



27 July 2021

ORDINARY MEETING

MINUTES

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1. OPENING

Meeting held in Council Chambers

The Chairperson declared the meeting open at 3:00pm

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 BS de Beer Manager of Planning and Development Services (until 3:39pm)
Mrs A Lewis Executive Assistant

2.3 Observers And Visitors

Ms Lorretta Adams (until 3:38pm)
Mr John Alexander

2.4 Apologies and Approved Leave of Absence

Mr SK Marshall Deputy Chief Executive Officer

2.5 Applications for Leave of Absence

Nil

3. DECLARATIONS OF INTEREST

3.1 Cr Martin – Item 9.1 Proximity Interest

3.2 Cr White – Item 12.4 Impartiality Interest

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

5.1 Mr John Alexander

Question 1: What progress (if any) has been made in locating the missing agricultural items of machinery at Avondale Farm?

Response: No progress has been made, the Shire requires more detail and description of the missing items and an approximate time they went missing. The CEO will make contact with John Hawke and Beverley Police. The Shire Planner flew a drone in 2017 he will check the footage for any descriptions.

3:12pm - During public question time Ms Lorretta Adams asked to briefly leave the meeting to collect paperwork pertaining to Agenda Item 9.1

3:16pm - Ms Lorretta Adams rejoined the meeting.

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.

COUNCIL RESOLUTION

M1/0721

Moved Cr Martin

Seconded Cr Gogol

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

CARRIED 8/0

Unconfirmed

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

COUNCIL RESOLUTION

M2/0721

Moved Cr Lawlor

Seconded Cr Gogol

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

CARRIED 8/0

Unconfirmed

8. TECHNICAL SERVICES

Nil

Unconfirmed

3.23pm – Prior to any consideration of Item 9.1 Cr Martin declared an Interest of Proximity as she is an adjoining landholder and left the meeting.

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 Likelihood	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

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.

COUNCIL RESOLUTION

M3/0721

Moved Cr Seed

Seconded Cr White

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

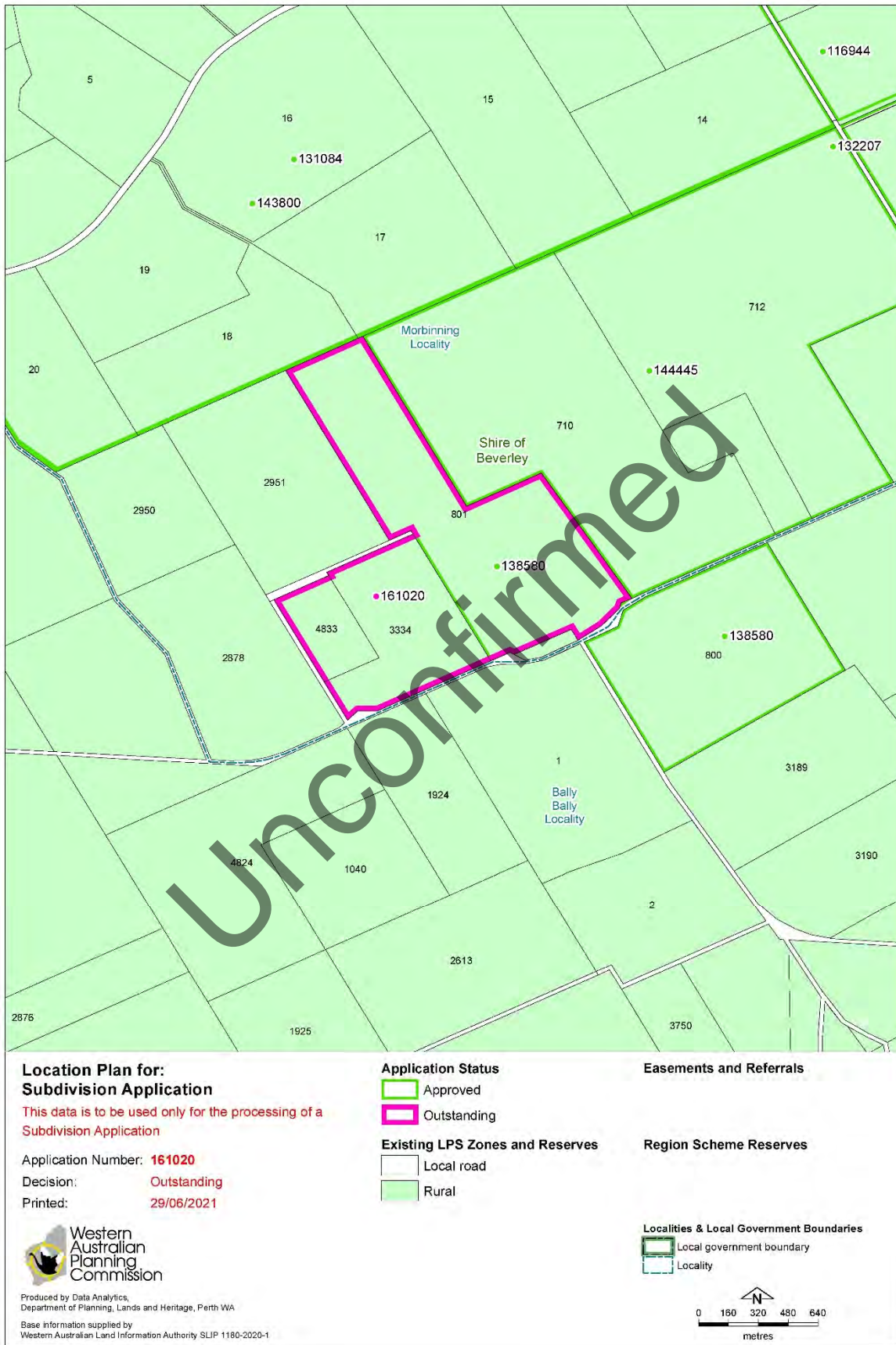
1. **The Commission's approval should not be construed as an approval for development on any of the Lots proposed.**

