second pavilion, which was added within the last 5 years, has a focus on sports/muscle/racing cars.
- Large variety of professional displays and motor vehicles of various kinds as well as memorabilia for visitors to enjoy, including the RAC Learning Hub & Exhibit, Daniel Ricciardo's Red Bull F1 Racing Car, Vintage and Goldfields exhibits.
- The museum frequently adds new displays, featuring new cars loaned to the museum.
- The museum is located in Whiteman Park, near to other natural and built tourist attractions. It is surrounded by picnic areas and barbecue facilities, and is on the park's tramline.
- Interactive experiences are offered. These include:

- ❖ A small stationary Peugeot passenger vehicle with the doors removed that kids can play in, they are able to pump its pedals, climb around in it and put their head up through its sun roof.
- ❖ An old farm vehicle that looks extremely rusty and decrepit but that visitors can sit in and run.

Volunteer Management

- The Manager has obtained a Centrelink identifier for the museum that enables the museum to easily provide approved volunteering hours to people who are required to volunteer as part of receiving income support. Both older and younger volunteers have benefitted.
- 50 – 60 volunteers on the books. Some volunteer every week, others every fortnight.
- Volunteers are directly recruited into the organisation (often expressing an interest after visiting) or are drawn from over ninety member car clubs.
- Volunteers don't repair or rebuild vehicles, most volunteer time is spent setting up displays, cleaning vehicles, and cleaning the site for visitors.
- Volunteer coverage during both the week and on weekends has been relatively easy to achieve. Volunteers are able to nominate certain days and times that suit them, and if they can't make a shift on the roster swap with another volunteer.
- Have several volunteers who have volunteered for over 20 years. Extensive tenure is acknowledged on plaques displayed at the museum.
- Volunteers are rewarded by providing a positive happy environment.
- The museum is often asked to display its vehicles at car shows. Volunteers are asked to transport and attend the car show, and some volunteers find this opportunity rewarding.

Challenges

- Earning enough income to cover costs every year. The museum doesn't concern itself too much with making a profit.
- Attracting enough volunteers.
- Lack of public transport to access the museum, but this will change when the train line to Ellenbrook opens.

Benefits

- Location in Whiteman Park which is a visitor attraction in its own right, with other museums in the vicinity, and a tram. Whiteman Park are also very supportive of museums within the park (don't provide financial support but are very keen to retain and promote the museums).

Additional Notes:

- There is also a Tractor Museum in Whiteman Park with a workshop where tractors are restored – this museum is open Monday, Wednesday and weekends.
- The Bunbury Geographe Motor Museum might also be worth talking to - just opened on the 11th of October 2020. This museum is run as a non-profit community organisation.

CASE STUDY 2

Hood-Penn Museum Westonia

History

The Hood-Penn Museum in Westonia is predominantly the result of a very large historical collection that was donated to the Shire of Westonia by the Hood-Penn family, who ran the Burracoppin Store. The Shire of Westonia obtained grant funding to assist in building the purpose built museum right next door to the Shire of Westonia offices on the main street of the town, with the museum opening its doors in 2014.

Governance

- The Shire of Westonia has overall responsibility for the Hood-Penn Museum and its management.
- Entry to the museum is via the Shire of Westonia offices, so reception staff at the shire are utilised to open and administer the museum during business hours of Monday to Friday 9am to 4.30pm. The location of the museum is also historically appropriate, with the museum building modelled on the town's Club Hotel which stood exactly where the museum now stands on the town's main street.

