



26 October 2021

ORDINARY MEETING

MINUTES

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1. OPENING

The Chairman declared the meeting open at 3:00pm

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 Members Present

Cr DC White Shire President
Cr CJ Lawlor Deputy President
Cr DW Davis
Cr PJ Gogol
Cr SW Martin
Cr JR Maxwell
Cr AFC Sattler
Cr TWT Seed

2.2 Staff In Attendance

Mr SP Gollan Chief Executive Officer
Mr SK Marshall Deputy Chief Executive Officer
Mr BS de Beer Manager of Planning and Development Services (till 3:19pm)
Mrs A Lewis Executive Assistant

2.3 Observers And Visitors

Nil

2.4 Apologies and Approved Leave of Absence

Mr SP Vincent Manager of Works

2.5 Applications for Leave of Absence

Nil

3. DECLARATIONS OF INTEREST

Cr Lawlor declared an Interest of Impartiality for Items 11.5 and 12.4

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Nil

6. CONDOLENCES

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

PRENDIVILLE

Florence Helena

8 October 2021

7. CONFIRMATION OF MINUTES

7.1 Minutes Of The Ordinary Council Meeting Held 28 September 2021

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

M1/1021

Moved Cr Martin

Seconded Cr Davis

That the Minutes of the Ordinary Council Meeting held Tuesday 28 September 2021 be confirmed.

CARRIED 8/0

7.2 Minutes Of The Special Meeting of Council Held 18 October 2021

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

M2/1021

Moved Cr Maxwell

Seconded Cr Sattler

That the Minutes of the Special Meeting of Council held Monday 18 October 2021 be confirmed.

CARRIED 8/0

8. TECHNICAL SERVICES

Nil

9. PLANNING SERVICES

9.1 South West Native Title Settlement: Land Consultation - Land List 1212

Submission To:	Ordinary Council Meeting 26 October 2021
Report Date:	13 October 2021
Applicant:	Department of Planning, Lands & Heritage
File Reference:	ADM 0011
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	Nil
Attachments:	Land List Matrix with proposed Referee (Shire) Comments (under separate cover)

SUMMARY

A request for comments has been received from the *Department of Planning, Lands and Heritage* (DPLH) regarding the transfer of land associated with the South West Native Title Settlement (Settlement). Staff comments have been provided which requires Council's consideration.

BACKGROUND

The following is an extract from an email received from Lisa Nicholas, State Land Officer at the DPLH:

Re: South West Native Title Settlement - Land Base Consultation - Land List 1212

Dear Sir/Madam,

The South West Native Title Settlement (Settlement) is a landmark native title agreement reached between the State Government (State) and the six Noongar Agreement Groups. The six requisite Indigenous Land Use Agreements (ILUAs) were conclusively registered, leading to the Settlement commencing on 25 February 2021 after some years of delay. The Settlement recognises the Agreement Groups as the Traditional Owners of the south west of Western Australia, while resolving native title in exchange for a negotiated package of benefits. The area subject to the Settlement is depicted in the attached map.

A key negotiated benefit is the delivery of a 320,000 hectare Noongar Land Estate, in accordance with the Noongar Land Base Strategy ([Annexure J to the ILUAs](#)). The Noongar Land Estate will contain up to 300,000 hectares of land transferred in reserve or leasehold, and up to 20,000 hectares of land transferred in freehold. The Landholding Body for all land transferred is the Noongar Boodja Land Sub Pty Ltd, which will hold and manage the land in the Noongar Land Estate in consultation with the soon to be established Noongar Regional Corporations. All land will be used and managed in line with Noongar cultural, social and economic aspirations for the benefit of generations to come.

Over the next five years, the Department of Planning, Lands and Heritage (Department) will progress selected land parcels through to transfer under the

Settlement, subject to all necessary consultation and approvals with stakeholders. Land eligible for inclusion in the Noongar Land Estate includes:

- *unallocated Crown land;*
- *unmanaged reserves;*
- *land owned or held by the Aboriginal Lands Trust / Aboriginal Affairs Planning Authority; and*
- *land owned or held by State agencies or Local Government Authorities, at the discretion of the State agency or Local Government Authority.*

A key part of the process being followed by the Department involves the referral of land under consideration for inclusion in the Noongar Land Estate to relevant State agencies and Local Government Authorities. To that end, please find attached a spreadsheet comprising of land parcels identified for possible transfer. It would be appreciated if you could provide comments on each of the land parcels directly into the column labelled 'Referee Comments' in relation to the following:

1. *Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?*
2. *Does the Shire have any interest in the land?*
3. *Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.*
4. *Is the land parcel subject to any mandatory connection to services?*
5. *Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?*
6. *Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?*
7. *Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?*
8. *Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).*
9. *Please provide any additional comments on the proposed transfer of this land as part of the Settlement.*

COMMENT

Shire Planner assessed all land portions included in the matrix and have provided comments for Council to consider. The Shire of Beverley Local Planning Strategy was taken into consideration when commenting on the potential to develop any portion of land proposed to be included in the land transfer.

Council to note the following:

- Responses in the 'Referee Comments' cell in the matrix followed the convention required above, i.e. questions 1 – 9;
- Where land parcels were deemed to be presenting a challenge to future development this was mentioned as such, including the reasons for this assessment. By extension then this also included a recommendation that the specific land parcel should not be considered for transfer to the Land Estate.

CONSULTATION

No consultation was deemed required as consultation is being done by the DPLH.

STATUTORY ENVIRONMENT

South West Native Title Settlement (Settlement) Agreement;
Shire of Beverley Local Planning Strategy;
Shire of Beverley Local Planning Scheme No. 3;
Land Administration Act, 1997.

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 endorse the Referee Comments provided in the accompanying spreadsheet matrix (with modification/without modification) and instruct the CEO to communicate this to the *Department of Planning, Lands and Heritage*.

COUNCIL RESOLUTION

M3/1021

Moved Cr Seed

Seconded Cr Sattler

That Council resolve to endorse the Referee Comments provided in the accompanying spreadsheet matrix without modification and instruct the CEO to communicate this to the *Department of Planning, Lands and Heritage*.

CARRIED 8/0

9.2 Proposed Ancillary Dwelling – 1555 (Lot 52) Westdale Road, Beverley

Submission To:	Ordinary Council Meeting 26 October 2021
Report Date:	19 October 2021
Applicant:	Rodney Lee Hoffman
File Reference:	WES 51644
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	Nil
Attachments:	Locality Map, Site Plan, Ancillary Dwelling Drawings & Elevation Sketches

SUMMARY

An application has been received to construct an Ancillary Dwelling at 1555 (lot 52) Westdale Road, Beverley. It will be recommended the application be approved.

BACKGROUND

The applicant is proposing to construct an Ancillary Dwelling (Manager's accommodation) at 1555 (lot 52) Westdale Road, Beverley.

The subject property is zoned 'Rural' in terms of the Shire of Beverley Local Planning Scheme No. 3 (LPS 3), is 21.39 ha in extent and contains an existing farm homestead and associated Outbuildings.

The property is located within a Bushfire Prone Area.

The applicant submitted the following justification:

The reason for our application is to have a manager's dwelling so that we can assist in developing a sustainable lot using permaculture principles for non-commercial use.

COMMENT

The proposed Ancillary Dwelling is a 'D' use in the 'Rural' Zone pursuant to Zoning Table 3 in 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 proposed development site is located within a Bushfire Prone Area as indicated on the Map of Bushfire Prone Areas. The applicant submitted a Bushfire Attack Level Report that indicated the subject site to have a BAL rating of 12.5.

The submitted BAL report recommends a number of mitigating measures. Should Council resolve to approve the application it will be recommended that this be framed as conditions of planning approval and/or advice notes.

From a land use planning perspective there is no objection to the addition of an ancillary dwelling (by definition in the R-Codes - 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 AND COUNCIL RESOLUTION

M4/1021

Moved Cr Lawlor

Seconded Cr Seed

That Council grant approval for an ancillary dwelling at 1555 (Lot 52) Westdale 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 ancillary dwelling.**
- 4. The ancillary dwelling construction standard shall adhere to Australian Standard AS3959 for a determined Bushfire Attack Level of 12.5 (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 & 5 apply.

Note 7: The applicant is advised to adhere to the recommendations of the submitted Bushfire Attack Level Report dated 19 October 2021 by Natalia Smirnova (BAL Rating Pty Ltd).

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.

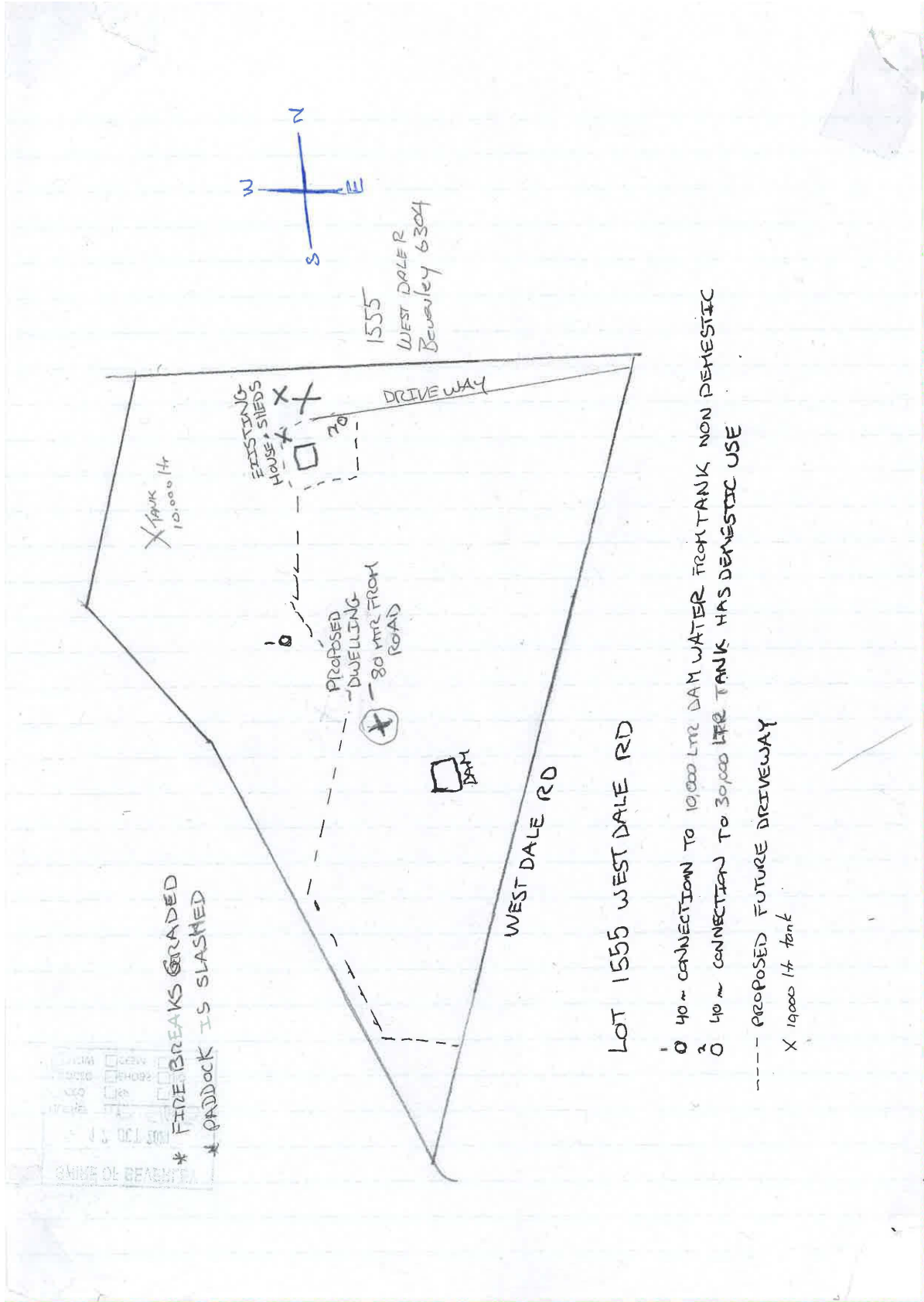
CARRIED 8/0

3:19pm – Shire Planner, Stefan de Beer left the meeting and did not return.

