

SHIRE OF SHARK BAY MINUTES

29 September 2021

ORDINARY COUNCIL MEETING



Photo by: Rhonda Mettam

CALM WATERS – SHARK BAY



29 SEPTEMBER 2021



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MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

The minutes of the Ordinary meeting of the Shark Bay Shire Council held in the Council Chamber at the Shark Bay Recreation Centre, Francis Street, Denham on 29 September 2021 commencing at 3.00 pm.

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1.0 DECLARATION OF OPENING

The President declared the Ordinary Council meeting open at 3.00 pm.

2.0 ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Malgana People as the traditional custodians of the land and sea in and around the Shire of Shark Bay.

I pay my respects to their Elders past, present and emerging.

3.0 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED

ATTENDANCES

Cr C Cowell	President
Cr E Fenny	Deputy President
Cr L Bellottie	
Cr G Ridgley	
Cr M Smith	
Cr P Stubberfield	

Mrs D Wilkes	Acting Chief Executive Officer
Ms A Pears	Executive Manager Finance and Administration
Mr B Galvin	Works Manager
Mrs R Mettam	Executive Assistant

APOLOGIES

Cr J Burton	Approval for Leave of Absence Item 6.1
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VISITORS

Mr Dale Chapman	Incoming Chief Executive Officer
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1 visitor in the Gallery

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

There are no previous public questions on notice.

29 SEPTEMBER 2021

5.0 PUBLIC QUESTION TIME

The President opened public question time at 3.02 pm.

Mr Hargreaves thanked Councillors and staff in regard to the cemetery issues with Mr Fossa's gravesite.

Mr Hargreaves asked if, once Mr Anderson departs the Shire of Shark Bay, is he able to use Council's monies to defend himself from any action taken against him during his time as the Shire of Shark Bay's Chief Executive Officer.

President replied that Mr Anderson's employment contract ceased as at the 27 September 2021 and that Council could not give an answer as they did not know what situation he was referring to.

The President reminded Mr Hargreaves that he was under the Code of Conduct for Council Members, Committee Members and Candidates, and advised him to exercise due care in what he was saying.

Mr Hargreaves replied that he knew this but continued to make derogatory comments in regards to the Shire of Shark Bay's former Chief Executive Officer Mr Anderson.

The President asked him to stop because he was under the Code of Conduct.

Mr Hargreaves replied that as a Returned Service League Officer these codes did not apply to him and continued to make derogatory comments against Mr Anderson.

Mr Hargreaves then introduced himself to the incoming Chief Executive Officer Mr Chapman who was in the gallery and then made threatening comments about the outgoing Chief Executive Officer Mr Anderson and the Works Manager Mr Galvin to Mr Chapman.

The President asked Mr Hargreaves to stop the comments and asked him to leave the Council Chamber.

Mr Hargreaves replied that he had finished and was leaving.

Mr Hargreaves left the Council Chamber.

The President closed public question time at 3.10 pm.

29 SEPTEMBER 2021

6.0 APPLICATIONS FOR LEAVE OF ABSENCE

**6.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR BURTON
GV00018**

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Bellottie
Seconded Cr Fenny

Council Resolution

Councillor Burton is granted leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on Wednesday 29 September 2021.

6/0 CARRIED

Background

Councillor Burton has applied for leave of absence from the ordinary meeting of Council scheduled for Wednesday 29 September 2021. The Council in accordance with Section 2.25 of the *Local Government Act 1995* as amended may by resolution grant leave of absence to a member.

Comment

Councillor Burton has advised the Chief Executive Officer, she will be unable to attend the Ordinary meeting of Council scheduled to be held on Wednesday 29 September 2021 and has requested leave of absence be granted by Council for this meeting.

I advised it would be prudent to seek Council's approval for the leave to ensure that obligations have been met in accordance with the Local Government Act.

The Council may consider not granting Councillor Burton leave of absence but must include the reasons for the refusal to grant the leave in the resolution.

Legal Implications

***Local Government Act 1995* Section 2.25 Disqualification for Failure to Attend Meetings**

- (1) A council may, by resolution grant leave of absence to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the minister.
- (3) The granting of leave, or refusal to grant leave and reasons for that refusal, is to be recorded in the minutes for the meeting.
- (4) A member who is absent, without first obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

- (5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council –
- a) If no meeting of the council at which a quorum is present is actually held on that day; or
 - b) If the non attendance occurs while –
 - i. the member has ceased to act as a member after written notice has been given to the member under section 2.27(3) and before written notice has been given to the member under section 2.27(5)
 - ii. while proceedings in connection with the disqualification of the member have been commenced or are pending; or
 - iii. while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending

Policy Implications

There are no policy implications relative to this report.

Financial Implications

There are no financial implications relative to this report.

Strategic Implications

There are no strategic implications relative to this report.

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer

P Anderson

Date of Report

9 September 2021

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

7.0 PETITIONS

There were no petitions presented to the September 2021 Ordinary Council meeting.

8.0 CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 25 AUGUST 2021

Moved Cr Smith
Seconded Cr Fenny

Council Resolution

That the minutes of the Ordinary Council meeting held on 25 August 2021, as circulated to all Councillors, be confirmed as a true and accurate record.

6/0 CARRIED

9.0 ANNOUNCEMENTS BY THE CHAIR

The President welcomed the incoming Chief Executive Officer, Mr Dale Chapman.

10.0 PRESIDENT'S REPORT

GV00002

Council Committee Membership

Member	Audit Committee
Member	Development Assessment Panel
Member (Chair)	Local Emergency Management Advisory Committee
Member (Chair)	Western Australian Local Government Association – Gascoyne Zone
Deputy Delegate	The Aviation Community Consultation Group
Ministerial Appointment	Gascoyne Development Commission

Meeting Attendance

7 September 2021	Gascoyne Development Commission meeting – URBIS Consultants presentation (housing market)
10	Western Australian Local Government Association and Policy meeting
14	Denham Seaside – site inspection and update
22	Destination Shark Bay working group meeting
29	Ordinary Council meeting

Signatures

Councillor	<i>Councillor Cowell</i>
Date of Report	17 September 2021

Moved Cr Fenny
Seconded Cr Bellottie

Council Resolution

That the President's activity report for September 2021 be received.

6/0 CARRIED

29 SEPTEMBER 2021

11.0 ADMINISTRATION REPORT

11.1 COUNCIL POLICY - SHARK BAY WORLD HERITAGE DISCOVERY & VISITOR CENTRE MERCHANDISE
CM00037

AUTHOR

Centre Coordinator

DISCLOSURE OF ANY INTEREST

Nil

Officer Recommendation

Council adopts the attached Shark Bay World Heritage Discovery and Visitor Centre Merchandise policy.

AMENDMENT TO OFFICER'S RECOMMENDATION

Reason: Council requested more information and to take out "change of mind" in the policy.

Moved Cr Ridgley
Seconded Cr Stubberfield

Council Resolution

That Council lay the item on the table and the administration bring back to Council at a future Ordinary Council meeting.

6/0 CARRIED

BACKGROUND

The Shark Bay World Heritage Discovery & Visitor Centre, operated by the Shire of Shark Bay is a visitor's hub for area promotion. The Centre includes tour and accommodation bookings, Museum, Rose de Freycinet Art Gallery, 'Fire on the Water' HMAS Sydney II 3D film and gift store merchandise.

The Centre's gift store, located in the main foyer area, includes merchandise items that are specifically Shark Bay branded and/or reflect the region's environment, and that appeal to a diverse demographic.

The Centre currently does not have a policy to provide direction and guidance to the staff on:

- New merchandise
- Merchandise mark-up
- Faulty goods
- Discounts
- Exchanges
- Refunds
- Returns

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

COMMENT

The attached policy provides direction for staff. The Centre's return on investment is also considered within the policy, including (where possible) setting prices to include a markup on wholesale price plus freight of at least 50%.

LEGAL IMPLICATIONS

Part 2, Division 5 Local Government Act 1995

POLICY IMPLICATIONS

There is currently no policy for Shark Bay World Heritage Discovery & Visitor Centre merchandise.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

STRATEGIC IMPLICATIONS

Economic Objective: A progressive, resilient and diverse economy

RISK MANAGEMENT

The policy aligns with the Centre's customer service vision.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Executive Manager Community Development	<i>D Wilkes</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	14 September 2021

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

1.1 Shark Bay World Heritage Discovery & Visitor Centre Merchandise

Purpose

To provide direction and guidance to Shark Bay World Heritage Discovery & Visitor Centre staff relating to the gift store merchandise.

Detail

1. Introduction

The Shark Bay World Heritage Discovery & Visitor Centre, operated by the Shire of Shark Bay is a visitor's hub for area promotion. The Centre includes tour and accommodation bookings, Museum, Rose de Freycinet Art Gallery, 'Fire on the Water' HMAS Sydney II 3D film and gift store merchandise.

The Shire of Shark Bay is committed to maximising the Shire's return on investment, while complying with all legislative and regulatory requirements. This policy provides direction and guidance to Shark Bay World Heritage Discovery & Visitors Centre staff (*casual, part-time and full-time*) on:

- New merchandise
- Merchandise mark-up
- Faulty goods
- Discounts
- Exchanges
- Refunds
- Returns

2. New Merchandise

The Centre operates a gift store in the main foyer area, selling merchandise items that have significance to Shark Bay region including items that are specifically branded and/or reflect the region's environment. Staff are encouraged to purchase Australian made items and/or items from local regional suppliers. Items can be purchased in bulk, directly from the supplier and/or large items on consignment.

If approached by merchandise sale agents and/or when the Centre is seeking to purchase new merchandise, the staff should consider:

- Quality
- Demographic of customers
- Seasonal saleability (i.e. high/low tourist season, wildflower season, special occasions, history anniversary)
- Significance to the Shark Bay region
- Long shelf life
- Not duplicating stock sold in other local Denham/Monkey Mia stores
- Good return on investment

The Centre Coordinator is responsible for approving merchandise within Council's adopted budget.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

3. Merchandise mark-up

Good return on investment must be considered. The Centre Coordinator is responsible for setting prices which include (where possible) a markup on wholesale price plus freight of at least 50%.

4. Faulty Goods

Staff are required to inspect all items when stock is received from the supplier. If any items are faulty on delivery, staff are to contact the supplier immediately.

If a customer is returning a faulty item, a replacement product should be offered. If no replacement product is available a full refund can be offered.

Staff are required to take a photo of the faulty item, complete the stock adjustment form and update the inventory count in the point-of-sale system. The Centre Coordinator and Executive Manager Community Development are both required to approve the stock adjustment form. Photographs of the faulty item must be attached to the form.

5. Discounts

If an item has been returned faulty or has been damaged in store, but the item is still essentially functional, the item can be discounted and resold in store (eg batteries missing, or damaged packaging). The product must be advertised as a sale item with a clear description of why the item is at a sale price (i.e. what is wrong with the item), and must be clearly marked as "as is – no returns or refunds"

- Customer Service Officers have authority to discount the items up to 10% of retail price
- Centre Coordinator has authority to discount items up to 20% of retail price
- Executive Manager Community Development has authority to discount items over 20% of retail price.

6. Exchanges

Customers can request an exchange for their item if faulty or 'change of mind' within 30 days of purchase. To be eligible for an exchange, the item must be unused and in the same condition as sold, including the original packaging. Proof of purchase is required in a receipt format.

Exchanges can be in store or via mail, using the process in this policy.

The following cannot be exchanged:

- Perishable goods such as food cannot be exchanged
- Sale items cannot be exchanged
- The museum entry fee cannot be exchanged
- 24-hour camping permits at Eagle Bluff, Fowlers Camp, Goulet Bluff, Whalebone Bay cannot be exchanged.

7. Refund

Customers can request a refund for their item if faulty or 'change of mind' within 30 days of purchase. To be eligible for a return, the item must be unused and in the same condition as sold, including the original packaging. Proof of purchase is required in a receipt format.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

Refunds can be in store or via mail, using the process in this policy.

The following cannot be refunded:

- Perishable goods such as food cannot be refunded
- The museum entry fee is non-refundable
- Sale items are non-refundable
- 24-hour camping permit at Eagle Bluff, Fowlers Camp, Goulet Bluff, Whalebone Bay Cannot be refunded

If the refund is approved it will be issued using the original method of payment.

Returns and refunds can be completed in-store or via mail.

8. Returns and refunds process

a) In Store:

Customers can request a refund for their eligible item (see above for ineligible items) within 30 days of purchase.

To be eligible for a return or refund, the item must be unused and in the same condition as sold, including the original packaging.

Proof of purchase is required in a receipt format.

If seeking a refund, customers are required to complete and sign the Shire's refund request document.

If the refund is approved, it will be issued using the original method of payment.

b) Via Mail:

Customers can return a product via mail to:
Shark Bay World Heritage Discovery & Visitors Centre
PO Box 126, Denham, WA, 6537, Australia

Customers can request a refund for their eligible item (see above for ineligible items) within 30 days of purchase.

To be eligible for a return or refund, the item must be unused and in the same condition as sold, including the original packaging.

Proof of purchase is required in a receipt format.

Customers are encouraged to take and send photographs of their item(s) showing any damage PRIOR to posting the item to ensure any damage in transit can be identified separately. Customers are also encouraged to use a trackable shipping service and/or to purchase insurance.

If seeking a refund, customers are required to complete, sign and return the Shire's refund request document. This should be requested from the Centre prior to returning the item.

MINUTES OF THE ORDINARY COUNCIL MEETING

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If the refund is approved, it will be issued using the original method of payment.

For "change of mind" customers are responsible for paying postage costs to return the item.

For faulty items, the Shark Bay World Heritage Discovery & Visitors Centre will reimburse the postage cost directly to the customer using electronic funds transfer. The customer is required to provide proof of the postage fee.

Applicable legislation

Act	Part 2, Division 5 Local Government Act 1995
Regulation	
Local Law	
Other	

Adopted by Council on:	29 September 2021

29 SEPTEMBER 2021

12.0 FINANCE REPORT

12.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED
CM00017

Author

Finance Officer / Accounts Payable

Disclosure of any Interest

Nil

Moved Cr Stubberfield

Seconded Cr Smith

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$1,024,903.81 be accepted.

6/0 CARRIED

Comment

The schedules of accounts for payment covering -
Municipal fund credit card direct debits for the month of August 2021 totalling \$9,763.34

Municipal fund account cheque numbers 26948 to 26948 totalling \$9,324.69

Municipal fund direct debits to Council for the month of August 2021 totalling \$33,324.10

Municipal fund account electronic payment numbers MUNI 28495 to 28614 totalling \$774,538.68

Municipal fund account for August 2021 payroll totalling \$175,512.00

Municipal fund account for Police Licensing for August 2021 transaction number 212202 totalling \$22,441.00 and

No Trust fund account cheque numbers were issued for August 2021 totalling \$0

The schedule of accounts submitted to each member of Council on 24 September 2021 has been checked and are fully supported by vouchers and invoices. All vouchers and invoices have been duly certified as to the receipt of goods and services and the cost of goods and services received.

LEGAL IMPLICATIONS

Section 13.3 of the Local Government (Financial Management) Regulations 1996, requires that a list of payments be presented to Council on a monthly basis.

POLICY IMPLICATIONS

There are no policy implications associated with this item.

MINUTES OF THE ORDINARY COUNCIL MEETING

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FINANCIAL IMPLICATIONS

The payments listed have been disbursed throughout the month.

STRATEGIC IMPLICATIONS

Outcome 1.2 To improve fiscal management practices and procedures and maximise operating revenue and social capital.

RISK MANAGEMENT

These payments have been paid and are subject to internal checks and appraisals and therefore are considered a low risk to council.

Voting Requirements

Simple Majority Required

Signature

Author

A Pears

Chief Executive Officer

P Anderson

Date of Report

15 September 2021

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SHIRE OF SHARK BAY – CREDIT CARD

PERIOD – AUGUST 2021

CREDIT CARD TOTAL \$9,763.34

CEO

DATE	NAME	DESCRIPTION	AMOUNT
20/07/2021	SHIRE OF SHARK BAY	ACCOMMODATION CEO RECRUITMENT INTERVIEWS – PO 10128	540.00
21/07/2021	REGIONAL AIR EXPRESS	AIRFARES CEO RECRUITMENT INTERVIEWS – PO 10126	1824.64
10/08/2021	SHIRE OF SHARK BAY	NUMBER PLATE CHANGE – CEO VEHICLE	30.50

\$2395.14

EMCD

DATE	NAME	DESCRIPTION	AMOUNT
23/07/2021	BOFFINS BOOKSHOP	SBDC MERCHANDISE – PO 10147	659.25
26/07/2021	BOOKTOPIA PTY LTD	SBDC MERCHANDISE – PO 10148	555.45
29/07/2021	LOCAL GOVERNMENT PROFESSIONALS	GRANT WRITING AND BUSINESS CASE WORKSHOP – A BUCHHOLZ PO 10170	850.00
30/07/2021	REGIONAL AIR EXPRESS	AIRFARE FOR TRAINING WORKSHOP A.BUCHHOLZ – PO 10171	559.88
5/08/2021	TRINITY	ACCOMMODATION C.USZKO AND A.WRIGHT – TRAINING PO 9868	660.00
13/08/2021	ZAZZLE	SINK YOUR TEETH IN STAMP FOR SBDC – PO 10210	56.90

\$3341.48

EMFA

DATE	NAME	DESCRIPTION	AMOUNT
17/08/2021	BETTER CHOICE – WOORAMEL	FUEL FOR EMFA VEHICLE	59.75
27/07/2021	JB HIFI	MOBILE PHONE REPLACEMENT FOR B.ROGERS – INSURANCE CLAIM PO 10164	406.99
28/07/2021	BELONG	1GB MONTHLY TELEVISION CONNECTION WITH N-COM	10.00
30/07/2021	KST LIVE	SHOCKPROOF HEAVY COVER FOR B ROGERS REPLACEMENT PHONE PO 10177	21.30
30/07/2021	LINDY AUSTRALIA PTY LTD	3 X HDMI EDID EMULATORS FOR CONTINUOUS HDMI CONNECTION - COUNCIL CHAMBERS PO 10173	147.00

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31/07/2021	RENDEZVOUS GRAND HOTEL	MEALS FOR K.BLACKMAN – DOT TRAINING TO BE REIMBURSED BY DOT PO 10073	436.68
6/08/2021	SHREDDERS	FOLDING MACHINE FOR SHIRE OFFICE – PO 10192 – INSURANCE CLAIM	1395.00
13/08/2021	SHIRE OF SHARK BAY	ACCOMMODATION AT HARTOG COTTAGES – G.LITTLE COUNCIL ELECTIONS – PO 10209	1550.00

\$4026.72

**SHIRE OF SHARK BAY – MUNI CHQ
AUGUST 2021
CHEQUE # 26948**

CHQ #	DATE	NAME	DESCRIPTION	AMOUNT
26948	18/08/2021	WATER CORPORATION - OSBORNE PARK	WATER AND SERVICE CHARGES FOR SHIRE PREMISES	-9324.69
			TOTAL	\$9,324.69

**SHIRE OF SHARK BAY – MUNI DIRECT DEBITS
AUGUST 2021**

DD #	DATE	NAME	DESCRIPTION	AMOUNT
BPAY	05/08/2021	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-180.69
BPAY	05/08/2021	GESB	SUPERANNUATION CONTRIBUTIONS	-484.44
DD16204.1	01/08/2021	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-3888.58
DD16204.2	01/08/2021	SPIRIT SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-197.95
DD16204.3	01/08/2021	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-463.83
DD16204.4	01/08/2021	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	-448.23
DD16204.5	01/08/2021	NGS SUPER	SUPERANNUATION CONTRIBUTIONS	-159.31
DD16204.6	01/08/2021	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-241.58
DD16204.7	01/08/2021	SUN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-385.43
DD16204.8	01/08/2021	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-433.95
DD16204.9	01/08/2021	REST	SUPERANNUATION CONTRIBUTIONS	-637.22

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DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD16215.1	07/08/2021	URL NETWORKS PTY LTD	SHIRE VOIP TELEPHONE CALL CHARGES JULY 2021	-217.63
DD16216.1	20/08/2021	VIVA ENERGY AUSTRALIA	FUEL FOR WORKS MANAGER VEHICLE (P202)	-148.71
DD16232.1	15/08/2021	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-3773.39
DD16232.2	15/08/2021	SPIRIT SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-177.11
DD16232.3	15/08/2021	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-463.83
DD16232.4	15/08/2021	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	-448.23
DD16232.5	15/08/2021	NGS SUPER	SUPERANNUATION CONTRIBUTIONS	-108.06
DD16232.6	15/08/2021	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-241.58
DD16232.7	15/08/2021	SUN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-433.96
DD16232.8	15/08/2021	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-433.95
DD16232.9	15/08/2021	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-421.63
DD16238.1	30/08/2021	EXETEL PTY LTD	SEPTEMBER 2021 INTERNET CHARGES FOR SHIRE BUILDINGS	-375.47
DD16204.10	01/08/2021	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-222.11
DD16204.11	01/08/2021	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1055.50
DD16204.12	01/08/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1893.21
DD16204.13	01/08/2021	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-222.11
DD16204.14	01/08/2021	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-134.28
DD16204.15	01/08/2021	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-272.11
DD16232.10	15/08/2021	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-222.11
DD16232.11	15/08/2021	REST	SUPERANNUATION CONTRIBUTIONS	-606.06
DD16232.12	15/08/2021	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1010.38
DD16232.13	15/08/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1935.86
DD16232.14	15/08/2021	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-233.64
DD16232.15	15/08/2021	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-222.11
DD16250.1	29/08/2021	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-3760.65
DD16250.2	29/08/2021	SPIRIT SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-151.81
DD16250.3	29/08/2021	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-463.83
DD16250.4	29/08/2021	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	-448.23
DD16250.5	29/08/2021	NGS SUPER	SUPERANNUATION CONTRIBUTIONS	-101.73

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD16250.6	29/08/2021	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-241.58
DD16250.7	29/08/2021	SUN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-433.95
DD16250.8	29/08/2021	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-433.95
DD16250.9	29/08/2021	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-438.50
DD16250.10	29/08/2021	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-222.11
DD16250.11	29/08/2021	REST	SUPERANNUATION CONTRIBUTIONS	-490.24
DD16250.12	29/08/2021	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-985.66
DD16250.13	29/08/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1893.20
DD16250.14	29/08/2021	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-242.29
DD16250.15	29/08/2021	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-222.11
			TOTAL	\$33,324.10

**SHIRE OF SHARK BAY – MUNI EFT
AUGUST 2021
EFT 28495-28614**

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT28495	03/08/2021	SHARK BAY AVIATION	BOOKEASY JULY 2021	-2578.40
EFT28496	03/08/2021	BAY LODGE MIDWEST OASIS	BOOKEASY JULY 2021	-607.60
EFT28497	03/08/2021	BLUE LAGOON PEARLS	BOOKEASY JULY 2021	-561.00
EFT28498	03/08/2021	DENHAM SEASIDE CARAVAN PARK	BOOKEASY JULY 2021	-218.88
EFT28499	03/08/2021	HARTOG COTTAGES	BOOKEASY JULY 2021	-1796.80
EFT28500	03/08/2021	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	BOOKEASY JULY 2021	-473.45
EFT28501	03/08/2021	HERITAGE RESORT	BOOKEASY JULY 2021	-4008.60
EFT28502	03/08/2021	INTEGRITY COACH LINES (AUST) PTY LTD	BOOKEASY JULY 2021	-804.78
EFT28503	03/08/2021	ISLAND LIFE ADVENTURES PTY LTD	BOOKEASY JULY 2021	-1823.25
EFT28504	03/08/2021	LOIS JANE COPE	BOOKEASY JULY 2021	-96.00

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT28505	03/08/2021	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	BOOKEASY AND FAREHARBOR JULY 2021	-12353.40
EFT28506	03/08/2021	MONKEYMIA WILDSIGHTS	BOOKEASY JULY 2021	-1302.40
EFT28507	03/08/2021	ON THE DECK @ SHARK BAY	BOOKEASY JULY 2021	-549.12
EFT28508	03/08/2021	WA OCEAN PARK PTY LTD	BOOKEASY JULY 2021	-48.00
EFT28509	03/08/2021	OCEANSIDE VILLAGE	BOOKEASY JULY 2021	-700.00
EFT28510	03/08/2021	RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT	BOOKEASY JULY 2021	-1136.16
EFT28511	03/08/2021	SHARK BAY DIVE AND MARINE SAFARIS	BOOKEASY JULY 2021	-6973.44
EFT28512	03/08/2021	SHARK BAY HOTEL MOTEL	BOOKEASY JULY 2021	-392.75
EFT28513	03/08/2021	SHARK BAY 4WD TOURS	BOOKEASY JULY 2021	-224.40
EFT28514	03/08/2021	SHARK BAY COASTAL TOURS	BOOKEASY JULY 2021	-765.60
EFT28515	03/08/2021	SHIRE OF SHARK BAY	SBDC BOOKEASY COMMISSION JULY 2021	-6796.73
EFT28516	03/08/2021	SHARK BAY SEAFRONT APARTMENTS	BOOKEASY JULY 2021	-45.48
EFT28517	03/08/2021	WULA GURA NYINDA ECO ADVENTURES	BOOKEASY JULY 2021	-2304.40
EFT28518	06/08/2021	AUSTRALIA POST	SHIRE POSTAGE FOR JULY 2021	-127.39
EFT28519	06/08/2021	BUNNINGS BUILDING SUPPLIES PTY LTD	GLOBES, CLIPS & MARKING PAINT - WORKSHOP CONSUMABLES	-130.31
EFT28520	06/08/2021	BRIAN CHILD	SUPPLY AND INSTALL NEW SHOWER TO COMMUNITY HUB	-2580.00
EFT28521	06/08/2021	BOC LIMITED	GAS CONTAINER RENTAL - JULY 2021	-58.64
EFT28522	06/08/2021	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER FEES	-66.00
EFT28523	06/08/2021	C J D EQUIPMENT PTY LTD	REPAIRS TO VOLVO WHEEL LOADER (P191)	-2519.00
EFT28524	06/08/2021	CHAMPION SHEDS & STEEL	DESIGN, SUPPLY AND INSTALL MENS SHED IN DENHAM	-84496.75
EFT28525	06/08/2021	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL COLLECTION - PERMIT # 3386	-983.25
EFT28526	06/08/2021	DENHAM MEATS	COUNTRY CREW BUTCHER ACCOUNT	-211.40

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT28527	06/08/2021	ECOSCAPE	PART PAYMENT LITTLE LAGOON TRAIL PLANNING - STAGE 2 AND 3	-10857.00
EFT28528	06/08/2021	DENHAM IGA X-PRESS	JULY 2021 SHIRE SUPERMARKET ACCOUNT	-1172.99
EFT28529	06/08/2021	SHARK BAY SUPERMARKET	JULY 2021 SHIRE SUPERMARKET ACCOUNT	-585.36
EFT28530	06/08/2021	FAR WEST ELECTRICAL	INSTALL DEDICATED OVEN CIRCUIT - COMMUNITY HUB	-562.54
EFT28531	06/08/2021	C.M & G.D BELL	USELESS LOOP ROAD - 2 WEEKS LABOUR HIRE 19/07/2021 TO 28/07/2021	-2750.00
EFT28532	06/08/2021	HORIZON POWER	JULY 2021 STREET LIGHTING CHARGES	-4209.45
EFT28533	06/08/2021	JURIDA DESIGNS	SBDC MERCHANDISE	-2918.55
EFT28534	06/08/2021	GRAYT MAINTENANCE SOLUTIONS	SES BACK VERANDAH - REMOVE EXISTING STEEL VERANDAH AND REPLACE WITH TIMBER - GRANT FUNDED	-30400.70
EFT28535	06/08/2021	JASON SIGNMAKERS	SIGN ORDER FOR SHARK BAY ROADS	-891.42
EFT28536	06/08/2021	THE SECRETARY LOCAL HEALTH AUTH ANALYTICAL COMM	ANALYTICAL SERVICES 2021/2022	-396.00
EFT28537	06/08/2021	MARKET FORCE PTY LTD	ADVERTISING - STRATEGIC & CORPORATE PLANS	-88.44
EFT28538	06/08/2021	MCLEODS BARRISTERS AND SOLICITORS	SCHEME AMENDMENTS TO CONTROL STORAGE AND WRECKING OF VEHICLES ON LAND	-462.62
EFT28539	06/08/2021	MARTA ESPINHEIRA	REFUND OF GYM CARD DEPOSIT	-20.00
EFT28540	06/08/2021	MARSHALL'S WESTERN AUSTRALIAN HONEY	SBDC MERCHANDISE	-368.50
EFT28541	06/08/2021	SHARK BAY MARINE AND HARDWARE	MITRE 10 HARDWARE ACCOUNT - JULY 2021	-1615.58
EFT28542	06/08/2021	OAKLEY EARTHWORKS PTY LTD	CONCRETE FOR NEW MORGUE FOOTINGS	-1684.10

