



26 June 2024

ORDINARY MEETING

MINUTES

Unconfirmed

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Unconfirmed

1. OPENING

The Presiding Member declared the meeting open at 3:04pm

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 in Attendance

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

2.2 Staff in Attendance

Mr SP Gollan Chief Executive Officer (until 3:50pm)
Mr SK Marshall Deputy Chief Executive Officer
Mr BS de Beer Manager of Planning and Development Services (until 3:19pm)
Mrs A Lewis Executive Assistant

2.3 Observers and Visitors

Isobel Observer (until 3:50pm)
C Sofoulis Public Question Time (until 3:09pm)

2.4 Apologies and Approved Leave of Absence

Nil

2.5 Applications for Leave of Absence

Cr Lawlor requested leave of absence for the 28 August 2024 Ordinary Council meeting.

M1/0624

Moved Cr Sattler

Seconded Cr Davis

That Council approve leave of absence to Cr Ridgway for the 28 August 2024 Ordinary Council Meeting.

CARRIED 8/0

*For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil*

3. DECLARATIONS OF INTEREST

Councillors to declare any financial, impartial or proximity interests.
Nil.

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

5. PUBLIC QUESTION TIME

There were 2 members of the community in the public gallery.
Summary of public question time:

5.1 Catherine Sofoulis

Question 1: If removal of weeds from the garden beds occurs through hand or by spraying on a fortnightly basis, why are Cr Dee Ridgway and myself needing to weed outside the Visitors Centre and the East End Gallery?

Response by CEO: You shouldn't have to do that, and I will take it up with the Gardening Leading Hand.

Question 2: Would Council please install two reflective mirrors at the dog leg of Anzac Lane between Richard Jas's Workshop and 6 Anzac Lane?

Response by CEO: Yes, we can place an allocation in the 2024/25 budget.

Question by Cr Lawlor to Catherine Sofoulis: What is the need?

Response by Catherine Sofoulis: The road is being used by cars, trucks, buses, gophers and pedestrians. People treat the beautiful bitumen road like a racetrack. There are often times the fuel truck meets another truck and someone has to reverse up. Our house has been hit by a tourist bus reversing.

Question 3: Of the 3000 copies of the Visitors guide, what is the record of how many booklets go where and could the East End Gallery please be included in the regular entities who receive the booklets, rather than having to beg at the Shire?

Response by CEO: I am unable to give that information at this time so the Question will be Taken On Notice and a response provided to you within 10 working days of the meeting.

3:09pm – Catherine Sofoulis left the meeting and did not return.

6. CONDOLENCES

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

PRIEST	Maurice Anthony	31 May 2024
SZCZECINSKI	Vincent Albert	9 June 2024

Mr Vin Szczecinski was a Shire of Beverley Councillor from 1993 to 2007.

7. CONFIRMATION OF MINUTES

7.1 Minutes of The Ordinary Council Meeting Held 22 May 2024

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M2/0624

Moved Cr Martin

Seconded Cr Maxwell

That the Minutes of the Ordinary Council Meeting held Tuesday 22 May 2024 be confirmed.

CARRIED 8/0

*For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil*

Unconfirmed

8. TECHNICAL SERVICES

8.1 RFT 03/2324 AGRN 1061 EPA Reinstatement Project

Submission To:	Ordinary Council Meeting 26 June 2024
Report Date:	20 June 2024
Applicant:	Shire of Beverley
File Reference:	ADM 0331
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	No
Disclosure(s) Of Interest:	Nil
Attachments:	Tender Evaluation Report (Contact Shire)

SUMMARY

Council to consider awarding a tender for RFT 03/2324 AGRN 1061 EPA Reinstatement Project.

BACKGROUND

Between 25 and 26 March 2023 the Shire of Beverley received severe rainfall from an intense storm resulting in significant flooding and culvert damage. The damage was widespread throughout the Shire. The damage consisted of: road carriageway and road shoulder scours; areas where unsealed gravel road pavements have been washed away; destroyed or block culverts; total destruction of culvert headwalls; bridge props washed away; and silting of table and cut-off drains.

The Manager of Works documented 130 areas of damage and estimated the damage to be approximately \$3-4 million. The Shire made application through DFES to declare the event a disaster and make emergency funding available. On 28 April 2023, the event was proclaimed an eligible disaster under Disaster Recovery Funding Arrangements, Western Australia (DRFAWA).

On 27 June 2023, Council approved the appointment of HC Construction Services Pty Ltd to manage the Disaster Recovery Funding Arrangements. Since this date HC Construction Services have developed the tender specification with the approval of MainRoads WA and DFES. Due to the stringent requirements of both agencies the process was longer than expected. Final approval to go to tender was given on

RFT 03/2324 AGRN 1061 EPA Reinstatement Project was advertised in the West Australian Newspaper on Saturday 18 May 2024 and on the Shire website from 20 May to 17 June 2024. A site visit was held on Tuesday 4 June 2024 with seven company representatives attending.

COMMENT

At the close of tenders, 4pm Monday 17 June 2024, four (4) tenders were received from:

Garli Pty Ltd
MC Civil Contractors
WCP Civil Pty Ltd
Egan Civil Pty Ltd T/A Castle Civil

The tender evaluation panel met on Wednesday 19 June 2024 to complete the final evaluation.

The Tender Evaluation Report is attached.

STATUTORY ENVIRONMENT

Local Government Act 1995:

3.57 Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

Local Government (Functions and General) Regulations 1996:

11A. Purchasing policies for local governments

- (1) A local government is to prepare or adopt, and is to implement, a purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250 000 or less or worth \$250 000 or less.
- (2) A purchasing policy is to make provision for and in respect of the policy to be followed by the local government for, and in respect of, entering into contracts referred to in subregulation (1).
- (3) A purchasing policy must make provision in respect of —
 - (a) the form of quotations acceptable; and
 - (ba) the minimum number of oral quotations and written quotations that must be obtained; and
 - (b) the recording and retention of written information, or documents, in respect of —
 - (i) all quotations received; and
 - (ii) all purchases made.

11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless subregulation (2) states otherwise.

15. Minimum time to be allowed for submitting tenders

- (1) If a notice under regulation 14(1) is given, the date and time referred to in regulation 14(3)(d) has to be at least 14 days after the notice is —
 - (a) published on the local government's official website; and
 - (b) published in at least 3 of the ways prescribed in the *Local Government (Administration) Regulations 1996* regulation 3A(2).

- (2) If a notice under regulation 14(2) is given to a person listed as an acceptable tenderer, the date and time referred to in regulation 14(3)(d) has to be at least 14 days after the notice is given.

[Regulation 15 inserted: Gazette 18 Sep 2015 p. 3806-7; amended: SL 2020/213 r. 35.]

16. Receiving and opening tenders, procedure for

- (1) The CEO is responsible for keeping any tender submitted including a tender submitted by facsimile or other electronic means in safe custody, and for ensuring that it remains confidential.
- (2) Tenders are not to be opened, examined, or assessed until the time after which further tenders cannot be submitted.
- (3) When tenders are opened —
 - (a) there must be present —
 - (i) at least 2 employees of the local government; or
 - (ii) one employee of the local government and at least one person authorised by the CEO to open tenders;
 - and
 - (b) members of the public are entitled to be present; and
 - (c) details of the tenders (other than the consideration sought in the tender) are to be immediately recorded in a register to be known as the tenders register.

[Regulation 16 amended: Gazette 29 Jun 2001 p. 3131; 31 Mar 2005 p. 1055; 18 Sep 2015 p. 3807.]

17. Tenders register

- (1) The CEO is responsible for keeping the tenders register and making it available for public inspection.
- (1A) The CEO must publish the tenders register on the local government's official website.
- (2) The tenders register is to include, for each invitation to tender —
 - (a) a brief description of the goods or services required; and
 - [(b) deleted]*
 - (c) particulars of —
 - (i) any notice by which expressions of interests from prospective tenderers was sought; and
 - (ii) any person who submitted an expression of interest; and
 - (iii) any list of acceptable tenderers that was prepared under regulation 23(4);
 - and
 - (d) a copy of the notice of the invitation to tender; and

- (e) the name of each tenderer whose tender has been opened; and
 - (f) the name of any successful tenderer.
- (3) The tenders register is to include for each invitation to tender the amount of the consideration or a summary of the amount of the consideration sought in the tender accepted by the local government.

[Regulation 17 amended: Gazette 29 Jun 2001 p. 3131; 18 Sep 2015 p. 3807; SL 2020/213 r. 36.]

18. Rejecting and accepting tenders

- (1) A tender is required to be rejected unless it is submitted at a place, and within the time, specified in the invitation for tenders.
- (2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.
- (3) If, under regulation 23(4), the CEO has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.
- (4) Tenders that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them (if any) it thinks it would be most advantageous to the local government to accept.
- (4a) To assist the local government in deciding which tender would be the most advantageous to it to accept, a tenderer may be requested to clarify the information provided in the tender.
- (5) The local government may decline to accept any tender.
- (6) If a local government has accepted a tender but acceptance of the tender does not create a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree not to enter into a contract in relation to the tender, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.
- (7) If a local government has accepted a tender and acceptance of the tender creates a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree to terminate the contract, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.

[Regulation 18 amended: Gazette 29 Jun 2001 p. 3131-2; 18 Sep 2015 p. 3807.]

19. Tenderers to be notified of outcome

The CEO is to give each tenderer notice in writing containing particulars of the successful tender or advising that no tender was accepted.

CONSULTATION

DFES
MainRoads WA
HC Construction Services
Manager of Works, Shire of Beverley
Council

FINANCIAL IMPLICATIONS

Shire contribution \$225,000.00, balance funded through DRFAWA arrangements.

STRATEGIC IMPLICATIONS

Strategic Pillar: 1. Economy
 3. Environment
 4. Civic Leadership

Strategic Priorities: 1.1 Safe, efficient and connected transport network
 1.6 Locals can participate in the workforce
 3.1 Well prepared for adverse natural events
 4.3 Responsible planning

POLICY IMPLICATIONS

AF007 Purchasing and Procurement Policy – expenditure equal to or over \$250,000 must be awarded through a tender process.

RISK IMPLICATIONS

High (12) - There is a high risk that not awarding a tender will lead to reputational damage and further damage to the roads if inclement weather is received.

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

M3/0624

Moved Cr Sattler

Seconded Cr Davis

That Council award the tender to MC Civil Contractors for the completion of RFT 03/2324 AGRN 1061 EPA Reinstatement Project for the tendered amount of \$6,432,859.60.

CARRIED BY ABSOLUTE MAJORITY 8/0

For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil

Unconfirmed

9. PLANNING SERVICES

9.1 Proposed Road Closure – Unconstructed Road Reserve off Edison Mill Road, Dale

Submission To:	Ordinary Council Meeting 26 June 2024
Report Date:	12 June 2024
Applicant:	Frank Ripper
File Reference:	RO 005
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	27 March 2024, 24 April 2024
Disclosure(s) Of Interest:	Nil
Attachments:	Locality Map

The proposed road closure is presented to Council for a decision to formally request the Minister of Lands to proceed with road closure.

BACKGROUND

At its 24 April 2024 meeting Council resolved as follows:

“That Council initiate the closure of a section of unconstructed Road Reserve off Edison Mill Road as depicted in the attached drawing and instruct the Shire Planner to commence with the required advertising for road closure.”

Further to the above the proposed road closure was advertised for 35 days in compliance with Section 58 of the *Land Administration Act 1997* and is being presented to Council for final consideration.

COMMENT

The proposed road closure was advertised for 35 days and the Shire received the following responses. A summary of the responses and staff comment are detailed below. Copies of the responses can be made available should Councillors so wish.

Respondent	Property	Comments	Planner's Response
Department of Fire and Emergency Services	-	No response received.	-
Telstra	-	No response received.	-
Water Corporation	-	No Objection to the proposal. There are no Water Corporation assets in the vicinity.	Noted.
Western Power	-	Unfortunately requests for general comments, feedback and approval for proposals can't be provided for without a formal application and the investigation by Western Power that follows. We suggest reviewing your query against the processes referred to in our Strategic Planning web page.	It is not deemed within the Shire's mandate or scope of the Road Closure request to the Minister that the Shire need to submit a formal application to Western Power for this purpose. Applicant Frank Ripper confirms no Western Power Infrastructure in close proximity to the proposal.

Respondent	Property	Comments	Planner's Response
John Piercey	Lot 8471 on DP124376 Edison Mill Road	No Objection to the proposal. Support on the basis of the land being sold to Frank Ripper to enable better fire management, cleaner boundaries and more suitable access of the area.	Noted

Since there were no objections to the proposal it will be recommended the road closure be proceeded with.

CONSULTATION & ADVERTISING

As summarised above.

STATUTORY ENVIRONMENT

Roads are closed pursuant to Section 58 of the *Land Administration Act 1997* in compliance with *Land Administrative Regulations 1998*.

FINANCIAL IMPLICATIONS

The road closure process required advertising.

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership
Strategic Priorities: 4.3 Responsible Planning

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 & COUNCIL RESOLUTION

M4/0624

Moved Cr Lawlor

Seconded Cr Brown

That Council resolve to accept the officer's comment on the advertising and request the Minister close the section of unconstructed Road Reserve off Edison Mill Road, as indicated on the attached drawing.

CARRIED 8/0

*For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil*

Unconfirmed

Proposed Road Closure

DP215753:28714
299,8563 ha

D87045:21
179,7475 ha

Section of
unconstructed road
reserve to be
closed

Shire of
Beverley

DP124376:8471
72,6219 ha

974

936

D85496:19
97,3917 ha

R47883
46415,1154 ha

DP36442:3060
45959,7137 ha

Edison

MH

Rd

Created: 14 March 2024 from Map Viewer Plus: <https://maps.landgate.wa.gov.au/maps-landgate/registered/>



9.2 Development Application – Outbuilding (Storage Shed) – 415 (Lot 849) Deep Pool Road, Beverley

Submission To:	Ordinary Council Meeting 26 June 2024
Report Date:	12 June 2024
Applicant:	Complete Approvals (Owners: MJ Cartwright & KA Hodgson)
File Reference:	DEE 51395
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	None
Attachments:	Application Letter, Map, Site Plan & Shed Drawings

SUMMARY

An application has been received to construct a Colourbond Outbuilding (Storage Shed) at 415 (Lot 849) Deep Pool Road. The application will be recommended for approval.

BACKGROUND

The subject site is located at 415 (Lot 849) Deep Pool Road, is 5.7 ha in extent and zoned *Rural* pursuant to the *Shire of Beverley Local Planning Scheme No. 3 (LPS 3)*. It contains a single house and existing Outbuildings.

The proposal is to construct a Colourbond Outbuilding (Storage Shed) with a front/street setback of 11.4 m. Clause 38 *Table 5 – General Site Requirements* in LPS3 requires a minimum front setback of 35 m.

The applicant submitted the following additional justification for the proposed departure from LPS3:

The property owners believe this is the only valid position for the proposed outbuilding.

- The “shed” is to be used for general household storage and as a private craft workshop for the property owners, rather than a “rural outbuilding”.*
- Approximately 10 acres of the property is currently being divided and fenced into paddocks for stock. Having this “shed” in a paddock will not work logistically.*
- Should the “shed” be moved to a 35m setback, it would be positioned within the owner’s significant bank of solar panels which have been strategically placed on the property.*
- The “shed” is currently positioned for ease of access from the front gate and the residential dwelling.*
- The current proposed location is on the most stable land of the property, not the soggy ground that can be found elsewhere on this property which would require substantial and costly earthworks.*

COMMENT

When considering the proposed reduced front setback as requested, Shire planner is of the opinion that the following aspects of the proposed development should be taken into consideration:

- The practical siting of the Outbuilding on the property;
- The general character of the immediate area;
- The proposed use of the Outbuilding; and
- The size of the subject property.

It is the opinion that the proposed siting of the Outbuilding at the subject property is such that it will not have any adverse impact on any owners or occupiers in the general locality or in the area adjoining the subject site, and is deemed practical under the specific circumstances.

Clause 30 (2) of LPS3 affords the Council the discretion to approve a Development Application contrary to the *Additional Site and Development Requirements* (Clause 38 in LPS3) – in this instance, the reduced setback.

The proposal complies with all aspects of Council's Outbuilding Policy and the proposal will be recommended for approval.

STATUTORY ENVIRONMENT

Shire of Beverley Local Planning Scheme No. 3.

FINANCIAL IMPLICATIONS

There are no Financial Implications relative to this issue.

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership
Strategic Priorities: 4.3 Responsible Planning

POLICY IMPLICATIONS

There are no Policy Implications relative to this issue.

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 & COUNCIL RESOLUTION

M5/0624

Moved Cr Davis

Seconded Cr Martin

That Council grant Planning Approval for an Outbuilding (Storage Shed) at 415 (Lot 849) Deep Pool 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. The outbuilding shall not be used for human habitation, commercial or industrial purposes.**

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.

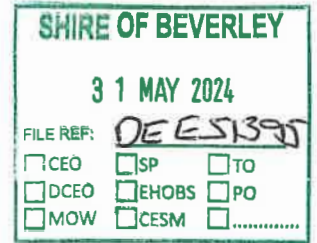
Note 3: The applicant is advised a building permit is required prior to commencement of any building works.

Note 4: If the Outbuilding is to be used for the collection of rainwater for human consumption, all cladding and other material associated with water collection shall comply with Australian Standard 4020 (Products for use in contact with drinking water).

Note 5: 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

***For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil***



Shire of BEVERLEY

24th May 2024

RE: 415 Deep Pool Road, DALE 6304

To whom it may concern;

Justification for the proposed outbuilding:

We understand that any outbuilding on rural property within the Shire of Beverley requires Development Approval in the first instance.

The proposed shed is to be located in front of the residential dwelling and to be used for storage and a personal workshop.

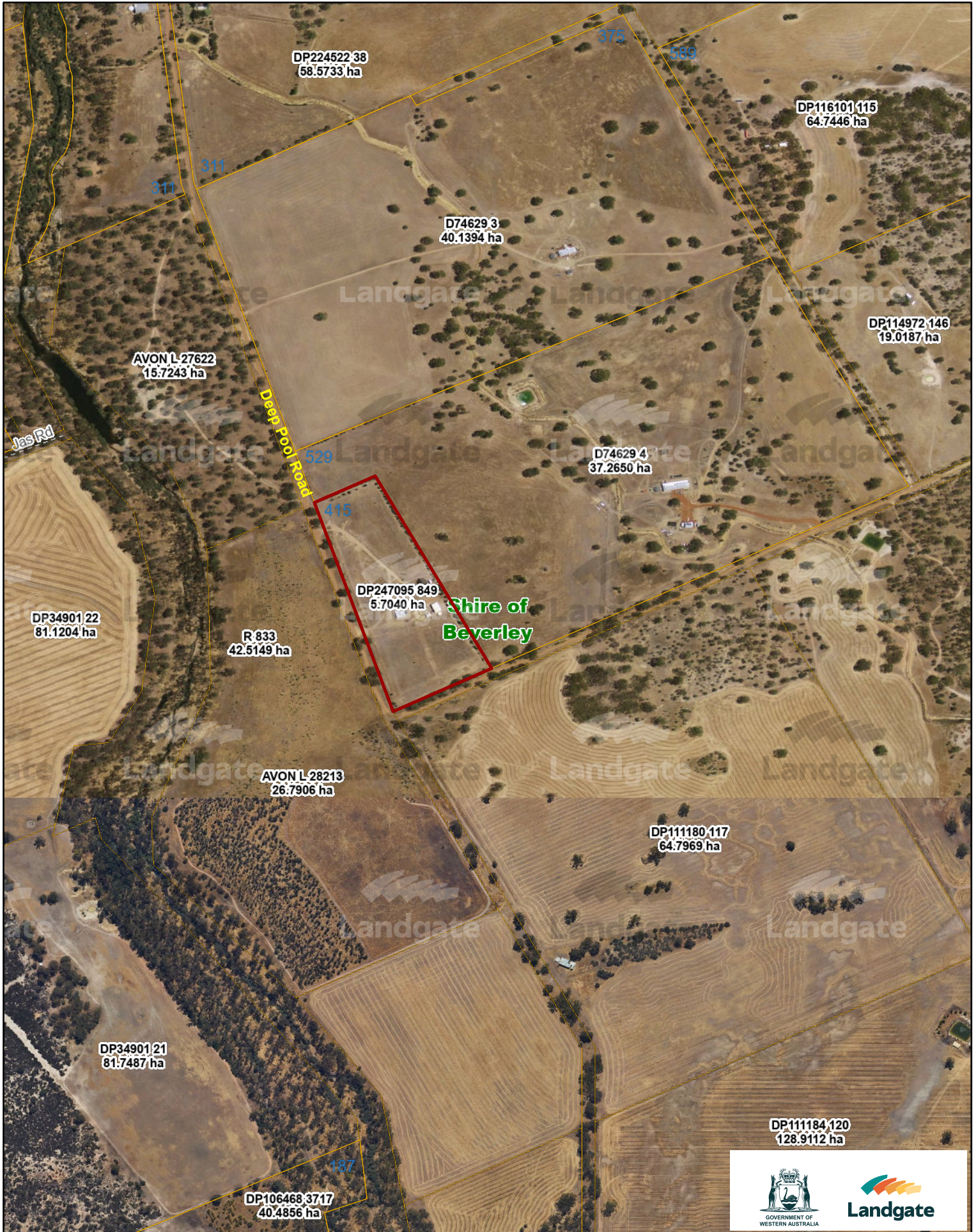
The shed is proposed in a Shale Grey colour with Basalt trim to complement the existing dwelling.