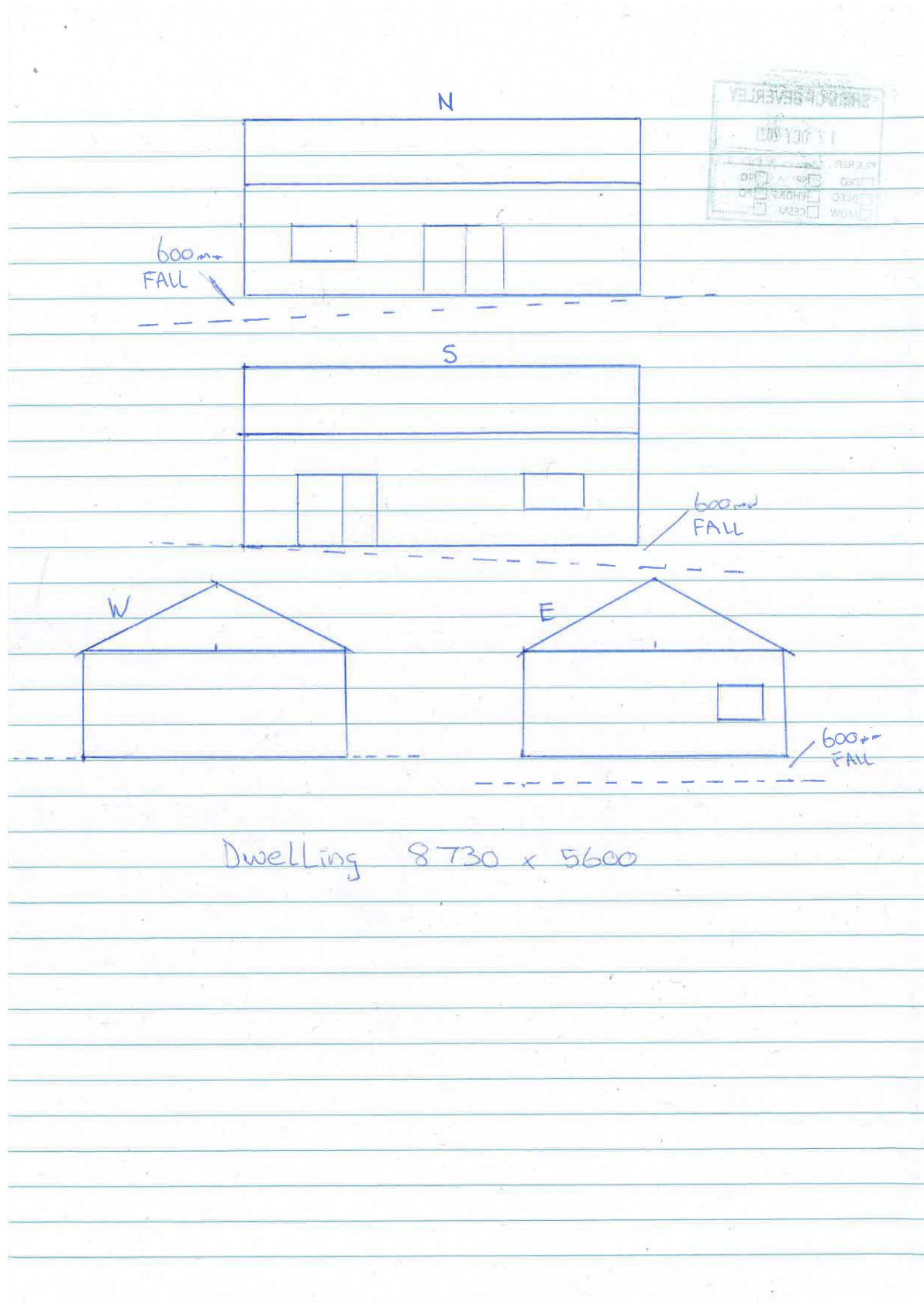
Attachment 9.2



Attachment 9.2



Attachment 9.2



10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

11. FINANCE

11.1 Monthly Financial Report

Submission To:	Ordinary Council Meeting 26 October 2021
Report Date:	13 October 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:	September 2021 Financial Reports and Monthly Financial Report Synopsis

SUMMARY

Council to consider accepting the financial report for the period ending 30 September 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 2021 Ordinary Meeting, item 11.4.

COMMENT

The monthly financial reports for the period ending 30 September 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.

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 2021/22 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 AND COUNCIL RESOLUTION

M5/1021

Moved Cr Martin

Seconded Cr Davis

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

CARRIED 8/0

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

Description	Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Notes To Material Variances
Operating Revenue					
General Purpose Funding	3,388,968.00	3,048,441.00	3,047,616.13	(824.87)	
Governance	2,100.00	2,000.00	10,882.46	8,882.46	CCZ Golf Day Sponsorship and Green Fees unbudgeted.
Law, Order & Public Safety	242,100.00	6,000.00	5,540.36	(459.64)	
Health	300.00	48.00	200.00	152.00	
Education & Welfare	0.00	0.00	0.00	0.00	
Housing	129,692.00	30,666.00	29,617.20	(1,048.80)	
Community Amenities	211,385.00	191,365.00	193,034.06	1,669.06	
Recreation & Culture	218,434.00	26,183.00	57,476.90	31,293.90	Moort Wabiny Park Retention Fee \$33,963 transfer from Trust partially offset by final retention fee repayment to Contractor.
Transport	3,950,230.00	380,712.00	381,243.19	531.19	
Economic Activities	197,344.00	68,085.00	68,281.60	196.60	
Other Property & Services	43,100.00	8,695.00	10,815.55	2,120.55	
Total Operating Revenue	8,383,653.00	3,762,195.00	3,804,707.45	42,512.45	
Operating Expenditure					
General Purpose Funding	(162,227.00)	(36,528.00)	(34,915.53)	1,612.47	
Governance	(306,541.00)	(67,616.00)	(69,786.29)	(2,170.29)	
Law, Order & Public Safety	(432,526.00)	(101,488.00)	(97,449.85)	4,038.15	
Health	(154,777.00)	(34,462.00)	(32,754.50)	1,707.50	
Education & Welfare	(111,017.00)	(26,402.00)	(24,991.56)	1,410.44	
Housing	(205,724.00)	(47,455.00)	(45,530.97)	1,924.03	
Community Amenities	(666,749.00)	(156,220.00)	(156,810.39)	(590.39)	
Recreation & Culture	(1,592,700.00)	(350,041.00)	(345,242.96)	4,798.04	
Transport	(2,519,187.00)	(743,162.00)	(741,675.71)	1,486.29	
Economic Activities	(593,888.00)	(123,518.00)	(121,043.00)	2,475.00	
Other Property & Services	(15,050.00)	67,803.00	56,487.62	(11,315.38)	PWOH & POC allocation timing versus expenditure.
Total Operating Expenditure	(6,760,386.00)	(1,619,089.00)	(1,613,713.14)	5,375.86	
Net Operating	1,623,267.00	2,143,106.00	2,190,994.31	47,888.31	
Capital Income					
Self Supporting Loan - Principal Repayment	14,285.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	359,000.00	190,000.00	190,000.00	0.00	
New Loan Raised	1,000,000.00	1,000,000.00	1,000,000.00	0.00	
Total Capital Income	1,373,285.00	1,190,000.00	1,190,000.00	0.00	

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

Description	Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Notes To Material Variances
Operating Revenue					
Capital Expenditure					
Land and Buildings	(329,893.00)	(202,055.00)	(213,938.88)	(11,883.88)	Moort Wabiny Park final retention fee payment (\$15,438) offset by transfer from Trust.
Plant and Equipment	(946,980.00)	(456,500.00)	(415,000.00)	41,500.00	Grader purchase \$41,500 less than anticipated.
Office Furniture and Equipment	0.00	0.00	0.00	0.00	
Road Construction	(5,309,327.00)	(18,500.00)	(21,043.35)	(2,543.35)	
Other Infrastructure	(1,492,771.00)	(570,000.00)	(566,920.73)	3,079.27	
Land Under Control	0.00	0.00	0.00	0.00	
Loans - Principal Repayments	(102,053.00)	0.00	0.00	0.00	
Total Capital Expenditure	(8,181,024.00)	(1,247,055.00)	(1,216,902.96)	30,152.04	
Net Capital	(6,807,739.00)	(57,055.00)	(26,902.96)	30,152.04	
Adjustments					
Depreciation Written Back	2,405,056.00	591,639.00	593,640.51	2,001.51	
Movement in Leave Reserve Cash Balance	0.00	0.00	70.42	70.42	
Movement in Non-Current Loan Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current SSL Income	0.00	0.00	0.00	0.00	
Movement in Non-Current Lease Repayments	0.00	0.00	0.00	0.00	
Movement in Non-Current Investments	0.00	0.00	0.00	0.00	
Movement in Non-Current LSL Provision	0.00	0.00	0.00	0.00	
Movement in Non-Current Deferred Pensioner Rates	0.00	0.00	0.00	0.00	
(Profit)/Loss on Disposal of Assets Written Back	(35,100.00)	(64,000.00)	(51,444.54)	12,555.46	Profit on disposal of Grader lower than anticipated \$12,555.
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	1,160,706.00	246,073.00	246,073.01	0.01	
Opening Surplus/(Deficit)	1,653,810.00	1,653,810.00	1,653,809.54	(0.46)	
Total Adjustments	5,184,472.00	2,427,522.00	2,442,148.94	14,626.94	
CLOSING SURPLUS/(DEFICIT)	0.00	4,513,573.00	4,606,240.29	92,667.29	

**SHIRE OF BEVERLEY
STATEMENT OF NET CURRENT ASSETS
FOR THE PERIOD ENDING
30 September 2021**

Description	Actual 2020/21	YTD Actual 2021/22
Current Assets		
Cash at Bank	2,311,028.21	4,746,776.07
Cash - Unrestricted Investments	0.00	0.00
Cash - Restricted Reserves	2,830,708.90	2,584,635.89
Cash on Hand	300.00	700.00
Accounts Receivable	460,327.66	852,138.42
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	14,284.95	14,284.95
Inventory - Fuel	10,281.78	16,068.00
Total Current Assets	5,626,931.50	8,214,603.33
Current Liabilities		
Accounts Payable	(908,299.23)	(789,683.74)
Loan Liability - Current	(102,053.23)	(122,528.87)
Annual Leave Liability - Current	(252,079.13)	(252,079.13)
Long Service Leave Liability - Current	(107,438.93)	(107,438.93)
Doubtful Debts	0.00	0.00
Total Current Liabilities	(1,369,870.52)	(1,271,730.67)
Adjustments		
Less Restricted Reserves	(2,830,708.90)	(2,584,635.89)
Less Self Supporting Loan Income	(14,284.95)	(14,284.95)
Add Leave Reserves - Cash Backed	139,689.18	139,759.60
Add Loan Principal Expense	102,053.23	122,528.87
Total Adjustments	(2,603,251.44)	(2,336,632.37)
NET CURRENT ASSETS	1,653,809.54	4,606,240.29

SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
30 September 2021

Description	Actual 2020/21	YTD Actual 2021/22	Movement
Current Assets			
Cash and Cash Equivalents	5,142,037.11	7,332,111.96	2,190,074.85
Accounts Receivable	360,327.66	752,138.42	391,810.76
Contract Asset - Current	100,000.00	100,000.00	0.00
Prepaid Expenses	0.00	0.00	0.00
Self Supporting Loan - Current	14,284.95	14,284.95	0.00
Inventory	10,281.78	16,068.00	5,786.22
Total Current Assets	5,626,931.50	8,214,603.33	2,587,671.83
Current Liabilities			
Accounts Payable	(438,600.91)	(326,822.12)	111,778.79
Contract Liability - Current	(462,861.62)	(462,861.62)	0.00
Loan Liability - Current	(102,053.23)	(122,528.87)	(20,475.64)
Lease Liability - Current	(6,836.70)	0.00	6,836.70
Annual Leave Liability - Current	(252,079.13)	(252,079.13)	0.00
Long Service Leave Liability - Current	(107,438.93)	(107,438.93)	0.00
Doubtful Debts	0.00	0.00	0.00
Total Current Liabilities	(1,369,870.52)	(1,271,730.67)	98,139.85
Non-Current Assets			
Non-Current Debtors	134,837.98	134,837.98	0.00
Non-Current Investments	55,355.13	55,355.13	0.00
Land and Buildings	30,374,265.91	30,406,954.96	32,689.05
Plant and Equipment	1,902,265.11	2,116,679.81	214,414.70
Furniture and Equipment	124,354.85	116,420.01	(7,934.84)
Infrastructure	60,266,728.95	60,512,267.03	245,538.08
Self Supporting Loan - Non Current	10,968.23	10,968.23	0.00
Total Non-Current Assets	92,868,776.16	93,353,483.15	484,706.99
Non-Current Liabilities			
Loan Liability - Non Current	(1,277,171.79)	(2,256,696.15)	(979,524.36)
Lease Liability - Non Current	(13,673.30)	(13,673.30)	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(98,416.32)	(98,416.32)	0.00
Total Non Current Liabilities	(1,389,261.41)	(2,368,785.77)	(979,524.36)
Net Assets	95,736,575.73	97,927,570.04	2,190,994.31

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
30 September 2021**

Description	Actual 2020/21	YTD Actual 2021/22	Movement
Equity			
Accumulated Surplus	(44,609,994.71)	(47,047,062.03)	(2,437,067.32)
Reserves - Cash Backed	(2,830,708.90)	(2,584,635.89)	246,073.01
Reserve - Revaluations	(48,295,872.12)	(48,295,872.12)	0.00
Total Equity	(95,736,575.73)	(97,927,570.04)	(2,190,994.31)

SHIRE OF BEVERLEY OPERATING STATEMENT BY NATURE & TYPE FOR THE PERIOD ENDING 30 September 2021		
Description	Budget 2021/22	YTD Actual 2021/22
Income		
Rates	2,940,151.00	2,938,064.99
Operating Grants, Subsidies and Contributions	1,063,533.00	308,280.58
Profit On Asset Disposal	72,600.00	51,444.54
Service Charges	0.00	0.00
Fees & Charges	648,180.00	305,701.47
Interest Earnings	25,831.00	8,206.64
Other Revenue	60,500.00	66,378.84
Non-Operating Grants, Subsidies and Contributions	3,659,796.00	179,828.50
Total Income by Nature & Type	8,470,591.00	3,857,905.56
Expenditure		
Employee Costs	(2,245,286.00)	(518,065.92)
Materials & Contracts	(2,000,424.00)	(346,051.32)
Utilities	(199,182.00)	(46,691.60)
Depreciation On Non-Current Assets	(2,405,056.00)	(593,640.51)
Interest Expenses	(65,273.00)	285.45
Insurance Expenses	(227,251.00)	(146,060.01)
Other Expenditure	(107,725.00)	(26,081.54)
Loss On Asset Disposal	(37,500.00)	0.00
Loss on Revaluation of Non-Current Assets	0.00	0.00
Total Expenditure by Nature & Type	(7,287,697.00)	(1,676,305.45)
Allocations		
Reallocation Codes Expenditure	440,373.00	9,394.20
Reallocation Codes Income	0.00	0.00
Total Allocations	440,373.00	9,394.20
Net Operating by Nature & Type	1,623,267.00	2,190,994.31

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

Job #	Job Description	YTD Actual 2021/22
	Rural Road Maintenance	
RR001	Aikens Rd (RoadID: 51) (Maintenance)	0.00
RR002	Athol Rd (RoadID: 26) (Maintenance)	1,383.22
RR003	Avoca Rd (RoadID: 98) (Maintenance)	0.00
RR004	Balkuling Rd (RoadID: 32) (Maintenance)	102.92
RR005	Balkuling North Rd (RoadID: 177) (Maintenance)	0.00
RR006	Bally-Bally Countypeak Rd (RoadID: 25) (Maintenance)	64.89
RR007	Bally-Bally Rd (RoadID: 9) (Maintenance)	136.47
RR008	Barrington Rd (RoadID: 13) (Maintenance)	3,854.24
RR009	Batemans Rd (RoadID: 78) (Maintenance)	2,023.92
RR010	Batys Rd (RoadID: 60) (Maintenance)	0.00
RR011	Bellrock Rd (RoadID: 158) (Maintenance)	404.86
RR012	Bennetts Rd (RoadID: 91) (Maintenance)	1,095.27
RR013	Beringer Rd (RoadID: 29) (Maintenance)	125.47
RR014	Bethany Rd (RoadID: 148) (Maintenance)	756.68
RR015	Billabong Rd (RoadID: 179) (Maintenance)	0.00
RR016	Blackburn Rd (RoadID: 46) (Maintenance)	0.00
RR017	Bremner Rd (RoadID: 6) (Maintenance)	231.52
RR018	Buckinghams Rd (RoadID: 94) (Maintenance)	1,486.91
RR019	Bushhill Road (RoadID: 183) (Maintenance)	0.00
RR020	Butchers Rd (RoadID: 20) (Maintenance)	6,236.69
RR021	Cannon Hill Rd (RoadID: 176) (Maintenance)	243.64
RR022	Carrs Rd (RoadID: 47) (Maintenance)	1,612.97
RR023	Cattle Station Road (RoadID: 181) (Maintenance)	0.00
RR024	Caudle Rd (RoadID: 140) (Maintenance)	868.41
RR025	Chocolate Hills Rd (RoadID: 138) (Maintenance)	0.00
RR026	Clulows Rd (RoadID: 16) (Maintenance)	744.64
RR027	Collins Rd (RoadID: 66) (Maintenance)	3,038.15
RR028	Cookes Rd (RoadID: 61) (Maintenance)	1,552.89
RR029	Corberding Rd (RoadID: 43) (Maintenance)	4,312.71
RR030	County Peak Rd (RoadID: 96) (Maintenance)	0.00
RR031	Dale Kokeby Rd (RoadID: 10) (Maintenance)	7,970.46
RR032	Dalebin North Rd (RoadID: 24) (Maintenance)	8,915.42
RR033	Deep Pool Rd (RoadID: 82) (Maintenance)	5,095.62
RR034	Dobaderry Rd (RoadID: 102) (Maintenance)	9,440.97
RR035	Dongadilling Rd (RoadID: 18) (Maintenance)	1,825.43
RR036	Drapers Rd (RoadID: 79) (Maintenance)	0.00
RR037	East Lynne Rd (RoadID: 52) (Maintenance)	0.00

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

Job #	Job Description	YTD Actual 2021/22
RR038	Edison Mill Rd (RoadID: 5) (Maintenance)	34,058.61
RR039	Ewert Rd (RoadID: 27) (Maintenance)	0.00
RR040	Fergusons Rd (RoadID: 64) (Maintenance)	0.00
RR041	Fishers Rd (RoadID: 75) (Maintenance)	0.00
RR042	Glencoe Rd (RoadID: 33) (Maintenance)	237.46
RR043	Gors Rd (RoadID: 30) (Maintenance)	1,224.51
RR044	Greenhills South Rd (RoadID: 36) (Maintenance)	462.94
RR045	Heals Rd (RoadID: 95) (Maintenance)	0.00
RR046	Hills Rd (RoadID: 76) (Maintenance)	1,920.34
RR047	Hobbs Rd (RoadID: 40) (Maintenance)	3,260.70
RR048	Jacksons Rd (RoadID: 57) (Maintenance)	0.00
RR049	Jacobs Well Rd (RoadID: 15) (Maintenance)	366.58
RR050	Jas Rd (Maintenance)	888.98
RR051	Johnsons Rd (RoadID: 73) (Maintenance)	1,089.50
RR052	Jones Rd (RoadID: 48) (Maintenance)	2,814.15
RR053	K1 Rd (RoadID: 85) (Maintenance)	0.00
RR054	Kennedys Rd (RoadID: 92) (Maintenance)	299.23
RR055	Kevills Rd (RoadID: 69) (Maintenance)	0.00
RR056	Kieara Rd (RoadID: 55) (Maintenance)	733.67
RR057	Kilpatricks Rd (RoadID: 74) (Maintenance)	0.00
RR058	Kokeby East Rd (RoadID: 4) (Maintenance)	0.00
RR059	Kokendin Rd (RoadID: 11) (Maintenance)	11,533.52
RR060	Lennard Rd (RoadID: 58) (Maintenance)	5,730.34
RR061	Little Hill Rd (RoadID: 180) (Maintenance)	0.00
RR062	Luptons Rd (RoadID: 22) (Maintenance)	6,919.89
RR063	Maitland Rd (RoadID: 39) (Maintenance)	6,966.64
RR064	Mandiakon Rd (RoadID: 87) (Maintenance)	3,101.67
RR065	Manns Rd (RoadID: 59) (Maintenance)	3,144.80
RR066	Manuels Rd (RoadID: 37) (Maintenance)	0.00
RR067	Mawson Rd (RoadID: 100) (Maintenance)	958.61
RR068	Mawson North Rd (RoadID: 167) (Maintenance)	0.00
RR069	Mcdonalds Rd (RoadID: 54) (Maintenance)	34.09
RR070	Mckellars Rd (RoadID: 93) (Maintenance)	0.00
RR071	Mclean Rd (RoadID: 84) (Maintenance)	0.00
RR072	Millers Rd (RoadID: 49) (Maintenance)	0.00
RR073	Mills Rd (RoadID: 80) (Maintenance)	187.92
RR074	Morbinning Rd (RoadID: 1) (Maintenance)	2,870.58
RR075	Murrays Rd (RoadID: 71) (Maintenance)	67.57
RR076	Negus Rd (RoadID: 50) (Maintenance)	0.00

