



## SHIRE OF BEVERLEY NOTICE OF MEETING

Notice is hereby given that the next Ordinary Meeting of Council will be held in the Council Chambers, 136 Vincent Street Beverley, on Wednesday 22 May 2024. If attending public question time, please arrive at 2:50pm to register your attendance. There is a maximum of three questions per person.

### **Program**

3.00pm – 5.00pm                      Ordinary Meeting

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

Stephen Gollan  
Chief Executive Officer

17 May 2024

### **DISCLAIMER**

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





**22 May 2024**

**ORDINARY MEETING**

**AGENDA**



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## **1. OPENING**

The Presiding Member to declare the meeting open.

The Shire of Beverley acknowledge the Traditional Owners of the land on which we meet, the Ballardong People. We pay our respects to Elders past and present.

## **2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

### **2.1 Members**

Cr DC White	Shire President
Cr DJ Ridgway	Deputy President
Cr DL Brown	
Cr DW Davis	
Cr SW Martin	
Cr JR Maxwell	

### **2.2 Staff**

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

### **2.3 Observers And Visitors**

### **2.4 Apologies and Approved Leave of Absence**

Cr CJ Lawlor	Approved Leave of Absence
Cr AFC Sattler	Approved Leave of Absence

### **2.5 Applications for Leave of Absence**

Cr DJ Ridgway has requested leave of absence for the 24 July 2024 Ordinary Council meeting.

## **3. DECLARATIONS OF INTEREST**

## **4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

## **5. PUBLIC QUESTION TIME**

## **6. CONDOLENCES**

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

HALL

Susan

13 May 2024

## **7. CONFIRMATION OF MINUTES**

### **7.1 Minutes Of The Ordinary Council Meeting Held 24 April 2024**

#### **OFFICER'S RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held Wednesday 24 April 2024 be confirmed.

**8. TECHNICAL SERVICES**

Nil



**9. PLANNING SERVICES**

Nil

**10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES**

Nil

## **11. FINANCE**

### **11.1 Monthly Financial Report**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 22 May 2024</b>
<b>Report Date:</b>	<b>16 May 2024</b>
<b>Applicant:</b>	<b>N/A</b>
<b>File Reference:</b>	<b>N/A</b>
<b>Author and Position:</b>	<b>S.K. Marshall, Deputy Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>April 2024 Financial Reports</b>

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#### **SUMMARY**

Council to consider accepting the financial report for the period ending 30 April 2024.

#### **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 2023 Ordinary Meeting, item 11.4.

#### **COMMENT**

The monthly financial reports for the period ending 30 April 2024 have been provided and include:

- Financial Activity Statement by Nature;
- Statement of Net Current Assets;
- Statement of Financial Position; 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 2023/24 Budget.

### STRATEGIC IMPLICATIONS

- Strategic Pillar:       1. Economy  
                              2. Community  
                              3. Environment  
                              4. Civic Leadership
- Strategic Priorities:  1.3 Beverley attractions and experiences are promoted  
                              1.5 Local business growth  
                              1.6 Locals can participate in the workforce  
                              2.3 Active and healthy community  
                              3.1 Diverse recreation and leisure activities amongst our natural assets  
                              4.1 Community and customer focus  
                              4.3 Responsible planning

### 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
<b>Likelihood</b>					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

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

### VOTING REQUIREMENTS

Simple Majority

### OFFICER'S RECOMMENDATION

That the monthly financial report for the month of April 2024 be accepted and material variances be noted.

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY BY NATURE  
FOR THE PERIOD ENDING  
30 April 2024**

Description	Budget 2023/24	YTD Budget 2023/24	YTD Actual 2023/24	YTD Variance	Notes To Material Variances
<b>Operating Revenue</b>					
Rates	3,241,771.00	3,240,271.00	3,261,460.38	21,189.38	Rates Discount expense \$15,965 lower than anticipated. CBH Ex Gratia Rates \$7,206 greater than anticipated. Rates raised (\$1,976) lower than anticipated.
Operating Grants, Subsidies and Contributions	569,235.00	350,631.00	584,225.31	233,594.31	Workers compensation insurance reimbursement \$125,083 and Financial Assistance and Road Grants \$49,130 higher than anticipated. 58 John St, 5 Short St, Op Shop and Depot Crib Room ceiling repair insurance claim \$41,718 offset by repair costs. National Trust contribution to Avondale staff \$9,922 offset by Staff expenses. Library grant Encouraging Promising Practices \$4,950 additional grant funding received offset by program expenditure. MRWA Direct Grant \$2,777 greater than anticipated.
Profit On Asset Disposal	27,900.00	10,900.00	6,386.71	(4,513.29)	
Service Charges	0.00	0.00	0.00	0.00	
Fees & Charges	798,854.00	739,306.00	820,319.95	81,013.95	Rate enquiries \$8,000, 5 Wright St Rent \$5,200, Swimming Pool Season Fees \$3,544, Caravan and Cabin Fees \$24,975 and Standpipe Charges \$39,705 greater than anticipated.
Interest Earnings	166,267.00	132,850.00	173,040.57	40,190.57	Interest earned on general funds \$42,983 greater than anticipated.
Other Revenue	592,112.00	283,301.00	280,224.68	(3,076.32)	
Non-Operating Grants, Subsidies and Contributions	6,597,684.00	1,112,938.00	1,187,092.31	74,154.31	MRWA Emergency Repair Bridge Funding \$34,628 unbudgeted. GHD contribution to Vincent Street remediation \$30,000 unbudgeted. MG Group contribution to Vincent Street remediation \$9,090 unbudgeted.
<b>Total Operating Revenue</b>	<b>11,993,823.00</b>	<b>5,870,197.00</b>	<b>6,312,749.91</b>	<b>442,552.91</b>	
<b>Operating Expenditure</b>					
Employee Costs	(2,448,524.00)	(1,871,352.00)	(2,035,498.24)	(164,146.24)	Workers Compensation expense (\$148,783) greater than expected offset by insurance reimbursement. Avondale staff expenses (\$14,145) greater than expected offset by National Trust contribution.
Materials & Contracts	(2,275,089.00)	(1,438,452.00)	(1,435,642.73)	2,809.27	
Utilities	(222,075.00)	(196,033.00)	(255,845.32)	(59,812.32)	Public standpipe water expense (\$52,422) greater than anticipated offset by user charges. Harvest Ban and Emergency SMS alerts (\$5,741) unbudgeted.
Depreciation On Non-Current Assets	(2,455,402.00)	(2,046,100.00)	(2,249,694.25)	(203,594.25)	Depreciation expense higher due to 22/23 Infrastructure revaluation.
Interest Expenses	(67,594.00)	(45,895.00)	(47,957.66)	(2,062.66)	
Insurance Expenses	(286,484.00)	(286,126.00)	(286,064.79)	61.21	
Other Expenditure	(84,001.00)	(76,640.00)	(71,005.20)	5,634.80	
Loss On Asset Disposal	(6,300.00)	(5,370.00)	(5,458.41)	(88.41)	
Loss on Revaluation of Non-Current Assets	0.00	0.00	0.00	0.00	
<b>Total Operating Expenditure</b>	<b>(7,845,469.00)</b>	<b>(5,965,968.00)</b>	<b>(6,387,166.60)</b>	<b>(421,198.60)</b>	
<b>Net Operating</b>	<b>4,148,354.00</b>	<b>(95,771.00)</b>	<b>(74,416.69)</b>	<b>21,354.31</b>	