Should you require any further information, please contact the office on 6245 5505, or by email at admin@completeapprovals.net.au

Regards,

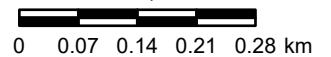
A handwritten signature in black ink that reads "KChase".

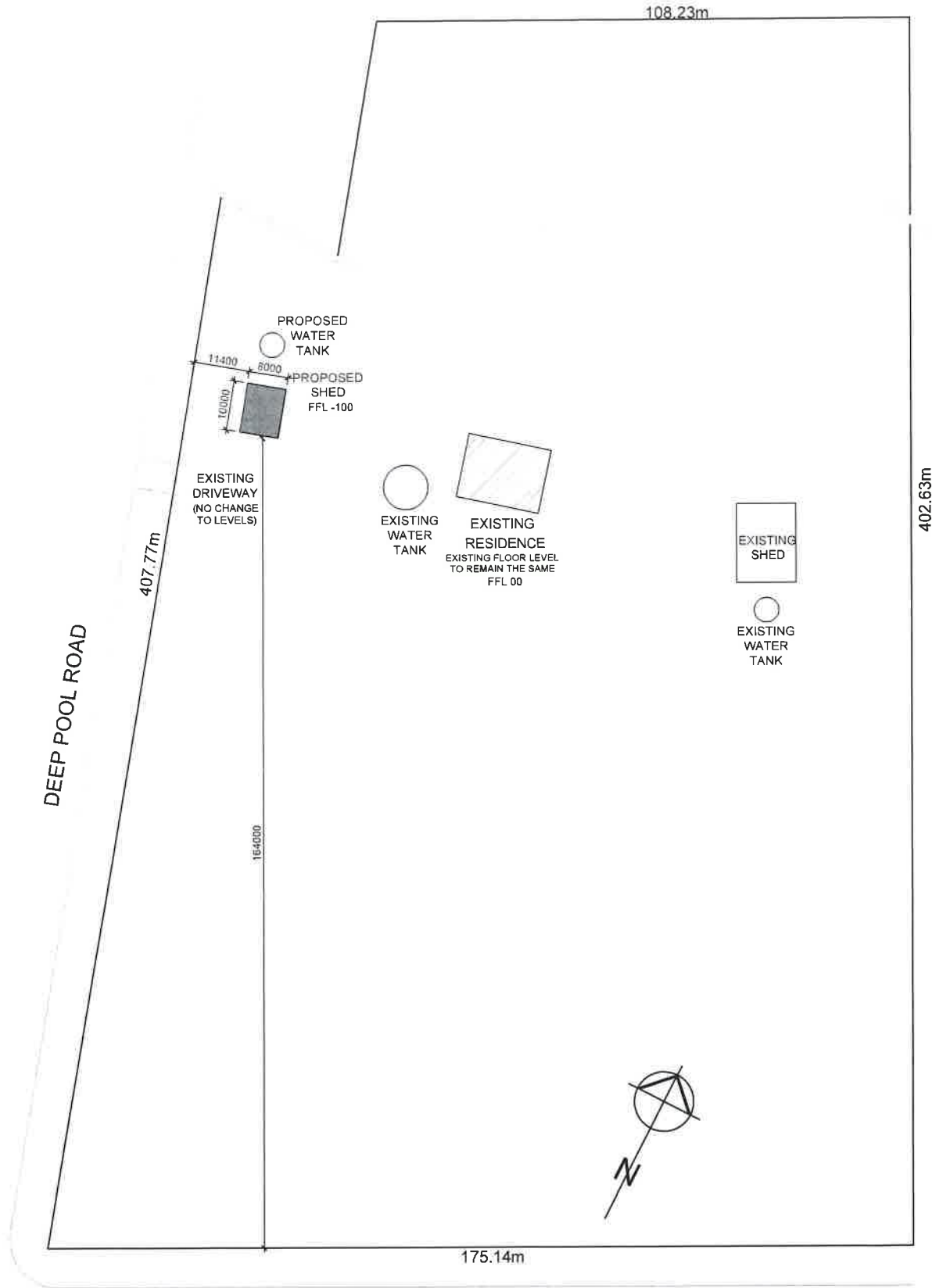
Kosoula Chase



Created: 12 June 2024 from Map Viewer Plus: <https://map-viewer-plus.app.landgate.wa.gov.au>


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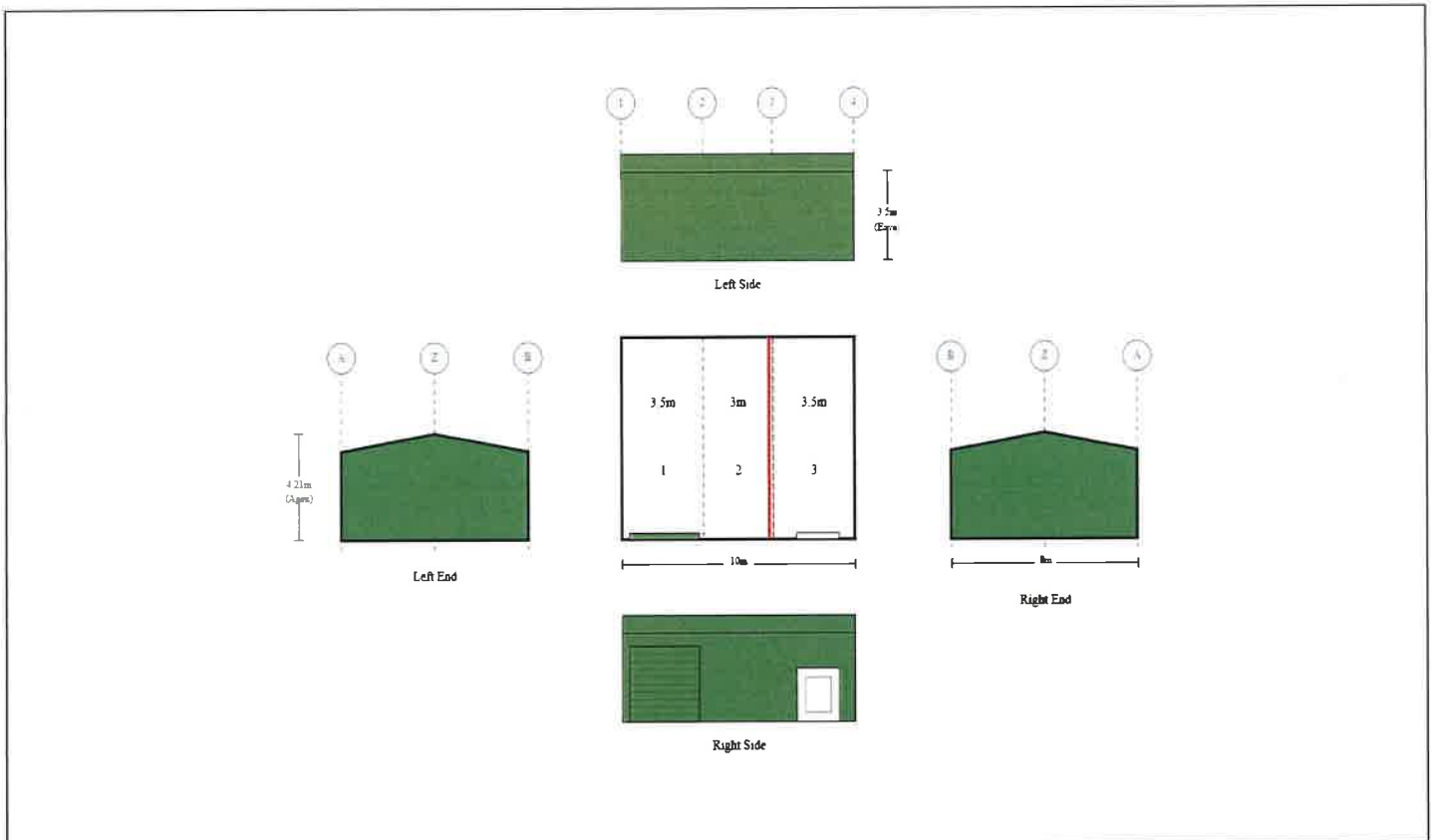
SITE PLAN
SCALE 1 : 800

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	CLIENT: MIKE CATWRIGHT	PROJECT NAME: SHED ADDITION	JOB NO: 7180	REV	DESCRIPTION	DWN	DATE
	ADDRESS: 415 DEEP POOL ROAD DALE	DWG TITLE: SITE PLAN	SCALE: AS NOTED AT A3				
			DRAWN: DM				

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NOTE! ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL ENGINEER'S DETAILS, ALL RELEVANT AUSTRALIAN STANDARDS & THE BUILDING CODE OF AUSTRALIA.



Purchaser Name: Mike Cartwright		Layout <small>Not to Scale</small> © Copyright Steeds IP Pty Ltd	Seller: THE Shed Company Munding Name: Terrence Murray Phone: (08) 8394 5020 Fax: (08) 8395 0725 Email: terrence@muringer@shedcompany.com.au
Site Address: 415 Deep Pool Rd Dale WA 6304 Australia			
Drawing # terrms2402040-4	Print Date: 16/04/24		

9.3 Application for Exploration Licence 70/6639

Submission To:	Ordinary Council Meeting 26 June 2024
Report Date:	13 June 2024
Applicant:	Diversified Asset Holdings Pty Ltd
File Reference:	ADM 0071
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	None
Attachments:	Application Letter and Locality Map

SUMMARY

A Notification of an application for an Exploration Licence has been received from Diversified Asset Holdings. As instructed previously the application is presented to Council to put on record a formal acknowledgement of the proposal and for public record purposes. General conditions will be presented to Council that will be recommended be imposed for the period of exploration.

BACKGROUND

In accordance with the *Mining Act, 1978* notification was submitted that an Exploration Licence Application was lodged with the *Department of Mines, Industry Regulation and Safety*.

The applicant will likely explore for gold and copper.

COMMENT

The proposal for an exploration licence is noted. It will be recommended that Council consider imposing conditions for the orderly operation of exploration activities and rehabilitation post exploration, as presented in the *Officer's Recommendation* section of this report.

STATUTORY ENVIRONMENT

Mining Act 1978 & Regulations.

FINANCIAL IMPLICATIONS

There are no Financial Implications relative to this issue.

STRATEGIC IMPLICATIONS

Strategic Pillar: 3. Environment
 4. Civic Leadership
Strategic Priorities 3.3 Natural Resources are sustainably managed
 4.3 Responsible planning

POLICY IMPLICATIONS

There are no Policy Implications relative to this issue.

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 & COUNCIL RESOLUTION

M6/0624

Moved Cr Davis

Seconded Cr Martin

That Council acknowledges the application for an exploration licence 70/6639 from Diversified Asset Holdings Pty Ltd and advise of the following conditions:

- 1. All service holes drilled for the purpose of exploration are to be capped, filled or otherwise made safe after completion.**
- 2. All costeans and other disturbances to the surface of the land made as a result of exploration, including drill pads, grid lines and access tracks, being backfilled and rehabilitated to the satisfaction of the district mining engineer. Backfilling and rehabilitation being required no later than six months after excavation unless approved by the district mining engineer.**
- 3. Abandoned equipment and temporary buildings being removed from the mining tenement prior to or at the termination of the exploration program.**
- 4. No activities taking place to the detriment of any roads, streets or verges.**
- 5. Minimum disturbances being made to the natural vegetation.**
- 6. Adequate suppression control methods and practices being used.**
- 7. Except with the approval of the Shire of Beverley, all mining excavations or drilling operations being backfilled and the ground reinstated and revegetated to the satisfaction of the Shire of Beverley.**
- 8. All works comply with the Environmental Protection (Noise) Regulations 1997.**
- 9. All waste materials, rubbish and plastic sample bags to be removed within 60 days of placement.**

CARRIED 8/0

*For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil*

WESTERN AUSTRALIA
Mining Act 1978
Sec. 58; Reg. 64

FORM 21 - ATTACHMENT 1

EXPLORATION LICENCE NO. 70.....16639

THIS SECTION MUST BE COMPLETED IN FULL FOR ALL EXPLORATION LICENCE APPLICATIONS

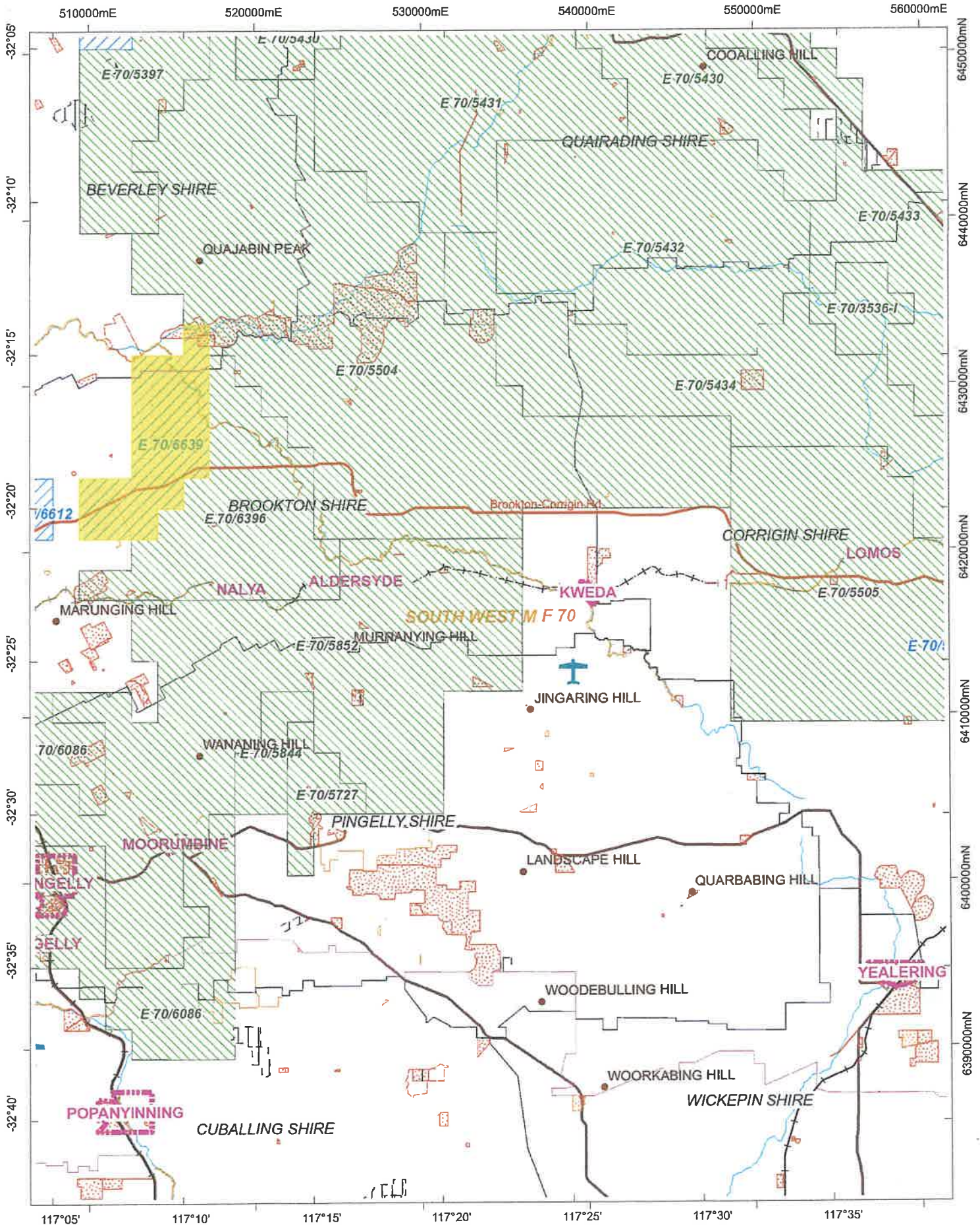
LOCALITY: DINGLEY INDICATE BLOCKS APPLIED FOR:

BLOCK IDENTIFIER (All three sections must be completed)

1:1,000,000 PLAN NAME	PRIMARY NUMBER	GRATICULAR SECTION																									
<u>ALBANY</u>	<u>183</u>	All	a	b	c	d	e	f	g	h	j	k	l	m	n	o	p	q	r	s	t	u	<input checked="" type="checkbox"/>	w	x	y	z
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		All																									



E 70/6639 , Quick Appraisal Plan



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Scale: 1:288,895



9.4 Development Application – Proposed Telecommunications Infrastructure Facility – Lot 6488 on DP118699, Potts Road, Beverley

Submission To:	Ordinary Council Meeting 26 June 2024
Report Date:	13 June 2024
Applicant:	CRISP Wireless – Landowner: DB Sims
File Reference:	POT 291
Author and Position:	Stefan de Beer, Manager of Planning
Previously Before Council:	No
Disclosure(s) Of Interest:	None
Attachments:	Application Documentation (Commercial in Confidence)

SUMMARY

An application has been received to develop a Telecommunications Infrastructure Facility (a 30m communications tower and ancillary infrastructure) at Lot 6488 on DP118699 Potts Road, Beverley. It will be recommended the application be approved.

BACKGROUND

The proposal

CRISP Wireless Pty Ltd proposes to establish a telecommunications facility in order to extend their fixed wireless broadband footprint in the Wheatbelt. The Infrastructure proposed will consist of amongst others a 30m high tower and a sea container housing communications equipment.

Please refer to the attached documentation for a full description of the proposal.

The Subject Land

The subject land is located within the *Rural Zone* pursuant to the *Shire of Beverley Local Planning Scheme No. 3 (LPS3)* is 55.7590 hectares in extent and contains broad acre farming paddocks.

The subject land has access from Potts Road.

COMMENT

In assessing this application Council should consider, amongst others, the following matters:

The Shire of Beverley Local Planning Scheme No. 3:

The subject site is located within the *Rural Zone*. The proposed *Telecommunication Infrastructure* is a 'D' use in this Zone pursuant to LPS3, which means that the use is not permitted unless the local government has exercised its discretion by granting development approval.

As submitted by the applicant in the application documentation, Shire Planner concurs that the proposal would not negatively affect the continuation of broad acre farming activities on the subject land.

Given the substantial proposed setbacks it is considered that the facility would not detrimentally impact upon the landscape or character of the rural area.

Shire of Beverley Local Planning Strategy

The proposal is deemed to be in pace with the directives of the Local Planning Strategy, where Council's actions are to "*work with the State Government, Commonwealth Government and telecommunication providers to improve internet speeds and the mobile telephone service*".

State Planning Policy No. 5.2 (SPP 5.2) – Telecommunications Infrastructure, and Guidelines for the Location, Siting and Design of Telecommunications Infrastructure

The proposal is deemed to be in pace with the directives of SPP 5.2:

Adequate and reliable telecommunications are essential for all aspects of contemporary community life, from supporting the State's economy to creating and maintaining connected and cohesive social networks. Contact between emergency services and the community increasingly relies on the telecommunications networks.

CONCLUSION

The proposal will be recommended for approval on the grounds of the following:

- The proposal is deemed to be consistent with the relevant State Planning Policies, the Shire of Beverley Local Planning Strategy and the Shire of Beverley Local Planning Scheme No. 3;
- The proposed telecommunication infrastructure facility will benefit the immediate and wider community by the provision of improved telecommunication broadband wireless services.

CONSULTATION

Consultation was not considered required.

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

There are no financial implications relative to this application.

STRATEGIC IMPLICATIONS

Strategic Pillar: 1. Economy
Strategic Priorities: 1.2 Reliable and fast telecommunications

POLICY IMPLICATIONS

There are no policy implications relative to this application.

RISK IMPLICATIONS

It is considered that the proposal has insignificant risks.