CARRIED 7/0

3.36pm – CEO Stephen Gollan left the meeting to advise Cr Martin to return.

3.37pm – CEO Stephen Gollan and Cr Martin rejoined the meeting.

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.

COUNCIL RESOLUTION

M4/0721

Moved Cr McLaughlin

Seconded Cr Gogol

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:

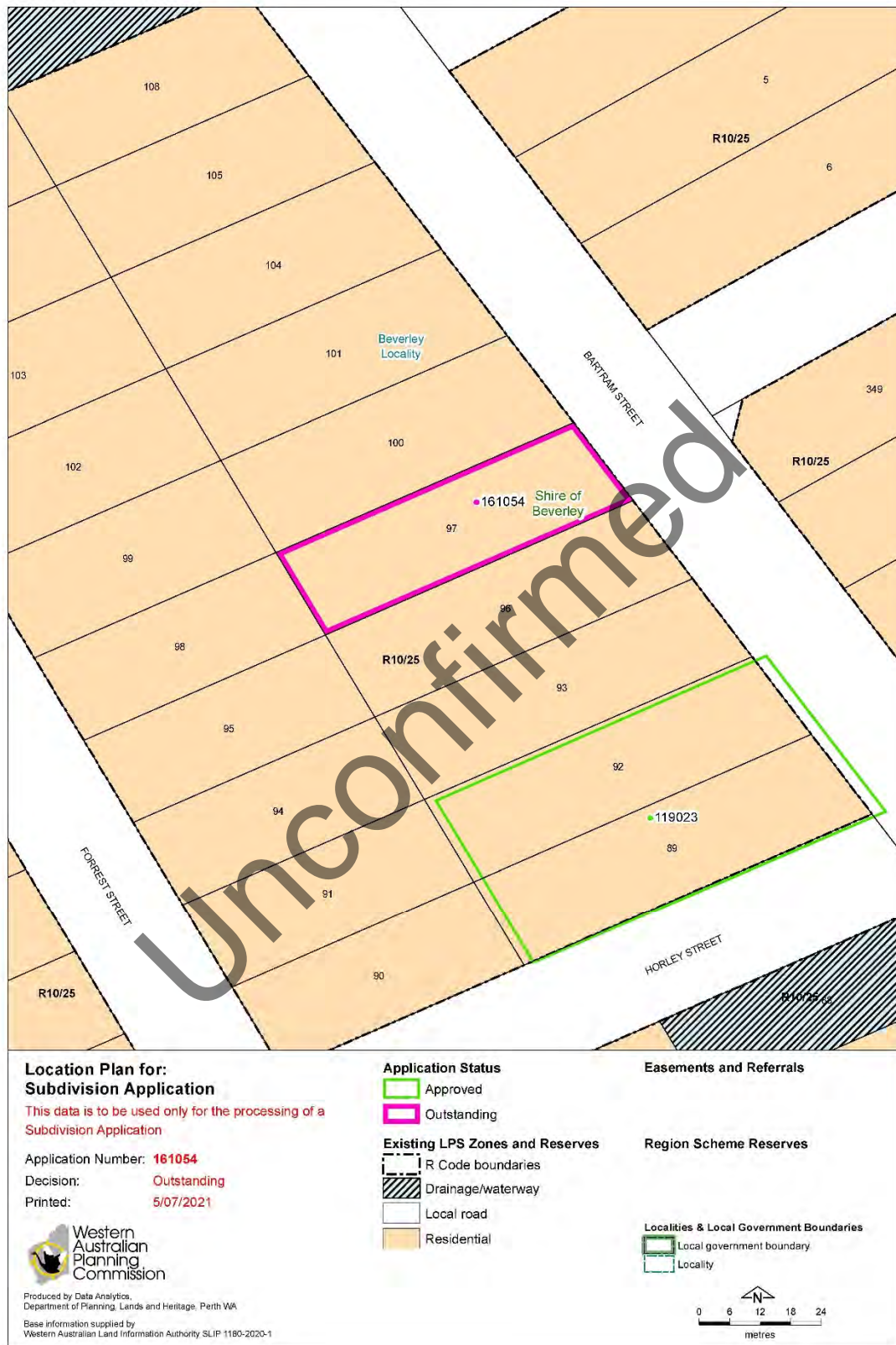
- 1. A notification, pursuant to Section 165 of the *Planning and Development Act 2005* is to be placed on the certificate(s) of title of the proposed lot(s) advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited 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