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

Job #	Job Description	YTD Actual 2021/22
RR077	Northbourne Rd (RoadID: 28) (Maintenance)	2,904.33
RR078	Oakdale Rd (RoadID: 17) (Maintenance)	904.50
RR079	Patten Rd (RoadID: 53) (Maintenance)	0.00
RR080	Petchells Rd (RoadID: 38) (Maintenance)	0.00
RR081	Piccadilly Rd (RoadID: 70) (Maintenance)	923.70
RR082	Pike Rd (RoadID: 45) (Maintenance)	3,864.89
RR083	Potts Rd (RoadID: 14) (Maintenance)	3,978.31
RR084	Qualandary Rd (RoadID: 19) (Maintenance)	869.30
RR085	Rickeys Rd (RoadID: 35) (Maintenance)	1,103.99
RR086	Rickeys Siding Rd (RoadID: 137) (Maintenance)	2,170.93
RR087	Rifle Range Rd (RoadID: 56) (Maintenance)	60.42
RR088	Rigoll Rd (RoadID: 157) (Maintenance)	886.70
RR089	Rogers Rd (RoadID: 62) (Maintenance)	512.70
RR090	Rossi Rd (RoadID: 156) (Maintenance)	381.07
RR091	Rumble Rd (Maintenance)	456.51
RR092	Schillings Rd (RoadID: 65) (Maintenance)	434.65
RR093	Shaw Rd (RoadID: 184) (Maintenance)	0.00
RR094	Sheahans Rd (RoadID: 90) (Maintenance)	2,159.72
RR095	Simmons Rd (RoadID: 101) (Maintenance)	0.00
RR096	Sims Rd (RoadID: 155) (Maintenance)	0.00
RR097	Ski Rd (RoadID: 83) (Maintenance)	958.24
RR098	Smith Rd (RoadID: 72) (Maintenance)	1,611.47
RR099	Southern Branch Rd (RoadID: 41) (Maintenance)	2,329.17
RR100	Spavens Rd (RoadID: 44) (Maintenance)	537.73
RR101	Springhill Rd (RoadID: 23) (Maintenance)	5,626.07
RR102	Steve Edwards Drv (RoadID: 173) (Maintenance)	0.00
RR103	St Jacks Rd (RoadID: 34) (Maintenance)	1,177.71
RR104	Talbot West Rd (RoadID: 12) (Maintenance)	618.46
RR105	Thomas Rd (RoadID: 31) (Maintenance)	2,685.24
RR106	Top Beverley York Rd (RoadID: 8) (Maintenance)	4,916.47
RR107	Turner Gully Rd (RoadID: 169) (Maintenance)	56.93
RR108	Vallentine Rd (RoadID: 21) (Maintenance)	3,582.48
RR109	Walgy Rd (RoadID: 42) (Maintenance)	2,855.63
RR110	Walkers Rd (RoadID: 86) (Maintenance)	0.00
RR111	Wansbrough Rd (RoadID: 77) (Maintenance)	0.00
RR112	Warradale Rd (RoadID: 67) (Maintenance)	3,307.22
RR113	Waterhatch Rd (RoadID: 2) (Maintenance)	12,108.01
RR114	Westdale Rd (RoadID: 166) (Maintenance)	7,193.36
RR115	Williamsons Rd (RoadID: 63) (Maintenance)	0.00

SHIRE OF BEVERLEY ROAD MAINTENANCE REPORT FOR THE PERIOD ENDING 30 September 2021		
Job #	Job Description	YTD Actual 2021/22
RR116	Woods Rd (RoadID: 68) (Maintenance)	992.32
RR117	Woonderlin Rd (RoadID: 175) (Maintenance)	2,180.58
RR118	Wyalgima Rd (RoadID: 154) (Maintenance)	370.17
RR119	Yenyening Lakes Rd (RoadID: 7) (Maintenance)	2,030.20
RR120	York-Williams Rd (RoadID: 3) (Maintenance)	2,196.96
RR121	Young Rd (RoadID: 81) (Maintenance)	0.00
RR777	Contract Road Side Spraying	24,395.00
RR888	Tree Lopping - Rural Roads (Maintenance)	0.00
RR999	Rural Roads Various (Maintenance)	41,060.61
WANDRRA	Disaster Recovery Works	0.00
Sub Total	Rural Road Maintenance	296,798.42
	Town Street Maintenance	
TS001	Barnsley St (RoadID: 162) (Maintenance)	0.00
TS002	Bartram St (RoadID: 114) (Maintenance)	657.36
TS003	Brockman St (RoadID: 129) (Maintenance)	0.00
TS004	Brooking St (RoadID: 122) (Maintenance)	0.00
TS005	Broun St (RoadID: 144) (Maintenance)	329.40
TS006	Chestillion Ct (RoadID: 139) (Maintenance)	0.00
TS007	Chipper St (RoadID: 126) (Maintenance)	0.00
TS008	Council Rd (RoadID: 149) (Maintenance)	5,077.94
TS009	Courtney St (RoadID: 153) (Maintenance)	0.00
TS010	Dawson St (RoadID: 106) (Maintenance)	99.04
TS011	Delisle St (RoadID: 120) (Maintenance)	0.00
TS012	Dempster St (RoadID: 111) (Maintenance)	131.39
TS013	Duffield St (RoadID: 160) (Maintenance)	139.90
TS014	Edward St (RoadID: 107) (Maintenance)	0.00
TS015	Elizabeth St (RoadID: 131) (Maintenance)	0.00
TS016	Ernest Drv (RoadID: 135) (Maintenance)	0.00
TS017	Forrest St (RoadID: 103) (Maintenance)	1,092.38
TS018	George St North (RoadID: 161) (Maintenance)	0.00
TS019	George St South (RoadID: 145) (Maintenance)	0.00
TS020	Grigson St (RoadID: 172) (Maintenance)	186.80
TS021	Hamersley St (RoadID: 130) (Maintenance)	0.00
TS022	Harper St (RoadID: 109) (Maintenance)	333.77
TS023	Hope St (RoadID: 115) (Maintenance)	0.00

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

Job #	Job Description	YTD Actual 2021/22
TS024	Hopkin St (RoadID: 128) (Maintenance)	0.00
TS025	Horley St (RoadID: 127) (Maintenance)	0.00
TS026	Hunt Rd (Maintenance)	1,516.31
TS027	Husking St (RoadID: 117) (Maintenance)	0.00
TS028	Hutchinson St (RoadID: 168) (Maintenance)	0.00
TS029	John St (RoadID: 105) (Maintenance)	547.67
TS030	Langsford St (RoadID: 152) (Maintenance)	0.00
TS031	Lennard St (RoadID: 113) (Maintenance)	0.00
TS032	Ludgate St (RoadID: 143) (Maintenance)	296.84
TS033	Lukin St (RoadID: 104) (Maintenance)	1,597.66
TS034	Mcneil St (RoadID: 141) (Maintenance)	0.00
TS035	Monger St (RoadID: 116) (Maintenance)	0.00
TS036	Morrison St (RoadID: 112) (Maintenance)	0.00
TS037	Nicholas St (RoadID: 123) (Maintenance)	0.00
TS038	Prior Pl (RoadID: 174) (Maintenance)	0.00
TS039	Queen St (RoadID: 110) (Maintenance)	0.00
TS040	Railway Pde (RoadID: 147) (Maintenance)	0.00
TS041	Railway St (RoadID: 146) (Maintenance)	25.36
TS042	Richardson St (RoadID: 124) (Maintenance)	580.96
TS043	Seabrook St (RoadID: 118) (Maintenance)	0.00
TS044	Sewell St (RoadID: 119) (Maintenance)	0.00
TS045	Shed St (RoadID: 136) (Maintenance)	0.00
TS046	Short St (RoadID: 121) (Maintenance)	0.00
TS047	Smith St (RoadID: 108) (Maintenance)	75.65
TS048	Taylor St (RoadID: 165) (Maintenance)	0.00
TS049	Vincent St (RoadID: 125) (Maintenance)	1,202.72
TS050	Wright St (RoadID: 150) (Maintenance)	0.00
TS051	Great Southern Hwy (Maintenance)	1,366.48
TS555	Road Sign Updates	0.00
TS888	Tree Lopping - Town Streets (Maintenance)	0.00
TS999	Town Streets Various (Maintenance)	4,342.03
Sub Total	Town Streets Maintenance	19,599.66
Total	Road Maintenance	316,398.08

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 30 September 2021						
Account #	Account Name	Amount Invested (\$)	Total	Term	Interest Rate	Maturation
3630922	Reserve Funds Bendigo					
	Long Service Leave	0.00				
	Airfield Emergency	40,150.65				
	Plant	171,679.51				
	Emergency Services	28,715.44				
	Building	290,467.40				
	Recreation Ground	577,751.95				
	Cropping Committee	190,798.69				
	Avon River Development	25,971.98				
	Annual Leave	139,759.60				
	Community Bus	38,034.93				
	Infrastructure	551,307.74				
	Senior Housing	162,135.86				
	Mainstreet Development	307,556.87				
	Avondale Mach Museum	60,305.27	2,584,635.89	3 mnths	0.25%	21/01/2022
	Total		2,584,635.89			

11.2 Accounts Paid by Authority

Submission To:	Ordinary Council Meeting 26 October 2021
Report Date:	13 October 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:	September 2021 List of Reports (Contact Shire)

SUMMARY

Council to consider authorising the payment of accounts.

BACKGROUND

The following list represents accounts paid by authority for the month of September 2021.

COMMENT

Unless otherwise identified, all payments have been made in accordance with Council's 2021/22 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 2021/22 Budget.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

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

RISK IMPLICATIONS

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

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

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

M6/1021

Moved Cr Davis

Seconded Cr Sattler

That the List of Accounts as presented, be received:

September 2021:

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

Cheque vouchers

20 September 2021	1840-1839	(2)	\$4,574.00 (authorised by DCEO S Marshal and Cr D White)
28 September 2021	1841-1841	(1)	\$47.77 (authorised by DCEO S Marshall and DCEO S Marshall)
29 September 2021	1842-1842	(1)	\$9,918.06 (authorised by CEO S Gollan and DCEO S Marshall)

Total of cheque vouchers for September 2021 incl \$14,539.83 previously paid.

EFT vouchers

01 September 2021	EFT 1-37	(37)	\$55,618.26 (authorised by CEO S Gollan and DCEO S Marshall)
06 September 2021	EFT 7333-7339	(7)	\$47,318.27 (authorised by CEO S Gollan and DCEO S Marshall)
10 September 2021	EFT 7340-7370	(31)	\$207,142.57 (authorised by CEO S Gollan and DCEO S Marshall)
15 September 2021	EFT 1-37	(37)	\$55,900.12 (authorised by CEO S Gollan and DCEO S Marshall)
16 September 2021	EFT 1-1	(1)	\$258.56 (authorised by DCEO S Marshall and Cr D White)
17 September 2021	EFT 7371-7376	(6)	\$9,166.93 (authorised by DCEO S Marshall and Cr D White)
20 September 2021	EFT 7377-7383	(7)	\$29,682.27 (authorised by DCEO S Marshall and Cr D White)
21 September 2021	EFT 7384-7390	(7)	\$48,624.68 (authorised by DCEO S Marshall and Cr C Pepper)
24 September 2021	EFT 7391-7395	(5)	\$253,995.84 (authorised by CEO S Gollan and DCEO S Marshall)
28 September 2021	EFT 7397-7410	(14)	\$44,300.87 (authorised by CEO S Gollan and DCEO S Marshall)
29 September 2021	EFT 1-38	(38)	\$56,355.81 (authorised by CEO S Gollan and DCEO S Marshall)
29 September 2021	EFT 7411-7412	(2)	\$983.64 (authorised by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for September 2021 incl \$809,347.82 previously paid.

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

Cheque vouchers

Nil vouchers

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

EFT vouchers

Total of EFT vouchers for September 2021 incl \$0.00 previously paid.

(3) Direct Debit Payments totalling \$82,540.45 previously paid.

(4) Credit Card Payments totalling \$11,746.57 previously paid.

CARRIED 8/0

11.3 Fees and Charges – Beverley Blarney Advertising Fees and Sizes

Submission To:	Ordinary Council Meeting 26 October 2021
Report Date:	19 October 2021
Applicant:	Lorretta Adams (Editor of Blarney)
File Reference:	ADM 0215
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	Proposed Amendments to Advert Sizes

SUMMARY

Council to consider a request to amend the number of available advertising sizes in the Beverley Blarney.

BACKGROUND

The Beverley Blarney is printed by Council monthly for the Beverley Community. Council contracts an editor to collate and produce each issue. There is no cost to the consumer to purchase a copy of the Blarney. Over time various changes to its format have been made. Changes include:
Production size from A5 to A4;
Introduction of a full page advert; and
Introduction of trading post advert.

COMMENT

A common complaint made by both the current editor, previous editors and staff who proof-read the Blarney is that the current sizing creates gaps which can be hard and time consuming to fill.