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

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

VOTING REQUIREMENTS

Simple Majority

Unconfirmed

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M7/0624

Moved Cr Davis

Seconded Cr Sattler

That Council resolve to grant planning approval for a Telecommunications Infrastructure Facility at Lot 6488 on DP118699 Potts 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. A low intensity steady red hazard/warning obstacle light shall be fitted at the top of the tower to the satisfaction of the Civil Aviation Safety Authority (CASA) and the Shire of Beverley.**

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

Note 4: The applicant is advised to inform *Airservices Australia* of the communications tower installation so the location of the tower can be mapped for the information of pilots.

Note 5: 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

For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil



Attachment 4: Site Plan
RCP3-011-E (Sims Site)
630 (Lot 6488) Potts Road, East Beverley

10. BUILDING SERVICES & ENVIRONMENTAL HEALTH SERVICES

Nil

3:19pm – Stefan de Beer, Manager of Planning left the meeting and did not return.

Unconfirmed

11. FINANCE

11.1 Monthly Financial Report

Submission To:	Ordinary Council Meeting 26 June 2024
Report Date:	13 June 2024
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:	May 2024 Financial Reports

SUMMARY

Council to consider accepting the financial report for the period ending 31 May 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 31 May 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: 4. Civic Leadership
Strategic Priorities: 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
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 & COUNCIL RESOLUTION

M8/0624

Moved Cr Martin

Seconded Cr Davis

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

CARRIED 8/0

*For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil*

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY BY NATURE
FOR THE PERIOD ENDING
31 May 2024**

Description	Budget 2023/24	YTD Budget 2023/24	YTD Actual 2023/24	YTD Variance	Notes To Material Variances
Operating Revenue					
Rates	3,241,771.00	3,240,271.00	3,261,459.49	21,188.49	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	356,334.00	605,795.61	249,461.61	Workers compensation insurance reimbursement \$125,083 and Financial Assistance and Road Grants \$65,507 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	8,511.45	(2,388.55)	
Service Charges	0.00	0.00	0.00	0.00	
Fees & Charges	798,854.00	753,276.00	910,294.96	157,018.96	Rate enquiries \$11,750, 5 Wright St Rent \$5,200, Swimming Pool Season Fees \$3,544, Planning Fees \$3,116, Caravan Club Oval Hire \$3,115, 2023 BFNC Hire Charges \$4,491, Caravan and Cabin Fees \$80,982 and Standpipe Charges \$58,511 greater than anticipated. 2024 Blarney advertising accounts (\$14,502) yet to be raised.
Interest Earnings	166,267.00	136,091.00	206,083.93	69,992.93	Interest earned on investments \$55,752 and penalty interest raised on outstanding rates \$17,732 greater than anticipated.
Other Revenue	592,112.00	332,572.00	328,706.89	(3,865.11)	
Non-Operating Grants, Subsidies and Contributions	6,597,684.00	3,833,638.00	1,187,092.31	(2,646,545.69)	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. AGRN1061 Storm Damage Funding (\$2,720,701) yet to be received - recovery works carried over to 24/25.
Total Operating Revenue	11,993,823.00	8,663,082.00	6,507,944.64	(2,155,137.36)	
Operating Expenditure					
Employee Costs	(2,448,524.00)	(2,055,186.00)	(2,227,673.82)	(172,487.82)	Workers Compensation expense (\$159,482) 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)	(1,782,480.00)	(1,649,647.53)	132,832.47	Contribution to replacement Fire Tender \$136,364 to be carried over to 24/25.
Utilities	(222,075.00)	(207,595.00)	(281,731.44)	(74,136.44)	Public standpipe water expense (\$62,460) greater than anticipated offset by user charges. Harvest Ban and Emergency SMS alerts (\$6,019) unbudgeted. 58 John St water charges (\$5,532) unbudgeted.
Depreciation On Non-Current Assets	(2,455,402.00)	(2,250,710.00)	(2,478,217.57)	(227,507.57)	Depreciation expense higher than anticipated due to 22/23 Infrastructure revaluation.

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY BY NATURE
FOR THE PERIOD ENDING
31 May 2024**

Description	Budget 2023/24	YTD Budget 2023/24	YTD Actual 2023/24	YTD Variance	Notes To Material Variances
Interest Expenses	(67,594.00)	(53,107.00)	(47,957.66)	5,149.34	
Insurance Expenses	(286,484.00)	(286,290.00)	(286,064.79)	225.21	
Other Expenditure	(84,001.00)	(77,514.00)	(71,922.09)	5,591.91	
Loss On Asset Disposal	(6,300.00)	(5,827.00)	(12,223.41)	(6,396.41)	
Loss on Revaluation of Non-Current Assets	0.00	0.00	0.00	0.00	
Total Operating Expenditure	(7,845,469.00)	(6,718,709.00)	(7,055,438.31)	(336,729.31)	
Net Operating	4,148,354.00	1,944,373.00	(547,493.67)	(2,491,866.67)	
Capital Income					
Self Supporting Loan - Principal Repayment	0.00	0.00	0.00	0.00	
Proceeds from Sale of Assets	264,400.00	190,900.00	155,090.90	(35,809.10)	Vehicle Trade In values lower than anticipated.
New Loan Raised	1,000,000.00	0.00	0.00	0.00	
Total Capital Income	1,264,400.00	190,900.00	155,090.90	(35,809.10)	
Capital Expenditure					
Land and Buildings	(3,343,000.00)	(746,000.00)	(742,236.99)	3,763.01	
Plant and Equipment	(637,500.00)	(490,000.00)	(459,629.33)	30,370.67	Excavator \$14,300, Community Bus \$10,383 and Emergency Response Ute \$5,470 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)	(2,164,282.00)	(2,042,679.17)	121,602.83	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)	(355,329.59)	(6,303.59)	
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)	
Total Capital Expenditure	(11,562,100.00)	(3,906,280.00)	(3,750,302.17)	155,977.83	
Net Capital	(10,297,700.00)	(3,715,380.00)	(3,595,211.27)	120,168.73	
Adjustments					
Depreciation Written Back	2,455,402.00	2,250,710.00	2,478,217.57	227,507.57	Depreciation expense higher than anticipated 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	

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL ACTIVITY BY NATURE
FOR THE PERIOD ENDING
31 May 2024**

Description	Budget 2023/24	YTD Budget 2023/24	YTD Actual 2023/24	YTD Variance	Notes To Material Variances
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)	3,711.96	14,611.96	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	
Add Funding From					
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	
Total Adjustments	6,149,346.00	5,193,157.00	5,447,568.06	254,411.06	
CLOSING SURPLUS/(DEFICIT)	0.00	3,422,150.00	1,304,863.12	(2,117,286.88)	

**SHIRE OF BEVERLEY
STATEMENT OF NET CURRENT ASSETS
FOR THE PERIOD ENDING
31 May 2024**

Description	Actual 2022/23	YTD Actual 2023/24
Current Assets		
Cash at Bank	1,627,645.56	698,734.25
Cash - Unrestricted Investments	1,271,666.73	568,319.88
Cash - Restricted Reserves	2,280,553.31	1,953,330.50
Cash on Hand	700.00	700.00
Accounts Receivable	663,428.06	681,988.65
Prepaid Expenses	0.00	0.00
Self Supporting Loan - Current	0.00	0.00
Inventory - Fuel	9,932.34	6,817.39
Total Current Assets	5,853,926.00	3,909,890.67
Current Liabilities		
Accounts Payable	(652,689.79)	(369,429.87)
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
Total Current Liabilities	(1,208,816.38)	(801,584.70)
Adjustments		
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
Total Adjustments	(2,018,805.41)	(1,803,442.85)
NET CURRENT ASSETS	2,626,304.21	1,304,863.12

SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
31 May 2024

Description	Actual 2022/23	YTD Actual 2023/24	Movement
Current Assets			
Cash and Cash Equivalents	5,180,565.60	3,221,084.63	(1,959,480.97)
Accounts Receivable	465,875.06	511,754.65	45,879.59
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	6,817.39	(3,114.95)
Total Current Assets	5,853,926.00	3,909,890.67	(1,944,035.33)
Current Liabilities			
Accounts Payable	(527,898.79)	(244,638.87)	283,259.92
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
Total Current Liabilities	(1,208,816.38)	(801,584.70)	407,231.68
Non-Current Assets			
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	29,215,239.26	66,057.29
Plant and Equipment	2,369,732.12	2,420,897.50	51,165.38
Furniture and Equipment	98,756.30	98,512.85	(243.45)
Infrastructure	140,931,963.00	141,804,293.76	872,330.76
Self Supporting Loan - Non Current	0.00	0.00	0.00
Total Non-Current Assets	172,771,985.43	173,761,295.41	989,309.98
Non-Current Liabilities			
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
Total Non Current Liabilities	(2,053,630.05)	(2,053,630.05)	0.00
Net Assets	175,363,465.00	174,815,971.33	(547,493.67)

**SHIRE OF BEVERLEY
STATEMENT OF FINANCIAL POSITION
AS AT
31 May 2024**

Description	Actual 2022/23	YTD Actual 2023/24	Movement
Equity			
Accumulated Surplus	(47,528,324.75)	(47,308,053.89)	220,270.86
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
Total Equity	(175,363,465.00)	(174,815,971.33)	547,493.67

Unconfirmed

SHIRE OF BEVERLEY						
INVESTMENT OF SURPLUS FUNDS						
AS AT 31 May 2024						
Account #	Account Name	Amount Invested (\$)		Term	Interest Rate	Maturation
4320546	Reserve Funds Bendigo					
	Long Service Leave	149,887.65				
	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
4671053	Term Deposit Bendigo	306,358.24		4 mnths	4.76%	24/06/2024
4719893	Term Deposit Bendigo	261,961.64		3 mnths	4.70%	8/07/2024
			568,319.88			
	Total		2,521,650.38			

Unconfir

11.2 Accounts Paid by Authority

Submission To:	Ordinary Council Meeting 26 June 2024
Report Date:	19 June 2024
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:	May 2024 List of Reports

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

Strategic Pillar: 4. Civic Leadership
Strategic Priorities: 4.3 Responsible planning

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 & COUNCIL RESOLUTION

M9/0624

Moved Cr Brown

Seconded Cr Sattler

That the List of Accounts as presented, be received:

May 2024

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

Cheque vouchers

01 May 2024 1915-1915 (1) \$ 41,473.65 (authorised by CEO S Gollan and Pres D White)

Total of cheque vouchers for May 2024 incl \$ 41,473.65 previously paid.

EFT vouchers

03 May 2024 EFT 10287-10302 (16) \$ 39,242.09 (authorised by CEO S Gollan and DCEO S Marshall)

07 May 2024 EFT 1-39 (39) \$ 65,994.24 (authorised by CEO S Gollan and DCEO S Marshall)

10 May 2024 EFT 10304-10322 (19) \$ 70,243.19 (authorised by DCEO S Marshall and Pres D White)

17 May 2024 EFT 10323-10339 (17) \$ 262,180.46 (authorised by CEO S Gollan and DCEO S Marshall)

22 May 2024 EFT 1-38 (38) \$ 67,286.91 (authorised by CEO S Gollan and DCEO S Marshall)

24 May 2024 EFT 10340-10363 (24) \$ 126,817.04 (authorised by CEO S Gollan and DCEO S Marshall)

31 May 2024 EFT 10365-10384 (20) \$ 37,427.72 (authorised by CEO S Gollan and DCEO S Marshall)

Total of EFT vouchers for May 2024 incl \$ 669,191.65 previously paid

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

Cheque vouchers

Nil vouchers

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

EFT vouchers

Nil vouchers

Total of EFT vouchers for May 2024 incl \$ 0.00 previously paid.

(3) Direct Debit Payments totalling \$ 91,720.32 previously paid.

(4) Credit Card Payments totalling \$ 680.09 previously paid.