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT28543	06/08/2021	OTWAY CARD CO.	SBDC MERCHANDISE	-120.00
EFT28544	06/08/2021	R & L COURIERS	MONTHLY FREIGHT ACCOUNT - JULY 2021	-290.40
EFT28545	06/08/2021	RAY WHITE REAL ESTATE SHARK BAY	WATER CONSUMPTION 12 MEAD STREET	-3.18
EFT28546	06/08/2021	WINC AUSTRALIA PTY LIMITED	OFFICE STATIONERY	-27.85
EFT28547	06/08/2021	SHARK BAY NEWSAGENCY & POSTAL AGENCY	JULY 2021 NEWSAGENCY ACCOUNT - PAPERS AND STATIONERY	-88.79
EFT28548	06/08/2021	SHARK BAY COMMUNITY RESOURCE CENTRE	RECREATION CENTRE MANAGEMENT JULY 2021	-11069.00
EFT28549	06/08/2021	SHARK BAY CLEANING SERVICE	MONTHLY CLEANING ACCOUNT - JULY 2021	-21146.53
EFT28550	06/08/2021	MCKELL FAMILY TRUST	MONTHLY- RUBBISH COLLECTION AND STREET SWEEPING - JULY 2021	-11719.05
EFT28551	06/08/2021	SHIRE OF SHARK BAY	BSL COMMISSION - PERMIT # 3386	-10.00
EFT28552	06/08/2021	TOWN PLANNING INNOVATIONS	GENERAL PLANNING SERVICES JULY 2021	-5062.75
EFT28553	06/08/2021	VISIT BRANDS PTY LTD	SBDC MERCHANDISE	-638.00
EFT28554	06/08/2021	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	12 MONTHS eLEARNING SUBSCRIPTION - ONLINE TRAINING EMERGENCY MANAGEMENT FUNDAMENTALS - GRANT FUNDED AND RATES COURSES - STAFF TRAINING J.GREEN	-3318.00
EFT28555	06/08/2021	WILDFLORA FACTORY PTY LTD tas AUSTRALIAN WILDFLOWER SEEDS	SBDC MERCHANDISE	-450.00
EFT28556	06/08/2021	WA HOLIDAY GUIDE PTY LTD	JULY 2021 BOOKEASY MARKETING FEE	-279.51
EFT28557	21/08/2021	AUSTRALIAN TAXATION OFFICE	JULY 2021 BAS	-20698.00
EFT28558	10/08/2021	BOOKEASY AUSTRALIA PTY LTD	BOOKEASY COMMISSION - JULY 2021	-704.79
EFT28559	10/08/2021	BRIAN JOHN GALVIN	SALARY SACRIFICE BRIAN GALVIN - PHONE, WATER AND POWER	-1692.61

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT28560	10/08/2021	CARNARVON MOTOR GROUP	REPLACEMENT CEO VEHICLE - TOYOTA PRADO (NEW VEHICLE LESS TRADE IN OF EXISTING VEHICLE)	-1351.10
EFT28561	10/08/2021	CDH ELECTRICAL	SUPPLY AND INSTALLATION OF SOLAR LIGHTS ON STELLA ROWLEY DRIVE	-85328.10
EFT28562	10/08/2021	HERITAGE RESORT	ACCOMMODATION SHARK BAY WINTER FESTIVAL - FREEDOM FAIRIES	-360.00
EFT28563	10/08/2021	PATRICIA POPE	SBDC MERCHANDISE	-240.00
EFT28564	10/08/2021	SHARK BAY BAKERY	CATERING FOR AUSTRALIAN CITIZENSHIP - J. BONBONI	-195.00
EFT28565	13/08/2021	NAPA AUTO PARTS	BATTERY SWITCHES FOR FREIGHTLINER (P174) AND HINO PRIME MOVER (P196)	-640.20
EFT28566	13/08/2021	AIYANA JOAN CHRISTI WRIGHT	REIMBURSEMENT FOR MEALS ON IGNITE MANAGEMENT TRAINING COURSE	-142.70
EFT28567	13/08/2021	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER FEES	-759.00
EFT28568	13/08/2021	CORAL COAST PLUMBING	ANNUAL BACKFLOW TESTING - RECREATION CENTRE x 2 AND FISH CLEANING CENTRE	-693.00
EFT28569	13/08/2021	CONTROLLED IRRIGATION SUPPLIES AUSTRALIA	SPRINKLERS AND NOZZLES - MAINTENANCE TOWN OVAL	-527.00
EFT28570	13/08/2021	CANDICE USZKO	REIMBURSEMENT FOR MEALS ON IGNITE MANAGEMENT TRAINING COURSE	-208.73
EFT28571	13/08/2021	DENHAM MEATS	COUNTRY CREW BUTCHER ACCOUNT	-208.97
EFT28572	13/08/2021	FREEDOM FAIRIES PTY LTD	ROAMING ENTERTAINMENT FOR SHARK BAY WINTER MARKETS	-1226.50
EFT28573	13/08/2021	RICHARD EDMUND FENNY	SBDC MERCHANDISE	-150.00
EFT28574	13/08/2021	FAR WEST ELECTRICAL	REPLACE FAULTY DATA OUTLET AT CDO WORKSTATION	-165.00
EFT28575	13/08/2021	REFUEL AUSTRALIA (formerly GERALDTON FUEL COMPANY)	MONTHLY FUEL ACCOUNT - JULY 2021	-190.20

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT28576	13/08/2021	HOWLETT & CO VEGETATION MANAGEMENT PTY LTD	REMOVAL OF TWO (2) DEAD NORFOLK PINE TREES ON SHIRE VERGE - DURLACHER STREET	-770.00
EFT28577	13/08/2021	TOLL IPEC PTY LTD	TOLL IPEC FREIGHT ACCOUNT	-504.26
EFT28578	13/08/2021	NATURALISTE PLUMBING PTY LTD	HIRE OF MINI EXCAVATOR FOR TOWN OVAL BORE PIPE LEAK	-600.00
EFT28579	13/08/2021	PURCHER INTERNATIONAL PTY LTD	CONTROL BOARD FOR FREIGHTLINER (P174)	-1732.63
EFT28580	13/08/2021	PEST-A-KILL	PEST CONTROL SHIRE PREMISES RODENT MONITORING AND BAITING	-803.00
EFT28581	13/08/2021	PASCAL PRESS	SBDC MERCHANDISE	-398.26
EFT28582	13/08/2021	SHARK BAY BAKERY	CATERING FOR AUSTRALIAN CITIZENSHIP FOR D. BARRETT- GELU	-200.00
EFT28583	13/08/2021	SUMMER GYPSEA	SBDC MERCHANDISE	-555.00
EFT28584	13/08/2021	SUN CITY BATTERIES	BATTERIES FOR FREIGHTLINER (P174)	-1485.00
EFT28585	13/08/2021	TRUCKLINE PARTS CENTRE	FILTER KITS FOR PRIME MOVER (P196), HINO 5 TONNE (P168) & HINO 3 TONNE (P167)	-297.49
EFT28586	24/08/2021	ASM ECLIPSE PTY LTD	SBDC MERCHANDISE	-721.05
EFT28587	24/08/2021	AIYANA JOAN CHRISTI WRIGHT	CUTLERY SET FOR SBDC KITCHEN	-17.00
EFT28588	24/08/2021	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER FEES	-1584.00
EFT28589	24/08/2021	CANDICE USZKO	SALARY SACRIFICE COMMUNICATIONS	-79.00
EFT28590	24/08/2021	DAVID GRAY AND CO PTY LTD	PYFOG FOR MOSQUITO FOGGING	-1513.60
EFT28591	24/08/2021	CDH ELECTRICAL	REPLACEMENT OF AIRCONDITIONERS CEO HOUSE – 5 UNITS	-8752.43
EFT28592	24/08/2021	DENHAM MEATS	COUNTRY CREW BUTCHER ACCOUNT	-115.39
EFT28593	24/08/2021	ATOM-GERALDTON INDUSTRIAL SUPPLIES	SAFETY GLOVES - SAFETY EQUIPMENT DEPOT	-117.74
EFT28594	24/08/2021	HOSE MANIA	CAMLOCKS AND FITTINGS FOR WATER PUMP (P022)	-572.48

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT28595	24/08/2021	HORIZON POWER	JULY 2021 ELECTRICITY CHARGES - SHIRE PREMISES	-6792.75
EFT28596	24/08/2021	LYDIA HIGHFIELD CONSULTANCY	CEO RECRUITMENT AND SELECTION SERVICES ADDITIONAL INTERVIEW DAY AND PROCESS FEES	-2200.00
EFT28597	24/08/2021	NAUTILUS DESIGN CO	SBDC MERCHANDISE	-612.00
EFT28598	24/08/2021	PROFESSIONAL PC SUPPORT	SEPTEMBER 2021 AGREEMENT AND PPS AGENT AND ANTIVIRUS	-3219.00
EFT28599	24/08/2021	PAPER PLUS OFFICE NATIONAL	OFFICE STATIONERY	-1086.25
EFT28600	24/08/2021	QUICK CORPORATE AUSTRALIA	ERGO CHAIRS WITH ARMS FOR COUNCIL CHAMBERS	-5412.97
EFT28601	24/08/2021	LYONS ENTERPRISES-SHARK BAY CAR HIRE	CAR HIRE FOR VISITING MEDICAL STAFF - JULY 2021	-801.47
EFT28602	24/08/2021	STEPHANIE JAMES	REFUND ON DOG STERILISATION - GYPSY	-150.00
EFT28603	24/08/2021	TELSTRA CORPORATION LTD	SHIRE MOBILE PHONE CHARGES INCLUDING MOTIF CREDIT AND PHONE CHARGES FOR COMMUNITY MESSAGES	-357.05
EFT28604	27/08/2021	ABROLHOS STEEL PTY LTD	STEEL POST FOR STAFF HOUSING – 65 BROCKMAN ST	-75.03
EFT28605	27/08/2021	BUNNINGS BUILDING SUPPLIES PTY LTD	FACE MASKS, WHEELIE BINS AND GRABBER TOOLS – DEPOT CONSUMABLES	-457.59
EFT28606	27/08/2021	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER FEES	-165.00
EFT28607	27/08/2021	CONTROLLED IRRIGATION SUPPLIES AUSTRALIA	NEW STAINLESS POP UP SPRINKLERS FOR OVAL AND VOLTAGE COILS FOR IRRIGATION SOLENOID AT TOWN HALL	-4450.00
EFT28608	27/08/2021	DENHAM MEATS	BUTCHER ACCOUNT FOR COUNTRY CREW	-120.25
EFT28609	27/08/2021	ELGAS LIMITED	GAS CONTAINER SERVICE CHARGE	-614.90

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT28610	27/08/2021	INSTANT WEIGHING	CALIBRATION OF FORK AND BUCKETS FOR LOADER (P163) & LOADER (P191)	-3630.00
EFT28611	27/08/2021	NAVY SHOP	SBDC MERCHANDISE	-339.70
EFT28612	27/08/2021	RAY WHITE REAL ESTATE SHARK BAY	RENT FOR 12 MEAD STREET (23/08/2021 TO 19/09/2021) CDO POSITION	-1100.00
EFT28613	27/08/2021	SHARK BAY CLEANING SERVICE	GARBAGE BAGS, TOILET ROLLS AND HAND TOWELS DEPOT CONSUMABLES	-415.80
EFT28614	27/08/2021	WESTRAC EQUIPMENT PTY LTD	SUPPLY AND DELIVER INTEGRATED TOOL CARRIER - CATERPILLAR 938K-IT (P204)	-355300.00
			TOTAL	\$774,538.68

SHIRE OF SHARK BAY – MUNI
ELECTRONIC PAYROLL TRANSACTIONS
AUGUST 2021

DATE	NAME	DESCRIPTION	AMOUNT
3/08/2021	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 1 AUGUST 2021	\$59,294.00
17/08/2021	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 15 AUGUST 2021	\$58,767.00
31/08/2021	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 29 AUGUST 2021	\$57,451.00
		TOTAL	\$175,512.00

SHIRE OF SHARK BAY
AUGUST 2021
POLICE LICENSING TRANSACTION # 212202

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
212202	31/08/2021	COMMISSIONER OF POLICE	POLICE LICENSING AUGUST 2021	22441.00
			TOTAL	\$22,441.00

29 SEPTEMBER 2021

12.2 FINANCIAL REPORTS TO 31 AUGUST 2021
CM00017

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Stubberfield

Seconded Cr Ridgely

Council Resolution

**That the monthly financial report to 31 August 2021 as attached be received.
6/0 CARRIED**

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **31 August 2021** are attached.

VARIANCE ANALYSIS

The Shire is unable to process Depreciation until the Financial Audit for 2020/2021 is completed and the Asset Module is rolled forward into the 2021/2022 Financial Year. Due to depreciation having a major impact on the analysis outcome reporting on variances will be delayed until the audit is completed.

LEGAL IMPLICATIONS

Section 34 of the *Local Government (Financial Management) Regulations 1996*, requires a financial report to be submitted to Council on a monthly basis.

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The financial report shows the financial position of the Shire has exceeded the year to date budget as a result of strategies put in place to address the significant adverse trend in the financial position of the Shire, as the Operating Surplus Ratio has been below the Department of Local Government, Sports and Cultural Industries standard for the past three years. In addition, due to the COVID-19 pandemic further strategies were implemented in the budget to further reduce expenditure in anticipation of an adverse impact on cashflow forecast for the 2021/2022 financial year.

STRATEGIC IMPLICATIONS

Outcome 1.2 To improve fiscal management practices and procedures and maximise operating revenue and social capital.

RISK MANAGEMENT

The financial report reports on the current financial status and this is currently viewed as a low risk to Council.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

Voting Requirements
Simple Majority Required

Signature

Author

A Pears

Chief Executive Officer

P Anderson

Date of Report

15 September 2021

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

SHIRE OF SHARK BAY

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the period ending 31 August 2021

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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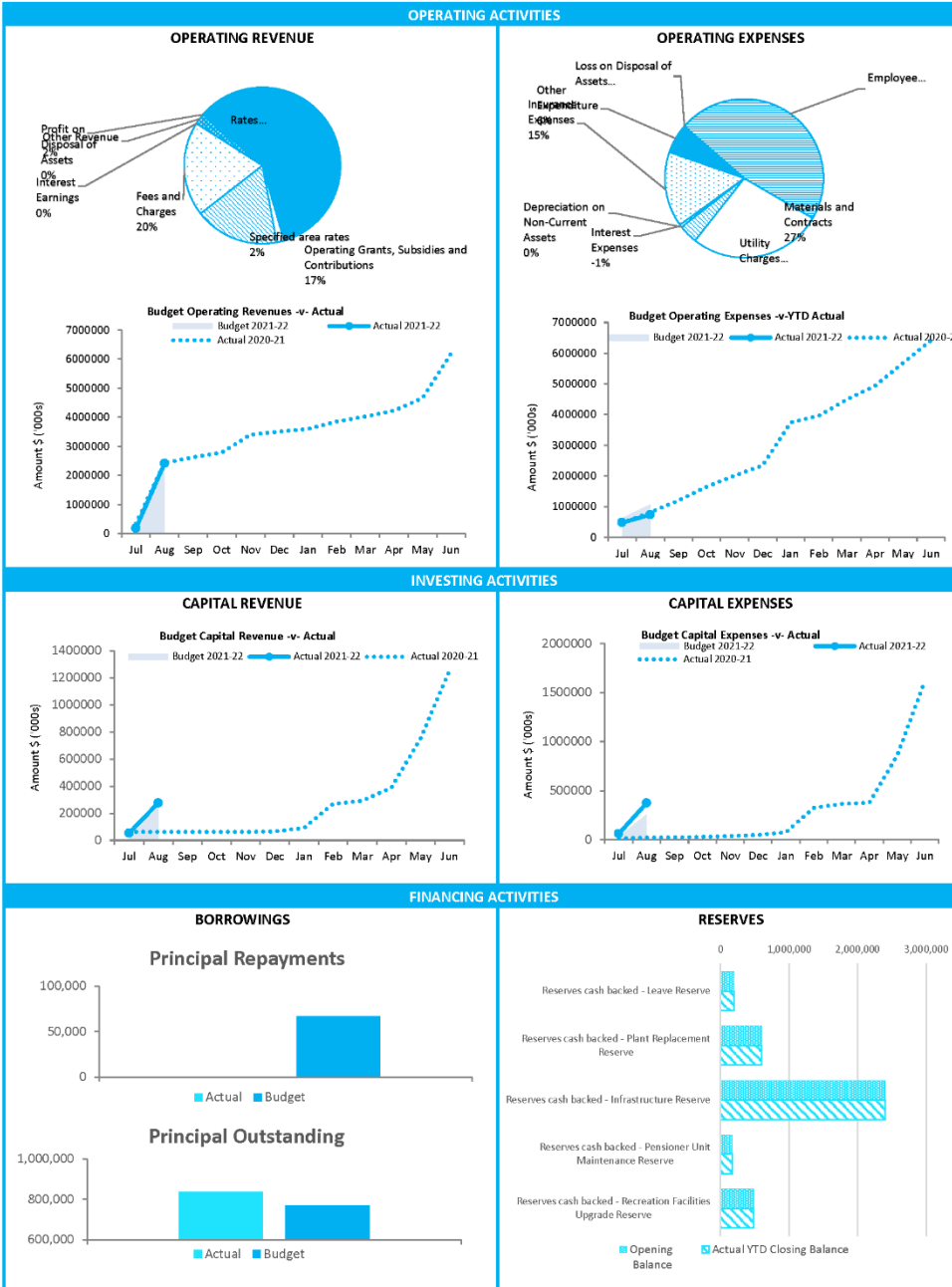
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MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 AUGUST 2021

SUMMARY INFORMATION - GRAPHS



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 AUGUST 2021

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components				
Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.78 M	\$1.78 M	\$1.82 M	\$0.04 M
Closing	\$0.00 M	\$3.39 M	\$3.39 M	(\$0.00 M)
Refer to Statement of Financial Activity				
Cash and cash equivalents		Payables		Receivables
	\$6.54 M	% of total	\$0.45 M	% Outstanding
Unrestricted Cash	\$2.64 M	40.4%	Trade Payables	\$0.42 M
Restricted Cash	\$3.90 M	59.6%	Over 30 Days	40.6%
			Over 90 Days	0%
Refer to Note 2 - Cash and Financial Assets		Refer to Note 5 - Payables		Refer to Note 3 - Receivables
Rates Receivable	\$0.46 M	% Collected		
Trade Receivable	\$1.23 M	31.3%		
Over 30 Days	\$0.46 M			
Over 90 Days				29.4%
				0.1%
Key Operating Activities				
Amount attributable to operating activities				
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
(\$0.28 M)	\$1.62 M	\$1.67 M	\$0.05 M	
Refer to Statement of Financial Activity				
Rates Revenue		Operating Grants and Contributions		Fees and Charges
YTD Actual	\$1.46 M	% Variance	YTD Actual	\$0.42 M
YTD Budget	\$1.46 M	0.1%	YTD Budget	\$0.42 M
			% Variance	1.3%
			YTD Actual	\$0.47 M
			YTD Budget	\$0.49 M
			% Variance	(2.8%)
Refer to Note 6 - Rate Revenue		Refer to Note 12 - Operating Grants and Contributions		Refer to Statement of Financial Activity
Key Investing Activities				
Amount attributable to investing activities				
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
(\$1.30 M)	(\$0.01 M)	(\$0.10 M)	(\$0.09 M)	
Refer to Statement of Financial Activity				
Proceeds on sale		Asset Acquisition		Capital Grants
YTD Actual	\$0.06 M	%	YTD Actual	\$0.37 M
Adopted Budget	\$0.25 M	(76.6%)	Adopted Budget	\$2.57 M
			% Spent	(85.5%)
			YTD Actual	\$0.22 M
			Adopted Budget	\$1.03 M
			% Received	(78.8%)
Refer to Note 7 - Disposal of Assets		Refer to Note 8 - Capital Acquisition		Refer to Note 8 - Capital Acquisition
Key Financing Activities				
Amount attributable to financing activities				
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
(\$0.20 M)	\$0.00 M	(\$0.00 M)	(\$0.00 M)	
Refer to Statement of Financial Activity				
Borrowings		Reserves		
Principal repayments	\$0.00 M	Reserves balance	\$3.90 M	
Interest expense	(\$0.00 M)	Interest earned	\$0.00 M	
Principal due	\$0.84 M			
Refer to Note 9 - Borrowings		Refer to Note 10 - Cash Reserves		

This information is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF SHARK BAY | 3

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 AUGUST 2021

STATUTORY REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
GOVERNANCE To provide a decision making process for the efficient allocation of scarce resources.	Expenses associated with the provision of services to members of council and elections.
GENERAL PURPOSE FUNDING To collect revenue to allow for the provision of services.	Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on Police Licensing. This also includes the costs associated with raising these revenues e.g. valuation expenses, debt collection and overheads.
LAW, ORDER, PUBLIC SAFETY To provide services to help ensure a safer and environmentally conscious community.	Enforcement of Local Laws, fire prevention, animal control and the provision of ranger services.
HEALTH To provide an operational framework for environmental and community health.	Health inspection services, food quality control and mosquito control.
HOUSING To provide and maintain housing for the elderly and staff.	Provision and maintenance of rented housing accommodation for pensioners and employees.
COMMUNITY AMENITIES To provide services required by the community.	Sanitation, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.
RECREATION AND CULTURE To establish and effectively manage infrastructure and resources which will help the social wellbeing of the community.	Parks, gardens and recreation reserves, library services, television and radio re-broadcasting, swimming facilities, walk trails, youth recreation, Shark Bay World Heritage Discovery and Visitor Centre, foreshore, public halls and the Shark Bay Recreation Centre.
TRANSPORT To provide safe, effective and efficient transport services to the community.	Construction and maintenance of roads, footpaths, drainage, parking facilities, traffic control, depot operations, marine facilities and street cleaning.
ECONOMIC SERVICES To help promote the Shire and its economic wellbeing	Tourism, community development, building services and private works.
OTHER PROPERTY AND SERVICES To monitor and control council's overhead operating accounts.	Plant maintenance, administration, labour overheads and stock.

SHIRE OF SHARK BAY | 4

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2021

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,780,950	1,780,950	1,817,284	36,334	2.04%	
Revenue from operating activities							
Governance		15,310	3,975	3,877	(98)	(2.47%)	
General purpose funding - general rates	6	1,425,451	1,425,451	1,426,607	1,156	0.08%	
General purpose funding - other		990,515	271,596	276,440	4,844	1.78%	
Law, order and public safety		88,181	19,037	21,845	2,808	14.75%	
Health		1,800	550	759	209	38.00%	
Housing		132,470	22,112	23,001	889	4.02%	
Community amenities		340,884	256,152	263,200	7,048	2.75%	
Recreation and culture		358,670	59,940	117,729	57,789	96.41%	▲
Transport		521,522	182,568	172,743	(9,825)	(5.38%)	▼
Economic services		873,228	146,123	89,502	(56,621)	(38.75%)	▼
Other property and services		40,000	6,666	17,126	10,460	156.92%	▲
		4,788,031	2,394,170	2,412,829	18,659		
Expenditure from operating activities							
Governance		(337,247)	(129,076)	(46,807)	82,269	63.74%	▲
General purpose funding		(117,947)	(16,558)	(21,970)	(5,412)	(32.69%)	▼
Law, order and public safety		(310,286)	(53,841)	(51,067)	2,774	5.15%	
Health		(90,370)	(9,566)	(9,829)	(263)	(2.75%)	
Housing		(218,961)	(41,084)	(30,275)	10,809	26.31%	▲
Community amenities		(694,962)	(113,915)	(95,907)	18,008	15.81%	▲
Recreation and culture		(2,220,762)	(386,796)	(254,974)	131,822	34.08%	▲
Transport		(1,778,107)	(196,946)	(153,818)	43,128	21.90%	▲
Economic services		(1,068,714)	(107,246)	(105,720)	1,526	1.42%	
Other property and services		(39,500)	(9,343)	36,019	45,362	485.52%	▲
		(6,876,856)	(1,064,371)	(734,348)	330,023		
Non-cash amounts excluded from operating activities	1(a)	1,810,040	293,897	(3,877)	(297,774)	(101.32%)	▼
Amount attributable to operating activities		(278,785)	1,623,696	1,674,604	50,908		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	13	1,031,415	190,500	218,941	28,441	14.93%	▲
Proceeds from disposal of assets	7	245,273	57,273	57,273	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(2,574,525)	(258,100)	(374,064)	(115,964)	(44.93%)	▼
Amount attributable to investing activities		(1,297,837)	(10,327)	(97,850)	(87,523)		
Financing Activities							
Transfer from reserves	10	1,174,998	0	0	0	0.00%	
Repayment of debentures	9	(67,132)	0	0	0	0.00%	
Transfer to reserves	10	(1,312,194)	0	(662)	(662)	0.00%	
Amount attributable to financing activities		(204,328)	0	(662)	(662)		
Closing funding surplus / (deficit)	1(c)	0	3,394,319	3,393,376	(943)		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to threshold. Refer to Note 16 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021-22 year is \$5,000 or 5.00% whichever is the greater.

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

SHIRE OF SHARK BAY | 5

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 AUGUST 2021

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

SHIRE OF SHARK BAY | 6

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2021

BY NATURE OR TYPE

	Ref Note	Adopted Budget \$	YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(a) %	Var.
Opening funding surplus / (deficit)	1(c)	1,780,950	1,780,950	1,817,284	36,334	2.04%	
Revenue from operating activities							
Rates	6	1,425,451	1,425,451	1,426,607	1,156	0.08%	
Specified area rates	6	36,884	36,884	36,884	0	0.00%	
Operating grants, subsidies and contributions	12	1,463,615	415,244	420,720	5,476	1.32%	
Fees and charges		1,681,997	485,064	471,621	(13,443)	(2.77%)	
Interest earnings		8,640	1,299	1,186	(113)	(8.70%)	
Other revenue		146,671	26,253	51,934	25,681	97.82%	▲
Profit on disposal of assets	7	24,773	3,975	3,877	(98)	(2.47%)	
		4,788,031	2,394,170	2,412,829	18,659		
Expenditure from operating activities							
Employee costs		(2,287,732)	(353,733)	(349,242)	4,491	1.27%	
Materials and contracts		(2,155,494)	(257,920)	(202,350)	55,570	21.55%	▲
Utility charges		(178,475)	(29,654)	(28,397)	1,257	4.24%	
Depreciation on non-current assets		(1,753,645)	(297,872)	0	297,872	100.00%	▲
Interest expenses		(24,622)	4,321	4,320	(1)	0.02%	
Insurance expenses		(192,630)	(91,160)	(113,749)	(22,589)	(24.78%)	▼
Other expenditure		(203,090)	(38,353)	(44,930)	(6,577)	(17.15%)	▼
Loss on disposal of assets	7	(81,168)	0	0	0	0.00%	
		(6,876,856)	(1,064,371)	(734,348)	330,023		
Non-cash amounts excluded from operating activities							
	1(a)	1,810,040	293,897	(3,877)	(297,774)	(101.32%)	▼
Amount attributable to operating activities		(278,785)	1,623,696	1,674,604	50,908		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	1,031,415	190,500	218,941	28,441	14.93%	▲
Proceeds from disposal of assets	7	245,273	57,273	57,273	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(2,574,525)	(258,100)	(374,064)	(115,964)	(44.93%)	▼
Amount attributable to investing activities		(1,297,837)	(10,327)	(97,850)	(87,523)		
Financing Activities							
Transfer from reserves	10	1,174,998	0	0	0	0.00%	
Repayment of debentures	9	(67,132)	0	0	0	0.00%	
Transfer to reserves	10	(1,312,194)	0	(662)	(662)	0.00%	
Amount attributable to financing activities		(204,328)	0	(662)	(662)		
Closing funding surplus / (deficit)	1(c)	0	3,394,319	3,393,376	(943)		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 16 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF SHARK BAY | 7

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 AUGUST 2021

BASIS OF PREPARATION

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 August 2021

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 14 to these financial statements.