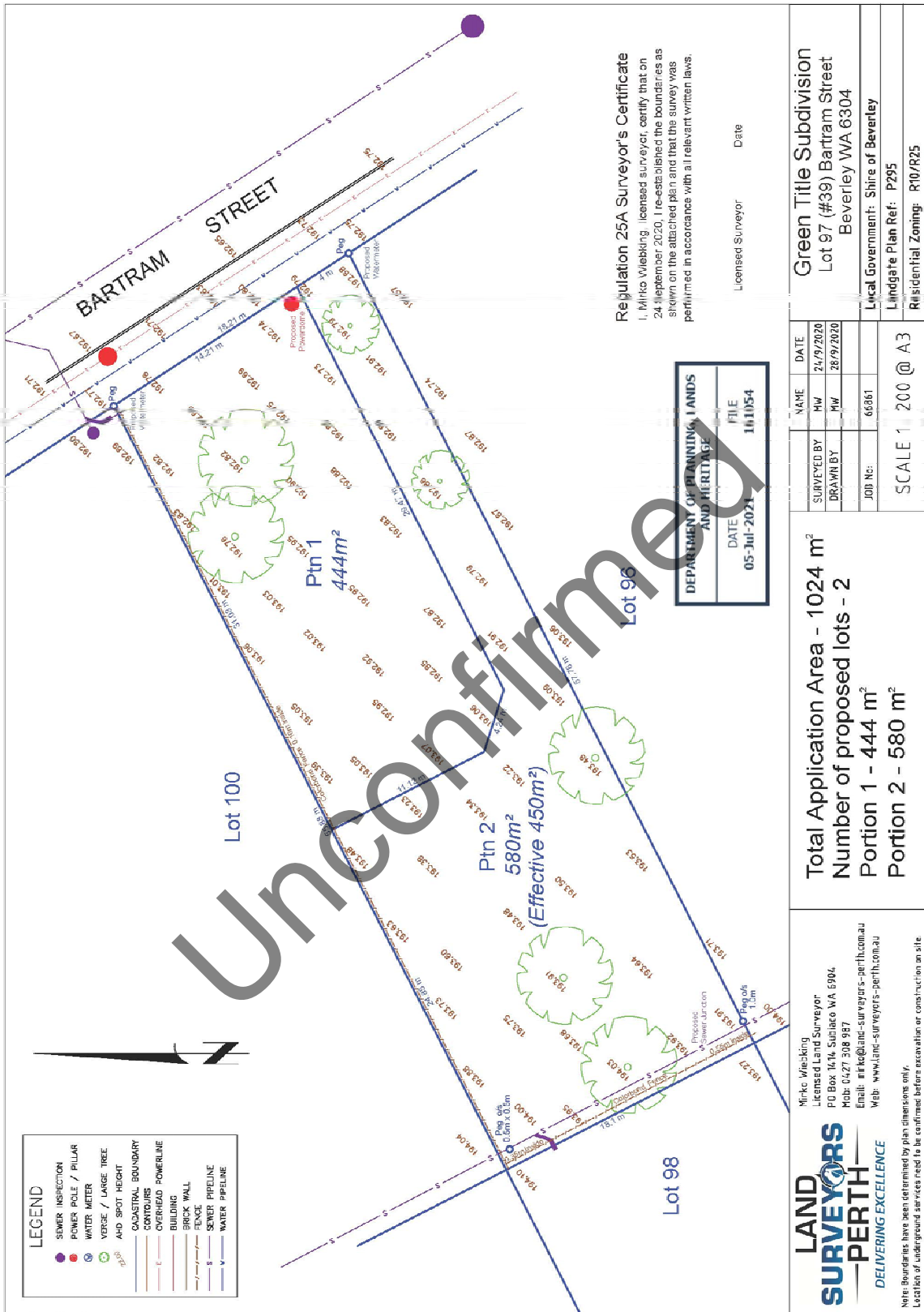
- 1. The Commission’s approval should not be construed as an approval for development on any of the lots proposed.**

CARRIED 8/0

Attachment 9.2



Attachment 9.2



3:38pm – Ms Lorretta Adams left the meeting and did not return.

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.

COUNCIL RESOLUTION

M5/0721

Moved Cr Martin

Seconded Cr Gogol

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.

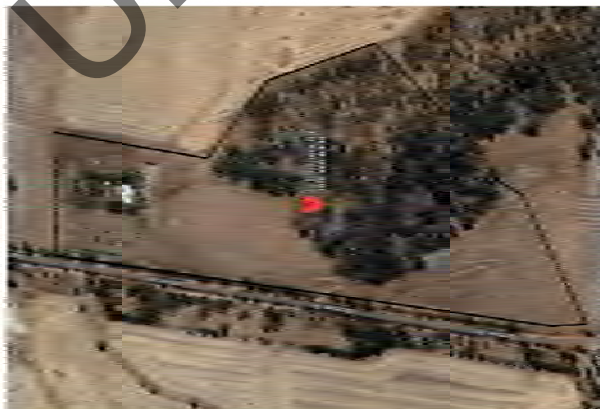
Note 7: The applicant is advised to adhere to the recommendations of the submitted Bushfire Attack Level Report dated 28 June 2021 by Mitch Torpy (Associated Building Surveyors Pty Ltd), including the maintenance of an asset protection zone and provision of sufficient water for firefighting purposes.

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.

CARRIED 8/0

Attachment 9.3

PLANNING APPLICATION
93 Butchers Rd DALE



Location Plan
Scale 1:5000



- 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

Project: 93 Butchers Rd

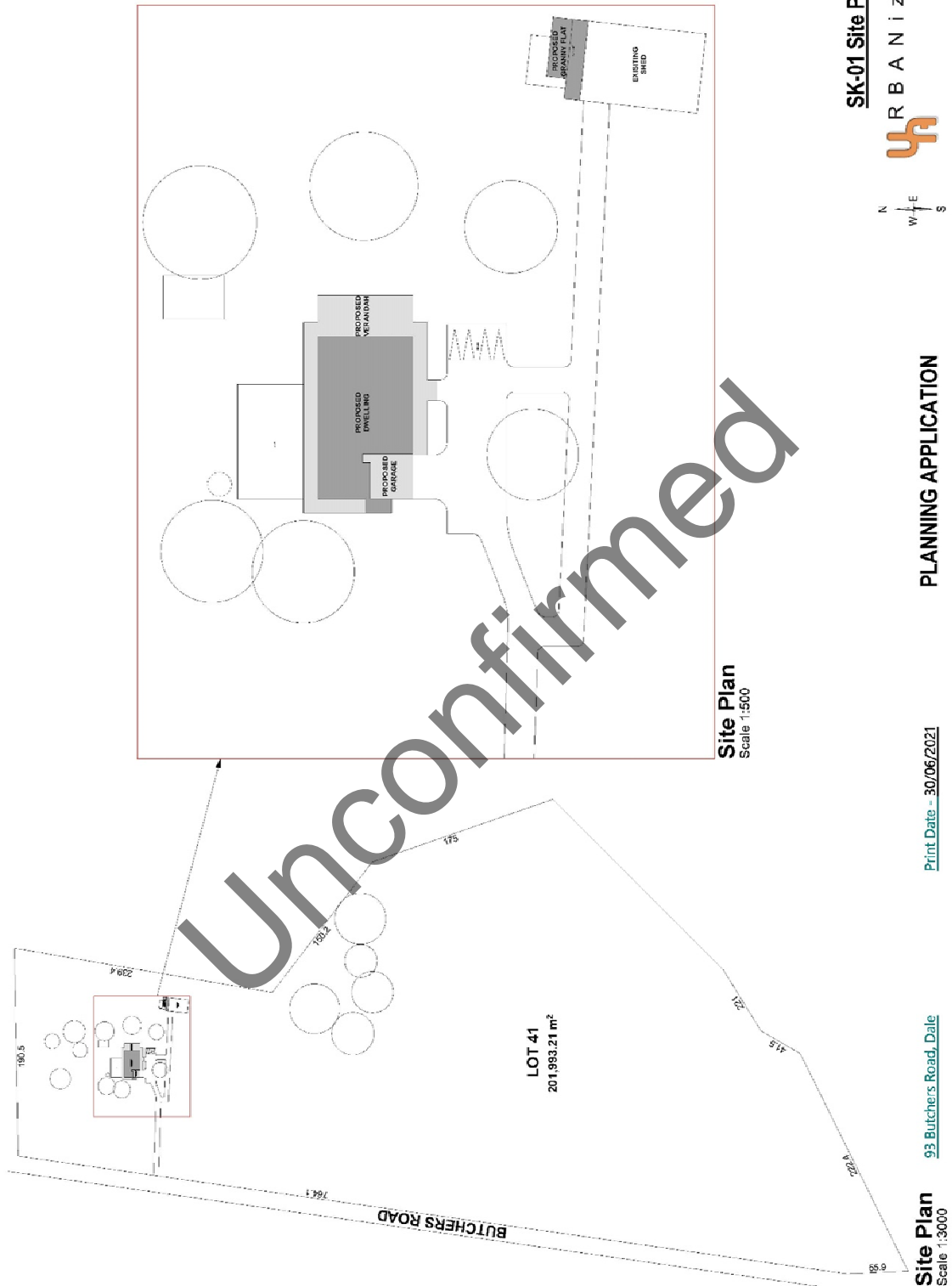