**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL ACTIVITY BY NATURE  
FOR THE PERIOD ENDING  
30 April 2024**

Description	Budget 2023/24	YTD Budget 2023/24	YTD Actual 2023/24	YTD Variance	Notes To Material Variances
<b>Capital Income</b>					
Self Supporting Loan - Principal Repayment	0.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	264,400.00	95,400.00	83,181.81	(12,218.19)	Vehicle Trade In values lower than anticipated.
New Loan Raised	1,000,000.00	0.00	0.00	0.00	
<b>Total Capital Income</b>	<b>1,264,400.00</b>	<b>95,400.00</b>	<b>83,181.81</b>	<b>(12,218.19)</b>	
<b>Capital Expenditure</b>					
Land and Buildings	(3,343,000.00)	(637,000.00)	(628,996.69)	8,003.31	
Plant and Equipment	(637,500.00)	(300,500.00)	(289,898.96)	10,601.04	Community Bus \$10,383 purchase price under budget.
Office Furniture and Equipment	(33,000.00)	(33,000.00)	(26,455.33)	6,544.67	
Road Construction	(5,382,773.00)	(2,078,282.00)	(1,957,926.71)	120,355.29	Edison Mill Rd \$42,027, Dale Kokeby Rd \$48,419, and Deep Pool Rd \$48,627 gravel sheeting jobs under budget. Vincent St remediation works (\$14,395) over budget associated with internal labour and plant costs.
Other Infrastructure	(2,041,855.00)	(349,026.00)	(347,898.57)	1,127.43	
Land Under Control	0.00	0.00	0.00	0.00	
Leases	(6,837.00)	(6,837.00)	(6,836.60)	0.40	
Loans - Principal Repayments	(117,135.00)	(117,135.00)	(117,135.16)	(0.16)	
<b>Total Capital Expenditure</b>	<b>(11,562,100.00)</b>	<b>(3,521,780.00)</b>	<b>(3,375,148.02)</b>	<b>146,631.98</b>	
<b>Net Capital</b>	<b>(10,297,700.00)</b>	<b>(3,426,380.00)</b>	<b>(3,291,966.21)</b>	<b>134,413.79</b>	
<b>Adjustments</b>					
Depreciation Written Back	2,455,402.00	2,046,100.00	2,249,694.25	203,594.25	Depreciation expense higher due to 22/23 Infrastructure revaluation.
Movement in Leave Reserve Cash Balance	0.00	0.00	5,274.91	5,274.91	
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	6,836.60	6,836.60	
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	(21,600.00)	(10,900.00)	(928.30)	9,971.70	Profit on disposal lower than anticipated.
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	
<b>Add Funding From</b>					
Transfer (To)/From Reserves	1,089,240.00	327,043.00	327,222.81	179.81	
Opening Surplus/(Deficit)	2,626,304.00	2,626,304.00	2,626,304.21	0.21	
<b>Total Adjustments</b>	<b>6,149,346.00</b>	<b>4,988,547.00</b>	<b>5,214,404.48</b>	<b>225,857.48</b>	
<b>CLOSING SURPLUS/(DEFICIT)</b>	<b>0.00</b>	<b>1,466,396.00</b>	<b>1,848,021.58</b>	<b>381,625.58</b>	

**SHIRE OF BEVERLEY  
STATEMENT OF NET CURRENT ASSETS  
FOR THE PERIOD ENDING  
30 April 2024**

Description	Actual 2022/23	YTD Actual 2023/24
<b>Current Assets</b>		
Cash at Bank	1,627,645.56	621,290.50
Cash - Unrestricted Investments	1,271,666.73	1,083,763.77
Cash - Restricted Reserves	2,280,553.31	1,953,330.50
Cash on Hand	700.00	700.00
Accounts Receivable	663,428.06	827,947.63
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	0.00	0.00
Inventory - Fuel	9,932.34	17,472.27
<b>Total Current Assets</b>	<b>5,853,926.00</b>	<b>4,504,504.67</b>
<b>Current Liabilities</b>		
Accounts Payable	(652,689.79)	(420,885.41)
Loan Liability - Current	(117,135.16)	0.00
Lease Liability - Current	(6,836.60)	0.00
Annual Leave Liability - Current	(234,280.71)	(234,280.71)
Long Service Leave Liability - Current	(197,874.12)	(197,874.12)
Doubtful Debts	0.00	0.00
<b>Total Current Liabilities</b>	<b>(1,208,816.38)</b>	<b>(853,040.24)</b>
<b>Adjustments</b>		
Less Restricted Reserves	(2,280,553.31)	(1,953,330.50)
Less Self Supporting Loan Income	0.00	0.00
Add Leave Reserves - Cash Backed	144,612.74	149,887.65
Add Loan Principal Expense	117,135.16	0.00
<b>Total Adjustments</b>	<b>(2,018,805.41)</b>	<b>(1,803,442.85)</b>
<b>NET CURRENT ASSETS</b>	<b>2,626,304.21</b>	<b>1,848,021.58</b>

**SHIRE OF BEVERLEY**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT**  
**30 April 2024**

Description	Actual 2022/23	YTD Actual 2023/24	Movement
<b>Current Assets</b>			
Cash and Cash Equivalents	5,180,565.60	3,659,084.77	(1,521,480.83)
Accounts Receivable	465,875.06	657,713.63	191,838.57
Contract Asset - Current	197,553.00	170,234.00	(27,319.00)
Prepaid Expenses	0.00	0.00	0.00
Self Supporting Loan - Current	0.00	0.00	0.00
Inventory	9,932.34	17,472.27	7,539.93
<b>Total Current Assets</b>	<b>5,853,926.00</b>	<b>4,504,504.67</b>	<b>(1,349,421.33)</b>
<b>Current Liabilities</b>			
Accounts Payable	(527,898.79)	(296,094.41)	231,804.38
Contract Liability - Current	(124,791.00)	(124,791.00)	0.00
Loan Liability - Current	(117,135.16)	0.00	117,135.16
Lease Liability - Current	(6,836.60)	0.00	6,836.60
Annual Leave Liability - Current	(234,280.71)	(234,280.71)	0.00
Long Service Leave Liability - Current	(197,874.12)	(197,874.12)	0.00
Doubtful Debts	0.00	0.00	0.00
<b>Total Current Liabilities</b>	<b>(1,208,816.38)</b>	<b>(853,040.24)</b>	<b>355,776.14</b>
<b>Non-Current Assets</b>			
Non-Current Debtors	161,234.90	161,234.90	0.00
Non-Current Investments	61,117.14	61,117.14	0.00
Land and Buildings	29,149,181.97	29,165,418.55	16,236.58
Plant and Equipment	2,369,732.12	2,351,605.17	(18,126.95)
Furniture and Equipment	98,756.30	101,029.89	2,273.59
Infrastructure	140,931,963.00	141,850,808.28	918,845.28
Self Supporting Loan - Non Current	0.00	0.00	0.00
<b>Total Non-Current Assets</b>	<b>172,771,985.43</b>	<b>173,691,213.93</b>	<b>919,228.50</b>
<b>Non-Current Liabilities</b>			
Loan Liability - Non Current	(2,001,137.54)	(2,001,137.54)	0.00
Lease Liability - Non Current	0.00	0.00	0.00
Annual Leave - Non Current	0.00	0.00	0.00
Long Service Leave Liability - Non Current	(52,492.51)	(52,492.51)	0.00
<b>Total Non Current Liabilities</b>	<b>(2,053,630.05)</b>	<b>(2,053,630.05)</b>	<b>0.00</b>
<b>Net Assets</b>	<b>175,363,465.00</b>	<b>175,289,048.31</b>	<b>(74,416.69)</b>



**SHIRE OF BEVERLEY  
STATEMENT OF FINANCIAL POSITION  
AS AT  
30 April 2024**

Description	Actual 2022/23	YTD Actual 2023/24	Movement
<b>Equity</b>			
Accumulated Surplus	(47,528,324.75)	(47,781,130.87)	(252,806.12)
Reserves - Cash Backed	(2,280,553.31)	(1,953,330.50)	327,222.81
Reserve - Revaluations	(125,554,586.94)	(125,554,586.94)	0.00
<b>Total Equity</b>	<b>(175,363,465.00)</b>	<b>(175,289,048.31)</b>	<b>74,416.69</b>

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 30 April 2024						
Account #	Account Name	Amount Invested (\$)		Term	Interest Rate	Maturation
<b>4320546</b>	<b>Reserve Funds Bendigo</b>					
	Long Service Leave	149,887.65				
	Airfield Emergency	0.00				
	Plant	207,311.38				
	Emergency Services	30,796.38				
	Building	174,908.03				
	Recreation Ground	672,320.85				
	Cropping Committee	67,845.71				
	Infrastructure	282,187.93				
	Senior Housing	240,133.02				
	Avondale Mach Museum	64,675.47				
	ITC Renewal Reserve	63,264.08	1,953,330.50	4 mnths	4.76%	24/06/2024
<b>4719893</b>	<b>Term Deposit Bendigo</b>	261,961.64		3 mnths	4.70%	8/07/2024
<b>4671053</b>	<b>Term Deposit Bendigo</b>	306,358.24		4 mnths	4.76%	24/06/2024
<b>4579678</b>	<b>Term Deposit Bendigo</b>	515,443.89		6 mnths	4.96%	27/05/2024
			1,083,763.77			
	<b>Total</b>		<b>3,037,094.27</b>			

## **11.2 Accounts Paid by Authority**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 22 May 2024</b>
<b>Report Date:</b>	<b>16 May 2024</b>
<b>Applicant:</b>	<b>N/A</b>
<b>File Reference:</b>	<b>N/A</b>
<b>Author and Position:</b>	<b>S.K. Marshall, Deputy Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>N/A</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>April 2024 List of Reports</b>

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### **SUMMARY**

Council to consider authorising the payment of accounts.

### **BACKGROUND**

The following list represents accounts paid by authority for the month of May 2024.

### **COMMENT**

Unless otherwise identified, all payments have been made in accordance with Council's 2023/24 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 2023/24 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
<b>Likelihood</b>					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

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

**VOTING REQUIREMENTS**

Simple Majority

## OFFICER'S RECOMMENDATION

That the List of Accounts as presented, be received:

### April 2024

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

##### Cheque vouchers

15 Apr 2024 1914-1914 (1) \$ 14,910.50 (authorised by DCEO S Marshall and Pres D White)  
**Total of cheque vouchers for April 2024 incl \$ 14,910.50 previously paid.**

##### EFT vouchers

04 Apr 2024 EFT 10224-10224 (1) \$ 11,280.00 (authorised by CEO S Gollan and DCEO S Marshall)  
05 Apr 2024 EFT 10225-10239 (15) \$ 63,395.50 (authorised by CEO S Gollan and Pres D White)  
05 Apr 2024 EFT 10240-10240 (1) \$ 9,300.00 (authorised by CEO S Gollan and Cr D Davis)  
12 Apr 2024 EFT 10243-10251 (9) \$ 201,998.20 (authorised by CEO S Gollan and Pres D White)  
12 Apr 2024 EFT 10252-10252 (1) \$ 103,300.00 (authorised by CEO S Gollan and Cr D Davis)  
15 Apr 2024 EFT 10253-10264 (12) \$ 138,941.60 (authorised by DCEO S Marshall and Pres D White)  
22 Apr 2024 EFT 10265-10266 (2) \$ 7,510.11 (authorised by DCEO S Marshall and Pres D White)  
26 Apr 2024 EFT 10268-10286 (19) \$ 96,788.38 (authorised by CEO S Gollan and DCEO S Marshall)  
**Total of EFT vouchers for April 2024 incl \$ 632,513.79 previously paid**

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

##### Cheque vouchers

Nil vouchers

**Total of cheque vouchers for April 2024 incl \$ 0.00 previously paid.**

##### EFT vouchers

12 Apr 2024 EFT 10241-10242 (2) \$ 400.00 (authorised by DCEO S Marshall and Pres D White)  
22 Apr 2024 EFT 10267-10267 (1) \$ 200.00 (authorised by DCEO S Marshall and Pres D White)  
**Total of EFT vouchers for April 2024 incl \$ 400.00 previously paid.**

**(3) Direct Debit Payments totalling \$ 93,641.21 previously paid.**

**(4) Credit Card Payments totalling \$ 4,489.11 previously paid.**

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2024**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1914	15-Apr-2024	Water Corporation	Water use - Balkuling Rd Standpipe: 30 Jan - 25 Mar 24	(14,910.50)	(14,910.50)
EFT Pymt	EFT 10224	04-Apr-2024	Beverley Dome Fuel and Hire (BDF)	6,000 L Diesel @ \$1.8800/L GST incl	(11,280.00)	(11,280.00)
EFT Pymt	EFT 10225	05-Apr-2024	Beverley Supermarket & Liquor (IGA)	2024-03 Mar Purchases	(554.20)	
EFT Pymt	EFT 10226	05-Apr-2024	Chronicle Rip Pty Ltd	Cemeteries: Display upgrade	(990.00)	
EFT Pymt	EFT 10227	05-Apr-2024	Combined Pest Control WA Pty Ltd	Bev Rlwy Stn: Rodent control	(279.40)	
EFT Pymt	EFT 10228	05-Apr-2024	Cr Alan Fredrick Charles Sattler	23/24 Cr Year Remuneration: Oct 2023 - Mar 2024 (1 of 2 pymts)	(2,300.00)	
EFT Pymt	EFT 10229	05-Apr-2024	Cr Christopher John Lawlor	23/24 Cr Year Remuneration: Oct 2023 - Mar 2024 (1 of 2 pymts)	(2,300.00)	
EFT Pymt	EFT 10230	05-Apr-2024	Cr Darryl Brown	23/24 Cr Year Remuneration: Oct 2023 - Mar 2024 (1 of 2 pymts)	(2,300.00)	
EFT Pymt	EFT 10231	05-Apr-2024	Cr Denise Jo Ridgway	Deputy Pres Remuneration: Oct 2023 - Mar 2024 (1 of 2 pymts)	(2,987.50)	
EFT Pymt	EFT 10232	05-Apr-2024	Cr Donald William Davis	23/24 Cr Year Remuneration: Oct 2023 - Mar 2024 (1 of 2 pymts)	(2,300.00)	
EFT Pymt	EFT 10233	05-Apr-2024	Cr John Russell Maxwell	23/24 Cr Year Remuneration: Oct 2023 - Mar 2024 (1 of 2 pymts)	(2,300.00)	
EFT Pymt	EFT 10234	05-Apr-2024	Cr Susan Wendy Martin	23/24 Cr Year Remuneration: Oct 2023 - Mar 2024 (1 of 2 pymts)	(2,300.00)	
EFT Pymt	EFT 10235	05-Apr-2024	Guildford Garden Machinery	Sundry Plant (PSP99): Hedge trimmer repairs	(258.60)	
EFT Pymt	EFT 10236	05-Apr-2024	McPest Pest Control	Various bridges: Termite treatment	(5,126.00)	
EFT Pymt	EFT 10237	05-Apr-2024	Michael Wilson	2024-04 Apr (Ed 474) Blarney: Printing & delivery	(250.00)	
EFT Pymt	EFT 10238	05-Apr-2024	Mundaring Little Loads	LBN2303 - 59 Smith St Retaining Wall: Supplies	(4,646.00)	
EFT Pymt	EFT 10239	05-Apr-2024	WA Treasury Corporation	Loan 120 (Cornerstone Building): Deb 12 of 30 Repayment - Apr 2024	(34,503.80)	(63,395.50)
EFT Pymt	EFT 10240	05-Apr-2024	Cr David Charles White	Pres Remuneration: Oct 2023 - Mar 2024 (1 of 2 pymts)	(9,300.00)	(9,300.00)
EFT Pymt	EFT 10243	12-Apr-2024	Australia Post	2024-03 Mar Postage	(130.49)	
EFT Pymt	EFT 10244	12-Apr-2024	BOC Limited	2024-02 Mar Cylinder Rental: Medical oxygen C size	(6.92)	
EFT Pymt	EFT 10245	12-Apr-2024	Beverley Tyre Service - BTS	2024-03 Mar Tyre Purchases	(1,600.00)	
EFT Pymt	EFT 10246	12-Apr-2024	Carpentry Link (Brendon Hall)	Relief Maintenance: 18 Mar - 09 Apr 2024 (80 hrs)	(4,000.00)	
EFT Pymt	EFT 10247	12-Apr-2024	HC Construction Services Pty Ltd	LBS2401 - Civic Centre Upgrade: Progress pymt 3	(194,042.24)	
EFT Pymt	EFT 10248	12-Apr-2024	Resonline Pty Ltd	2024-03 Mar Room Manager Online Booking System Subscription	(242.00)	
EFT Pymt	EFT 10249	12-Apr-2024	Seek Limited	Online Employment Advertising: Payroll Officer; Projects Officer	(1,510.85)	
EFT Pymt	EFT 10250	12-Apr-2024	Staff - Deborah Katharine Kitai	Reimbursement: Police Clearance Certificate	(58.70)	
EFT Pymt	EFT 10251	12-Apr-2024	Vanguard Print	Area promotion: Bev art trails brochures x 1000	(407.00)	(201,998.20)
EFT Pymt	EFT 10252	12-Apr-2024	Dawsons Concrete and Reinforcing	BC2201- Bridge on Kokeby East Road: Final payment	(103,300.00)	(103,300.00)
EFT Pymt	EFT 10253	15-Apr-2024	BSL - DMIRS Dept Mines, Industry Regs & Safety	2024-03 Mar 24 Collections x 7 (Lics 23/24: 31, 32, 33, 34, 35, 36, 37)	(1,280.02)	
EFT Pymt	EFT 10254	15-Apr-2024	Beverley Community Resource Centre - Bev	CRC Jan - Mar 2024 Quarterly Management fees	(15,138.32)	
EFT Pymt	EFT 10255	15-Apr-2024	Beverley Dome Fuel and Hire (BDF)	4,003 L Diesel @ \$1.8935/L GST incl	(7,579.68)	

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2024**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 10256	15-Apr-2024	Beverley Post News and Gifts (BPNG)	2024-03 Mar Newspaper Subscription & Stationery Purchases	(54.00)	
EFT Pymt	EFT 10257	15-Apr-2024	CTF - Construction Training Fund (BCITF)	2024-03 Mar 24 Collections x 1 (Lics 23/24: 35)	(1,414.19)	
EFT Pymt	EFT 10258	15-Apr-2024	Focus Networks	DCEO - Replacement docking station for laptop	(510.40)	
EFT Pymt	EFT 10259	15-Apr-2024	ITR WA	BE001 (PGRD06): Parts	(286.00)	
EFT Pymt	EFT 10260	15-Apr-2024	Kleen West Distributors	Various Buildings: Cleaning Products	(2,508.39)	
EFT Pymt	EFT 10261	15-Apr-2024	Shacks Holden	BE015 (PUTE02): Parts	(1,189.94)	
EFT Pymt	EFT 10262	15-Apr-2024	Stabilisation Technology Pty Ltd	SIP2101 - Vincent St Project: Bitumen repairs	(108,130.00)	
EFT Pymt	EFT 10263	15-Apr-2024	Team Global Express Pty Ltd (nee Toll Ipec)	Freight Charges: 09 - 22 Feb 2024	(223.66)	
EFT Pymt	EFT 10264	15-Apr-2024	WA Contract Ranger Services Pty Ltd	Ranger Services: 25 Mar, 2 Apr 2024	(627.00)	(138,941.60)
EFT Pymt	EFT 10265	22-Apr-2024	Kleen West Distributors	Onsite Cabins: Supplies	(128.25)	
EFT Pymt	EFT 10266	22-Apr-2024	Synergy	Street Lights: 25 Feb - 24 Mar 24	(7,381.86)	(7,510.11)
EFT Pymt	EFT 10268	26-Apr-2024	AITs Specialists Pty Ltd	2024-03 Mar Fuel Tax Credits	(356.84)	
EFT Pymt	EFT 10269	26-Apr-2024	Afgri Equipment Australia Pty Ltd	BE001 (PGRD06): 2,000 hr service	(4,381.67)	
EFT Pymt	EFT 10270	26-Apr-2024	Beverley Community Resource Centre - Bev CRC	Donation: 2024 Triathlon, 23 Mar 2024	(2,750.00)	
EFT Pymt	EFT 10271	26-Apr-2024	Beverley Dome Fuel and Hire (BDF)	4,998 L Diesel @ \$1.8836/L GST incl	(9,414.23)	
EFT Pymt	EFT 10272	26-Apr-2024	Bunnings Building Supplies P/L	Various: Hardware supplies	(801.69)	
EFT Pymt	EFT 10273	26-Apr-2024	Carpentry Link (Brendon Hall)	Relief Maintenance: 10 Apr - 23 Apr 2024 (72 hrs)	(3,600.00)	
EFT Pymt	EFT 10274	26-Apr-2024	Country Copiers Northam (DA Gardner & P Gardr	DX 8795 Copier Charges: 05 Mar - 02 Apr 2024	(399.55)	
EFT Pymt	EFT 10275	26-Apr-2024	Department of Planning Lands and Heritage	23/24 Lease M252204: Res Avon 28804, Kokeby East Rd: Apr 2024	(389.57)	
EFT Pymt	EFT 10276	26-Apr-2024	Focus Networks	2024-04 Apr Managed Proactive Services	(2,558.60)	
EFT Pymt	EFT 10277	26-Apr-2024	Jackson Asphalt - Inception WA Pty Ltd	RRG2401 - Mawson Rd: Road sealing	(55,756.25)	
EFT Pymt	EFT 10278	26-Apr-2024	Landgate	Valuation Fees (Rural UV Interim Shd): R2024/02: 03 Feb - 01 Mar 2024	(135.10)	
EFT Pymt	EFT 10279	26-Apr-2024	Node One Pty Ltd	2024-05 May NBN Fixed wireless Business FW Plus 75/10 mbps unlimited (5 shares)	(89.00)	
EFT Pymt	EFT 10280	26-Apr-2024	Services Australia (Child Support - D J Kent)	Payroll deductions	(906.72)	
EFT Pymt	EFT 10281	26-Apr-2024	Staff - Jacinta Murray	Reimbursement: Parking fees for Tourism Roadshow, Fremantle, 18 Apr 2024	(13.50)	
EFT Pymt	EFT 10282	26-Apr-2024	Staff - Stefan de Beer	Reimbursements: Mar - Apr 2024 Landline & Internet costs	(68.25)	
EFT Pymt	EFT 10283	26-Apr-2024	Twinkarri - Intellife Group Ltd	Rural Roads: Tree lopping 25 - 28 Mar 2024	(13,282.50)	
EFT Pymt	EFT 10284	26-Apr-2024	Western Australian Local Government Associatio	Training: Introduction to Loc Gov (eLearning) - Project Officer A Ellis	(242.00)	
EFT Pymt	EFT 10285	26-Apr-2024	York Laundromat	26 Mar 2024 Onsite Cabins Laundry fees	(1,521.96)	
EFT Pymt	EFT 10286	26-Apr-2024	Zircodata Pty Ltd	2024-03 Mar: Storage of Archives 155 x A1 Storage Boxes	(120.95)	(96,788.38)
Direct Debit	DD 4537.1	09-Apr-2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,102.89)	

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2024**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 4537.2	09-Apr-2024	National Mutual Retirement Fund	Superannuation contributions	(184.88)	
Direct Debit	DD 4537.3	09-Apr-2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(576.15)	
Direct Debit	DD 4537.4	09-Apr-2024	Australian Super	Superannuation contributions	(1,645.10)	
Direct Debit	DD 4537.5	09-Apr-2024	Aware Super Pty Ltd	Superannuation contributions	(7,063.36)	
Direct Debit	DD 4537.6	09-Apr-2024	Australian Retirement Trust (Super fund)	Superannuation contributions	(497.06)	
Direct Debit	DD 4537.7	09-Apr-2024	MLC MasterKey Personal Super	Superannuation contributions	(115.36)	
Direct Debit	DD 4537.8	09-Apr-2024	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(317.51)	
Direct Debit	DD 4537.9	09-Apr-2024	AMP Lifetime Super	Superannuation contributions	(196.18)	
Direct Debit	DD 4537.10	09-Apr-2024	UniSuper	Superannuation contributions	(265.05)	
Direct Debit	DD 4537.11	09-Apr-2024	Prime Super P/L	Superannuation contributions	(297.79)	<b>(12,261.33)</b>
Direct Debit	DD 4560.1	23-Apr-2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,102.89)	
Direct Debit	DD 4560.2	23-Apr-2024	National Mutual Retirement Fund	Superannuation contributions	(181.60)	
Direct Debit	DD 4560.3	23-Apr-2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(540.24)	
Direct Debit	DD 4560.4	23-Apr-2024	Australian Super	Superannuation contributions	(3,140.89)	
Direct Debit	DD 4560.5	23-Apr-2024	Aware Super Pty Ltd	Superannuation contributions	(7,080.09)	
Direct Debit	DD 4560.6	23-Apr-2024	Australian Retirement Trust (Super fund)	Superannuation contributions	(645.45)	
Direct Debit	DD 4560.7	23-Apr-2024	MLC MasterKey Personal Super	Superannuation contributions	(188.35)	
Direct Debit	DD 4560.8	23-Apr-2024	Colonial First State Super (Gibson Daniel)	Superannuation contributions	(317.51)	
Direct Debit	DD 4560.9	23-Apr-2024	AMP Lifetime Super	Superannuation contributions	(205.75)	
Direct Debit	DD 4560.10	23-Apr-2024	UniSuper	Superannuation contributions	(263.20)	
Direct Debit	DD 4560.11	23-Apr-2024	Prime Super P/L	Superannuation contributions	(292.01)	<b>(13,957.98)</b>
Direct Debit	104	03-Apr-2024	7 - CBA MERCHANT FEE	CBA MERCHANT FEE	(411.77)	
Direct Debit	104	03-Apr-2024	7 - CBA MERCHANT FEE	CBA MERCHANT FEE	(22.70)	<b>(434.47)</b>
Direct Debit	104	09-Apr-2024	8 - ANZ TRANSACTIVE	ANZ TRANSACTIVE	(77.00)	<b>(77.00)</b>
Direct Debit	104	09-Apr-2024	12 - ANZ - BPAY	ANZ - BPAY	(77.00)	<b>(77.00)</b>
Direct Debit	104	09-Apr-2024	12 - ANZ - BPAY	ANZ - BPAY	(94.05)	<b>(94.05)</b>
Direct Debit	104	17-Apr-2024	1 - BANK CHARGES	BANK CHARGES ACCOUNT SERVICING FEE	(22.00)	<b>(22.00)</b>
Direct Debit	104	02-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(1,200.30)	
Direct Debit	104	10-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(6,668.35)	
Direct Debit	104	11-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(2,482.25)	
Direct Debit	104	12-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(3,536.55)	



SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2024**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	104	15-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(999.45)	
Direct Debit	104	16-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(840.55)	
Direct Debit	104	17-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(1,189.40)	
Direct Debit	104	19-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(4,467.10)	
Direct Debit	104	22-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(4,842.55)	
Direct Debit	104	23-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(5,837.75)	
Direct Debit	104	03-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(2,170.65)	
Direct Debit	104	24-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(4,934.20)	
Direct Debit	104	26-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(2,960.70)	
Direct Debit	104	29-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(7,438.75)	
Direct Debit	104	04-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(2,133.30)	
Direct Debit	104	05-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(1,275.80)	
Direct Debit	104	08-Apr-2024	3 - PAYMENTS FOR DOT	PAYMENTS FOR DOT	(13,739.75)	(66,717.40)
Direct Debit	104	16-Apr-2024	14 - REJECTED TRANSACTION - CORNERSTO	REJECTED TRANSACTION - CORNERSTONE	(230.75)	
Direct Debit	104	16-Apr-2024	14 - REJECTED TRANSACTION - CORNERSTO	REJECTED TRANSACTION - CORNERSTONE	230.75	
Direct Debit	104	16-Apr-2024	13 - REJECTED TRANSACTION - MEDICAL PR/	REJECTED TRANSACTION - MEDICAL PRAC	(225.50)	
Direct Debit	104	16-Apr-2024	13 - REJECTED TRANSACTION - MEDICAL PR/	REJECTED TRANSACTION - MEDICAL PRAC	225.50	
Direct Debit	104	16-Apr-2024	15 - REJECTED TRANSACTION - RAILWAY ST/	REJECTED TRANSACTION - RAILWAY STATION	(163.91)	
Direct Debit	104	16-Apr-2024	15 - REJECTED TRANSACTION - RAILWAY ST/	REJECTED TRANSACTION - RAILWAY STATION	163.91	0.00
Direct Debit	EFT 10303	26-Apr-2024	Credit Card - Shire of Beverley	MOW - Hare and Forbes: Depot - various tools	(4,489.11)	(4,489.11)
<b>PAYMENTS RAISED IN CURRENT MONTH</b>					<b>(745,554.63)</b>	<b>(745,554.63)</b>

**WAGES & SALARIES**

EFT Pymt	10-Apr-2024	Wages & Salaries	FE - 09 April 2024	(64,706.18)		
EFT Pymt	24-Apr-2024	Wages & Salaries	FE - 23 April 2024	(73,788.65)		
<b>WAGES &amp; SALARIES</b>					<b>(138,494.83)</b>	<b>(138,494.83)</b>

**UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT**

<b>UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT</b>					<b>0.00</b>	<b>0.00</b>
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SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2024**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>						
					<b>0.00</b>	<b>0.00</b>
<b>OTHER AMENDMENTS/GENERAL JOURNALS</b>						
					<b>0.00</b>	<b>0.00</b>
<b>INVESTMENTS</b>						
					<b>(884,049.46)</b>	<b>(884,049.46)</b>
<b>TOTAL EXPENDITURE for MUNICIPAL ACCOUNT</b>						
<b>CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT</b>						
<b>CEO - STEPHEN GOLLAN</b>						
Credit card	PFJCFJBVRVTLV7R	28-Feb-2024	Fastspring.com.au	Annual website subscription for events calendar	86.44	
Credit card	#0010406440426	04-Mar-2024	Atlas Fuel Ascot	BE1 (PSDN17) - 63.96 L @ \$1.739/L GST incl	111.23	
Credit card	215505	10-Mar-2024	United Anketell	BE1 (PSDN17) - 64.28 L @ \$1.759/L GST incl	113.07	
Credit card	INV0079683	11-Mar-2024	Perth Scientific	Eutech Pocket Pctestr35 (Salinity tester)	544.50	
Credit card	#0040407440448	14-Mar-2024	Atlas Fuel Sawyers Valley	BE1 (PSDN17) - 51.79 L @ \$1.789/L GST incl	92.65	
Credit card	JNDACTLS	14-Mar-2024	Dpt Loc Gov Sport & Culture	2024 WA Trails Forum - 19 Apr 2024: Attendee J Murray	35.00	
Credit card	REC 00645142	21-Mar-2024	X Convenience Erskine	BE1 (PSDN17) - 57.65 L @ \$1.693/L GST incl	97.60	<b>1,080.49</b>
<b>DCEO - SIMON MARSHALL (AVONDALE MACHINERY SHED)</b>						
Credit card	#093-72748-2440-20	08-Mar-2024	Bunnings	Supplies: Pops downpipe zinc 100mm	8.51	
Credit card	0025515/MAR24	15-Mar-2024	Bev Dome & Fuel	ULP: 34.59L @ \$1.975/L	68.32	<b>76.83</b>
<b>MOW - STEPHEN VINCENT</b>						
Credit card	INV-01269	07-Mar-2024	AAQ Aust	Minor plant purchase: 70L oil drainer	249.00	
Credit card	2900905	14-Mar-2024	Hare & Forbes	Various tools	1,430.50	
Credit card	5321	21-Mar-2024	Bev Dome Fuel	400 L ULP @ \$1.975/L inc (discount of \$20.99)	769.00	
Credit card	478577	25-Mar-2024	The Little Chef Lunch Bar	Refreshments for plant purchase meet at Kewdale, 25 Mar 2024	85.30	
Credit card	62195	26-Mar-2024	Sprayline	SCD01 - Town Dam: Parts	98.92	
Credit card	4980101248	26-Mar-2024	Repco	BE015 (PUTE02): Parts	699.07	<b>3,331.79</b>
						<b>4,489.11</b>
<b>March 2024 transactions presented on 26 April 2024 (EFT 10303), Shire of Beverley Municipal Bank account</b>						

**TRUST ACCOUNT DETAILS**

SHIRE OF BEVERLEY

**CHEQUE DETAIL - Municipal and Trust Accounts - MARCH 2024**

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
<b>PAYMENTS RAISED IN CURRENT MONTH</b>						
EFT Pymt	EFT 10241	12-Apr-2024	Chantelle Marie Meade	Refund of Cleaning Bond - Rec Centre Hire, Booking: Easter Tennis Tournament (Rec	(200.00)	
EFT Pymt	EFT 10242	12-Apr-2024	Jillian Dewar	Refund of Key Bond - Rec Centre Hire, Booking: 11 Apr 2024 - Funeral (Rec 40977)	(200.00)	(400.00)
EFT pymt	EFT 10267	22-Apr-2024	SLR Consulting Australia Pty Ltd	Refund of Bonds - Rec Centre Hire, Booking: 16 Apr 2024 (Rec 40886) Bradley O'Reilly	(200.00)	(200.00)
<b>PAYMENTS RAISED IN CURRENT MONTH</b>					<b>(600.00)</b>	<b>(600.00)</b>
<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>						
<b>PAYMENTS UNPRESENTED IN CURRENT BANK #</b>					<b>0.00</b>	<b>0.00</b>
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>						
<b>PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS</b>					<b>0.00</b>	<b>0.00</b>
<b>OTHER AMENDMENTS / GENERAL JOURNALS</b>						
<b>OTHER AMENDMENTS / GENERAL JOURNALS</b>					<b>0.00</b>	<b>0.00</b>
<b>TOTAL EXPENDITURE for TRUST ACCOUNT</b>						<b>(600.00)</b>
<b>TOTAL EXPENDITURE as reconciled to the APRIL 2024 BANK STATEMENTS</b>						
					Municipal Account Expenditure	<b>(884,049.46)</b>
					Trust Account Expenditure	<b>(600.00)</b>
<b>TOTAL EXPENDITURE for APRIL 2024</b>						<b>(884,649.46)</b>

### **11.3 Beverley Library Funding – Paint the Town REaD Program**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 22 May 2024</b>
<b>Report Date:</b>	<b>16 May 2024</b>
<b>Applicant:</b>	<b>Beverley Community Resource Centre</b>
<b>File Reference:</b>	<b>ADM 0007</b>
<b>Author and Position:</b>	<b>Stephen Gollan, Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>No</b>
<b>Disclosure(s) Of Interest:</b>	<b>No</b>
<b>Attachments:</b>	<b>PTTR Brochure</b>

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#### **SUMMARY**

Council to consider authorising unbudgeted expenditure to set up a reading program Paint the Town Read (PTTR) called 'Paint Beverley REaD' at the Beverley Library. The program will be run by the Beverley Community Resource Centre (CRC).

#### **BACKGROUND**

There are more than 90 active PTTR communities across Australia and they look a bit different in each town depending on needs of the community.

Each town has an 'egg' discovered that is read to and it then 'grows' and 'hatches' into the town's reading mascot. All towns go through this process and have an annual 'reading day' to celebrate reading. Reading book boxes can be made available where families can read at local businesses, cafes and other services.

#### **COMMENT**

The set up of the program is \$1,000.00 which will cover the purchase of the Starter Kit, Puppet and Reading Book Boxes. The Beverley CRC and Early Years Network have indicated they will cover the costs for design, printing, hospitalities and administration.

The PTTR brochure is attached for Council's reference.

#### **STATUTORY ENVIRONMENT**

The *Local Government Act 1995* allows the following in regards to unbudgeted expenditure:

6.8. Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
  - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
  - (b) is authorised in advance by resolution\*; or
  - (c) is authorised in advance by the mayor or president in an emergency.

\* Absolute majority required.

- (1a) In subsection (1) — additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.
- (2) Where expenditure has been incurred by a local government —
  - (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and

(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

**CONSULTATION**

Beverley Early Years Network  
Council

**FINANCIAL IMPLICATIONS**

\$1,000.00 2023/24 unbudgeted expenditure

**STRATEGIC IMPLICATIONS**

Strategic Pillar: 2. Community  
4. Civic Leadership  
Strategic Priorities: 2.3 Active and Healthy Community  
4.1 Community and customer focus  
4.3 Responsible planning

**POLICY IMPLICATIONS**

N/A

**RISK IMPLICATIONS**

Low (4) - There is a minimal risk to Council or the Community to run the PTTR program.

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**

That Council, noting the unbudgeted expenditure of \$1,000.00, approve the implementation of the Paint the Town Read program by the Beverley Community Resource Centre.

# Let's make sure all kids get the best start in life

*'Seeing my child fully engaged and loving school in her first year has been priceless!'*

So said a young Aboriginal mother who read to her daughter from birth, having been inspired by Paint the Town Read. Lacking such a start in her own life, she had struggled miserably at school.

More than one Australian child in every five arrives at school without the skills necessary to make the most of early education. In some communities the figure is much higher.

Research shows that no matter how good the subsequent teaching, these children can fall further and further behind. They may struggle with literacy, employment, health and happiness for the rest of their lives.

Paint the Town REaD motivates whole communities to read, talk, sing and draw with children from birth, so that they will be ready for reading and writing at school.

Our goal is a community culture that values and celebrates literacy, starting with this generation but aiming for long term inter-generational change.

Paint the Town Read teams are now running or forming in over a hundred places in all six states, from remote Aboriginal to multicultural urban settings.

Want to help change your community for the better? It's simple and fun.

Contact us via [www.paintthetownread.info](http://www.paintthetownread.info) and we'll help get you started.





## PTTR makes a collective impact

Here are the main ingredients for Paint the Town REAd's community wide impact.

**Common Agenda** 'Read, talk, sing, and draw with your child from birth so that they will be ready for reading and writing at school' directs all planning, activities and evaluation.

**Shared Measurement System** We use a results based evaluation framework to inform us about our successes and challenges. For example, where Paint the Town Read has had a strong presence over five years, there has been a significant increase in 'starting school' AEDC literacy rates. Such increases are not usually expected until ten years into community programs.

**Mutually Reinforcing Activities** PTTR communities think smarter about how to include early literacy in all aspects of life and work, building on the strengths of individuals, organisations and the communities themselves. Examples: the local PTTR mascot visiting reading events at libraries, playgroups and early childhood services; reading tents at markets; 'Have you read with your child?' coasters in pubs; book swap boxes in police stations, banks and Aboriginal elders' homes. This spreads and reinforces the reading message.

**Continuous Communication** This occurs between partners across PTTR communities, to maintain and develop the web of relationships and activities. Such relationships then build stronger community capacity for other activities.

**Backbone Support Organisation** Paint the Town REAd Ltd, a national charity, coordinates the communication, evaluation, resource development and training infrastructure for local groups – from inception to ongoing sustainability.

Paint Auburn Read Reading Day 2012



## **12. ADMINISTRATION**

### **12.1 Privacy Policy for the Vincent Street Heritage App**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 22 May 2024</b>
<b>Report Date:</b>	<b>16 May 2024</b>
<b>Applicant:</b>	<b>Shire of Beverley</b>
<b>File Reference:</b>	<b>ADM 0468</b>
<b>Author and Position:</b>	<b>Stephen Gollan, Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>No</b>
<b>Disclosure(s) Of Interest:</b>	<b>None</b>
<b>Attachments:</b>	<b>Draft Privacy Policy</b>

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#### **SUMMARY**

Google Play Services Terms and Conditions requires that the App Developer (Shire of Beverley) publish a Privacy Policy for the Vincent Street Heritage App. The Draft Privacy Policy is presented to Council for formal adoption.

#### **BACKGROUND**

The Vincent Street Heritage App is published through the Google Play Services portal which has terms and conditions.

The Shire (being the App Developer) was notified that there is a requirement to publish a Privacy Policy to disclose how personal app user information is being dealt with. This is required before the App can be re-published on the Play Store.

#### **COMMENT**

Continued publication of the App on the Google Play Store platform is necessary to promote tourism in the Shire.

The draft policy is provided for Council's consideration.

#### **STATUTORY ENVIRONMENT**

Google Terms and Conditions.

#### **FINANCIAL IMPLICATIONS**

The republication of the App will cost approx. \$3,000.

#### **STRATEGIC IMPLICATIONS**

Strategic Pillar:      1. Economy  
                                 2. Community  
Strategic Priorities: 1.3 Beverley attractions and experiences are promoted  
                                 2.3 Active and healthy community

#### **POLICY IMPLICATIONS**

A new Policy will be adopted.



## 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 adopt the Privacy Policy for the Vincent Street Heritage App and delegate to Chief Executive Officer authority to make minor changes to the Policy as required to comply with Terms and Conditions by Google Play.

Attachment 12.1

## 2.10 Privacy Policy for the Vincent Street Heritage App

<b>Policy Type:</b>	Administration	<b>Policy No:</b>	<b>A010</b>
<b>Date Adopted:</b>		<b>Date Last Reviewed:</b>	

<b>Legal (Parent):</b>
1.

<b>Legal (Subsidiary):</b>
1.

ADOPTED POLICY	
<b>Title:</b>	<b>PRIVACY POLICY FOR THE VINCENT STREET HERITAGE APP</b>
<b>Objective:</b>	<b>To provide a privacy policy for the use of the Heritage App on Vincent Street that includes how information is dealt with.</b>

### Policy

#### Privacy Policy for the Vincent Street Heritage App

The Vincent Street Heritage App ("we," "our," or "us") respects your privacy and is committed to protecting it through our compliance with this Privacy Policy. This Privacy Policy describes how information is dealt with when you use the Vincent Street Heritage App (the "App") and our practices for collecting, using, maintaining, protecting, and disclosing that information.

We do not collect any personal information when you use the App. We do not collect any information (including your IP address, device type, operating system, and browsing activity) about your device and usage patterns when you use the App.

We do not disclose information to third-party service providers.

#### **Data Security:**

We have implemented measures designed to secure information from accidental loss and from unauthorised access, use, alteration, and disclosure. However, the transmission of information via the internet is not completely secure, and we cannot guarantee the security of information transmitted through the App.

#### **Changes to Our Privacy Policy:**

We reserve the right to update or change our Privacy Policy at any time. If we make material changes to this Privacy Policy, we will provide notification by posting the revised policy on the Shire of Beverley Website or by other means prior to the change becoming effective.

#### **Contact Information:**

If you have any questions or concerns about our Privacy Policy please contact us at [admin@beverley.wa.gov.au](mailto:admin@beverley.wa.gov.au)

By using the App, you signify your acceptance of this Privacy Policy. If you do not agree to this Privacy Policy, please do not use the App.

## **12.2 Common Seal**

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<b>Submission To:</b>	<b>Ordinary Council Meeting 22 May 2024</b>
<b>Report Date:</b>	<b>16 May 2024</b>
<b>Applicant:</b>	<b>Administration</b>
<b>File Reference:</b>	<b>ADM 0265</b>
<b>Author and Position:</b>	<b>Stephen Gollan, Chief Executive Officer</b>
<b>Previously Before Council:</b>	<b>Reported as occurs.</b>
<b>Disclosure(s) Of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>

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### **SUMMARY**

Council to endorse the use of the Common Seal.

### **BACKGROUND**

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

### **COMMENT**

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

1. Licence Agreement, Lease of Office Three, Cornerstone Community Centre between Shire of Beverley and WALGA Roadwise; and
2. Lease of Exhibition Shed, Beverley Recreation Ground, between Shire of Beverley and Active Farmers.

### **STATUTORY ENVIRONMENT**

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

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

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

## CONSULTATION

Not required

## FINANCIAL IMPLICATIONS

Nil

## STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership  
Strategic Priorities: 4.1 Community and customer focus  
4.2 Continuous organisational improvement

## POLICY IMPLICATIONS

Delegation EO-D010

## RISK IMPLICATIONS

Low (1) – this report mitigates the risk of non-compliance.

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

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

## VOTING REQUIREMENTS

Simple Majority

## OFFICER'S RECOMMENDATION

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

- Licence Agreement, Lease of Office Three, Cornerstone Community Centre between Shire of Beverley and WALGA Roadwise; and
- Lease of Exhibition Shed, Beverley Recreation Ground, between Shire of Beverley and Active Farmers.

**13. ELECTED MEMBERS' MOTIONS WHERE NOTICE HAS BEEN GIVEN**

Nil.

**14. NEW BUSINESS ARISING BY ORDER OF THE MEETING**

New Business of an urgent matter only arising by order of the meeting.

**15. CLOSURE**

The Chairman to declare the meeting closed.