The current editor has written requesting that the adverts be reduced from 7 to 5 options. Ms Adams has provided a proposal that she believes will streamline production therefore reducing the production time. In essence there are no changes to the amounts of fees charged, just the size they relate to. See below:

	Current Size	Price		New Proposed Size	Price	Old Equiv
G	Full Page	\$182	Full	18.5cm W x 26.8cm H	\$182	G
A	122 x 180mm	\$96	Half	18.5cm W x 13.3cm H	\$96	A
F	122 x 135mm	\$72	Quarter	9.2cm W x 13.3cm H	\$47	B
B	122 x 89mm	\$47	Small	6cm W x 8.7cm H	\$29	C
C	60 x 89mm	\$29	Trade	6cm W x 4.5cm H	\$8	D/E
D	5 Lines	\$8				
E	3 Lines	\$5				

Ms Adams has also indicated that if her request is agreed to by Council the Blarney deadline date of the 22nd of each month could potentially move out a day or two, to either the 23rd, 24th or 25th of each month.

Ms Adams has liaised with the Shire of Beverley Finance Officer to discuss the advertisers that will be affected by any proposed changes. The Finance Officer has advised that there are four advertisers who have pre-paid a Size F advert but they could be offered an upgrade to a quarter page until their pre-paid period expires.

The current Blarney related Fees and Charges have been adopted by Council in the 2021/22 Annual Budget and should Council wish to agree to the request, it must be by Absolute Majority, (section 6.16 (3) (b)) and the amendment to the Fees and Charges will need to be formally advertised as per section 6.19 below.

STATUTORY ENVIRONMENT

Local Government Act 1995, Section 6:

6.16. Imposition of fees and charges

- (1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

** Absolute majority required.*

- (2) A fee or charge may be imposed for the following —
 - (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
 - (b) supplying a service or carrying out work at the request of a person;
 - (c) subject to section 5.94, providing information from local government records;
 - (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
 - (e) supplying goods;
 - (f) such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
 - (a) imposed* during a financial year; and
 - (b) amended* from time to time during a financial year.

** Absolute majority required.*

6.17. Setting level of fees and charges

- (1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —

- (a) the cost to the local government of providing the service or goods; and
 - (b) the importance of the service or goods to the community; and
 - (c) the price at which the service or goods could be provided by an alternative provider.
- (2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.
- (3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —
- (a) under section 5.96; or
 - (b) under section 6.16(2)(d); or
 - (c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.
- (4) Regulations may —
- (a) prohibit the imposition of a fee or charge in prescribed circumstances; or
 - (b) limit the amount of a fee or charge in prescribed circumstances.

6.18. Effect of other written laws

- (1) If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —
- (a) determine an amount that is inconsistent with the amount determined under the other written law; or
 - (b) charge a fee or charge in addition to the amount determined by or under the other written law.
- (2) A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

CONSULTATION

Council
Shire Staff

FINANCIAL IMPLICATIONS

The Blarney advertising revenue is not expected to change dramatically.

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

Policy C016 – Beverley Blarney

RISK IMPLICATIONS

Low (3) - There is a minimal risk that advertisers may not like the proposed changes.

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 AND COUNCIL RESOLUTION

M7/1021

Moved Cr Martin

Seconded Cr Gogol

That Council;

1. Change the Beverley Blarney advertising sizes and fees to:

Full Page \$182.00

Half Page \$ 96.00

Quarter Page \$ 47.00

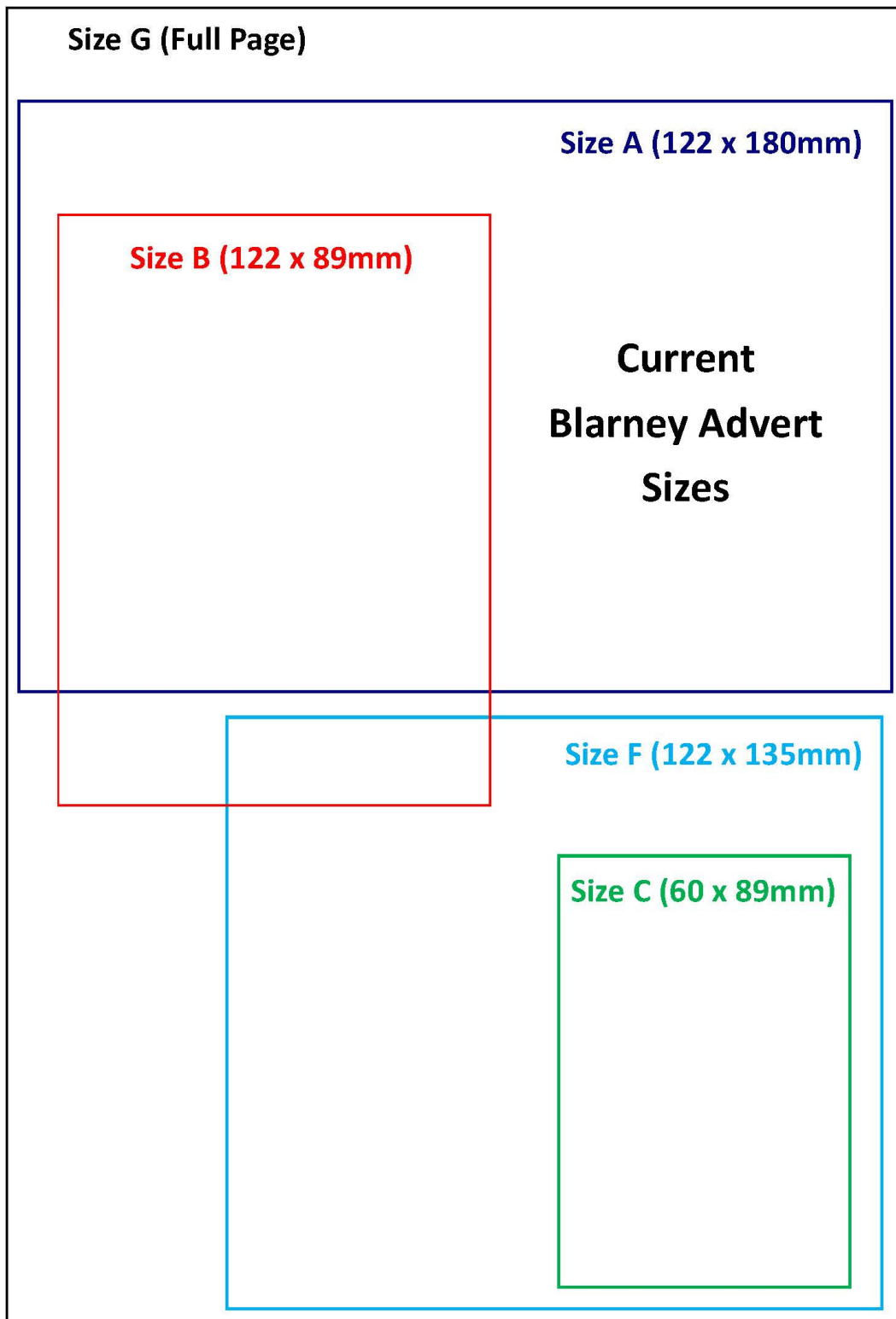
Small Advert \$ 29.00

Trade Advert \$ 8.00

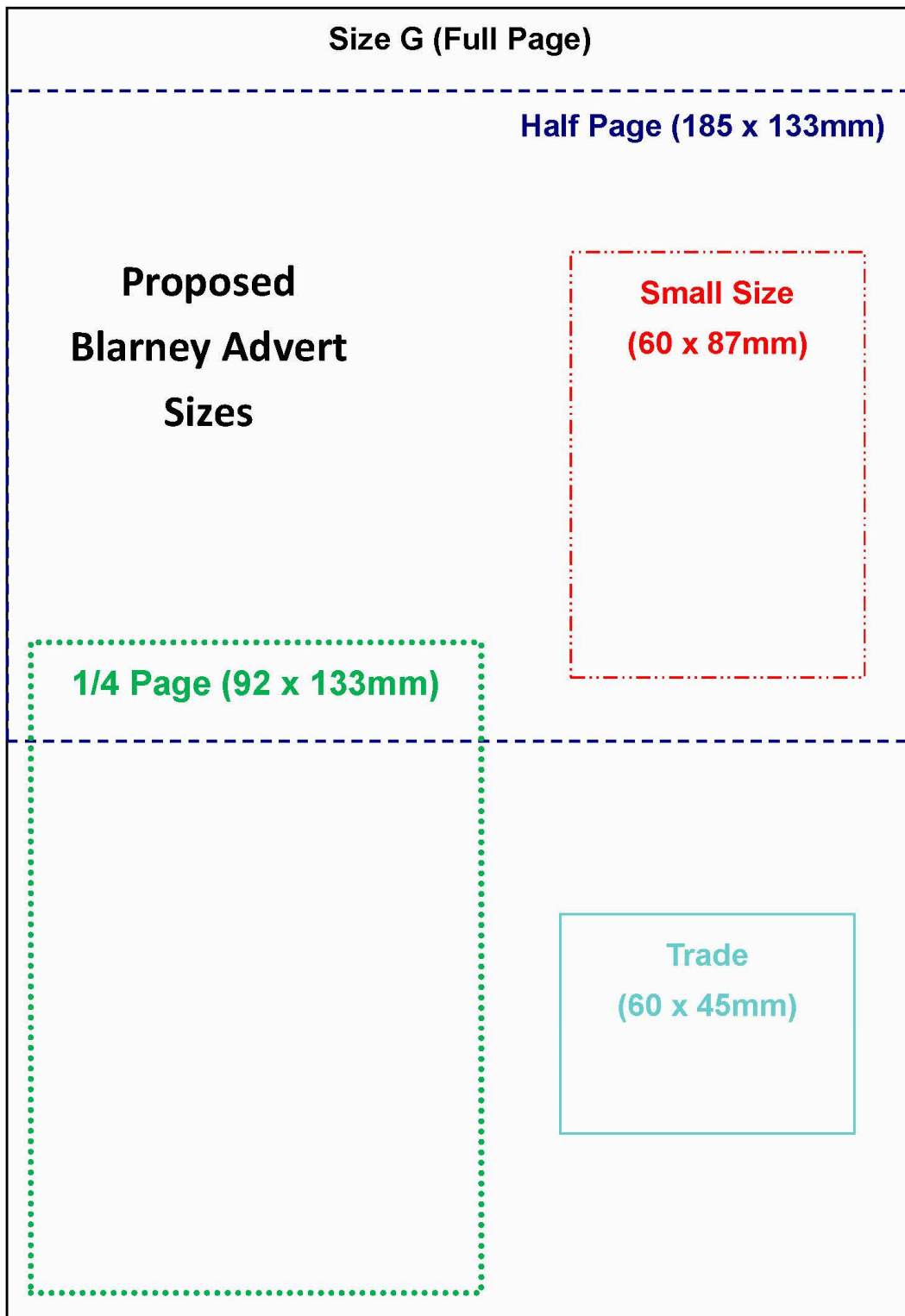
2. Advertise the changes as per section 6.19 of the *Local Government Act 1995* effective 1 November 2021.

CARRIED BY ABSOLUTE MAJORITY 8/0

Attachment 11.3



Attachment 11.3



11.4 Sundry Debtors – Write-off Bad Debts

Submission To:	Ordinary Council Meeting 26 October 2021
Report Date:	20 October 2021
Applicant:	Administration
File Reference:	ADM 0094/0095
Author and Position:	Natalie Ashworth, Finance Officer
Previously Before Council:	No
Disclosure(s) Of Interest:	Nil
Attachments:	Nil

SUMMARY

Council to consider writing-off Bad Debts – being Sundry Debtors No 5117 & 30165

BACKGROUND

Sundry Debtor 5117: this debt is for \$246.00 being impound and sustenance fees, charges date back to April 2020.

Sundry Debtor 30165: this debt is for \$150.00 being advertising for the Visitor Booklet dating back to March 2020.

COMMENT

Both debts date back to early 2020 when COVID-19 was a concern and circumstances were difficult.

Debtor 5117 dog was caught and put in the pound, at the time he was out of work and was having difficulty paying so we did an invoice for the fees and allowed him to take his dog from the pound. It is understood he has since left town.