CARRIED 8/0

**For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil**

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Cheque #	1915	01-May-2024	Water Corporation	2024-04 Apr Water accounts	(41,473.65)	(41,473.65)
EFT Pymt	EFT 10287	03-May-2024	Avon Trading Pty Ltd	2024-03 Mar Hardware Purchases	(2,568.17)	
EFT Pymt	EFT 10288	03-May-2024	Avon Waste	2,082 Bin Collection FE 29 Mar, 05 Apr 24 inc Recycling Bins & 4 x Recycling Collectic	(5,518.85)	
EFT Pymt	EFT 10289	03-May-2024	Beverley Agricultural Society	Community Grant Jul 23 - Replacement poultry cages	(2,880.00)	
EFT Pymt	EFT 10290	03-May-2024	Beverley Bakehouse and Cafe	Catering for Meet & Greet with Bev Police, 24 Apr 2024	(32.00)	
EFT Pymt	EFT 10291	03-May-2024	Beverley Early Years Network	Community Grant Jan 2024 - Dev Strategic Community Plan	(2,530.00)	
EFT Pymt	EFT 10292	03-May-2024	Beverley Electrical Services - BES	Various: Electrical repairs	(4,412.00)	
EFT Pymt	EFT 10293	03-May-2024	Focus Networks	2024-04 Apr Computer Support	(5,292.38)	
EFT Pymt	EFT 10294	03-May-2024	Funny Farm Flowers	Wreath for ANZAC Service	(100.00)	
EFT Pymt	EFT 10295	03-May-2024	Midalia Steel Northam	Various: Various goods	(868.05)	
EFT Pymt	EFT 10296	03-May-2024	Reap What You Sow	2024-04 Apr Gym Inductions x 4	(100.00)	
EFT Pymt	EFT 10297	03-May-2024	Shazmac Plumbing	Various: Annual testing of back flow meters & repairs	(5,300.00)	
EFT Pymt	EFT 10298	03-May-2024	St John Ambulance WA Ltd	Refund of cancelled prepaid cabin bookings May - Dec 2024	(1,080.00)	
EFT Pymt	EFT 10299	03-May-2024	Telstra Limited	2024-04 Apr Telephone accounts	(2,219.03)	
EFT Pymt	EFT 10300	03-May-2024	WA Contract Ranger Services Pty Ltd	Ranger Services: 8 - 18 Apr 2024	(836.00)	
EFT Pymt	EFT 10301	03-May-2024	WA Hino	Various plant: Parts	(308.33)	
EFT Pymt	EFT 10302	03-May-2024	Woodlands Distributors Pty Ltd	Various: Terrain seating	(5,197.28)	(39,242.09)
EFT Pymt	EFT 10304	10-May-2024	Avon Valley Glass - AVG	6 Barnsley Street: Window repairs	(573.80)	
EFT Pymt	EFT 10305	10-May-2024	Avon Waste	2,082 Bin Collection FE 12, 19 Apr 24 inc Recycling Bins & 4 x Recycling Collections	(5,518.85)	
EFT Pymt	EFT 10306	10-May-2024	BSL - DMIRS Dept Mines, Industry Reg	2024-04 Apr 24 Collections x 3 (Lics 23/24: 40, 42, BAC-4)	(231.60)	
EFT Pymt	EFT 10307	10-May-2024	Beverley Bakehouse and Cafe	Catering for Councillor CEO Recruitment Workshop 6 May 2023	(124.40)	
EFT Pymt	EFT 10308	10-May-2024	Beverley Gas and Plumbing Services -	58 John St: Repairs to water leak	(1,758.79)	
EFT Pymt	EFT 10309	10-May-2024	Beverley Tyre Service - BTS	2024-04 Apr Tyre Purchases	(380.00)	
EFT Pymt	EFT 10310	10-May-2024	Bluejay Ag Solutions	2024-04 Apr (Ed 475) Blarney: Compilation of the Blarney	(1,000.00)	
EFT Pymt	EFT 10311	10-May-2024	CCS Strategic	Regional Precincts & Partnerships Program (rPPP) Stream 1 Applic prep & Dev: 20%	(15,809.97)	
EFT Pymt	EFT 10312	10-May-2024	Carpentry Link (Brendon Hall)	Relief Maintenance: 24 Apr - 07 May 2024 (64 hrs)	(3,200.00)	
EFT Pymt	EFT 10313	10-May-2024	Focus Networks	Avondale - Laptop for the Agricultural Museum: 50% Deposit	(1,922.34)	
EFT Pymt	EFT 10314	10-May-2024	Information Services and Technology P	Bev Agriculture Museum: Collections MOSAiC version 12	(2,409.00)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 10315	10-May-2024	Michael Wilson	2024-05 May (Ed 475) Blarney: Printing & delivery	(250.00)	
EFT Pymt	EFT 10316	10-May-2024	Northam Autos Pty Ltd	Northam Hol BEV0: 2021 Mazda: 50,000km Service	(472.14)	
EFT Pymt	EFT 10317	10-May-2024	RA-AN Enterprises	RRG2403: Dozer hire for gravel pushing at Aynsleys pit	(12,287.00)	
EFT Pymt	EFT 10318	10-May-2024	Resonline Pty Ltd	2024-04 Apr Room Manager Online Booking System Subscription	(242.00)	
EFT Pymt	EFT 10319	10-May-2024	Roe Tourism Association Inc	2023-24 Full Membership	(6,000.00)	
EFT Pymt	EFT 10320	10-May-2024	Synergy	Power use - Caravan Park: 19 Mar - 18 Apr 24	(1,274.88)	
EFT Pymt	EFT 10321	10-May-2024	Timbcraft Furniture Company	Civic Centre Upgrade: Council Chambers Boardroom Table 40% Deposit	(16,258.88)	
EFT Pymt	EFT 10322	10-May-2024	York Laundromat	Onsite Cabins Laundry fees: 23 - 26 Apr 2024	(529.54)	(70,243.19)
EFT Pymt	EFT 10323	17-May-2024	ATO - Australian Tax Office	2024-04 Apr BAS Obligation	(30,998.00)	
EFT Pymt	EFT 10324	17-May-2024	Australia Post	2024-04 Apr Postage	(226.05)	
EFT Pymt	EFT 10325	17-May-2024	Avon Valley Toyota	Isuzu D-Max 4x4 Space Cab Chassis SX Automatic (minus trade in)	(36,433.41)	
EFT Pymt	EFT 10326	17-May-2024	Avon Waste	2,082 Bin Collection - FE 26 Apr, 03 May 24 inc Recycling Bins & 684 x Recycling Colle	(5,628.85)	
EFT Pymt	EFT 10327	17-May-2024	Beverley Dome Fuel and Hire (BDF)	3,999 L Diesel @ \$1.8233/L GST incl	(7,291.37)	
EFT Pymt	EFT 10328	17-May-2024	Beverley Supermarket & Liquor (IGA)	2024-04 Apr Purchases	(401.41)	
EFT Pymt	EFT 10329	17-May-2024	Beverley Transport Service	Truck hire to shift tree mulcher	(1,188.00)	
EFT Pymt	EFT 10330	17-May-2024	C and D Cutri	Bridge BM3200 York-Williams Rd, Bridge BM3223 Hobbs Rd	(16,500.00)	
EFT Pymt	EFT 10331	17-May-2024	Focus Networks	Additional Support & VMware Critical Security Update	(984.50)	
EFT Pymt	EFT 10332	17-May-2024	Garage Equipment Pty Ltd - Sharples F	Minor Plant Purchases: Hand Hydraulic Jacking Beam SD20L	(2,000.00)	
EFT Pymt	EFT 10333	17-May-2024	HC Construction Services Pty Ltd	LBS2401 - Civic Centre Upgrade & AGRN1061 Storm Damage: Progress pymts	(133,186.32)	
EFT Pymt	EFT 10334	17-May-2024	RJ Jas - All Mechanical and Electronics	Various plant: Parts & Repairs	(4,712.30)	
EFT Pymt	EFT 10335	17-May-2024	Samantha Jayne Mearns	Com Bus: Fuel reimburse - 10 May 2024	(133.00)	
EFT Pymt	EFT 10336	17-May-2024	Sambor Contracting Pty Ltd	Dale-Kokeby Road Drainage Maintenance	(440.00)	
EFT Pymt	EFT 10337	17-May-2024	Scanlan Surveys Pty Ltd	Various road surveys	(21,257.50)	
EFT Pymt	EFT 10338	17-May-2024	Staff - Stefan de Beer	Reimbursements: Apr - May 2024 Landline & Internet costs	(68.25)	
EFT Pymt	EFT 10339	17-May-2024	WA Contract Ranger Services Pty Ltd	Ranger Services: 24, 30 Apr & 02 May 2024	(731.50)	(262,180.46)
EFT Pymt	EFT 10340	24-May-2024	AITs Specialists Pty Ltd	2024-04 Apr Fuel Tax Credits	(278.08)	
EFT Pymt	EFT 10341	24-May-2024	ASB Marketing P/L	Four Name Badges	(144.10)	
EFT Pymt	EFT 10342	24-May-2024	Afgri Equipment Australia Pty Ltd	BE036 (PLDR03) & BE003 (PGRD07): Parts	(459.35)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 10343	24-May-2024	Avon Trading Pty Ltd	2024-04 Apr Hardware Purchases	(6,118.78)	
EFT Pymt	EFT 10344	24-May-2024	Beverley Dome Fuel and Hire (BDF)	4,000 L Diesel @ \$1.7816/L GST incl	(7,126.40)	
EFT Pymt	EFT 10345	24-May-2024	Beverley Electrical Services - BES	Various: Electrical repairs	(749.66)	
EFT Pymt	EFT 10346	24-May-2024	Beverley Post News and Gifts (BPNG)	2024-04 Apr Newspaper Subscription & Stationery Purchases	(612.83)	
EFT Pymt	EFT 10347	24-May-2024	CCS Strategic	Consultancy: Bev Aquatic Centre rPPP funding application - 60% Final Claim	(19,130.60)	
EFT Pymt	EFT 10348	24-May-2024	Carpentry Link (Brendon Hall)	Relief Maintenance: 08 - 21 May 2024 (72 hrs)	(3,600.00)	
EFT Pymt	EFT 10349	24-May-2024	Corsign WA Pty Ltd	Rural Roads Various: Various signage	(6,430.60)	
EFT Pymt	EFT 10350	24-May-2024	Country Copiers Northam (DA Gardner)	DX 8795 & DX C3730 Copier Charges: 02 Apr - 07 May 24	(519.33)	
EFT Pymt	EFT 10351	24-May-2024	Desert Telephone and Power Services	Cable location around new Civic Centre	(962.50)	
EFT Pymt	EFT 10352	24-May-2024	Focus Networks	Mechanic - HP Elitebook Notebook	(2,524.21)	
EFT Pymt	EFT 10353	24-May-2024	Hutton and Northey Sales	Various: Parts & workshop consumables	(52.73)	
EFT Pymt	EFT 10354	24-May-2024	Mandurah Tile & Stone Co	Hunt Rd Unit 3 Refurb: Tiles	(1,664.00)	
EFT Pymt	EFT 10355	24-May-2024	Midland Steel Fabrication	BE029 (PGRD05): Custom made tool boxes - 60% & final bal	(1,029.60)	
EFT Pymt	EFT 10356	24-May-2024	Regional Development Australia Wheat	2024-25 Annual subscription Grant Guru portal	(550.00)	
EFT Pymt	EFT 10357	24-May-2024	Services Australia (Child Support - D J)	Payroll deductions: 07 & 21 May 2024	(790.04)	
EFT Pymt	EFT 10358	24-May-2024	Synergy	Various: Power use for Mar - May 2024	(2,475.51)	
EFT Pymt	EFT 10359	24-May-2024	Team Global Express Pty Ltd (nee Toll)	Freight Charges: 10 - 30 Apr 2024	(539.77)	
EFT Pymt	EFT 10360	24-May-2024	Twinkarri - Intellife Group Ltd	Rural Roads: Tree lopping Apr 2024	(68,200.00)	
EFT Pymt	EFT 10361	24-May-2024	UTF Australia Pty Ltd	1TQ0908 (PTRL12): Parts	(88.00)	
EFT Pymt	EFT 10362	24-May-2024	Valley Airconditioning & Refrigeration	Hunt Rd Unit 3 Refurb: Air con	(2,650.00)	
EFT Pymt	EFT 10363	24-May-2024	Zircodata Pty Ltd	2024-04 Apr: Storage of Archives 155 x A1 Storage Boxes	(120.95)	(126,817.04)
EFT Pymt	EFT 10365	31-May-2024	3D Walkabout Pty Ltd	Heritage Walk AR App	(3,278.00)	
EFT Pymt	EFT 10366	31-May-2024	ATO - Australian Tax Office	2023/24 FBT Final Obligation	(1,469.97)	
EFT Pymt	EFT 10367	31-May-2024	Avon Waste	2,082 Bin Collection FE 10, 17 May 24 inc Recycling Bins & 684 x Recycling Collector	(5,518.85)	
EFT Pymt	EFT 10368	31-May-2024	BOC Limited	2024-04 Apr Cylinder Rental: Medical oxygen C size	(6.69)	
EFT Pymt	EFT 10369	31-May-2024	Beverley Electrical Services - BES	Avondale Machinery Museum - Tag & Test	(532.10)	
EFT Pymt	EFT 10370	31-May-2024	Bunnings Building Supplies P/L	Various: Hardware purchases	(490.87)	
EFT Pymt	EFT 10371	31-May-2024	Department of Planning Lands and Heri	May 2024: 23/24 Leases M252204 & M355805	(389.57)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
EFT Pymt	EFT 10372	31-May-2024	Focus Networks	2024-05 May Computer Support	(5,299.53)	
EFT Pymt	EFT 10373	31-May-2024	In Tune Piano Service	Town Hall: Piano Tune	(1,700.00)	
EFT Pymt	EFT 10374	31-May-2024	Information Services and Technology P	Avondale: MOSAiC workshop	(2,621.80)	
EFT Pymt	EFT 10375	31-May-2024	Isweep Town and Country	Town Street Sweeping: Easter 2024	(3,465.00)	
EFT Pymt	EFT 10376	31-May-2024	Landgate	Valuation Fees - Mining Tenements 2024/05	(296.15)	
EFT Pymt	EFT 10377	31-May-2024	Node One Pty Ltd	2024-06 June NBN Fixed wireless Business FW Plus 75/10 mbps unlimited (5 shares)	(89.00)	
EFT Pymt	EFT 10378	31-May-2024	Onsite Repairs	BE004: Service and safety inspection	(1,359.48)	
EFT Pymt	EFT 10379	31-May-2024	Sambor Contracting Pty Ltd	Bridge 3203 - Kokeby East Road: Machinery Hire	(847.00)	
EFT Pymt	EFT 10380	31-May-2024	Synergy	2024-05 May Power accounts	(6,562.33)	
EFT Pymt	EFT 10381	31-May-2024	Telstra Limited	2024-05 May Telephone accounts	(1,945.91)	
EFT Pymt	EFT 10382	31-May-2024	The Red Vault	Catering: Council Meet 24 Apr 2024 & Bartram St Fire 23 May 2024	(374.35)	
EFT Pymt	EFT 10383	31-May-2024	WA Contract Ranger Services Pty Ltd	Ranger Services: 09, 16 May 2024	(653.12)	
EFT Pymt	EFT 10384	31-May-2024	York Laundromat	Onsite Cabins Laundry fees: 17 - 20 May 2024	(528.00)	(37,427.72)
Direct Debit	DD 4571.01	07-May-2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,489.20)	
Direct Debit	DD 4571.02	07-May-2024	National Mutual Retirement Fund	Superannuation contributions	(183.02)	
Direct Debit	DD 4571.03	07-May-2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(513.85)	
Direct Debit	DD 4571.04	07-May-2024	Australian Super	Superannuation contributions	(1,773.50)	
Direct Debit	DD 4571.05	07-May-2024	Aware Super Pty Ltd	Superannuation contributions	(7,161.11)	
Direct Debit	DD 4571.06	07-May-2024	Australian Retirement Trust (Super func	Superannuation contributions	(546.60)	
Direct Debit	DD 4571.07	07-May-2024	MLC MasterKey Personal Super	Superannuation contributions	(103.59)	
Direct Debit	DD 4571.08	07-May-2024	Colonial First State Super (Gibson Dani	Superannuation contributions	(317.51)	
Direct Debit	DD 4571.09	07-May-2024	AMP Lifetime Super	Superannuation contributions	(196.18)	
Direct Debit	DD 4571.10	07-May-2024	UniSuper	Superannuation contributions	(263.20)	
Direct Debit	DD 4571.11	07-May-2024	Prime Super P/L	Superannuation contributions	(292.01)	(12,839.77)
Direct Debit	DD 4582.01	21-May-2024	Shadforth Portfolio Service - Super	Superannuation contributions	(1,169.06)	
Direct Debit	DD 4582.02	21-May-2024	Prime Super P/L	Superannuation contributions	(303.58)	
Direct Debit	DD 4582.03	21-May-2024	National Mutual Retirement Fund	Superannuation contributions	(323.83)	
Direct Debit	DD 4582.04	21-May-2024	Australian Super	Superannuation contributions	(1,773.50)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	DD 4582.05	21-May-2024	Aware Super Pty Ltd	Superannuation contributions	(7,133.33)	
Direct Debit	DD 4582.06	21-May-2024	Australian Retirement Trust (Super func	Superannuation contributions	(580.52)	
Direct Debit	DD 4582.07	21-May-2024	MLC MasterKey Personal Super	Superannuation contributions	(141.26)	
Direct Debit	DD 4582.08	21-May-2024	Mercer Super Trust, The Trustee for	Superannuation contributions	(705.74)	
Direct Debit	DD 4582.09	21-May-2024	Colonial First State Super (Gibson Dani	Superannuation contributions	(317.51)	
Direct Debit	DD 4582.10	21-May-2024	AMP Lifetime Super	Superannuation contributions	(244.76)	
Direct Debit	DD 4582.11	21-May-2024	UniSuper	Superannuation contributions	(267.13)	(12,960.22)
Direct Debit	105	03-May-2024	7 - CBA Merchant Fee	CBA Merchant Fee - Muni	(511.79)	(511.79)
Direct Debit	105	03-May-2024	7 - CBA Merchant Fee	CBA Merchant Fee - Trust	(20.14)	(20.14)
Direct Debit	105	06-May-2024	12 - ANZ - BPAY	ANZ - BPAY	(72.60)	(72.60)
Direct Debit	105	06-May-2024	12 - ANZ - BPAY	ANZ - BPAY	(77.00)	(77.00)
Direct Debit	105	06-May-2024	8 - ANZ Transactive	ANZ Transactive	(77.00)	(77.00)
Direct Debit	105	17-May-2024	1 - Bank Charges	Bank charges - account servicing fee	(22.00)	(22.00)
Direct Debit	105	01-May-2024	3 - Payment for DoT	Payment for DoT	(7,454.30)	
Direct Debit	105	02-May-2024	3 - Payment for DoT	Payment for DoT	(3,303.90)	
Direct Debit	105	03-May-2024	3 - Payment for DoT	Payment for DoT	(1,049.55)	
Direct Debit	105	06-May-2024	3 - Payment for DoT	Payment for DoT	(1,573.10)	
Direct Debit	105	07-May-2024	3 - Payment for DoT	Payment for DoT	(6,594.05)	
Direct Debit	105	08-May-2024	3 - Payment for DoT	Payment for DoT	(1,409.30)	
Direct Debit	105	09-May-2024	3 - Payment for DoT	Payment for DoT	(2,681.15)	
Direct Debit	105	10-May-2024	3 - Payment for DoT	Payment for DoT	(3,823.35)	
Direct Debit	105	13-May-2024	3 - Payment for DoT	Payment for DoT	(1,116.85)	
Direct Debit	105	14-May-2024	3 - Payment for DoT	Payment for DoT	(2,694.80)	
Direct Debit	105	15-May-2024	3 - Payment for DoT	Payment for DoT	(871.95)	
Direct Debit	105	16-May-2024	3 - Payment for DoT	Payment for DoT	(1,571.60)	
Direct Debit	105	17-May-2024	3 - Payment for DoT	Payment for DoT	(1,298.50)	
Direct Debit	105	20-May-2024	3 - Payment for DoT	Payment for DoT	(5,219.65)	
Direct Debit	105	21-May-2024	3 - Payment for DoT	Payment for DoT	(3,475.30)	

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
Direct Debit	105	22-May-2024	3 - Payment for DoT	Payment for DoT	(7,290.35)	
Direct Debit	105	23-May-2024	3 - Payment for DoT	Payment for DoT	(2,907.80)	
Direct Debit	105	24-May-2024	3 - Payment for DoT	Payment for DoT	(1,081.10)	
Direct Debit	105	27-May-2024	3 - Payment for DoT	Payment for DoT	(2,878.20)	
Direct Debit	105	28-May-2024	3 - Payment for DoT	Payment for DoT	(784.15)	
Direct Debit	105	29-May-2024	3 - Payment for DoT	Payment for DoT	(1,367.20)	
Direct Debit	105	30-May-2024	3 - Payment for DoT	Payment for DoT	(2,362.55)	
Direct Debit	105	31-May-2024	3 - Payment for DoT	Payment for DoT	(2,331.10)	(65,139.80)
Direct Debit	EFT 10364	24-May-2024	Credit Card - Shire of Beverley	2024-04 Apr Credit Card Purchases	(680.09)	(680.09)
PAYMENTS RAISED IN CURRENT MONTH					(669,784.56)	(669,784.56)
WAGES & SALARIES						
EFT Pymt		08-May-2024	Wages & Salaries	FE - 07 May 2024	(65,994.24)	
EFT Pymt		22-May-2024	Wages & Salaries	FE - 21 May 2024	(67,286.91)	
WAGES & SALARIES					(133,281.15)	(133,281.15)
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT						
UNPRESENTED PAYMENTS for CURRENT BANK STATEMENT					0.00	0.00
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS						
PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS					0.00	0.00
OTHER AMENDMENTS/GENERAL JOURNALS						
OTHER AMENDMENTS/GENERAL JOURNALS					0.00	0.00
INVESTMENTS						
TOTAL EXPENDITURE for MUNICIPAL ACCOUNT					(803,065.71)	(803,065.71)

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS
CREDIT CARD PAYMENT SUMMARY for CURRENT BANK STATEMENT						
CEO - STEPHEN GOLLAN						
Credit card	BE1/MAR23.01	27-Mar-2024	DoT	BE1 (PSDN17): Change of plate fee (BE1-> 1HWJ792)	31.10	
Credit card	BE1/MAR24.02	02-Apr-2024	DoT	BE1 (PSDN18): Change of plate fee (1IDL063 -> BE1)	18.90	
Credit card	3242357207	11-Apr-2024	Bosch	Sundry Plant - Parts (Switch for Demolition Hammer drill)	74.59	
Credit card	SI-00011846	15-Apr-2024	Probuild Tech	Vin St Gardens - 50 x replacing fencing caps	41.25	
Credit card	2737873309	15-Apr-2024	Adobe Systems Software Ireland	Software for EA A Lewis Adobe Acrobat Pro 12 mth subs exp 14 Apr 2025 oseas txn fee GST	347.82	
Credit card	1068291	21-Apr-2024	Coles Express	BE1 (PSDN17) 30.02L @ 1.979L GST incl	59.41	
Credit card	8870-9243-2142-86424	23-Apr-2024	Google Play	650-2530000 \$25.00 USD \$1.17AUD International Trans Fee. Order No: PDS.8870-9243-2142-86424	40.20	
Credit card	4980105124CR	16-May-2024	Repco	BE015 (PUTE02): Parts returned - Rotor disc brake & Shock (Excel G Gas)	(325.80)	287.47
DCEO - SIMON MARSHALL (AVONDALE MACHINERY SHED)						
Credit card	19266551	01-Apr-2024	Avondale - Autobarn Armadale	Parts (LED Worklight 10W 800LM)	47.99	
Credit card	079349	17-Apr-2024	Avondale - Rare Spares	Parts (Brake Master Cylinder Kit With Piston 48 FJ)	162.05	
Credit card	02/4694	26-Apr-2024	Avondale - Beverley Supermarket	Sundry supplies (Coffee, milk)	22.58	232.62
MOW - STEPHEN VINCENT						
Credit card	PTRL13-240124	12-Apr-2024	Telstra Ltd	0461 383 055 - Prepaid data fee for signage trailer	160.00	160.00
<i>April 2024 transactions presented on 24 May 2024 (EFT 10364), Shire of Beverley Municipal Bank account</i>						680.09

TRUST ACCOUNT DETAILS**PAYMENTS RAISED IN CURRENT MONTH****PAYMENTS RAISED IN CURRENT MONTH****0.00 0.00****PAYMENTS UNPRESENTED IN CURRENT BANK #****PAYMENTS UNPRESENTED IN CURRENT BANK #****0.00 0.00****PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS****PAYMENTS PRESENTED IN CURRENT BANK # RELATING to PRIOR MONTHS' TRANSACTIONS****0.00 0.00**

SHIRE OF BEVERLEY

CHEQUE DETAIL - Municipal and Trust Accounts - MAY 2024

TYPE	NUM	DATE	PAYEE	DETAILS	AMT PAID	TOTALS	
<i>OTHER AMENDMENTS / GENERAL JOURNALS</i>							
			<i>OTHER AMENDMENTS / GENERAL JOURNALS</i>			<i>0.00</i>	<i>0.00</i>
			<i>TOTAL EXPENDITURE for TRUST ACCOUNT</i>				<i>0.00</i>
			TOTAL EXPENDITURE as reconciled to the MAY 2024 BANK STATEMENTS				
			Municipal Account Expenditure			(803,065.71)	
			Trust Account Expenditure			0.00	
			TOTAL EXPENDITURE for MAY 2024			(803,065.71)	

Unconfirmed

11.3 Budget 2024/25 – Salaries and Wages Increase

Submission To:	Ordinary Council Meeting 26 June 2024
Report Date:	18 June 2024
Applicant:	Shire of Beverley
File Reference:	ADM 0092
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	Occurs Annually
Disclosure(s) Of Interest:	Shire Employee (Executive Contract Staff)
Attachments:	Annual Wage Review 2024-25 Announcement of Decision

SUMMARY

Council to consider approving an across the board 3.75% salary and wage increase for all Shire Staff, excluding Executive Contract Staff.

BACKGROUND

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

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

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

COMMENT

The decision of the Fair Work Commission (FWC) Expert Panel for annual wage reviews has increased the National Minimum Wage and minimum rates of pay in modern awards by 3.75% for the 2024/25 financial year.

The increase to the minimum rates of pay in the Federal Local Government Industry Award 2020 (Award) will come into effect from the first full pay period on or after 1 July 2024.

This increase will need to be passed on by Local Governments operating in the Federal industrial relations system that:

- pay the minimum wage rates in the Award, and
- have federal enterprise agreements that incorporate increases to modern award wage rates.

The Fair Work Commission Expert Panel advises “*If you apply the Local Government Industry Award 2020 but pay wage rates higher than the minimum Award rates, you will need to review your internal policies and procedures and contracts of employment to determine when and how your Local Government usually provides wage increases.*”.

Note Council is currently transitioning to the State Award system. Currently, the *Local Government Industry Award 2020* is our transitional instrument. The change in Awards will come into effect in January 2025.

In 2023/24 Council increased certain positions wage rates to bring them up to the Average SAT4 level as reported in the 23/24 WALGA salary review. The increases passed on in 23/24 are as follows:

Position	SAT 4 Matching (%)	Effective Increase (SAT 4 + 5.75%)
Grader Operator	3.08	8.83
Manager of Works	5.93	11.68
Mechanic	1.50	7.25
Payroll Officer	9.66	15.41
Plant Operator	2.79	8.54
Project Officer	10.33	16.08
Tourism Officer	18.14	23.89
Town Planner	8.36	14.11
Works Supervisor	6.04	11.79

Contract rates are reviewed annually in line with the individual Contract agreements, however, where annual increases are not addressed under contract, it is proposed that the 3.75% Award increase also be passed on to these employees.

The superannuation Guarantee fee is also increasing 0.5%, to 11.5% in the 2024/25 financial year.

STATUTORY ENVIRONMENT

Fair Work Act 2009 s.285 Annual wage review

CONSULTATION

Council

FINANCIAL IMPLICATIONS

2024/25 Budget

STRATEGIC IMPLICATIONS

Strategic Pillar: 1. Economy

4. Civic Leadership

Strategic Priorities: 1.6 Locals can participate in the workforce

4.3 Responsible planning

POLICY IMPLICATIONS

S034 Staff Remuneration

RISK IMPLICATIONS

Medium - If not applied Staff satisfaction may decrease and the ability to attract suitable new employees may become difficult.

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
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

OFFICERS RECOMMENDATION & COUNCIL RESOLUTION

M10/0624

Moved Cr Brown

Seconded Cr Martin

That a 3.75% salary increase be applied to all Shire Staff wages, excluding Executive Contract Staff, and be included in the 2024/25 Budget.

CARRIED 8/0

*For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil*



Annual Wage Review 2023–2024 – Announcement of Decision

[1] We are announcing today the decision we have reached in this year’s Annual Wage Review.

[2] The Annual Wage Review is conducted in accordance with s 285 of the *Fair Work Act 2009* (Cth), which requires the Fair Work Commission to undertake two tasks.

[3] The first task is to review, and make, the National Minimum Wage order. The only function of the National Minimum Wage is to set a minimum rate of pay for employees in the national industrial relations system who are not covered by a modern award or an enterprise agreement. Only a very small number of employees are actually paid the National Minimum Wage and will be affected by this decision.

[4] The second task is to review modern award minimum wages. This is the most important aspect of the Review. There are 121 modern awards which apply to employees in the national industrial relations system in various industries and occupations. There are also a small number of modern enterprise awards which apply to specific business enterprises. Each modern award sets minimum wage rates for employees working in the industries, occupations or enterprises covered by the award. In setting modern award rates of pay, the Commission is required to take into account the amount of the National Minimum Wage.

[5] Approximately 20.7 per cent of the Australian workforce, or about 2.6 million employees, are paid in accordance with minimum wage rates in modern awards. They, and their employers, are directly affected by this decision. In addition, there are some categories of employees who are indirectly affected by way of the Review outcomes being ‘flowed on’ by various means. Our estimate is that this decision will therefore operate upon the wages of about a quarter of all Australian employees.

[6] The characteristics of employees who rely on modern award minimum wage rates and are therefore directly affected by our decision are significantly different to the workforce as a whole. They mostly work part-time hours, are predominantly women, and almost half are casual employees. They are also much more likely to be low paid.

[7] Because of these characteristics, the broader economic effect of Annual Wage Review decisions is limited. The total wages cost of the modern-award-reliant workforce constitutes less than 11 per cent of the national ‘wage bill’.

[8] Furthermore, the effect of the Review decision across the economy is not uniform. About two-thirds of the modern-award-reliant workforce are employed in only four industry sectors. Other industry sectors have negligible numbers of modern-award-reliant employees.

[9] The *Fair Work Act* requires us to take into account specific considerations in conducting the Annual Wage Review. These include relative living standards, the needs of the low paid, workforce participation, the performance and competitiveness of the national economy, and the need to achieve gender equality. We have taken all of these considerations into account.

[10] In conducting the Review, we have received submissions from a range of stakeholders, including the Australian Chamber of Commerce and Industry, the Australian Council of Trade Unions, the Australian Industry Group, the Council of Small Business Organisations, Australia, various other employer and employee organisations, and the Australian Government and State governments. A number of parties have advanced specific proposals for wage adjustments to be made in the Review. These are set out in the appendix to our written decision. However, we make clear that the Annual Wage Review process is not one of adjudication between competing proposals. While we have taken the submissions made into account, our statutory task is to make our own assessment as to what constitutes a safety net of fair minimum wages.

[11] We have decided to increase the National Minimum Wage and all modern award minimum wage rates by 3.75 per cent, effective from 1 July 2024.

[12] In determining this level of increase, a primary consideration has been the cost-of-living pressures that modern-award-reliant employees, particularly those who are low paid and live in low-income households, continue to experience notwithstanding that inflation is considerably lower than it was at the time of last year's Review. Modern award minimum wages remain, in real terms, lower than they were five years ago, notwithstanding last year's increase of 5.75 per cent, and employee households reliant on award wages are undergoing financial stress as a result. This has militated against this Review resulting in any further reduction in real award wage rates. At the same time, we consider that it is not appropriate at this time to increase award wages by any amount significantly above the inflation rate, principally because labour productivity is no higher than it was four years ago and productivity growth has only recently returned to positive territory. We have taken into account that the labour market and business profit growth overall remain strong, but the picture is less positive in some of the industry sectors which contain a large proportion of modern-award-reliant employees. We have also taken into account that modern-award-reliant employees will shortly receive the benefit of the Stage 3 tax cuts and the Budget cost-of-living measures, which are projected to increase real household disposable incomes over the next 12 months. We have treated the forthcoming increase to the Superannuation Guarantee contribution amount as a moderating factor.

[13] The increase of 3.75 per cent which we have determined is broadly in line with forecast wages growth across the economy in 2024 and will make only a modest contribution to the total amount of wages growth in 2024. We consider therefore that this increase is consistent with the forecast return of the inflation rate to below 3 per cent in 2025.

[14] We have also determined to establish a program for the timely resolution of gender undervaluation issues arising in respect of certain modern awards. A gender equity research project which was undertaken as a result of the decision in last year's Review has now been completed, and this has permitted us to identify priority areas for attention. Modern awards and classifications applicable to early childhood education and care workers, disability home care workers and other social and community services workers, dental assistants, medical technicians, psychologists, other health professionals and pharmacists will be the subject of Commission-initiated proceedings to examine and address gender undervaluation. These proceedings will commence shortly after the issue of this decision and we intend that they will be completed by the time of next year's Review, which will then move on to the consideration of other gender undervaluation issues.

[15] We conclude by thanking all parties that participated in the Annual Wage Review process for their contributions. We also thank the staff of the Commission for their assistance.

11.4 Budget 2024/25 – Fees and Charges

Submission To:	Ordinary Council Meeting 26 June 2024
Report Date:	18 June 2024
Applicant:	Administration
File Reference:	ADM 0099
Author and Position:	Simon Marshall, Deputy Chief Executive Officer
Previously Before Council:	Occurs Annually
Disclosure(s) Of Interest:	Nil
Attachments:	Draft 2024/25 Schedule of Fees and Charges 2024 March Qtr CPI – All Groups

SUMMARY

Council to review the Fees and Charges Schedule for the 2024/25 financial year.

BACKGROUND

The Shire of Beverley's Schedule of Fees and Charges is reviewed annually and forms part of Council's Annual Budget.

COMMENT

The full Schedule of Fees and Charges is attached. Generally, a blanket percentage increase of 3.6% has currently been applied in line with March Quarter CPI. Previously, Council has considered increasing fees and charges at the same percentage rate as any intended Rate increase.

Variations to the 2024/25 Schedule include:

- Increase to Caravan Park and Onsite Accommodation Booking charges;
- Increase to Hunt Road Village rental charges;
- Increase to Asbestos Burial fees; and
- Increase to Standpipe water charges in line with Water Corp supply and water rate increases.

Fee Schedule

The draft 2024/25 Fees and Charges schedule includes a proposed increase of CPI (3.6% March Quarter All Groups – see attached).

Some fees are increased annually by CPI under agreement, these fees are identified in the notes section of the schedule. These increases have been applied.

Statutory charges (for Dogs/Cats, Health, Building and Planning) may change following advice from the relevant Government departments. If changes do occur, the schedule will be updated accordingly.

STATUTORY ENVIRONMENT

Section 6.16 of the *Local Government Act* provides that:

- (1) a local government may impose (by absolute majority) 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.
- (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, authorization 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 (by absolute majority) during a financial year; and
 - b. Amended (by absolute majority) from time to time during a financial year.

Section 6.17 further provides:

- (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;
 - 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 high 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;
 - 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.

Regulation 2 of the *Local Government (Financial Management) Regulations* (2) provides that the CEO is to –

- (a) ensure that the resources of the local government are effectively and efficiently managed;
- (b) assist the council to undertake reviews of fees and charges regularly (and not less than once in every financial year); and

Section 6.19 of the *Local Government Act* provides that 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.

Section 41 of the *Health Act* provides that every local government may from time to time, as occasion may require, make and levy as aforesaid and cause to be collected an annual rate for the purpose of providing for the proper performance of all or any of the services mentioned in section 112, and the maintenance of any sewerage works constructed by the local government under Part IV. Such annual rate shall not exceed —

- (a) 12 cents in the dollar on the gross rental value; or
- (b) where the system of valuation on the basis of the unimproved value is adopted, 3 cents in the dollar on the unimproved value of the land in fee simple, provided that the local government may direct that the minimum annual amount payable in respect of any one separate tenement shall not be less than \$1.

Provided also, that where any land in the district is not connected with any sewer, and a septic tank or other sewerage system approved by the local government is installed and used upon such land by the owner or occupier thereof for the collection, removal, and disposal of nightsoil, urine, and liquid wastes upon such land, the local government may by an entry in the rate record exempt such land from assessment of the annual rate made and levied under this section, and, in lieu of such annual rate, may, in respect of such land, make an annual charge under and in accordance with section 106 for the removal of refuse from such land.

Section 112 of the *Health Act* provides that:

- (1) A local government may, and when the Executive Director, Public Health so requires, shall undertake or contract for the efficient execution of the following works within its district, or any specified part of its district:
 - (a) The removal of house and trade refuse and other rubbish from premises.
 - (b) The supply of disinfectants for the prevention or control of disease, and pesticides for the destruction of pests.
 - (c) The cleansing of sanitary conveniences and drains.
 - (d) The collection and disposal of sewage.
 - (e) The cleaning and watering of streets.
 - (f) The providing, in proper and suitable places, of receptacles for the temporary deposit of refuse and rubbish collected under this section.
 - (g) The providing of suitable places, buildings, and appliances for the disposal of refuse, rubbish and sewage.
 - (ga) The construction and installation of plant for the disposal of refuse, rubbish and sewage.
 - (h) The collection and disposal of the carcasses of dead animals, provided that it shall not be lawful to deposit nightsoil in any place where it will be a nuisance or injurious or dangerous to health.
- (2) Any local government which has undertaken or contracted for the efficient execution of any such work as aforesaid within its district or any part thereof may by local law prohibit any person executing or undertaking the execution of any of the work undertaken or contracted for within the district or within such part thereof as aforesaid, as the case may be, so long as the local government or its

contractor executes or continues the execution of the work or is prepared and willing to execute or continue the execution of the work.

- (3) After the end of the year 1934 no nightsoil collected in one district shall be deposited in any other district, except with the consent of the local government of such other district, or of the Executive Director, Public Health.

Section 30 of the *Residential Tenancies Act* provides that:

- (1) Subject to this section, the rent payable under a residential tenancy agreement may be increased by the owner by notice in writing to the tenant specifying the amount of the increased rent and the day as from which the increased rent becomes payable, being a day —
 - (a) not less than 60 days after the day on which the notice is given; and
 - (b) not less than 6 months after the day on which the tenancy commenced, or, if the rent has been increased under this section, the day on which it was last so increased, but otherwise the rent shall not increase or be increased.
- (2) The right of the owner to increase rent in accordance with subsection (1) —
 - (a) is not exercisable in relation to an agreement that creates a tenancy for a fixed term during the currency of that term unless the agreement provides that the rent may increase or be increased; and
 - (b) in any case, may be excluded or limited by agreement between the owner and the tenant.
- (3) A notice of increase of rent that has been given in accordance with this section and that has not been withdrawn by the owner varies the residential tenancy agreement to the effect that the increased rent specified in the notice is payable under the agreement as from the day specified in the notice.

Section 66 of the *Waste Avoidance and Resource Recovery Act 2007* (Local government may impose waste collection rate) provides:

- (1) A local government may impose on rateable land within its district, and cause to be collected, an annual rate for the purpose of providing for the proper performance of all or any of the waste services it provides.
- (2) The annual rate must not exceed —
 - (a) 12 cents in the dollar on the gross rental value; or
 - (b) where the system of valuation on the basis of the unimproved value is adopted, 3 cents in the dollar on the unimproved value of the land in fee simple.
- (3) The provisions of the *Local Government Act 1995* relating to the making, payment and recovery of general rates apply with respect to rates referred to in subsection (1).

CONSULTATION

Shire Staff

FINANCIAL IMPLICATIONS

2024/25 Budget

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.1 Community and customer focus

4.3 Responsible planning

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

Low (3) – Fees and Charges form part of the Annual Budget. Preparation of the Annual Budget is done in a staged and planned process and is presented through this report to Council to mitigate the risk of failing to adopt the budget by 31 August.

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 & COUNCIL RESOLUTION

M11/0624

Moved Cr Brown

Seconded Cr Sattler

That the draft 2024/25 Fees and Charges Schedule be adopted and included in the 2024/25 Budget.

CARRIED BY ABSOLUTE MAJORITY 8/0

For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
SPORTING CLUBS/COMMUNITY ORGANISATIONS						
Football Club	4,049.00	4,195.00	per year		↑ 146.00	Oval, Function Centre and Changerooms
Netball Clubs (Beverley Netball Club & Redbacks Netball Club)	618.00	640.00	per year		↑ 22.00	Courts, Function Centre and Changerooms
Cricket Club	618.00	640.00	per year		↑ 22.00	Oval, Function Centre and Changerooms
Hockey Club	618.00	640.00	per year		↑ 22.00	Oval, Function Centre and Changerooms
Horse and Pony Club (Annual Fee)	135.00	140.00	per year		↑ 5.00	Annual CPI Mar Quarter Review as per Licence Agreement (#55). Oval <u>NOT</u> included. Club provide own cleaner.
Horse and Pony Club (Extra Events)	208.00	215.00	per event		↑ 7.00	Includes Main Oval - Function Centre hire extra.
Tennis Club	681.00	706.00	per year		↑ 25.00	Club provide own cleaner/ Ablutions Only
Ladies Badminton Club	46.00	48.00	per booking (AM/PM/Eve)		↑ 2.00	Times must be allocated AM (Morning) PM (Afternoon) or Evening (Night)
Boot Scooting	46.00	48.00	per booking (AM/PM/Eve)		↑ 2.00	Times must be allocated AM (Morning) PM (Afternoon) or Evening (Night)
Ballet Group	46.00	48.00	per booking (AM/PM/Eve)		↑ 2.00	Times must be allocated AM (Morning) PM (Afternoon) or Evening (Night)
CRC Bingo	46.00	48.00	per booking (AM/PM/Eve)		↑ 2.00	Times must be allocated AM (Morning) PM (Afternoon) or Evening (Night)
Soaring Society	4,863.00	5,028.00	per year		↑ 165.00	Annual CPI Mar Quarter Perth Review and Billed July as per Lease Agreement. Exp 30 Jun 2032 (Agreement# 33)
Soaring Society - Hangar Fees	100.00	100.00	per glider/year		↑ 0.00	Fixed Fee - billed July as per Lease Agreement. Exp 30 Jun 2032 (Agreement# 33)
Tractor Pull	294.00	294.00	per event		↑ 0.00	Annual CPI Dec Quarter Review as per Licence Agreement. Exp 31 Dec 2026 (Agreement# 9)
Beverley Districts Motor Cycle Club (Ulinga Park)	1,302.00	1,346.00	per year		↑ 44.00	Annual CPI Perth Review as per Lease Agreement. Exp 30 Jun 2031 (Agreement# 12)
Ladies Hospital Auxiliary - Op Shop (Lesser Hall)	12.00	12.00	per week		↑ 0.00	Lesser Hall use.
Community Markets	10.00	10.00	per event		↑ 0.00	
Beverley Station Arts (Licence Fee)	120.00	124.00	per year		↑ 4.00	Annual CPI Mar Quarter Review as per Licence Agreement. Exp 30 Apr 2028 (Agreement# 24)
Beverley Off Road Motor Sports Association (BORMSA)	2,000.00	2,000.00	per year		↑ 0.00	Fixed Lease. Exp 31 Dec 2025 (Agreement# 57)
Telstra (Mobile Tower Lease)	1,000.00	1,000.00	per year		↑ 0.00	Fixed Lease. (Agreement# 3)
CORNERSTONE COMMUNITY CENTRE CHARGES						
Beverley Community Resource Centre Lease	13,839.00	14,310.00	per year		↑ 471.00	As per Management Agreement reviewed annually by CPI Perth. (Agreement# 75)
Commercial Office 1 Lease	100.00	100.00	per week		↑ 0.00	(Agreement# 86)
Commercial Office 2 Lease	158.00	161.00	per week		↑ 3.00	Agreement reviewed at renewal by CPI Perth. (Agreement# 103)
Commercial Office 3 Lease	90.00	93.00	per week		↑ 3.00	Agreement reviewed at renewal by CPI Perth. (Agreement# 112)
Commercial Office 4 Lease	255.00	255.00	per week		↑ 0.00	Agreement reviewed at renewal by CPI Perth. (Agreement# 90)
Creche Lease	345.00	381.00	per week		↑ 36.00	Agreement reviewed at renewal by CPI Perth. (Agreement# 88)
Conference/Training Facility - Hourly	22.00	23.00	per hour		↑ 1.00	Per Room
Conference/Training Facility - Daily	157.00	163.00	per day		↑ 6.00	Per Room - max. 8 hours inc. use of Kitchen facilities.
Conference/Training Facility - Hourly - Community Group	12.00	12.00	per hour		↑ 0.00	Per Room. Incorporated bodies only. Includes use of tea and coffee making facilities.
Conference/Training Facility - Daily - Community Group	79.00	82.00	per day		↑ 3.00	Per Room - max. 8 hours inc. use of Kitchen facilities. Incorporated bodies only. Includes use of tea and coffee making facilities.
Electronic Display - Advertising Set Up	55.00	55.00	per advert		↑ 0.00	As per Council Policy C015. Community Groups exempt.
Electronic Display - Monthly Advertising	55.00	55.00	per month		↑ 0.00	As per Council Policy C015. Community Groups exempt.

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
ROAD MAINTENANCE CHARGES						
Austral Brick	5,000.00	5,000.00	per year		↑ 0.00	Road Maintenance Contribution as per Tonnage transported @ 48c per ton - \$5,000 agreed floor price.
HALL						
						Tables, Chairs, Crockery & Cutlery <u>not</u> to be removed from Hall
Main Hall - Community Group Functions	215.00	223.00	per day		↑ 8.00	Incorporated bodies only. Includes Bar Facilities.
Lesser Hall - Community Group Functions	171.00	177.00	per day		↑ 6.00	Incorporated bodies only. Includes Bar Facilities.
Full Complex - Community Group Functions	270.00	280.00	per day		↑ 10.00	Incorporated bodies only. Includes use of Kitchen and Bar Facilities
Main Hall - Private Functions	373.00	386.00	per day		↑ 13.00	Includes Bar Facilities.
Lesser Hall - Private Functions	287.00	297.00	per day		↑ 10.00	Includes Bar Facilities.
Full Complex - Private Functions	539.00	558.00	per day		↑ 19.00	Includes use of Kitchen and Bar Facilities
Commercial Kitchen Hire	0.00	80.00	per day		↑ 80.00	Limit 8 hours per day. Cannot hire if booked for Private or Community Function.
Full Complex - Special Functions	1,000.00	1,000.00	per Event		↑ 0.00	Includes Use of Kitchen and Bar Facilities. Access day before and after to set up/pack up. Use of Hall Chairs and Tables and Scaffold.
Community Meeting Room	FREE	FREE			↑ 0.00	Front room adjacent to Hall Foyer.
Bally Bally Hall	64.00	66.00	per day		↑ 2.00	Cleaning responsibility of Hirer.
Morbinning Hall	64.00	66.00	per day		↑ 2.00	Cleaning responsibility of Hirer.
Key Bond	50.00	50.00	per key	✓	↑ 0.00	Clubs pay one Bond per Season.
Function/Cleaning Bond	150.00	150.00	per event	✓	↑ 0.00	Function Application required. Clubs pay one Bond per Season.

Unconfirmed

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
EQUIPMENT RENTALS						
Chairs	1.00	1.00	per chair		↑ 0.00	Old Green Amenities Chairs (stored in Exhibition Shed) only.
RECREATION GROUND						
Oval Hire (Day)	214.00	222.00	per day		↑ 8.00	APPLICATION MUST BE SUBMITTED and is SUBJECT TO APPROVAL
Oval Hire (Night)	301.00	312.00	per night		↑ 11.00	APPLICATION MUST BE SUBMITTED and is SUBJECT TO APPROVAL
Exhibition Shed	87.00	90.00	per day		↑ 3.00	Beverley Agricultural Society Exempt. If leased, private hire not available.
Exhibition Shed Commercial Lease	500.00	500.00	per year		↑ 0.00	Beverley Agricultural Society to have access for 2 weeks per year.
Ram Shed	87.00	90.00	per day		↑ 3.00	Beverley Agricultural Society Exempt.
Poultry Shed	87.00	90.00	per day		↑ 3.00	Beverley Agricultural Society Exempt.
Caravan Overflow (Per Van)	32.00	33.00	per day		↑ 1.00	Including Power.
FUNCTION & RECREATION CENTRE						
						Tables, Chairs, Crockery & Cutlery <u>not</u> to be removed from Centre
Community Group Functions	171.00	177.00	per day		↑ 6.00	Local Incorporated Bodies only. Kitchen, Bar and Outside BBQ use included in Function Centre hire fee.
Community Group Meetings	51.00	53.00	per event		↑ 2.00	Local Incorporated Bodies only. Use of meeting room only includes tea and coffee making facilities.
Private Functions	342.00	354.00	per day		↑ 12.00	Kitchen, Bar and Outside BBQ use included in Function Centre hire fee.
Private Meetings	103.00	107.00	per event		↑ 4.00	Use of meeting room only includes tea and coffee making facilities.
Key Bond	50.00	50.00	per key	✓	↑ 0.00	Clubs pay one Bond per Season.
Function/Cleaning Bond	150.00	150.00	per event	✓	↑ 0.00	Function Application required. Clubs pay one Bond per Season.
COMMUNITY BUS						
						24 seats inc driver, 50% subsidy for transport of school aged children (Local Children Only)
Fee Includes Fuel Charges etc. (Minimum \$50)	1.77	1.83	per km		↑ 0.06	Minimum Hire charge of \$50 applies.

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
CARAVAN PARK - Power Charges INCLUDED						
Powered - Van/RV Site	32.00	33.00	per day		↑ 1.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Unpowered - Van/RV Site	19.00	20.00	per day		↑ 1.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Powered - Campsite	19.00	20.00	per day		↑ 1.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Unpowered - Campsite	14.00	15.00	per day		↑ 1.00	Charge includes use of ablutions for maximum of 2 Persons (Age 5+)
Additional Person/s (Age 5+ Years)	5.00	5.00	each per day		↑ 0.00	
Children 5 Years Or Under	FREE	FREE			↑ 0.00	
Showers	5.00	5.00	each per shower use		↑ 0.00	
Extended Stay Site (First 28 Days)	193.00	200.00	per week		↑ 7.00	Maximum of 2 Persons (Age 5+) (1-28 days) [140.91 + 14.09 GST]
Extended Stay Site (29+ Days)	193.00	200.00	per week	5% GST	↑ 7.00	Maximum of 2 Persons (Age 5+) 12 Weeks Max - Permission Required [146.92+8.08 GST]
CARAVAN PARK - Onsite Accommodation						
<i>All bookings to be made through the Online Portal. Payment via Credit Card.</i>						
One Bedroom Unit	135.00	150.00	per night		↑ 15.00	Accommodation for up to 2 people. 1 x King Size Bed. \$15 discount per night for two or more night stay.
Two Bedroom Unit	155.00	170.00	per night		↑ 15.00	Accommodation for up to 4 people. 1 x King Size Bed 2 x King Single Beds. \$15 discount per night for two or more night stay.
Extra Persons	15.00	15.00	per person		↑ 0.00	Double fold out couch available in each Unit. Limit 2 additional guests per Unit.
Additional Cleaning Fee	55.00	55.00	per hour		↑ 0.00	Where additional cleaning is required charged at the discretion of the Chief Executive Officer.
Cancellation/No Show Charge			One Nights Charge		↑ 0.00	Fee equivalent to one nights charge payable for no show or cancellation within 24 hours of booking.
One Bedroom Unit - Weekly Rate	810.00	900.00	per 7 days		↑ 90.00	Linen changed every 7 days.
Two Bedroom Unit - Weekly Rate	930.00	1,020.00	per 7 days		↑ 90.00	Linen changed every 7 days.
GYM MEMBERSHIP						
Junior Membership - 16-18 Years	75.00	75.00	6 months		↑ 0.00	Written permission required from Parent/Guardian.
Junior Membership - 16-18 Years	125.00	125.00	12 months		↑ 0.00	Written permission required from Parent/Guardian.
Adult Membership - Over 18 Years	120.00	120.00	6 months		↑ 0.00	
Adult Membership - Over 18 Years	200.00	200.00	12 months		↑ 0.00	
Senior/Pensioner Membership	75.00	75.00	6 months		↑ 0.00	
Senior/Pensioner Membership	125.00	125.00	12 months		↑ 0.00	
Occasional Use	50.00	50.00	30 Days		↑ 0.00	Must be 18 years old or over. Valid for 30 consecutive days from date of payment.
Personal Trainer Membership	400.00	400.00	12 months		↑ 0.00	Personal Trainers must provide a copy of Accreditation and CoC of Public Liability cover.
Gym Induction Fee	30.00	30.00			↑ 0.00	Compulsory for New Memberships only.
Gym Induction - Personal Trainer Consultation	30.00	30.00			↑ 0.00	Optional for New Memberships only; conducted at same time as compulsory induction.
Gym Access Card - Replacement	20.00	20.00	per Card		↑ 0.00	Applicable to replacement cards only.

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
SWIMMING POOL						
Adult	5.00	5.00	per entry		↑ 0.00	
Pensioner/Senior	3.00	3.00	per entry		↑ 0.00	
Child (6-17 Years)	2.00	2.00	per entry		↑ 0.00	Under 6 Years No Charge
Spectator	2.00	2.00	per entry		↑ 0.00	Spectators include Parents supervising children who cannot swim and may need to enter the toddler or learner pools.
Season Ticket - Adult (18 Years+)	50.00	50.00	per season		↑ 0.00	Equivalent to 10 Entries. Shire of Beverley Residents/Ratepayers Only - Residential address proof required.
Season Ticket - Pensioner/Senior	30.00	30.00	per season		↑ 0.00	Equivalent to 10 Entries. Shire of Beverley Residents/Ratepayers Only - Residential address proof required.
Season Ticket - Child (6-17 Years)	20.00	20.00	per season		↑ 0.00	Equivalent to 10 Entries. Shire of Beverley Residents/Ratepayers Only - Residential address proof required.
Season Ticket - Family - Two Adults + 1 Child	100.00	100.00	per season		↑ 0.00	Complimentary Single Child Season Pass
Season Ticket - Family - Two Adults + 2 Children	120.00	120.00	per season		↑ 0.00	Complimentary Single Child Season Pass
Season Ticket - Family - Two Adults + 3 Children	140.00	140.00	per season		↑ 0.00	Complimentary Single Child Season Pass
Season Ticket - Family - Two Adults + 4 Children (Maximum)	160.00	160.00	per season		↑ 0.00	Complimentary Single Child Season Pass
COMMUNITY HEALTHY LIFESTYLE PACKAGE						
Combined 12 Month Gym Membership and Pool Season Pass (Adult)	225.00	225.00	per year		↑ 0.00	10% Saving
Combined 12 Month Gym Membership and Pool Season Pass (Senior)	140.00	140.00	per year		↑ 0.00	10% Saving

Unconfirmed

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
HUNT ROAD VILLAGE						
Rental Charge	150.00	165.00	per week	✓	↑ 15.00	Rental Agreement
30B DAWSON STREET						
Rental Charge	288.00	298.00	per week	✓	↑ 10.00	Rental Agreement - Annual CPI review
INDEPENDENT LIVING UNITS						
Rental Charge	250.00	250.00	per week per Unit	✓	↑ 0.00	Rental Agreement
BLARNEY ADVERTISING						
Full Page 18.5 x 26.8 cm	195.00	202.00	per advert		↑ 7.00	
Half Page 18.5 x 13.3 cm	103.00	107.00	per advert		↑ 4.00	
Quarter Page 9.2 x 13.3 cm	50.00	52.00	per advert		↑ 2.00	
Small 6 x 8.7 cm	31.00	32.00	per advert		↑ 1.00	
Trade 6 x 4.5 cm	9.00	9.00	per advert		↑ 0.00	
Full Page - 12 Months	1,947.00	2,017.00	per year		↑ 70.00	12 Editions
Half Page - 12 Months	1,027.00	1,064.00	per year		↑ 37.00	12 Editions
Quarter Page - 12 Months	503.00	521.00	per year		↑ 18.00	12 Editions
Small - 12 Months	310.00	321.00	per year		↑ 11.00	12 Editions
Community Notice	0.00	0.00	per advert		↑ 0.00	

Unconfirmed

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
LIBRARY						
Library - Replacement Card	12.00	12.00	per card		↑ 0.00	
Library - Lost Books - Admin Fee	28.00	29.00	per investigation		↑ 1.00	Replacement Books to be charged at Cost.
FREEDOM OF INFORMATION (FOI)						
						<i>Freedom of Information Regulations 1993</i>
Personal Information About Applicant	No charge	No charge				Copies as per Beverley CRC copying fees.
FOI - NON PERSONAL INFORMATION						
Application Fee	30.00	30.00	per application	✓		Disadvantaged applicants/pension card - 25% discount.
Time Dealing With Applicant	30.00	30.00	per hour	✓		
Access Time	30.00	30.00	per hour	✓		Supervised by staff.
Duplication Of Information			Actual cost + GST			
Delivery, Packing Or Postage			Actual cost + GST			
Deposits - Advance Deposit			75% of estimated cost			
ACCOUNT ENQUIRIES						
Rate Account Enquiry	250.00	250.00	per enquiry	✓	↑ 0.00	
Rates Credit Balance Refund - Admin Charge	50.00	50.00	per request		↑ 0.00	First credit balance refund free of charge per financial year.
Title Search	68.00	68.00	per enquiry		↑ 0.00	
Rate Book (Printed Or Electronic)	250.00	250.00	per copy		↑ 0.00	
RUBBISH/RECYCLING						
Refuse Collection	226.00	234.00	per refuse bin/year	✓	↑ 8.00	Annual March Quarter Perth CPI increase as per agreement.
Recycling Collection	102.00	105.00	per recycle bin/year	✓	↑ 3.00	Annual March Quarter Perth CPI increase as per agreement.

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
CAT REGISTRATION						
<i>Cat Act 2011</i>						
1. Annual registration of a cat, unless concessional fees are applicable.	20.00	20.00	per year	✓		
2. Concessional registration fee-						
a) Three Year Registration Period	42.50	42.50		✓		
b) Three Year Registration Period - Pensioner	21.25	21.25		✓		Full Concession Card required
c) Lifetime registration period	100.00	100.00		✓		
c) Lifetime registration period - Pensioner	50.00	50.00		✓		Full Concession Card required
d) Registration after 31 May in any year, for that registration year.	50% of fee payable otherwise.			✓		
3. Annual application for approval or renewal to breed cats (per cat).	100.00	100.00		✓		
CAT TRAP						
Cat Trap Hire	16.00	17.00	per day		↑ 1.00	Hire fees to be paid in advance
Cat Trap Bond	50.00	50.00	per hire	✓	↑ 0.00	Bond returned via Cheque payment
DOG REGISTRATION						
<i>Dog Act 1976</i>						
Dog - Male Or Female	50.00	50.00	1 year	✓	↑ 0.00	
Dog - Male Or Female	120.00	120.00	3 years	✓	↑ 0.00	
Dog - Male Or Female	250.00	250.00	Lifetime	✓	↑ 0.00	
Sterilised Dog - Male or Female	20.00	20.00	1 year	✓	↑ 0.00	Certificate of Sterilisation required
Sterilised Dog - Male or Female	42.50	42.50	3 years	✓	↑ 0.00	Certificate of Sterilisation required
Sterilised Dog - Male or Female	100.00	100.00	Lifetime	✓	↑ 0.00	Certificate of Sterilisation required
Pension Rate: Dog - Male Or Female	25.00	25.00	1 year	✓	↑ 0.00	Full Concession Card required
Pension Rate: Dog - Male Or Female	60.00	60.00	3 years	✓	↑ 0.00	Full Concession Card required
Pension Rate: Dog - Male Or Female	125.00	125.00	Lifetime	✓	↑ 0.00	Full Concession & Certificate Of Sterilisation required
Pension Rate: Sterilised Dog - Male or Female	10.00	10.00	1 year	✓	↑ 0.00	Full Concession & Certificate Of Sterilisation required
Pension Rate: Sterilised Dog - Male or Female	21.25	21.25	3 years	✓	↑ 0.00	Full Concession & Certificate Of Sterilisation required
Pension Rate: Sterilised Dog - Male or Female	50.00	50.00	Lifetime	✓	↑ 0.00	
Sheep Dog	25% of fee otherwise payable		1 year	✓		
Sheep Dog	25% of fee otherwise payable		3 years	✓		
Sheep Dog	25% of fee otherwise payable		Lifetime	✓		
Bulk Dog Registration	200.00	200.00		✓	↑ 0.00	For approved kennel establishments only. Fee payable per establishment.

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
DOG IMPOUNDING FEES						
Impound Fee	69.00	69.00	per impounding		↑ 0.00	
Sustenance	14.00	15.00	per day		↑ 1.00	
DOG PENALTIES/INFRINGEMENTS						<i>Dog Act 1976</i>
1. Unregistered Dog	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
2. Failure to give notice of new owner	40.00	40.00		✓	↑ 0.00	
3. Keeping more than the prescribed number of dogs	100.00	100.00		✓	↑ 0.00	
4. Breach of kennel establishment licence	200.00	200.00		✓	↑ 0.00	
5. Dog in public place without collar or registration tag	50.00	50.00		✓	↑ 0.00	Double penalty for Dangerous Dog
6. Owners name and address not on collar	50.00	50.00		✓	↑ 0.00	Double penalty for Dangerous Dog
7. Dog not held by a leash in certain public places	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
8. Failure to control a dog in exercise areas and rural areas	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
9. Greyhound not muzzled	200.00	200.00		✓	↑ 0.00	
10. Dog in place without consent	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
11. Dangerous dog not muzzled	250.00	250.00		✓	↑ 0.00	
12. Dangerous dog not on leash in exercise area	200.00	200.00		✓	↑ 0.00	
13. Dangerous dog not under continuous supervision	200.00	200.00		✓	↑ 0.00	
14. Dangerous dog in specifically prohibited area	200.00	200.00		✓	↑ 0.00	
15. Dangerous dog enclosure requirement not complied with	200.00	200.00		✓	↑ 0.00	
16. Dangerous dog not wearing specified collar	200.00	200.00		✓	↑ 0.00	
17. Dangerous dog signs not displayed	200.00	200.00		✓	↑ 0.00	
18. Local Government not advised of dangerous dog attack	200.00	200.00		✓	↑ 0.00	
19. Local Government not advised of missing dangerous dog	200.00	200.00		✓	↑ 0.00	
20. Local Government not advised of dangerous dog ownership change	200.00	200.00		✓	↑ 0.00	
21. Local Government not advised of dangerous dog location change	200.00	200.00		✓	↑ 0.00	
22. Failure to take steps against parasites	50.00	50.00		✓	↑ 0.00	
23. Dog causing nuisance	100.00	100.00		✓	↑ 0.00	Double penalty for Dangerous Dog
24. Failure to produce document issued under Dog Act 1976	100.00	100.00		✓	↑ 0.00	
25. Failure of alleged offender to give name and address.	100.00	100.00		✓	↑ 0.00	

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
PRIVATE WORKS						
Back Hoe With Post Hole Digger	207.00	214.00	per hour		↑ 7.00	With Shire Operator Only
Backhoe	207.00	214.00	per hour		↑ 7.00	With Shire Operator Only
Bobcat	154.00	160.00	per hour		↑ 6.00	With Shire Operator Only
Grader (BE001, BE003)	235.00	243.00	per hour		↑ 8.00	With Shire Operator Only
Loader (BE004, BE036)	220.00	228.00	per hour		↑ 8.00	With Shire Operator Only
Roller - Rubber Tyre (BE033)	207.00	214.00	per hour		↑ 7.00	With Shire Operator Only
Roller - Vibrator (BE033)	207.00	214.00	per hour		↑ 7.00	With Shire Operator Only
Slasher (BE008)	193.00	200.00	per hour		↑ 7.00	With Shire Operator Only
Tractor (BE023)	165.00	171.00	per hour		↑ 6.00	With Shire Operator Only
Tractor Ford (BE014)	165.00	171.00	per hour		↑ 6.00	With Shire Operator Only
Truck Light (BE015, BE028)	124.00	128.00	per hour		↑ 4.00	With Shire Operator Only
Truck Tandem (BE010, BE012, BE013)	159.00	165.00	per hour		↑ 6.00	With Shire Operator Only
LABOUR						
Engineering Consultation	202.00	209.00	per hour		↑ 7.00	Minimum Charge = One Hour
Works Staff	93.00	96.00	per hour		↑ 3.00	Minimum Charge = One Hour
BUILDING MATERIALS						
<i>SUPPLY RESTRICTIONS OF MATERIALS:</i>						
Gravel	49.00	51.00	per m ³		↑ 2.00	PICK UP - MIN. of 1m³ (During Tip Opening Hours Only)
Gravel - Truck Load	256.00	265.00	per truck load		↑ 9.00	DELIVERED - MIN. of 2m³
Metal - All Sizes	93.00	96.00	per m ³		↑ 3.00	CARTAGE extra
Metal - Truck Load	740.00	767.00	per truck load		↑ 27.00	Tandem truck carries ~ 8m ³ or 12 tonne
Metal Dust	49.00	51.00	per m ³		↑ 2.00	Loader Bucket = ~ 2 m ³
Metal Dust - Truck Load	256.00	265.00	per truck load		↑ 9.00	
Sand Filling	49.00	51.00	per m ³		↑ 2.00	
Sand Filling - Truck Load	227.00	235.00	per truck load		↑ 8.00	
Sweepings - When Available	47.00	49.00	per m ³		↑ 2.00	
Sweepings - Truck Load	370.00	383.00	per m ³		↑ 13.00	

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
CARTAGE						
Per Load - Cartage Both Ways	3.00	3.00	per km		↑ 0.00	E.g.: Client is 20kms out, 40kms cartage is charged
RURAL ROAD NUMBERS						
Replacement Rural Road Numbers	112.00	116.00	per Sign		↑ 4.00	First Sign - No Charge. Replacement includes Sign, Post and Erection Labour.
TELSTRA/WATER CORP REINSTATEMENTS						
Bitumen & Concrete	499.00	517.00	per m ²		↑ 18.00	
Gravel	499.00	517.00	per m ²		↑ 18.00	
CROSS OVERS (RURAL) - Gravel Only						
						<i>Payment to be made in Advance</i>
300mm pipe	2,223.00	2,303.00	per Crossover (2x Pipes)		↑ 80.00	
375mm pipe	PRICE ON APPLICATION					50% subsidy for 1st crossover on the property
450mm pipe	PRICE ON APPLICATION					
CROSS OVERS (TOWN SITE) - Concrete						
						<i>Payment to be made in Advance</i>
Per square metre	75.00	78.00	per m ²		↑ 3.00	50% Subsidy for 1st Crossover of the property
STANDPIPES						
Per 1,000L (1kL)	9.35	10.00	per kL	✓	↑ 0.65	Charges billed monthly
Administration Charge	5.00	5.00	per Invoice		↑ 0.00	
Standpipe Access Card	20.00	20.00	per Card		↑ 0.00	
Non-potable water per 1,000L (1kL)	4.00	4.00	per kL	✓	↑ 0.00	Water from Town Dam. Charges billed monthly.

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
RESERVATIONS OF GRAVE PLOTS / NICHE WALLS						
Grave Reservation - Initial	113.00	117.00	per site		↑ 4.00	25 Years validity.
Niche Wall Single Reservation - Initial	113.00	117.00	per site		↑ 4.00	
Niche Wall Double Reservation - Initial	204.00	211.00	per two sites		↑ 7.00	25 Years validity.
Transfer of Reservation - Grave & Niche Wall	58.00	60.00	per reservation		↑ 2.00	25 Years validity from date of transfer.
Reservation - Renewal Every 5 Years	28.00	29.00	per site		↑ 1.00	APPLICABLE TO BOTH GRAVE PLOT & NICHE WALL RESERVATIONS
CEMETERIES - GRAVE PLOTS, DIGGING & ASSOC CHARGES						
Grant of Right of Burial Charge	1,140.00	1,181.00			↑ 41.00	25 Year Period.
Standard Grave - Plot - Land 2.44m (L) X 1.52m (W) X 1.80m (D)	113.00	117.00	per Grave		↑ 4.00	On application of Grant of Right of Burial
Standard Grave - Grave digging to 1.80m	1,140.00	1,181.00	per Grave		↑ 41.00	On application of Grant of Right of Burial
Standard Grave - Grave Number Plate - Per Standard Plot	58.00	60.00	per Grave		↑ 2.00	On application of Grant of Right of Burial
Standard Grave - Overtime Fee - Weekends/Public Holidays/RDOs	855.00	886.00	per Grave (if applicable)		↑ 31.00	On application of Grant of Right of Burial (if applicable)
Plot - Land 2.44m (L) X 1.52m (W) X 1.80m (D)	113.00	117.00			↑ 4.00	
Double Plot - Land 2.44m (L) X 3.05m (W) X 1.80m (D)	171.00	177.00			↑ 6.00	
Triple Plot - Land 2.44m (L) X 4.57m (W) X 1.80m (D)	228.00	236.00			↑ 8.00	
Grave - Child (7 & Under) - Grave digging to 1.80m	570.00	591.00	per Grave		↑ 21.00	
Excess Depth Of 1.80m - Per Every 300mm	225.00	233.00	per each 300mm		↑ 8.00	
Reopening Of Grave - Ordinary	1,140.00	1,181.00	per Grave		↑ 41.00	
Reopening Of Grave - Child (7 & Under)	570.00	591.00	per Grave		↑ 21.00	
Exhumation Fee	2,278.00	2,360.00	per exhumation		↑ 82.00	In addition to grave digging charge.
Permission to Erect Headstone	171.00	177.00	per Headstone		↑ 6.00	PERMISSION and/or KERBING
Attendance When Required By Grantee	171.00	177.00	per attendance		↑ 6.00	
Internment Of Ashes In Grave Plot	171.00	177.00			↑ 6.00	
Extra Charge Of Ashes Internment - Overtime Fee - Weekends/Public Holidays/RDOs	285.00	295.00			↑ 10.00	
NICHE WALLS - PLOTS, INTERNMENT & ASSOC. CHARGES						
Internment Fee - Niche Wall - Single Compartment	228.00	236.00			↑ 8.00	Not including cost of PLAQUE / TABLET or FITTING
Internment Fee - Niche Wall - Double Compartment - 1st Internment	228.00	236.00			↑ 8.00	Not including cost of PLAQUE / TABLET or FITTING
Internment Fee - Niche Wall - Double Compartment - 2nd Internment	113.00	117.00			↑ 4.00	Not including cost of PLAQUE / TABLET or FITTING
Plaque Fee	AT COST	AT COST	per plaque			Plaque Cost to be recovered in full.
Plaque Installation Fee	171.00	177.00	per plaque		↑ 6.00	
Urn Container	28.00	29.00	per container		↑ 1.00	
Vases	85.00	88.00	per vase		↑ 3.00	Cost on application

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
REFUSE SITE FEES						
Asbestos Burial (Beverley District Only)	140.00	151.00	per m ³		↑ 11.00	By Appointment Only Minimum \$50 charge. MUST BE DOUBLE BLACK PLASTIC WRAPPED AND LABELLED.
Asbestos Burial (Beverley District Only)			Large quantities			Price based on per m ³ rate plus machine hire.
Building Rubble, Concrete, Rock, Gravel, Sand Or Like	32.00	33.00	per m3		↑ 1.00	
Car & 4WD Tyre Disposal	5.00	5.00	per tyre		↑ 0.00	Based on cost recovery - Fee subject to change. Other Sized Tyres By Application
Mattresses	25.00	25.00	per mattress		↑ 0.00	Based on cost recovery - Fee subject to change.
Fridges/Air Conditioners	10.00	10.00	per unit		↑ 0.00	Based on cost recovery - Fee subject to change. No charge if degassed.
Septic Tank Waste (Local)	285.00	295.00	per 2,000L		↑ 10.00	per 2,000L or part thereof.
Septic Tank Waste (Outside of Beverley District)	570.00	591.00	per 2,000L		↑ 21.00	per 2,000L or part thereof - Double Rate.
HEALTH FEES						
						Health Act 1911
Public Building Event Approval Registration Fee	230.00	230.00	per Registration	✓	↑ 0.00	
Food Premises Registration Fee	230.00	230.00	per Registration	✓	↑ 0.00	
Food Business Notification Fee	75.00	75.00	per Notification	✓	↑ 0.00	
Food Business (Food Stalls) Notification Fee	75.00	75.00	per Notification	✓	↑ 0.00	
Food Premises Annual Inspection Fee	160.00	160.00	per Year	✓	↑ 0.00	Annual Inspection of Food Premises.
Septic Tank/Onsite Waste Water Disposal Application	236.00	236.00	per Application	✓	↑ 0.00	
Public Event Application - General	0.00	230.00	per Application	✓	↑ 230.00	
Public Event Application - Community Group	0.00	50.00	per Application	✓	↑ 50.00	

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
BUILDING FEES						<i>Building Act 2011</i>
Building Permit Fees						<i>As per Building Regulations 2012</i>
Building Inspection	150.00	150.00	per Inspection	✓		
Building Certification	PRICE ON APPLICATION		per Certification	✓		Price On Application
BCITF Levy	0.2% of total construction value for all works valued over \$20,000.00			✓		
Building Services Levy (BSL)						
Building Permit						
- \$45,000 or Less	61.65	61.65	per Application	✓		
- Over \$45,000	0.137% of the value of work		per Application	✓		
Demolition Permit						
- \$45,000 or Less	61.65	61.65	per Application	✓		
- Over \$45,000	0.137% of the value of work		per Application	✓		
Occupancy Permit or Building Approval Certificate for approved building work under s47, 49, 50 or 52 of the <i>Building Act</i> .						
- \$45,000 or Less	61.65	61.65	per Application	✓		
- Over \$45,000	61.65	61.65	per Application	✓		
Occupancy Permit or Building Approval Certificate for approved building work under s51 of the <i>Building Act</i> .						
- \$45,000 or Less	91.00	91.00	per Application	✓		
- Over \$45,000	0.18% of the value of work		per Application	✓		
Occupancy Permit or Building Approval Certificate for <u>unauthorised</u> building work under s51 of the <i>Building Act</i> .						
- \$45,000 or Less	123.30	123.30	per Application	✓		
- Over \$45,000	0.274% of the value of work		per Application	✓		
Occupancy Permit under s46 of the <i>Building Act</i> .						
- \$45,000 or Less	No Levy	No Levy				
- Over \$45,000	No Levy	No Levy				
Modification of Occupancy Permit for additional use of building on temporary basis under s48 of the <i>Building Act</i> .						
- \$45,000 or Less	No Levy	No Levy				
- Over \$45,000	No Levy	No Levy				

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
Building/Demolition Permits						
1. Certified application for building permit-						
a) for building work for a Class 1 or Class 10 building or incidental structure.	0.19% of the estimated value of building as determined by the relevant permit authority, but not less than \$110.			✓		
b) for building work for a Class 2 to Class 9 building or incidental structure.	0.09% of the estimated value of building as determined by the relevant permit authority, but not less than \$110.			✓		
2. Uncertified application for a building permit	0.32% of the estimated value of the building as determined by the relevant permit authority, but not less than \$110.			✓		
3. Application for a demolition permit -						
a) for demolition work in respect of a Class 1 or Class 10 building or incidental structure.	110.00	110.00		✓		
b) for demolition work in respect of a Class 2 to Class 9 building.	\$110 for each storey of the building.			✓		
4. Application to extend the time which a building or demolition permit has effect.	110.00	110.00		✓		
5. Application for an occupancy permit for a completed building.	110.00	110.00		✓		
6. Application for a temporary occupancy permit for an incomplete building.	110.00	110.00		✓		
7. Application for modification of an occupancy permit for additional use of a building on a temporary basis.	110.00	110.00		✓		
8. Application for a replacement occupancy permit for permanent change of the building's use/classification.	110.00	110.00		✓		
9. Application for an occupancy permit or building approval certificate for registration of strata scheme/plan of resubdivision.	11.60 115.00	11.60 115.00		✓		per Strata Unit minimum
10. Application for an occupancy permit for a building in respect of which unauthorised work has been done.	110.00	110.00		✓		
11. Application for a building approval certificate for a building in respect of which unauthorised work has been done.	110.00	110.00		✓		
12. Application to replace an occupancy permit for an existing building.	110.00	110.00		✓		
13. Application for a building approval certificate for an existing building where unauthorised work has not been done.	110.00	110.00		✓		
14. Application to extend the time during which an occupancy permit or building approval certificate has effect.	110.00	110.00		✓		

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
Building/Demolition Permits (Continued)						
15. Application as defined in Regulation 31 (for each building standard in respect of which a declaration is sought).	2,160.15	2,160.15		✓		
16. Inspection of pool enclosures.	58.45	58.45		✓		Regulation 53.
17 Local government approval of battery powered smoke alarms	179.40	179.40		✓		Regulation 61.
18. Certificate of Design Compliance	0.19% of the estimated value of building as determined by the relevant permit authority, but not less than \$110.			✓		
19. Certificate of Building Compliance	0.32% of the estimated value of the building as determined by the relevant permit authority, but not less than \$110.			✓		

Unconfirmed

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
TOWN PLANNING FEES						
<i>Planning and Development Regulations 2009 (Part 7 Local Government Planning Charges)</i>						
1. Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is-						
(a) not more than \$50,000	147.00	147.00		✓	↑ 0.00	
(b) more than \$50,000 but not more than \$500,000	0.32% of the estimated cost of development			✓		
(c) more than \$500,000 but not more than \$2.5 million	\$1,700 + 0.257% for every \$1 in excess of \$500,000			✓		
(d) more than \$2.5 million but not more than \$5 million	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million			✓		
(e) more than \$5 million but not more than \$21.5 million	\$12,633 + 0.123% for every \$1 in excess of \$5 million			✓		
(f) more than \$21.5 million	34,196.00	34,196.00		✓	↑ 0.00	
2. Determining a development application (other than for an extractive industry) where the development has commenced or been carried out	The fee in item 1 plus, by way of penalty, twice that fee.			✓		
3. Determining a development application for an extractive industry where the development has not commenced or been carried out	739.00	739.00		✓	↑ 0.00	
4. Determining a development application for an extractive industry where the development has commenced or been carried out	The fee in item 3 plus, by way of penalty, twice that fee			✓		
5. Providing a subdivision clearance for						
(a) not more than 5 lots	73.00	73.00	per Lot	✓	↑ 0.00	
(b) more than 5 lots but not more than 195 lots	\$73 per lot for the first 5 lots and then \$35 per lot			✓		
(c) more than 195 lots	7,393.00	7,393.00		✓	↑ 0.00	
6. Determining an initial application for approval of a home occupation where the home occupation has not commenced.	222.00	222.00		✓	↑ 0.00	
7. Determining an initial application for approval of a home occupation where the home occupation has commenced.	The fee in item 6 plus, by way of penalty, twice that fee			✓		
8. Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires.	73.00	73.00		✓	↑ 0.00	
9. Determining an application for the renewal of an approval of home occupation where the application is made after the approval has expired.	The fee in item 8 plus, by way of penalty, twice that fee			✓		

SHIRE OF BEVERLEY
2024/25 SCHEDULE OF FEES AND CHARGES
EFFECTIVE FROM 1 JULY 2024

Description	Charge 2023/24	Charge 2024/25	Frequency	GST Exempt	Increase \$	Information/Conditions
TOWN PLANNING FEES (Continued)						
<i>Planning and Development Regulations 2009 (Part 7 Local Government Planning Charges)</i>						
10. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has not commenced or been carried out.	295.00	295.00		✓	↑ 0.00	
11. Determining an application for change of use or for alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out.	The fee in item 10 plus, by way of penalty, twice that fee.			✓		
12. Providing a zoning certificate.	73.00	73.00		✓	↑ 0.00	
13. Replying to a property settlement questionnaire.	73.00	73.00		✓	↑ 0.00	
14. Providing written planning advice.	73.00	73.00		✓	↑ 0.00	
15. Scheme Amendments - initiated outside of Council						
Shire Planner	88.00	88.00	per hour		↑ 0.00	
Administration Officer	30.20	30.20	per hour		↑ 0.00	
16. Structure Plans - initiated outside of Council						
Shire Planner	88.00	88.00	per hour		↑ 0.00	
Administration Officer	30.20	30.20	per hour		↑ 0.00	
PLANNING ADVERTISING AND NOTIFICATION COSTS						
Applicant to pay	Borne by applicant					
DEVELOPMENT APPLICATIONS						
<i>Planning and Development (DAP) Amendment Regulations 2013</i>						
1. A DAP application where the estimated cost of development is-						
a) not less than \$2 million and less than \$7 million	5,701.00	5,701.00		✓	↑ 0.00	
b) not less than \$7 million and less than \$10 million	8,801.00	8,801.00		✓	↑ 0.00	
c) not less than \$10 million and less than \$12.5 million	9,576.00	9,576.00		✓	↑ 0.00	
d) not less than \$12.5 million and less than \$15 million	9,849.00	9,849.00		✓	↑ 0.00	
e) not less than \$15 million and less than \$17.5 million	10,122.00	10,122.00		✓	↑ 0.00	
f) not less than \$17.5 million and less than \$20 million	10,397.00	10,397.00		✓	↑ 0.00	
g) \$20 million or more	10,670.00	10,670.00		✓	↑ 0.00	
2. An application under Reg.17	245.00	245.00		✓	↑ 0.00	
ROAD CLOSURE PROCESSING FEE						
Charge	285.00	295.00	per application		↑ 10.00	

All groups CPI, index numbers and percentage changes

	Index number(a)	Percentage change (%)	
	Mar Qtr 2024	Dec Qtr 2023 to Mar Qtr 2024	Mar Qtr 2023 to Mar Qtr 2024
Sydney	137.7	1.0	3.8
Melbourne	137.5	1.0	3.6
Brisbane	139.2	1.1	3.4
Adelaide	138.1	0.7	4.3
Perth	134.8	0.6	3.4
Hobart	138.1	1.0	3.1
Darwin	132.4	0.7	3.3
Canberra	135.6	1.0	3.3
Weighted average of eight capital cities	137.4	1.0	3.6

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

Source: Australian Bureau of Statistics, Consumer Price Index, Australia March Quarter 2024

11.5 Rates Exemption – Non Rateable Land Review

Submission To:	Ordinary Council Meeting 26 June 2024
Report Date:	19 June 2024
Applicant:	Administration
File Reference:	ADM 0566
Author and Position:	Natalie Ashworth, Finance Officer
Previously Before Council:	Annual Item
Disclosure(s) Of Interest:	Author is a member of the Beverley Tennis Club
Attachments:	Nil

SUMMARY

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

BACKGROUND

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

COMMENT

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

Assess No	Lot No.	Street Name	Owners Name
A1135	R51	JOHN ST	Beverley Anglican Church
A2977	39	JOHN ST	Beverley Anglican Church
A791	97	JOHN ST	Beverley District High School
A37	Various	GREAT SOUTHERN HWY	Beverley Golf Club
A38	Various	SMITH ST	Beverley Golf Club Inc
A41	72	SMITH ST	Beverley Golf Club Inc
A1462	504	FORREST ST	Beverley Lawn Tennis Club
A1003	50	HUNT RD	Beverley Masonic Lodge
A91	Various	FORREST ST	Beverley Medical Practice
A1259	15	NICHOLAS ST	Beverley Rifle Club Inc
A1140	409	HUNT RD	Commissioner Of Police
A1599		FORREST ST	Co-operative Bulk Handling Ltd
A868	531	VINCENT ST	Country Women's Association
A873	1	BROOKTON HWY	Dale River Tennis Club
A1141	51	HUNT RD	Eng (Church Premises)
A73	Various	GREAT SOUTHERN HWY	Indigenous Land & Sea Corporation
A660	367	BARTRAM ST	National Trust of Australia
A668	Various	FORREST ST	Returned Services League
A793	68	LUKIN ST	Roman Catholic Bishop of Perth
A1262	387	JOHN ST	St John Ambulance WA - Beverley Sub Centre
A1216		VINCENT ST	Telstra Corporation
A1147	405	JOHN ST	WA Country Health Service - Beverley Hospital
A1148	345	FORREST ST	WA Country Health Service - Lodge

Assess No	Lot No.	Street Name	Owners Name
A1298		GREAT SOUTHERN HWY	Water Corporation
A51706	800	SIMMONS RD	Water Corporation
A792		TAYLOR ST	Westrail

There has been no change of use to any of the mentioned properties/land and no additions since the last review in June 2023.

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 6.26

6.26. Rateable land

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

- (f) land used exclusively as a non-government school within the meaning of the *School Education Act 1999*; and
 - (g) land used exclusively for charitable purposes; and
 - (h) land vested in trustees for agricultural or horticultural show purposes; and
 - (i) land owned by Co-operative Bulk Handling Limited or leased from the Crown or a statutory authority (within the meaning of that term in the *Financial Management Act 2006*) by that co-operative and used solely for the storage of grain where that co-operative has agreed in writing to make a contribution to the local government; and
 - (j) land which is exempt from rates under any other written law; and
 - (k) land which is declared by the Minister to be exempt from rates.
- (3) If Co-operative Bulk Handling Limited and the relevant local government cannot reach an agreement under subsection (2)(i) either that co-operative or the local government may refer the matter to the Minister for determination of the terms of the agreement and the decision of the Minister is final.
- (4) The Minister may from time to time, under subsection (2)(k), declare that any land or part of any land is exempt from rates and by subsequent declaration cancel or vary the declaration.
- (5) Notice of any declaration made under subsection (4) is to be published in the *Gazette*.
- (6) Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used occasionally for another purpose which is of a charitable, benevolent, religious or public nature.

CONSULTATION

Council

FINANCIAL IMPLICATIONS

No Rate Revenue from exempt land

STRATEGIC IMPLICATIONS

Strategic Pillar: 4. Civic Leadership

Strategic Priorities: 4.1 Community and customer focus

4.3 Responsible Planning

POLICY IMPLICATIONS

AF012 Rates Exemption (Non Rateable Land)

RISK IMPLICATIONS

Low (4) - There is a minimal risk implications.

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

Unconfirmed

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION
M12/0624**

Moved Cr Ridgway

Seconded Cr Maxwell

That Council endorse the reviewed rates exemptions on:

Assess No	Lot No.	Street Name	Owners Name
A1135	R51	JOHN ST	Beverley Anglican Church
A2977	39	JOHN ST	Beverley Anglican Church
A791	97	JOHN ST	Beverley District High School
A37	Various	GREAT SOUTHERN HWY	Beverley Golf Club
A38	Various	SMITH ST	Beverley Golf Club Inc
A41	72	SMITH ST	Beverley Golf Club Inc
A1462	504	FORREST ST	Beverley Lawn Tennis Club
A1003	50	HUNT RD	Beverley Masonic Lodge
A91	Various	FORREST ST	Beverley Medical Practice
A1259	15	NICHOLAS ST	Beverley Rifle Club Inc
A1140	409	HUNT RD	Commissioner of Police
A1599		FORREST ST	Co-operative Bulk Handling Ltd
A868	531	VINCENT ST	Country Women's Association
A873	1	BROOKTON HWY	Dale River Tennis Club
A1141	51	HUNT RD	Eng (Church Premises)
A73	Various	GREAT SOUTHERN HWY	Indigenous Land and Sea Corporation
A660	367	BARTRAM ST	National Trust of Australia
A668	Various	FORREST ST	Returned Services League
A793	68	LUKIN ST	Roman Catholic Bishop of Perth
A1262	387	JOHN ST	St John Ambulance WA - Beverley Sub Centre
A1216		VINCENT ST	Telstra Corporation
A1147	405	JOHN ST	WA Country Health Service - Beverley Hospital
A1148	345	FORREST ST	WA Country Health Service - Lodge
A1298		GREAT SOUTHERN HWY	Water Corporation
A51706	800	SIMMONS RD	Water Corporation
A792		TAYLOR ST	Westrail

CARRIED BY ABSOLUTE MAJORITY 8/0

*For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil*

12. ADMINISTRATION

12.1 Freedom of Information Statement

Submission To:	Ordinary Council Meeting 26 June 2024
Report Date:	5 June 2024
Applicant:	Administration
File Reference:	ADM 0015
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	-
Disclosure(s) Of Interest:	None
Attachments:	2024 Freedom of Information Statement

SUMMARY

Council to consider adopting the 2024 Freedom of Information (FOI) Statement.

BACKGROUND

Local Governments are required to have an information statement made available for inspection or purchase by members of the public.

Information statements are an important part of FOI legislation. They assist members of the public to exercise their rights under the FOI Act, by describing the information and records available, together with a summary of the responsibilities and functions carried out by each agency.

The provisions in the FOI Act concerning information statements require that subsequent republishing of the information statement occurs at intervals of not more than 12 months.

COMMENT

The Shire of Beverley has reported and advertised its FOI Statement annually in the Annual Report, however a review using WALGA's Public Information Access Guide found that the statement requires further information.

The updated Freedom of Information Statement is attached.

STATUTORY ENVIRONMENT

Freedom of Information Act 1992, section 94 and 96.

CONSULTATION

Staff and Council.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

The Shire of Beverley is required to have a Freedom of Information Statement. Adopting this statement mitigates the non-compliance risk.

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

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION

M12/0624

Moved Cr Martin

Seconded Cr Maxwell

That Council adopts the attached Freedom of Information Statement and publishes it on the Shire of Beverley website.

CARRIED 8/0

*For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil*



Unclassified

FREEDOM OF INFORMATION STATEMENT

2024

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1. Introduction

This Information Statement is published by the Council in accordance with the requirements of Section 94 and 96 of the Freedom of Information Act 1992 (WA). A review of the FOI Statement will take place every 12 months. Council welcomes any enquiries.

2. Functions of the Agency

Council's role is to govern the local government's affairs, be responsible for the performance of the local government's functions, oversee the allocation of the local government's finances and resources and determine the local government's policies.

2.1 Shire Vision

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

We Value:

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

2.2 Council Priorities

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

2.3 Legislation Administered by Council

Includes but is not limited to:

- *Local Government Act 1995;*
- *Bush Fires Act 1954;*
- *Dog Act 1976;*
- *Cat Act 2011;*
- *Planning and Development Act 2005;*
- *Building Act 2011;*
- *State Records Act;*
- *Cemeteries Act 1986;*
- *Caravan Parks and Camping Grounds Act;*
- *Health Act 1911;*
- *Disability Services Act 1993;* and
- all other legislation relevant to Local Government functions.