SK-00 COVER
R B A N I Z E

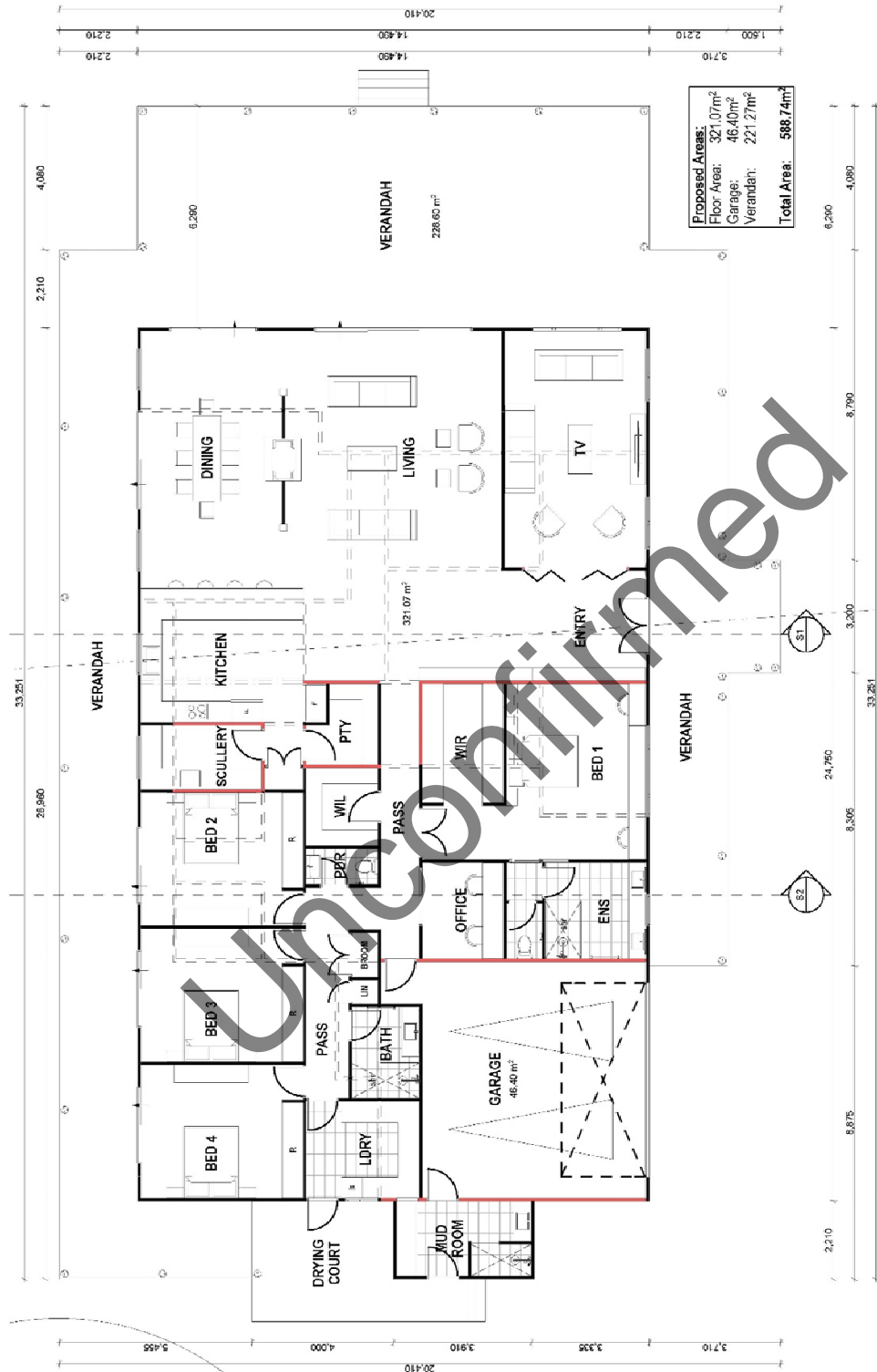


PLANNING APPLICATION

Attachment 9.3



Attachment 9.3



Proposed Floorplan
Scale 1:100

93 Butchers Road, Dale

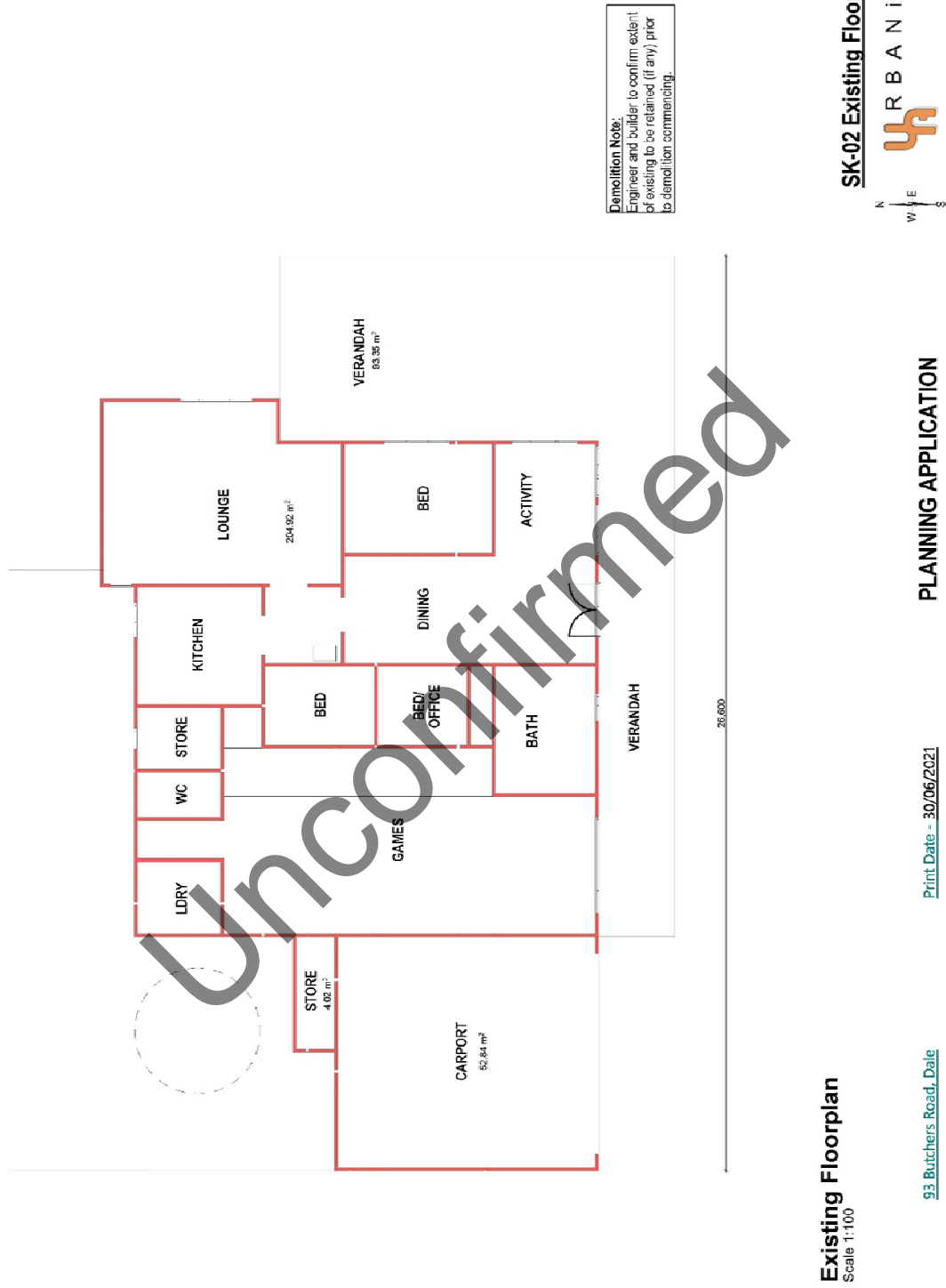
Print Date - 30/06/2021

PLANNING APPLICATION

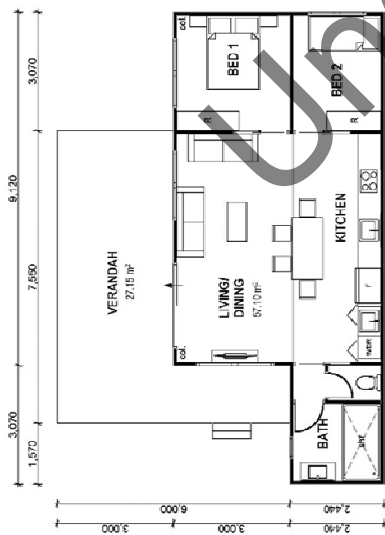
SK-03 Proposed Floorplan



Attachment 9.3

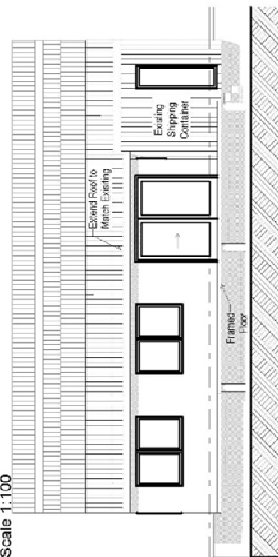
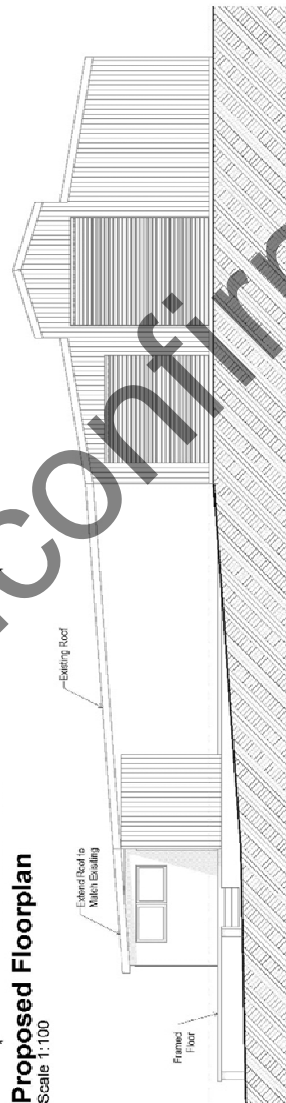