The visitor booklet compiled by our Tourism Officer is a publication that advertises local business, since the booklet came out Debtor 30165 had closed her business in town. She may not have realised this was happening at the time of agreeing to the advertising.

STATUTORY ENVIRONMENT

Local Government Act 1995, Section 6.12

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

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

* *Absolute majority required.*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

CONSULTATION

Council

FINANCIAL IMPLICATIONS

\$396.00 Write Off

or

\$620.00 + GST + Travel Costs if legal action is taken to recovering the debt

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

Policy AF013 – COVID-19 Financial Hardship Policy. Both debts occurred during the applicable period however neither debtor applied to meet the criteria.

RISK IMPLICATIONS

Low (2) - There is a minimal risk to writing off the debt or that a member of the public will be affected by this.

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 & COUNCIL RESOLUTION

M8/1021

Moved Cr Gogol

Seconded Cr Lawlor

That Council Write-Off the amounts of \$246.00 on Debtor 5117 and \$150.00 on Debtor 30165.

CARRIED 8/0

3:30pm – Prior to any consideration of Item 11.5, Cr Lawlor declared an Interest of Impartiality given he is on the Beverley Station Arts Committee. Cr Lawlor left the chambers.

11.5 2022/23 Budget Allocation – Beverley Station Arts Grant

Submission To:	Ordinary Council Meeting 26 October 2021
Report Date:	20 October 2021
Applicant:	Beverley Station Arts
File Reference:	ADM 312
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	No
Disclosure(s) Of Interest:	Nil
Attachments:	Beverley Station Arts Platform Proposal

SUMMARY

Council to consider making an allocation of \$50,000.00 in the 2022/23 Budget to contribute to the Beverley Station Arts project “Platform enclosure to optimise gallery exhibitions”.

BACKGROUND

Beverley Station Arts (BSA) have applied for an Art on the Move grant through the Public Regional Galleries Improvement Fund 2021 to enclose the railway platform adjacent to the single storey section of the Beverley Railway Station to provide a “Platform Gallery” that will facilitate greater opportunities for travelling exhibitions, and display the entire significant art collection.

Proposal details from BSA:

The proposed enclosure will comprise framed (timber or steel) panels (flat sheet and corrugated iron cladding) to fit between the existing (non-original) round steel posts along the outer edge of the platform veranda (also not original). The frame will attach to the railway station building vertically at two points; at the south end, and north end. The existing (not original) bitumen platform floor will be removed and a steel framed timber floor constructed with an engineered ring beam around the perimeter, aligned along the inside of the platform posts.

The platform veranda will connect directly with the existing gallery spaces through the existing sets of original double doors that exit onto the platform.

The interior of the new gallery would be open floor plan with movable walls which could be strategically positioned for the art currently displayed or removed completely to open up the space for other indoor events. The space will also allow for the existing storeroom to become another gallery display and together with the Platform Gallery reveal the extent of the collection.

Expanding the gallery space would also provide greater opportunities to invite touring art exhibitions to be displayed in Beverley. The current gallery space is too small to accommodate medium-to-large exhibitions.

COMMENT

The Shire of Beverley provided a letter of support for their application. In 2007, the Beverley Railway Station was the winner of the Heritage Council of Western Australia award for the Conservation of a place on the State Register of Heritage Places and management believe this project will continue to benefit the building, tourism and the volunteer group that look after it on Council's behalf.

The total cost of the project is \$143,366.00.

BSA are seeking \$50,000.00 from the Shire of Beverley. BSA are contributing \$33,500.00 cash and providing \$10,000.00 in-kind administration costs.

On 9 September 2021, BSA received notice that their application for \$49,866.00 funding had been conditionally approved. They now require a resolution of Council committing \$50,000.00 to the project to secure their funding along with Heritage Council approval and architect consultation, both of which have been done. The application states that the project will be undertaken in 2022.

Council may choose to allocate the funding from Municipal Funding or from the Building Reserve.

STATUTORY ENVIRONMENT

Local Government Act 1995, Section 6.2 Local government to prepare annual budget

CONSULTATION

Council and Beverley Station Arts

FINANCIAL IMPLICATIONS

\$50,000.00 Budget 2022/23

STRATEGIC IMPLICATIONS

Goal 2 – Community infrastructure of significance, economic value and history adds value to our identity, Strategy 2.5 - Community lead arts programs are delivered at the Station Gallery and Platform Theatre.

Goal 6 – Beverley has a unique identity in the region and is well visited, Strategy 6.6 Support the expression of local identity through art and culture.

Goal 8 – Beverley continues to be an inclusive, friendly and caring community, Strategy 8.4 Increase the opportunity to belong, socialise, and empathise through arts and culture activity.

Goal 9 – We have a healthy and safe community, Strategy 9.5 Support access to arts opportunities to encourage improvement in mental health.

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

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

Medium (6) - There is a reputational risk should the Shire not provide financial support after initial support of the application. There is also reputational risk should BSA not complete and acquit the grant.

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 allocate \$50,000.00 in the 2022/23 Budget for the Beverley Station Arts project "Platform enclosure to optimise gallery exhibitions" in support of the Art on the Move grant through the Public Regional Galleries Improvement Fund 2021.

COUNCIL RESOLUTION

M9/1021

Moved Cr Gogol

Seconded Cr Maxwell

That Council allocate \$50,000.00 from the Building Reserve for the Beverley Station Arts project "Platform enclosure to optimise gallery exhibitions" in support of the Art on the Move grant through the Public Regional Galleries Improvement Fund 2021.

CARRIED BY ABSOLUTE MAJORITY 7/0

3:35pm Cr Lawlor rejoined the meeting in Chambers.

Attachment 11.5

Beverley Station Arts Gallery & Platform Theatre

PLATFORM GALLERY

Platform enclosure to optimise gallery exhibitions



Beverley Railway Station is of State heritage significance, identified by entry onto the Heritage Council's Register of Heritage Places. The Statement of Significance reads as follows:

Beverley Railway Station, comprising a single storey stone and iron Main Station Building and double storey attached Station Master's Quarters; a single storey annexe; timber framed shed with water closet; gabled timber framed building; timber framed toilet block; a bitumen platform with canopy; and, a timber framed shed, has cultural heritage significance for the following reasons:

the size and design of the place illustrates the importance of Beverley in the development of rail transportation in the South West of Western Australia and as an important transport interchange for the district;

the place has a landmark quality in the centre of Beverley because of its interesting architecture;

the place has social importance as the former transport hub in Beverley and for its contribution to the Beverley community's sense of place; and,

the place is an example of Federation Arts and Crafts style applied to railway architecture and, in this respect, is relatively uncommon in Western Australia.



Attachment 11.5

Beverley Station Arts Gallery & Platform Theatre

PLATFORM GALLERY

Platform enclosure to optimise gallery exhibitions

Entry

The main entry to the Beverley Railway Station Gallery is the original entry on the west side of the building.

That entry is accessed by a staircase.

Feature

The view through from the main entry out the double doors on the east side of the railway station building provides a prime feature opportunity on the east wall.

Universal access to the railway platform currently exists via a ramp at the south end of the railway platform.

Platform Gallery access

An auto-slide timber door will provide universal access to the south end of the gallery from the ramp landing.

The entry is subject to get prevailing weather. A partition in the gallery will form a foyer to reduce any immediate weather impacts in the gallery.

The ledge and brace timber door



Gallery Spaces

Enclosure of the railway platform will provide approximately 15 lineal metres of hanging space in the existing store room, and a further 35 lineal metres in the Platform Gallery, along the east wall and the moveable partitions.

The east end allows for an interim space to facilitate loading and sorting exhibitions with access to an existing room for storage (the storage need minimised by the hanging space in the gallery), and the north platform and the loading dock.

Partitions

Moveable partitions provide flexibility to the gallery space to showcase a variety of arts exhibitions.

Format right angle partitions will provide stability and also provide for hangings against the original stone wall of the railway station, that should not have any intrusions. Extending the partitions along those section of walls achieves that outcome.

Flat white board both sides of lightweight steel framework that is balanced by lockable **wheels** at each end of the base, with no protruding elements.

Two sizes of partitions: 1500 wide x 1500 high and 1000 wide x 1500 high. Unobtrusive hanging rails along the top of each partition.

Spacing between viewers and the partition/walls is a minimum of 1.5 metres and 1.0 metre circulation



Interior wall lining

Flat sheet composite board on a jarrah timber frame will provide for any hanging requirements along the east wall, between the windows.

Attachment 11.5

Beverley Station Arts Gallery & Platform Theatre

PLATFORM GALLERY

Platform enclosure to optimise gallery exhibitions

Ceiling

Lined on the rake with treated pine tongue and groove boarding- painted white. Laid across the width of the Platform Gallery aligned with existing rafters.

The ceiling boarding responds to the ceiling in the railway station entry space .that links directly through to the Platform Gallery.



Lighting

Multi spot lighting in several locations central along the platform ceiling at approximately 4.5 metre centres, and central over the four defined spaces provides a great degree of flexibility to ensure exhibitions are adequately showcased.

Floor

The existing bitumen platform floor is cracked and uneven. It will be removed for the entire area of the gallery enclosure, up to the inside alignment of the platform posts.

The site will be dug to a depth as shallow as possible to allow for concrete pads, steel stumps and timber bears as the timber floor subframe. A perimeter concrete ring beam will seal the space and provide a foundation for the platform wall enclosure.

Windows

Positioned in locations to ensure art walls are the priority.

The narrow vertical form of the windows maximises the art walls space.

The windows are timber-framed with fixed with safety glass tinted to protect the artworks.

The verticality of the windows replicates the form of the windows on the two storey Stationmasters residence on the same elevation as the Gallery Platform on the east side, facing the railway line.

External wall cladding

The existing round steel posts will remain as a dominant element on the east elevation, identifying the railway platform, despite it not being original fabric of the railway station.

The external wall enclosure of the platform to form the Platform gallery will be aligned on the inside of the posts to provide a continuum of lining on the interior and exterior (flush behind the posts).