Visitor Experience

The key features of the Hood-Penn Museum experience are:

- A variety of scenes that encompass early domestic, commercial and industrial life in the shire. Scenes include a kitchen scene, a petrol station/garage, shearing shed, blacksmith, general store/grocery/post office, and pub. This means the museum appeals to a variety of audiences, and both women and men are drawn to the museum.
- The museum is conveniently located right in the centre of the town's main street and is well-lit and air conditioned.
- Shire staff take people through to the museum and inform visitors that they are available for any questions. Visitors are often happy to wander through themselves but appreciate knowing someone is available to talk to should they wish to ask a question.
- As a security measure self-locking lockers are offered so that visitors can stow their own handbag/bag and hat and then retrieve it again themselves when they leave the museum.
- Interactive experiences are offered. These include:
 - ❖ A Scitech vibrating mine tunnel replicate life in an early Westonian gold mine. Visitors press a button upon entering the tunnel & then experience a three minute sequence of sound effects and physical vibrations that simulate blasts going off in the vicinity of the mine. The sound effects also include a conversation between miners working in the mine.
 - ❖ A pen and ink stand where visitors can write with dip pen and ink.

Volunteer Management

- Volunteers are utilised to staff the museum on weekends (excluding the summer period), which is open 10am to 12pm Saturdays, Sundays and public holidays. Biscuits and tea and coffee facilities are provided for museum volunteers, who enjoy interacting with visitors.
- The museum is not open on weekends from December to February. This gives volunteers a break and sees them return refreshed for a new year.

- The museum has 20 volunteers on its list, so volunteers appreciate the fact they only work at the museum once every six weeks or so.
- The museum has many long term volunteers, who also encourage people new to the town to volunteer and remove the “daunting” element from the idea of volunteering there.
- The Senior Administration/Community Development Officer phones volunteers to remind them about upcoming weekend shifts, also using the opportunity of the call to keep volunteers informed of any changes and to ask them if they have any issues. This staff member finds that speaking on a regular basis helps retain volunteers.
- Volunteers don’t like to do more than a 2 hour shift on the weekends.

Challenges

- Staff time in administering the museum – reception staff sometimes can be stretched during the peak tourist season when rates payments are also due. Staff however manage their workload well and visitors are often happy to self-guide.
- The Senior Administration/Community Development Officer is finding it harder and harder to attract volunteers for museum busy bees, where duties like cataloguing and setting up new displays are undertaken. She also finds keeping volunteers motivated, finding ways to incorporate their ideas and yet also ensure museum standards are kept at a very high level challenging.
- A Westonia Historical Society was set up to represent volunteers and to allow them to have a separate contribution to the museum. However this organisation has fizzled out as volunteers have not been willing to take on leadership roles in the society, preferring to let the shire run the museum and simply come in to help out on weekends or at busy bees.

Grants

The Museum has benefitted from a number of grants over time, including grants from:

- Lotterywest – assisted with the construction of the building.
- Catalpa Resources (owner of local gold mine) – assisted with set up of the museum. Now owned by Ramelius Resources.
- Westonia Progress Association (owns land and earns regular cropping income), as well as receives funds from the local gold mining company under an MOU.

Benefits

- Staffing of the museum during the week by shire reception staff makes the facility available to the public and “low maintenance.”
- Entrance fees are very low (\$3 for adults & \$1 for children), and could easily be raised to generate additional income.
- There is little in the way of ongoing labour and maintenance requirements now that the museum is set up. Additional scenes are added and developed continually, but the museum is not excessively demanding on staff or volunteer time. A Shire Cleaner is used for weekly cleaning.
- The museum is a drawcard in its own right, and also complements other visitor attractions in the centre of the town to make Westonia a continuously popular tourist attraction – the Westonia Gallery Café (offering art, locally made gifts and café) is close by on the main street, the 1916 heritage Westonia Tavern is directly opposite, and the quality Shire of Westonia Caravan Park featuring campers kitchen is a short walk down the main street. The town’s streetscapes and gardens are also a tourist drawcard, with

quality landscaping and historical trucks and mining equipment distributed throughout the centre of the town.

CASE STUDY 3

York Motor Museum

History

The York Motor Museum was opened in 1979 when motor enthusiasts Peter Briggs and James Harwood acquired a building on the main street of York to exhibit their private collection. York was selected due to the historic nature of the town and its location less than 100 km from Perth.

Peter Briggs ran the museum for 39 years, and in December 2017 sold it to the not for profit Avon Valley Motor Museum Association Inc. (AVMMA) which was developed specifically to purchase and operate the York Motor Museum as a community venture.

Governance

AVMMA was successful in obtaining a Royalties for Regions grant for \$200,000 as a deposit to purchase the building, with further funding provided by the Shire of York and Bendigo Bank. The Shire of York agreed to contribute \$18,000 a year for the first 3 years of museum operations, with the museum recently negotiating another 12 months of support. The Shire of York however has no involvement in the running of the organisation.

Donations were also secured from private individuals, including local farmers, and their names are listed on an Honour Board in the museum as Gold, Silver and Bronze supporters. Redeemable subscription units were issued in the Avon Valley Motor Museum Unit Trust, with all funds raised held in trust and to only be used for the purpose of purchasing the building, for capital improvements or to assist with direct museum costs. Unit holders do not have any capital rights to the building, with all contributions simply donations that may be repaid at some point if possible.

The loan to purchase the building is still being paid off by the AVMMA, but once the loan is paid off any additional income will be donated to local schools, the local fire service, etc.

- Committee of AVMMA Inc. meets every month.
- Chairperson is Julian Krieg (ex Wheatbelt Men's Health), who is a strong person with the ability to listen to all committee members and who treats everyone fairly. Everything is voted on.
- The organisation was set up with the intention that there would always be a member of the York branch of the Veterans Car Club on the committee, currently of the 8 committee members, only 3 aren't members of the Veterans Car Club. This means that while 40% of the museum's vehicles still belong to Peter Briggs, if his vehicles were removed the AVMMA could easily fill the same space with vehicles from the Veterans Car Club. One of the two volunteer managers of the museum is also the Chairperson of the York branch of the Veterans Car Club.
- The two volunteer managers make minor decisions themselves, go to the stable and supportive committee for major decisions, and cover each other if the other is on holiday.
- No sponsors as yet, however Shannons verbally indicated an interest in sponsoring the museum prior to Covid-19. Was due to physically visit the museum to progress this but nothing has happened as yet.

- The AVMMA is looking at possibly applying for grant funding from Lotterywest in the future to build a shed behind the building. This shed would enable the museum to accept additional donated vehicles, and rotate such vehicles through the museum.

Visitor Experience

The key features of the York Motor Museum experience are:

- The York Motor Museum is open every day from 9am to 4pm. The Avon Valley Motor Museum achieved an increase in visitor numbers of 25% when they took over ownership of the museum. This in part was due to increasing opening hours from 10 am – 2 pm to 9 am to 4 pm. This enables the museum to attract caravans who arrive in town early in the afternoon, or who wish to visit the museum before they leave the next day.
- Professional and interesting displays, including the "Never Never Tours" Valiant ute used in the movie "Crocodile Dundee," featuring Paul Hogan's signature on the dashboard.
- Displays are changed frequently to keep visitors coming back.
- Free entry to locals. This encourages them to bring visitors to the museum who pay their entry fee, and this also keeps locals well informed about the museum's offerings.
- The museum is conveniently located right in the centre of the town's main street. It is also located in a 1908 heritage listed building which was originally the home of the York Road Board. In the 1920's the museum was a car dealership, and the floor of the building still features the original hoist. In the 1930's the building became a Ford dealership, which was the longest operating Ford dealership in the state when it closed in 1979.
- All the lighting in the building was replaced with brighter energy efficient LED lighting a number of years ago, and visitors comment on how light, bright and pleasant the museum environment is.
- Air conditioning was also installed in the museum to ensure the comfort of volunteers and visitors. Visitors comment that the cool air from the building they can feel out on the street invites them into the museum. The museum's power bill has also been almost eliminated through installing solar panels on the roof of the building.