Attachment 9.3



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



SK-09 Proposed Granny Flat
URBANIZE

PLANNING APPLICATION

Print Date - 30/06/2021

93 Butchers Road, Dale

10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

Unconfirmed

3:39pm – Shire Planner, Stefan de Beer left the meeting and did not return.

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.

COUNCIL RESOLUTION

M6/0721

Moved Cr Gogol

Seconded Cr White

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

CARRIED 8/0

**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	

Unconfirmed

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)

Unconfirmed

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	Kilpatrick 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

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.

COUNCIL RESOLUTION

M8/0721

Moved Cr White

Seconded Cr Gogol

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 8/0

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.

COUNCIL RESOLUTION

M9/0721

Moved Cr Martin

Seconded Cr White

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 8/0

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

COUNCIL RESOLUTION

M10/0721

Moved Cr Gogol

Seconded Cr Lawlor

That Council:

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

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

CARRIED BY ABSOLUTE MAJORITY 8/0

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.

COUNCIL RESOLUTION

M11/0721

Moved Cr Lawlor

Seconded Cr Gogol

That the balanced 2021/22 Budget be adopted.

CARRIED 8/0

Unconfirmed

3:50pm – Cr Pepper left the meeting.

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 made, 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.

COUNCIL RESOLUTION

M12/0721

Moved Cr Martin

Seconded Cr White

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.**

CARRIED 7/0

3:54pm – Cr Pepper rejoined the meeting.

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 inform 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-opened to the public and machinery maintenance can continue until relocation takes place.

Council agreed to treat each motion recommendation as a separate motion.

COUNCIL RESOLUTION

M13/0721

Moved Cr White

Seconded Cr Martin

That Council accept the community's feedback from the interim report surveys for the Avondale Machinery Museum as presented.

CARRIED 8/0

COUNCIL RESOLUTION

M14/0721

Moved Cr Seed

Seconded Cr Gogol

That Council consider relocating the Avondale Machinery Museum Collection to the Beverley townsite and investigate location options, funding opportunities and cost implications for the 2022/23 budget.

CARRIED BY ABSOLUTE MAJORITY 8/0

COUNCIL RESOLUTION

M15/0721

Moved Cr McLaughlin

Seconded Cr Gogol

That Council advise the volunteer group that in the interim the Avondale location can be re-opened to the public and machinery maintenance can continue until relocation takes place.

CARRIED BY ABSOLUTE MAJORITY 8/0

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.

COUNCIL RESOLUTION

M16/0721

Moved Cr Gogol

Seconded Cr Pepper

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.

LOST 8/0

4:10pm – Prior to any consideration of Item 12.4 Cr White declared an Interest of Impartiality as he is an Executive Committee Member of the Beverley Community Resource Centre Board and left the meeting.

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

Nil

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.

M17/0721

Moved Cr Lawlor

Seconded Cr Gogol

That Council endorses the Officers Recommendation being, that Council not contribute towards the cost of the mobile boosters and internet service, as it was not instigated by the Shire of Beverley.

CARRIED BY ABSOLUTE MAJORITY 5/2

4:24pm – Cr Seed left the meeting to advise Cr White he could return.

4:25pm – Cr Seed and Cr White rejoined the meeting.

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.

COUNCIL RESOLUTION

M18/0721

Moved Cr Martin

Seconded Cr McLaughlin

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.**

CARRIED 8/0

Unconfirmed

13. ELECTED MEMBERS' MOTIONS WHERE NOTICE HAS BEEN GIVEN

Nil

14. NEW BUSINESS ARISING BY ORDER OF THE MEETING

Nil

15. CLOSURE

The Chairman declared the meeting closed at 4:26pm

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

PRESIDING MEMBER:

DATE:

Unconfirmed