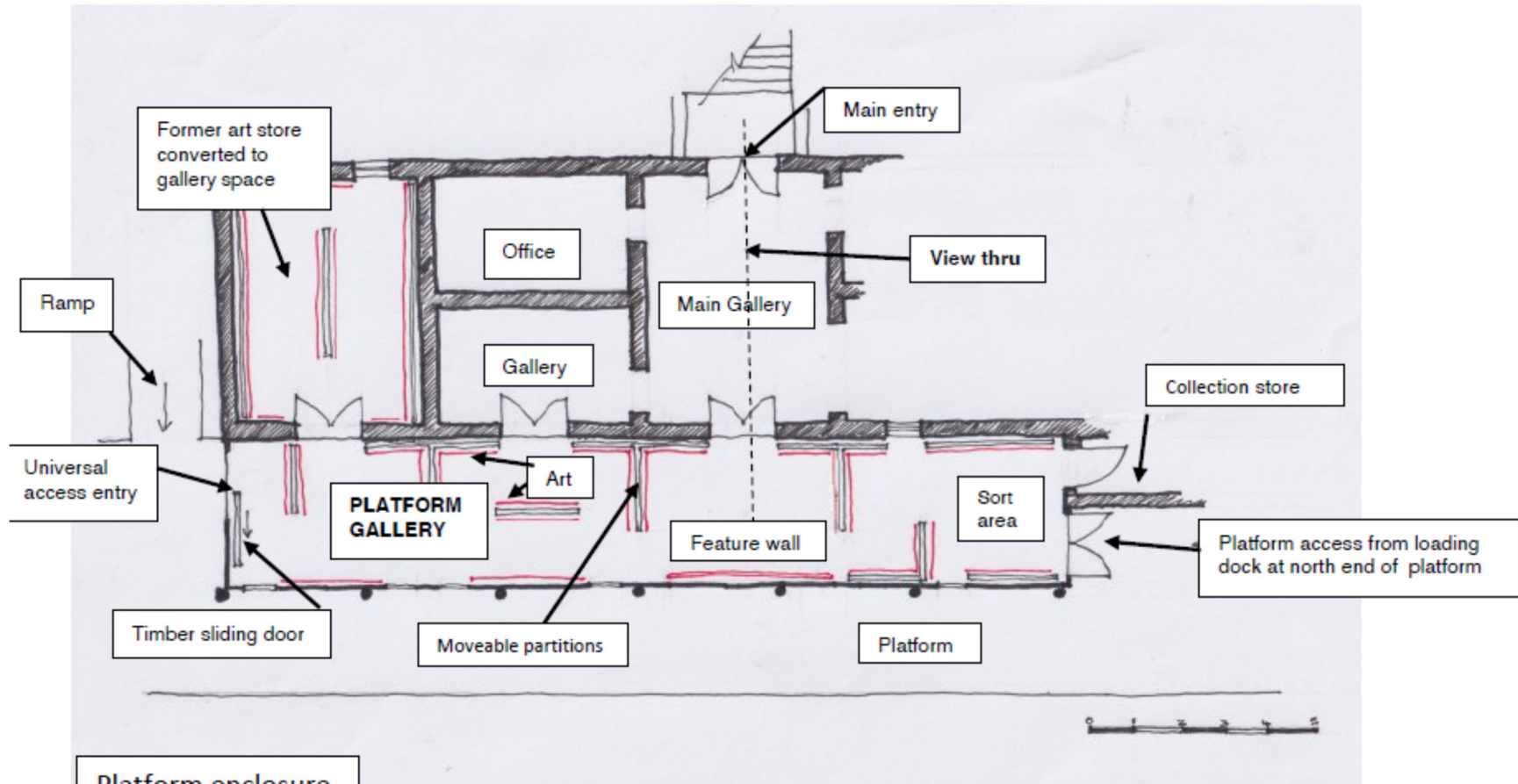
In reviewing the platform, it is appropriate to clad the exterior with a modern material to differentiate from the original railway station. Given the Platform Theatre is a recent construction with a dominant east elevation, responding to that material provides a relevance and connection along the platform

Horizontal galvanised min-orb corrugated cladding to contrast with dark coloured round steel posts.



Attachment 11.5

Platform perspective



Platform enclosure
18000 x 3000

SKETCH FLOOR PLAN

12. ADMINISTRATION

12.1 Appointment of Elected Members to Various Committees

Submission To:	Ordinary Council Meeting 26 October 2021
Report Date:	18 October 2021
Applicant:	Administration
File Reference:	ADM 0102
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Occurs after each election
Disclosure(s) Of Interest:	Nil
Attachments:	Nil

SUMMARY

Council to appoint elected members to various committees for the 2021-2023 term.

BACKGROUND

In accordance with Section 5.8 of the *Local Government Act 1995*, Council may convene committees of 3 or more persons.

COMMENT

Currently there are two Committees of Council which all Councillors are a member of, they are: Audit and Risk Committee and the Corporate Strategy Committee. The Office of the Auditor General are pushing for a committee of three members rather than the whole of Council.

The Economic & Community Strategy Committee has not met in the last twelve months.

Council previously elected members to certain Community Committees, to act as a representative of Council.

Below are the current committees/organisations that Councillors were representatives to:

Committees of Council	Previous Members
Audit and Risk Committee	All Councillors
Corporate Strategy Committee	All Councillors
Works Committee	Cr's Davis, Lawlor, Pepper & Seed
Cropping Committee	Cr Seed, Cr White & Cr McLaughlin
Legislative Committees	
WALGA – Central Country Zone (CCZ) (President & Deputy President)	Cr Davis and Cr Pepper
Fire Control Officer's (BFAC) Meeting	Cr Gogol and Cr Davis
Local Emergency Management Committee (President)	Cr Davis, Cr Gogol and Cr Lawlor
Non-Council Committee	
Yenyening Lakes Catchment Group	Cr Martin

Other	
Long Term Financial Planning Working Group	Cr Davis, Cr Pepper and Cr White
Community (Councillor rep requested)	
Early Child Years Network	Cr Martin
Avondale Steering Committee	Cr Lawlor
Tourism Advisory Group	Cr Lawlor
Hotham Dale Sub Group	Cr Davis, Proxy Cr White
Local Health Advisory Group	Cr Gogol and Cr McLaughlin
Alex Miles Frail Aged Lodge Committee	Cr Gogol
Beverley 2022 Working Group	Cr Martin and Cr Lawlor

As Councillors do not have any executive powers to make decisions or provide advice in Non-Council Committees it was determined and resolved at the August 2019 Ordinary Council Meeting during the Annual Policy Manual Review that only the following committee's have appointed members:

Committees of Council

- Audit and Risk Committee – All Councillors*
- Corporate Strategy Committee – All Councillors
- Economic & Community Strategy Committee – All Councillors
- Cropping Committee – 3 Councillors
- Long Term Financial Planning Working Group – 3 Councillors

*The Office of the Auditor General have advised in several communications that they recommend no more than three Councillors be appointed to the Audit Committee. Council comment is welcome to determine if the Shire of Beverley follow this advice.

Legislative Committees

- Central Country Zone of WALGA – 2 Councillors (President and Deputy President)
- Fire Control Officers Meeting – President + 1 Councillor
- Local Emergency Management Committee – President + 1 Councillor

Should a non-Council Committee (ie Community as above) want a Councillor on their Committee, they write to Council requesting a representative. All the above community committees in the table have written requesting Councillor involvement.

If and when a Councillor attends a Community Committee they should provide the Executive Assistant with a short typed update to be included in the Information Bulletin.

A brief guide of the roles and discussion points for each Committee of Council:

Audit & Risk Committee

- Financial Reporting
- Internal Control & Risk Management Systems
- Annual Business Plans
- Internal Audits
- External Audits

Corporate Strategy Committee

- Strategic Planning
- Budget
- Asset Management (including Capital Works, Roads, Plant)
- Policies
- Integrated Planning (eg Workforce Plan, Strategic Community Plan etc)

Economic & Community Development Committee

- Community Development (eg opportunities and initiatives as referred by government, business or community)
- Economic Development (eg business / promotion of Beverley)
- Industrial Development
- Land Use Planning
- Tourism

Cropping Committee

- Evaluate Lease rates with Department to determine if lease is viable
- Advertise Cropping Leases
- Make recommendation to Council to award leases

Works Committee

- Visit and evaluate potential machinery for tender process
- Complete annual roads inspection prior to new budget preparations
- Asset Management (including Capital Works, Roads, Plant)

STATUTORY ENVIRONMENT

Part 5, Division 2, Section 5.8, 5.9 and 5.10 of the *Local Government Act 1995*:

5.8. Establishment of committees

A local government may establish* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

* *Absolute majority required.*

5.9. Committees, types of

(1) In this section —

other person means a person who is not a council member or an employee.

(2) A committee is to comprise —

- (a) council members only; or
- (b) council members and employees; or
- (c) council members, employees and other persons; or
- (d) council members and other persons; or
- (e) employees and other persons; or
- (f) other persons only.

5.10. Committee members, appointment of

- (1) A committee is to have as its members —
 - (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
 - (b) persons who are appointed to be members of the committee under subsection (4) or (5).

* *Absolute majority required.*

- (2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.
- (3) Section 52 of the *Interpretation Act 1984* applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the council.
- (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.
- (5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —
 - (a) to be a member of the committee; or
 - (b) that a representative of the CEO be a member of the committee,the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

FINANCIAL IMPLICATIONS

Nil

CONSULTATION

Council

STRATEGIC IMPLICATIONS

Council Leadership - Support volunteers and encourage community involvement

POLICY IMPLICATIONS

EM008 – Standing Committees

RISK IMPLICATIONS

Low (4) – The risk appointing Councillors to committees is minimal.

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

Absolute Majority

OFFICER RECOMMENDATION

That Council determine and appoint Councillors to the following Committees:

Committees of Council	Elected Members
Audit and Risk Committee	
Corporate Strategy Committee	
Works Committee	
Cropping Committee	
Legislative Committees	
WALGA – Central Country Zone (CCZ) (President & Deputy President)	
Fire Control Officer's (BFAC) Meeting (President + 1 councillor)	
Local Emergency Management Committee (President + 1 councillor)	
Non-Council Committee	
Yenyening Lakes Catchment Group	
Council Working Groups	
Vincent Street Streetscape Project	
Reconciliation Action Plan Working Group Community (Councillor rep requested)	
Early Child Years Network	
Avondale Steering Committee (min. 2)	
Tourism Advisory Group	
Hotham Dale Sub Group	
Local Health Advisory Group	
Alex Miles Frail Aged Lodge Committee	
Beverley 2022 Working Group	

COUNCIL RESOLUTION

M10/1021

Moved Cr Sattler

Seconded Cr Maxwell

That the following Councillors are elected to the various Committees:

Committees of Council	Elected Members
Audit and Risk Committee	Cr Martin, Cr White, Cr Lawlor
Corporate Strategy Committee	All members
Economic and Community Development	All members
Works Committee	Cr Davis, Cr Sattler, Cr Lawlor, Cr Seed
Cropping Committee	Cr Seed, Cr White, Cr Sattler
Legislative Committees	
WALGA – Central Country Zone (CCZ) (President & Deputy President)	Cr White and Cr Lawlor Proxy: Cr Seed
Fire Control Officer’s (BFAC) Meeting (President + 1 councillor)	Cr White and Cr Maxwell
Local Emergency Management Committee (President + 1 councillor)	Cr White and Cr Lawlor
Non-Council Committee	
Yenyening Lakes Catchment Group	No Appointment as Committee has not met in two years that Council are aware of.
Council Working Groups	
Vincent Street Streetscape Project	Cr White, Cr Martin
Reconciliation Action Plan Working Group	Cr White and Cr Davis
Community (Councillor rep requested)	
Early Child Years Network	Cr Martin
Avondale Museum Committee (min. 2)	Cr Davis, Cr Maxwell, Cr Sattler
Tourism Advisory Group	Cr Maxwell
Hotham Dale Sub Group	Cr Davis and Cr White
Local Health Advisory Group	Cr Gogol and Cr Maxwell
Alex Miles Frail Aged Lodge Committee	Cr Gogol
Beverley 2022 Working Group	Cr Martin and Cr Lawlor

CARRIED BY ABSOLUT MAJORITY 8/0

12.2 Proposed Disposal of 50 Dawson Street, Beverley

Submission To:	Ordinary Council Meeting 26 October 2021
Report Date:	4 October 2021
Applicant:	Alex Emin and Daniel Henderson
File Reference:	DAW 1137
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Information Briefing July and August 2021
Disclosure(s) Of Interest:	Nil
Attachments:	Market Valuation

SUMMARY

Council to consider giving public notice of disposal of Council owned property at 50 Dawson Street, Beverley.

BACKGROUND

Alex Emin and Daniel Henderson currently rent 50 Dawson Street from Council and own and operate the neighbouring tyre business. They recently renewed their lease for another six months.

Ms Emin and Mr Henderson approached the Chief Executive Officer enquiring as to whether Council would consider selling them the property, indicating they would be willing to pay market value. The CEO undertook to get a current market valuation for the property to present a sale scenario to Council. Consequently, the CEO requested York Real Estate to provide a market appraisal for 50 Dawson Street. The appraisal is attached under separate cover.

COMMENT

50 Dawson Street has been identified in Council's Housing Strategy as an older property to be disposed to partially fund the construction of new council housing stock on vacant land.

In its current form, 50 Dawson Street does not hold much strategic value for Council. Costs associated with any potential sale are estimated to be \$5,000 in selling agent/sale contract fees and \$5,000 in settlement and other fees associated with the transaction.

Council must give public notice of the disposal, and consider all submissions prior to agreeing to dispose of the property.