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2021

NOTE 1

STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(24,773)	(3,975)	(3,877)
Add: Loss on asset disposals	7	81,168	0	0
Add: Depreciation on assets		1,753,645	297,872	0
Total non-cash items excluded from operating activities		1,810,040	293,897	(3,877)

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2021	This Time Last Year 31 August 2020	Year to Date 31 August 2021
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(3,901,203)	(2,924,828)	(3,901,865)
Add: Borrowings	9	74,957	74,957	74,957
Total adjustments to net current assets		(3,826,246)	(2,849,871)	(3,826,908)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	6,875,899	5,669,459	6,541,608
Rates receivables	3	14,153	1,329,251	1,228,853
Receivables	3	205,267	80,912	456,069
Other current assets	4	162,179	138,305	138,029
Less: Current liabilities				
Payables	5	(984,373)	(305,197)	(451,159)
Borrowings	9	(74,957)	(74,957)	(74,957)
Contract liabilities	11	(336,526)	(388,447)	(399,757)
Provisions	11	(218,112)	(263,385)	(218,402)
Less: Total adjustments to net current assets	1(b)	(3,826,246)	(2,849,871)	(3,826,908)
Closing funding surplus / (deficit)		1,817,284	3,336,070	3,393,376

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

SHIRE OF SHARK BAY | 9

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

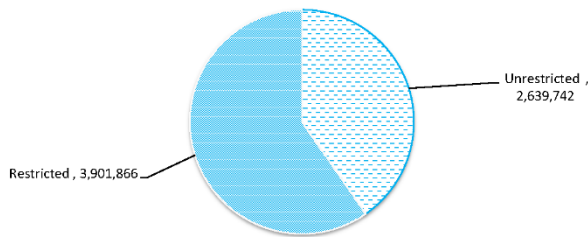
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021**

**OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand								
Municipal Bank Account	Cash and cash equivalents	581,521	0	581,521	0	Bankwest	0.01%	At Call
Municipal Telenet Saver	Cash and cash equivalents	2,057,321	0	2,057,321	0	Bankwest	0.15%	At Call
Trust Bank Account	Cash and cash equivalents	0	0	0	0	Bankwest	0.00%	At Call
Reserve Bank Account	Cash and cash equivalents	0	179	179	0	Bankwest	0.00%	At Call
Reserve Telenet Saver Account	Cash and cash equivalents	0	3,901,687	3,901,687	0	Bankwest	0.15%	At Call
Till Floats	Cash and cash equivalents	900	0	900	0	N/A	0.00%	On Hand
Total		2,639,742	3,901,866	6,541,608	0			
Comprising								
Cash and cash equivalents		2,639,742	3,901,866	6,541,608	0			
		2,639,742	3,901,866	6,541,608	0			

KEY INFORMATION

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



MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2021

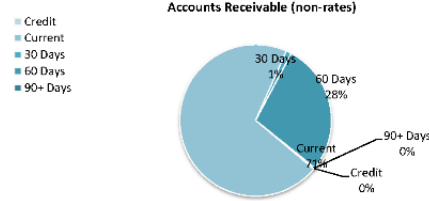
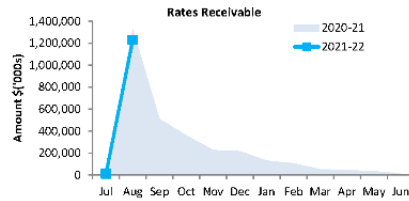
OPERATING ACTIVITIES NOTE 3 RECEIVABLES

Rates receivable	30 Jun 2021	31 Aug 2021
	\$	\$
Opening arrears previous years	32,544	14,153
Levied this year	1,773,706	1,775,084
Less - collections to date	(1,770,286)	(560,384)
Equals current outstanding	14,153	1,228,853
Net rates collectable	14,153	1,228,853
% Collected	98%	31.3%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,125)	308,847	5,153	122,516	252	435,643
Percentage	(0.3%)	70.9%	1.2%	28.1%	0.1%	
Balance per trial balance						
Sundry receivable						435,643
GST and FBT receivable						8,423
Tenancy Bond - 12 Mead Street						1,360
ESL Levied						0
State Revenue Pensioner Rebate						10,643
Total receivables general outstanding						456,069
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.



MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 July 2021	Asset Increase	Asset Reduction	Closing Balance 31 August 2021
	\$	\$	\$	\$
Other current assets				
Inventory				
Fuel and materials	26,431		0	26,431
Merchandise	96,532		0	96,532
Prepayments				
Prepayments	0		0	0
Accrued income	39,216		(24,150)	15,066
Total other current assets	162,179	0	(24,150)	138,029
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

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

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021

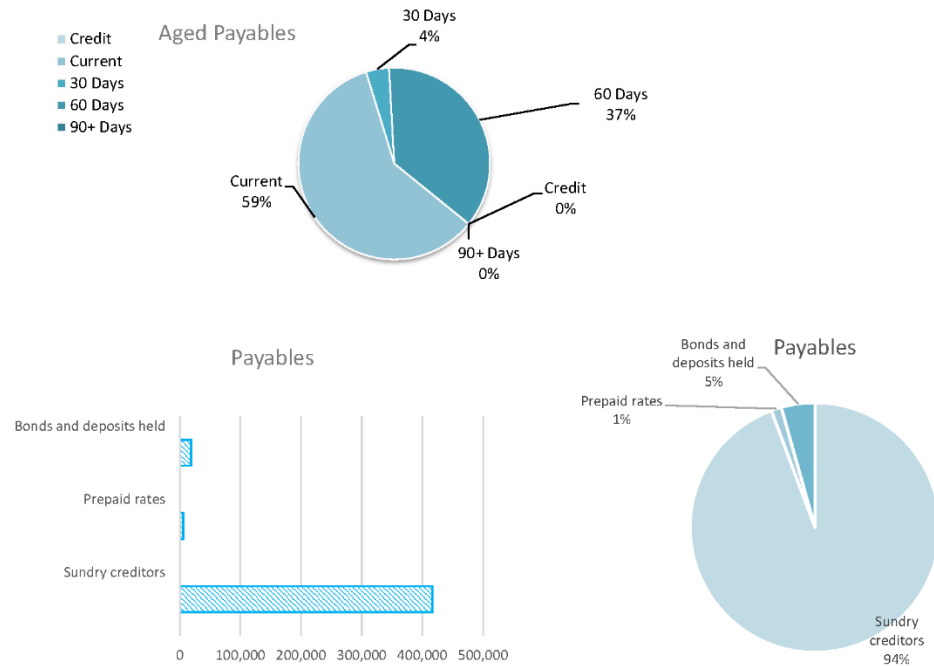
OPERATING ACTIVITIES
NOTE 5
Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	239,591	15,664	148,100	0	403,355
Percentage	0%	59.4%	3.9%	36.7%	0%	
Balance per trial balance						
Sundry creditors						416,842
Prepaid rates						5,883
Bonds and deposits held						19,281
Payables - Other						8,779
ESL Levied						374
Total payables general outstanding						451,159

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

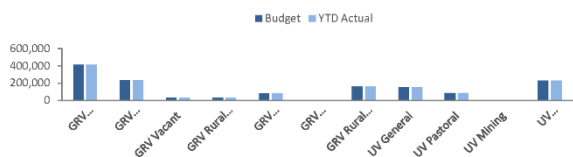
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021**

**OPERATING ACTIVITIES
NOTE 6
RATE REVENUE**

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
GRV Residential	0.10593	326	3,906,042	413,751	0	0	413,751	413,751	0	0	413,751
GRV Commercial	0.10886	41	2,135,007	232,406			232,406	232,406	0	0	232,406
GRV Vacant	0.10593	18	330,101	34,966	0	0	34,966	34,966	0	0	34,966
GRV Rural Commercial	0.11009	5	315,380	34,721	0	0	34,721	34,720	0	0	34,720
GRV Industrial / Residential	0.11722	48	658,843	77,228	0	0	77,228	77,228	0	0	77,228
GRV Industrial / Residential Vacant	0.10593	0	0	0	0	0	0	0	0	0	0
GRV Rural Resort	0.11621	2	1,346,800	156,506	0	0	156,506	156,506	0	0	156,506
Unimproved value											
UV General	0.21330	7	714,543	152,412	0	0	152,412	152,412	0	0	152,412
UV Pastoral	0.14608	11	598,906	87,487	0	0	87,487	87,487	0	0	87,487
UV Mining	0.29093	1	8,500	2,473	0	0	2,473	2,473	0	0	2,473
UV Exploration	0.27973	10	816,219	228,318	0	0	228,318	228,318	0	0	228,318
Sub-Total		469	10,830,341	1,420,268	0	0	1,420,268	1,420,267	0	0	1,420,267
Minimum payment		Minimum \$									
Gross rental value											
GRV Residential	898	50	372,152	44,900	0	0	44,900	44,900	0	0	44,900
GRV Commercial	898	17	93,833	15,266	0	0	15,266	15,266	0	0	15,266
GRV Vacant	898	81	256,029	72,738	0	0	72,738	72,738	0	0	72,738
GRV Rural Commercial	898	0	0	0	0	0	0	0	0	0	0
GRV Industrial / Residential	898	2	12,741	1,796	0	0	1,796	1,796	0	0	1,796
GRV Industrial / Residential Vacant	560	0	0	0	0	0	0	0	0	0	0
GRV Rural Resort	898	0	0	0	0	0	0	0	0	0	0
Unimproved value											
UV General	754	6	9,438	4,524	0	0	4,524	4,524	0	0	4,524
UV Pastoral	943	0	0	0	0	0	0	0	0	0	0
UV Mining	943	1	700	943	0	0	943	943	0	0	943
UV Exploration	943	1	2,115	943	0	0	943	943	0	0	943
Sub-total		158	747,008	141,110	0	0	141,110	141,110	0	0	141,110
Concession							(135,927)				(134,770)
Amount from general rates							1,425,451				1,426,607
Total general rates							1,425,451				1,426,607
Specified area rates											
Monkey Mia Bore Replacement	0.028372		1,300,000	36,884	0	0	36,884	36,884	0	0	36,884
Total specified area rates			1,300,000	36,884	0	0	36,884	36,884	0	0	36,884
Total							1,462,335				1,463,491

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



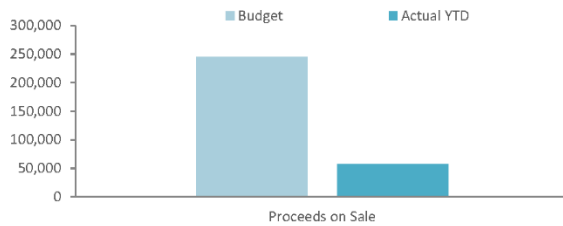
MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment									
Governance									
MV188	CEO Vehicle	53,298	57,273	3,975	0	53,396	57,273	3,877	0
MV194	EMFA Vehicle	13,665	25,000	11,335	0	0	0	0	0
Economic services									
MV195	EMCD Vehicle	15,537	25,000	9,463	0	0	0	0	0
Transport									
MV198	Dual Cab Ute - Gardener	22,582	25,000	2,418	0	0	0	0	0
MV197	Dual Cab Ute - Ranger	22,582	25,000	2,418	0	0	0	0	0
MV163	Refuse Site Loader	90,665	40,000	0	(50,665)	0	0	0	0
MV167	3 Tonne Town Truck	28,336	18,000	0	(10,336)	0	0	0	0
MV168	5 Tonne Town Truck	55,003	30,000	0	(25,003)	0	0	0	0
		301,668	245,273	29,609	(86,004)	53,396	57,273	3,877	0



MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	170,000	0	0	0
Buildings - specialised	425,287	110,000	137,105	27,105
Furniture and equipment	20,000	0	0	0
Plant and equipment	605,100	58,100	58,074	(26)
Heritage Assets	50,000	0	0	0
PPE - user defined 2				0
PPE - user defined 3				0
PPE - user defined 4				0
PPE - user defined 5				0
Infrastructure - roads other	369,958	0	91,444	91,444
Infrastructure - roads town	430,000	0	0	0
Infrastructure - footpaths	319,000	80,000	77,571	(2,429)
Infrastructure - drainage				0
Infrastructure - streetscapes				0
Infrastructure - public facilities	185,180	10,000	9,870	(130)
Total Capital Acquisitions	2,574,525	258,100	374,064	115,964
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,031,415	190,500	218,941	28,441
Other (disposals & C/Fwd)	245,273	57,273	57,273	0
Cash backed reserves				
Reserves cash backed - Plant Replacement Reserve	359,827	0	0	0
Reserves cash backed - Infrastructure Reserve	730,171	0	0	0
Reserves cash backed - Pensioner Unit Maintenance Reserve	35,000	0	0	0
Reserves cash backed - Recreation Facilities Upgrade Reserve	50,000	0	0	0
Contribution - operations	122,839	10,327	97,850	87,523
Capital funding total	2,574,525	258,100	374,064	115,964

SIGNIFICANT ACCOUNTING POLICIES

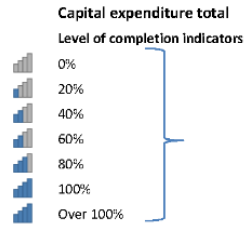
All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.


















Level of completion indicator, please see table at the end of this note for further detail.

		Strategic Plan		Adopted			Variance
Account Description		Reference	Class	Budget	YTD Budget	YTD Actual	(Under)/Over
	05204736 Shire Office Asbestos Removal	3.1, 4.1	Buildings	75,000	0	0	0
	09128001 Capital Works 5 Spaven Way	4.1	Buildings	10,000	0	0	0
	09128020 Capital Works 65 Brockman St	4.1	Buildings	10,000	0	0	0
	09128040 Capital Works 80 Durlacher St	4.1	Buildings	10,000	0	0	0
	09128050 Capital Works 51 Durlacher St	4.1	Buildings	10,000	0	0	0
	25104785 Pensioner Units Capital	4.1	Buildings	45,000	0	0	0
	Pensioner Shed Door/Water Pipe						
	25104790 Replacement	4.1	Buildings	10,000	0	0	0
			Buildings Total	170,000	0	0	0

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

Level of completion indicator, please see table at the end of this note for further detail.

			Adopted			Variance
Account Description	Strategic Plan Reference	Class	Budget	YTD Budget	YTD Actual	(Under)/Over
5204975 Office Furniture & Equipment	4.1, 7.1	Furniture & equipment	20,000	0	0	0
Furniture & Equipment Total			20,000	0	0	0
 30404756 Morgue Building	4.1	Buildings - Specialised	70,000	25,000	23,109	1,891
<i>Comments: Project has commenced</i>						
 35104705 Town Hall Asbestos Removal	3.1, 4.1	Buildings - Specialised	75,000	0	0	0
 35104706 Town Hall Access	4.1, 5.1, 5.2	Buildings - Specialised	40,000	0	0	0
 35104732 Child Care Building	4.1, 5.1, 5.2	Buildings - Specialised	0	0	3,145	(3,145)
<i>Comments: Sand Pit installed as per Original Plans</i>						
 35104733 Mens Shed Building	5.1	Buildings - Specialised	110,287	80,000	78,015	1,985
 35104734 Mens Shed Site Works	5.1	Buildings - Specialised	10,000	0	0	0
<i>Comments: Men Shed has commenced</i>						
 36004993 SBDC Door Upgrade	4.1, 5.1, 5.2	Buildings - Specialised	25,000	0	0	0
 36004994 SBDC Roof Upgrade	4.1, 5.1, 5.2	Buildings - Specialised	30,000	0	0	0
 36004997 SBDC Lighting Upgrade	4.1, 5.1, 5.2	Buildings - Specialised	5,000	5,000	5,199	(199)
 36004998 SBDC Airconditioner Upgrade	4.1, 5.1, 5.2	Buildings - Specialised	50,000	0	0	0
 45104722 Depot Office Awning	4.1	Buildings - Specialised	10,000	0	0	0
 10305311 DFES - SES Capital Expenditure	4.1	Buildings - Specialised	0	0	27,637	(27,637)
Buildings - Specialised Total			425,287	110,000	137,105	(27,105)
 35605182 Heritage Stables Refurbishment	4.1	Heritage Assets	50,000	0	0	0
Heritage Assets Total			50,000	0	0	0
<i>Footpath Construction (As Per Denham)</i>						
 45145251 Footpath Plan	1.1, 4.1, 5.1	Infrastructure - footpaths	59,000	0	0	0
 45145257 Francis Street Lighting	1.1, 4.1, 5.1	Infrastructure - footpaths	80,000	0	0	0
<i>Comments: Project committed - contactor awaiting supply of lights.</i>						
 45145259 Stella Rowley Drive Dual Footpath	1.1, 4.1, 5.1	Infrastructure - footpaths	100,000	0	0	0
 45145258 Stella Rowley Drive Lighting	1.1, 4.1, 5.1	Infrastructure - footpaths	80,000	80,000	77,571	2,429
<i>Comments: Project Completed</i>						
Infrastructure - footpaths Total			319,000	80,000	77,571	2,429

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021










Level of completion indicator, please see table at the end of this note for further detail.

				Adopted			Variance
Account Description	Strategic Plan Reference	Class	Budget	YTD Budget	YTD Actual	(Under)/Over	
30401932 Cemetery Shade	4.1	Infrastructure - public facilities	5,000	0	0	0	
30445151 Hamelin Pool Carpark	4.1	Infrastructure - public facilities	10,000	0	0	0	
35205537 Adventure Park Lighting Upgrade	4.1, 5.1, 5.2	Infrastructure - public facilities	15,000	0	0	0	
35302284 Little Lagoon Upgrades, Gazebo, Bollards and Signage	3.1, 4.1	Infrastructure - public facilities	35,000	0	0	0	
35302285 Little Lagoon Trail Planning	3.1, 4.2	Infrastructure - public facilities	19,980	10,000	9,870	130	
35304741 Recreation Centre Panel And Paint Upgrade	4.1	Infrastructure - public facilities	50,000	0	0	0	
35305508 Skate Park Upgrade	4.1, 5.1, 5.2	Infrastructure - public facilities	30,200	0	0	0	
35305560 Charlie Sappie Park Bed Removal and Replacement	4.1	Infrastructure - public facilities	20,000	0	0	0	
Infrastructure - public facilities Total			185,180	10,000	9,870	130	
45150038 RRG Useless Loop Road 20-21	1.1	Infrastructure - roads other	0	0	91,444	(91,444)	
<i>Comments: Project finalised in August</i>							
45150040 RRG Useless Loop Road 21-22	1.1	Infrastructure - roads other	229,958	0	0		
45150041 RRG Eagle Bluff Road 21-22	1.1	Infrastructure - roads other	140,000	0	0	0	
Infrastructure - roads other Total			369,958	0	91,444	(91,444)	
45180092 R2R Durlacher Street 21-22	1.1	Infrastructure - roads town	430,000	0	0		
45180091 R2R Brockman Street 20-21	1.1	Infrastructure - roads town	0	0	0	0	
<i>Comment: Brockman Street works in progress.</i>							
Infrastructure - roads town Total			430,000	0	0	0	

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

Level of completion indicator, please see table at the end of this note for further detail.

	Account Description	Strategic Plan Reference	Class	Adopted			Variance (Under)/Over
				Budget	YTD Budget	YTD Actual	
	45205475 Major Plant items - Capital	4.1	Plant and equipment	20,000	0	0	0
	45205346 Town Gardener's Ute	4.1	Plant and equipment	46,000	0	0	0
	45205501 Town Truck - 5 Tonne	4.1	Plant and equipment	80,000	0	0	0
	45205502 Town Truck - 3 Tonne	4.1	Plant and equipment	65,000	0	0	0
	45205504 Refuse Site Loader	4.1	Plant and equipment	220,000	0	0	0
	45205515 Rangers Vehicle	4.1	Plant and equipment	46,000	0	0	0
	50104002 EMCD Vehicle	4.1	Plant and equipment	35,000	0	0	0
	5205335 CEO Vehicle Replacement	4.1	Plant and equipment	58,100	58,100	58,074	26
	5205338 EMFA Vehicle Replacement	4.1	Plant and equipment	35,000	0	0	0
	Plant and equipment Total			605,100	58,100	58,074	26
	Grand Total			2,574,525	258,100	374,064	(115,964)

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2021 \$	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Recreation and culture										
Town Oval Bore	58	767,895	0	0	0	32,829	767,895	735,066	(3,525)	22,040
Economic services										
Monkey Mia Bore	57	70,012	0	0	0	34,303	70,012	35,709	(796)	2,582
Total		837,907	0	0	0	67,132	837,907	770,775	(4,321)	24,622
Current borrowings		67,132					74,957			
Non-current borrowings		770,775					762,950			
		837,907					837,907			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021

OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Reserves cash backed - Leave Reserve	195,536	350	33	0	0	0	0	195,886	195,569
Reserves cash backed - Plant Replacement Reserve	595,873	500	101	350,000	0	(359,827)	0	586,546	595,974
Reserves cash backed - Infrastructure Reserve	2,401,214	1,500	408	874,154	0	(730,171)	0	2,546,697	2,401,622
Reserves cash backed - Pensioner Unit Maintenance Reserve	172,508	120	29	35,000	0	(35,000)	0	172,628	172,537
Reserves cash backed - Recreation Facilities Upgrade Reserve	484,265	500	82	50,000	0	(50,000)	0	484,765	484,347
Reserves cash backed - Monkey Mia Jetty Reserve	22,155	30	4	0	0	0	0	22,185	22,159
Reserves cash backed - Share Fire System Reserve	29,652	40	5	0	0	0	0	29,692	29,657
	3,901,203	3,040	662	1,309,154	0	(1,174,998)	0	4,038,399	3,901,865

KEY INFORMATION

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2021

OPERATING ACTIVITIES NOTE 11 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2021	Liability Increase	Liability Reduction	Closing Balance 31 August 2021
		\$	\$	\$	\$
Other current liabilities					
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	12	33,396	609,933	(440,720)	202,609
- non-operating	13	303,130	112,959	(218,941)	197,148
Total unspent grants, contributions and reimbursements		336,526	722,892	(659,661)	399,757
Provisions					
Annual leave		113,343	290	0	113,633
Long service leave		104,769	0	0	104,769
Total Provisions		218,112	290	0	218,402
Total other current assets		554,638	723,182	(659,661)	618,159
Amounts shown above include GST (where applicable)					

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12 and 13

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

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

Employee benefits

Short-term employee benefits

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

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021

NOTE 12
OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue					
	Liability 1 July 2021	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Aug 2021	Current Liability 31 Aug 2021	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations Expected	YTD Revenue Actual	
Operating grants and subsidies	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
General purpose funding											
WALGGC - Grants Commission - General	0	170,401	(170,401)	0	0	714,127	178,532	714,127	0	714,127	170,401
WALGGC - Grants Commission - Roads	0	63,421	(63,421)	0	0	208,136	52,034	208,136	0	208,136	63,421
Law, order, public safety											
FESA Grant - Bush Fire Brigade	2,517	0	(2,517)	0	0	10,069	2,517	10,069	0	10,069	2,517
FESA Grant - SES	11,050	0	(11,050)	0	0	46,315	11,050	46,315	0	46,315	11,050
FESA Grant - AWARE Funding	19,829	0	(1,591)	18,238	18,238	19,829	0	19,829	0	19,829	1,591
Transport											
Main Roads Road WA Preservation Grant	0	124,069	(124,069)	0	0	124,069	124,069	124,069	0	124,069	124,069
Main Roads WA Useless Loop Maintenance	0	132,000	(47,629)	84,371	84,371	330,000	47,000	330,000	0	330,000	47,629
Economic services											
Department of Communities - Thank A Volunteer	0	0	0	0	0	700	0	700	0	700	0
TOTALS	33,396	489,891	(420,678)	102,609	102,609	1,453,245	415,202	1,453,245	0	1,453,245	420,678
Operating contributions											
Recreation and culture											
Contributions - HMAS Sydney Exhibit	0	42	(42)	0	0	250	42	250	0	250	42
Transport											
DPLH - Natural Gas Pipeline Corridor Road Maintenance Contribution	0	0	0	0	0	10,120	0	0	0	0	0
Economic services											
RAC Caravan Park Rental (Full Year Expiry)	0	120,000	(20,000)	100,000	100,000	0	0	0	0	0	0
TOTALS	0	120,042	(20,042)	100,000	100,000	10,370	42	250	0	250	42
TOTALS	33,396	609,933	(440,720)	202,609	202,609	1,463,615	415,244	1,453,495	0	1,453,495	420,720

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021

NOTE 13
NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue					
	Liability 1 July 2021	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Aug 2021	Current Liability 31 Aug 2021	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies											
Housing											
CHO Pensioner Unit Roof Upgrade	20,000	0	0	20,000	20,000	20,000	0	20,000	0	20,000	0
Recreation and culture											
FESA SES - Rear Verandah	0	27,637	(27,637)	0	0	0	0	0	0	0	27,637
Little Lagoon WA State Trail Planning Program	10,580	0	(5,527)	5,053	5,053	13,640	5,500	0	0	0	5,527
Gaming Community Chest - Mens Shed	0	0	0	0	0	110,287	0	0	0	0	0
Transport											
RRG Grants - Capital Projects	0	85,322	(84,956)	366	366	213,305	85,000	213,305	0	213,305	84,956
Roads to Recovery - Capital Projects	3,235	0	0	3,235	3,235	297,245	0	297,245	0	297,245	0
Local Roads and Community Infrastructure	269,315	0	(100,821)	168,494	168,494	376,938	100,000	376,938	0	376,938	100,821
TOTALS	303,130	112,959	(218,941)	197,148	197,148	1,031,415	190,500	907,488	0	907,488	218,941

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

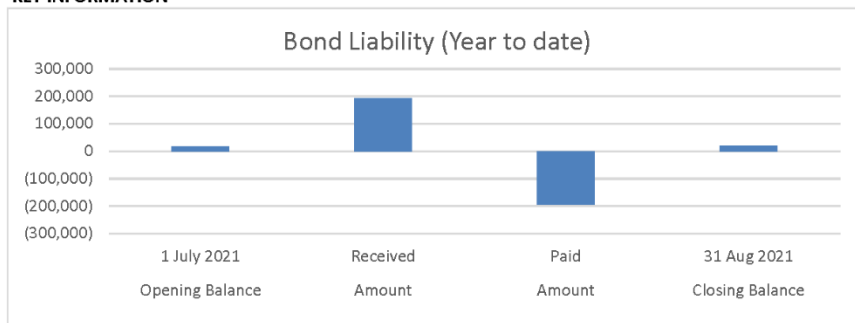
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021

NOTE 14
BOND LIABILITY

Funds held for the purpose of bonds or levies (previously trust) and which are reported as a liability are as follows:

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2021	Received	Paid	31 Aug 2021
	\$	\$	\$	\$
CITF Levy	0	17,900	(17,900)	0
Library Card Bond	50	100	0	150
Bookeasy- Sales	1,143	112,075	(112,755)	463
Kerb/Footpath Deposit	6,800	1,000	0	7,800
Bond Key	5,050	270	(220)	5,100
Equipment Bond	200	0	0	200
Hall Bond	825	610	0	1,435
Police Licensing	2,106	49,249	(49,730)	1,625
Building Licence Levy	0	13,255	(13,255)	0
Road Reserve - Hughes Street	2,298	0	0	2,298
Rates Unidentified Deposit	210	0	0	210
	18,682	194,459	(193,860)	19,281

KEY INFORMATION



MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2021

NOTE 16 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2021-22 year is \$5,000 or 5.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	(98)	(2.47%)	Timing	No Reportable Variance
General purpose funding - rates	1,156	0.08%	Timing	No Reportable Variance
General purpose funding - other	4,844	1.78%	Timing	No Reportable Variance
Law, order and public safety	2,808	14.75%	Timing	No Reportable Variance
Health	209	38.00%	Timing	No Reportable Variance
Housing	889	4.02%	Timing	No Reportable Variance
Community amenities	7,048	2.75%	Timing	No Reportable Variance
Recreation and culture	57,789	96.41%	▲ Permanent	Increases in SBDC Sales and Commission, CDP Employer Incentive and Hire of SBDC Gallery in excess of YTD Budget
Transport	(9,825)	(5.38%)	▼ Timing	No Reportable Variance
Economic services	(56,621)	(38.75%)	▼ Timing	No Reportable Variance
Other property and services	10,460	156.92%	▲ Permanent	CDP Employment Incentive Funding not included in Budget
Expenditure from operating activities				
Governance	82,269	63.74%	▲ Timing	Governance expenditure less than YTD Budget
General purpose funding	(5,412)	(32.69%)	▼ Timing	No Reportable Variance
Law, order and public safety	2,774	5.15%	Timing	No Reportable Variance
Health	(263)	(2.75%)	Timing	No Reportable Variance
Housing	10,809	26.31%	▲ Timing	Variance due to Depreciation not run until Audit Completion
Community amenities	18,008	15.81%	▲ Timing	Refuse Operating Expenditure less than YTD Budget and Depreciation not run until Audit Completion
Recreation and culture	131,822	34.08%	▲ Timing	Variance due to Depreciation not run until Audit Completion
Transport	43,128	21.90%	▲ Timing	Variance due to Depreciation not run until Audit Completion
Economic services	1,526	1.42%	Timing	No Reportable Variance
Other property and services	45,362	485.52%	▲ Timing	Variance due to Depreciation not run until Audit Completion
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	28,441	14.93%	▲ Timing	FESA Capital Grant received for SES Rear Verandah not included in budget (Offset by Expenditure below)
Proceeds from disposal of assets	0	0.00%	Timing	No Reportable Variance
Payments for property, plant and equipment and infrastructure	(115,964)	(44.93%)	▼ Timing	SES Rear Verandah not included in Budget - Refer to Operating Grant Received above and RRG Useless Loop 20-21 capital works finalised in August 2021
Financing activities				
Proceeds from new debentures	0	0.00%	Timing	No Reportable Variance
Transfer from reserves	0	0.00%	Timing	No Reportable Variance
Repayment of debentures	0	0.00%	Timing	No Reportable Variance
Transfer to reserves	(662)	0.00%	Timing	No Reportable Variance

SHIRE OF SHARK BAY | 27

29 SEPTEMBER 2021

12.3 CARNARVON RANGELAND BIO-SECURITY
EM00013

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Declaration of Interest: Cr Fenny

Nature of Interest: Financial Interest as family own Carbla and Woodleigh pastoral Station

Cr Fenny left the Council Chamber at 3.57 pm.

Officer Recommendation

1. That Council contribute \$5,000.00 plus GST, as budgeted, to the Carnarvon Rangeland Bio-Security Association to assist with wild dog control, mesquite and parkinsonia control and to purchase professional assistance from Licenced Pest Management Technicians.