Volunteer Management

- Retain volunteers through effective communication – keep volunteers informed of what is happening and why, and ensure any issues are dealt with straight away.
- Have an excellent long term volunteer cleaner. Comes in early in the day once a week to chamois all the vehicles and clean the floors. Volunteer lives out of town so is given an honorarium to cover her expenses.
- Have a great core volunteer group made up of 6 women who cover Mondays to Saturdays, working set days every week. Then each of them covers a Sunday once every six weeks. Ideally would like to have a person covering Sundays on a permanent basis but don't have this at the moment.

Challenges

- When the AVMMA took over the museum there were a number of maintenance problems in the building that had to be attended to, including roof leaks. However the association has dealt with these issues and constantly feeding any income back into the museum has paid off.

Benefits

- Proximity to Perth, had over 300 people through the doors some days during the September /October 2020 school holidays.
- Festival events help – bring 1,000 vehicles to the town. The museum also collaborates continuously with the York Tourist Bureau to the mutual benefit of both organisations.

Summary Notes – Open Workshop
9.30am – 10.45am Friday 6 November 2020
Avondale Farm Machinery Museum

What is special about the Farm Machinery Museum?

- Comprehensive historical collection of agricultural machinery (localised and beyond)
- Includes a shearing shed within the museum
- Machinery can be shown as a live demonstration
- Stories of life on the land, nostalgic, captures farming history
- Demonstrates ingenuity of farmers
- Timeline of agricultural mechanisation
- Connection to the Rabbit Proof Fence
- Large undercover collection
- Connection to the Avondale Farm
- Volunteers who promote and engage in the museum are friends, strengthens sense of community, contributes to positive mental health

What do we NOT want it to be?

- Closed
- Static
- Isolated (location)
- Boring
- Owned from 'afar' / bureaucratic
- Dangerous
- Dilapidated
- Restrictive

What do we WANT it to be?

- Same sized collection
- Open minimum Fri, Sat, Sun (inc Public Holidays on Monday) and by appointment
- Foster memories
- An accurate timeline of agriculture and mechanisation
- Educational and informative
- Welcoming to visitors and tourists
- Contributing to the local economy (visitation)
- An attraction that brings people together

What is it?

A comprehensive display of working agricultural machinery that celebrates our local heritage and farming

Potential – State significant

Where is it? *(high level thinking)*

Location	Challenges	Benefits
Avondale Farm	National Trust bureaucracy Risk adverse Out of town Bush Tucker – access Loss of land for income (cropping)	Avondale Farm connection Existing structure Shearing shed included
Former CBH wheat bin and adjacent land	Access to shed CBH Railway line (public safety) Movement of machinery	24/7 access Paddock for cropping (income) Historic CBH shed Close to town
Hunt Rd	Zoned residential – needs subdivide Headworks Shed to be built	Main road
Behind Dead Finish	Small block Shed to be built Limited display space	Main road Connection to Dead Finish Museum Close to stop over point

Who is it?

- To be successful it needs local leadership
- Possibly an incorporated body – or connection to existing organisation
- Volunteer board and volunteers working on machinery, tours etc
- Financed with a 'start up grant', there after cropping program, donations and sponsorships (plus use of the existing funds allocated to the museum)
- Required a paid team member (casual / part time) working closely with the Shire Tourism Officer

12.3 Kinetic Sculpture

Submission To:	Ordinary Council Meeting 27 July 2021
Report Date:	21 July 2021
Applicant:	N/A
File Reference:	ADM 0332
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	2019, 2020 and 23 March 2021
Disclosure(s) Of Interest:	Nil
Attachments:	Nil

SUMMARY

Council to consider moving the Kinetic Sculpture to the pond on Hunt Road at the Information Bay without engineering certification.