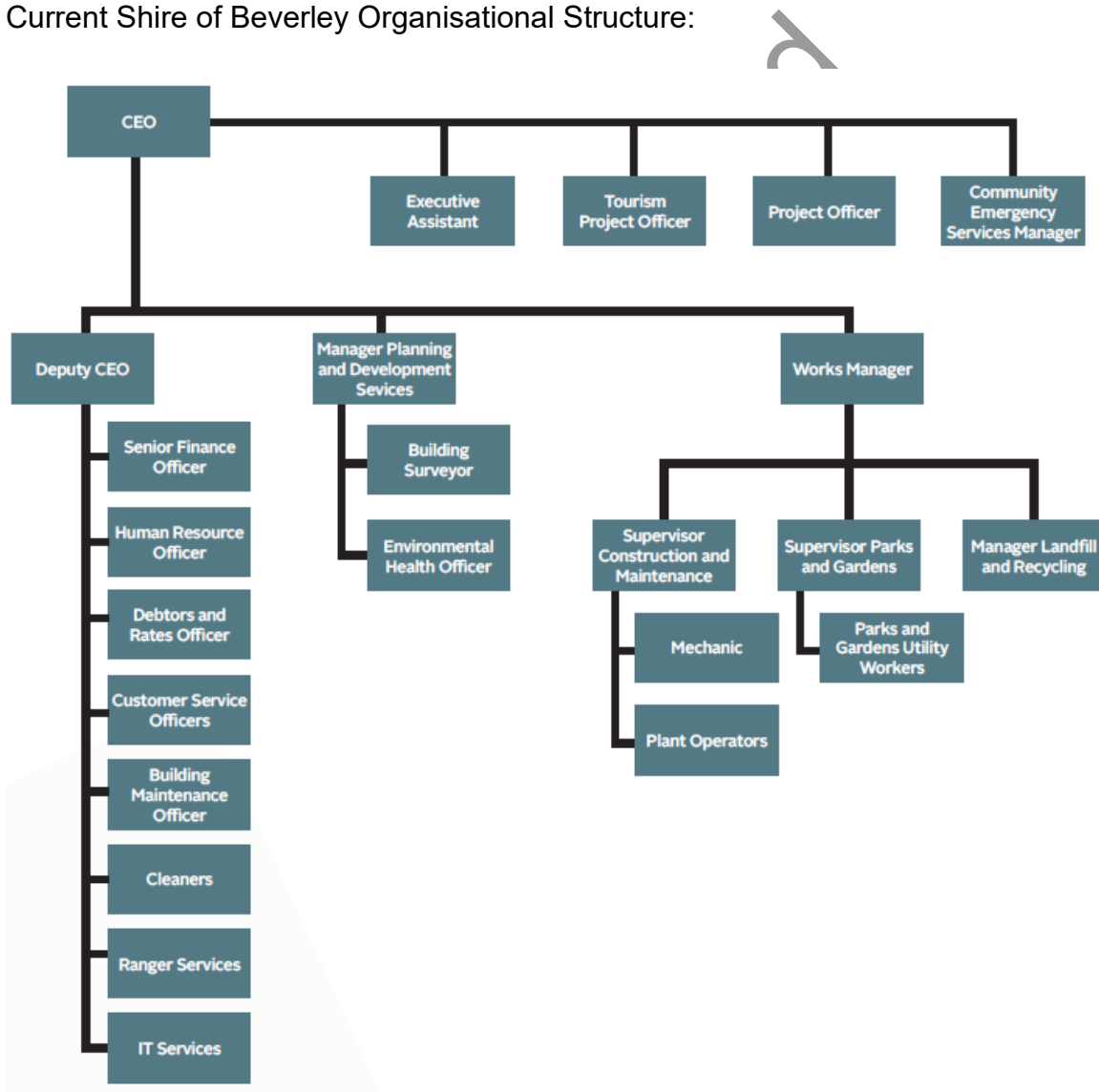
2.3 Council Structure

The Shire of Beverley Council is made up of eight (8) Councillors who are democratically elected by the community to represent the Shire as a whole, as there are no longer any wards in Beverley. Local Government Elections are held in October every second year. At the next election (2025) the Council will reduce to seven (7) Councillors.

The President and Deputy President of the Council are elected by the Councillors at a Special Meeting of Council, generally held within a week of the Election.

Council is the decision-making body of all policy matters. Elected members do not have the authority to act or make decisions as individuals. The Chief Executive Officer (CEO) reports to Council and is responsible for implementing Council decisions and policies; advising Council on current matters; and administering the day-to day operations including employment and budgeted works.

Current Shire of Beverley Organisational Structure:



3. Decision-making Functions that affect the public

3.1 Meetings

Ordinary Council Meetings (OCM) generally take place on the fourth Wednesday of the month at 3:00pm except for January when there is no meeting held. The meetings are open to the public. Public Question Time has a limit of three questions per person.

The meetings are electronically recorded for the purpose of minute taking, however the recordings will be placed on the website from January 2025. The main purpose of the meeting is to respectfully review, debate, question and generally approve the officer's recommendation being put to them.

The OCM is all Councillors and in 2024 is: Cr David White (President), Cr Dee Ridgway (Deputy President), Cr Darryl Brown, Cr Don Davis, Cr Chris Lawlor, Cr Susan Martin, Cr John Maxwell and Cr Alan Sattler.

Council has appointed a number of Committees to assist with the decision-making process. These Committees are assigned certain areas of responsibility and report to Council with their recommendations.

Committees of Council	Elected Members
Audit and Risk Committee	Cr Lawlor, Cr Maxwell, Cr Ridgway & Cr White
Corporate Strategy Committee	All Councillors
Works Committee (3-5 Councillors)	Cr Brown, Cr Davis, Cr Lawlor & Cr Sattler,
Cropping Committee (3-5 Councillors)	Cr Lawlor, Cr Martin, Cr Maxwell & Cr White
CEO Review Committee	All Councillors
Legislative Committees	
WALGA – Central Country Zone (CCZ) (President & Deputy President)	Pres: Cr White, Deputy: Cr Ridgway Proxy: Cr Lawlor
Fire Control Officer's (BFAC) Meeting (President + 1 councillor)	Pres: Cr White, Deputy: Cr Ridgway + Cr Brown
Local Emergency Management Committee (President + 1 councillor)	Pres: Cr White + Cr Davis
WALGA RoadWise (2 Councillors)	Cr Ridgway and Cr White
Council Working Groups	
Reconciliation Action Plan Working Group	Cr Brown, Cr Ridgway & Cr White
Long Term Financial Plan Working Group	Audit Committee
Community (Councillor rep requested)	
Early Child Years Network	Cr Martin
Avondale Museum Committee (min. 2)	Cr Brown, Cr Davis, Cr Maxwell, Cr Ridgway & Cr Sattler
Tourism Advisory Group	Cr Maxwell & Cr Ridgway
Hotham Dale Sub Group	Pres: Cr White, Proxy: Cr Davis
Local Health Advisory Group	Cr Brown and Cr Maxwell
Alex Miles Frail Aged Lodge Committee	Cr Brown

3.2 Policies and Delegations

The Council adopts policies on a variety of issues to act as a guide for Officers of the Shire and to provide the basis for decision making. All current policies are contained in the Shire of Beverley Policy Manual. Council also has a Delegations Register to assist with efficient administration. Both the Policy Manual and Delegations Register are available to view on the Shire's website.

4. Public Participation

Members of the public have a number of opportunities to put forward their views on particular issues.

4.1 Council Meetings

Members of the public are welcome to attend any open meeting of Council. The meeting date and time is advertised on the Shire website and Beverley Blarney. Members of the public are able to ask up to three questions on any matter affecting the Shire in the time set aside, known as 'Public Question Time'. Public Question Time is scheduled soon after the start of each Council Meeting.

With prior notification, approval and arrangement with Council, a member of the public or community group may address Council on any issue relevant to Council.

Written requests – a member of the public can write to the Council on any policy, activity or service. It will first be dealt with through the Council Briefing and then through an agenda if deemed necessary.

Elected Members - members of the public can contact an Elected member of Council to discuss any issue relevant to Council.

4.2 Annual General Meeting of Electors

Section 5.27 of the *Local Government Act 1995* has a requirement to hold an Annual General Meeting of Electors. Such meetings afford members of the public the opportunity to ask Councillors and staff questions about general Shire matters.

The Annual General Meeting of Electors is held once in every financial year and includes the presentation of the Annual Report and the Auditor's Report. Residents and ratepayers are encouraged to attend this meeting as it is an opportunity to ask questions and raise issues with local representatives.

4.3 Complaints and Feedback

The Shire has a robust complaints register which is monitored daily for the complaint status and time to complete. Complaints are accepted via phone, email, in-person and web form. Due to privacy, the complaints register is not available for public viewing. The Shire does not use Facebook as a method of complaint, it is simply a dissemination of information tool.

Positive feedback is shared to Councillors and Staff alike.

4.4 Community Consultation

The community is often invited via the Beverley Blarney, Shire website and Shire Facebook page to make submission or comment on varying activities such as, but not limited to: Local Law Review, Strategic Planning, Disability Access and Inclusion Planning; Planning applications involving road closures; Re-development of Shire owned Assets; and the establishment of working groups.

5. Documentation

Documents held by the Shire of Beverley are dealt with under the Shire's Record Keeping Plan 2019 – 2025 which complies with Section 28 of the *State Records Act 2000*.

Active files are maintained at the Shire of Beverley Administration Office. Closed files are either archived in suitable storage areas or destroyed as per the *General Retention and Disposal Authority for Local Government*.

Types of documents held:

Correspondence Files

Property Files

Council Minutes and Agendas Files

Rates Files

Building Files

Planning Files

Financial Files

Administration Files – not limited to: events, services, special projects, roads, tenders, parks and gardens, plant and equipment, emergency services and tourism.

Access to information held in the above listed files is subject to the provisions of the *Local Government Act 1995* and *Freedom of Information Act 1992*.

The Shire of Beverley endeavors to place as much information as possible on its website. Alternatively, documents can be made available by attending the Shire of Beverley Administration Office in person (appointment only), phoning 9646 1200 or emailing admin@beverley.wa.gov.au

The following publications are available either free of charge on the website (marked with an 'x'), by inspection and/or occur a fee.

Document Name	Inspection	Fee	Website
Annual Budgets			x
Annual Reports			x
Asset Management Plans	x		
Beverley Blarney Pre 2011	x		
Beverley Blarney 2011 onwards			x
Building Plans	x	x	
Business Continuity Plan	x		
Cemetery Records	x		x
Code of Conduct (Councillors & Employees)			x
Complaints Register (Minor Breach)			x

Document Name	Inspection	Fee	Website
Corporate Business Plan			X
Council Agendas Pre 2018	X		
Council Agendas 2018 onwards			X
Council Minutes 1907 - 2005	X		
Council Minutes 2005 onwards			X
Councillor Training Report			X
Delegations Register			X
Disability Access and Inclusion Plan			X
Fees and Charges			X
Fire Break Order			X
Freedom of Information Statement			X
Gift and Travel Contributions Register			X
Long Term Financial Plan	X		
Policy Manual			X
Rate Book	X	X	
Record Keeping Plan	X		
Register of Annual Returns			X
Register of Declarations of Interest			X
Strategic Community Plan			X
Tender Register			X
Trails Masterplan			X
Town Planning Scheme			X

6. Access Arrangements

It is the aim of the Shire to make information available promptly and at the least possible cost and whenever possible will be provided outside the FOI process, this will be by way of:

1. inspection of a document in the Meeting Room in the Administration Building (where the document is not to leave the Shire Building ie. Cemetery Records or Council Minutes)
2. or by way of a USB drive.

7. Applying for Documents

If information is not routinely available, the *Freedom of Information Act* 1992 provides the right to apply for documents held by the Shire and to enable the public to ensure that personal information in the document is accurate, complete, up to date and not misleading.

7.1 Applications

Application must be on writing on the prescribed form (attached).

Postal Address:
Shire of Beverley
FOI Officer
PO Box 20
BEVERLEY WA 6304

In Person:
Shire of Beverley Administration Building
Contact Person: FOI Officer
136 Vincent Street
BEVERLEY WA 6304

7.2 Charges

A scale of fees and charges is set under the *Freedom of Information Regulations 1993*. Apart from the application fee for non-personal information, all charges are discretionary, meaning that it is left to the Shire's discretion whether a charge will apply or not. Straightforward applications usually incur only the application fee. The charges are as follows:

Description of Fees	Charge
Application Fee - Non-Personal Information.	\$30.00
Application Fee - Personal Information (personal information about the applicant only).	No fee
Charge for time dealing with the application.	\$30.00 per hour or pro rata
Access time supervised by staff.	\$30.00 per hour or pro rata
Photocopying – staff time.	\$30.00 per hour or pro rata
Photocopying - cost per page	\$0.20
Transcribing from tape, film, or computer.	\$30.00 per hour or pro rata
Duplicating a tape, film, or computer information.	Actual costs
Delivery, packaging, and postage.	Actual costs
Deposits	
<ul style="list-style-type: none"> Advance deposits of the estimated charges may be required. 	\$25%
<ul style="list-style-type: none"> Further advance deposit may be required to meet the charges for dealing with the application. 	\$75%
<p>For financially disadvantaged applicants or those issued with prescribed pensioner concession cards, the charge for dealing with the application is reduced by 25%.</p> <p><i>** Note – there is no discount or waiver applicable to the initial \$30.00 application fee unless the application is for Personal Information only.</i></p>	

7.3 Notice of Decision

As soon as possible, but in any case within 45 days, the applicant will be provided with a notice of decision which will include details such as:

- the date the decision was made;
- the name and designation of the officer who made the decision;
- if the document is an exempt document the reasons for classifying the matter exempt or the fact that access is given to an edited document;
- information on the right to review and the procedures to be followed to exercise those rights.

If you are not satisfied with the decision made in relation to the request, you can ask for a review of the decision.

8. Amending Personal Information

The right to amend personal information held by the Shire ensures information does not unfairly harm the person referred to, misrepresent facts about them or give a misleading impression. An application can be made to the Chief Executive Officer to correct or amend any documents containing an individual's personal information.

The application must be in writing, providing details and if necessary, documentation to support claims that the information the applicant seeks to have amended is inaccurate, incomplete, out of date or misleading.

The Shire will inform the applicant of its decision and its reasons and will advise the applicant of their right of review should they be dissatisfied with the Shire's decision.



Freedom of Information
Application for Access to Documents
(Under Freedom of Information Act 1992, S.12)

Details of Applicant

Surname: _____

Given Names: _____

Postal Address: _____ Postcode: _____

Telephone Number(s): _____

If application is on behalf of an organisation:

Name of Organisation/Business _____

Details of Request

Personal (No fee) **Non-Personal** (\$30.00) *(Please tick appropriate box)*

I am applying for access to document(s) concerning: _____

Form of Access

(Please tick appropriate box)

I wish to inspect the document(s) **Yes** **No**

I require a copy of the document(s) **Yes** **No**

I require access in another form **Yes** **No**

(specify)

Fees and Charges

I understand that before I obtain access to documents, I may be requested to pay additional fees and that the Shire of Beverley will provide an estimate of fees and charges prior to processing. I will be supplied with a statement of charges if appropriate required to pay processing charges.

In certain cases a reduction in fees and charges may apply - see section on fees and charges on the back of this form. If you consider you are entitled to a reduction, submit a request with copies of documents which address the criteria on the back of this form and support your application for a fee reduction.

I am requesting a reduction in fees and charges **Yes** **No** *(Please tick)*

Applicant's Signature: _____ Date: _____



Freedom of Information
Application for Access to Documents
(Under Freedom of Information Act 1992, S.12)

FOI Applications

- Please provide sufficient information to enable the correct document(s) to be identified.
- The agency may request proof of your identity.
- If you are seeking access to a document(s) on behalf of another person, the agency will require authorisation, usually in writing.
- Your application will be dealt with as soon as practicable (and, in any case, within 45 days) after it is received.
- The Freedom of Information Act is available on the Office of the Information Commissioner website <http://foi.wa.gov.au/>

Forms of Access

You can request access to documents by way of inspection, a copy of a document, a copy of an audio or video tape, a computer disk, a transcript of a recorded document or of words recorded in shorthand or encoded form, or a written document in the case of a document from which words can be reproduced in written form.

Where the agency is unable to grant access in the form requested, access may be given in a different form.

Fees and Charges

Refer to page three.

Lodgement of Applications

Applications may be lodged -

By post, addressed to:

Shire of Beverley
FOI Officer
PO Box 20
BEVERLEY WA 6304

In person at:

Shire of Beverley
FOI Officer
136 Vincent Street
BEVERLEY WA 6302



Freedom of Information Fees and Charges

Description of Fees	
Application Fee - Non-Personal Information.	\$30.00
Application Fee - Personal Information (personal information about the applicant only).	No fee
Charge for time dealing with the application.	\$30.00 per hour or pro rata
Access time supervised by staff.	\$30.00 per hour or pro rata
Photocopying – staff time.	\$30.00 per hour or pro rata
Photocopying - cost per page	\$0.20
Transcribing from tape, film, or computer.	\$30.00 per hour or pro rata
Duplicating a tape, film, or computer information.	Actual costs
Delivery, packaging, and postage.	Actual costs
Deposits	
<ul style="list-style-type: none"> • Advance deposits of the estimated charges may be required. 	\$25%
<ul style="list-style-type: none"> • Further advance deposit may be required to meet the charges for dealing with the application. 	\$75%
<p>For financially disadvantaged applicants or those issued with prescribed pensioner concession cards, the charge for dealing with the application is reduced by 25%.</p> <p><i>** Note – there is no discount or waiver applicable to the initial \$30.00 application fee unless the application is for Personal Information only.</i></p>	

12.2 Common Seal

Submission To:	Ordinary Council Meeting 26 June 2024
Report Date:	19 June 2024
Applicant:	Administration
File Reference:	ADM 0265
Author and Position:	Stephen Gollan, Chief Executive Officer
Previously Before Council:	Reported as occurs.
Disclosure(s) Of Interest:	Nil
Attachments:	Nil

SUMMARY

Council to endorse the use of the Common Seal.

BACKGROUND

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

COMMENT

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

1. Verification of Identity: Transfer of Land: Lot 27 on Deposited Plan 222079: Shire of Beverley to State of WA (52832).

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
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 & COUNCIL RESOLUTION

M13/0624

Moved Cr Sattler

Seconded Cr Maxwell

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

- 1. Verification of Identity: Transfer of Land: Lot 27 on Deposited Plan 222079: Shire of Beverley to State of WA (52832).**

CARRIED 8/0

*For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil*

Unconfirmed

13. ELECTED MEMBERS' MOTIONS WHERE NOTICE HAS BEEN GIVEN

Nil

Unconfirmed

14. CONFIDENTIAL ITEMS BEHIND CLOSED DOORS

14.1 Meeting Closed to the Public

Council to consider confidential item – Chief Executive Officer Recruitment in a meeting closed to the public in accordance with Section 5.23(2) of the Local Government Act 1995.

This matter is considered to be confidential under Section 5.23(2)a of the Local Government Act 1995 and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter affecting an employee or potential employees.

RECOMMENDATION & COUNCIL RESOLUTION

M14/0624

Moved Cr Martin

Seconded Cr Sattler

That the meeting be closed to the public and staff for Council to discuss the Chief Executive Officer Recruitment process.

CARRIED 8/0

*For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil*

3:50pm – Stephen Gollan, Chief Executive Officer and Isobel (public gallery) left the meeting and did not return.

14.2 Chief Executive Officer Recruitment

Submission To:	Ordinary Council Meeting 26 June 2024
Report Date:	18 June 2024
Applicant:	Council
File Reference:	ADM 0101
Author and Position:	Cr David White, Shire President
Previously Before Council:	N/A
Disclosure(s) Of Interest:	Nil
Attachments:	Confidential Proposals

COUNCIL RESOLUTION

M15/0624

Moved Cr Sattler

Seconded Cr Ridgway

That Council engage Consultant Lydia Highfield to assist in the Chief Executive Officer recruitment process and make an allocation in the 2024/25 budget.

CARRIED 8/0

*For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil*

Unconfirmed

14.3 Meeting Open to the Public

RECOMMENDATION & COUNCIL RESOLUTION

M16/0624

Moved Cr Martin

Seconded Cr Sattler

That the meeting re-open to the public.

CARRIED 8/0

For: Cr White, Cr Ridgway, Cr Brown, Cr Davis, Cr Lawlor, Cr Martin, Cr Maxwell, Cr Sattler
Against: Nil

3:56pm – There were no members of the public to rejoin the meeting.

Unconfirmed

15. NEW BUSINESS ARISING BY ORDER OF THE MEETING

Nil.

16. CLOSURE

The Chairman declared the meeting closed at 3:57pm.

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

PRESIDING MEMBER:

DATE:

Unconfirmed