Or

2. Council advise the Carnarvon Rangeland Bio-Security Association that they will not be contributing towards the control of pest plants and animals in the pastoral area as they believe this is a State Government, not Local Government, responsibility.

Moved Cr Ridgley
Seconded Cr Stubberfield

Council Resolution

That Council contribute \$5,000.00 plus GST, as budgeted, to the Carnarvon Rangeland Bio-Security Association to assist with wild dog control, mesquite and parkinsonia control and to purchase professional assistance from Licenced Pest Management Technicians.

4/1 CARRIED

Cr Smith is recorded as voting against the motion

Reason: That the Carnarvon Rangelands Biosecurity Association Inc need to state not just wild dogs but native dingo's as well.

Cr Fenny returned to the Council Chamber at 4.00 pm.

Background

The Carnarvon Rangeland Bio-security Association has written a letter to Council requesting a financial contribution to the group to carry out its charter. The goal of the association is to control pest (declared) plants and animals on, and in relation to, pastoral leases.

Comment

The pastoralists' contribute to the association, in the form of an Agricultural Protection Rate, with the exception of the Department of Biodiversity, Conservation and Attractions. This rate applies to all land within Western Australia that is held under a Crown Pastoral Lease. The rate is imposed under section 60 and 61 of the **Agriculture**

29 SEPTEMBER 2021

and Related Resources Protection Act 1976 and calculated by striking a rate against the unimproved value of each pastoral lease.

All contributions from all sources are matched dollar for dollar by the State Government. This matching funding provides leverage to the Shire's contribution by attracting extra outside funding to the region.

Legal Implications

There are no legal implications relative to this report.

Policy Implications

There are no policy implications relative to this report.

Financial Implications

An amount of \$5,000 was included in this year's budget for Council to consider contributing toward the control of wild dogs in the region.

Council's income from Pastoral Rates this financial year was \$87,487 with a concession of \$52,740. being allocated, leaving an actual rate amount of \$34,747.

Strategic Implications

There are no strategic implications relative to this report.

Voting Requirements

Simple Majority Required

Signatures

Author

A Pears

Chief Executive Officer

P Anderson

Date of Report

16 September 2021

29 SEPTEMBER 2021



Carnarvon Rangelands Biosecurity Association Inc.

23rd August 2021

Shire of Shark Bay
Attn: Paul Anderson
admin@sharkbay.wa.gov.au
Chief Executive Officer
63 Knight Tce
DENHAM WA 6337

Dear Paul,

RE: Financial contribution towards Carnarvon Rangelands Biosecurity Association Inc. (CRBA) 2021/22

The CRBA is a not-for-profit recognised biosecurity group (RBG) that operates across the Shire of Shark Bay. Our key role is to assist pastoral landholders and key stakeholders across our region in the management of declared pests including: weeds such as Mesquite and Parkinsonia and have Licensed Pest Management Technicians (LPMT) for the control of dogs, foxes, pigs, and large feral herbivores (LFH).

The CRBA would again like to invite the Shire of Shark Bay, to work with us in protecting the following industries and areas within your local government area:

- Agricultural livestock: Cattle, sheep and goats;
- Tourism including the impact wild dogs are having in and around coastal camps;
- Protection of Biodiversity within the region on Leasehold, Freehold, Unallocated Crown Land (UCL), Indigenous Owned Lands and National Parks/Reserves.

The Carnarvon Rangelands Biosecurity Association Inc. committee is made up of volunteers from various shires within our region and also key stake holders with whom we have valuable working relationships. Our professional run committee is guided by a number of different legislations and legal requirements:

- We operate under a Constitution monitored by the Associations Incorporations Act 2015;
- Our financial records are managed professionally by an Executive Officer and audited by an accountant annually;
- Key points of contact are established and maintained with the Health Department, Department of Primary Industry and Regional Development (DPIRD), Department of Biodiversity, Conservation and Attractions (DBCA); and
- Detailed records are kept on the control of all biosecurity related activities undertaken by the CRBA.

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Carnarvon Rangelands Biosecurity Association Inc.

To assist us in protecting the key industry within the CRBA region, the following is undertaken:

- 8 highly experienced Licenced Pest Management Technicians (LPMT) are contracted to assist with the reduction of wild dog numbers within the rangelands, this is done to the best of the committee's ability within the financial constraints;
- Our highly valued LPMTs are all fully licenced and registered, bring a wide range of respected skill sets, keep excellent communication with not only the CRBA committee but also their Coordinator and landholders;
- LMPTs, where possible assist with the eradication of Large Feral Herbivores (LFH);
- Maintaining a beneficial Memorandum of Understanding (MOU) with DBCA, this includes working with them on wild dog issues surrounding the Shire of Shark Bay town site and turtle hatching areas;
- We work with landholders to identify and report declared pests;
- Contract out Administration to assist with the day to day running of the CRBA and apply for any/all relevant grants that become available.

As a key stakeholder within the Carnarvon Rangelands Biosecurity Association Inc. we are seeking a cash contribution towards the ongoing costs of maintaining biosecurity management within the Shire of Shark Bay. The important role played by the CRBA in protecting the varied industries within the region is critical to their survival. It is hoped that your contribution will allow the CRBA to continue to assist in maintaining the viability of the Shire of Shark Bay these industries and by doing allow for the sector to continue to create employment and develop the region.

Keeping the biodiversity of the local environment in sound condition is everyone's responsibility and we would like to encourage the Shire of Shark Bay to be a part of that.

Should you have any queries or would like to discuss this matter further, please do not hesitate to contact me directly on 0417 172 208.

I look forward to hearing from you.

Kind regards,

Justin Steadman
Chairperson, Carnarvon Rangelands Biosecurity Association Inc.

cc. Cheryl Cowell
Ed Fenny

29 SEPTEMBER 2021

12.4 REQUEST FOR RATES WAIVER – YADGALAH ABORIGINAL CORPORATION
P4028 / RES33517

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Declaration of Interest: Cr Bellottie

Nature of Interest: Impartiality Interest as Chairperson of Yadgalah Aboriginal Corporation

Cr Bellottie left the Council Chamber at 4.01 pm

Moved Cr Fenny

Seconded Cr Smith

Council Resolution

That Council, in accordance with Section 6.47 of the *Local Government Act 1995*, grant a concession of 25% on the general rates for Assessment A4028 being property located at 9 Francis Road, Denham and owned by the Yadgalah Aboriginal Corporation on the basis that the land is not exclusively used for charitable purposes.

5/0 ABSOLUTE MAJORITY REQUIRED

Cr Bellottie returned to the Council Chamber at 4.02 pm

Background

Council has received a request from the Yadgalah Aboriginal Corporation for a waiver of 25% of the general rates for the property located at 9 Francis Road, Denham. The rates on this property excluding Emergency Service Levy and Domestic Rubbish Charge are \$4,626.34.

Comment

The Yadgalah Aboriginal Corporation has been established since 1984 and has been a registered charity since 2012.

The objectives of the Corporation are to:

- (a) further the advancement and wellbeing of Aboriginals in Australia generally and in the Shark Bay area in particular;
- (b) preserve and promote the culture and heritage of Aboriginal people;
- (c) establish and maintain amenities for the benefit of Aboriginal people;
- (d) advance the cause of cooperation and friendship between all Australian people, irrespective of their colour, race or belief;
- (e) encourage and promote sporting, social and recreational activity amongst Aboriginal people;
- (f) engage in business, hold shares, own real estate and other property, enter into partnerships to improve the economic situation of the Corporation and enhance employment prospects for its members.

Yadgalah Aboriginal Corporation promotes the cultural aspects of the Aboriginal people in the Shark Bay region. It provides both indigenous and non-indigenous people insight into the culture and history of the Aboriginal people who live within Shark Bay.

MINUTES OF THE ORDINARY COUNCIL MEETING

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The Corporation is requesting a 25% rates waiver as a non-profit organisation and feel that the waiver of the annual rates would inject funds back into maintaining the Corporation.

The current rates total \$5,326.86. This includes an amount of \$230.52 for Emergency Service Levy which is a State Government Charge and therefore not able to be waived by Council and an amount of \$470.00 for Commercial / Industrial rubbish charge.

Section 6.26 of the *Local Government Act 1995* sets out the requirements for land which is not rateable.

Section 6.26 (1) and (2) (g) state:

- (1) Except as provided in this section all land within a district is rateable land.*
- (2) The following land is not rateable land –*
 - (g) land exclusively used for charitable purposes.*

On this basis, it seems fair that there should be some concession on the rates based on the proportion on the land used for charitable purposes.

Legal Implications

Section 6.26 defines what land is to be treated as non-rateable. Section 6.47 allows Council to grant a concession.

6.47. Concessions

Subject to the Rates and Charges (Rebates and Deferrals) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

*** Absolute majority required.**

Policy Implications

There are no policy implications with this item.

Financial Implications

The amount of the concession at 25% would be \$1,156.59. Emergency Service Levy charges and rubbish collection charges would still need to be paid by the Corporation.

Strategic Implications

There are no strategic implications with this item.

Risk Implications

This is a low risk item to Council.

Voting Requirements

Absolute Majority Required

Signatures

Author

A Pears

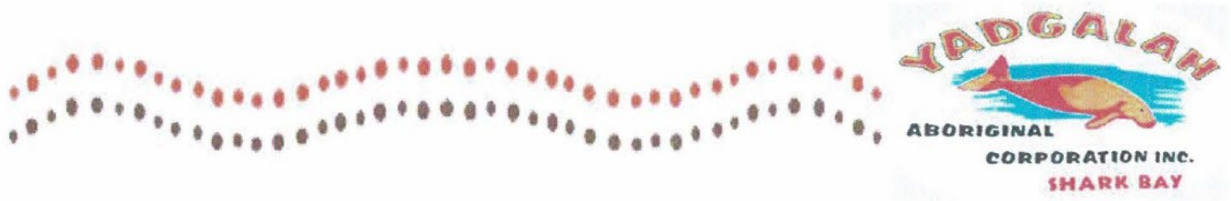
Chief Executive Officer

P Anderson

Date of Report

16 September 2021

29 SEPTEMBER 2021



18th August 2021

Dear Paul

Yadgalah Aboriginal Corporation is a local Community Organization and would like to apply for a Rate concession of 25% for the 2021/2022 rates.

We are not used for charitable purposes and are a non for profit Organization.

At the moment we provide a venue for: -

- a recreation facility
- Containers for Change site
- Work for the dole program

Thank you for your consideration.

A handwritten signature in black ink, appearing to be 'Debbie Bellottie'. The signature is somewhat scribbled and difficult to read precisely.

Debbie Bellottie

Co/ordinator

Yadgalah Aboriginal Corporation

Email:yadgalah1@bigpond.com ABN: 58 501 822 442
9Francis Street Denham W.A. 6537 Po Box 61
ICN 278

29 SEPTEMBER 2021

12.5 SHARK BAY BOWLING, SPORT AND RECREATION INC. FINANCIAL REPORTS
LS00027 RES40344 P4071

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Declaration of Interest: Cr Smith

Nature of Interest: Impartiality Interest as appointed to the committee by Council

Officer Recommendation

Option 1

The Shire of Shark Bay be contracted to provide accounting services to the Shark Bay Bowling, Sport and Recreation Inc. for the next three months to bring their financial reports up to date and charge at the rate set out in the fees and charges under Private Works being Cost plus 30%.

OR

Option 2

The Shire of Shark Bay be contracted to provide accounting services to the Shark Bay Bowling, Sport and Recreation Inc. for the next three months to bring their financial reports up to date and charge at a hourly rate of \$_____.

OR

Option 3

The Shire of Shark Bay provide accounting services to the Shark Bay Bowling, Sport and Recreation Inc. for the next three months to bring their financial reports up to date and waive the fees to support the local community group.

Moved Cr Fenny

Seconded Cr Smith

Council Resolution

The Shire of Shark Bay be contracted to provide accounting services to the Shark Bay Bowling, Sport and Recreation Inc. for the next three months to bring their financial reports up to date and charge at the rate set out in the fees and charges under Private Works being Cost plus 30%.

6/0 CARRIED

Comment

The Shire of Shark Bay has been approached by Councillor Mark Smith, in his capacity as Council representative for the Shark Bay Bowling, Sport and Recreation Inc, to provide accounting services to the Shark Bay Bowling, Sport and Recreation Inc. for the next three months to bring their financial reports up to date as the work has not been done since August 2020. Their financial year runs from July to June and their

MINUTES OF THE ORDINARY COUNCIL MEETING

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annual financial reports need to be presented at the annual general meeting which needs to be held within 6 months of the end of their financial year.

The Shark Bay Bowling, Sport and Recreation Inc. is a long standing community group and the support from the Shire would assist in keeping this group operating thereby supporting the community as a whole.

However the Shark Bay Bowling, Sport and Recreation Inc. have advised that they are willing to pay the Shire for its accounting services and does not wish to create a precedent where the Shire is seen to be supporting one group and not others should the Council decide to waive the fees.

LEGAL IMPLICATIONS

There are no legal implications.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The loss of revenue should the Council waive the fees for the 3 month accounting service.

STRATEGIC IMPLICATIONS

Outcome 7.1/7.2 Encourage and support community engagement and provide appropriate services to the community in a professional and efficient manner.

RISK MANAGEMENT

The Shark Bay Bowling, Sport and Recreation Inc. is a Tier 1 category community group and due to their turnover it is viewed as a low risk to Council.

Voting Requirements

Simple Majority Required

Signature

Author

A Pears

Chief Executive Officer

P Anderson

Date of Report

17 September 2021

29 SEPTEMBER 2021

12.6 FINANCIAL HARDSHIP COVID - 19 POLICY
CM00037

AUTHOR

Executive Manager Finance and Administration

DISCLOSURE OF ANY INTEREST

Nil

Officer Recommendation

1. That Council the adopt COVID-19 Financial Hardship Council Policy as attached.
- Or
2. That Council does not adopt COVID-19 Financial Hardship Council Policy

Moved Cr Stubberfield
Seconded Cr Smith

Council Resolution

**That Council adopt COVID-19 Financial Hardship Council Policy as attached.
6/0 CARRIED BY ABSOLUTE MAJORITY**

BACKGROUND

With the COVID-19 pandemic causing unprecedented challenges to the community, it is proposed that the attached draft policy be adopted. The draft policy focuses on the need to treat all ratepayers in a fair, equitable and confidential manner and that each circumstance is assessed individually regardless of their status, be they a property owner, tenant, business owner etc. To assist the Policy lists examples of COVID -19 Financial Hardship circumstances and criteria with emphasis on the ratepayer to provide any information on their individual circumstances that may be relevant for assessment. The policy strongly outlines that the onus is on the ratepayer to provide evidence that they are unable to pay their rates without affecting the ability to meet their basic living needs.

COMMENT

The draft policy applies to Rates and Service charges levied for the 2021/2022 financial year. It is a reasonable expectation, as we deal with the effects of the pandemic, those with the capacity to pay rates will continue to do so. For this reason, the Policy is not intended to provide rate relief to ratepayers who are not able to provide evidence of financial hardship and the provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996 will apply.

The proposed policy will be in addition to council policy 2.5 debt collection that will remain in force and be utilised where the COVID-19 Financial hardship policy is not applicable

LEGAL IMPLICATIONS

*Local Government Act 1995, Local Government Legislation Amendment Act 2019
Local Government (Rules of Conduct) Regulations 2007.*

POLICY IMPLICATIONS

Adoption of a new policy and will be applicable for the 2021-2022 financial year.

FINANCIAL IMPLICATIONS

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The financial implications relate to a detrimental impact on cash flow as rate payments could be delayed until the COVID-19 pandemic is resolved.

STRATEGIC IMPLICATIONS

The proposed new Policy addresses the adverse impact that the COVID-19 pandemic may have on ratepayers. It details the criteria of what constitutes Financial Hardship and the available options to be implemented in these challenging times.

Strategic Objective 4 - Leadership: a Transparent, resilient organisation demonstrating leadership and governance

Objective 4.2.2.3 Seek a high level of legislative compliance throughout the organisation.

RISK MANAGEMENT

The focus is on minimising the risk of non payment of rates and promoting the willingness of Council to work with adversely affected ratepayers due to the current COVID-19 pandemic by providing options such as payment plans.

VOTING REQUIREMENTS

Absolute Majority Required

SIGNATURES

Author

A Pears

Chief Executive Officer

P Anderson

Date of Report

15 September 2021

2.10 COVID-19 Financial Hardship

Policy Objective

To give effect to our commitment to support the whole community to meet the unprecedented challenges arising from the COVID-19 pandemic, the Shire of Shark Bay recognises that these challenges will result in financial hardship for our ratepayers.

This Policy is intended to ensure that we offer fair, equitable, consistent and dignified support to ratepayers suffering hardship, while treating all members of the community with respect and understanding at this difficult time.

Policy Scope

This policy applies to:

1. Rates and service charges levied for the 2021/2022 financial year.

It is a reasonable community expectation, as we deal with the effects of the pandemic that those with the capacity to pay rates will continue to do so. For this reason the Policy is not intended to provide rate relief to ratepayers who are not able to provide evidence of financial hardship and the statutory provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* will apply.

Policy Statement

1 PAYMENT DIFFICULTIES, HARDSHIP AND VULNERABILITY

Payment difficulties, or short term financial hardship, occur where a change in a person's circumstances result in an inability to pay a rates or service charge debt.

Financial hardship occurs where a person is unable to pay rates and service charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependants. The Shire of Shark Bay recognises the likelihood that COVID-19 pandemic will increase the occurrence of payment difficulties, financial hardship and vulnerability in our community. This policy is intended to apply to all ratepayers experiencing financial hardship regardless of their status, be they a property owner, tenant, business owner etc.

2 ANTICIPATED FINANCIAL HARDSHIP DUE TO COVID-19

We recognise that many ratepayers are already experiencing financial hardship due to COVID-19 pandemic. We respect and anticipate the probability that additional financial difficulties will arise when their rates are received.

We will write to ratepayers at the time their account falls into arrears, to advise them of the terms of this policy and encourage eligible ratepayers to apply for hardship consideration. Where possible and appropriate, we will also provide contact information for a recognised financial counsellor and/or other relevant support services.

29 SEPTEMBER 2021

3 COVID-19 Financial Hardship Criteria

While evidence of hardship will be required, we recognise that not all circumstances are alike. We will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

- Recent unemployment or under-employment
- Sickness or recovery from sickness
- Low income or loss of income
- Unanticipated circumstances such as caring for and supporting extended family

Ratepayers are encouraged to provide any information about their individual circumstances that may be relevant for assessment. This may include demonstrating a capacity to make some payment and where possible, entering into a payment proposal. We will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying our statutory responsibilities.

4 PAYMENT ARRANGEMENTS

Payment arrangements facilitated in accordance with Section 6.49 of the Act are of an agreed frequency and amount. These arrangements will consider the following:

- That a ratepayer has made genuine effort to meet rate and service charge obligations in the past;
- The payment arrangement will establish a known end date that is realistic and achievable;
- The ratepayer will be responsible for informing the Shire of Shark Bay of any change in circumstance that jeopardises the agreed payment schedule.

In the case of severe financial hardship, we reserve the right to consider waiving additional charges or interest (excluding the late payment interest applicable to the Emergency Services Levy).

5 INTEREST CHARGES

A ratepayer that meets the Financial Hardship Criteria will not attract interest or penalty charges on rates / service charge debt in 2021/2022, subject to the period of time that the Local Government (COVID-19 Response) Ministerial Order 2020 remains effective (SL 2020/67 – Gazetted 8 May 2020).

In the case of severe financial hardship, the Shire of Shark Bay may consider writing off interest applicable to the Emergency Services Levy and / or interest previously accrued on rates and service charge debts.

6 DEFERMENT OF RATES

Deferment of rates may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred rates balance:

- remains as a debt on the property until paid;
- becomes payable in full upon the passing of the pensioner or if the property is sold or if the pensioner ceases to reside in the property;

29 SEPTEMBER 2021

- may be paid at any time, BUT the concession will not apply when the rates debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- does not incur penalty interest charges.

7 DEBT RECOVERY

We will suspend our debt recovery processes, due to the COVID-19 pandemic, whilst negotiating a suitable payment arrangement with a debtor. Where a debtor is unable to make payments in accordance with the agreed payment plan and the debtor advises us and makes an alternative plan before defaulting on the 3rd due payment, then we will continue to suspend debt recovery processes.

Where a ratepayer has not reasonably adhered to the agreed payment plan, then for any Rates and Service Charge debts that remain outstanding on 1 July 2022, we will offer the ratepayer one further opportunity of adhering to a payment plan that will clear the total debt by the end of the 2022/2023 financial year.

Rates and service charge debts that remain outstanding at the end of the 2022/2023 financial year, will then be subject to the rates debt recovery procedures prescribed in the *Local Government Act 1995*.

8 REVIEW

We will establish a mechanism for review of decisions made under this policy and advise the applicant of their right to seek review and the procedure to be followed.

9 COMMUNICATION AND CONFIDENTIALITY

We will maintain confidential communications at all times and we undertake to communicate with a nominated support person or other third party at your request.

We will advise ratepayers of this policy and its application, when communicating in any format (i.e. verbal or written) with a ratepayer that has an outstanding rates or service charge debt.

We recognise that applicants for COVID-19 pandemic hardship consideration are experiencing additional stressors and may have complex needs. We will provide additional time to respond to communication and will communicate in alternative formats where appropriate. We will ensure all communication with applicants is clear and respectful.

Act	Local Government Act 1995 – Part 6 Division 6
Regulation	Local Government (Financial Management) Regulations 1996
Local Law	
Other	

Adopted by Council on:	Presented to the Ordinary Council meeting 27 May 2020

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

12.7 COMMUNITY ASSISTANCE GRANTS ROUND 1 2021/2022
GS00001

AUTHOR

Community Development Officer

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Ms D Wilkes

Nature of Interest: Impartiality Interest as volunteer for St John Ambulance who have applied for a grant.

Declaration Of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as active member and Secretary of Shark Bay Pistol Club

Declaration of Interest: Cr Smith

Nature of Interest: Impartiality Interest as St John Volunteer

Cr Cowell left the Council Chamber at 4.15 pm.

Deputy President Cr Fenny assumed the Chair.

Officer Recommendation

1. Council approve four applications for the Shire's Community Assistance Grants Round 1 2021/2022 (community projects) to the total value of \$14,916.90.

Organisation and community project	Requested funding
St John Ambulance Association Shark Bay <i>Satellite Phones and Training</i>	\$4,840.00
Shark Bay Pistol Club <i>Generator to Run Equipment and Lights</i>	\$3,200.00
Boolbardie Country Club <i>Sand Green Cups Upgrade</i>	\$2,013.00
Shark Bay Community Men's Shed <i>Equipment for Basic Handyman Skills Workshop</i>	\$4,863.90

OR

2. Council approve four applications for the Shire's Community Assistance Grants Round 1 2021/2022 (community projects) for the value of \$_____.

Organisation and community project	Recommended funding
St John Ambulance Association Shark Bay <i>Satellite Phones and Training</i>	
Shark Bay Pistol Club <i>Generator to Run Equipment and Lights</i>	
Boolbardie Country Club <i>Sand Green Cups Upgrade</i>	
Shark Bay Community Men's Shed <i>Equipment for Basic Handyman Skills Workshop</i>	

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

Moved Cr Smith
Seconded Cr Stubberfield

Council Resolution

That Council suspend Standing Orders, clause 9.5 Limitation on number speeches to be suspended at 4.16 pm for open discussion on Community Assistance Grants Round 1 2021/2022.

5/0 CARRIED

Moved Cr Stubberfield
Seconded Cr Smith

Council Resolution

That Council reinstate Standing Orders at 4.24 pm

5/0 CARRIED

Moved Cr Bellottie
Seconded Cr Smith

Councillor Recommendation

Council approves four applications for the Shire's Community Assistance Grants Round 1 2021/2022 (community projects) for the value of \$.

Organisation and community project	Recommended funding
St John Ambulance Association Shark Bay <i>Satellite Phones and Training</i>	
Shark Bay Pistol Club <i>Generator to Run Equipment and Lights</i>	
Boolbardie Country Club <i>Sand Green Cups Upgrade</i>	
Shark Bay Community Men's Shed <i>Equipment for Basic Handyman Skills Workshop</i>	

0/5 LOST

Moved Cr Smith
Seconded Cr Bellottie

Council Resolution

Council approves four applications for the Shire's Community Assistance Grants Round 1 2021/2022 (community projects) to the total value of \$14,916.90.

Organisation and community project	Requested funding
St John Ambulance Association Shark Bay <i>Satellite Phones and Training</i>	\$4,840.00
Shark Bay Pistol Club <i>Generator to Run Equipment and Lights</i>	\$3,200.00
Boolbardie Country Club <i>Sand Green Cups Upgrade</i>	\$2,013.00
Shark Bay Community Men's Shed <i>Equipment for Basic Handyman Skills Workshop</i>	\$4,863.90

5/0 CARRIED

29 SEPTEMBER 2021

Cr Cowell returned to the Council Chamber at 4.26

Cr Stubberfield left the Council Chamber at 4.26 pm

BACKGROUND

The Shire's grants are dedicated to ensuring local community-based organisations are supported to reach their full potential. On 27 August 2020, Council endorsed a restructure of the timing of the 2020/2021 Community Assistance Grants due to the COVID-19. This restructure gave community projects/events priority for the first available funding round, with the second round being for equipment and/or minor community projects.

Applications for Round 1 (Community events and projects) were open from 16 August 2021 until 6 September 2021 and were advertised to residents, associated clubs and groups in the Shark Bay region through the following media outlets:

- Shire's website
- Facebook page and relevant community Facebook groups
- Inscription Post
- Shire and community noticeboards
- Emails

The four grant applications received. All applications meet the Shire's community assistance grant guidelines and are within the Shire's 2021/2022 allocated budget for Round 1 Community Assistance Grants (\$20,000). A confidential attachment is submitted with this report for Financial Statements of clubs.

APPLICATION 1

Organisation: **St John Ambulance Association Shark Bay**

Amount requested: **\$4,840.00**

Project: **Satellite Phones and Training**

Funding category: **Community Projects**

Strategic Community Plan category: **Social**

St John Ambulance Association are a critical emergency service for the Shire of Shark Bay, but in 2021 this service has been hindered multiple times by a loss of mobile and landline services in the Shark Bay region. The proposed funding for this application will be used to provide 2 satellite phones for ambulance drivers and attendants to ensure that, in these situations, they are still able to contact the St John Ambulance Association Communications Centre, and other emergency services within the area.

The proposed funding will also include docks for each ambulance to allow for hands free communication while driving, and portable magnetic auxiliary antennas that will boost reception whilst driving and inside buildings.

The community assistance grant will contribute to purchasing the following items:

- 2 x satellite phone vehicle bundles
- 2 x carry bags
- 2 x hard cases
- 2 x accessory kits
- Shipping costs

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- Installation and training costs

Officer Recommendation:

Community Development Officer's recommendation is to approve St John Ambulance Association Shark Bay funding application for 2 satellite phones, accessories, installation, and training. The funding application meets the selection criteria and they have indicated other community groups can utilise the equipment. St John Ambulance Association Shark Bay have provided the St John Ambulance Association Annual Report and Constitution, which Councillor's can view upon request.

APPLICATION 2

Organisation: **Shark Bay Pistol Club**

Amount requested: **\$3,200.00**

Project: **3KVA Inverter Generator**

Funding category: **Community Projects**

Strategic Community Plan category: **Social**

Shark Bay Pistol Club are seeking to acquire a 3KVA Inverter Generator that will allow the current banks of targets to turn automatically when required during matches. The Pistol Club's current in-situ generator is unreliable and works only intermittently, thus reducing members' competitiveness. The new proposed generator will also power lights, which will allow evening matches to be held, particularly during summer months when excess heat, insects and wind can prohibit the sport occurring. Being able to conduct local matches in the evening will open up the sport of pistol shooting to a more diverse demographic.

The community assistance grant will be used to purchase a new 3KVA Inverter Generator.

Officer Recommendation:

Community Development Officer's recommendation is to approve Shark Bay Pistol Club's funding application for a 3KVA Inverter Generator. The funding application meets the selection criteria and they have indicated other community groups can utilise the generator in the future.

APPLICATION 3

Organisation: **Boolbardie Country Club Inc.**

Amount requested: **\$2,013.00**

Project: **Greens Upgrade**

Funding category: **Community Projects**

Strategic Community Plan category: **Economic and Social**

Boolbardie Country Club Inc host the popular annual Denham Open Golf Tournament, which attracts residents and visitors to participate in the competition. Economically, visiting participants support local businesses by purchasing accommodation, food, and beverages. Boolbardie Country Club Inc also host regular local golfers who play on the greens all year round. The proposed funding will contribute to the purchase and installation of 9 new sand green cups to replace the current cups, which are old, in very poor state, and unsuitable to host an event like the Denham Open Golf Tournament.

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Provision of new cups will ensure the facilities meet Golf Australia Standards, as well as improve the playing conditions for local and visiting golfers.

The community assistance grant will contribute to purchasing and installing 9 new sand green cups.

Officer Recommendation:

Community Development Officer's recommendation is to approve Boolbardie Country Club Inc's funding application for new sand green cups. The funding application meets the selection criteria to involve and benefit the wider Shark Bay community - the club provides opportunities for all ages to participate in recreation socially and competitively. Important to note, in previous years, Council have funded the Boolbardie Country Club Inc for the Denham golf championships, as well as other upgrades to the facilities.

APPLICATION 4

Organisation: **Shark Bay Community Men's Shed Inc.**

Amount requested: **\$4,863.90**

Project: **Basic Handyman Skills Workshop Equipment**

Funding category: **Community Projects**

Strategic Community Plan category: **Economic, Environmental & Social**

With the installation of the new shed in which they will be based, the Shark Bay Community Men's Shed Inc are now preparing to run a series of educational workshops for the community. The first workshop will be a Basic Handyman Skills workshop focused on working with wood, and this workshop will aim to introduce residents in the community on how, where, and when to use basic tools. This workshop will mainly be targeted at teenagers and women. The proposed funding would be used to purchase essential equipment needed to run this workshop.

The community assistance grant will contribute to purchasing the following equipment items:

- 8 x power tool sets (5 piece)
- 4 x swivelling bench vices
- 10 x adjustable wrench sets (4 piece)
- 5 x chisel sets (5 piece)
- 10 x claw hammers
- 10 x combination pliers
- 10 x mini file sets (10 piece)
- 10 x heavy duty G clamps
- 10 x tubular hack saws
- 10 x mini long nose pliers
- 10 x rubber mallets
- 10 x screwdriver sets (19 piece)
- 10 x spanner sets (16 piece)
- 10 x combination squares
- 10 x jack hand wood saws
- 10 x Allen Hex key sets (25 piece)
- 10 x drill bit sets (13 piece)
- 10 x measuring tapes

MINUTES OF THE ORDINARY COUNCIL MEETING

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- 10 x dust masks (50 pack)
- 10 x safety glasses
- 10 x disposable ear plugs (80 pack)
- 10 x knee pads
- 10 x hacksaw blades (3 pack)
- 10 x assorted screws (270 pack)
- 10 x wood glue

Officer Recommendation:

Community Development Officer's recommendation is to approve Shark Bay Community Men's Shed Inc funding application for equipment for a Basic Handyman Skills workshop. The funding application meets the selection criteria, and the workshop will be offered to other community groups to learn to utilise the equipment, and to utilise in the future.

LEGAL IMPLICATIONS

There are no legal implications associated with this report

POLICY IMPLICATIONS

These recommendations comply with current Policies made by Council 2.2 Financial Assistance/Donations.

FINANCIAL IMPLICATIONS

An amount of \$20,000 is included in the 2021/2022 adopted budget.

If these five applications are approved, there will be a surplus of \$5,083.10 from this funding round

STRATEGIC IMPLICATIONS

Social Objective: A safe, welcoming and inclusive community

Economic Objective: A progressive, resilient and diverse economy

RISK MANAGEMENT

These recommendations comply with the Shire's community assistance grants guidelines.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Executive Manager Community Development *D Wilkes*

Chief Executive Officer *P Anderson*

Date of Report 15 September 2021

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**Shire of Shark Bay
Community Assistance Grants
APPLICATION FORM**

Please complete and return the signed application form to the Shire of Shark Bay with the advertised timeframe. **Late submissions will not be considered**

Applications to be addressed to: Chief Executive Officer
Shire of Shark Bay
PO Box 126
Denham WA 6537

Applications can be delivered: Shire of Shark Bay
65 Knight Terrace
Denham WA 6537

Email: cdo@sharkbay.wa.gov.au

For further information, please contact the Community Development Officer on 9948 1218

Please ensure you have read the Shire of Shark Bay Community Assistance Grants – Guidelines before completing the application form to confirm your organisation's eligibility.

FUNDING ROUND

Please indicate which funding round you are applying for:

- Round 1 - Community Projects Year: 2021
- Round 2 - Equipment and minor projects Year: _____
- Significant Event Sponsorship Funding Year: _____

ORGANISATION DETAILS

Organisation Name St John Ambulance Association Shark Bay

Postal Address PO Box 82 Denham WA 6537

Contact Person Tish Browne

Position/Title Administration

Telephone 0899483023

E-mail sharkbay@stjohnwa.com.au

MINUTES OF THE ORDINARY COUNCIL MEETING

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What category best describes your organisation?

- Sporting Club
 Community Group
 Not-for-profit organisation
 Other: _____

Which of the following best describes your organisation's status?

- | | YES | NO |
|---|-------------------------------------|--------------------------|
| • Incorporated | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| • GST Registered | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| • Have a current Association Constitution | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Australian Business Number (ABN): 55028468715

Please note the Shire of Shark Bay requires applicants to have an ABN. Applicants who do not have one may be subjected to withholding tax of 48.5%. If you are unsure, please contact the Shire to discuss how to best proceed.

Bank details

Account Name: Bankwest
BSB: 306049 Account Number: 4186909

FUNDING DETAILS

Project title: Provision of Satellite Phones for use in Telstra blackouts

Project description: (max 50 words)

Our aim is to provide both our driver and attendant access to a Satellite phone to use when there is a loss of mobile signal in the Shark Bay region. This is our only way of contacting our communications centre and other emergency services with Sat phones in the area.

Date(s) the project will take place: Within a month of receiving funds if successful

Location(s) where the project will take place: Shark Bay Sub Centre

Total project funds requested (including GST if applicable) \$ 4840

MINUTES OF THE ORDINARY COUNCIL MEETING

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Has your organisation previously received funding from the Shire of Shark Bay?

- Yes
 No

If **Yes**, Previous funding amount received: \$2000

Round / Year funding was received: Round 2 / 2021

Funded project: Volunteer Training Workstation Upgrade

Has your organisation acquitted all previous Shire of Shark Bay funding?

- Yes
 No

If **No**, please outline why?

Please Note: Your organisation is not eligible to receive new funding from the Shire of Shark Bay, until previous Shire of Shark Bay funding has been acquitted.

PROJECT DETAILS

What is the funding to be used for?

- Leveraging a grant from a State or Federal agency
- Purchasing goods and services (i.e. equipment and/or engaging a professional for the purpose of instruction)
If your funding application involves purchasing equipment, can the equipment be used by other community groups in the future?
 Yes
 No
- Infrastructure (i.e. significant construction or improvement of facilities). Please include Planning Approvals from the Shire
- Funding for a specific event or program
- Prize money.

Does the project meet the objectives of the Shire of Shark Bay Strategic Community Plan 2020-2030? Copy of the Plan can be found on the Shire's website.

- Economic A progressive, resilient and diverse economy
- Environment Help protect our unique natural and built environment
- Social A safe, welcoming and inclusive community

MINUTES OF THE ORDINARY COUNCIL MEETING

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Outline the project goals and how they will benefit Shark Bay community (*minimum of one objective*):

Economic: (*max 150 words*)

Environment: (*max 150 words*)

Social: (*max 150 words*)

To provide an alternative communication option when mobile and internet services are not available in the Shark Bay Area. The provision of 2 new satellite phones will provide our ambulance attendant and driver with a means of communication with our central communications centre in Perth, with each other and other local emergency services in Shark Bay with their own sat phones. In the event of an incident that requires ambulance attendance they will be able to be contacted in a timely manner which will maximise the chances of a positive outcome for all involved. The addition of docks for each ambulance will allow for hands free communication whilst driving to the scene and portable magnetic auxiliary antennas will boost their reception whilst driving and inside buildings. A prime example for the use of the portable antenna would be whilst attending at the Silver Chain, awaiting a call from the RFDS.

Please list other organisations involved in this project (*if applicable*)

Name of Organisation	Project Involvement

Project Referees:

Please provide two referees (*that is not associated with your organisation*) that are in support of your application, alternatively you can attach letters of support.

Name	Phone	Email	Organisation and position held
Graeme Bond	0899159100		Shark Bay Police - Sergeant
Jayne Turton	0899481400		Silver Chain - Nurse

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

SIGNIFICANT EVENT - ONLY

If your project is a **Significant Event** will it attract additional visitors to town? If so, how many additional visitors are you planning for?

- 50-100
- 100-200
- 200-300
- Over 500

Will you be charging an entry fee to attend the event?

- Yes
- No

If **Yes**, how much? _____

PROJECT BUDGET

Please provide a budget description of how the Shire of Shark Bay funds, your organisation contribution and other funding source (if applicable). Please attach quotes with details of each expenditure item being spent.

Expenditure Item Description (i.e. materials, equipment, advertising, catering, prizes)	Shire of Shark Bay Grant (\$)	*In-Kind (\$)	Other Funding Amount (\$)	Other Funding Organisation Name (your organisation or external)
Installation and Training	500	250	0	St John Shark Bay
Vehicle Bundle x 2	2990	0	0	
Iridium GO! Carry Bag x 2	190	0	0	
Iridium GO! Hard Case	370	0	0	
IridiumGO!Accessory Kit x2	390	0	0	
Shipping	400	0	0	
Admin and Set Up	0	300	0	St John Shark Bay
Total	\$ 4840	\$ 550	\$ 0	

**In-Kind value: Number of volunteers x hours worked directly on project x \$25 per hour*

Will any of your expenditure items be spent locally with **Shark Bay businesses**?

- Yes
- No

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021


PART 6 – ADDITIONAL INFORMATION

Please attach a copy of the following:

- Organisation's most recent (Audited) Financial Statement
- Quotations for expenditure items

PART 7 – DECLARATION

I hereby certify that I am the authorised person to sign on behalf of the organisation and that the information is correct. I have read, understand and agree to abide by the conditions set out in the Shire of Shark Bay Community Assistance Grants guidelines.

NAME	Latisha Browne
SIGNATURE	
POSITION IN ORGANISATION	Administration Officer
DATE	1.9.2021

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021



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ESTIMATE SHIPPING ▼

Subtotal	\$3,790.00
GST	\$344.55
Total	\$3,790.00

PROCEED TO CHECKOUT

Item	Price	Qty	Subtotal	Edit	🗑️
 <p>Iridium GO! Vehicle Bundle with Magnetic Antenna Purchase Option: Outright Purchase Airtime Plans: Telstra Post-Paid Plan Airtime: TMS 45 (\$45 per month) x 12 Months</p>	\$1,495.00	2	\$2,990.00	Edit	🗑️
 <p>SPS Hard Case for Iridium GO!</p>	\$185.00	2	\$370.00	Edit	🗑️
 <p>Iridium GO! Carry BAG</p>	\$20.00	2	\$40.00	Edit	🗑️
 <p>Iridium GO! Accessory Kit</p>	\$195.00	2	\$390.00	Edit	🗑️

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MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

Ashleigh Buchholz

From: Tish Browne <Tish.Browne@stjohnwa.com.au>
Sent: Wednesday, 25 August 2021 12:07 PM
To: Ashleigh Buchholz
Subject: Community Assistance Grant Round 1 Application
Attachments: SJA WA Ltd Constitution 2012.pdf; annual-report-2019-2020-digital.pdf; Shopping Cart Sat Phone Shop.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Ash

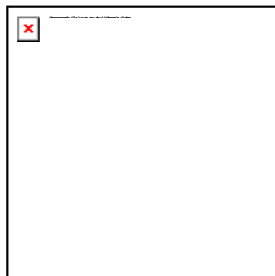
Please find attached our grant application along with supporting documents.

The carry cases in the attached quote are listed as \$40 total but these are currently on sale and RRP is normally \$95 each hence the listed total of \$190 in the application.

PG & SG Wood of Denham will be doing the installation and has given a verbal quotation.

Let me know if you require anything else.

Kind regards



Tish Browne - Shark Bay Administration Officer

T 08 9948 3023 | E sharkbay@stjohnwa.com.au

Office hours Wednesday 8:30-12:30pm 1:30pm-4:30pm and Thursday 12:30-2:30pm

St John WA Shark Bay Sub Centre

100 Durlacher St | PO Box 82 | Denham WA 6537

* This message has been scanned by the PPS spam filtering system.

MINUTES OF THE ORDINARY COUNCIL MEETING

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**Shire of Shark Bay
Community Assistance Grants
APPLICATION FORM**

Please complete and return the signed application form to the Shire of Shark Bay with the advertised timeframe. **Late submissions will not be considered**

Applications to be addressed to: Chief Executive Officer
Shire of Shark Bay
PO Box 126
Denham WA 6537

Applications can be delivered: Shire of Shark Bay
65 Knight Terrace
Denham WA 6537

Email: cdo@sharkbay.wa.gov.au

For further information, please contact the Community Development Officer on 9948 1218

Please ensure you have read the Shire of Shark Bay Community Assistance Grants – Guidelines before completing the application form to confirm your organisation's eligibility.

FUNDING ROUND

Please indicate which funding round you are applying for:

- | | |
|---|------------------------|
| <input type="checkbox"/> Round 1 - Community Projects | Year: <u>2021/2022</u> |
| <input type="checkbox"/> Round 2 - Equipment and minor projects | Year: _____ |
| <input type="checkbox"/> Significant Event Sponsorship Funding | Year: _____ |

ORGANISATION DETAILS

Organisation Name SHARK BAY PISTOL CLUB INC.

Postal Address C/- P O BOX 89, DENHAM WA 6537

Contact Person BRUCE WADE (PRESIDENT), RAY McMILLAN (VICE PRESIDENT)

Position/Title CHERYL COWELL (SECRETARY)

Telephone 0475 087 277 (Bruce), 0417 180307 (Cheryl)

E-mail brucewade@westnet.com.au chezza@westnet.com.au

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

What category best describes your organisation?

- Sporting Club
- Community Group
- Not-for-profit organisation
- Other: _____

Which of the following best describes your organisation's status?

- | | YES | NO |
|---|-------------------------------------|--------------------------|
| • Incorporated | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| • GST Registered | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| • Have a current Association Constitution | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Australian Business Number (ABN): ~~3642824740645~~ 69 576 429 200

Please note the Shire of Shark Bay requires applicants to have an ABN. Applicants who do not have one may be subjected to withholding tax of 48.5%. If you are unsure, please contact the Shire to discuss how to best proceed.

Bank details

Account Name: Shark Bay Pistol Club Inc.
BSB: 066-512 Account Number: 10619505

FUNDING DETAILS

Project title: PURCHASE OF 3kva GENSET

Project description: (max 50 words)

The acquisition of a minimum 3kva genset will allow the club to continue activities and competitions which allow the current banks of targets to automatically turn when required during matches. The in-situ genset is unreliable and works only intermittently, thus reducing members' competitiveness at both the local club range and when attending competitions and tournaments at other pistol clubs which all operate with turning target equipment. The genset will also power lights which will allow evening matches to be held, particularly during summer months, when excess heat, insects and wind can prohibit the sport occurring.

Date(s) the project will take place: When funding is received

Location(s) where the project will take place: Shark Bay Pistol Club range

Total project funds requested (including GST if applicable) \$ 3,000 3200

MINUTES OF THE ORDINARY COUNCIL MEETING

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Has your organisation previously received funding from the Shire of Shark Bay?

- Yes
 No

If Yes, Previous funding amount received: \$ 1,000
Round / Year funding was received: 2008 and 2019
Funded project: Replacement of rusted target frames

Has your organisation acquitted all previous Shire of Shark Bay funding?

- Yes
 No

If No, please outline why?

Please Note: Your organisation is not eligible to receive new funding from the Shire of Shark Bay, until previous Shire of Shark Bay funding has been acquitted.

PROJECT DETAILS

What is the funding to be used for?

- Leveraging a grant from a State or Federal agency
- Purchasing goods and services (i.e. equipment and/or engaging a professional for the purpose of instruction)
If your funding application involves purchasing equipment, can the equipment be used by other community groups in the future?
- Yes
 No
- Infrastructure (i.e. significant construction or improvement of facilities). Please include Planning Approvals from the Shire
- Funding for a specific event or program
- Prize money.

Does the project meet the objectives of the Shire of Shark Bay Strategic Community Plan 2020-2030? Copy of the Plan can be found on the Shire's website.

- Economic A progressive, resilient and diverse economy
- Environment Help protect our unique natural and built environment
- Social A safe, welcoming and inclusive community

MINUTES OF THE ORDINARY COUNCIL MEETING

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Outline the project goals and how they will benefit Shark Bay community (*minimum of one objective*):

Economic: (*max 150 words*)

Environment: (*max 150 words*)

Social: (*max 150 words*)

The Pistol Club currently has 25+ members and is expanding, with new applications for membership being considered each Committee Meeting. As described above, reliable turning targets will allow members to be competitive at local matches, but also those being conducted by other pistol clubs in the Midwest and Gascoyne Regions (Exmouth, Carnarvon, Northampton, Geraldton, Dongara and Perenjori), and potentially encourage more Shark Bay residents (and the many visiting pistol club shooters who tour regional Western Australia) to participate in competitions/matches at the Shark Bay range and contribute to the local economy whilst staying in the Bay.

Conducting matches of an evening, under lights, also opens up the sport of pistol shooting to a more diverse demographic and will provide another avenue for those working during the day to participate in this sport. It will also allow matches to continue throughout the summer months.

Please list other organisations involved in this project (*if applicable*)

Name of Organisation	Project Involvement
Not Applicable	

Project Referees:

Please provide two referees (*that is not associated with your organisation*) that are in support of your application, alternatively you can attach letters of support.

Name	Phone	Email	Organisation and position held
Sherri Smith	0437055313	enguiria@sharkbay hotel.com.au	Shark Bay Hotel Manager

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

SIGNIFICANT EVENT - ONLY

If your project is a **Significant Event** will it attract additional visitors to town? If so, how many additional visitors are you planning for?

- 50-100
- 100-200
- 200-300
- Over 500

Will you be charging an entry fee to attend the event?

- Yes
- No

If Yes, how much? _____

PROJECT BUDGET

Please provide a budget description of how the Shire of Shark Bay funds, your organisation contribution and other funding source (if applicable). Please attach quotes with details of each expenditure item being spent.

Expenditure Item Description (i.e. materials, equipment, advertising, catering, prizes)	Shire of Shark Bay Grant (\$)	*In-Kind (\$)	Other Funding Amount (\$)	Other Funding Organisation Name (your organisation or external)
3 KVA Genset	\$3,000 \$3,200			
Total	\$ 3,200	\$	\$	

*In-Kind value: Number of volunteers x hours worked directly on project x \$25 per hour

Will any of your expenditure items be spent locally with Shark Bay businesses?

- Yes
- No

Shire of Shark Bay Community Assistance Grants – Application Form

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

PART 6 – ADDITIONAL INFORMATION

Please attach a copy of the following:

- Organisation's most recent (Audited) Financial Statement (Treasurer)
- Quotations for expenditure items (Attached)

PART 7 – DECLARATION

I hereby certify that I am the authorised person to sign on behalf of the organisation and that the information is correct. I have read, understand and agree to abide by the conditions set out in the Shire of Shark Bay Community Assistance Grants guidelines.

NAME

BRUCE WADE

SIGNATURE



POSITION IN ORGANISATION

PRESIDENT

DATE

31 August 2021

11 Service Centres FREE Delivery on most items 4 Year Warranty Competitions Finance Available Login
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GENERATOR PLACE

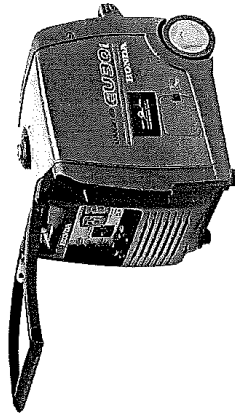
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\$190
BONUS
VALUE

PLUS PACKAGE INCLUSIONS



CLICK TO SEE PRODUCT VIDEO

Honda EU30iu Generator – Web Deal

HONDA SKU: EU30iuWEBES



★★★★★ 5 Star Product

Out Of Stock

 Free Delivery

 5-Year Warranty

This product is currently out of stock Australia Wide. If you would like to go on a VIP waitlist so you will be notified first when it comes back in stock. [Click Here.](#)

Perfect for house backup - will run fridge, freezer, lights, TV, Chargers, Computer and pump

Generator comes with tool kit, manual, pre-delivery & 4 year Honda Warranty

Package Includes: Honda Cover to suit EU30iu, Security Cable

Has 2 wheels, 2 fixed handles and a folding handle for easy transport

Safe to power all electronic & computer equipment

Our Price: \$3,200

RRP: \$3,399

Out of stock

[ABOUT](#)

[PHOTOS & VIDEOS](#)



Free Delivery on ALL Products:- Due to the Coronavirus (COVID-19) pandemic Blue Diamond will deliver all orders over \$1500 FREE of charge nationally conditions apply

[GENERATORS](#) | [AIR COMPRESSORS](#) | [LIGHTING TOWERS](#) | [FUEL TANKS](#) | [TRADE EQUIPMENT](#) | [PARTS & SERVICES](#) | [ABOUT US](#)

Search... 1300 998 647 CART (0)

Express Shipping Price Beat Guaranteed 100% Australian Owned & Run

Home / Generators / By Brand / Honda Generators / Honda 3KVA Inverter Generator - EU30i



Honda 3KVA Inverter Generator - EU30i

HONDA

~~\$3,399~~

\$3,190

☆☆☆☆ (No reviews yet) [Write a Review](#)

SKU: G200220

Honda Parallel Linking Cable (J32360ZC3000L) (\$150):

1L Honda Oil (\$15):

4L Honda Oil (\$40):

Fuel Stabilizer (\$20):

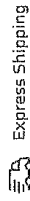
Honda Powerbank - (\$50):

- 1 +

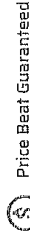
ADD TO CART

29 SEPTEMBER 2021

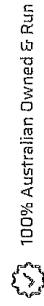
CALL US 1300 998 647



Express Shipping



Price Beat Guaranteed



100% Australian Owned & Run

Description

Honda EU30iK1 Handy Generator

Handy & Portable Power.

The EU30i is Honda's lightest 3KVA generator yet, not to mention the most portable. Perfect for use with frequency sensitive equipment due to its microcomputer-controlled sine-wave inverter. The EU30i can be used to power devices such as laptops, dryers, toasters and mobile phones.

Featuring an Eco-throttle, the EU30i can adjust engine output dependent on load demand, achieving great fuel economy & reduced noise levels.

All Honda Generator models are backed by a **generous 4-year domestic use & 12-month commercial use warranty** for your piece of mind.

Key Features

- Engine: GX160T2 Engine single cylinder, 4 stroke, 163cc (cubic centimetres), OHV (overhead valve)
- Rated Voltage: 240V
- Rated Frequency: 50Hz
- Rated Current: AC: 10.8 A
- Rated Current: DC: 8.3 A
- Rated Output: AC 2,600VA
- Rated Output: DC 100W
- Phase: Single Phase

- Voltage Regulation: PWM (Pulse width modulation)
- Fuel Type: Unleaded Fuel (octane rating 86 or higher)
- Fuel Tank Capacity: 5.9 Litres
- Operating hours at rated load: Approx 3.5 hr
- Fuel Consumption at rated load: Approx 1.68 L/h
- Cooling System: Forced air
- Ignition System: Transistor Magneto Ignition
- Air Cleaner: Semi Dry Type
- Lubrication System: Splash
- Oil Capacity & Type: 0.53 litre, Honda SAE10W-30

Dimensions & Weight

- Dimensions: 622mm x 379mm x 489mm
- Dry weight: 35.2 KG

Please Note: A maximum 6.0 KVA can be achieved by using two units (EU3DiU's) in parallel operation, with the special leads.

Warranty

4 Years Manufacturer's Warranty for Domestic use & 12 months for Commercial use. We have authorised service agents Australia wide including Perth, Melbourne, Brisbane, Adelaide, Sydney

Delivery

We can ship direct to you Australia wide. Alternatively, you can pick up from one of our sales offices located in Perth or Melbourne

CONTACT US

It's important to ensure you select the right generator for your needs. So, if you have any questions or need some help please do not hesitate to call us on 1300 998 647

Generator Servicing

Blue Diamond Machinery provides comprehensive range of generator servicing, preventative maintenance and compressor repair services across Perth, WA. With over 25 years of experience servicing all types of compressors our service team ensure minimum downtime, quality and reliability on all compressor service and repair work.

Related Generators- You may also be interested in viewing;

- [Honda EU22i](#)
- [Honda EU10i](#)

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021



Shark Bay Community Resource Centre, 10 Denham Road
PO Box 58, DENHAM WA 6537
P: 08 9948 1787 F: 08 9948 1823
E: sharkbay@crc.net.au

2nd September 2021

RE: LETTER OF SUPPORT – SHARK BAY PISTOL CLUB
Purchase of a minimum 3Kva generator

To whom it may concern,

The Shark Bay Community Resource Centre is keen to assist and support the Shark Bay Pistol Club Shed in their efforts to secure financial assistance for the purchase of a minimum 3kva Generator.

The Shark Bay Pistol Club is off grid and its current in-situ Generator set is very unreliable and works only intermittently, it interrupts club matches and competitions regularly. The Club meets every Sunday and is flourishing with 26 members of all ages and genders. A new generator will be a huge asset and will allow the club to continue their matches as scheduled without any interruptions to their banks of targets automatically turning over as required. Currently matches are only held in daylight hours due to the current unreliable generator. In summer a new generator can also power the lights. This will allow the club to conduct evening matches due to extreme heat or unfavorable weather conditions throughout the day.

We are supportive of the Shark Bay Pistol Club's application, which will allow their participants run safe enjoyable matches and competitions.

We constantly assist the Club to promote its activities and events by designing and assisting with printing promotional material; ie: posters, flyers and displaying these on our website, publishing them in our local community newsletter free of charge, as well as on community noticeboards and social media websites.

We wish the Shark Bay Pistol Club the best of luck with their application and hope the outcome is successful.

Should you wish to discuss our support of the Shark Bay Pistol Club, please do not hesitate to contact myself on 08 9948 1787 or email sharkbay@crc.net.au.

Kind regards,

Judy Britza
Projects Officer
Shark Bay Community Resource Centre

29 SEPTEMBER 2021



Shire of Shark Bay Community Assistance Grants

APPLICATION FORM

Please complete and return the signed application form to the Shire of Shark Bay with the advertised timeframe. **Late submissions will not be considered**

Applications to be addressed to: Chief Executive Officer
Shire of Shark Bay
PO Box 126
Denham WA 6537

Applications can be delivered: Shire of Shark Bay
65 Knight Terrace
Denham WA 6537

Email: cdo@sharkbay.wa.gov.au

For further information, please contact the Community Development Officer on 9948 1218

Please ensure you have read the Shire of Shark Bay Community Assistance Grants – Guidelines before completing the application form to confirm your organisation's eligibility.

FUNDING ROUND

Please indicate which funding round you are applying for:

- Round 1 - Community Projects Year: 2021
- Round 2 - Equipment and minor projects Year: _____
- Significant Event Sponsorship Funding Year: _____

ORGANISATION DETAILS

Organisation Name Boolbardi Country Club

Postal Address c/o Post Office, Denham, WA, 6537

Contact Person Peter Llewellyn

Position/Title Club Captain

Telephone 0418 193 735

E-mail pllewellyn@bigpond.com

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

What category best describes your organisation?

- Sporting Club
 Community Group
 Not-for-profit organisation
 Other: _____

Which of the following best describes your organisation's status?

- | | YES | NO |
|---|-------------------------------------|-------------------------------------|
| • Incorporated | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| • GST Registered | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • Have a current Association Constitution | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Australian Business Number (ABN): 81 123 488 015

Please note the Shire of Shark Bay requires applicants to have an ABN. Applicants who do not have one may be subjected to withholding tax of 48.5%. If you are unsure, please contact the Shire to discuss how to best proceed.

Bank details

Account Name: Boolbardie Country Club
BSB: 306049 Account Number: 4153253

FUNDING DETAILS

Project title: Greens Upgrade

Project description: *(max 50 words)*

Cups in the sand greens are old and in very poor state and are unsuitable to host a popular and important event like the annual Denham Open Golf Tournament. It is proposed to purchase 9 new sand green cups and install in the greens prior to 2022 Denham Open.

Date(s) the project will take place: Prior to May 2022

Location(s) where the project will take place: Greens 1-9 Boolbardie Golf Course, Monkey Mia Road

Total project funds requested *(including GST if applicable)* \$ 2,013.00

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

Has your organisation previously received funding from the Shire of Shark Bay?

- Yes
 No

If Yes, Previous funding amount received: \$ 1,000
Round / Year funding was received: 2020
Funded project: New flag sticks for Denham Open

Has your organisation acquitted all previous Shire of Shark Bay funding?

- Yes
 No

If No, please outline why?

Please Note: Your organisation is not eligible to receive new funding from the Shire of Shark Bay, until previous Shire of Shark Bay funding has been acquitted.

PROJECT DETAILS

What is the funding to be used for?

- Leveraging a grant from a State or Federal agency
- Purchasing goods and services (i.e. equipment and/or engaging a professional for the purpose of instruction)
If your funding application involves purchasing equipment, can the equipment be used by other community groups in the future?
 Yes
 No
- Infrastructure (i.e. significant construction or improvement of facilities). Please include Planning Approvals from the Shire
- Funding for a specific event or program
- Prize money.

Does the project meet the objectives of the Shire of Shark Bay Strategic Community Plan 2020-2030? Copy of the Plan can be found on the Shire's website.

- Economic A progressive, resilient and diverse economy
- Environment Help protect our unique natural and built environment
- Social A safe, welcoming and inclusive community

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

Outline the project goals and how they will benefit Shark Bay community (*minimum of one objective*):

Economic: (*max 150 words*)

The annual Denham Open Golf Tournament attracts around 30 golfers (and their spouses in some instances) from Carnarvon, Geraldton, Dongara and other regional towns to participate in the event. Visiting players pay for accommodation, entertainment and services in Denham and Monkey Mia. Most stay a minimum of 2 nights and some up to 4 nights to make a long weekend of their getaway and enjoy other attractions and facilities of Shark Bay. Also, providing high quality facilities including new upgraded greens, will enrich player's experience and encourage more more visiting golfers to future Open events and attract new local players to participate in the regular competitions.

The Open event attracts generous sponsorship from local businesses which increases visitors knowledge of the services and facilities available in Shark Bay and Denham in particular.

Environment: (*max 150 words*)

Social: (*max 150 words*)

Provision of new cups will ensure the facilities meet Golf Australia Standards and improve the playing conditions for the regular local golfers who play all year round and also help to entice more locals and visiting players and holiday makers to participate in the sport.

Many visiting players, in particular those from Carnarvon, have made multiple visits over the years to play in the Denham Open. Visiting players and associates have become good friends of Boolbardi golfers. They meet and socialise with Denham residents and take home reports of the town, the facilities, the people and encourage their friends and relatives to visit Shark Bay.

Please list other organisations involved in this project (*if applicable*)

Name of Organisation	Project Involvement
Boolbardi Country Club	Labour, equipment and time

Project Referees:

Please provide two referees (*that is not associated with your organisation*) that are in support of your application, alternatively you can attach letters of support.

Name	Phone	Email	Organisation and position held
Shark Bay CRC	9948 1787	sharkbay@crc.net.au	Community Resource Centre
Bill Webb	0439 852 323	billwebb1945@bigpond.co	President - Carnarvon Golf Club

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

SIGNIFICANT EVENT - ONLY

If your project is a **Significant Event** will it attract additional visitors to town? If so, how many additional visitors are you planning for?

- 50-100
- 100-200
- 200-300
- Over 500

Will you be charging an entry fee to attend the event?

- Yes
- No

If Yes, how much? _____

PROJECT BUDGET

Please provide a budget description of how the Shire of Shark Bay funds, your organisation contribution and other funding source (*if applicable*). Please attach quotes with details of each expenditure item being spent.

Expenditure Item Description (i.e. materials, equipment, advertising, catering, prizes)	Shire of Shark Bay Grant (\$)	*In-Kind (\$)	Other Funding Amount (\$)	Other Funding Organisation Name (your organisation or external)
9 x new sand green cups	\$2,013 (inc GST)			
Labour		\$800		Boolbardie CC (attached)
Fuel (tractor, SUV)			\$200	Boolbardie CC (estimate)
Total	\$ 2,013	\$ 800	\$ 200	

***In-Kind value:** Number of volunteers x hours worked directly on project x \$25 per hour

Will any of your expenditure items be spent locally with Shark Bay businesses?

- Yes
- No

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

PART 6 – ADDITIONAL INFORMATION

Please attach a copy of the following:

- Organisation's most recent (Audited) Financial Statement
- Quotations for expenditure items

PART 7 – DECLARATION

I hereby certify that I am the authorised person to sign on behalf of the organisation and that the information is correct. I have read, understand and agree to abide by the conditions set out in the Shire of Shark Bay Community Assistance Grants guidelines.

NAME	Peter Llewellyn
SIGNATURE	
POSITION IN ORGANISATION	Club Captain
DATE	6 September 2021

Attachment 1

Letter of Support

Shark Bay CRC

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021



Shark Bay Community Resource Centre, 10 Denham Road
PO Box 58, DENHAM WA 6537
P: 08 9948 1787 F: 08 9948 1823
E: sharkbay@crc.net.au

Monday 6th September 2021

RE: LETTER OF SUPPORT – Boolbardie Country Club

To whom it may concern,

The Shark Bay Community Resource Centre is keen to support and assist the Boolbardie Country Club in their efforts to secure financial assistance to help purchase and install 9 Sand Green Cups for their golf course.

Boolbardie Country Club (formally known as Boolbardie Golf Club) has been operating for 55 years and has a membership of around 25 people that are based in the community of Shark Bay which also accommodate many 'grey nomads' during the winter season. This small active group meets regularly and continues to host weekly competitions for its members to meet, socially engage and enjoy a game of golf on a most challenging golf course

.Boolbardie Country Club holds a successful Annual Open Day which promotes Shark Bay. Volunteers of the Club continue to run this great event in the Shark Bay community meeting the changing needs and demands. The Current cups in use are old and in very poor condition. They are an important piece of equipment in the sand greens and need to be replaced. Golfers around the Midwest & Gascoyne regions attended this Open Weekend. The event is annually a success and 'a must' on the golfing season calendar in the Gascoyne region. The Denham Open attracts about 50 golfers (friends and families) from other clubs. It is a fun and challenging weekend for participants with meals and entertainment provided. Those visiting Golfers support the community in such ways as purchasing accommodation, meals, groceries, fuel etc. The event also showcases the local area for tourism.

Our Community Resource Centre has been and will continue to assist the Club to promote its activities and events planned for the future; by designing and assisting with printing promotional material (if required); ie posters & flyers and publishing these in the Inscription Post, as well as on community noticeboards and on social media websites. We are keen to provide assistance towards grant writing and acquittals if required as well as provide our knowledge and guidance to run successful community events.

Should you wish to discuss our support of the Boolbardie Golf Club, please do not hesitate to contact myself on 08 9948 1787.

Kind regards

A handwritten signature in black ink that reads 'Judy Britza'. The signature is written in a cursive style with a large, stylized 'J' and 'B'.

Judy Britza
Projects Officer

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

Attachment 2 - Labour Estimate

Description	Person Hours	Rate	Cost
Removal of Old Cups and Installation of new cups - 0.75 hour/green x 2 members x 9 greens	14	\$25/hour	\$350
Tractor Operator, Quad Bike Driver and members to spread and smooth shell and sand - 0.5 hours/green x 4 members x 9 greens	18	\$25/hour	\$450
TOTAL			\$800

Attachment 4

Equipment Quotation

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

DINT
Golf Solutions

PO Box 6340
ALEXANDRIA NSW 2015
P: 02 9700 8113
M: 0422 772 276
jona@dint.com.au
www.dint.com.au

26th August 2021

Jillian Hill
Boolbardie Country Club
Shark Bay WA

Subject: QUOTATION

Dear Jillian

Further to your enquiry, I am pleased to be able to submit product information to you, noting the detail, design and costing of items, where applicable.

For over 37 years in the Golf Industry, DINT has established a reputation for the highest quality products and the highest level of customer service, and we are very proud of this achievement. DINT supplies to golf courses and customers Australia wide and internationally.

9 x Official King Cup - \$195.00 each

COST: \$1,755.00
+ FREIGHT: \$75.00

TOTAL EX GST: **\$1,830.00**

including GST = $\frac{\$1,830 + \$183 \text{ GST}}{\$2,013}$

Note that all prices are ex GST. Quote is valid for 14 days from date of issue.

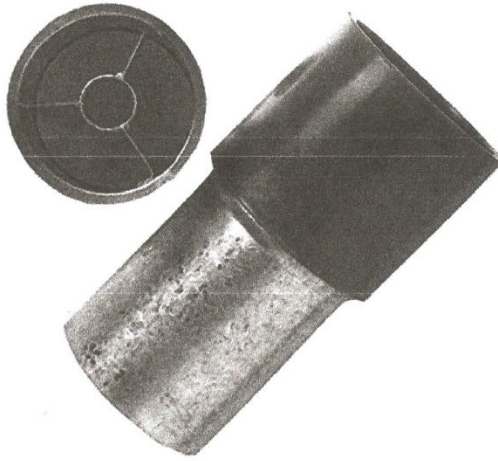
Payment terms: 50% on placement of order and remaining 50% when ready for delivery.

Should you require any additional information or clarification, please do not hesitate to contact me. Assuring you of our best quality and service at all times.

Kind regards,



Jonathan Dinte
Company Director
Dint Golf Solutions



SAND GREEN CUP - KING CUP

by [Dint Golf Solutions](#)

- Sandscrape cup - sand greens.
- Made in two sections - inner and outer shell.
- Remove inner shell to empty sand.
- Hardened green plastic liner at top eliminates ball rebound.
- Ferrule size - D
- Dimensions : Outer 240mm x 120mm, Inner 150mm x 105mm.

PC KING D - Sandgreen King Cup

ENQUIRE FOR SAND GREEN CUP - KING CUPShare this:

Related products

29 SEPTEMBER 2021



Shire of Shark Bay Community Assistance Grants

APPLICATION FORM

Please complete and return the signed application form to the Shire of Shark Bay with the advertised timeframe. **Late submissions will not be considered**

Applications to be addressed to: Chief Executive Officer
Shire of Shark Bay
PO Box 126
Denham WA 6537

Applications can be delivered: Shire of Shark Bay
65 Knight Terrace
Denham WA 6537

Email: cdo@sharkbay.wa.gov.au

For further information, please contact the Community Development Officer on 9948 1218

Please ensure you have read the Shire of Shark Bay Community Assistance Grants – Guidelines before completing the application form to confirm your organisation's eligibility.

FUNDING ROUND

Please indicate which funding round you are applying for:

- Round 1 - Community Projects Year: 2021
- Round 2 - Equipment and minor projects Year: _____
- Significant Event Sponsorship Funding Year: _____

ORGANISATION DETAILS

Organisation Name Shark Bay Community Mens Shed Inc.

Postal Address PO Box 143 Denham 6537

Contact Person David Lergessner

Position/Title Secretary / Treasurer

Telephone 0490371775

E-mail sbcmenshed@hotmail.com

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

What category best describes your organisation?

- Sporting Club
 Community Group
 Not-for-profit organisation
 Other: _____

Which of the following best describes your organisation's status?

- | | YES | NO |
|---|-------------------------------------|-------------------------------------|
| • Incorporated | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| • GST Registered | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| • Have a current Association Constitution | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Australian Business Number (ABN): ^{N/A} _____

Please note the Shire of Shark Bay requires applicants to have an ABN. Applicants who do not have one may be subjected to withholding tax of 48.5%. If you are unsure, please contact the Shire to discuss how to best proceed.

Bank details

Account Name: SHARK BAY COMMUNITY MEN'S SHED INC _____

BSB: 06 6512 _____ Account Number: 06 6512 10651433 _____

FUNDING DETAILS

Project title: Basic Handyman Skills 1 Working with wood _____

Project description: (max 50 words)

Workshops would be conducted aiming to introduce people - mainly women and teenagers of Denham - to basic tools and their household use. Many people grow up not learning how to use tools as basic as saws and power drills. The aim was to involve these people in the Men's Shed.

Date(s) the project will take place: Jan - Dec 2022 _____

Location(s) where the project will take place: 29 Hughes St Denham _____

Total project funds requested (including GST if applicable) \$ 4863.90 _____

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

Has your organisation previously received funding from the Shire of Shark Bay?

- Yes
 No

If Yes, Previous funding amount received: \$⁹⁹⁷_____

Round / Year funding was received: 2019

Funded project: Reaching out to our community

Has your organisation acquitted all previous Shire of Shark Bay funding?

- Yes
 No

If No, please outline why?

Please Note: Your organisation is not eligible to receive new funding from the Shire of Shark Bay, until previous Shire of Shark Bay funding has been acquitted.

PROJECT DETAILS

What is the funding to be used for?

- Leveraging a grant from a State or Federal agency
- Purchasing goods and services (i.e. equipment and/or engaging a professional for the purpose of instruction)
If your funding application involves purchasing equipment, can the equipment be used by other community groups in the future?
 Yes
 No
- Infrastructure (i.e. significant construction or improvement of facilities). Please include Planning Approvals from the Shire
- Funding for a specific event or program
- Prize money.

Does the project meet the objectives of the Shire of Shark Bay Strategic Community Plan 2020-2030? Copy of the Plan can be found on the Shire's website.

- Economic A progressive, resilient and diverse economy
- Environment Help protect our unique natural and built environment
- Social A safe, welcoming and inclusive community

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

Outline the project goals and how they will benefit Shark Bay community (*minimum of one objective*):

Economic: (*max 150 words*)

1. A significant percentage of the grant money will be spent at a local business - SB Marine and Hardware
2. The equipment provided will allow the Men's Shed to offer training workshops to adults and teenagers on how to use basic woodworking tools
3. The equipment will allow shed members to perform a wider range of tasks for people in the local Shark Bay community
4. The equipment will make a wider range of equipment available for borrowing by Shed members.
4. The additional equipment will attract new members to the Men's Shhed

Environment: (*max 150 words*)

1. The skills provided to participants will assist them in repairing items at home without the need to dispose of the broken items at the tip.
2. The skills provided participants will encourage participants to do more projects with wood at home. That wood could be sourced from the Council tip.
3. Timber for the workshops themselves will be sourced from the local tip.

Social: (*max 150 words*)

1. The workshops will demonstrate the value of the Men's Shed to the Shark Bay Community.
2. The workshops will provide participants with a wider range of skills which they can share with members of the Shark Bay community.
3. The workshops will bring different age groups and sexes together in learning experiences which will be mutually beneficial.
4. It is hoped that the SB Youth Group become regular members of the Shed and appreciate its value.
5. It is hoped that the women participating in the workshops will see the value of the Shed and what it has to offer and form their own Shed group which will meet regularly at the Shed.
6. Future workshops could provide community education workshops involving plumbing and painting.

Please list other organisations involved in this project (*if applicable*)

Name of Organisation	Project Involvement
SB War Against Waste	Provide resources, participants
SB Youth Group	Participants
Shark Bay CRC	Positive support through advertising

Project Referees:

Please provide two referees (*that is not associated with your organisation*) that are in support of your application, alternatively you can attach letters of support.

Name	Phone	Email	Organisation and position held

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

SIGNIFICANT EVENT - ONLY

If your project is a **Significant Event** will it attract additional visitors to town? If so, how many additional visitors are you planning for?

- 50-100
- 100-200
- 200-300
- Over 500

Will you be charging an entry fee to attend the event?

- Yes
- No

If Yes, how much? _____

PROJECT BUDGET

Please provide a budget description of how the Shire of Shark Bay funds, your organisation contribution and other funding source (*if applicable*). Please attach quotes with details of each expenditure item being spent.

Expenditure Item Description (i.e. materials, equipment, advertising, catering, prizes)	Shire of Shark Bay Grant (\$)	*In-Kind (\$)	Other Funding Amount (\$)	Other Funding Organisation Name (your organisation or external)
Battery-operated tool sets	1992.00			
Heavy duty tools	1754.50			
Small tools	293.50			
Safety equipment	457.40			
Expendables	366.50			
Volunteer time		2500		
Total	\$ 4863.90	\$ 2500	\$	

***In-Kind value:** Number of volunteers x hours worked directly on project x \$25 per hour

Will any of your expenditure items be spent locally with Shark Bay businesses?

- Yes
- No

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

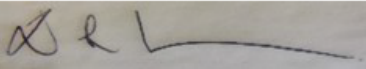
PART 6 – ADDITIONAL INFORMATION

Please attach a copy of the following:

- Organisation's most recent (Audited) Financial Statement
- Quotations for expenditure items

PART 7 – DECLARATION

I hereby certify that I am the authorised person to sign on behalf of the organisation and that the information is correct. I have read, understand and agree to abide by the conditions set out in the Shire of Shark Bay Community Assistance Grants guidelines.

NAME	David Lergessner
SIGNATURE	
POSITION IN ORGANISATION	Secretary / Treasurer
DATE	05/09/21

Bunnings Individual Price list

Geraldton

181 North West Coastal Highway

GERALDTON AU 6530

View store details

Choose another store

Collection options

Click & Collect
Drive & Collect
Learn More

You can decide on either option once you receive your 'ready to collect' email.

1 item(s) unavailable for Click and Collect at our Geraldton store. What would you like to do?

Find item(s) in a nearby store

Remove item(s) from cart



I/N:6010358

Craftright 100mm Swivelling Bench Vice

1

\$32.⁹⁸
Remove

Orders after 4pm will be processed the next trading day.

Change to Delivery



I/N:6117702

Craftright 4 Piece Adjustable Wrench Set

1

\$26.⁹⁵

Remove

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:0095320

Craftright 20oz Solid Claw hammer

1

\$9.⁶⁵

Remove

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:0154791

Craftright 200mm Combination Plier

1

\$9.⁹⁵

Remove

Item out of stock
Change to Delivery



I/N:0023164

Trojan 10 Piece Mini File Set

1

\$19

[Remove](#)

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:5860102

Craftright 100mm Heavy Duty G Clamp

1

\$11.99

[Remove](#)

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:0191085

Trojan 300mm Tubular Hack Saw

1

\$7.⁹⁵

Remove

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:0126910

Trojan Mini Long Nose Plier

1

\$5.⁹⁵

Remove

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:5760010

Craftright 450g / 16oz Rubber Mallet

1

\$6.⁹⁵

Remove

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:6060225

Craftright 19 Piece Screwdriver Set

1

\$9.⁸⁵

[Remove](#)

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:6110227

Craftright 16 Piece Spanner Set

1

\$19.⁹⁵

[Remove](#)

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:5660591

Craftright 300mm Combination Square

1

\$9.⁹⁸

Remove

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:5710947

Irwin 500mm 8PT Jack Hand Saw

1

\$9.⁹⁸

Remove

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:6060278

Craftright 25 Piece Hex Key Set

1

\$5.⁴⁵

Remove

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:0056804

Ryobi 13 Piece Metric High Speed Steel Drill Bit Set

1

\$18.⁹⁵
Remove

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:5660481

Craftright 8m Tape Measure

1

\$4.⁹⁵
Remove

Item out of stock
Change to Delivery



I/N:5821087

Protector Disposable Nuisance Dust Masks - 50 Pack

1

\$13.²⁵
Remove

Item out of stock
Change to Delivery



I/N:0054518

3M Disposable Ear Plugs - 80 Pairs

1

\$19.⁸⁵
Remove

Item out of stock
Change to Delivery



I/N:5810665

EyeShields Safety Glasses

1

\$2.⁶⁵
Remove

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:3370398

Hard Yakka Medium Black Legends Shaped Knee Pads

1

\$9.⁹⁹

Remove

Item not available for Click & Collect at this store.
Change to Delivery



I/N:0018263

Eclipse Predator Hacksaw Blade - 3 Pack

1

\$10.⁹⁵

Remove

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:2410364

Maccsim 270 Piece Assorted Treated Pine Screw Pack

1

\$12.⁸⁰
Remove

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:1662680

Gorilla 236ml Wood Glue

1

\$12.⁹⁰
Remove

Orders after 4pm will be processed the next trading day.
Change to Delivery



I/N:0195860

Ozito PXC 18V Cordless 5 Piece Kit

1

\$249
Remove

Orders after 4pm will be processed the next trading day.
Change to Delivery
Bunnings Special Order

29 SEPTEMBER 2021



I/N:0029841

Stanley 5 Piece 5002 Series Chisel Set

1

Collect between Wed 15 - Fri 24 Sep

\$29
Remove

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Bunnings Quote

Tools	Quantity	Cost per Item	Total Cost	
Power tool set	8	\$ 249.00	\$ 1,992.00	\$ 1,992.00
Bench vise	4	\$ 32.98	\$ 128.00	
Adjustable wrench set	10	\$ 26.95	\$ 269.50	
Chisel set	5	\$ 29.00	\$ 145.00	
Claw hammer	10	\$ 9.65	\$ 96.50	
Combination pliers	10	\$ 9.95	\$ 99.50	
File set	10	\$ 19.00	\$ 190.00	
G clamps	10	\$ 11.99	\$ 119.90	
Hacksaw	10	\$ 7.95	\$ 79.50	
Longnosed pliers	10	\$ 5.95	\$ 59.50	
Mallet	10	\$ 6.95	\$ 69.50	
Screw driver set	10	\$ 9.85	\$ 98.50	
Spanner set	10	\$ 19.95	\$ 199.50	
Square	10	\$ 9.98	\$ 99.80	
Wood saw (Jack hand saw)	10	\$ 9.98	\$ 99.80	\$ 1,754.50
Allen key set	10	\$ 5.45	\$ 54.50	
Drill bit set	10	\$ 18.95	\$ 189.50	
Measuring tape	10	\$ 4.95	\$ 49.50	\$ 293.50
Dust masks	10	\$ 13.25	\$ 132.50	
Eye protection	10	\$ 2.65	\$ 26.50	
Ear protection	10	\$ 19.85	\$ 198.50	
Knee pads	10	\$ 9.99	\$ 99.90	\$ 457.40
Hacksaw blades	10	\$ 10.95	\$ 109.50	
Screws (various sizes)	10	\$ 12.80	\$ 128.00	
Wood working glue	10	\$ 12.90	\$ 129.00	\$ 366.50

TOTAL \$ 4,863.90

*Individual prices as seen in attached document

29 SEPTEMBER 2021

13.0 TOWN PLANNING REPORT

**13.1 PROPOSED VERANDAH ADDITION TO EXISTING SINGLE HOUSE – LOT 240 (139) KNIGHT TERRACE, DENHAM
P4001**

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire – Section 5.60A of *Local Government Act 1995*

Moved Cr Ridgley
Seconded Cr Fenny

Council Resolution

That Council:

- 1. Approve the application for a (verandah) addition to an existing single house on Lot 240 (139) Knight Terrace, Denham subject to the following conditions and footnotes:**
 - (i) The plans lodged with this application shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer.**
 - (ii) All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land or road reserve unless otherwise approved in writing by the Chief Executive Officer.**
 - (iii) If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.**

Footnotes:

- (a) Planning consent is not an approval to commence any works. A separate building permit must be obtained for all work.**
- (b) The proposed verandah addition will have a minimum finished floor level less than the recommended 4.2m Australian Height Datum level. The verandah area may be subject to inundation.**

5/0 CARRIED

29 SEPTEMBER 2021

BACKGROUND

The lot has an approximate area of 988m² and has been developed with a single house.



Location Plan

A photograph of the existing house is included overpage for ease of reference.

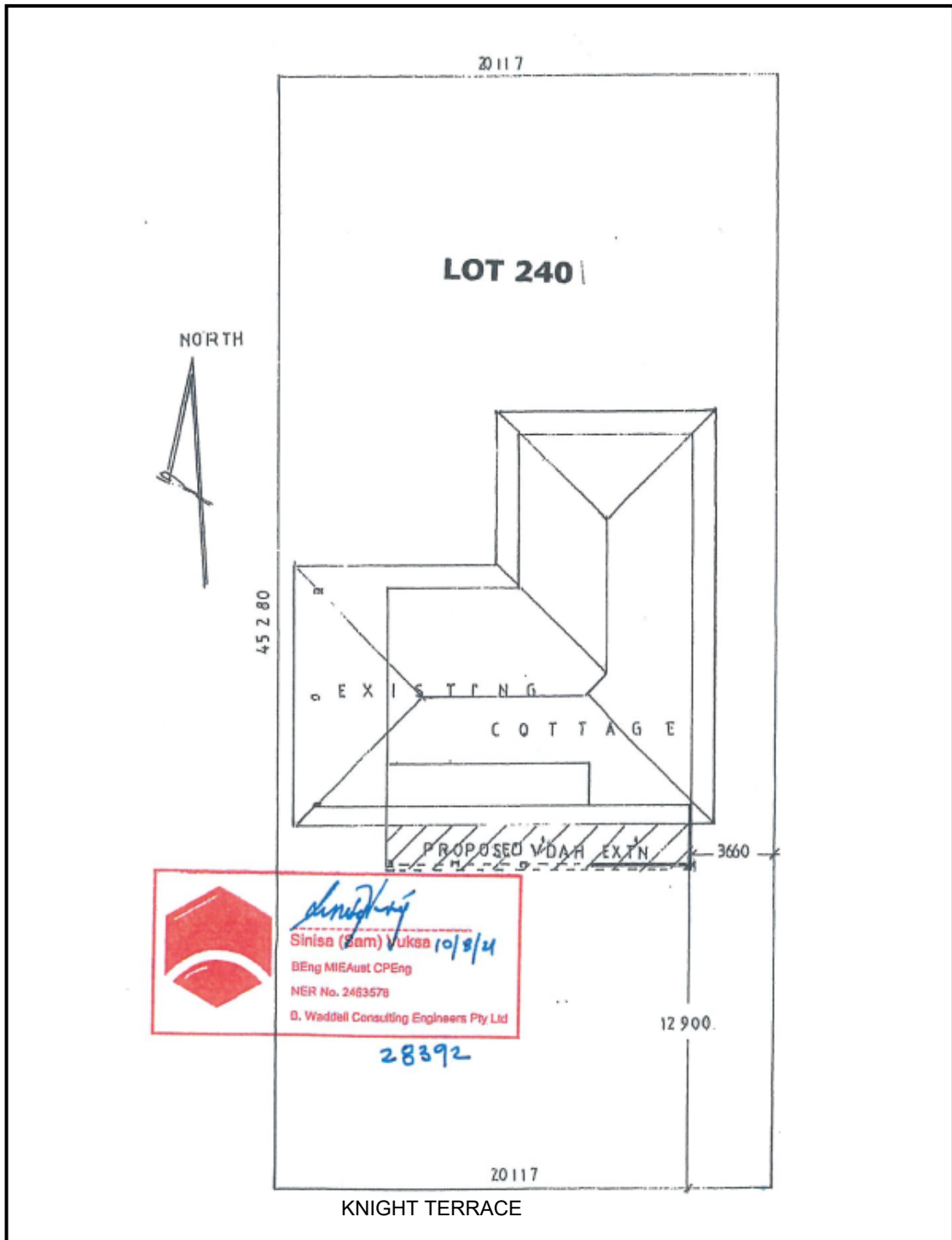


COMMENT

- ***Description of application***

An application has been lodged for a front verandah addition to the existing house.

The verandah is proposed to setback 12.9 metres from the front lot boundary and will have a total roof area of 30.24m². A site plan is included below.



- **Residential Design Codes – Single House Addition**

The proposed addition complies with all aspects of the Residential Design Codes ('the Codes') including setbacks and site open space.

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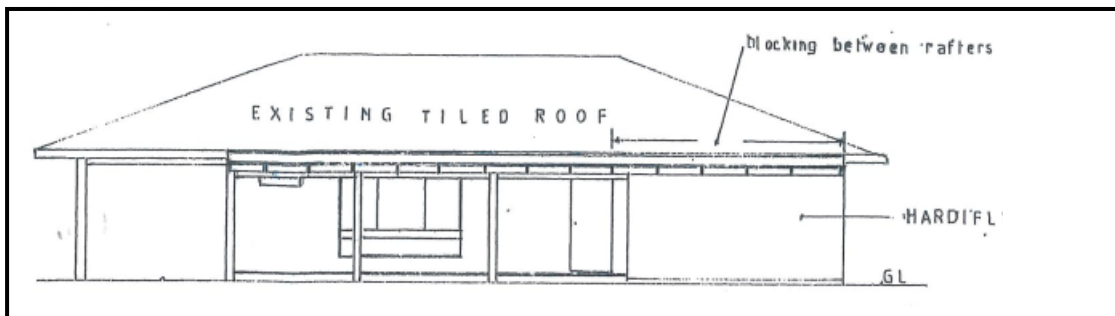
The only reason that the proposal requires planning approval is that it is on 'Land Subject to Inundation' and the finished floor level is less than 4.2m Australian Height Datum.

- ***Land subject to Inundation and minimum Finished Floor Levels***

The Shire's Scheme requires a minimum finished floor level of 4.2 metres Australian Height Datum for land that is 'subject to inundation'. The Scheme maps do not define the area considered to be 'subject to inundation' and the area affected is determined by the Shire.

Historically higher finished floor levels have been applied to all new development fronting Knight Terrace. It is generally accepted that the coastal facing lots are clearly vulnerable to coastal storm surge.

The verandah is proposed at the same level of the existing house, which is less than 4.2 metres Australian Height Datum.



Above: Proposed front elevation showing verandah

Council has discretion under the Scheme to allow a lesser floor level for a minor extension to existing development.

Town Planning Innovations recommends conditional approval of the proposed verandah as it is a minor addition, and it is practical to construct at the same level as the existing house.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 -

Regulation 67 outlines 'matters to be considered by Council' including and not limited to the aims and provisions of the Scheme, orderly and proper planning, any approved state policy, the compatibility of the development with its setting including to development on adjoining land, amenity, loading, access, traffic and any submissions received on a proposal.

Shire of Shark Bay Local Planning Scheme No 4 -

The lot is zoned 'Residential' with a density code of R30 under the Shire of Shark Bay Local Planning Scheme No 4 ('the Scheme').

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Clause 32.1 of the Scheme applies to 'Land Subject to Inundation' and states as follows:

- (a) No development shall be constructed upon any land within an area considered by the local government as being vulnerable to coastal storm surge inundation unless granted specific development approval by the local government.
- (b) The local government shall require any new development within an area as being vulnerable to coastal storm surge inundation to comply with a minimum finished floor level not less than RL 4.2 metres AHD.
- (c) Notwithstanding Clause 32.1(b), Council has discretion to consider a minimum finished floor level less than RL 4.2 metres AHD for non-habitable development that is detached from any single house or dwelling unit on the same lot in the Denham townsite and / or any minor non habitable development that is ancillary to existing tourist development in the Scheme Area.
- (d) In considering applications for development in areas vulnerable to coastal storm surge inundation, the local government may have regard to any Local Planning Policy or any site specific coastal storm surge inundation report acceptable to the local government.
- (e) Notwithstanding Clause 32.1(b), the local government has discretion to consider and require alternative minimum finished floor levels where:
 - (i) The proponent provides a site specific coastal storm surge inundation report by a suitably qualified professional coastal engineer that is acceptable to the local government and clearly identifies appropriate alternative minimum finished floor levels and / or;
 - (ii) Approval of the development is consistent with variations allowable under the relevant State Coastal Planning Policy; and /or
 - (iii) The proposed development only involves refurbishment of an existing building or a minor extension to an existing development.

Under Schedule A of the Scheme additions to a single house that comply with the Residential Design Codes are exempt from planning approval except where the land is 'subject to inundation'.

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for planning advice.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

14 September 2021

29 SEPTEMBER 2021

13.2 PROPOSED SINGLE HOUSE – LOT 213 (6) EDWARD STREET, DENHAM
P1370

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire –
Section 5.60A of *Local Government Act 1995*

Moved Cr Smith
Seconded Cr Ridgely

Council Resolution

That Council:

1. **Note that the application for a single dwelling on Lot 213 (6) Edward Street, Denham has been advertised for public comment and no submissions were received.**
2. **Note that imposition of Condition (i) and (ii) are discussed in the body of this report for Council deliberation.**
5. **Approve the Development Application No 10/2021 for a single house on Lot 213 (6) Edward Street, Denham subject to the following conditions and footnotes:**
 - (i) **Prior to the issue of a Building Permit, revised plans are to be submitted that include a 4 metre wide and 1.6 metre high privacy screen along a portion of the rear balcony. The revised plans shall be approved separately in writing by the Chief Executive Officer, and form part of this planning approval.**
 - (ii) **Prior to the issue of a Building Permit, a landscaping plan shall be submitted for separate written approval of the Chief Executive Officer. The plan shall show proposed landscaping for the first tier of retaining proposed parallel to Edwards Street. All approved landscaping is to be adequately maintained to the satisfaction of the Chief Executive Officer.**
 - (iii) **The upper storey windows on the south elevation to have a sill height over 1.6 metres (highlight windows) and permanent fixed 1.6 metre high screening shall be provided to the sides of the balcony on the south elevation.**
 - (iv) **Vehicle parking (2 tandem spaces) shall be provided on site to a trafficable standard to the satisfaction of the Chief Executive Officer.**
 - (v) **The owner to install and construct a new crossover out of:**

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- a. **A 150 mm compacted and water bound road base driveway, sealed with two coat of bitumen and topped with an approved aggregate; or**
- b. **A minimum of 100 mm reinforced concrete over a compacted sub-base; or**
- c. **A minimum of 50 mm thick brick pavers.**

within 12 months from the issue of a building permit or an alternative time period approved separately by the Chief Executive Officer in writing.

- (vi) **No clothes drying devices shall be erected or clothes dried outside in an area which is visible from the street at any time.**
- (vii) **All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land or road reserve unless otherwise approved in writing by the Chief Executive Officer.**
- (viii) **If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.**

Footnotes:

- (a) **Planning consent is not an approval to commence any works. A separate building permit must be obtained for all work.**
- (b) **This approval is for a single house only and does not constitute approval for any short stay or holiday accommodation. Separate planning approval is required for any future proposed change of use.**
- (c) **In regards to Condition (v), the owner / applicant is advised to contact the Shires Manager of Works and arrange a pre-construction crossover inspection.**
- (d) **The lot is within a declared bushfire prone area. The Bushfire Attack Level report will be examined as part of the separate building permit process.**

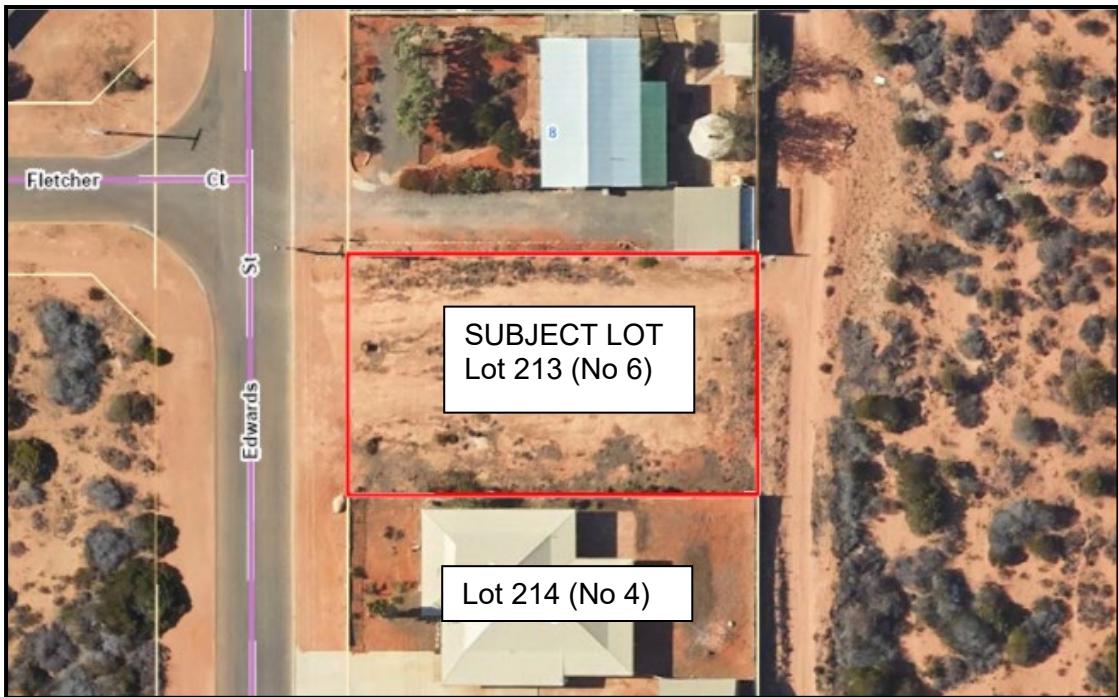
5/0 CARRIED

BACKGROUND

• Zoning

The lot is zoned 'Residential' with a flexible density code of R10/20 under the Shire of Shark Bay Local Planning Scheme No 4 ('the Scheme'). The lot has an approximate area of 866m² and is vacant.

A location plan is included over page.



Location Plan

- **Site Description**

The lot slopes downwards from east to west as evident in the site photographs provided as follows:





- ***Lodgement***

A planning application was lodged on the 26 May 2021. The application was not accepted for processing as no Natural Ground Levels or Finished Floor Levels were provided. Revised plans were lodged on the 9 August 2021 and included survey levels.

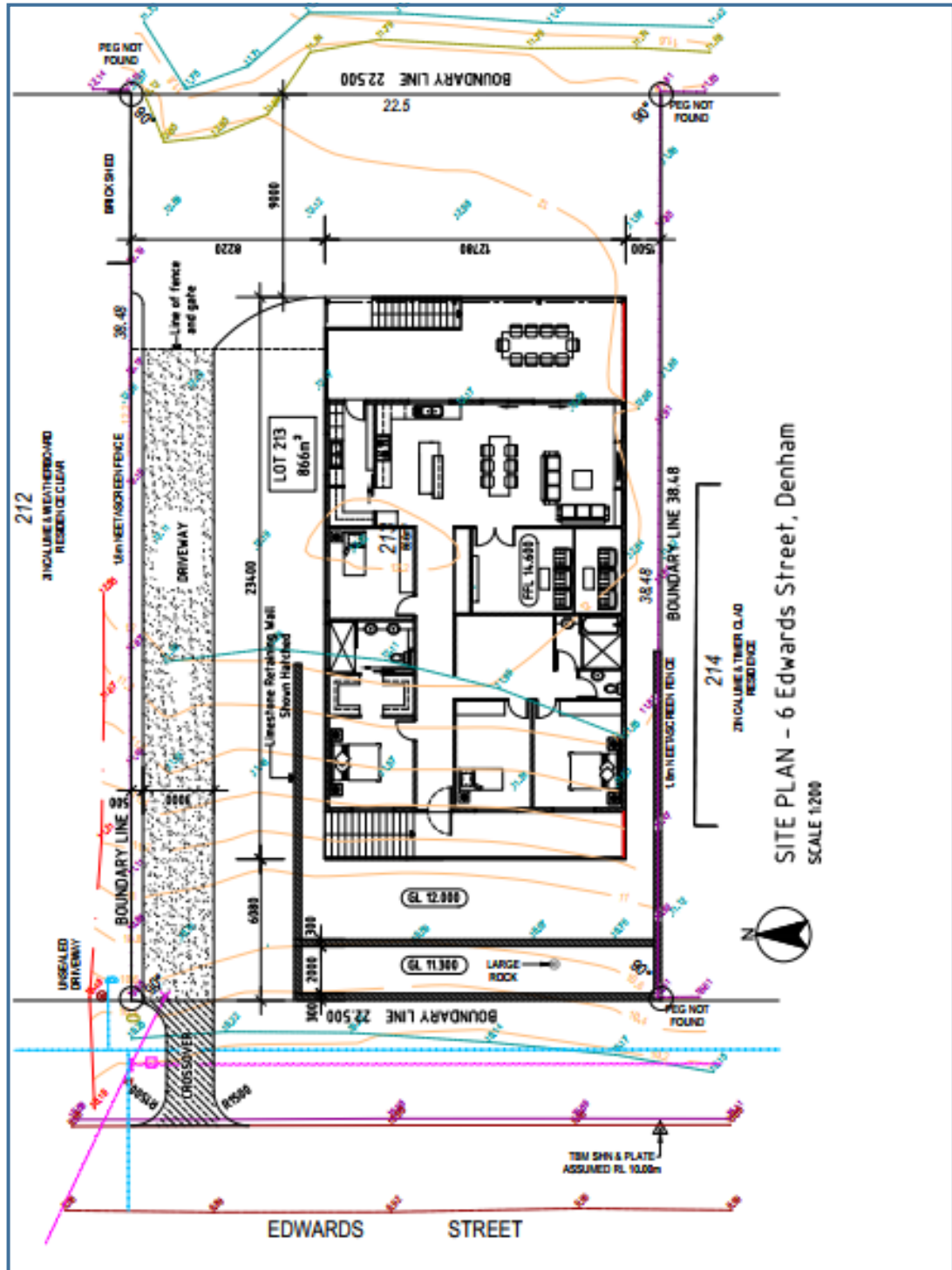
A Bushfire Attack Level report has been lodged however bushfire matters do not need to be examined at the planning application stage under State Planning Policy 3.7 as the lot has an area less than 1,100m².

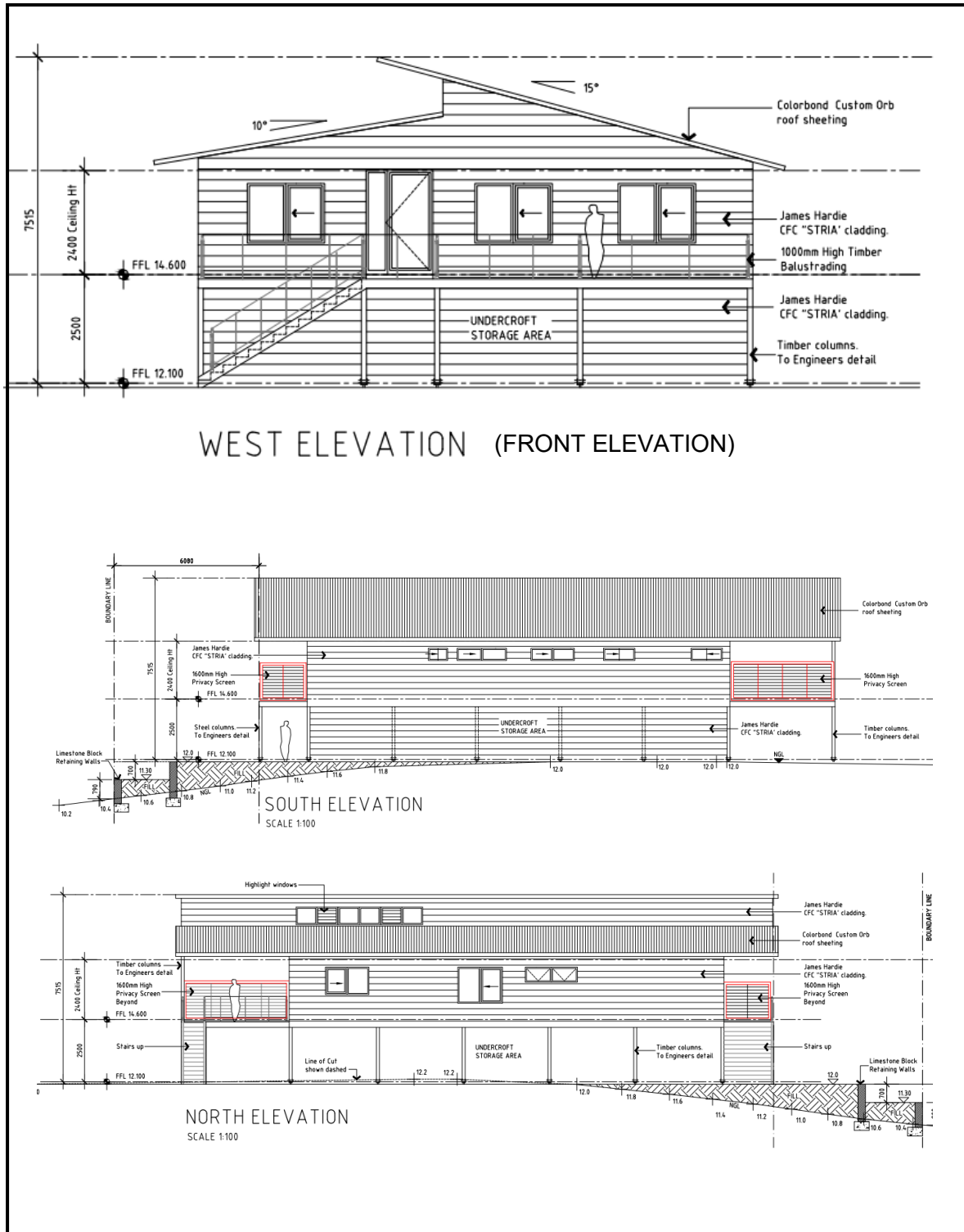
COMMENT

- ***Description of application***

The application proposes a single house and retaining walls. The dwelling incorporates all living areas on an upper storey and proposes storage at ground level.

Plans are included over page.





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- **Residential Design Codes – Single House**

The Residential Design Codes ('the Codes') have two separate options for the assessment of development including 'Deemed to Comply' criteria and 'Design Principles'.

Under the Residential Design Codes there are specific 'Deemed to Comply' requirements for single dwellings.

The application complies with the 'Deemed to Comply' requirements of the Residential Design Codes with the exception of:

- (i) A side setback variation (south side);
- (ii) A privacy setback variation for a portion of the rear verandah;
- (iii) Excavation and fill in the front setback area, unless the Shire determines it necessary for pedestrian access.

The variations are explained individually below.

- **Side Setback Variation (South Elevation)**

Side setbacks are calculated based on the wall height, wall length and whether the wall has major openings (windows).

The 'Deemed to Comply' setback is 2.2 metres to the southern side boundary, and the applicant proposes a 1.5 metre setback.

Council has discretion to support the side setback variation taking into consideration impact of building bulk, adequate sunlight and ventilation, and minimising the extent of loss of privacy.

It should be noted that the design complies with the overshadowing and building height requirements of the Residential Design Codes. Highlight windows and side screening to the front and rear balconies are proposed on the south elevation to minimise overlooking.

It is recommended that the side setback variation be supported.

- **Privacy and Overlooking Setbacks**

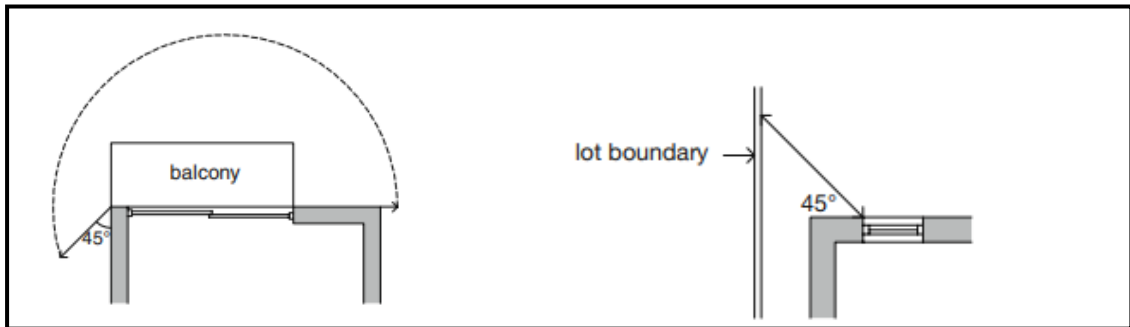
Under the Codes, major openings and unenclosed outdoor active habitable spaces, which have a floor level of more than 0.5m above natural ground level, have to achieve minimum privacy setback distances as prescribed below :

- 4.5 metres in the case of bedrooms and studies;
- 6.0 metres in the case habitable rooms other than bedrooms and studies; and
- 7.5 metres in the case of unenclosed outdoor active habitable spaces (balconies, decks, verandahs and the like).

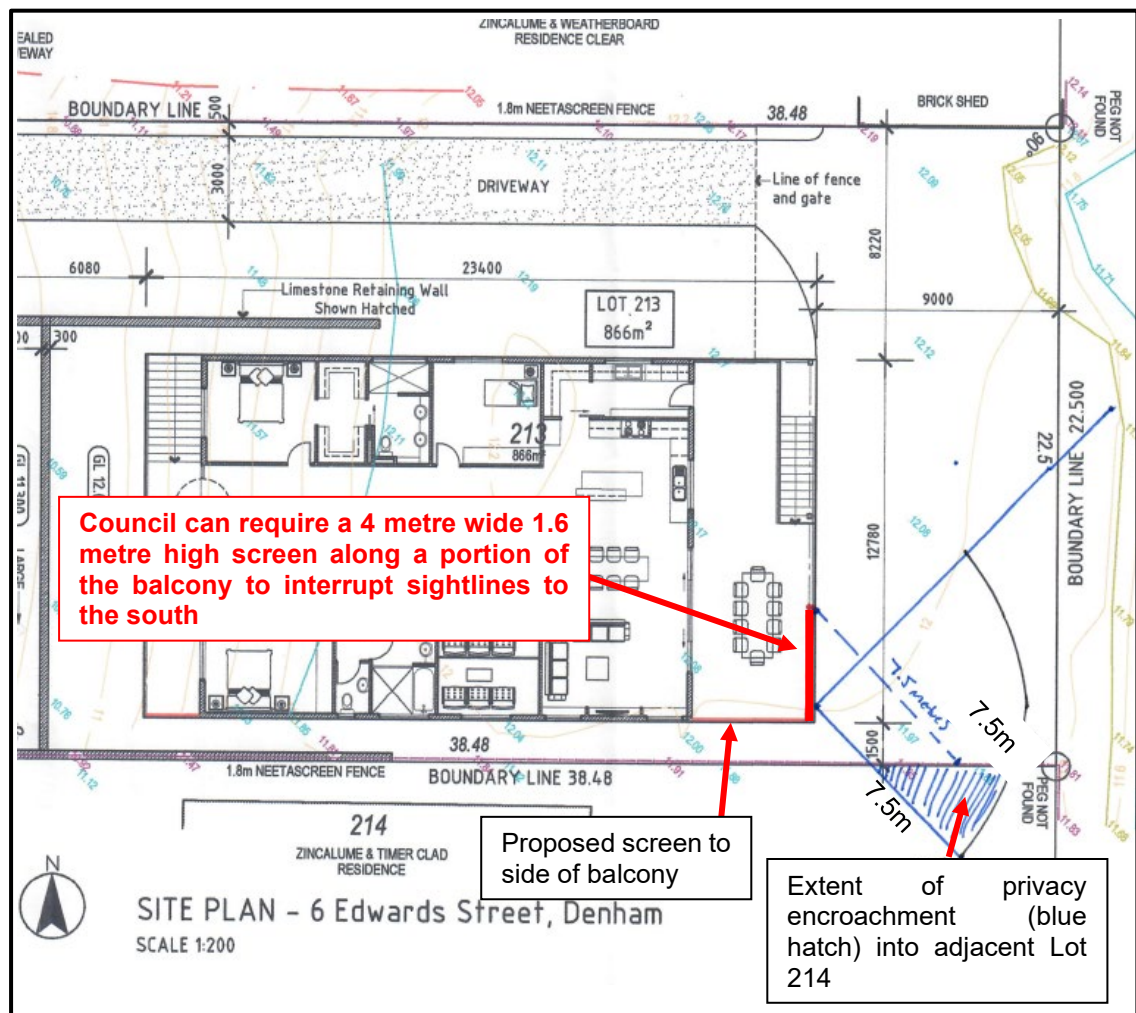
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The privacy setbacks are measured using a 'cone of vision'. A cone of vision examines viewing at a 45 degree angle – refer examples below.



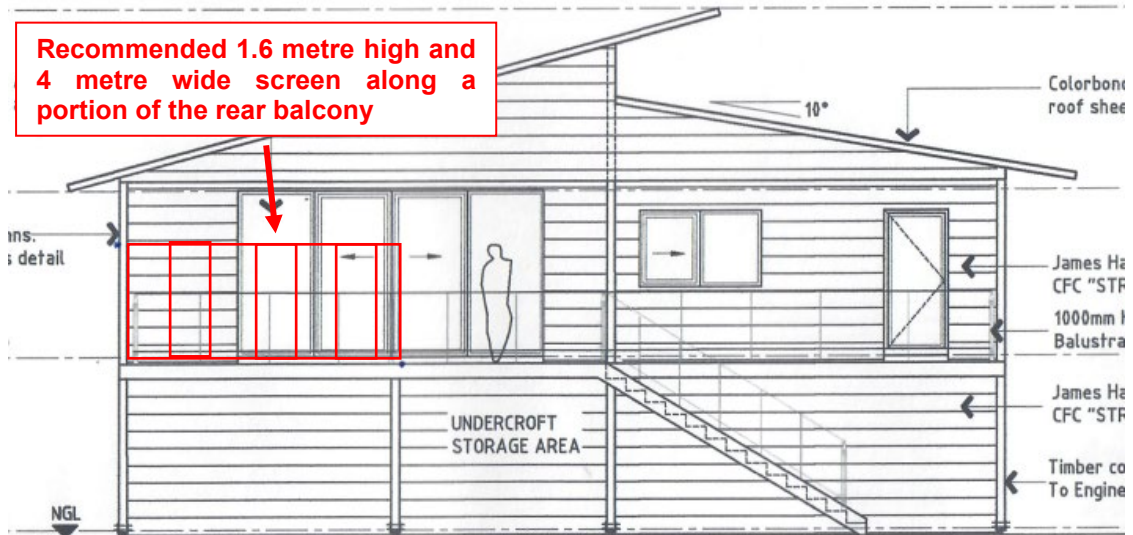
The design complies with all privacy and overlooking setbacks with the exception that there is potential overlooking from the rear balcony to the south, which is the rear yard of adjacent Lot 214 (No 4) Edwards Street – refer plan below.



There are two options in regards to the privacy setback variation as follows:

OPTION 1 – REQUIRE SCREENING

It is recommended that Condition (i) be imposed to require a portion of the rear balcony to be screened to minimise overlooking to the southern neighbouring Lot 214.



Utilisation of screening will bring the design into conformance with the Residential Design Codes and is consistent with the Design Principles of the Codes which state as follows:

TABLE 1 – DESIGN PRINCIPLES	
5.4.1	Design Principles
P1.1	<p><u>Minimal</u> direct overlooking of active habitable spaces and outdoor living areas of adjacent dwellings achieved through:</p> <ul style="list-style-type: none"> • building layout and location; • design of major openings; • landscape screening of outdoor active habitable spaces; and/or • location of screening devices.
P1.2	<p><u>Maximum</u> visual privacy to side and rear boundaries through measures such as:</p> <ul style="list-style-type: none"> • offsetting the location of ground and first floor windows so that viewing is oblique rather than direct; • building to the boundary where appropriate; • setting back the first floor from the side boundary; • providing higher or opaque and fixed windows; and/or • screen devices (including landscaping, fencing, obscure glazing, timber screens, external blinds, window hoods and shutters).

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OPTION 2 – SUPPORT PRIVACY SETBACK VARIATION

If Council is satisfied that the design minimises direct overlooking and maximises privacy to the side boundary (in accordance with the Principles in Table 1 above) it can approve the privacy setback variation 'as is' without any screening.

If Council supports Option 2 it can delete recommended Condition (i) in the officer recommendation.

The privacy setbacks only apply to 'major openings' which is defined in the Codes and *'does not include an opening with a sill height not less than 1.6m above floor level'*.

The privacy setbacks do not apply to the highlight windows along the south elevation, or non habitable rooms.

• ***Retaining Walls / Filling in the front setback area***

The Residential Design Codes require:

- (i) Retaining walls to be located behind the front setback area.
- (ii) Filling in the front setback area to be limited to 0.5 metres *'except where necessary to provide for pedestrian access'*.
- (iii) Retaining walls that result in land to be effectively used and be landscaped.

Due to the slope at the front of Lot 213 two tiers of retaining walls are proposed in front of the proposed dwelling. The first tier will have a height between 0.79 to 0.9 metres and the second tier will have a height of 0.7 metres.

The proposed retaining walls are supported by Town Planning Innovations as:

- (a) they will provide better pedestrian access to the front of the dwelling from the street and driveway;
- (b) the terracing lessens and staggers the visual impact of the retaining on the streetscape;
- (c) landscaping can be required to further reduce the visual impact of retaining adjacent to the street.

Council can include or delete recommended Condition (ii) depending on whether landscaping is supported.

• ***Consultation***

The application has been referred to nearby and adjacent landowners for comment. Advertising closed on the 24 June 2021 and no submissions have been received.

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LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 -

Regulation 67 outlines 'matters to be considered by Council' including and not limited to the aims and provisions of the Scheme, orderly and proper planning, any approved state policy, the compatibility of the development with its setting including to development on adjoining land, amenity, loading, access, traffic and any submissions received on a proposal.

Shire of Shark Bay Local Planning Scheme No 4 – Explained in the body of this report.

POLICY IMPLICATIONS

Vehicle crossovers are subject to Councils Crossover Policy which sets set out what constitutes a 'standard crossing' from the paved portion of a road to a property boundary for use by vehicles.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for planning advice.

STRATEGIC IMPLICATIONS

Any decision on this application in regards to retaining in the front setback area may set a precedent for new development in Edwards Street.

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

17 September 2021

29 SEPTEMBER 2021

14.0 TOURISM, RECREATION AND CULTURE REPORT

14.1 REQUEST FOR THE SHIRE OF SHARK BAY TO APPROVE COMMUNITY EVENT AT SHARK BAY SPEEDWAY VENUE
RES40771

AUTHOR

Community Development Officer

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Ridgely
Seconded Cr Smith

Council Resolution

That Council approve Shark Bay Speedway Club to host the Tom Curtain & Katherine Outback Experience Tour on 7 November 2021 at Reserve 40771 – Speedway.

5/0 CARRIED

BACKGROUND

Katherine Outback Experience is an award winning tourism business based in Katherine, Northern Territory that involves the training of stock horses, working dogs and country music, and is run by musician Tom Curtain. For the last 5 years the business has been travelling around the country as the Tom Curtain & Katherine Outback Experience Tour, with a focus on spreading the Dolly's Dream anti-bullying message.

The Katherine Outback Experience Tour has expressed interest in performing their show in Denham on 7 November 2021, with an Outback Show from 4:00pm to 5:15pm followed by a country music concert from 5:30pm to 7:00pm. To run the event Katherine Outback Experience requires a 25m x 25m fenced off sand or grass area, with attendees to provide their own chairs and rugs to sit on to watch the show.

The event is a ticketed event, charging \$44 per adult and \$25 for children above the age of 5, with all ticket proceeds going to Katherine Outback Experience to cover entertainment costs. The business does not charge any other fee, including hosting fees, regardless of whether ticket proceeds cover all entertainment costs.

The Shark Bay Speedway Club are requesting Council approval to host the show at Reserve 40771 – Speedway as a one-off event. The Shark Bay Speedway Club will provide the venue and required insurance, as well as running a licensed bar and canteen, and promoting the event. Reserve 40771 – Speedway is the preferred venue for this event.

COMMENT

The Katherine Outback Experience Tour would be an opportunity for the town to experience a unique event, and the tour will have a positive economic and social impact, with minimal outgoing costs. The visiting company will bring money back into town and if the event is promoted in neighbouring towns there is the potential to bring

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other visitors who will spend money locally. Any money that is spent on food, drinks or fundraising activities throughout the event will be purchased through local community groups.

Reserve 40771 - Speedway is vested with the Shire of Shark Bay for the purposes of Speedway. As such, Council approval is required for the use of the venue for the Katherine Outback Experience Tour as a one-off event.

LEGAL IMPLICATIONS

The land is vested with the Shire of Shark Bay for the purposes of Speedway.

POLICY IMPLICATIONS

There are no policy implications for this report.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

STRATEGIC IMPLICATIONS

Social Objective: A safe, welcoming and inclusive community

Economic Objective: A progressive, resilient and diverse economy

RISK MANAGEMENT

There is no identified risks to Council.

VOTING REQUIREMENTS

Simple majority required.

SIGNATURES

Executive Manager Community Development *D Wilkes*

Chief Executive Officer *P Anderson*

Date of Report 16 September 2021

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Shark Bay Speedway Club Inc
PO Box 53
Denham WA 6537
sharkbayspeedwayclub@outlook.com

President: Shaun Burton, 0448 442 884

8th September 2021

Shire of Shark Bay Council
65 Knight Terrace
Denham WA 6537

Dear Councillors

RE: Community event at Shark Bay Speedway Club

The Shark Bay Speedway Club has been approached to provide the venue and facilities to host a ticketed professional horse and dog show at the Speedway track on the afternoon of the 7th November 2021. Our current lease however which expires in December, does not entitle us to use the venue for anything other than "speedway related purposes". As such we are writing to council to request on this occasion, the venue be approved to host this community event.

The entertainers operate a tourism business in Katherine, NT which involves the training of stock horses, working dogs and Country Music, called Katherine Outback Experience. They have also been working with schools as they travel through regions spreading the Dolly's Dream message about bullying.

The entertainers have implied they require a 25m x 25m fenced off area (the speedway track is fenced and suffice) to run the show, with access to toilets and power as well as a place to stay overnight with their truck, trailer and animals. Spectators will be encouraged to bring their own chairs to sit around and watch the hour outback show (from the grassed spectator area) and then the hour country music concert. They prefer to work horses on a sand surface but can work them on a grass surface as they have minimal impact on the grass as we have limited fast work, more walking and lying horses down to show the psychology behind the animal training.


The Shark Bay Speedway Club will with the support of council provide the venue and insurance required for the event as well as run a small licensed bar (which can't be run by youth orientated community groups). Shark Bay Youth Group and the Shark Bay P&C Association are keen to assist to ensure the event goes ahead for our community and have offered to;

- Ensuring those entering the premises have purchased a ticket
- Run a canteen
- Assist with fundraising (money boards etc)
- Promotion of the event.

After event expenses are paid, all funds raised directly from activities run by the Shark Bay Youth Group and Shark Bay P&C (canteen and money board fundraisers etc) will be donated back to them from our Club.

We look forward to your response and support of this collaborative community event.

Yours sincerely


Shaun Burton
President
Shark Bay Speedway Club Inc.

29 SEPTEMBER 2021



Katherine
Outback
Experience

TOM CURTAIN & KATHERINE OUTBACK EXPERIENCE TOUR PROSPECTUS

OUTBACK PRODUCTIONS



CONTENTS

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04	WHO WE ARE
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INTRODUCTION

Following the success of Tom Curtain's previous national tours, the Team is again planning to hit the road from mid October 2021 to March 2022.

The Tour combines Tom Curtain Music and his national award winning outback horse and dog show, Katherine Outback Experience (KOE) and will commence in Queensland in October 2021 before continuing into New South Wales (NSW) in January and Victoria (VIC) in February before returning to the Northern Territory (NT) in late March 2022.

The aim of the tour is to:

- Support rural and regional communities by bringing much needed entertainment to towns and regions that often miss out
- Raise awareness about the hardships encountered by rural communities in light of droughts, floods, fires and isolation
- Celebrate the strength and resilience of farmers and rural communities, particularly in tough times
- Address mental health and well-being by providing a platform for rural communities to come together and check-in with one another
- Continue spreading the Dolly's Dream anti-bullying message.

In order to achieve our goals, we are seeking the support of host venues and clubs/ committees to help bring the Tour to your community. The following document provides an overview of Tom Curtain Music, Katherine Outback Experience and the Tour. It also outlines the logistics and benefits of hosting an event in your community.

We would be grateful for your support in making this event possible.





WHO WE ARE

Tom Curtain is an award-winning entertainer, singer/songwriter, horseman, entrepreneur, family-man and spokesman for rural health, living and working in outback Australia.

Tom and his wife Annabel also own the national award winning Katherine Outback Experience, a tourist attraction based in Katherine, NT that operates over the Dry Season from April to October. The outback show is raw and real, celebrating life on the land through real horse-starting and working dog demonstrations, live music and storytelling. Now in its eighth season of operation, KOE is one of the NT's highest rated tourist attractions and in 2018 and 2019 was awarded Tourism NT's best Tourist Attraction, before winning bronze at the National Tourism Awards.

In 2018, Tom also won Australian Independent Country Music Artist of the Year and two prestigious Golden Guitars at the Tamworth Country Music Awards of Australia. He was also a finalist in the 2021 Golden Guitar Awards.

Over the summer months, the Team tour rural and regional Australia with the music and outback horse and dog show. The last four tours were:

- 2017/18: Territory Time Tour through WA
- 2018/19: Speak Up Tour through QLD, NSW and VIC
- 2019/20: We're Still Here Tour through QLD, NSW, VIC and SA
- 2020/21: In The West Tour through WA and SA

As the official ambassador of Dolly's Dream, the Tours aim to raise awareness about the impact of bullying and mental health in the bush. Moved by the tragic passing of Amy 'Dolly' Everett, who took her young life after being bullied, Tom released the single 'Speak Up' in 2018 from which all sale proceeds of the song have been donated to Dolly's Dream. To date, over \$25,000 has been raised. Tom has raised a further \$7,000 for Drought Angels through the sale of his 'We're Still Here' caps and shirts.



AWARDS AND ACCOMPLISHMENTS

MUSIC

- 2021 Finalist Golden Guitar Awards: Heritage Song of the Year
- 2019 No.1 debut on iTunes Country Album: We're Still Here
- 2018 Golden Guitar Awards: Heritage Song of the Year
- 2018 Golden Guitar Awards: Video Clip of the Year
- 2018 Winner of the Australian Independent Country Music Awards - Artist, Male Vocalist, Album and Single of the Year
- 2017 No.1 debut on iTunes Country Album: Territory Time

TOURISM

- 2020 Australian Tourism Awards Finalist: Best Tourist Attraction
- 2019 Tourism NT Brolga Award: Best Tourist Attraction
- 2019 Australian Tourism Awards Bronze - Best Tourist Attraction
- 2018 Tourism NT Brolga Award: Best Tourist Attraction
- 2018 Tourism NT Brolga Award: Best Visitor Experience Award
- 2017 Tourism NT Brolga Award Business Growth Award

KOE SOCIAL MEDIA

 **NO. 1** OF THINGS TO DO IN KATHERINE
NO. 2 ATTRACTION IN THE NT

 **24K** FOLLOWERS

 **10.7K** FOLLOWERS

TOM CURTAIN SOCIAL MEDIA



 **17.3K** FOLLOWERS

 **8.7K** FOLLOWERS

COMBINED SOCIAL MEDIA

 **NO. 1** OF THINGS TO DO IN KATHERINE
NO. 2 ATTRACTION IN THE NT

 **41.3K** FOLLOWERS

 **19.4K** FOLLOWERS



THE TOUR

Combining Tom Curtain Music and the KOE outback show, the Tour will commence in October 2021, venturing through QLD, NSW and VIC before returning to the NT in March 2022.

The on-road show is entertaining, engaging, educational, family-friendly and interactive. It is also an opportunity for communities to come together, check-in with one another and enjoy some great Australian entertainment.

The Show includes:

- 1 hour of horsemanship and working dog demonstrations including hands-on fun for the kids
- 1/2 hour live music intermission
- 1 hour of live music by Tom Curtain and special guests.

Venue hosts have the option to tailor the event according to time and site constraints with some opting for just the music or just the outback show.

Horsemanship

Described as a 'Horse Whisperer' Tom has over 25 years in horse-starting and training. Tom uses natural horsemanship methods to get the best out of each horse, discussing the psychology between man and horse.

Working Dogs

With a team of working dogs of different ages, temperaments and levels of training, the dogs are simultaneously trained live in front of the audience providing an entertaining display of working dogs in action. Kids from the audience are also invited to help with training the dogs.

Live Music

The show is entwined with live music performances (some from the back of a horse). The last hour of the show is dedicated to live music.

We are passionate about working with local budding artists by providing a platform for them to perform to a captive audience. We also use the music to share the anti-bullying message and touch on topics such as mental health in the bush.

LOGISTICS

Insurance

KOE has Public Liability insurance for \$20 million nationwide to conduct events on private and public land. We are happy to provide a copy of our cover upon request.

Venue

- Needs to be designed in a way that enables the entry and exit to be controlled for ticketing/ crowd control purposes
- A 30 x 30 metre space is required for the horse and dog show in addition to space for guests. Our horse truck needs to be parked behind the 30 x 30 metre space and accessible throughout the show. We erect a small arena for safety.
- Lighting will be necessary if this is an evening show
- A contingency plan for wet weather (online ticketing is part of this)
- Access to power
- Access to toilets
- Sufficient space for guest parking
- Sufficient number of bins
- Are horses and dogs allowed on the premises? Do we need a permit?

Host/ Community Group

From our experience, these shows work best when we work with a local community group, committee or business to coordinate food and drink sales. The host will keep 100% of profits from food and drink sales.

Liquor License

From our experience, shows with a licensed bar have proven to be significantly more successful for the host than those without. Liquor licensing differs from state to state. QLD has relaxed licensing requirements for agricultural committees and WA has decreased the timeframe to 14 days prior to the Event for approval.

Event Applications

Some Councils require Event Applications. We have a lot of experience in compiling these documents and would be happy to assist.

Overnight Paddock/ Yard

Finally, we need a safe paddock or yard for the horses and somewhere to park our vehicles with the working dogs overnight. Some of our staff always stay with our beloved animals for added safety.



Katherine
Outback
Experience





TICKETING

Our Team organise and coordinate all ticketing through our online booking system even for free and sponsored events.

Online bookings are strongly encouraged so we can monitor sales and ensure sufficient space and staff are allocated to the event and assist with catering.

Online tickets significantly speed up entry times and enable us to track sales and make decisions to increase marketing spend leading up to the event if needed. We are also happy for box office/venue ticketing.

We often hear "locals don't book in advance" - trust us they do, particularly if they think tickets are going to run out!

Note: Tickets DO NOT need to be printed. We can scan them off smart phones or quickly look up the booking at the door (it takes two ticks).

MARKETING

Although KOE coordinates much of the marketing of the event through our website, social media platforms, radio and print media, assistance from hosts and venues is often the difference between a good event and a highly successful event for all involved!

As a venue/ host, we would require assistance with putting up posters around the local area, sharing information about the event on social media to local pages and helping to spread the word. We will send hard copies of the event posters or digital posters to be printed locally.

Please advise us of any local radio stations and media to help promote the event.

By working together we can really create a fun, community focused event that not only provides entertainment and brings people together, but is also an opportunity for fundraising for local organisations and businesses.

COVID-19

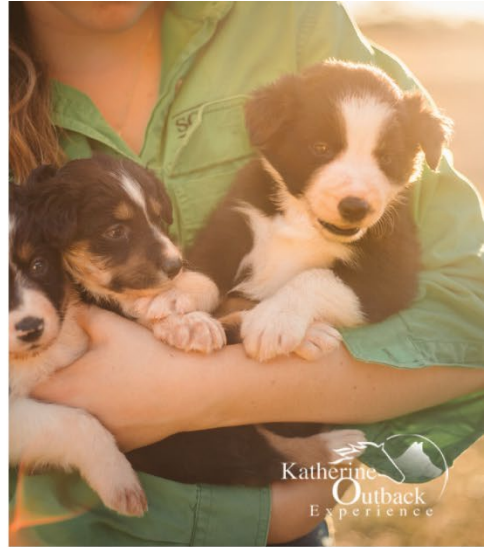
We are taking COVID-19 very seriously. As a tourism operator and event business, we felt the full brunt of the COVID-19 lockdowns. Our reputation is too valuable to risk negative attention for events that do not meet and exceed COVID-19 safety standards.

We were fortunate to recommence our shows and live music events in the NT in July and have been operating under the "new normal" standards since then.

Our Team will complete COVID-19 Safety Plans for each event. This is made easier by the fact our events are predominantly outdoors.

At all events, we will also ensure the following:

- 1.5m physical distancing for those outside of family cohorts
- At least 2sqm per person
- Availability of hand sanitiser at common contact areas including the check-in desk and merchandise desk
- Posters encouraging regular use of hand sanitiser and best practice
- Contact tracing through online ticket sales, the COVID Safe App and the option for manual records for those not able to use the Safe App
- Training of all staff and volunteers
- Advice to guests not to attend an event if they have experienced flu-like symptoms in the last 14 days or knowingly been in contact with someone from a declared hotspot
- The ability to reschedule or refund tickets if there is an outbreak and lockdown.



BENEFITS OF BEING INVOLVED

- Opportunity to bring a national award-winning singer/ songwriter and outback horse and dog show to your town for the greater benefit of the community
- Promote your local venue, community group, committee or business, and give back to the community
- Great fundraising opportunity for local community groups
- You are helping to spread the anti-bullying message and raise awareness about the impact of bullying
- Providing an opportunity for your community to come together, check-in with one another and bring a smile to the faces of local community members
- Providing a platform for local budding musicians to open for a nationally acclaimed singer/ songwriter.



29 SEPTEMBER 2021



TESTIMONIALS

13 Feb 2019

Mansfield Agricultural & Pastoral
Society
(Ticketed event, Mansfield, VIC)

"A top-class display of horsemanship, dog handling skills and live music talent made the "Speak Up" Tour an all-round entertaining event for all ages while at the same time promoting an important anti-bullying message. The committee was impressed by the professionalism and enthusiasm of Tom and Annabel which made organising the gig a straightforward affair for us. Patrons thoroughly enjoyed the show and we were able to make some profit on food and drink as a fundraiser to maintain our showgrounds. We would highly recommend this show as being a genuine Aussie country experience."

30 Jan 2019

Tourism & Events Coordinator for the
Upper Hunter Shire Council
(Sponsored Event, Scone, NSW)

"Tom is a true horseman who captivates all ages through his horse and dog show and his music is the icing on the cake!"

6 May 2018

St Brigids School Collie
Collie Trotting Club
(Sponsored Subsidised Tickets, Collie,
WA)

"What an amazing show! Annabel and Tom you made a great family fun night. All the kids had such a great time being involved in the dog show. The horse training part of the show captured so many people and they were amazed with what Tom did with this young horse in such a short time. Tom's singing created a fantastic and relaxing atmosphere and a great way to end the night. Thank you for bringing Katherine Outback Experience to our little town. So many people came and enjoyed every minute. We look forward to you coming back."

PAGE 12

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021



REGISTER NUMBER 350/DP193988	
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A

WESTERN AUSTRALIA
**RECORD OF QUALIFIED CERTIFICATE
OF
CROWN LAND TITLE**

VOLUME LR3111 FOLIO 631

UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997

NO DUPLICATE CREATED

The undermentioned land is Crown land in the name of the STATE of WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.

J. Hyatt
REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 350 ON DEPOSITED PLAN 193988

**STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)**

STATUS ORDER/INTEREST: RESERVE UNDER MANAGEMENT ORDER

PRIMARY INTEREST HOLDER: SHIRE OF SHARK BAY OF 42 HUGHES STREET, DENHAM
(XE I535731) REGISTERED 2 JULY 2003

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)**

- RESERVE 40771 FOR THE PURPOSE OF SPEEDWAY.
I535731 MANAGEMENT ORDER. CONTAINS CONDITIONS TO BE OBSERVED. WITH POWER TO LEASE FOR ANY TERM NOT EXCEEDING 10 YEARS, SUBJECT TO THE CONSENT OF THE MINISTER FOR LANDS. REGISTERED 2.7.2003.
- I372081 TAKING ORDER. THE DESIGNATED PURPOSE OF SPEEDWAY. AS TO PORTION ONLY. REGISTERED 3.2.2003.

- Warning: (1) A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required. Lot as described in the land description may be a lot or location.
(2) The land and interests etc. shown hereon may be affected by interests etc. that can be, but are not, shown on the register.
(3) The interests etc. shown hereon may have a different priority than shown.

-----END OF CERTIFICATE OF CROWN LAND TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP193988.
PREVIOUS TITLE: LR3119-551.
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
LOCAL GOVERNMENT AREA: SHIRE OF SHARK BAY.

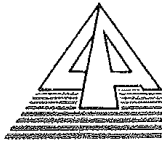
NOTE 1: A000001A CORRESPONDENCE FILE 02706-1986-01RO.
NOTE 2: I372080 ALTERNATIVE PARCEL IDENTIFIER - DENHAM LOT 350.

DOLA USE ONLY, COPY OF ORIGINAL, NOT TO SCALE
TIP Check: 13/10/2003 1:33:46 PM

Printed: 13/10/2003 1:34:23 PM Page: 1

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021



Department of
LAND ADMINISTRATION

Your Ref:

Our Ref: 2706/86 CA:LG

Telephone: 323 1614
Enquiries: C. ABEY

SHIRE CLERK
SHIRE OF SHARK BAY
PO BOX 126
DENHAM 6537



Dear Sir

I advise for your information that Executive Council has:-

1. Approved of Denham Lot 301 being set apart as Reserve No. 40771 for the purpose of "Speedway".
2. Issued an Order in Council, directing that Reserve No. 40771 (Denham Lot 301) shall vest in and be held by the Shire of Shark Bay in trust for the purpose of "Speedway" with power, subject to the approval in writing of the Minister for Lands being first obtained, to lease the whole or any portion thereof for any term not exceeding ten (10) years from the date of the lease.

Notice to this effect was published in the Government Gazette dated December 16, 1988 and I enclose a print showing the said reserve together with a Vesting Order.

Yours faithfully

AS
S. BURGESS
ACTING MANAGER
PROPERTY MANAGEMENT BRANCH
LAND OPERATIONS DIVISION

December 14, 1988

PM348L1

COUNCIL ATTENTION	
COUNCIL INFORMATION	
FILE	
DESTROY	

Telephone: (09) 323 1222 • Fax: (09) 323 1201 • Telex: Lands AA 93784 • Telegram: Landwest Perth
CENTRAL GOVERNMENT BUILDINGS, CATHEDRAL AVENUE, PERTH, 6000.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

*File 5
981*

FORM LAA-1023

DUPLICATE

SECTION 46

WESTERN AUSTRALIA
LAND ADMINISTRATION ACT 1997
TRANSFER OF LAND ACT 1893 AS AMENDED

MANAGEMENT ORDER (XE)

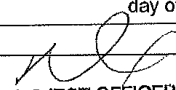
RESERVE DESCRIPTION (NOTE 1)	EXTENT	VOLUME	FOLIO
40771	Whole	3111	631

MANAGEMENT BODY (NOTE 2)
Shire of Shark Bay of 42 Hughes Street, Denham, WA, 6537.

CONDITIONS (NOTE 3)
1) To be used for the designated purpose of "Speedway" only.
2) Power to lease (or sub lease or licence) for the designated purpose is granted for the whole or any portion thereof for any term not exceeding ten (10) years from the date of the lease, subject to the approval in writing of the Minister for Lands being first obtained to each and every lease or assignment of lease, pursuant also to the provisions of section 18 of the Land Administration Act 1997.

THE MINISTER FOR LANDS (IN THE NAME OF AND ON BEHALF OF THE STATE OF WESTERN AUSTRALIA) ORDERS THAT THE CARE, CONTROL AND MANAGEMENT OF THE ABOVE RESERVE BE PLACED WITH THE ABOVE DESCRIBED MANAGEMENT BODY FOR THE PURPOSE FOR WHICH THE LAND IS RESERVED UNDER SECTION 41 OF THE LAND ADMINISTRATION ACT 1997, AND FOR PURPOSES ANCILLARY OR BENEFICIAL TO THAT PURPOSE SUBJECT TO THE CONDITIONS STATED ABOVE

Dated this *30th* day of *June* in the year *2021*

ATTESTATION

PROJECT OFFICER
PILBARA REGION
LAND ADMINISTRATION SERVICES

29 SEPTEMBER 2021

15.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There are no motions of which previous notice have been given for the September 2021 Ordinary Council meeting.

16.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Moved Cr Fenny
Seconded Cr Cowell

Council Resolution

That Council accept the tabling of urgent business items as follows:

**16.1 Meeting Report – Western Australian Local Government Association
State Conference Perth – September 2021**

5/0 CARRIED

**16.1 MEETING REPORT – WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION STATE
CONFERENCE PERTH – SEPTEMBER 2021**
GV00020

Author
Cr M Smith

Disclosure of Any Interest
Nil

Moved Cr Fenny
Seconded Cr Ridgely

Council Resolution

**That Council note the report from Councillor Smith from the Western Australian
Local Government Association State Conference – September 2021.**

5/0 CARRIED

Background

MEETING: WESTERN AUSTRALIAN LOCAL GOVERNMENT CONFERENCE
MEETING DATE: SEPTEMBER 2021
COUNCILLOR: CR SMITH
OTHER SHARK BAY COUNCILLORS/STAFF ATTENDING: CR SMITH WAS THE ONLY
COUNCILLOR TO ATTENDED THE WESTERN AUSTRALIAN LOCAL GOVERNMENT
CONFERENCE.

Local Government week is held annually for Councillors and Senior Council Staff.

Comment

Thank you to the Shire of Shark Bay for allowing myself the opportunity to attend the Western Australia Local Government Association Conference. It was a privilege.

29 SEPTEMBER 2021

The experience to meet, engage, listen, and discuss important issue with Councilors, Presidents, Mayor's as well State and Federal Leaders was knowledge building. It has enforced the important role Councillor's play as community leaders. Strong and coherent with good inclusive leadership is essential not only in good times but in time of hardship and disaster as was shared with us during a moving presentation from the Mundaring and Northampton Shires after on Wooroloo Fires and Tropical Cyclone Seroja.

There was a lot to take in over the four days and many import issue over Governance, Local Governments Roles in Communities and yes COVID. The impacts on all facets to Local Governments have been varied, like ours. Inundation of people to the regions creating worker shortages, house/accommodation shortages, communications problems and increasing cost of regional development are some of the common threads we all share in our State of Western Australia.

As many who have attended this conference before have said "we are doing a good job" when comparing our Council to others. But let's do better, let's do a great job as Councillor's engaging and listening to our community. State Government on many occasions during the conference acknowledged our importance describing it as "on the ground" and "shoulder to shoulder" working with and listening to community. Whilst appreciating the great work that has been done our strategic plan emphasis was placed on the Now Projects and Requirements for Local Government in the wake of the pandemic. With a record state Budget Surplus and a state government appearing will to spend we should take s the opportunities that are there in Housing, Communications and Aboriginal Engagement and Reconciliation and champion the course for our amazing Shark Bay Committee.

In brief is the attendance to which I will elaborate further on request.

Sunday 19 September 2021

- **Opening Welcome Reception**

- Met with Dale Chapman new Chief Executive Officer where he introduced many of the Western Australian Local Government Association's finest and met and spoke with many Western Australia's Shire Councilors and Chief Executive Officer's.

Monday 20 September 2021

- **Western Australian Local Government Association Annual General Meeting**

- Western Australian Local Government Association President Tracey Roberts
- Address from Hon John Carey MLA Minister for Housing, Local Government
- Address from Hon Mia Davies MLA Leader of the Opposition
- Address from Cr Linda Scott Australian Local Government Association President
- Presentation of Local Government Awards
- Western Australian Local Government Association Annual General Meeting motions in brief below.
 - Cost of Regional Development
 - CSRFF Funding Pool and Contribution Ratios
 - Regional Telecommunication Project
 - Review of the Environmental Regulation for Mining

29 SEPTEMBER 2021

- **Opening Keynote Speaker**
 - The Honorable Julie Bishop
- **Local Government a Federal Perspective**
 - Hon Kevin Hogan MP Assistant Minister to Deputy Prime Minister, Assistant Minister for Local Government
 - Hon Jason Clare MP Shadow Minister for Regional Services, Territories and Local Government; Housing and Homelessness.

Tuesday 21 September 2021

- **Conference Breakfast Guest Motivational Speakers**
 - Russell Ord Leading World Surf Photographer
 - Shanana Worrall Winner World Surfing Leagues Big Wave 2017
- **Minding Your Mental Health**
 - Hon Pru Goward former Cabinet Minister
 - Glen Hire Founder, A Stitch in Time
 - Glenn Mitchell, former leading ABC Sports Broadcaster

- **State and Federal Political Insights**
 - Gemma Tognini Founder and Executive Director of GT Communication and Columnist for the West Australian.
 - Anthony De Ceglie, Editor-in-Chief, The West Australian.
- **Recovering from Emergencies in Western Australia**
- **Waste Avoidance and Impact of the Waste Export Bans**
- **Closing Speaker**
 - Gary Pert – Chief Executive Officer Melbourne Football Club

Wednesday 22 September 2021

- **Western Australian Local Government Association Forum on Aboriginal Engagement and Reconciliation.**

Signatures

Councillor *Cr M Smith*

Date of Report 28 September 2021

29 SEPTEMBER 2021

17.0 MATTERS BEHIND CLOSED DOORS

Moved Cr Fenny
Seconded Cr Bellottie

Council Resolution

That Council approved for the incoming Chief Executive Officer, Mr Dale Chapman to remain in Council Chamber for the matters of a confidential nature.
5/0 CARRIED

Moved Fenny
Seconded Ridgely

Council Resolution

That the meeting be closed to members of the public in accordance with section 5.23(2) of the Local Government Act 1995 for Council to discuss matters of a confidential nature.

5/0 CARRIED

17.1 NEW 9 TO 10 TONNE LOADER
PL00003

AUTHOR
WORKS MANAGER

DISCLOSURE OF ANY INTEREST
Nil

Moved Cr Fenny
Seconded Cr Smith

Council Resolution

That the recommendation submitted by the Works Manager in the confidential evaluation report Supply and Delivery of One New 9 – 10 Tonne Integrated Tool Carrier as per the conditions of quote be considered.

5/0 CARRIED

Moved Cr Ridgley
Seconded Cr Fenny

Council Resolution

That Council appoint Westrac, based on the assessment of the Capability, Warranty and Pricing considerations offered under PS 2021/2022-01 Supply and Delivery of One New 9 – 10 Tonne Intergrader Tool Carrier. And Instruct administration to conduct a public auction of the existing WA150 Komatsu loader closer to the delivery date to ascertain if a more advantageous outcome can be achieved for Council and authorise the Chief Executive Officer to approve any beneficial outcomes arising from the public auction.

5/0 CARRIED

29 SEPTEMBER 2021

17.2 LEASE OF COMMERCIAL PREMISES
LS00029

AUTHOR

Executive Manager Community Development

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Ridgley

Nature of Interest: Proximity Interest as rents the shop next to the pharmacy

Cr Ridgley left the Council Chamber at 5.08 pm

Moved Cr Fenny
Seconded Cr Smith

Council Resolution

That the officers recommendation submitted in the confidential report be considered.

4/0 CARRIED

Officer Recommendation

1. That the Chief Executive Officer be authorised to negotiate an assignment of AAA current lease for the Shark Bay Pharmacy from Mr John Hanscombe to Mr Malcolm Yu Chen, with all reasonable costs to be paid by the Lessee

OR

2. That the Chief Executive Officer be authorised to undertake negotiations regarding a new Commercial Lease for Shop 4 65/67 Knight Terrace for a period of five years with extension options, and with all other conditions including lease payments to be ratified by Council.

AMENDMENT TO OFFICER'S RECOMMENDATION

Reason: Council wanted to keep the new lease in alignment with other leases on the building.

Moved Cr Fenny
Seconded Cr Smith

Council Resolution

That the Chief Executive Officer be authorised to undertake negotiations regarding a new Commercial Lease for Shop 4 65/67 Knight Terrace for a period of five years with extension options, keeping it in alignment with other leases on the building, with all other conditions including lease payments, to be ratified by Council.

4/0 CARRIED

MINUTES OF THE ORDINARY COUNCIL MEETING

29 SEPTEMBER 2021

Moved Cr Fenny
Seconded Cr Smith

Council Resolution

That the meeting be reopened to the members of the public.

4/0 CARRIED

Cr Ridgley returned to the Council Chamber at 5.21 pm.

At 5.22 pm the President read aloud the Council decision that had been taken during the time the meeting was closed to the public in accordance with Council's Local Laws relating to Standing Orders clause 12.7(3)(a)(b)(c)(d)(e).

18.0 DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 27 October 2021, commencing at 3.00 pm.

19.0 CLOSURE OF MEETING

As there was no further business, the President closed the Ordinary Council meeting at 5.23 pm.