BACKGROUND

At the 23 March 2021 Ordinary Council Meeting, Council resolved:

That subject to an engineers certification, Council move the Kinetic sculpture to its original intended location, in the pond, on Hunt Road at the Information Bay and inform the Community via the Beverley Blarney.

COMMENT

Over the last 3 months Shire staff have not been able to source anyone to certify the kinetic sculpture as it does not have shop drawings.

Council paid \$6000.00 for the commissioning of sculpture by a local member of the Beverley community and it was greatly received by the public. Installing the sculpture into the pond would mean it has a natural safety buffer zone (being the water). Council could also instal further safety signage around the pond.

Due to the significant rainfall received, the installation, if approved would have to wait until the summer months.

STATUTORY ENVIRONMENT

N/A

CONSULTATION

Council

Public Survey – May 2020

FINANCIAL IMPLICATIONS

\$5000 - \$9000 2021/22 unbudgeted expense

STRATEGIC IMPLICATIONS

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

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

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

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

The kinetic arm has undergone modifications that now significantly reduce the risk of failure. Installing in the pond will mean no one should ever be under it.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council move the Kinetic sculpture to its original intended location, in the pond, on Hunt Road at the Information Bay when weather conditions permit.

12.4 Beverley Community Resource Centre – Internet Connectivity

Submission To:	Ordinary Council Meeting 27 July 2021
Report Date:	16 July 2021
Applicant:	Beverley Community Resource Centre
File Reference:	ADM 0008
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	22 June 2021 – Briefing Forum
Disclosure(s) Of Interest:	Nil
Attachments:	Beverley CRC Letter

SUMMARY

Council to consider a request by the Beverley Community Resource Centre (CRC) for financial compensation in respect to mobile connectivity and internet charges.

BACKGROUND

The Beverley CRC have written outlining their complaint and request for compensation. The letter is attached for reference.

COMMENT

Having referred to the Building Agreement (the agreement) for the use of the Cornerstone by the Beverley Community Resource Centre (CRC), it is noted there is no reference in the agreement regarding the responsibility of who is to pay for internet charges and certainly no reference to boosting mobile signal in the building.

It is noted that the CRC pays for their own phone connection as part of their operating costs.

The building agreement is effectively the CRCs lease agreement. The CRC has not entered into a formal lease agreement with the Shire of Beverley as per the other Cornerstone Tenants as was the preference of the CRC at the time.

Regarding the internet issues; these have been found to be caused by inadequate infrastructure that the National Broadband Network company (NBN) have installed to service Beverley.

The poor performance is not the fault of the Shire of Beverley, and Council cannot take responsibility for this. Shire staff have worked with our own IT providers for over six months to try to rectify the situation with both the NBN and Internet Service Providers (ISPs) as our Administration Office also suffers from poor connections.

It has been found that the poor connections were never a “piggy back” issue. The cause is that the NBN antennas can’t handle anymore than one connection at a time, although they should be able to handle four as per advice from the NBN.

It is the belief of Shire Staff that the CRC encountered this issue when they got their standalone connection sharing the same antenna as Focus Networks, with both users experiencing on going poor performance following.

Given these facts and the silence in the agreement regarding internet/mobile booster charges, these costs should be viewed as part of the CRCs operations and not the responsibility of the Shire.

Options

Option 1: Not contribute towards the cost of the mobile boosters and internet service, as it was not instigated by the Shire of Beverley.

Option 2: Provide a contribution of \$2,456.00 towards the Beverley CRC's mobile and internet costs.

Option 1 will be recommended.

STATUTORY ENVIRONMENT

N/A

CONSULTATION

Council

FINANCIAL IMPLICATIONS

\$ compensation – unbudgeted expense.

STRATEGIC IMPLICATIONS

Goal 5 - Existing businesses can grow in Beverley and new businesses are attracted through strategy 5.2 - Together with the Community Resource Centre we engage with businesses across the Shire to achieve common strategic goals.

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

POLICY IMPLICATIONS

Example AF 007 (Policy manual)

RISK IMPLICATIONS

Medium (6) - There is a risk to the working relationship between the Beverley CRC and Shire of Beverley.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council not contribute towards the cost of the mobile boosters and internet service, as it was not instigated by the Shire of Beverley.

Attachment 12.4



16 June 2021

Shire of Beverley
PO Box 20
BEVERLEY WA 6304

Dear Steve

I am writing to you on behalf of the Beverley CRC committee regarding financial compensation for the mobile connectivity and internet charges.

After an informal discussion with David White and yourself, it appeared there was confusion regarding the explanation of the booster being for mobile and not internet coverage. As part of the Shire's verbal agreement to cover 50% of the booster the CRC had to ensure all customers, visitors, tenants would have adequate reception which meant we had to pay for an extra amp, which was done. All tenants and visitors now enjoy 4 to 5 bars of reception throughout the building.

After it was learnt it was a mobile phone booster and not an internet booster, the Shire reneged on the contribution which left the CRC with the full cost of installation and equipment. I would like the Shire to reconsider contributing to this as this has benefitted your tenants in the building and also given hirers of the Conference Room reception as well were there was none.

As you are also aware the Cornerstone has had connectivity issues with internet coverage and speed since the opening. After many discussions with Focus IT and the Shire, Simon at the Shire stated your position regarding the internet which was 'if we didn't like the coverage and speed we need to sort out independent plan ourselves'. As you could appreciate the CRC requires access to the internet and at adequate speeds, which left us with no option than to source an independent contract to supply internet due to loss income not being able to service our customers.

The Beverley CRC has been paying a monthly contract for internet coverage for \$90 per month and \$148.50 for Focus IT to manage the firewall, so when we learnt that only after a couple of months the Shire was ceasing piggybacking their internet service and opting in for an independent internet coverage plan this left us very disappointed as per the lease prospectus, as with all tenants, internet was part of the service provided by the Shire, and we are the only tenants now who have to pay for internet services.

The CRC has incurred a cost of \$2,050 for the mobile booster and an annual fee of \$2,862 for internet service and management, so we have invested \$4,912 to improve the connectivity within the building.

We would like this brought to the councillors attention as we would like to be compensated for the unnecessary internet fees when the Shire went and rectified the problem. We are in a contract with Nodeone for 12 months and it wouldn't be until December that we can cancel the contract and hop back onto the Shire's internet plan.

Kind regards

Glenys Lane
Chairperson

Beverley Community Resource Centre
PO Box 310 Beverley WA 6304 P: 08 9646 1600 W: beverleycrc.net
E: beverley@crc.net.au ABN: 83 320 522 911

12.5 Use of the Common Seal

Submission To:	Ordinary Council Meeting 27 July 2021
Report Date:	21 July 2021
Applicant:	Shire of Beverley
File Reference:	ADM 0265
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	N/A

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. Relocation Works Contract between Shire of Beverley and Western Power Corporation.
2. Lease of Office Two, Cornerstone Community Centre between Shire of Beverley and Beverley Physiotherapy.

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.

Council to consider something

CONSULTATION

Not required

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

Delegation EO-D010

RISK IMPLICATIONS

Low (1) – this report mitigates the risk of non-compliance.

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

Risk Rating	Action
Low	Monitor for ongoing improvement.
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical.
High	Review the risk and take additional measures to ensure risk is low as reasonably achievable.
Severe	Unacceptable risk level, reduction measures must be introduced before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

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

1. Relocation Works Contract between Shire of Beverley and Western Power Corporation.
2. Lease of Office Two, Cornerstone Community Centre between Shire of Beverley and Beverley Physiotherapy.

13. ELECTED MEMBERS' MOTIONS WHERE NOTICE HAS BEEN GIVEN

Nil

14. NEW BUSINESS ARISING BY ORDER OF THE MEETING

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

15. CLOSURE

The Chairman to declare the meeting closed.