STATUTORY ENVIRONMENT

Part 3, Division 3, Section 3.58 of the *Local Government Act 1995*:

3.58. Disposing of property

(1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
 - (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.
- (5) This section does not apply to —
 - (a) a disposition of an interest in land under the *Land Administration Act 1997* section 189 or 190; or
 - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
 - (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
 - (d) any other disposition that is excluded by regulations from the application of this section.

CONSULTATION

Council, Shire of Beverley Housing Strategy, Public Notice and any Submissions potentially received.

FINANCIAL IMPLICATIONS

\$230,000.00

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

Shire of Beverley Housing Policy

RISK IMPLICATIONS

Medium (9) – Procedural and reputational. It is considered that the public notification of disposal of property procedures are adequate to mitigate any risk.

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

Absolute Majority

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

M11/1021

Moved Cr Davis

Seconded Cr Martin

That Council;

- 1. gives local public notice, by way of the November 2021 edition of the Beverley Blarney, of the proposed disposal of 50 Dawson Street to Ms Alex Emin and Mr Daniel Henderson as per the requirements of section 3.58 of the *Local Government Act 1995* for the amount as indicated in the market appraisal prepared by York Real Estate with the sum to be net of any estimated fees payable; and**
- 2. invites submissions regarding the proposed disposal for 14 days following the publication of the advertisement; and**
- 3. will consider any submissions and consider approving the sale of 50 Dawson Street at the November 2021 Ordinary Council Meeting.**

CARRIED BY ABSOLUTE MAJORITY 8/0

Attachment 12.2



102 Avon Tce York WA 6302
Telephone (08) 9641 1335
Facsimile: (08)
Email: yorkfn@westnet.com.au
www.yorkfn.com.au
ABN 86151349067
Skyvalley Holdings Pty Ltd Licensee T/C 63383

1st July 2021
Shire of Beverley

Property Market Appraisal; 50 Dawson St York WA

Thank you for the opportunity to appraise your property.

Some recent comparative sales are.

- a) 1 Forrest St Beverley WA - 4 bed 2 bath hm on 1000ms block -sold \$220,000 May 2021, (your property would be considered slightly less value than this one)
- b) 94 Hunt Rd Beverley -3 bed 1 bath home on 1000m2 Block -sold \$210,000 Feb 2021(this property would be considered very similar to yours)
- c) 46 Forrest St Beverley – 3 bed 1 bath home on 1000m2 Block (this property would be considered of less value than your property)

Using the above properties as a guide and noting all properties were on the market for 12 months or more and all discounted from initial asking prices to actually sell.

I feel your property would have a current sale price range from \$200,000-\$220,000. Therefore, I would recommend an initial asking price of say **\$220,000 should you decide to sell** leaving some room for negotiation and see what happens from there.

Thank you again for the opportunity to inspect your property and should you require any assistance in this matter in please don't hesitate to contact us.

Kind regards

Mike Bawden 0403268158

Disclaimer-York Estate Agents does not expressly or implied warrant that the information is accurate or correct. Whilst we make all endeavours to provide the best appraisal the information should only be used as a guide and should not be relied upon as true and correct.

12.3 Shire Administration Opening Days Christmas/New Year Period

Submission To:	Ordinary Council Meeting 26 October 2021
Report Date:	15 October 2021
Applicant:	Administration
File Reference:	ADM 0468
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Staff member who will need to take annual leave
Attachments:	Nil

SUMMARY

Council to consider the closure of the Administration Centre from close of business Thursday 23 December 2021 until 8:30am Tuesday 4 January 2022.

BACKGROUND

For the past thirteen years, the Administration Centre has closed over a similar period and there has been no record of this action causing concern or complaint. An early decision allows for adequate advertising time to the Community and for staff to plan their holiday leave.

Administration Staff have been surveyed and again request that the Administration Centre be closed on Friday 24 December (due to a lack of custom on Christmas Eve in previous years), Wednesday 29 December, Thursday 30 December and Friday 31 December (New Year's Eve).

COMMENT

Shown below is a summary of days the Administration Centre is requested to be open and closed:

Thursday	23 rd December 2021	–	Administration Centre <u>Open</u>
Friday	24 th December 2021	–	Administration Centre Closed
Monday	27 th December 2021	–	Public Holiday (Christmas Day Holiday)
Tuesday	28 th December 2021	–	Public Holiday (Boxing Day Holiday)
Wednesday	29 th December 2021	–	Administration Centre Closed
Thursday	30 th December 2021	–	Administration Centre Closed
Friday	31 st December 2021	–	Administration Centre Closed
Monday	03 rd January 2022	–	Public Holiday (New Years Day)
Tuesday	04 th January 2022	–	Administration Centre <u>Open</u>

The closure of the Administration Centre will allow staff to have an extended period of leave in addition to the public holidays. Annual Leave of up to 4 days will be utilised by staff to compensate for the additional days off. This is same number of days as the 2019/20 and 2020/21 closures. The total number of days the office will be closed is 11.

The Works Crew will work on skeleton staff throughout this period.

STATUTORY ENVIRONMENT

N/A

CONSULTATION

Shire Staff

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

Medium (6) – Reputational. There is a possible likelihood that members of the public may be inconvenienced however the consequence is deemed minor.

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 AND COUNCIL RESOLUTION

M12/1021

Moved Cr Seed

Seconded Cr Davis

That Council endorse the closure of the Administration Centre from close of business, 4pm Thursday 23 December 2021 to the re-opening on Tuesday 4 January 2022 at 8:30am.

CARRIED 8/0

4:06pm – Cr Lawlor declared an Interest of Impartiality as he is a Golf Club Member. Cr Lawlor was not required to leave the meeting.

12.4 Annual Council and Staff Christmas Function

Submission To:	Ordinary Council Meeting 26 October 2021
Report Date:	18 October 2021
Applicant:	Administration
File Reference:	ADM 0316
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Annually
Disclosure(s) Of Interest:	Staff Member, potentially attending Christmas event and receiving gift. Secretary/Treasurer of the Beverley Golf Club.
Attachments:	Nil

SUMMARY

Council to consider hosting the annual Christmas function for Staff and Councillors and providing a Christmas gift for Staff.

BACKGROUND

It has been customary for Council to hold an annual Christmas Function for staff, Councillors and their immediate family each year. Along with the function, Councillors have given staff a gift in the form of Christmas Hampers or Vouchers.

COMMENT

If it is Council's wish to continue these traditions, a date, venue and gift will need to be chosen.

Last year Council held a 'cocktail dinner sundowner' at the Beverley Golf Club that allowed people to either sit or stand throughout the evening. The advantage of holding the function at the Golf Club was that it allowed staff to work throughout the day as they did not have to set up and they did not have to worry about cleaning up or the purchasing of food and drink. It also supports a local run volunteer sports group.

Friday 10 December 2021 at the Beverley Golf Club has been identified as a date that does not clash with other community events such as the Beverley District High School Presentation night and the Station Arts Community Christmas Concert.

Last year gift vouchers and chocolates from the IGA were purchased and gratefully received by staff. If Council still want to give a gift it is suggested doing this option again and distributing them after the Tuesday 14 December Ordinary Council meeting.

STATUTORY ENVIRONMENT

N/A

CONSULTATION

Council

FINANCIAL IMPLICATIONS

2021/22 Budget - Allocated

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

Medium (9) – Reputational. There is risk that a member of the community may be aggrieved by the use of ratepayer funding for Christmas gifts and event.

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 & COUNCIL RESOLUTION

M13/1021

Moved Cr Sattler

Seconded Cr Davis

That Council;

1. approve a Council and Staff Christmas Function and hold it on Friday 10 December 2021 at the Beverley Golf Club; and
2. approve the purchase of a determined gift for staff and it be presented after the 14 December 2021 Council Meeting.

CARRIED 8/0

12.5 2022 Ordinary Council Meeting Schedule

Submission To:	Ordinary Council Meeting 26 October 2021
Report Date:	5 October 2021
Applicant:	Administration
File Reference:	ADM 0102
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Presented annually
Disclosure(s) Of Interest:	CEO attends Council meetings
Attachments:	Nil

SUMMARY

Council to consider setting the dates and times for the 2022 Council Meetings to advertise and distribute.

BACKGROUND

Current Council policy is to hold the Ordinary Council Meeting on the fourth Tuesday of each month from February to November. Generally, there is no meeting in January and the December meeting date is held on either the second or third Tuesday to allow for the minutes to be distributed prior to the Christmas break-up.

The current timing of the Council Meeting is:

11.00am – 12noon	Visitors or Presentations (if any)
12.00pm – 1.00pm	Lunch
1.00pm – 2.50pm	Council Briefing
3.00pm – 5.00pm	Ordinary Council Meeting

As there are new Councillors, Council are welcome to discuss and amend the meeting times based on a group consensus.

Committee Meetings, if required, are usually held on the second Tuesday of the month at 9:00am. Even though they have not been monthly, Councillors should always keep these dates pencilled in their calendar.

COMMENT

The proposed dates for the 2022 Ordinary Council Meetings are:

Tuesday 22 February 2022
Tuesday 22 March 2022
Tuesday 26 April 2022
Tuesday 24 May 2022
Tuesday 28 June 2022
Tuesday 26 July 2022
Tuesday 23 August 2022
Tuesday 27 September 2022
Tuesday 25 October 2022
Tuesday 22 November 2022
Tuesday 13 December 2022

The proposed April Council meeting is preceded by the ANZAC Day public holiday on 25 April, but as the Agenda is out on Thursday 21 April, there should still be enough preparation time for Councillors. Council comment is welcome.

STATUTORY ENVIRONMENT

Section 5.3 of the *Local Government Act 1995*:

5.3. Ordinary and special council meetings

- (1) A council is to hold ordinary meetings and may hold special meetings.
- (2) Ordinary meetings are to be held not more than 3 months apart.
- (3) If a council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.

5.4. Calling council meetings

An ordinary or a special meeting of a council is to be held —

- (a) if called for by either —
 - (i) the mayor or president; or
 - (ii) at least $\frac{1}{3}$ of the councillors,
in a notice to the CEO setting out the date and purpose of the proposed meeting; or
- (b) if so decided by the council.

5.5. Convening council meetings

- (1) The CEO is to convene an ordinary meeting by giving each council member at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.
- (2) The CEO is to convene a special meeting by giving each council member notice, before the meeting, of the date, time, place and purpose of the meeting.

FINANCIAL IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

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

CONSULTATION

Council and Staff

POLICY IMPLICATIONS

EM001 – Ordinary Meetings of Council

RISK IMPLICATIONS

Low (4) – Procedural. Setting the Council Meeting dates will meet statutory requirements and mitigate any risk.

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;

1. Set the Ordinary Council Meeting dates for February 2022 – December 2022 as;

Tuesday 22 February 2022

Tuesday 22 March 2022

Tuesday 26 April 2022

Tuesday 24 May 2022

Tuesday 28 June 2022

Tuesday 26 July 2022

Tuesday 23 August 2022

Tuesday 27 September 2022

Tuesday 25 October 2022

Tuesday 22 November 2022

Tuesday 13 December 2022

2. Set the start time for the Council Breifing as __:__ am/pm, and the Ordinary Council Meeting as __:__ am/pm

COUNCIL RESOLUTION

M14/1021

Moved Cr Maxwell

Seconded Cr Davis

That Council;

- 1. Set the Ordinary Council Meeting dates for February 2022 – December 2022 as;**

Tuesday 22 February 2022

Tuesday 22 March 2022

Tuesday 26 April 2022

Tuesday 24 May 2022

Tuesday 28 June 2022

Tuesday 26 July 2022

Tuesday 23 August 2022

Tuesday 27 September 2022

Tuesday 25 October 2022

Tuesday 22 November 2022

Tuesday 13 December 2022

- 2. Set the start time for the Council Briefing as 1:00pm, and the Ordinary Council Meeting as 3:00pm**

CARRIED 8/0

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 4:09pm

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

PRESIDING MEMBER:

DATE: