

SHIRE OF SHARK BAY MINUTES

27 April 2022

ORDINARY COUNCIL MEETING



DENHAM FORESHORE – SHARK BAY



27 APRIL 2022



DISCLAIMER

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The Shire of Shark Bay advises that no action should be taken on any application or item discussed at a Council meeting and should only rely on **WRITTEN ADVICE** of the outcome and any conditions attaching to the decision made by the Shire of Shark Bay.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

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 27 April 2022 commencing at 3.07 pm.

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1.0 DECLARATION OF OPENING

The President declared the Ordinary Council meeting open at 3.07 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 M Vankova	Deputy President
Cr E Fenny	
Cr G Ridgley	
Cr P Stubberfield	

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

APOLOGIES

Cr L Bellottie	Leave of Absence approved Item 6.1 Ordinary Council meeting of 27 April 2022
Cr M Smith	Leave of Absence approved Item 6.2 Ordinary Council meeting of 27 April 2022

VISITORS

2 visitors in the gallery

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

There were no previous public questions on notice.

5.0 PUBLIC QUESTION TIME

The President opened public question time at 3.08 pm and as no question were asked the President closed public question time at 3.08 pm.

27 APRIL 2022

6.0 APPLICATIONS FOR LEAVE OF ABSENCE

**6.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR BELLOTTIE
GV00010**

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved

Cr Ridgley

Seconded

Cr Vankova

Council Resolution

Councillor Bellottie 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 27 April 2022.

5/0 CARRIED

Background

Councillor Bellottie has applied for leave of absence from the ordinary meeting of Council scheduled for Wednesday 27 April 2022. 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 Bellottie has advised the Chief Executive Officer, he will be unable to attend the Ordinary meeting of Council scheduled to be held on Wednesday 27 April 2022 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 Bellottie leave of absence but must include the reasons for the refusal for not granting 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.
- (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 –

MINUTES OF THE ORDINARY COUNCIL MEETING

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- 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 *D Chapman*

Date of Report 26 April 2022

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6.2 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR SMITH
GV00020

Author
Executive Assistant

Disclosure of Any Interest
Nil

Moved Cr Stubberfield
Seconded Cr Ridgley

Council Resolution

Councillor Smith 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 27 April 2022.

5/0 CARRIED

Background

Councillor Smith has applied for leave of absence from the ordinary meeting of Council scheduled for Wednesday 27 April 2022. 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 Smith has advised the Chief Executive Officer, he will be unable to attend the Ordinary meeting of Council scheduled to be held on Wednesday 27 April 2022 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 Smith leave of absence but must include the reasons for the refusal for not granting the leave in the resolution.

Legal Implications

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

- (6) A council may, by resolution grant leave of absence to a member.
- (7) 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.
- (8) The granting of leave, or refusal to grant leave and reasons for that refusal, is to be recorded in the minutes for the meeting.
- (9) 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.
- (10) 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 –
 - c) If no meeting of the council at which a quorum is present is actually held on that day; or

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

- d) If the non attendance occurs while –
- iv. 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)
 - v. while proceedings in connection with the disqualification of the member have been commenced or are pending; or
 - vi. 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 *D Chapman*

Date of Report 26 April 2022

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7.0 PETITIONS

There were no petitions presented to the April 2022 Ordinary Council meeting.

8.0 CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 30 MARCH 2022

Moved Cr Ridgley
Seconded Cr Fenny

Council Resolution

That the minutes of the Ordinary Council meeting held on 30 March 2022, as circulated to all Councillors, be confirmed as a true and accurate record.

5/0 CARRIED

9.0 ANNOUNCEMENTS BY THE CHAIR

An Australian Citizenship Ceremony will be conducted at 2.30 pm before the April 2022 Ordinary Council meeting.

Ms Sue Hancock from the Department of Biodiversity, Conservation and Attractions will make a presentation to the April 2022 Ordinary Council meeting.

Moved Cr Fenny
Seconded Cr Stubberfield

Council Resolution

That Council adjourn the April 2022 Ordinary Council meeting at 3.11 pm for the presentation from Ms Sue Hancock for 30 minutes.

5/0 CARRIED

Moved Cr Fenny
Seconded Cr Stubberfield

Council Resolution

That Council reconvene the April 2022 Ordinary Council meeting at 3.46 pm.

5/0 CARRIED

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10.0 TOWN PLANNING REPORT

10.1 WULYIBIDI YANINYINA WALK TRAIL – RESERVE 1686, MONKEY MIA RES 1686

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*

Declaration of Interest: Cr Vankova

Nature of Interest: Financial Interest as Business Owner operating at Monkey Mia

Cr Vankova left the Council Chamber at 3.47 pm.

Officer Recommendation

That Council:

1. Authorise the Chief Executive Officer to advise the Department of Biodiversity, Conservation and Attractions that the Shire of Shark Bay has no objection to works associated with the Wulyibidi Yaninyina walk trail in Reserve 1686 subject to:
 - (i) The Department of Biodiversity, Conservation and Attractions meeting all statutory obligations required to comply with the *Aboriginal Heritage Act 1972*.
 - (ii) The Department of Biodiversity, Conservation and Attractions to provide adequate signage at the new entry to the trail to warn pedestrians to give way to traffic. There is a vehicle access near the trail entry which cars with trailers enter to use the local boat ramp within the same reserve.
2. The Department of Biodiversity, Conservation and Attractions notifying Main Roads Western Australia of the proposed changes so that they are aware of modified pedestrian movements in the vicinity of Monkey Mia Road.

AMENDMENT TO OFFICERS RECOMMENDATION

Reason: Council wanted to ensure the installation of adequate signage and bollards at the point of trail entry, and the provision of waste management along the entirety of the trail experience.

Moved Cr Fenny
Seconded Cr Ridgley

Council Resolution

That Council:

1. **Authorise the Chief Executive Officer to advise the Department of Biodiversity, Conservation and Attractions that the Shire of Shark Bay has no objection to works associated with the Wulyibidi Yaninyina walk trail in Reserve 1686 subject to:**

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- (i) **The Department of Biodiversity, Conservation and Attractions meeting all statutory obligations required to comply with the *Aboriginal Heritage Act 1972*.**
 - (ii) **The Department of Biodiversity, Conservation and Attractions to provide adequate signage, with consultation with the Chief Executive Officer, at the new entry to the trail to warn pedestrians to give way to traffic. There is a vehicle access near the trail entry which cars with trailers enter to use the local boat ramp within the same reserve.**
 - (iii) **That the Department of Biodiversity, Conservation and Attractions address the waste management associated with this attraction.**
- 2. The Department of Biodiversity, Conservation and Attractions notifying Main Roads Western Australia of the proposed changes so that they are aware of modified pedestrian movements in the vicinity of Monkey Mia Road.**

4/0 CARRIED

Cr Vankova returned to the Council Chamber at 3.59 pm.

BACKGROUND

1. Ownership

Reserve 1686 is a crown reserve with an area exceeding 342 hectares. There is a joint Management Order to the Shire and the Department of Biodiversity, Conservation and Attractions for the purpose of 'recreation'.

2. Local Scheme reserve

The subject land is a local scheme reserve for Public Open Space under the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme).

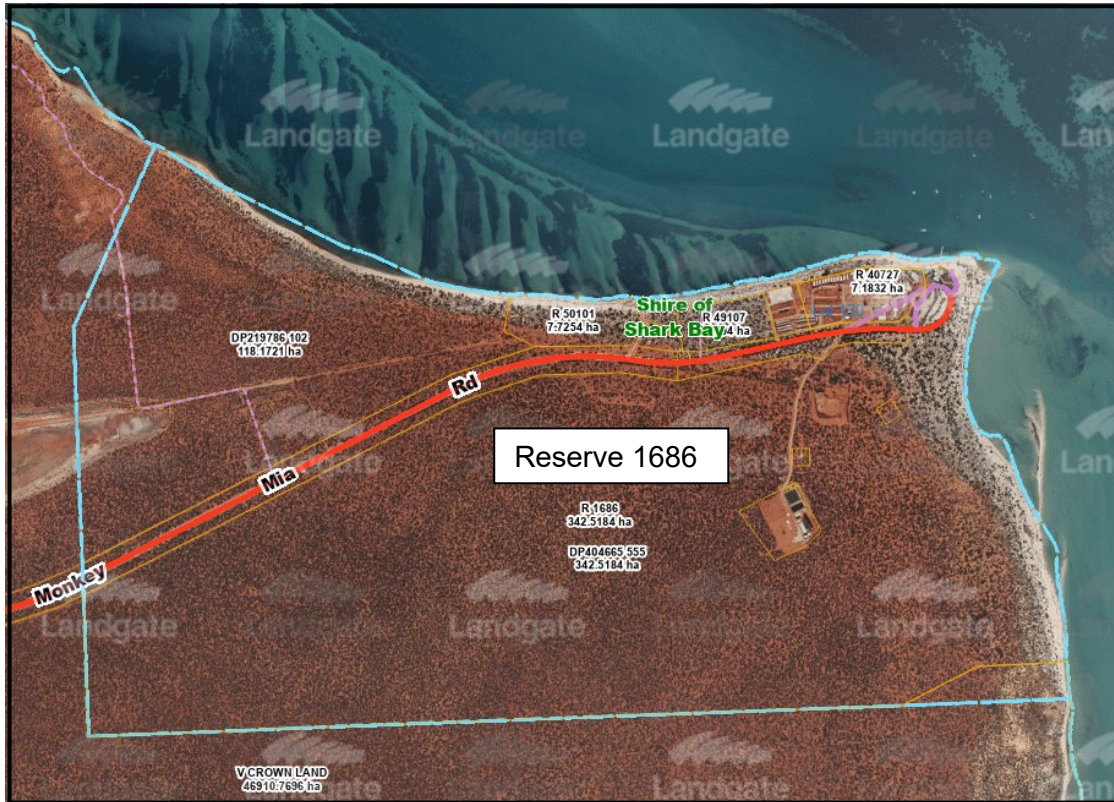
The objectives for a Public Open Space reserve under the Scheme are:

- (i) To set aside areas for public open space, particularly those established under the *Planning and Development Act 2005* s.152.
- (ii) To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.
- (iii) Accommodate a wide range of development including and not limited to buildings, structures, landscaping, amenities, carparks, caravan parks, campsites, or other activities for the general enjoyment, relaxation, exercise, play or entertainment of the local community, visitors, tourists and the general public.

3. Location

A location plan is included over page.

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COMMENT**4. Proposal**

The Department of Biodiversity, Conservation and Attractions is developing plans for the realignment of the Wulyibidi Yaninyina walk trail including construction of a boardwalk and lookout within the Monkey Mia Reserve No. 1686.

The Department of Biodiversity, Conservation and Attractions is seeking the Shires endorsement of proposed works as a joint vestee.

The Department of Biodiversity, Conservation and Attractions has provided the following advice :

The existing trailhead for the walktrail is located adjacent to the Department of Biodiversity, Conservation and Attractions entry station and carpark and requires walkers to cross Monkey Mia Road in an area with a high level of vehicle traffic. The existing trailhead is not well located in terms of visitor safety and providing an attractive introduction to the walk. The first section of the trail is also in the vicinity of sites of Aboriginal heritage significance.

The Department of Biodiversity, Conservation and Attractions proposes to move the trailhead to the south end of the recently developed World Heritage garden, whereby walkers would cross the road near the turnoff into the boat trailer parking area. About 300 metres of new trail will be built at the start of the walk before joining up with the existing trail (see Attachment 1).

The trail leads to the base of the pindan escarpment and from this point there is no built access to the top of the escarpment. As a result, visitors make their own way

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through soft sand to the top, which over many years has caused erosion and loss of vegetation.

The Department of Biodiversity, Conservation and Attractions proposes to build an 80 metre boardwalk from the base to the top of the escarpment that terminates at a small lookout (see Attachment 2 Lookout Plan).

Materials for construction of the boardwalk and lookout include stainless steel Surefoot footings, grated FRP for straight sections of decking and Accoya timber for corners in the boardwalk.

The Department of Biodiversity, Conservation and Attractions anticipates that trail construction earthworks will be contracted out and hope to complete the boardwalk and lookout construction 'in-house' to minimise costs and for staff training purposes. These works are scheduled to start around July/August 2022.

5. Consultation and Heritage

The Department of Biodiversity, Conservation and Attractions advise that the proposed works have been given clearance to proceed through a heritage survey conducted with the Malgana Aboriginal Corporation in August 2021. The survey report recommends that heritage monitors be engaged during earth disturbance works.

Visitor interpretation signs are being designed for along the trail and The Department of Biodiversity, Conservation and Attractions are liaising with Malgana Aboriginal Corporation about Aboriginal content. The Department of Biodiversity, Conservation and Attractions advise that they will ensure that Disturbance Approvals System requirements are followed.

The Department of Biodiversity, Conservation and Attractions provided a commitment to consult with RAC over the proposed works and liaise with the RAC regarding the proposed placement of pindan soil removed from the old trail into the borrow pit which RAC is rehabilitating, also within Reserve 1686.

Town Planning Innovations has referred the proposal to the Shark Bay World Heritage Advisory Committee for information.

LEGAL IMPLICATIONS

Planning and Development Act 2005 – Section 4 defines a public work including any public work as defined in the Public Works Act 1902.

There are exemptions for some works from the need for any development approval for public works undertaken by a public authority or their contractor. The Public Works definition includes 'parks or gardens or grounds for public recreation'.

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

The reserve is within the Special Control Area for the Shark Bay World Heritage Property.

POLICY IMPLICATIONS

There are no known policy implications.

MINUTES OF THE ORDINARY COUNCIL MEETING

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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.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

Date of Report

13 April 2022

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ATTACHMENT # 1

WULYIBIDI YANINYINA TRAIL UPGRADE LANDSCAPE ARCHITECTURAL DOCUMENTATION

SHEET #	SHEET NAME
00	COVER PAGE AND CONSTRUCTION NOTES
01	OVERALL SITE ARRANGEMENT
02	RED PINDAN PATH REMOVAL
03	TRAIL ALIGNMENT NORTH
04	TRAIL ALIGNMENT SOUTH
05	TRAIL DETAILS

CONSTRUCTION NOTES

DEFINITIONS

- 'DBCA' - REFERS TO THE DEPARTMENT OF BIODIVERSITY, CONSERVATION AND ATTRACTIONS.
- 'DBCA REPRESENTATIVE' - REFERS TO THE NOMINATED REGIONAL DIVISION CONTACT OR LANDSCAPE ARCHITECT.
- THE CONTRACTOR REFERS TO WHOEVER IS RESPONSIBLE TO EXECUTE THE WORKS.

SITE WORKS

- A 'FOR CONSTRUCTION' DRAWING SET WILL BE ISSUED. NO WORKS TO BE COMPLETED USING TENDER DRAWINGS.
- ALL SITE AND CONSTRUCTION WORKS ARE TO BE CARRIED OUT TO THE STANDARDS SHOWN IN THESE DRAWINGS.
- CONFIRM CONSTRUCTION ACCESS REQUIREMENTS WITH THE DBCA REPRESENTATIVE.
- THE EXTENT OF WORKS BOUNDARY INCLUDES THE TRAIL, ANY ADDITIONAL AREAS NOMINATED BY THE DBCA REPRESENTATIVE.
- ALL SITE WORKS, STORAGE OF MATERIALS AND GENERAL SITE DISTURBANCE SHALL OCCUR WITHIN THE EXTENT OF WORKS BOUNDARY OR APPROVED LAYDOWN AREAS APPROVED BY THE DBCA REPRESENTATIVE.
- THE CONTRACTOR SHALL PROVIDE ADEQUATE WARNING SIGNAGE REGARDING THE CONSTRUCTION AREA, FENCES, BUNTING OR OTHER NECESSARY SECURITY AND PUBLIC SEPARATION MEASURES AT ALL TIMES DURING THE CONSTRUCTION PERIOD.
- SECURITY FOR PLANT, MATERIALS AND TOOLS IS THE RESPONSIBILITY OF THE CONTRACTOR.
- THE CONTRACTOR SHALL CONFIRM APPROVED FIRE SUPPRESSION EQUIPMENT WITH DBCA REPRESENTATIVE.

SITE ACCESS

- THE CONTRACTOR SHALL ACCESS THE SITE AS SHOWN IN THE DRAWINGS.

HYGIENE

- ALL MACHINERY, EQUIPMENT AND PERSONNEL USED FOR CONSTRUCTION OR ENTERING THE CONSERVATION PARK SHALL BE FREE OF SOIL AND SEEDS.
- ALL MACHINERY, EQUIPMENT AND PERSONNEL SHALL BE WASHED AND CLEANED TO THE SATISFACTION OF THE DBCA REPRESENTATIVE PRIOR TO ENTERING THE EXTENT OF WORKS AREA.

FIRE PREPARATION/ PREVENTION

- THE CONTRACTOR SHALL NOT LIGHT FIRES OF ANY MANNER.
- EXTREME CARE SHALL BE TAKEN WHEN USING MACHINERY THAT CREATES SPARKS OR POTENTIAL FIRE HAZARDS.
- THE CONTRACTOR SHALL ABIDE BY ALL FIRE RESTRICTIONS OR MACHINERY MOVEMENT BANS WHETHER SET BY DBCA OR OTHER AGENCIES.
- ALL FUEL AND FLAMMABLE LIQUIDS SHALL BE LABELED AND STORED IN APPROVED CONTAINERS.
- THE CONTRACTOR SHALL HAVE ON SITE FIRE SUPPRESSION EQUIPMENT SUITABLE TO THE LANDSCAPE AND SCALE OF WORKS. THIS EQUIPMENT SHALL BE IN EXCELLENT WORKING ORDER AND READY FOR IMMEDIATE USE.

SITE VEGETATION

- ALL SITE VEGETATION TO BE RETAINED UNLESS SPECIFIED BY THE DBCA REPRESENTATIVE.
- ANY PRUNING TO BE DONE SO WITH DBCA CONFIRMATION. MINIMAL PRUNING TO OCCUR.

SITE SET OUT

- ALL SET OUTS FOR STEPS SHALL BE PEGGED BY THE CONTRACTOR, TO BE APPROVED BY THE DBCA REPRESENTATIVE PRIOR TO CONSTRUCTION.

HOLD POINTS

- THE CONTRACTOR SHALL ADHERE TO THE FOLLOWING PROJECT HOLD POINTS AND ANY OTHERS SPECIFIED OR INSTRUCTED BY THE DBCA REPRESENTATIVE OR LANDSCAPE ARCHITECT.
- THE HOLD POINTS HAVE BEEN ESTABLISHED FOR THE CONTRACTOR TO PROVIDE TEST RESULTS, ASSESSMENT OF WORKS, CLARIFICATION OF LEVELS OR OTHER SPECIFIED REQUIREMENTS TO BE APPROVED PRIOR TO PROCEEDING WITH THE NEXT STAGE OF WORKS.
- THE HOLD POINTS SHALL INCLUDE BUT NOT LIMITED TO:

HOLD POINT	APPROVAL REQUIREMENT
IMPORT 'YARINGA' SOIL	COLOUR VARIATION, SIZE
TRAIL PATH	COMPACTION, WIDTH, ALIGNMENT
- IF COMPLETED WORK IS NOT IN ACCORDANCE WITH DETAIL DRAWINGS AND CONSTRUCTION NOTES, THE DBCA REPRESENTATIVE SHALL BE CONSULTED AND AN ONSITE REVIEW SHALL TAKE PLACE. ANY WORK DEEMED NOT TO MEET STANDARDS IN DRAWINGS AND CONSTRUCTION NOTES MAY BE REJECTED.

SITE WATER

- ALL WATER REQUIRED FOR COMPACTION OR STEP CONSTRUCTION SHALL BE PROVIDED BY THE CONTRACTOR AND STORED IN A SEALED CONTAINER OR TANK.

TOLERANCES

- ON COMPLETION OF CUTTING, FILLING AND ALL INCIDENTAL OPERATIONS, AND BEFORE THE PLACEMENT OF COVERING MATERIALS, FINISHED SURFACES SHALL CONFORM TO THE TOLERANCES IN THE DRAWINGS, AND AS DETAILED BELOW.

DESCRIPTION	TOLERANCE
TRAIL PATH CROSS SLOPE	±30MM

EARTHWORKS AND SUB-GRADE

- EXCAVATE THE SUB-GRADE TO THE LINES, GRADES, CROSS-SECTIONS AND DIMENSIONS DOCUMENTED IN THE DRAWINGS OR OTHERWISE DIRECTED ON SITE BY THE SUPERINTENDENT.
- ANY SITE SOIL, REMOVED TO ACHIEVE DESIGNED OUTCOME SHALL BE EVENLY SPREAD ACROSS SITE ADJACENT TO WHERE IT WAS REMOVED.
- BEFORE COMPACTION COMMENCES, THE CONTRACTOR SHALL REMOVE ANY UNSUITABLE MATERIAL EXPOSED DURING EXCAVATION. ALL VOIDS OR CAVITIES SHALL BE FILLED FROM MATERIAL REMOVED THROUGH EARTHWORKS OR SUB-GRADE EXCAVATION.
- COMPACT SITE SUB-GRADE, MIN 7 PASSES WITH SUITABLE ROLLERS OR PLATE EQUIPMENT TO ACHIEVE ADEQUATE COMPACTION, OR EQUIVALENT APPROVED. THE FINAL SUB-GRADE IS TO CLEARLY DEMONSTRATE ADEQUATE COMPACTION EFFORT.
- ALL SURFACE ROOTS TO BE AVOIDED, TRAIL TO BE BUILT UP WHERE SURFACE ROOTS OCCUR.

TRAIL SURFACE

- MRVA 'YARINGA SITE' SOIL MIX, TO MATCH TYPOLOGY USED FOR THE MONKEY MIA CARPARK.
- TRAIL SURFACE TO THE LINES, GRADES, CROSS-SECTIONS AND DIMENSIONS DOCUMENTED IN THE DRAWINGS OR OTHERWISE DIRECTED ON SITE BY THE SUPERINTENDENT.
- TRAIL ALIGNMENT AS PER PLANS, SITE TAGGING AND SETOUT. ANY TRAIL LOCATION CHANGES TO BE DISCUSSED, MARKED ONSITE WITH APPROVED DBCA REPRESENTATIVE PRIOR TO CONSTRUCTION.
- TRAIL MATERIAL TO BE SUITABLY AND CONSISTENTLY WET TO ACHIEVE MAXIMUM COHESION UPON COMPACTION, APPROVED BY DBCA REPRESENTATIVE.
- COMPACT SURFACE MATERIAL, MIN 7 PASSES WITH SUITABLE ROLLERS OR PLATE EQUIPMENT OR EQUIVALENT APPROVED. THE FINAL SUB-GRADE IS TO CLEARLY DEMONSTRATE ADEQUATE COMPACTION EFFORT.
- CONTRACTOR TO PROVIDE SAMPLES OF THE TRAIL MATERIAL FOR APPROVAL, PRIOR TO MATERIAL ARRIVAL ONSITE.
- CONTRACTOR TO PROVIDE SAMPLES OF COMPACTION AND TRAIL WIDTH SAMPLE TO ACHIEVE MAXIMUM TRAIL LONGEVITY.

SITE CLEAN UP

- FOLLOWING COMPLETION OF WORKS, CONSTRUCTION SITES SHALL BE LEFT CLEAN, TIDY AND FREE OF ACCESS WHEEL MARKS, WASTE AND OVERBURDEN TO THE SATISFACTION OF THE DBCA REPRESENTATIVE.
- WITHIN TRAIL EXTENT, TRAIL AREA TO BE MADE GOOD TO ADJACENT TOPOGRAPHY TO A FINISH APPROVED BY THE DBCA REPRESENTATIVE.

ISSUE FOR REVIEW

These drawings are administered by the Recreation, Planning and Design Unit for DBCA use only and must not be used, copied or passed to external parties without permission from the Recreation, Planning and Design Unit. Holders shall verify all dimensions and refer all errors or omissions to the Project Manager (DBCA). Do not scale off drawings. Do not change the documented design (including written specifications & other drawings which) unless checked by the Recreation, Planning and Design Unit and approved by DBCA.

REV	DESCRIPTION	DATE
0	ISSUE FOR REVIEW	17.02.2022

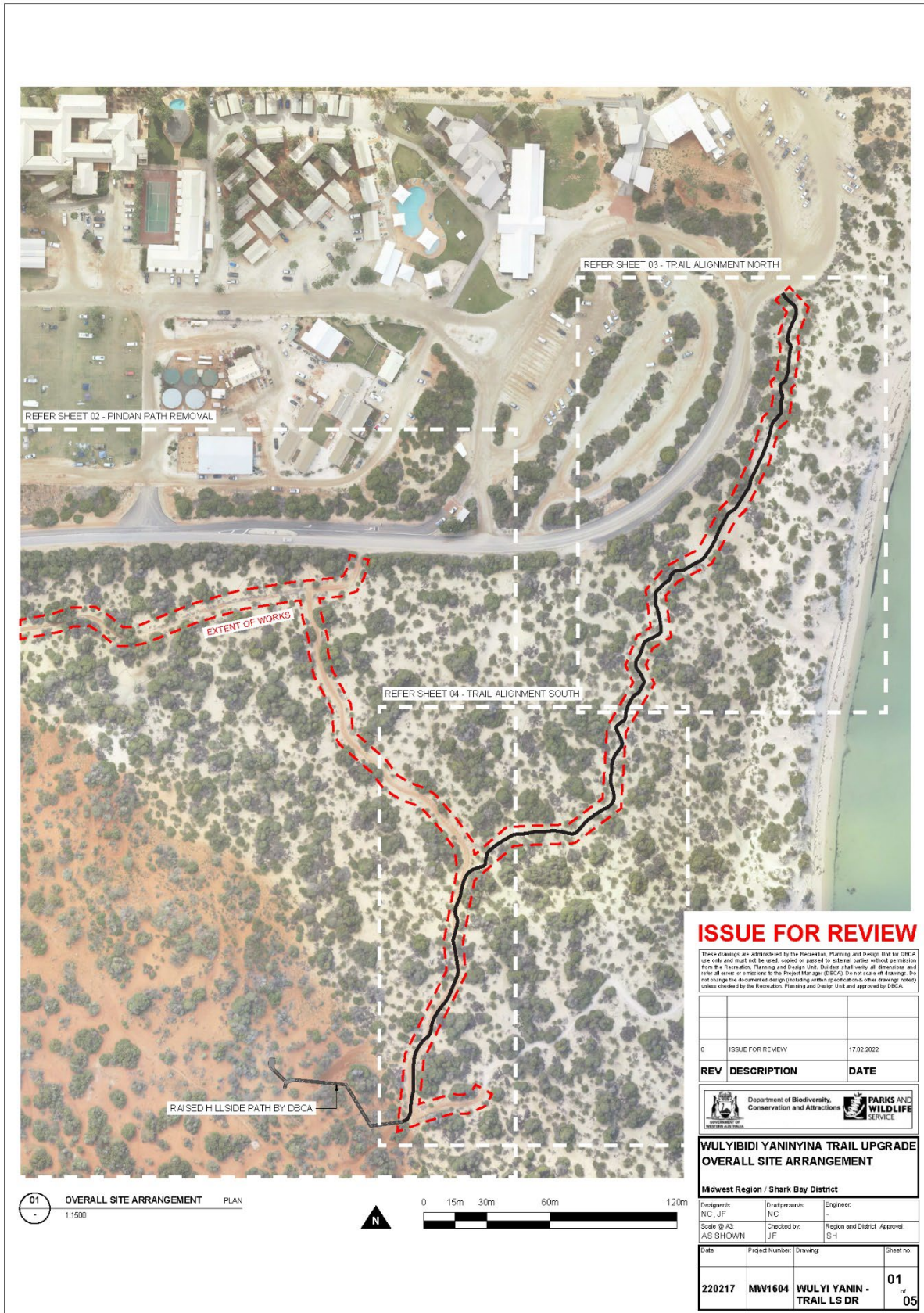
Department of Biodiversity,
Conservation and Attractions

WULYIBIDI YANINYINA TRAIL UPGRADE
COVER PAGE AND
CONSTRUCTION NOTES

Midwest Region / Shark Bay District

Designer: NC, JF	Draftperson: NC	Engineer: -
Scale @ A3: AS SHOWN	Checked by: JF	Region and District Approval: SH

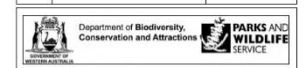
Date	Project Number	Drawing	Sheet no.
220217	MW1604	WULYI YANIN - TRAIL LS DR	00 of 05



ISSUE FOR REVIEW

These drawings are submitted by the Recreation, Planning and Design Unit for DBCA. They are only valid and must not be used, copied or passed to external parties without permission from the Recreation, Planning and Design Unit. Builders shall verify all dimensions and refer all errors or omissions to the Project Manager (DBCA). Do not scale off drawings. Do not change the documented design (including written specifications & other drawings noted) unless checked by the Recreation, Planning and Design Unit and approved by DBCA.

0	ISSUE FOR REVIEW	17.02.2022
REV	DESCRIPTION	DATE



**WULYIBIDI YANINYINA TRAIL UPGRADE
OVERALL SITE ARRANGEMENT**

Midwest Region / Shark Bay District

Designer:	Drawn by:	Engineer:
INC - JF	INC	
Scale @ A3:	Checked by:	Region and District:
AS SHOWN	JF	SH

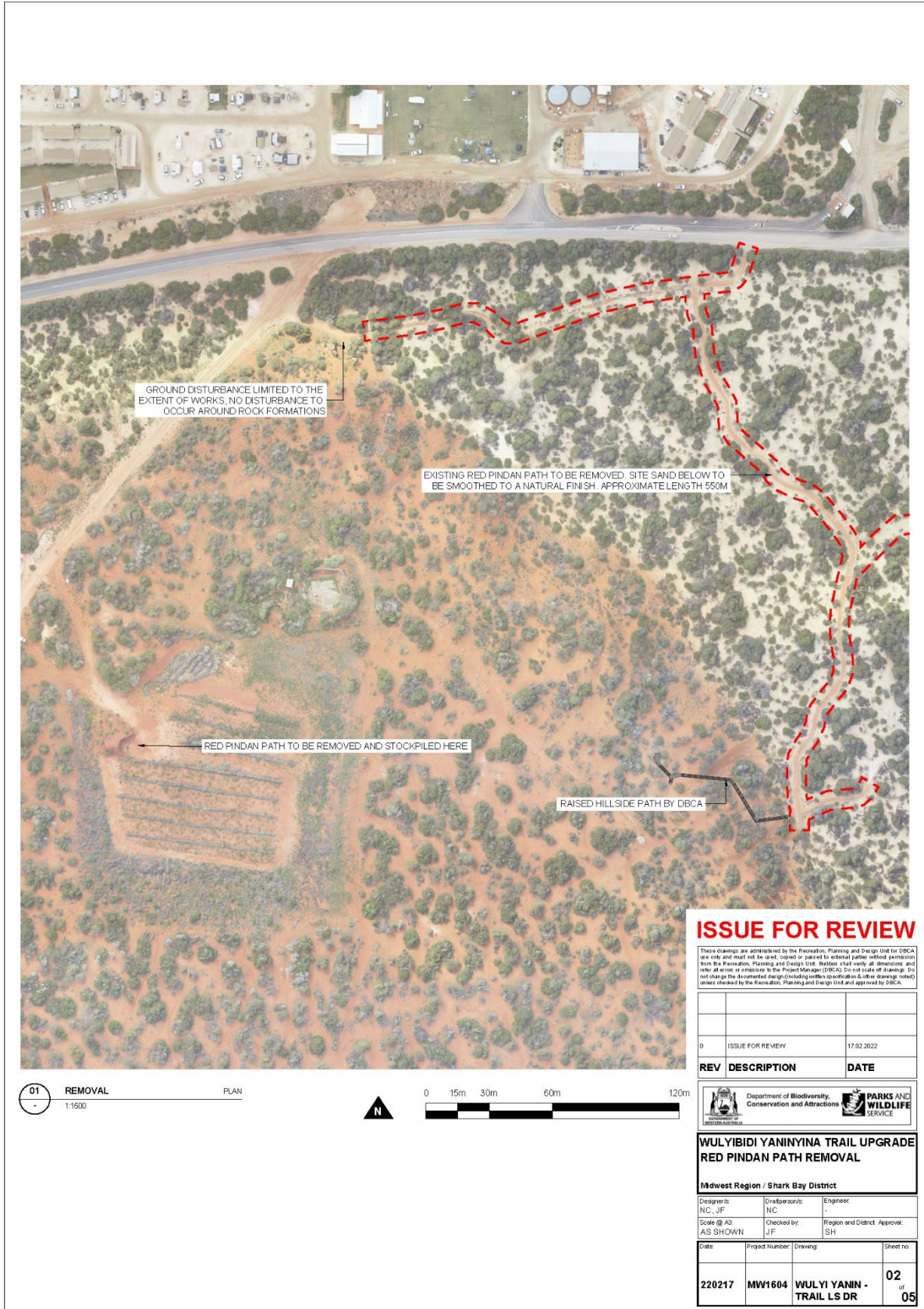
Date	Project Number	Drawing	Sheet no.
220217	MW1604	WULYI YANIN - TRAIL LS DR	01 of 05

01 OVERALL SITE ARRANGEMENT PLAN
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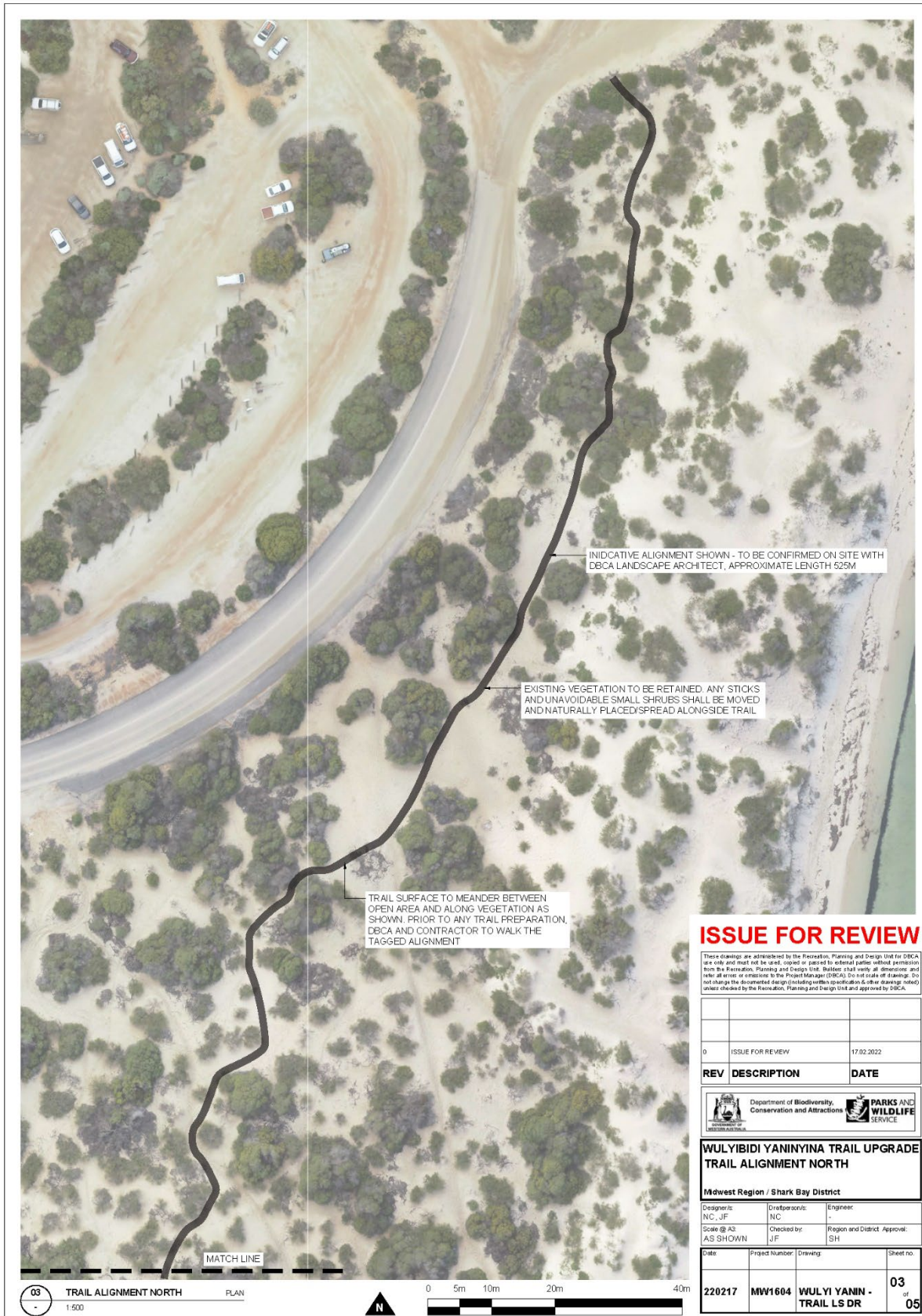
MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022



MINUTES OF THE ORDINARY COUNCIL MEETING

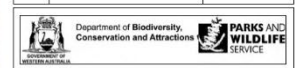
27 APRIL 2022



ISSUE FOR REVIEW

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REV	DESCRIPTION	DATE
0	ISSUE FOR REVIEW	17.02.2022



**WULYIBIDI YANINYINA TRAIL UPGRADE
TRAIL ALIGNMENT NORTH**

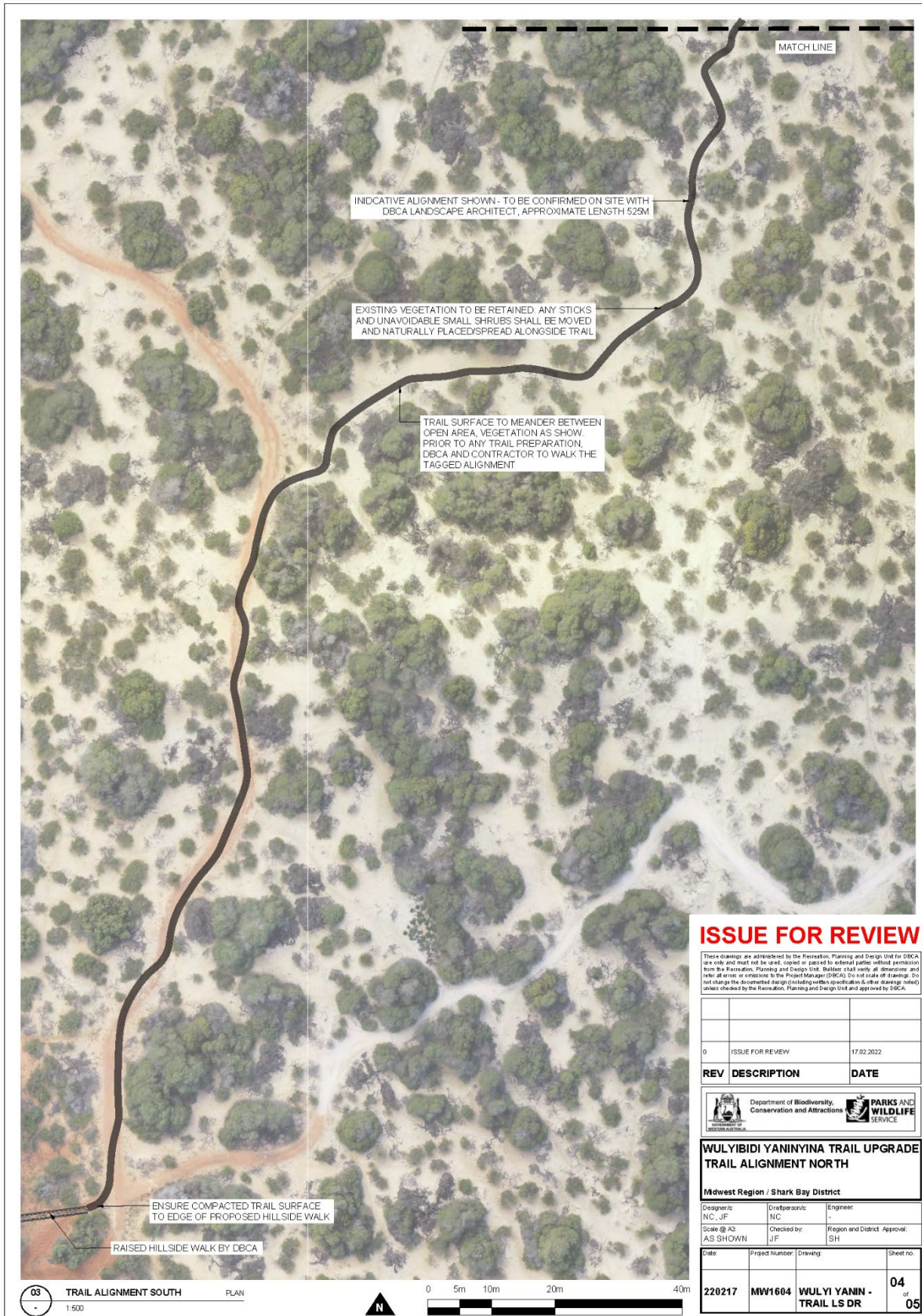
Midwest Region / Shark Bay District

Designer:	Drawn by:	Engineer:
INC: JF	INC	
Scale @ A3:	Checked by:	Region and District:
AS SHOWN	JF	SH

Date	Project Number	Drawing	Sheet no.
220217	MW1604	WULYI YANIN - TRAIL LS DR	03 of 05

MINUTES OF THE ORDINARY COUNCIL MEETING

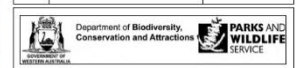
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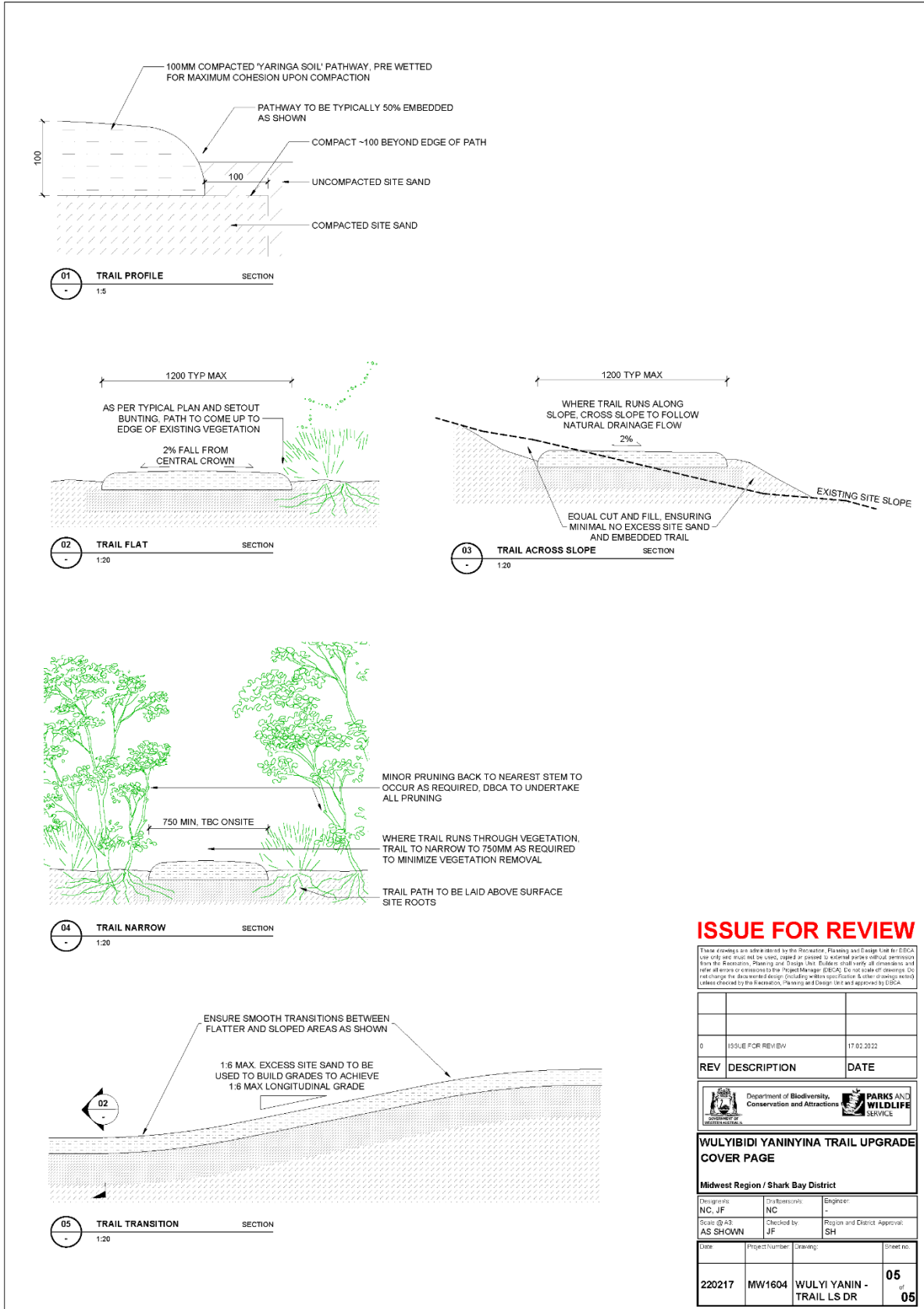
REV	DESCRIPTION	DATE
0	ISSUE FOR REVIEW	17.02.2022



**WULYIBIDI YANINYINA TRAIL UPGRADE
TRAIL ALIGNMENT NORTH**
Midwest Region / Shark Bay District

Designer: INC - JF	Drawn by: INC	Engineer: SH
Scale @ A3: AS SHOWN	Checked by: JF	Region and District: SH
Date: 220217	Project Number: MW1604	Sheet no: 04 of 05

27 APRIL 2022

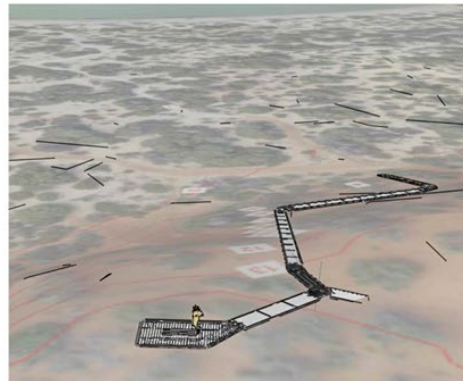


MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

ATTACHMENT # 2

WULYIBIDI YANINYINA TRAIL LOOKOUT
PLAN AND MATERIALS ORDER



01 PERSPECTIVE LOOKING SOUTH WEST
 NTS

POLE/NUMBER ASSEMBLY	QUANTITY	ROUND UP BY LENGTH	UNIT	UNIT PRICE	TOTAL
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10.2 PROPOSED RETAINING WALL – LOT 350 (RESERVE 40771) DAMPIER ROAD, DENHAM RES40771

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 Fenny
Seconded Cr Ridgley

Council Resolution

1. Authorise the Chief Executive Officer to sign the planning application form on behalf of the Shire of Shark Bay, as the owner of Lot 350 and having a Management Order for Reserve 40771.

The signature to be annotated as required by the State as follows –

‘Signed only as an acknowledgment that a development application is being made in respect of a proposal that includes a crown reserve under the management for the purpose and to permit the application to be assessed under the appropriate provision of the Planning and Development Act 2005 (including the Shire of Shark Bay Local Planning Scheme No 4). The signature does not represent approval or consent for planning purposes. Further, in the event that development approval is granted for the proposal, the above signature should not be taken as an acknowledgement of or consent to the commencement or carrying out of the proposed development or to any modification of the tenure or reserve classification of the Crown land component’.

2. Approve the planning application for a retaining wall on Lot 350 (Reserve 40771) Dampier Road, Denham subject to the following conditions:
 - (a). 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 Shire Chief Executive Officer.
 - (b). 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.
 - (c). If the development subject of this approval is not substantially commenced within a period of 2 years from the date of this approval, the approval shall lapse and be of no further effect.
3. Advise the applicant via a footnote on the planning approval that:

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- (i) This is planning consent only and is not authorisation to commence any on site construction. You are required to obtain a separate building permit prior to any construction or works commencing on site.

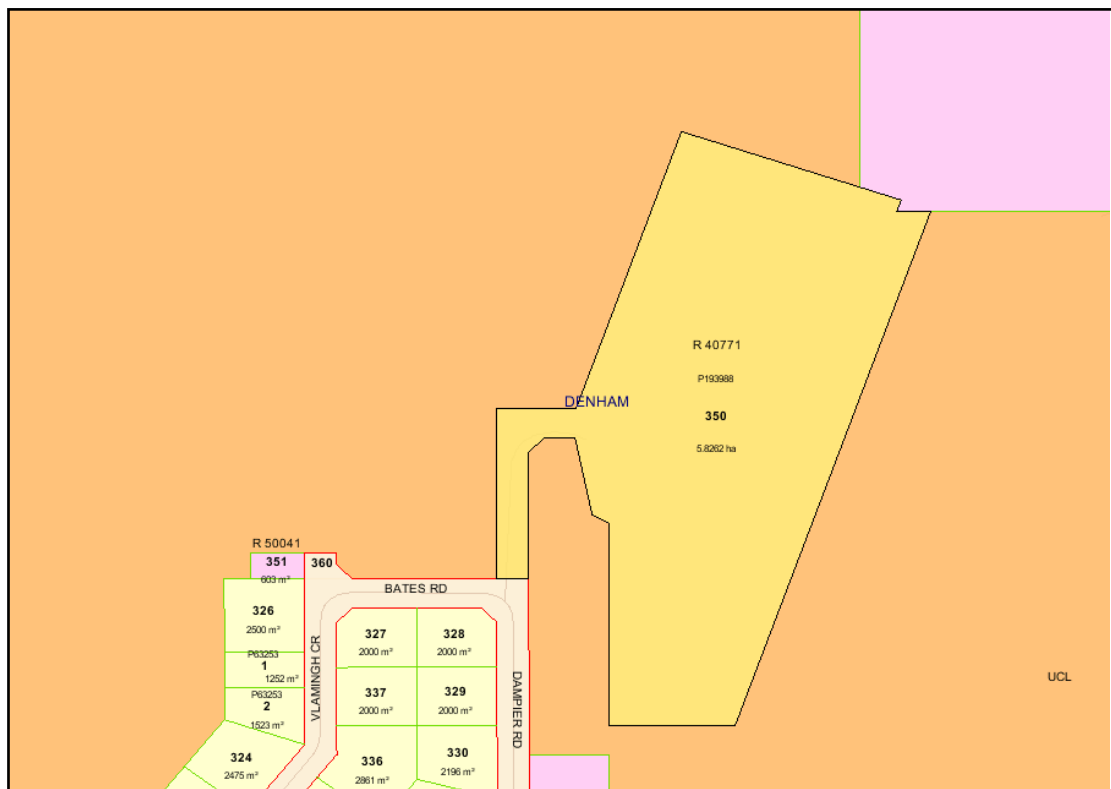
4. Waive the planning application fee of \$147.00 in order to assist the Shark Bay Speedway Club with improvements to the reserve.

5/0 CARRIED

BACKGROUND

Reserve 40771 is located to the north of the Industrial area in Denham and is surrounded by Unallocated Crown Land.

There is a Management Order to the Shire of Shark Bay for Motor Vehicle Racing, and a speedway operates from the site. The planning application form needs to be signed by the Chief Executive Officer, on behalf of the Shire, to be valid.



Above: This plan sourced from Landgate is a location plan only. The colours shown in Landgate map viewer have no relevance to this report. When a property is selected in map viewer it highlights it in yellow

COMMENT

- **Proposal**

The Shark Bay Speedway Club has lodged a planning application with a request seeking approval to construct a limestone retaining wall. The approximate measurements of the proposed wall is 22 metres long and 0.7 metres high.

The Club has advised that it will replace the existing tyre wall on site, to retain the pits spectator area, and will include stairs and a ramp for the ambulance to drive up and park on.

MINUTES OF THE ORDINARY COUNCIL MEETING

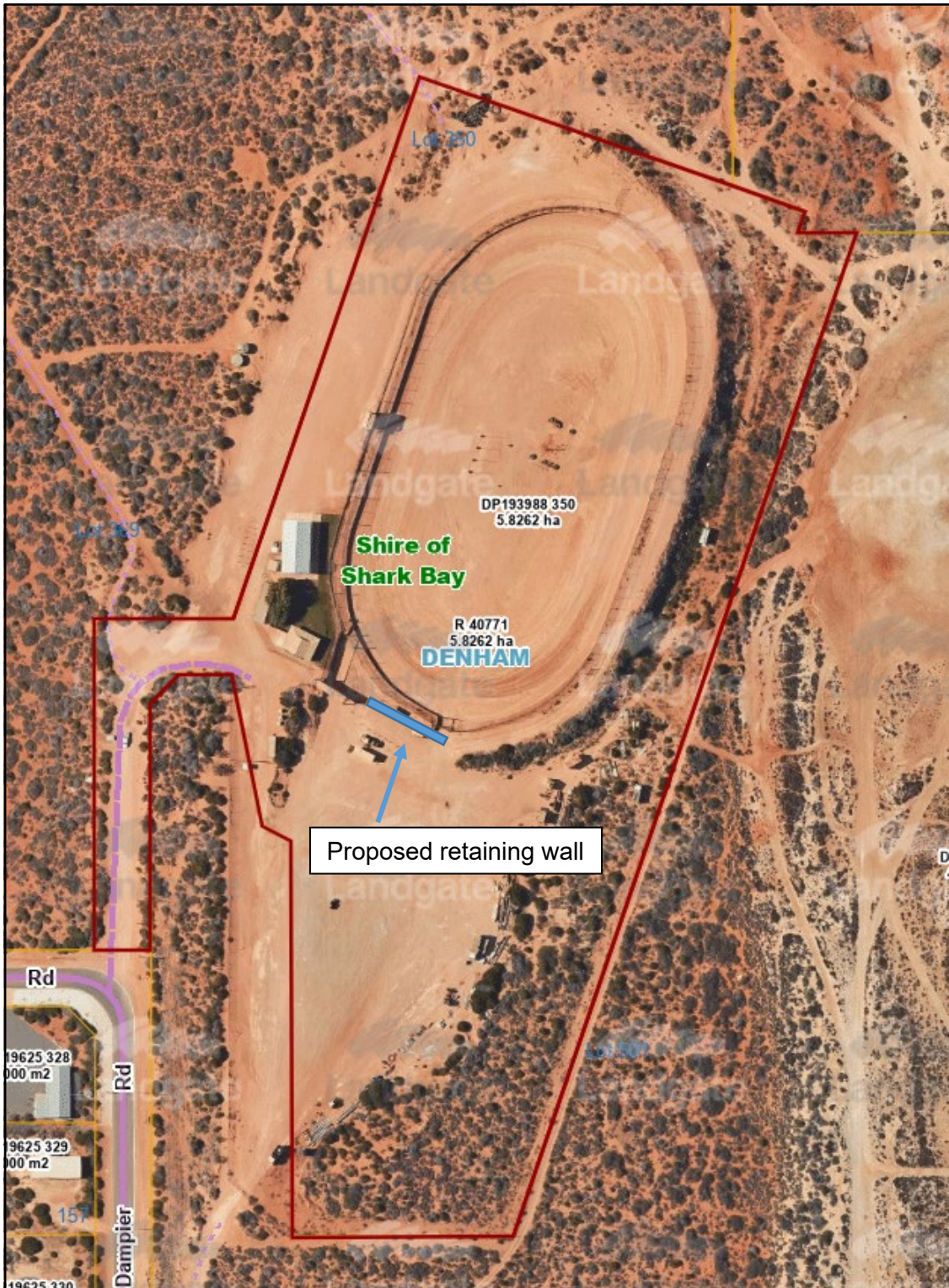
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Photographs of the tyre wall proposed to be replaced are included below.



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The approximate location of the retaining wall is shown below:



The proposed development is minor and ancillary to the existing speedway. Accordingly, conditional approval is recommended.

It is also recommended that the planning application fee of \$147.00 be waived in recognition that the local club has a limited budget and fosters community spirit.

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LEGAL IMPLICATIONS

Planning and Development Act 2005 and Land Administration Act 1997 – The Minister for Lands has granted an ‘Instrument of Authorisation’ to the Chief Executive Officer to sign any planning application for a crown land reserve where;

- (1) There is a Management Order to the local government for the Reserve;
- (2) The development is consistent with the purpose of the reserve under the Management Order; and
- (3) The signature is annotated with a standard endorsement. The wording of the standard endorsement is outlined in the Officer Recommendation.

Planning and Development Regulations 2009 – set out maximum planning fees that can be charged by the Shire.

Shire of Shark Bay Local Planning Scheme No 4 – Lot 350 is a local scheme reserve for Public Open Space.

The objectives for a Public Open Space reserve under the Scheme are:

- (i) To set aside areas for public open space, particularly those established under the *Planning and Development Act 2005* s.152.
- (ii) To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.
- (iii) Accommodate a wide range of development including and not limited to buildings, structures, landscaping, amenities, carparks, caravan parks, campsites, or other activities for the general enjoyment, relaxation, exercise, play or entertainment of the local community, visitors, tourists and the general public.

POLICY IMPLICATIONS

There are no known policy implications.

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.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author
Chief Executive Officer
Date of Report

L Bushby
D Chapman
14 April 2022

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10.3 PROPOSED (NON-COMMERCIAL) LICENCE AT SHELTER BAY – UNALLOCATED CROWN LAND, LOT 3070
P4384

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 Stubberfield
Seconded Cr Fenny

Council Resolution

That Council:

1. **Authorise the Chief Executive Officer to advise the Department of Planning, Lands and Heritage that:**
 - (i) **The Shire of Shark Bay has no objection to a ten year Licence over a portion of Lot 3070.**
 - (ii) **As the existing buildings are in a remote location within a declared Bushfire Prone Area, it is recommended that the Department of Planning, Land and Heritage consider including a requirement in the Lease for preparation and implementation of a Bushfire Management Plan to maximise safety for the Lessee in the event of a fire.**

1 / 4 LOST

BACKGROUND

6. Ownership, Location and Existing Buildings

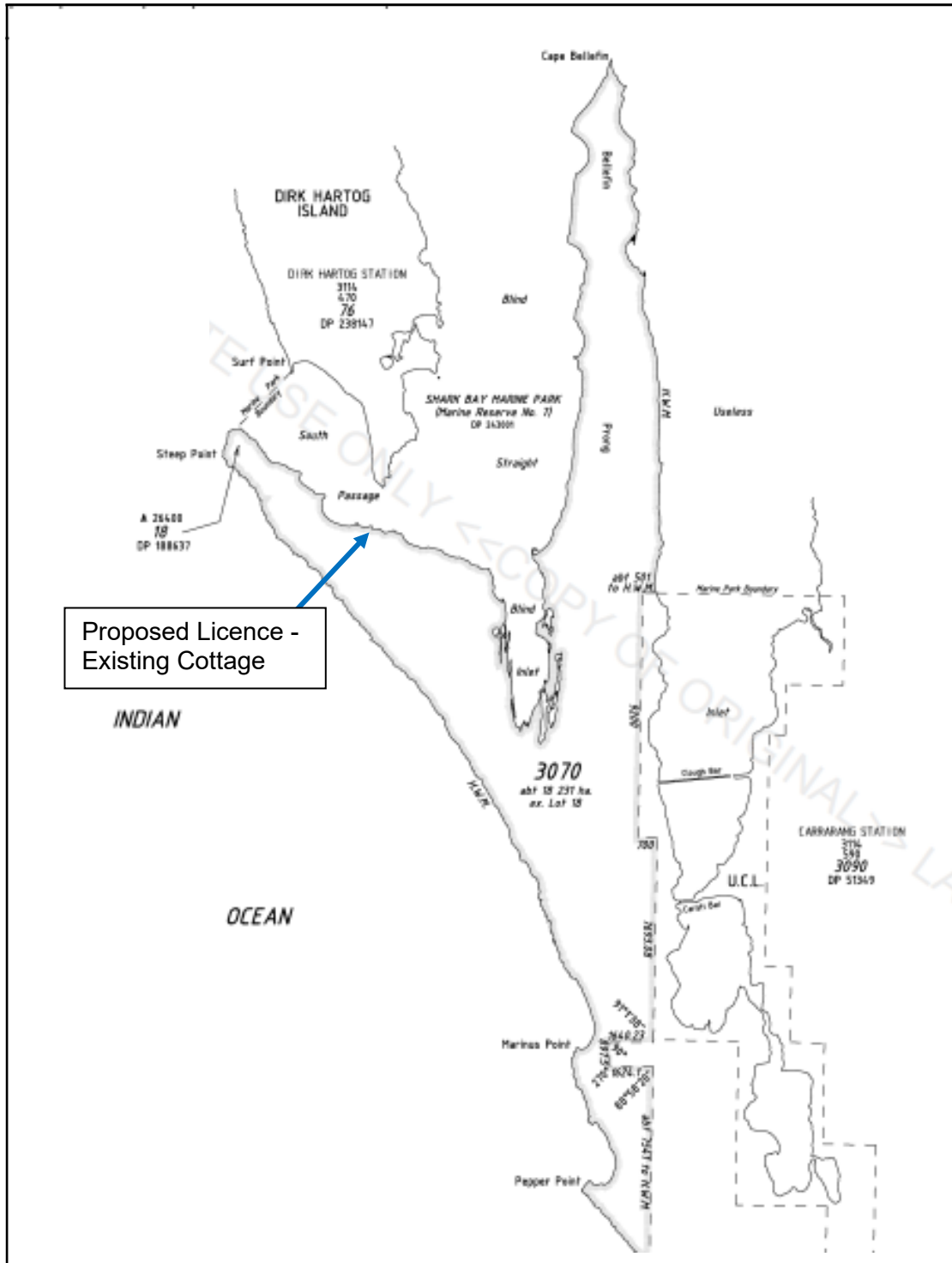
Lot 3070 is Unallocated Crown Land therefore a person cannot use the land without obtaining a lease or licence from the Department of Planning, Lands and Heritage.

Lot 3070 is located adjacent to Shelter Bay, and has an area of 18,231 hectares.

Lot 3070 was previously part of Carrarang Pastoral Station. A dwelling and other buildings were constructed by the previous Carrarang Pastoral Station Lessee on a 3.5 hectare portion of the subject land.

A location plan is included over page.

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Above: Location Plan of Lot 3070

7. Potential Future National Park

The 'Shark Bay Terrestrial Reserves and Proposed Reserve Additions Management Plan No 75' was published by the then Department of Environment and Conservation and Conservation Commission Western Australia in 2012.

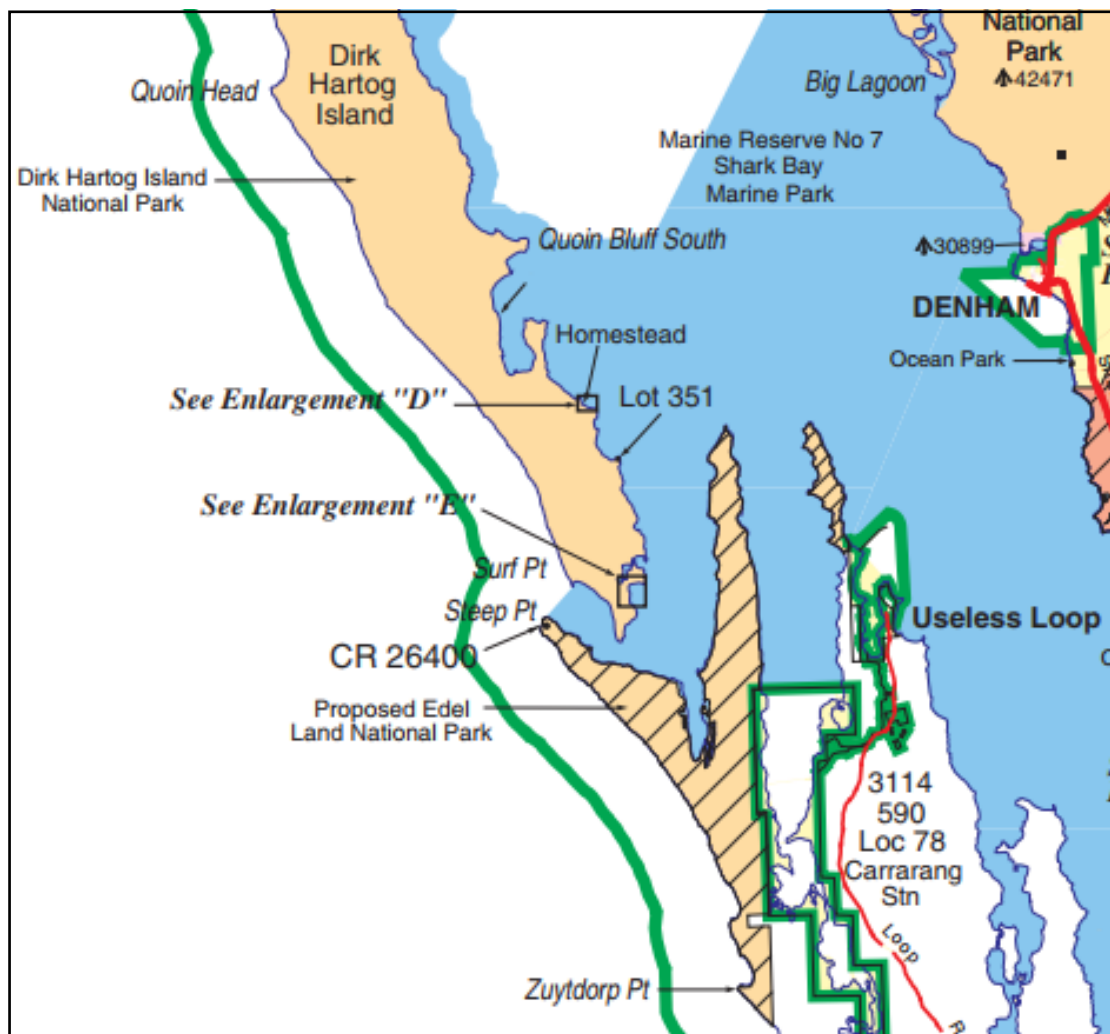
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The Management Plan consists of existing and proposed conservation reserves within the Shark Bay World Heritage Property.

It identifies that the 'Carrarang area adjacent to Shark Bay Marine Park including Heirisson Prong, Bellefin Prong, Shelter Bay and Steep Point to be national park and named 'Edel Land National Park'.

It also proposes to create about a 3 hectare reserve encompassing the Shelter Bay Clough residence.

Map 2 within the Management Plan identifies Lot 3070 as a proposed national park – refer extract below.



Source: Shark Bay Terrestrial Reserves and Proposed Reserve Additions Management Plan No 75 / Extract Map 2

Based on advice from the Department of Planning, Lands and Heritage, the Department of Biodiversity, Conservation and Attractions intend to progress conversion of Lot 3070 to a reservation for 'Conservation of Flora & Fauna'. Currently the Department of Biodiversity, Conservation and Attractions are working through outstanding native title obligations.

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The Department of Biodiversity, Conservation and Attractions has advised the Department of Planning, Lands and Heritage that they are currently in negotiation with the Malgana Aboriginal Corporation and their representatives regarding a grant agreement before an Indigenous Land Agreement negotiation can commence.

Department of Planning, Lands and Heritage is liaising with the Department of Biodiversity, Conservation and Attractions to gain an understanding of its program and projected timelines of future act processes or its negotiations with the Malgana Aboriginal Corporation Trustee Body Corporate.

COMMENT

8. Existing Licence

The Department of Planning, Lands and Heritage has advised that a Licence was granted to South Passage Corporation (Mr Clough) for 'Occupation of Shelter Bay Cottage on a non-commercial basis'.

Mr Clough uses an existing Cottage for residential purposes and on a non-commercial basis.

The initial Licence was for ten years, which was extended by another 10 years.

The Licence is over a 3.5 hectare portion of Lot 3070 – refer plan below.



The Licence Deed commits the Department of Planning, Lands and Heritage and the Department of Environment and Conservation (now the Department of Biodiversity, Conservation and Attractions) to use their best endeavours to:

1. Progress the creation of the new reserve through the future act process of the *Native Title Act 1993*;
2. For a lease to be granted to the Licensee under the provisions of the *Conservation and Land Management Act 1984* in respect of the Licence Area.

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3. The map indicates the licence area is located within the determination area subject to non-exclusive native title rights and interests.

The Department of Planning, Lands and Heritage has confirmed that the proposed licence area is subject to the proposed 'Edel Land National Park' as part of the Department of Biodiversity, Conservation and Attractions 'Plan for Our Parks' initiative.

If a reserve is created in the long term, then the Department of Biodiversity, Conservation and Attractions is committed to granting a future lease to the South Passage Corporation Pty Ltd to allow long term occupation of the existing Cottage on Lot 3070.

9. Request for Shire Comment on Proposed Licence Extension

Lavan Legal has lodged a request on behalf of the South Passage Corporation Pty Ltd seeking a further 10 year Licence commencing on the 1 July 2025 and expiring on the 30 June 2035.

The extended licence term will preserve access by the South Passage Corporation Pty Ltd to the Licence area, while the Department of Biodiversity, Conservation and Attractions progresses native title negotiations and creation of a conservation reserve over Lot 3070.

The Department of Planning, Lands and Heritage is liaising with the Department of Biodiversity, Conservation and Attractions over timeframes, and will not progress any Licence extension if the Malgana Aboriginal Corporation are unsupportive.

The Department of Planning, Lands and Heritage seeks any comments or objections that the Shire may have regarding the proposed Licence.

Any Licence would be issued in accordance with Section 91 of the *Land Administration Act*, and would include a clause that effectively cancels the Licence to allow for conversion of Lot 3070 into a Reserve (when that becomes possible).

10. Officer Comment

Having regard that there is an existing Licence, that all buildings are existing, that it will take time for the Department of Biodiversity, Conservation and Attractions to work through native title issues, and that formulation of a conservation reserve will likely be long term, it is recommended that the Shire support the new 10 year Licence.

As the site is remote, and is within a declared Bushfire Prone Area, Town Planning Innovations suggests that the Shire recommend that the Department of Planning, Lands and Heritage consider including a Clause in the Licence requiring a Bushfire Management Plan to be prepared by a suitable qualified fire consultant, and any recommendations of the Bushfire Management Plan to be implemented by the Lessee.

A Bushfire Management Plan can examine ways to maximise safety of the occupant, examine opportunities for sheltering on site, and audit fuel loads around the buildings.

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LEGAL IMPLICATIONS

Land and Administration Act 1997 – A licence may be granted for Unallocated Crown Land by the Minister for Lands.

Shire of Shark Bay Local Planning Scheme No 4 – Lot 3070 is a Local Scheme reserve for Parks and Recreation.

The objectives for an Open Space Reserve are:

- (i) To set aside areas for public open space, particularly those established under the *Planning and Development Act 2005* s.152.
- (ii) To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.
- (iii) Accommodate a wide range of development including and not limited to buildings, structures, landscaping, amenities, carparks, caravan parks, campsites, or other activities for the general enjoyment, relaxation, exercise, play or entertainment of the local community, visitors, tourists and the general public.

The reserve is within a Special Control Area for the Shark Bay World Heritage Property.

POLICY IMPLICATIONS

There are no known policy implications.

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.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

Date of Report

15 April 2022

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10.4 APPLICATION SEEKING RETROSPECTIVE PLANNING APPROVAL – RESERVE 40727, LOT 130 MONKEY MIA ROAD AND LOT 501 MONKEY MIA ROAD, MONKEY MIA RES40727 / P2024 / P4347

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 Cowell

Council Resolution

1. **Note that the planning application form has been signed by an authorised officer of the Department of Planning, Lands and Heritage.**
2. **Note that the application has been referred to the Department of Biodiversity, Conservation and Attractions, and the Shark Bay World Heritage Advisory Committee for comment, as it is required under the Scheme.**
3. **Pursuant to Clause 82(1) and 82(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine the application for freestanding walls, retaining walls, playgrounds, fencing, pool pump building and other outdoor recreation works on Reserve 40727, Lot 130 Monkey Mia Road and Lot 501 Monkey Mia Road, Monkey Mia.**

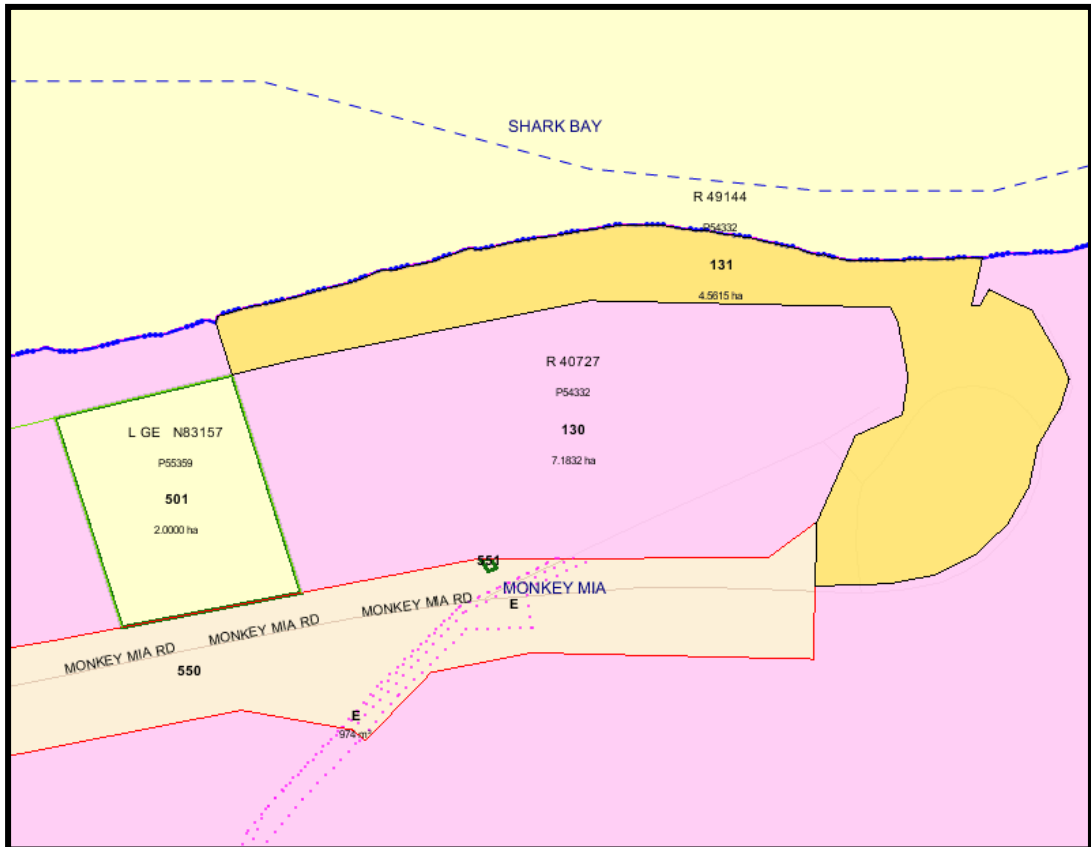
5/0 CARRIED BY ABSOLUTE MAJORITY

BACKGROUND

• ***Location***

The Monkey Mia Dolphin Resort is located within Reserve 40727 and Lot 501.

A location plan is included over page for ease of reference.



Source: Landgate. The colours on this plan are not relevant to this report.

- **Ownership**

Reserve 40727 (Lot 130) is crown land vested to the Shire of Shark Bay under a Management Order. There is a 99 year lease agreement with RAC Tourism Assets Pty Ltd, expiring in April 2114.

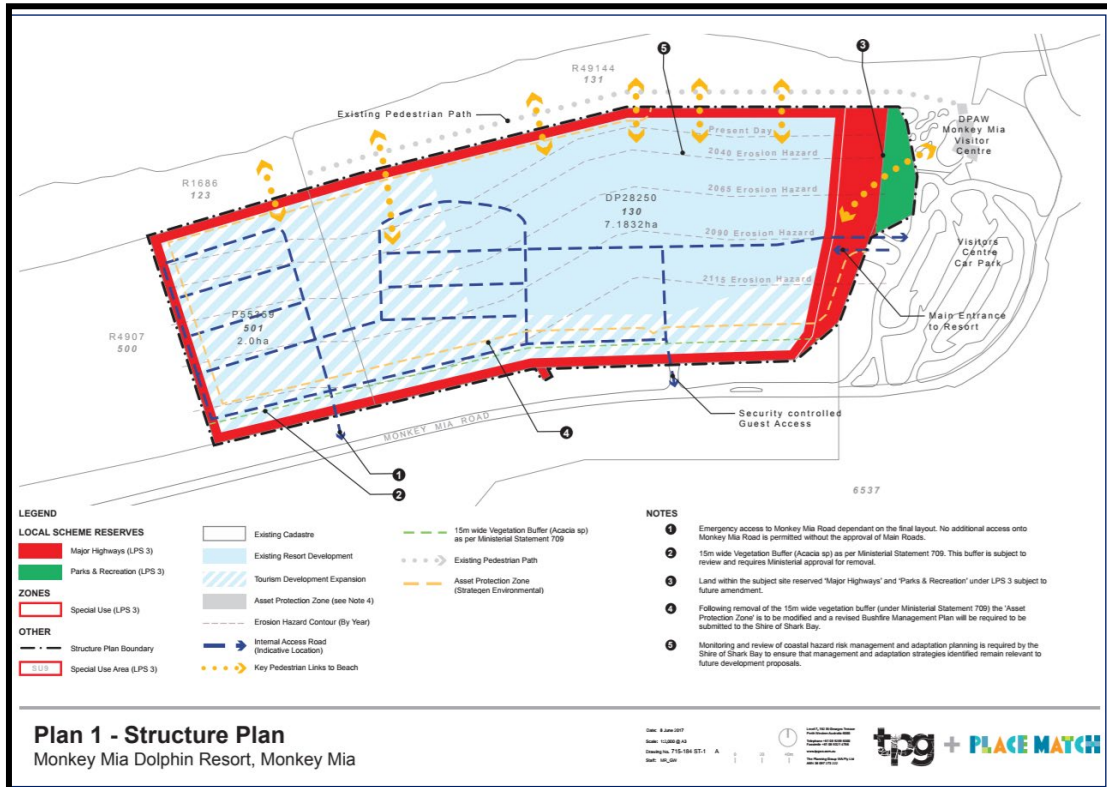
This application includes Lot 130 and 501. The application form has been signed by an officer from the Department of Planning, Lands and Heritage.

Although the application form includes Reserve 40727 and Lot 501, the development subject of this application is fully contained within the reserve.

- **Approved Structure Plan**

There is a Structure Plan for Monkey Mia which was approved by the Western Australian Planning Commission on the 7 July 2017 (refer plan overpage).

The Structure Plan was approved under a previous Town Planning Scheme.



The Structure Plan included a Coastal Hazard Risk Management and Adaptation Plan which provided guidance on required adaptation and management actions associated with existing and proposed assets within the Monkey Mia Dolphin Resort.

It also included other technical documents to support future redevelopment.

• **Existing Development**

Existing development has occurred over an extended time period and includes backpacker accommodation, a lodge, camping, caravan park, short stay accommodation, a shop, pool, restaurant, amenities and recreation facilities.

In August 2017, Council granted approval for significant redevelopment of the Monkey Mia Dolphin Resort which included 129 accommodation vehicle sites, 86 unpowered caravan sites, 12 beachfront cabins, new commercial and administrative buildings, staff accommodation and new guest facilities.

The approved site plan is included as Attachment 1.

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It should be noted that this application only relates to external works adjacent to the existing Monkey Bar, pool, and redevelopment of the tennis court area.



- **Building Permit**

A Building Permit application was lodged for 6 shade sails, pool pump room and retaining walls on Reserve 40727.

The Building Permit was refused as the proposed works had already been carried out, and a Building Permit cannot be issued retrospectively.

The lessee will need to engage an independent building surveyor to obtain the necessary building certificates for the completed works.

COMMENT

- **Description of Works**

The applicant has advised that RAC seeks to continue to reinvigorate discrete areas of the resort that are currently in use as part of the resort. There is no change to the resort footprint or use.

The applicant has described the works as follows:

- Installing new limestone block walls around the existing pool to replace existing pool fencing and create an acoustic barrier and fence.
- New limestone retaining to garden bed areas within the existing Monkey Bar Courtyard.
- New limestone block wall pool pump house structure, which will house the relocated pool equipment. This is to be located to the south of the existing Monkey Bar Courtyard.
- Installing new playground equipment (including a play fort, balance logs and stepper logs) in the north western corner of the existing Monkey Bar Courtyard.
- Replacing the existing tennis court with a nine (9) hole mini golf course and nature play space (incorporating a play fort, log steppers, bridge and scramble logs etc).

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- f) Installing shade sails over the proposed mini golf course and nature play space.

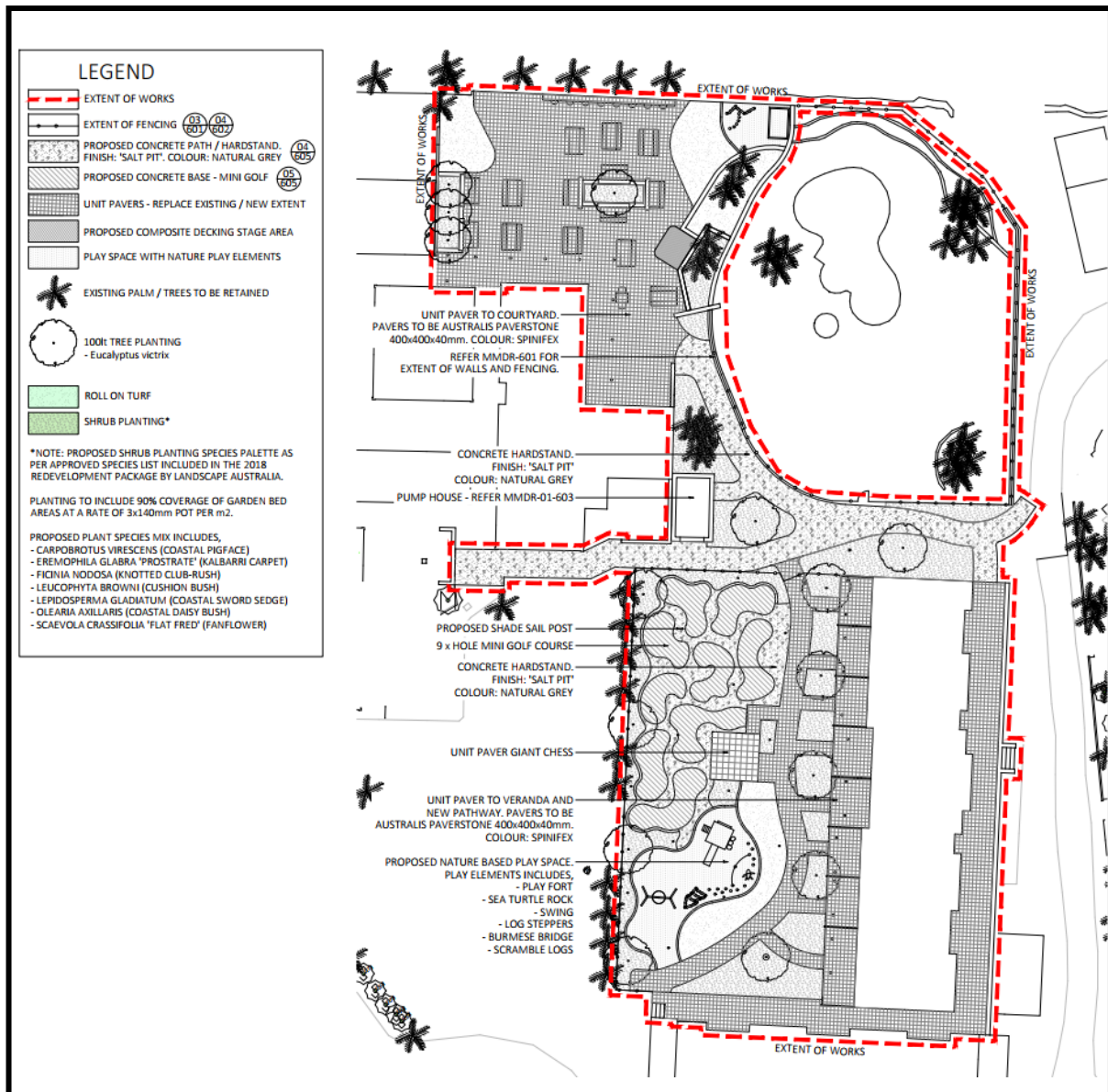
Town Planning Innovations can summarise the proposed works as having three main components:

1. Upgrading of the courtyard adjacent to the Monkey Bar with a nature based play space, retaining walls and feature walls.
2. Upgrading around the existing pool to the east of the existing Monkey Bar, which includes retaining walls and a new pool pump building.
3. Replacement of the tennis court with mini golf, nature playground, giant chess board and shade sails.



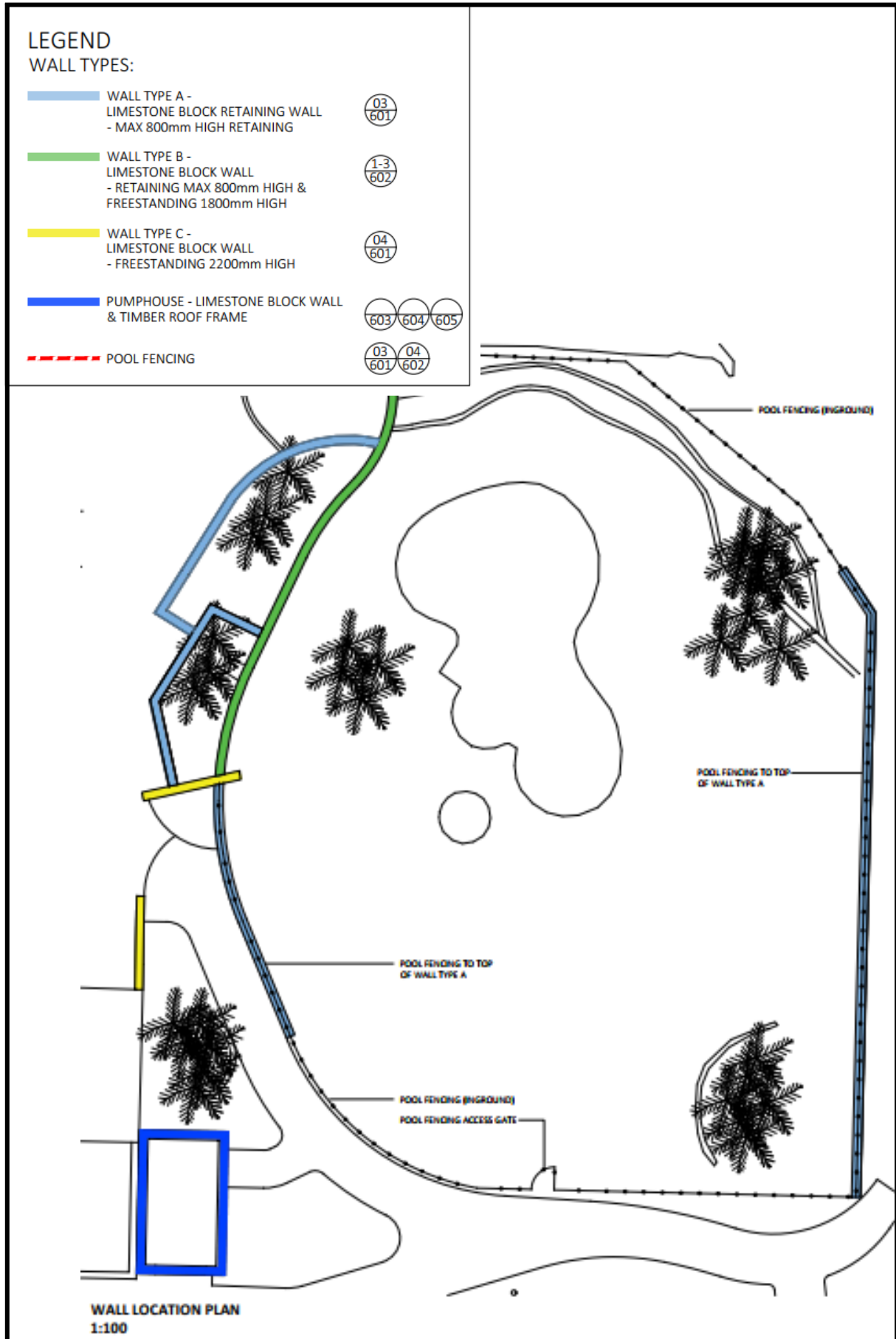
The plan over page shows the extent of works, which correlates with the above summary.

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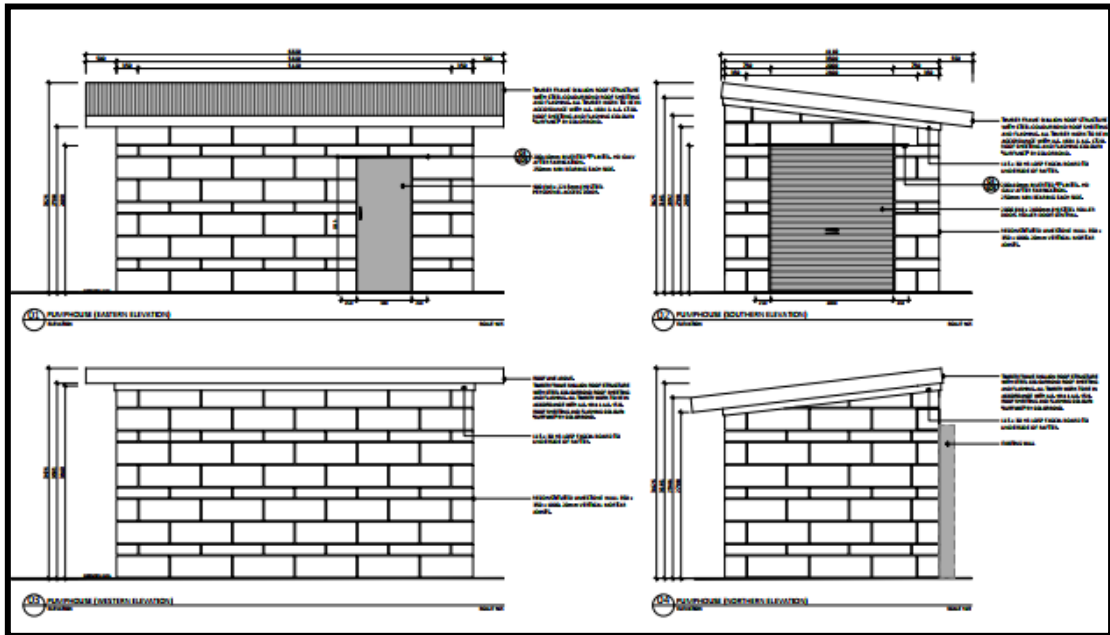
The plan over page shows detail of the retaining walls around the pool and the new pool pump building. The maximum retaining wall height is 800mm. Freestanding wall heights range from 1800mm to 2200mm.

A freestanding wall is proposed to separate the pool area from the Monkey Bar courtyard, and provide better acoustics between those two areas.

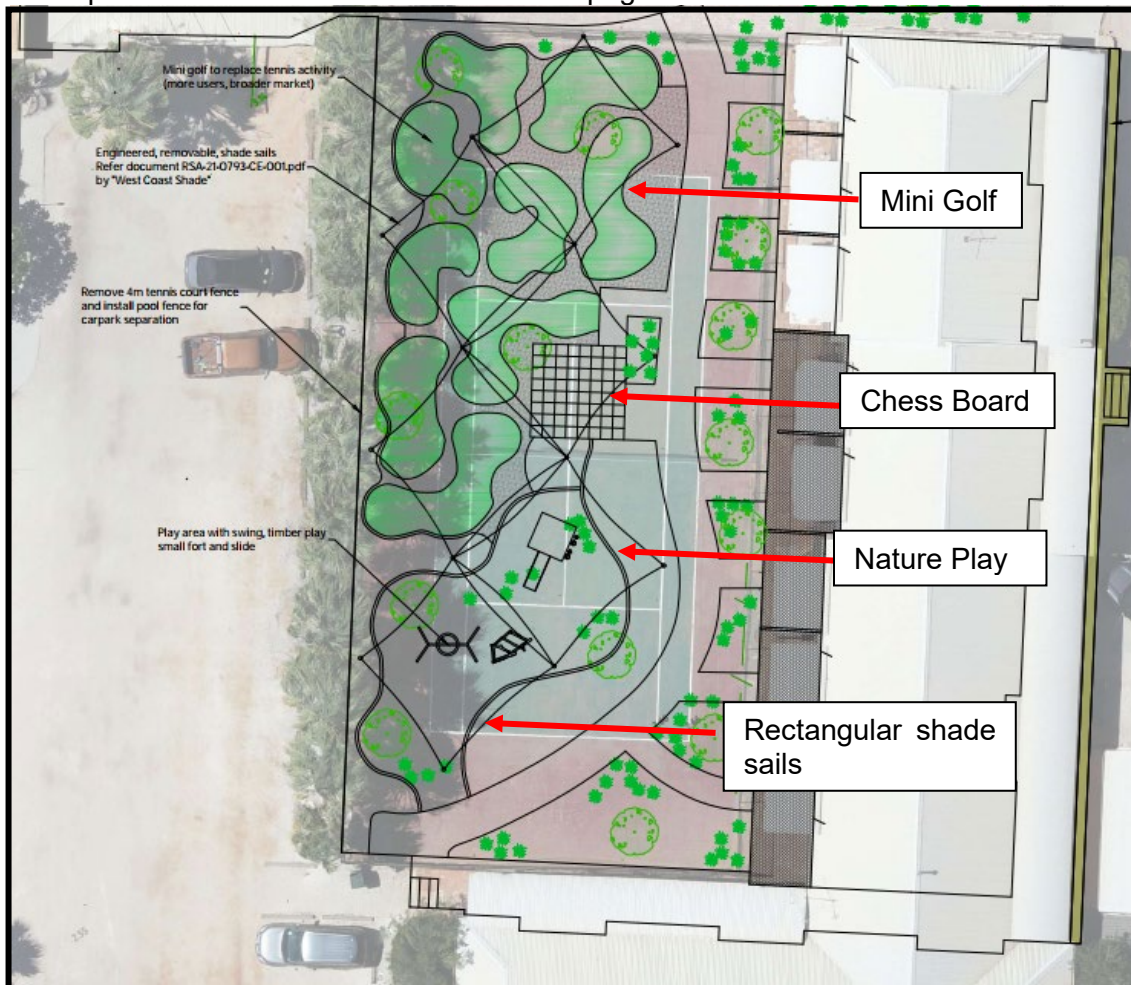


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The pool pump building has a floor area of 23.5m², and a maximum wall height of 3.14 metres.



An enlargement plan showing the mini golf course, nature playground and shade sails to replace the tennis court is included over page.



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In support of the application, the applicant has advised that:

1. There is no change of use to the site, which will continue to be used for a combination of the approved uses including (but not limited to): Camping Ground, Caravan Park, Motel, Restaurant /Café and Tourist Development.
2. Whilst the tennis court is being replaced, this is an existing recreational facility that supports the existing approved uses on the site. The replacement of the tennis court with mini golf and playground facilities will continue to provide recreational facilities in support of the existing approved uses, however the proposed facilities are considered to have a broader appeal to a wider range of guests that are staying at the resort.
3. All works are contained within the boundaries of the subject site and within existing pool / bar / recreational areas of the resort.

- ***Proposed changes to the Monkey Bar Liquor Licence***

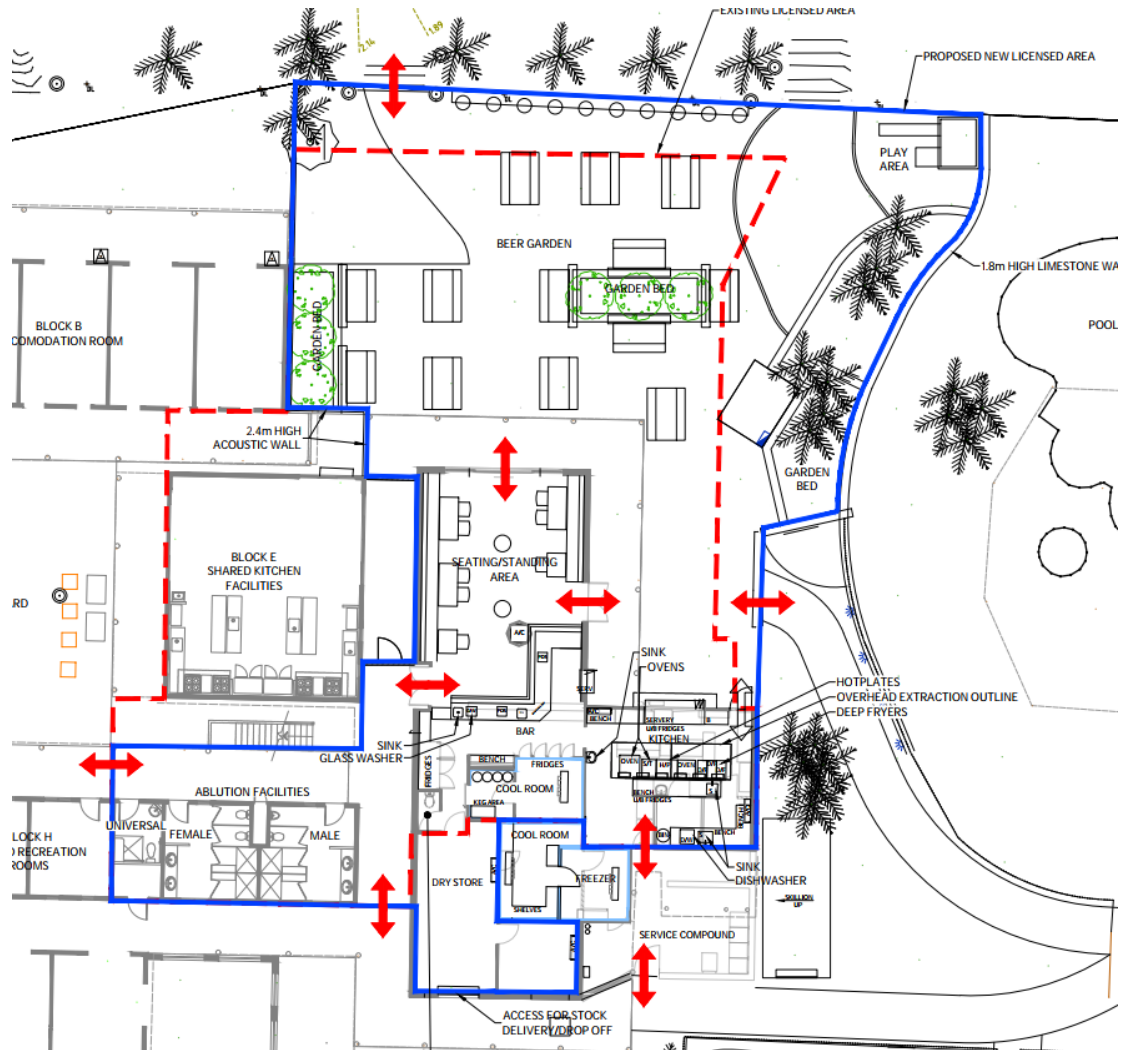
There is an existing liquor licence for the Monkey Bar. The Shire has received a separate request seeking a 'Section 40 Certificate' for a revised liquor licence area.

In a Section 40 Certificate the Shire Chief Executive Officer has to confirm that the licence area conforms with all the relevant planning laws. A Section 40 is not proposed to be issued until such time as the Monkey Bar courtyard changes have been approved by Council.

The existing liquor licence area is shown in red outline, and the proposed liquor licence area is shown in blue outline.

The revised liquor licence area will reflect the revised courtyard area, and exclude an existing camp kitchen which is to the west of the Monkey Bar.

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The red arrows represent entry and exit locations.

- **Conclusion**

The proposed development simply upgrades existing outdoor and recreation areas within the Monkey Mia Dolphin Resort and will result in visual improvements for visitors and tourists.

The development has no impact in terms of carparking, coastal setbacks or bushfire management.

Coastal setbacks and bushfire management were substantially dealt with as part of the existing Structure Plan, and major redevelopment approval issued in 2017.

- **Consultation**

The application has been referred to the Department of Biodiversity, Conservation and Attractions and the Shark Bay World Heritage Advisory Committee (as it is a Scheme requirement).

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Town Planning Innovations recommends that Council consider granting delegated authority to allow the Shire Chief Executive Officer to approve the application following consultation for the following reasons:

- (i) There is no change of land use and the proposed works are essentially refurbishment and upgrading to existing outdoor areas;
- (ii) It will allow processing of the application to be expediated;
- (iii) A separate Section 40 liquor licence cannot be issued until such time as planning consent has been granted for the changes to the Monkey Bar courtyard.

Comment on Other Works

The RAC have undertaken changes to the Monkey Bar building that are mainly internal, and include replacement of existing benches, cabinets, conversion of dry rooms into coolrooms, a new external servery window, and provision of wheelchair access to the main entry. RAC has also widened an existing bar area by a metre within the existing Boughshed restaurant.

The applicant has provided plans of the works to the Shire, and has formed a view that the development does not need planning approval under the allowable exemptions under the *Planning and Development (Local Planning Schemes) Regulations 2015* (the *Regulations*).

The Regulations have exemptions for internal fitouts that do not materially change the external appearance of buildings, as explained in the 'Legal Implications' section below.

Town Planning Innovations is still liaising with the applicant over these works, as the lots are subject to inundation where all development requires approval under the Scheme. It is a complex matter as there is some conflict between the Regulations and the Shires Scheme.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 - The *Planning and Development (Local Planning Schemes) Regulations 2015* were gazetted on 25 August 2015, and became effective on 19 October 2015.

The Regulations include 'Deemed Provisions' that automatically apply and override parts of the Shire of Shark Bay Local Planning Scheme No 4.

Regulation 60 of the 'deemed provisions' requires that a person must not commence or carry out works on, or use, land in the Scheme area unless the person has obtained the development approval of the local government or it is exempt from the requirement for planning.

Regulation 61 lists development that is exempt from the need for planning approval and includes '*internal building work that does not materially affect the external appearance of the building*' and '*maintenance and repair works*'.

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

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development on adjoining land, amenity, loading, access, traffic and any submissions received on a proposal.

Clause 82(1) gives the local government the ability to delegate its powers to the Chief Executive Officer. Clause 82(2) requires any delegation to be by Absolute Majority.

Shire of Shark Bay Local Planning Scheme No 4 –

- *Zoning*

Reserve 40727 and Lot 130 are zoned 'Special Use' (No 8) under the Shire of Shark Bay Local Planning Scheme No 4 ('the Scheme'). There are specific land use controls and conditions applicable to Monkey Mia listed in Schedule B of the Scheme.

Under the Scheme Council can require a Local Development Plan to guide future development. Town Planning Innovations does not recommend that a Local Development Plan be required at this stage as the proposed works only constitute upgrading of existing areas.

- *Development Exemptions – Schedule A*

Under Clause 21(3) which applies to all Special Use zones, the local government may exempt certain development in the Special Use zone in accordance with 'Schedule A'.

Under 'Schedule A' development approval of the local government is not required for the following works within the 'Special Use' zone where it:

- (a) Only involves internal alterations to an existing building; and/ or
- (b) Involves maintenance or refurbishment of an existing building or development with no major alterations to the building footprint; and/or
- (c) Is a minor alteration or addition to an existing non habitable building; and/or
- (d) The use of the building is not proposed to substantially change; or
- (e) Will not compromise World Heritage Values in the opinion of the local government.

- *Land Subject to Inundation*

The lots are potentially subject to inundation being a coastal location.

Under Clause 32.1(a) it states that '*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.*'

POLICY IMPLICATIONS

There are no known policy implications.

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.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

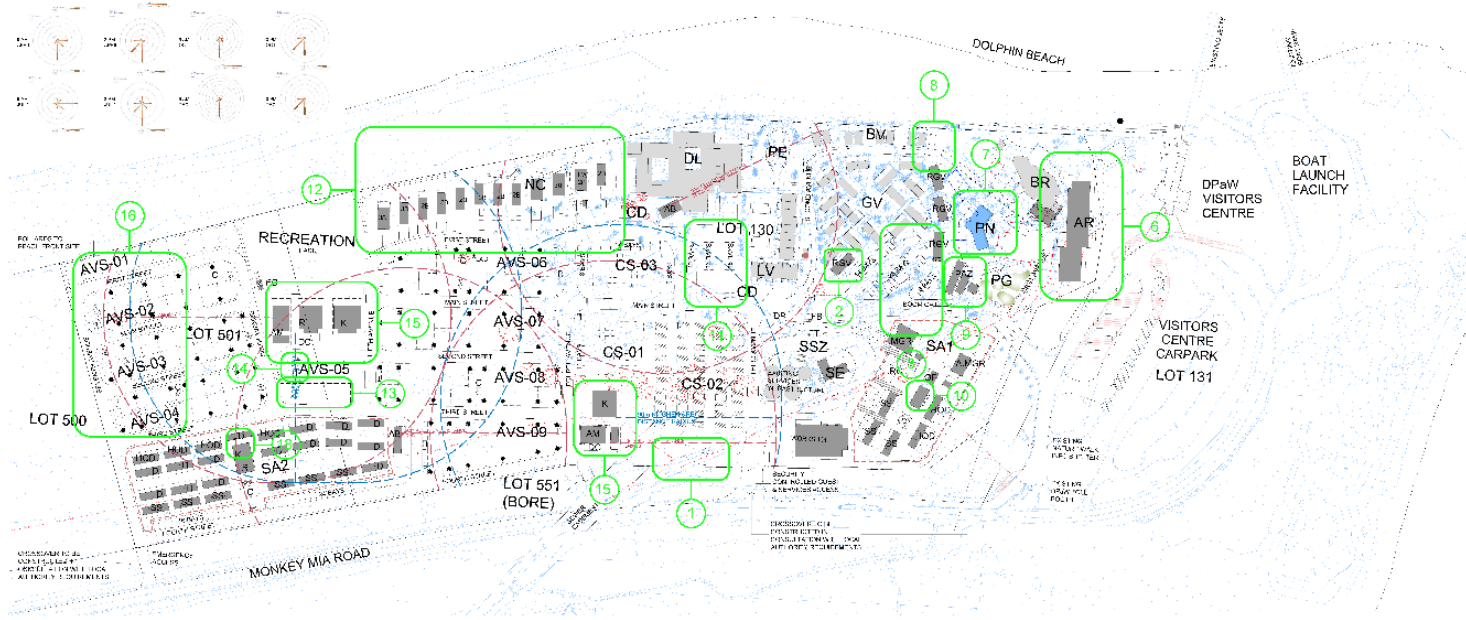
Date of Report

15 April 2022

MINUTES OF THE ORDINARY COUNCIL MEETING

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ATTACHMENT # 1



LEGEND

EXISTING BUILDINGS	FC	RELOCATED BUILDING	HOD	HEADS OF DEPARTMENT	CD	COACH FRONT OFF
UR	UR	UR	UR	UR	UR	UR
LV	LV	LV	LV	LV	LV	LV
GV	GV	GV	GV	GV	GV	GV
DL	DL	DL	DL	DL	DL	DL
BR	BR	BR	BR	BR	BR	BR
PN	PN	PN	PN	PN	PN	PN
PG	PG	PG	PG	PG	PG	PG
SAZ	SAZ	SAZ	SAZ	SAZ	SAZ	SAZ
SA1	SA1	SA1	SA1	SA1	SA1	SA1
SA2	SA2	SA2	SA2	SA2	SA2	SA2
MGR	MGR	MGR	MGR	MGR	MGR	MGR
AAGR	AAGR	AAGR	AAGR	AAGR	AAGR	AAGR

BUILDINGS

K	CHALET
H	LOUNGE BUILDING
W	WATER TOWER
AW	WATER TOWER
DC	DRIVING COURT

SYMBOL LEGEND

[Solid Grey]	EXISTING BUILDING STRUCTURE
[Dotted Grey]	NEW BUILDING STRUCTURE
[Red Dotted]	PROPOSED DRAWINGS TO BE USED FOR BUT NOT PART OF THIS DEVELOPMENT APPLICATION
[Red Dashed]	RELOCATION
[Red Solid]	DECOMMISSION
[Red Dash-Dot]	BOUNDARIES

CLIENT:



STAFF ACCOMMODATION MODULES

[Grey Box]	1 ROOM FULL MODULE - 1 BUNKER
[Grey Box]	2 ROOM FULL MODULE - 2 BUNKERS
[Grey Box]	1 ROOM SINGLE MODULE - 1 BUNKER
[Grey Box]	2 ROOM SINGLE MODULE - 2 BUNKERS
[Grey Box]	2 ROOM DOUBLE HALF MODULE - PERMANENT

NEW CAR BAY PROVISIONS

SA1	7 BAYS
SA2	7 BAYS
SA3	10 BAYS
SA4	10 BAYS
SA5	10 BAYS
SA6	10 BAYS
SA7	10 BAYS
SA8	10 BAYS
SA9	10 BAYS
SA10	10 BAYS
SA11	10 BAYS
SA12	10 BAYS
SA13	10 BAYS
SA14	10 BAYS
SA15	10 BAYS
SA16	10 BAYS
SA17	10 BAYS
SA18	10 BAYS
SA19	10 BAYS
SA20	10 BAYS

YIELD TABLE

GUEST ACCOMMODATION		
AVS	AVS	129
CS	CS	81
SAZ	SAZ	124
SA1	SA1	62
SA2	SA2	16
SA3	SA3	8
SA4	SA4	8
SA5	SA5	8
SA6	SA6	8
SA7	SA7	8
SA8	SA8	8
SA9	SA9	8
SA10	SA10	8
SA11	SA11	8
SA12	SA12	8
SA13	SA13	8
SA14	SA14	8
SA15	SA15	8
SA16	SA16	8
SA17	SA17	8
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SA20	SA20	8
SA21	SA21	8
SA22	SA22	8
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SA24	SA24	8
SA25	SA25	8
SA26	SA26	8
SA27	SA27	8
SA28	SA28	8
SA29	SA29	8
SA30	SA30	8
SA31	SA31	8
SA32	SA32	8
SA33	SA33	8
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SA88	SA88	8
SA89	SA89	8
SA90	SA90	8
SA91	SA91	8
SA92	SA92	8
SA93	SA93	8
SA94	SA94	8
SA95	SA95	8
SA96	SA96	8
SA97	SA97	8
SA98	SA98	8
SA99	SA99	8
SA100	SA100	8

STAFF & DP&W RESEARCH ACCOMMODATION (ALL NEW U.O.N.)

SA1	SA1	22
SA2	SA2	2
SA3	SA3	50
SA4	SA4	1
SA5	SA5	81
SA6	SA6	415

STAFF & DP&W RESEARCH ACCOMMODATION SUBTOTAL

STAFF & DP&W RESEARCH ACCOMMODATION SUBTOTAL 81

ALLEGATIONS OF ACCOMMODATION IS SUBJECT TO ONLY

GUEST & STAFF ACCOMMODATION TOTAL ON COMPLETION 415

MONKEY MIA DOLPHIN RESORT OVERALL MASTERPLAN

DRAWING ISSUED FOR DA AMENDMENT 04.12.17

NOTES: ALL WORK SHOWN OUTSIDE OF THE PROPERTY BOUNDARY NOT TO BE CONSIDERED AS PART OF THIS DEVELOPMENT APPLICATION.

STAFF & DP&W RESEARCH ACCOMMODATION (ALL NEW U.O.N.)

SA1	SA1	22
SA2	SA2	2
SA3	SA3	50
SA4	SA4	1
SA5	SA5	81
SA6	SA6	415

STAFF & DP&W RESEARCH ACCOMMODATION SUBTOTAL

STAFF & DP&W RESEARCH ACCOMMODATION SUBTOTAL 81

ALLEGATIONS OF ACCOMMODATION IS SUBJECT TO ONLY

GUEST & STAFF ACCOMMODATION TOTAL ON COMPLETION 415

MONKEY MIA DOLPHIN RESORT OVERALL MASTERPLAN

DRAWING ISSUED FOR DA AMENDMENT 04.12.17

NOTES: ALL WORK SHOWN OUTSIDE OF THE PROPERTY BOUNDARY NOT TO BE CONSIDERED AS PART OF THIS DEVELOPMENT APPLICATION.

27 APRIL 2022

11.0 FINANCE REPORT

11.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED
CM00017

Author

Finance Officer / Accounts Payable

Disclosure of any Interest

Nil

Moved Cr Fenny
Seconded Cr Ridgley

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$910,860.90 be accepted.

5/0 CARRIED

Comment

The schedules of accounts for payment covering -

Municipal fund credit card direct debits for the month of March 2022 totalling \$3,112.99

Municipal fund account cheque number 26959 totalling \$43.71

Municipal fund direct debits to Council for the month of March 2022 totalling \$22,893.56

Municipal fund account electronic payment numbers MUNI 29393 to 29492 totalling \$728,783.91

Municipal fund account for March 2022 payroll totalling \$138,633.33

Municipal fund Police Licensing for March 2022 transaction number 310322 totalling \$17,393.40 and

No Trust fund account cheque numbers were issued for March 2022 totalling \$0

The schedule of accounts submitted to each member of Council on 22 April 2022 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

MINUTES OF THE ORDINARY COUNCIL MEETING

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There are no policy implications associated with this item.

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	<i>A Pears</i>
Chief Executive Officer	<i>D Chapman</i>
Date of Report	12 April 2022

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

SHIRE OF SHARK BAY – CREDIT CARD

PERIOD – MARCH 2022

CREDIT CARD TOTAL \$3,112.99

EMCD

DATE	NAME	DESCRIPTION	AMOUNT
16/02/2022	LOCAL GOVERNMENT PROFESSIONALS	LGPROWA WORKSHOP – CDO ATTENDANCE	400.00
16/02/2022	ST CATHERINE'S ON PARK	LGPROWA WORKSHOP – CDO ACCOMMODATION	259.00
17/02/2022	REGIONAL EXPRESS (REX)	LGPROWA WORKSHOP – CDO AIRFARE	350.20
25/02/2022	CLEAN UP AUSTRALIA	EQUIPMENT TO CONDUCT THE CLEAN UP - MARCH 2022	80.68
28/02/2022	UNITED FLORISTS	FLOWER BOUQUET FOR CR FENNY & J YORKE – BIRTH BABY BOY	113.12

\$1,203.00

EMFA

DATE	NAME	DESCRIPTION	AMOUNT
26/02/2022	QANTAS	AIRFARE FOR CR COWELL TO ATTEND CONFERENCE – FLIGHT CANCELLED	660.82
27/01/2022	BELONG	1GB MONTHLY TELEVISION CONNECTION WITH N-COM 28/02//2022 TO 27/03/2022	10.00
28/02/2022	SHARK BAY BAKERY	MORNING TEA TO COMMEMORATE 33 YEARS' SERVICE – R METTAM	130.00
03/03/2022	CATCH	INDIVIDUAL WRAPPED NUTS FOR OCM	42.94
08/03/2022	AUSTIN COMPUTERS	CONFERENCE WEB CAM - ADMINISTRATION OFFICE	299.74
08/03/2022	AUSTIN COMPUTERS	CONFERENCE WEB CAM - SBDC OFFICE	299.74
09/03/2022	AUSTIN COMPUTERS	ERGONOMIC KEYBOARDS X3 - ADMINISTRATION OFFICE	266.92
09/03/2022	AUSTIN COMPUTERS	ERGONOMIC KEYBOARDS X1 - SBDC OFFICE	141.92
11/03/2022	PAYPAL – EBAY IDENTYYOU006 AU	COMPUTER MOUSE - ADMINISTRATION OFFICE	22.92
11/03/2022	PAYPAL - JB HI FI	KEYBOARD RISER/TILT - ADMINISTRATION OFFICE	34.99

\$1,909.99

MINUTES OF THE ORDINARY COUNCIL MEETING

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**SHIRE OF SHARK BAY – MUNI CHQ
MARCH 2022
CHEQUE # 26959-26959**

CHQ #	DATE	NAME	DESCRIPTION	AMOUNT
26959	18/03/2022	WATER CORPORATION - OSBORNE PARK	COMMUNITY STANDPIPE - SERVICE CHARGES (MAR 22) AND WATER USAGE (NOV 21 TO JAN 22)	43.71
			TOTAL	\$43.71

**SHIRE OF SHARK BAY – MUNI DIRECT DEBITS
MARCH 2022**

DD #	DATE	NAME	DESCRIPTION	AMOUNT
1003	10/03/2022	AWARE SUPER	PAYROLL DEDUCTIONS	-182.98
1004	10/03/2022	GESB	PAYROLL DEDUCTIONS	-251.21
1005	18/03/2022	EXETEL PTY LTD	SHIRE PROPERTIES INTERNET CHARGES - APRIL 2022	-374.97
DD16545.1	21/03/2022	VIVA ENERGY AUSTRALIA	EMCD - FUEL CARD ACCOUNT - FEBRUARY 2022	-37.31
DD16547.1	07/03/2022	URL NETWORKS PTY LTD	FEBRUARY 2022 SHIRE VOIP PHONE CHARGES	-149.26
DD16556.1	13/03/2022	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-397.53
DD16556.2	13/03/2022	AUSTRALIAN SUPER	PAYROLL DEDUCTIONS	-1373.31
DD16556.3	13/03/2022	THE TRUSTEE FOR SUPER TRAWLER SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	-117.37
DD16556.4	13/03/2022	COLONIAL FIRST STATE	PAYROLL DEDUCTIONS	-466.52
DD16556.5	13/03/2022	MERCER SUPER TRUST	PAYROLL DEDUCTIONS	-410.90
DD16556.6	13/03/2022	SPIRIT SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-99.89
DD16556.7	13/03/2022	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-349.68

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD16556.8	13/03/2022	SUN SUPERANNUATION	PAYROLL DEDUCTIONS	-433.96
DD16556.9	13/03/2022	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	SUPERANNUATION CONTRIBUTIONS	-205.23
DD16572.1	27/03/2022	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-361.51
DD16572.2	27/03/2022	AUSTRALIAN SUPER	PAYROLL DEDUCTIONS	-1558.18
DD16572.3	27/03/2022	THE TRUSTEE FOR SUPER TRAWLER SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	-84.91
DD16572.4	27/03/2022	COLONIAL FIRST STATE	PAYROLL DEDUCTIONS	-463.83
DD16572.5	27/03/2022	MERCER SUPER TRUST	PAYROLL DEDUCTIONS	-410.90
DD16572.6	27/03/2022	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-291.71
DD16572.7	27/03/2022	SUN SUPERANNUATION	PAYROLL DEDUCTIONS	-345.03
DD16572.8	27/03/2022	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	SUPERANNUATION CONTRIBUTIONS	-106.53
DD16572.9	27/03/2022	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-526.45
DD16556.10	13/03/2022	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-433.95
DD16556.11	13/03/2022	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-450.31
DD16556.12	13/03/2022	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-3940.36
DD16556.13	13/03/2022	REST	SUPERANNUATION CONTRIBUTIONS	-1020.53
DD16556.14	13/03/2022	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-410.90
DD16556.15	13/03/2022	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-682.52
DD16556.16	13/03/2022	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-227.56
DD16556.17	13/03/2022	ASGARD SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	-121.34
DD16572.10	27/03/2022	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-410.90
DD16572.11	27/03/2022	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-3805.31
DD16572.12	27/03/2022	REST	SUPERANNUATION CONTRIBUTIONS	-963.11
DD16572.13	27/03/2022	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-410.91
DD16572.14	27/03/2022	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-732.52
DD16572.15	27/03/2022	ASGARD SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	-62.06
DD16572.16	27/03/2022	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-222.11

\$22,893.56

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

**SHIRE OF SHARK BAY – MUNI EFT
MARCH 2022
EFT 29393 - 29492**

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT29393	02/03/2022	SHARK BAY AVIATION	BOOKEASY FEBRUARY 2022 OPERATOR PAYMENT	-976.80
EFT29394	02/03/2022	BAY LODGE MIDWEST OASIS	BOOKEASY FEBRUARY 2022 OPERATOR PAYMENT	-431.20
EFT29395	02/03/2022	DENHAM SEASIDE CARAVAN PARK	BOOKEASY FEBRUARY 2022 OPERATOR PAYMENT	-277.20
EFT29396	02/03/2022	HARTOG COTTAGES	BOOKEASY FEBRUARY 2022 OPERATOR PAYMENT	-2005.40
EFT29397	02/03/2022	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	BOOKEASY FEBRUARY 2022 OPERATOR PAYMENT	-215.02
EFT29398	02/03/2022	HERITAGE RESORT	BOOKEASY FEBRUARY 2022 OPERATOR PAYMENT	-1161.60
EFT29399	02/03/2022	ISLAND LIFE ADVENTURES PTY LTD	BOOKEASY FEBRUARY 2022 OPERATOR PAYMENT	-1661.00
EFT29400	02/03/2022	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	FAREHARBOR FEBRUARY 2022 OPERATOR PAYMENT	-259.60
EFT29401	02/03/2022	DENHAM NATURETIME - 4WD TOURS/PHOTOGRAPHY TOURS	BOOKEASY FEBRUARY 2022 OPERATOR PAYMENT	-378.40
EFT29402	02/03/2022	OCEANSIDE VILLAGE	BOOKEASY FEBRUARY 2022 OPERATOR PAYMENT	-266.00
EFT29403	02/03/2022	RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT	BOOKEASY FEBRUARY 2022 OPERATOR PAYMENT	-3886.42
EFT29404	02/03/2022	SHARK BAY DIVE AND MARINE SAFARIS	BOOKEASY FEBRUARY 2022 OPERATOR PAYMENT	-1097.48
EFT29405	02/03/2022	SHARK BAY HOTEL MOTEL	BOOKEASY FEBRUARY 2022 OPERATOR PAYMENT	-187.00
EFT29406	02/03/2022	SHARK BAY COASTAL TOURS	BOOKEASY FEBRUARY 2022 OPERATOR PAYMENT	-765.60
EFT29407	02/03/2022	SHIRE OF SHARK BAY	BOOKEASY AND FAREHARBOR FEBRUARY 2022 COMMISSION	-2225.08
EFT29408	02/03/2022	SHARK BAY SEAFRONT APARTMENTS	BOOKEASY FEBRUARY 2022 OPERATOR PAYMENT	-734.80
EFT29409	02/03/2022	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL LEVY COLLECTION PERMIT #3404, #3396, #3402, #3403, #3398, #3400, #3401, #3399, #3999, #3407, #3408 AND #3395.	-679.80
EFT29410	02/03/2022	SHIRE OF SHARK BAY	BSL LEVY COMMISSION PERMIT #3404, #3396, #3402, #3403, #3398, #3400, #3401, #3399, #3999, #3407, #3408 AND #3395.	-60.00

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT29411	04/03/2022	AUSTRALIAN COMMUNICATIONS AUTHORITY	2022 AMCA LICENCE BROADCASTING & RETRANSMISSION	-270.00
EFT29412	04/03/2022	AUSTRALIA POST	POSTAGE CHARGES - FEBRUARY 2022 INCLUDING POST BOX RENTAL	-200.08
EFT29413	04/03/2022	SHARK BAY AVIATION	REGIONAL ROAD GROUP & WALGA ZONE MEETING - CARNARVON - 18/02/2022	-1172.50
EFT29414	04/03/2022	BOC LIMITED	MONTHLY CYLINDER RENTAL - FEBRUARY 2022	-54.66
EFT29415	04/03/2022	BOB WADDELL & ASSOCIATES	RATES OFFICER DUTIES - END OF MONTH FEBRUARY 2022	-82.50
EFT29416	04/03/2022	BLACKWOODS ATKINS	FACE MASKS	-453.86
EFT29417	04/03/2022	DOWNER EDI WORKS PTY LTD	1000 L EMULSION RAPID SET - ROAD FILL	-1709.40
EFT29418	04/03/2022	SHARK BAY SUPERMARKET	SUPERMARKET ACCOUNT - FEBRUARY 2022	-121.74
EFT29419	04/03/2022	GERALDTON MOWER & REPAIRS SPECIALISTS	CHAIN, PRIMER AND AIR CLEANER FOR PP076 (MOWERS/WHIPPER SNIPPERS)	-373.80
EFT29420	04/03/2022	THINK WATER GERALDTON	HUNTER STATION NODES - RECREATION CENTRE RETICULATION	-387.00
EFT29421	04/03/2022	HORIZON POWER	STREET LIGHTING - FEBRUARY 2022	-3802.11
EFT29422	04/03/2022	IPEC PTY LTD	FREIGHT ACCOUNT	-16.01
EFT29423	04/03/2022	LANDGATE (WA LAND INFORMATION AUTHORITY)	GROSS RENTAL VALUATIONS - JANUARY 2022	-70.40
EFT29424	04/03/2022	MARKET FORCE PTY LTD	ADVERTISING LOCAL GOVERNMENT NOTICES - OCM DATES FOR 2022	-425.46
EFT29425	04/03/2022	QUINTIS SANDALWOOD PTY LTD	SBDC MERCHANDISE - SANDALWOOD PRODUCTS	-805.77
EFT29426	04/03/2022	PURCHER INTERNATIONAL PTY LTD	GASKET KIT FOR P174 (FREIGHTLINER 114 CORONADO PRIME MOVER) INCLUDING FREIGHT FROM EASTERN STATES	-64.11
EFT29427	04/03/2022	PROFESSIONAL PC SUPPORT	NEW USER ACCOUNT AND AMENDMENTS - CREDITORS & DEBTORS	-77.00
EFT29428	04/03/2022	R & L COURIERS	MONTHLY FREIGHT ACCOUNT - FEBRUARY 2022	-330.00
EFT29429	04/03/2022	SHARK BAY NEWSAGENCY & POSTAL AGENCY	JANUARY ACCOUNT - NEWSPAPERS AND STATIONERY	-211.17

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT29430	04/03/2022	SHARK BAY SKIPS	MONTHLY SKIP BIN ACCOUNTS – USELESS LOOP TURN OFF - JANUARY 2022	-3410.00
EFT29431	04/03/2022	MCKELL FAMILY TRUST	MONTHLY RUBBISH COLLECTION AND STREET SWEEPING - FEBRUARY 2022	-11014.38
EFT29432	04/03/2022	MOORE AUSTRALIA	FINAL PROGRESSIVE BILLING - FINANCIAL MANAGEMENT AUDIT AND REGULATION 17 REVIEW	-7700.00
EFT29433	04/03/2022	TOURISM COUNCIL	2022 SBDC MEMBERSHIP RENEWAL - GOLDEN IVISITOR CENTRE	-1320.00
EFT29434	04/03/2022	TRUCKLINE PARTS CENTRE	HAND RATCHET ASSY FOR P133 (TRI AXLE LOW LOADER)	-179.19
EFT29435	04/03/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	2022 DESK PAD CALENDARS	-81.30
EFT29436	04/03/2022	WILD REPUBLIC AUSTRALASIA PTY LTD	SBDC MERCHANDISE - INCLUDING FREIGHT	-2697.75
EFT29437	04/03/2022	WA ROPES & HARDWARE	BULK ROPE FOR PONTOON AND PLAYGROUND / WHIPPER SNIPPER CORD	-2286.57
EFT29438	11/03/2022	CONCEPT MEDIA	SBDC ADVERTISING - CORAL COAST NEWS - 08/03/2022	-359.70
EFT29439	11/03/2022	BUNNINGS BUILDING SUPPLIES PTY LTD	SBDC - MUSEUM GLOBES & VACUUM CLEANER	-211.31
EFT29440	11/03/2022	BOOKEASY AUSTRALIA PTY LTD	SBDC BOOKING COMMISSION – BOOKEASY	-346.11
EFT29441	11/03/2022	BOB WADDELL & ASSOCIATES	RATES OFFICER ASSISTANT – END OF MONTH TASKS, PROPERTY TRANSFER AND PRODUCE 4TH INSTALMENT RATES NOTICES	-577.50
EFT29442	11/03/2022	CELLARBRATIONS DENHAM	SBDC - ART GALLERY EXHIBITION ROLL THE TAPE - OPENING NIGHT	-309.99
EFT29443	11/03/2022	DENHAM IGA X-PRESS	MONTHLY SUPERMARKET ACCOUNT - FEBRUARY 2022	-583.33
EFT29444	11/03/2022	ATOM-GERALDTON INDUSTRIAL SUPPLIES	SURGICAL FACIAL MASKS	-101.20
EFT29445	11/03/2022	KEVREK (AUSTRALIA) PTY LTD	VALVE SPOOL SECTION FOR P178 (HINO 300 SERIES 817)	-323.62
EFT29446	11/03/2022	MARTIN GEORGE CHINNERY	PLANT AIRCONDITIONING REGAS - P156 (JOHN DEERE GRADER), P178 (HINO 300 SERIES 817), P174	-715.00

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
			(FREIGHTLINER 114 CORONDADO PRIME MOVER) AND P187 (MULTIPAC MULTI WHEELED ROLLER).	
EFT29447	11/03/2022	DENHAM NATURETIME - 4WD TOURS/PHOTOGRAPHY TOURS	SBDC MERCHANDISE - MUGS	-60.00
EFT29448	11/03/2022	PROFESSIONAL PC SUPPORT	ALTUS CONNECTIVITY ISSUE - SSL EXPIRED	-38.50
EFT29449	11/03/2022	PAULS TYRES	SUPPLY TYRES TO P197 (ISUZU DMAX SX CREW CHASSIS RANGER VEHICLE) & P198 (ISUZU DMAX SX CAB CHASSIS TOWN GARDENER VEHICLE).	-960.00
EFT29450	11/03/2022	LYONS ENTERPRISES-SHARK BAY CAR HIRE	CAR HIRE - CARNARVON MEDICAL STAFF - FEBRUARY 2022	-737.00
EFT29451	11/03/2022	SHARK BAY COMMUNITY RESOURCE CENTRE	RECREATION CENTRE MANAGEMENT - FEBRUARY 2022	-2880.88
EFT29452	11/03/2022	SHARK BAY CLEANING SERVICE	MONTHLY CLEANING ACCOUNT - FEBRUARY 2022	-21390.73
EFT29453	11/03/2022	TELSTRA CORPORATION LTD	SMS - COMMUNITY MESSAGES x 3	-121.55
EFT29454	11/03/2022	TOWN PLANNING INNOVATIONS	GENERAL PLANNING SERVICES - FEBRUARY 2022	-6671.50
EFT29455	11/03/2022	TOTALLY WORKWEAR	WOMENS SAFETY WORK BOOTS - CDO	-161.72
EFT29456	11/03/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	RAPID ANTIGEN TESTS x 1000 FOR STAFF & ON SALE TO COMMUNITY	-8030.00
EFT29457	11/03/2022	WEST AUSTRALIAN NEWSPAPERS	SBDC ADVERTISING - REGIONAL EXPLORER NEWSPAPER 23/02/2022	-418.00
EFT29458	18/03/2022	BRIAN CHILD	SUPPLY AND INSTALL WATER SUB METER - NEW DAY CARE	-440.00
EFT29459	18/03/2022	BLACKWOODS ATKINS	THERMOMETER - INFRARED	-327.53
EFT29460	18/03/2022	CANDICE USZKO	SALARY SACRIFICE - COMMUNICATIONS MARCH 2022	-79.00
EFT29461	18/03/2022	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL LEVY COLLECTION - PERMIT # 3405, #3410, #3411 AND #3414.	-226.60
EFT29462	18/03/2022	DENHAM MEATS	CLEAN UP AUSTRALIA DAY - BBQ SAUSAGES	-70.00
EFT29463	18/03/2022	SHARK BAY FUEL FISHING AND CAMPING CENTRE	FUEL, CARBY CLEANER AND ANDERSON PLUG	-103.04

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT29464	18/03/2022	GRIFFIN CIVIL	SUPPLY CIVIL WORKS FOR DURLACHER STREET AS PER QUOTE AND REMAINDER OF WORKS FOR COMPLETION OF BROCKMAN STREET	-562748.89
EFT29465	18/03/2022	REFUEL AUSTRALIA (formerly GERALDTON FUEL COMPANY)	MONTHLY FUEL AND OIL ACCOUNT - FEBRUARY 2022	-934.70
EFT29466	18/03/2022	HORIZON POWER	EMERGENCY SERVICES BUILDINGS - ELECTRICITY	-758.68
EFT29467	18/03/2022	IPEC PTY LTD	FREIGHT - ROAD SWEEPER BROOM P161 (JOHN DEERE SKIDLD)	-195.13
EFT29468	18/03/2022	OEM GROUP PTY LTD	20M DUAL WIRE BRAIDED HIGH PRESSURE HOSE FOR PRESSURE CLEANER	-488.67
EFT29469	18/03/2022	OFFICEWORKS LTD	ADMIN, SBDC & DEPOT STATIONERY - MARCH 2022	-1134.10
EFT29470	18/03/2022	PROFESSIONAL PC SUPPORT	PPS WORKSTATION MONITORING, REMOTE MANAGEMENT AGENT AND SOFTWARE LICENCES - MARCH 2022	-1772.28
EFT29471	18/03/2022	SHARK BAY SERVICES	2 NEW BATTERIES FOR P178 (HINO 300 SERIES 817)	-520.00
EFT29472	18/03/2022	SHARK BAY HOTEL MOTEL	ROLL THE TAPE DISPLAY OPENING NIGHT - CATERING	-365.75
EFT29473	18/03/2022	SHARK BAY SKIPS	MONTHLY SKIP BIN ACCOUNT - USELESS LOOP TURN OFF - FEBRUARY 2022	-2728.00
EFT29474	18/03/2022	SHIRE OF SHARK BAY	BSL LEVY COMMISSION - PERMIT # 3405, #3410, #3411 AND #3414.	-20.00
EFT29475	18/03/2022	TELSTRA CORPORATION LTD	SHIRE MOBILE PHONE CHARGES - MARCH 2022	-345.71
EFT29476	18/03/2022	WA JACOBS TOYMAKER	SBDC MERCHANDISE - T-SHIRTS	-1461.02
EFT29477	18/03/2022	AFGRI EQUIPMENT	CARRY OUT REPAIRS TO LEAKING TANDEM SEAL ON RIGHT SIDE - P156 (JOHN DEERE GRADER)	-6768.40
EFT29478	18/03/2022	WURTH AUSTRALIA PTY LTD	WORKSHOP CONSUMABLES	-159.11
EFT29479	21/03/2022	AUSTRALIAN TAXATION OFFICE	BUSINESS ACTIVITY STATEMENT FEBRUARY 2022	-29865.00
EFT29480	25/03/2022	BOLLINGER AUTOMATION	4 NEW CAT TRAPS	-588.00
EFT29481	25/03/2022	BOLTS R US	PROWIN GRAVITY FEED SPRAY GUN	-334.95

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT29482	25/03/2022	BLACKWOODS ATKINS	HAND SANITISER	-489.92
EFT29483	25/03/2022	GERALDTON DULUX TRADE CENTRE	PAINT FOR COMMUNITY BUS	-292.69
EFT29484	25/03/2022	GREAT NORTHERN RURAL SERVICES	TRI STAR FERTILISER BAGS 20KG	-1787.50
EFT29485	25/03/2022	HORIZON POWER	SHIRE PROPERTIES - ELECTRICITY CHARGES FEBRUARY 2022	-7603.74
EFT29486	25/03/2022	IPEC PTY LTD	TOLL IPEC FREIGHT	-104.87
EFT29487	25/03/2022	MARKET CREATIONS	SBDC - DOMAIN NAME SETUP & RENEWAL (SHARKBAYVISIT.COM.AU)	-165.00
EFT29488	25/03/2022	SHARK BAY MARINE AND HARDWARE	MONTHLY HARDWARE ACCOUNT	-759.33
EFT29489	25/03/2022	PATRICIA POPE	SBDC MERCHANDISE - LIGHT BOTTLES x 5	-150.00
EFT29490	25/03/2022	SHARK BAY BAKERY	2022 CLEAN UP AUSTRALIA DAY - BUNS	-54.00
EFT29491	25/03/2022	SHARK BAY SUBBRANCH RSL	2022 ANZAC CEREMONY EVENT - SPONSORSHIP	-1000.00
EFT29492	25/03/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	5 MANDATORY ELECTED MEMBERS TRAINING COURSES - CR FENNY AND CR VANKOVA	-2359.50
			TOTAL	\$728,783.91

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

**SHIRE OF SHARK BAY – MUNI
ELECTRONIC PAYROLL TRANSACTIONS
MARCH 2022**

DATE	NAME	DESCRIPTION	AMOUNT
15/03/2022	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 13 MARCH 2022	\$70,292.25
29/03/2022	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 27 MARCH 2022	\$68,341.08
		TOTAL	\$138,633.33

**SHIRE OF SHARK BAY
MARCH 2022
POLICE LICENSING TRANSACTION #310322**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
310322	31/03/2022	COMMISSIONER OF POLICE	POLICE LICENSING MARCH 2022	\$17393.40
			TOTAL	\$17,393.40

27 APRIL 2022

11.2 FINANCIAL REPORTS TO 31 MARCH 2022
CM00017

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Vankova
Seconded Cr Stubberfield

Council Resolution

**That the monthly financial report to 31 March 2022 as attached be received.
5/0 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 March 2022** are attached.

VARIANCE ANALYSIS

Operating Revenue was below year-to-date budget by \$\$133,457 as a result of the upfront Caravan Lease revenue being allocated across the year with \$30,000 (Remaining April to June 2022) quarantined out of operating income into Contract Liabilities. In addition, \$ 197,796 of Main Roads Western Australia Private Works Income is behind year to date Budget but will resolve by the end of the financial year. This \$227,796 has been offset by increases in Operating Income in Refuse Site Fees, Development and Planning Applications, Gymnasium Fees, Camping Fees, Building Permits and Privates Works.

Operating Expenditure was below year-to-date budget by \$307,065 due to:

- Overall underspend in Governance Expenditure such as Strategic Planning, Policy and Policy and Local Laws Review, Elected Members Training, Shire logo Update, Chief Executive Officer Performance Review, Staff Training, Insurance and Office Maintenance.
- Law and Order services underspend in Fire Prevention and Bush Fire Brigade, Ranger Patrol and Coastal Hazard Identification Expenditure.
- Health services underspend as we have yet to receive any consulting fees for Health services.
- Housing services underspend in staff and pensioner maintenance underspend.
- Community Amenities services underspend in refuse site and recycling expenditure, planning consultant fees and town planning schemes.
- Recreation and Culture services underspend in Hall maintenance, foreshore and recreational facilities maintenance, Council Assistance Programs, Heritage Asset Maintenance and Travelling Exhibition Costs.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

These underspends have been offset by overspend compared to year-to-date budget timing of Private Works and Town Street Maintenance which should resolve by the end of the financial year.

Capital Expenditure is under year-to-date budget by \$41,595 and is less than the variance threshold being 5% of the year-to-date budget and is therefore not reportable.

Capital Income is under year to date budget by \$3,699 and is not reportable as it is under the variance threshold of \$5,000.

LEGAL IMPLICATIONS

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

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.

Voting Requirements

Simple Majority Required

Signature

Author

A Pears

Chief Executive Officer

D Chapman

Date of Report

19 April 2022

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

SHIRE OF SHARK BAY

MONTHLY FINANCIAL REPORT

(Containing the Statement of Financial Activity)

For the period ending 31 March 2022

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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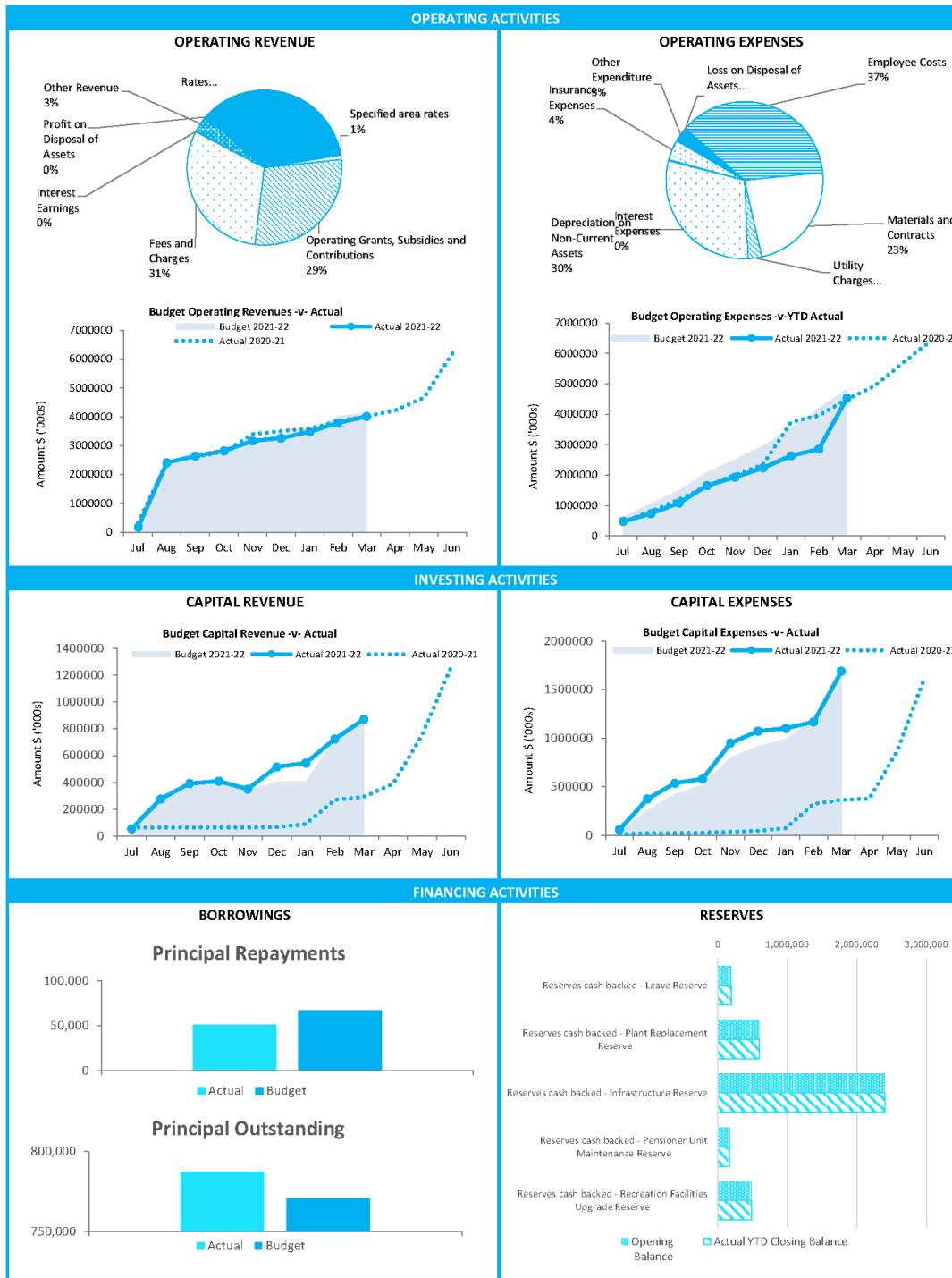
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MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 MARCH 2022

SUMMARY INFORMATION - GRAPHS



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

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MARCH 2022

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.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2022

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)	1,747,398	1,747,398	1,747,398	0	0.00%	
Revenue from operating activities							
Governance		17,013	3,877	5,145	1,268	32.71%	
General purpose funding - general rates	6	1,446,497	1,446,497	1,446,497	0	0.00%	
General purpose funding - other		1,003,537	764,601	769,829	5,228	0.68%	
Law, order and public safety		88,181	71,970	70,623	(1,347)	(1.87%)	
Health		1,800	1,425	2,469	1,044	73.26%	
Housing		132,470	99,404	97,757	(1,647)	(1.66%)	
Community amenities		349,584	319,209	340,085	20,876	6.54%	▲
Recreation and culture		381,370	291,074	300,173	9,099	3.13%	
Transport		521,522	431,649	424,857	(6,792)	(1.57%)	
Economic services		972,033	679,762	510,983	(168,779)	(24.83%)	▼
Other property and services		50,000	39,997	47,590	7,593	18.98%	▲
		4,964,007	4,149,465	4,016,008	(133,457)		
Expenditure from operating activities							
Governance		(338,950)	(261,619)	(160,085)	101,534	38.81%	▲
General purpose funding		(117,947)	(74,811)	(78,677)	(3,866)	(5.17%)	
Law, order and public safety		(310,286)	(224,986)	(197,353)	27,633	12.28%	▲
Health		(90,370)	(63,545)	(33,431)	30,114	47.39%	▲
Housing		(218,961)	(166,150)	(135,654)	30,496	18.35%	▲
Community amenities		(702,612)	(522,945)	(453,136)	69,809	13.35%	▲
Recreation and culture		(2,221,762)	(1,680,902)	(1,503,513)	177,389	10.55%	▲
Transport		(1,778,107)	(1,194,518)	(1,275,923)	(81,405)	(6.81%)	▼
Economic services		(1,118,714)	(593,536)	(640,673)	(47,137)	(7.94%)	▼
Other property and services		(49,500)	(44,573)	(42,075)	2,498	5.60%	
		(6,947,209)	(4,827,585)	(4,520,520)	307,065		
Non-cash amounts excluded from operating activities	1(a)	1,743,726	1,326,044	1,338,930	12,886	0.97%	
Amount attributable to operating activities		(239,476)	647,924	834,418	186,494		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	13	2,009,128	722,035	718,336	(3,699)	(0.51%)	
Proceeds from disposal of assets	7	321,158	152,248	152,248	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(3,654,438)	(1,730,333)	(1,688,738)	41,595	2.40%	
Amount attributable to investing activities		(1,324,152)	(856,050)	(818,154)	37,896		
Financing Activities							
Transfer from reserves	10	1,187,639	0	0	0	0.00%	
Repayment of debentures	9	(67,132)	(50,626)	(50,626)	0	0.00%	
Transfer to reserves	10	(1,304,277)	0	(2,897)	(2,897)	0.00%	
Amount attributable to financing activities		(183,770)	(50,626)	(53,523)	(2,897)		
Closing funding surplus / (deficit)	1(c)	0	1,488,646	1,710,139	221,493		

KEY INFORMATION

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

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MARCH 2022

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.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

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)	1,747,398	1,747,398	1,747,398	0	0.00%	
Revenue from operating activities							
Rates	6	1,446,497	1,446,497	1,446,497	0	0.00%	
Specified area rates	6	36,884	36,884	36,884	0	0.00%	
Operating grants, subsidies and contributions	12	1,526,637	1,152,365	1,149,462	(2,903)	(0.25%)	
Fees and charges		1,746,697	1,368,151	1,233,057	(135,094)	(9.87%)	▼
Interest earnings		8,640	6,905	7,600	695	10.07%	
Other revenue		170,371	134,786	138,631	3,845	2.85%	
Profit on disposal of assets	7	28,281	3,877	3,877	0	0.00%	
		4,964,007	4,149,465	4,016,008	(133,457)		
Expenditure from operating activities							
Employee costs		(2,311,035)	(1,658,987)	(1,674,833)	(15,846)	(0.96%)	
Materials and contracts		(2,264,350)	(1,354,197)	(1,041,544)	312,653	23.09%	▲
Utility charges		(179,475)	(132,767)	(127,513)	5,254	3.96%	
Depreciation on non-current assets		(1,753,645)	(1,316,405)	(1,343,591)	(27,186)	(2.07%)	
Interest expenses		(24,622)	(9,730)	(9,732)	(2)	(0.02%)	
Insurance expenses		(192,630)	(187,633)	(189,222)	(1,589)	(0.85%)	
Other expenditure		(203,090)	(154,350)	(134,869)	19,481	12.62%	▲
Loss on disposal of assets	7	(18,362)	(13,516)	784	14,300	105.80%	▲
		(6,947,209)	(4,827,585)	(4,520,520)	307,065		
Non-cash amounts excluded from operating activities	1(a)	1,743,726	1,326,044	1,338,930	12,886	0.97%	
Amount attributable to operating activities		(239,476)	647,924	834,418	186,494		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	2,009,128	722,035	718,336	(3,699)	(0.51%)	
Proceeds from disposal of assets	7	321,158	152,248	152,248	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(3,654,438)	(1,730,333)	(1,688,738)	41,595	2.40%	
Amount attributable to investing activities		(1,324,152)	(856,050)	(818,154)	37,896		
Financing Activities							
Transfer from reserves	10	1,187,639	0	0	0	0.00%	
Repayment of debentures	9	(67,132)	(50,626)	(50,626)	0	0.00%	
Transfer to reserves	10	(1,304,277)	0	(2,897)	(2,897)	0.00%	
Amount attributable to financing activities		(183,770)	(50,626)	(53,523)	(2,897)		
Closing funding surplus / (deficit)	1(c)	0	1,488,646	1,710,139	221,493		

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.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 MARCH 2022

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 March 2022

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

27 APRIL 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2022

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	(28,281)	(3,877)	(3,877)
Add: Loss on asset disposals	7	18,362	13,516	(784)
Add: Depreciation on assets		1,753,645	1,316,405	1,343,591
Total non-cash items excluded from operating activities		1,743,726	1,326,044	1,338,930

(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 March 2021	Year to Date 31 March 2022
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(3,901,203)	(2,930,362)	(3,904,100)
Add: Borrowings	9	67,131	74,957	67,131
Total adjustments to net current assets		(3,834,072)	(2,855,405)	(3,836,969)

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

Current assets				
Cash and cash equivalents	2	6,875,899	5,965,049	5,879,940
Rates receivables	3	14,151	52,565	86,484
Receivables	3	203,306	189,064	129,696
Other current assets	4	162,179	127,279	122,914
Less: Current liabilities				
Payables	5	(922,786)	(268,327)	(138,223)
Borrowings	9	(67,131)	(74,957)	(67,131)
Contract liabilities	11	(466,036)	(534,960)	(246,608)
Provisions	11	(218,112)	(263,385)	(219,964)
Less: Total adjustments to net current assets	1(b)	(3,834,072)	(2,855,405)	(3,836,969)
Closing funding surplus / (deficit)		1,747,398	2,336,923	1,710,139

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.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

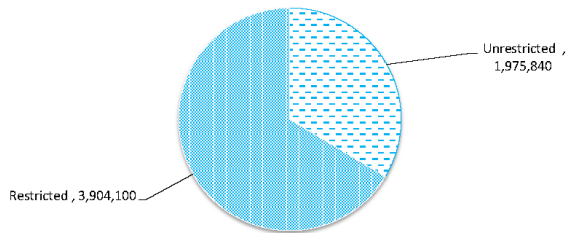
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

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	366,198	0	366,198	0	Bankwest	0.01%	At Call
Municipal Telenet Saver	Cash and cash equivalents	1,608,742	0	1,608,742	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	3,903,921	3,903,921	0	Bankwest	0.15%	At Call
Till Floats	Cash and cash equivalents	900	0	900	0	N/A	0.00%	On Hand
Total		1,975,840	3,904,100	5,879,940	0			
Comprising								
Cash and cash equivalents		1,975,840	3,904,100	5,879,940	0			
		1,975,840	3,904,100	5,879,940	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

27 APRIL 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

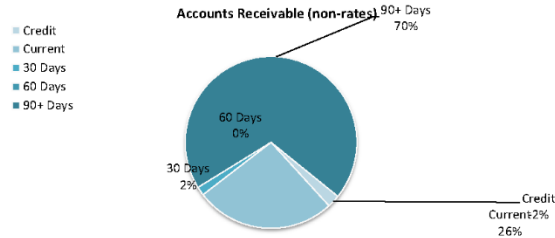
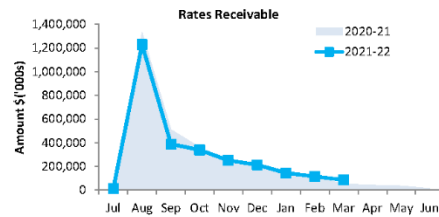
Rates receivable	30 June 2021	31 Mar 2022
	\$	\$
Opening arrears previous years	32,544	14,151
Levied this year	1,773,706	1,827,888
Less - collections to date	(1,770,286)	(1,755,555)
Equals current outstanding	14,151	86,484
Net rates collectable	14,151	86,484
% Collected	98%	95.3%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(2,333)	25,758	1,611	0	68,074	93,110
Percentage	(2.5%)	27.7%	1.7%	0%	73.1%	
Balance per trial balance						
Sundry receivable						93,110
GST and FBT receivable						29,471
Tenancy Bond - 12 Mead Street						0
ESL Levied						0
State Revenue Pensioner Rebate						7,115
Total receivables general outstanding						129,696

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

27 APRIL 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2021	Asset Increase	Asset Reduction	Closing Balance 31 March 2022
	\$	\$	\$	\$
Inventory				
Fuel and materials	26,431		(5,656)	20,775
Merchandise	96,532		5,607	102,139
Prepayments				
Prepayments	0		0	0
Accrued income	39,216		(39,216)	0
Total other current assets	162,179	0	(39,265)	122,914
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

27 APRIL 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

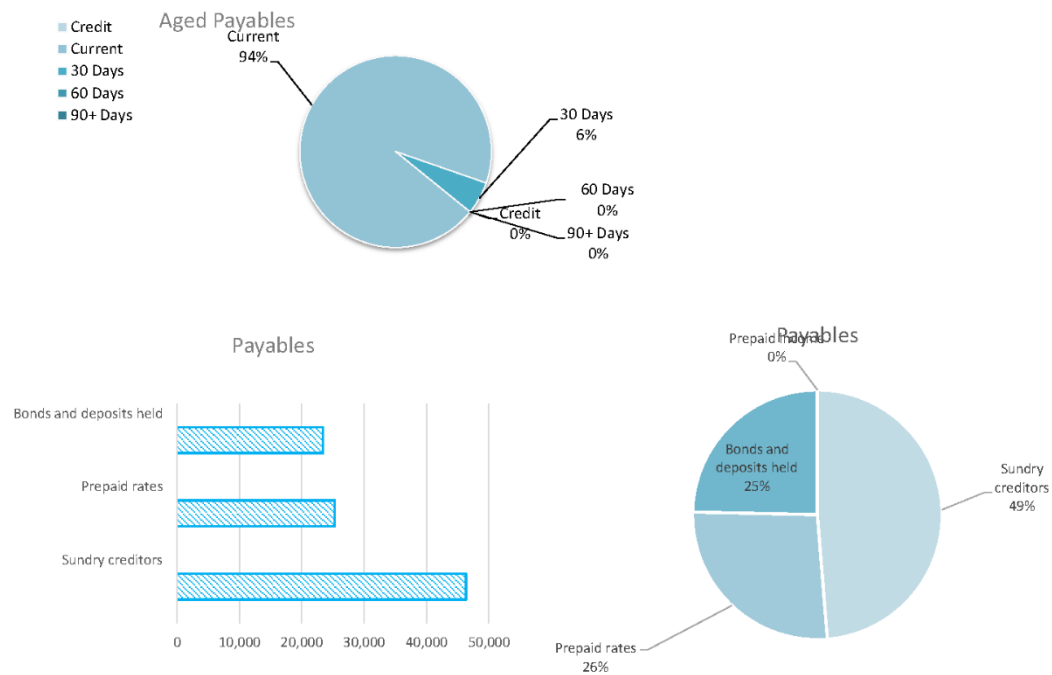
OPERATING ACTIVITIES
NOTE 5
Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	43,775	2,558	0	0	46,333
Percentage	0%	94.5%	5.5%	0%	0%	
Balance per trial balance						
Sundry creditors						46,333
Prepaid rates						25,328
Bonds and deposits held						23,440
Prepaid income						0
Payables - Other						0
ESL Levied						222
Other payables [describe]						0
Total payables general outstanding						138,223

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

27 APRIL 2022

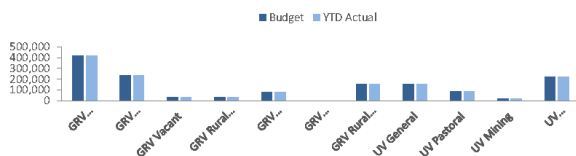
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

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	870	(341)	414,280	413,751	870	(341)	414,280
GRV Commercial	0.10886	41	2,135,007	232,406	0	0	232,406	232,406	0	0	232,406
GRV Vacant	0.10593	18	330,101	34,966	1,796	0	36,762	34,966	1,796	0	36,762
GRV Rural Commercial	0.11009	5	315,380	34,720	0	0	34,720	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	21,867	0	24,340	2,473	21,867	0	24,340
UV Exploration	0.27973	10	816,219	228,318	(3,146)	0	225,172	228,318	(3,146)	0	225,172
Sub-Total		469	10,830,341	1,420,267	21,387	(341)	1,441,313	1,420,267	21,387	(341)	1,441,313
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							(135,926)				(135,926)
Amount from general rates							1,446,497				1,446,497
Total general rates							1,446,497				1,446,497
Specified area rates		Rate in \$ (cents)									
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							1,483,381				1,483,381

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.



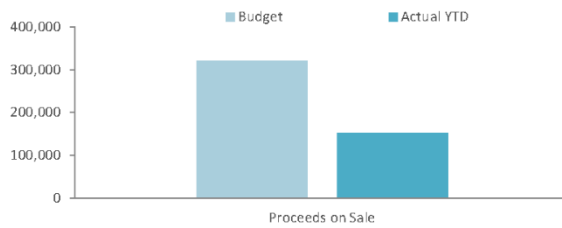
MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

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	53,396	57,273	3,877	0	53,396	57,273	3,877	0
MV194	EMFA Vehicle	11,864	25,000	13,136	0	0	0	0	0
	Economic services								
MV195	EMCD Vehicle	13,732	25,000	11,268	0	0	0	0	0
	Transport								
MV198	Dual Cab Ute - Gardener	21,253	35,455	14,202	0	0	0	0	0
MV197	Dual Cab Ute - Ranger	21,253	35,455	14,202	0	0	0	0	0
MV163	Refuse Site Loader	108,491	94,975	0	(13,516)	94,191	94,975	784	0
MV167	3 Tonne Town Truck	27,500	18,000	0	(9,500)	0	0	0	0
MV168	5 Tonne Town Truck	53,750	30,000	0	(23,750)	0	0	0	0
		311,239	321,158	56,685	(46,766)	147,587	152,248	4,661	0



MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	161,450	46,450	38,837	(7,613)
Buildings - specialised	918,420	356,920	358,869	1,949
Furniture and equipment	20,000	20,000	10,707	9,293
Plant and equipment	688,214	360,314	359,607	(707)
Heritage Assets	50,000	0	2,680	2,680
Infrastructure - roads other	410,113	215,155	216,226	1,071
Infrastructure - roads town	535,975	495,975	470,340	(25,635)
Infrastructure - footpaths	390,086	151,086	151,086	0
Infrastructure - public facilities	480,180	84,433	80,386	(4,047)
Total Capital Acquisitions	3,654,438	1,730,333	1,688,738	(23,009)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	2,009,128	722,035	718,336	(3,699)
Other (disposals & C/Fwd)	321,158	152,248	152,248	0
Cash backed reserves				
Reserves cash backed - Plant Replacement Reserve	367,056	0	0	0
Reserves cash backed - Infrastructure Reserve	744,133	0	0	0
Reserves cash backed - Pensioner Unit Maintenance Reserve	26,450	0	0	0
Reserves cash backed - Recreation Facilities Upgrade Reserve	50,000	0	0	0
Contribution - operations	136,513	856,050	818,154	(37,896)
Capital funding total	3,654,438	1,730,333	1,688,738	(41,595)

SIGNIFICANT ACCOUNTING POLICIES

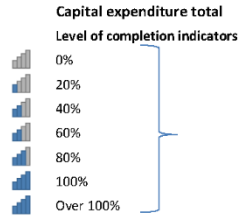
All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current 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

27 APRIL 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

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.

	Account Description	Strategic Plan Reference	Class	Adopted		YTD Actual	Variance (Under)/Over
				Budget	YTD Budget		
	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 Roof Upgrade	4.1	Buildings	36,450	36,450	36,447	3
	25104790 Pensioner Shed Door/Water Pipe Replacement	4.1	Buildings	10,000	10,000	2,390	7,610
			Buildings Total	161,450	46,450	38,837	7,613
	5204975 Office Furniture & Equipment	4.1, 7.1	Furniture & equipment	20,000	20,000	10,707	9,293
	<i>Comments: Photocopier Upgrade is completed, Video Conferencing Equipment project to commence May 2022</i>						
			Furniture & Equipment Total	20,000	20,000	10,707	9,293

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

















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
 5204736 Records Room <i>Comments: Project is completed - Communication Wiring installed</i>	4.1,7.1	Buildings - Specialised	0	0	1,491	(1,491)
 30404756 Morgue Building <i>Comments: Project is completed</i>	4.1	Buildings - Specialised	79,500	79,500	79,510	(10)
 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 <i>Comments: Sand Pit and Shade Sails installed as per Original Plans</i>	4.1, 5.1, 5.2	Buildings - Specialised	0	0	4,925	(4,925)
 35104733 Mens Shed Building	5.1	Buildings - Specialised	110,287	110,287	115,307	(5,020)
 35104734 Mens Shed Site Works <i>Comments: Men Shed is completed</i>	5.1	Buildings - Specialised	10,000	10,000	2,395	7,605
 36004993 SBDC Door Upgrade <i>Comments: Upgrade is completed</i>	4.1, 5.1, 5.2	Buildings - Specialised	25,000	25,000	21,925	3,075
 36004994 SBDC Roof Upgrade <i>Comments: Upgrade is completed</i>	4.1, 5.1, 5.2	Buildings - Specialised	30,000	30,000	30,500	(500)
 36004997 SBDC Lighting Upgrade <i>Comments: Upgrade is completed</i>	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	300,000	0	0	0
 36004999 SBDC Rose De Freycinet Gallery Upgrade <i>Comments: Project is in progress</i>	4.1, 5.1, 5.2	Buildings - Specialised	19,496	19,496	19,325	171
 45104722 Depot Office Awning	4.1	Buildings - Specialised	10,000	0	655	(655)
 10305311 DFES - SES Capital Expenditure <i>Comments: Rear Verandah Upgrade is completed</i>	4.1	Buildings - Specialised	27,637	27,637	27,637	0
 10305312 DFES - SES ERT Useless Loop Shed Fitout <i>Comments: Emergency Services Shed Fitout is completed</i>	4.1	Buildings - Specialised	50,000	50,000	50,000	0
 35504902 Automatic Sliding Door - Library	4.1	Buildings - Specialised	25,000	0	0	0
 35104710 Centre Electronic Entry System for Town Hall and Recreation	4.1	Buildings - Specialised	20,000	0	0	0
 35305510 External Light Upgrade Shark Bay Bowling Sport and Recreational Building -	4.1	Buildings - Specialised	91,500	0	0	0
Buildings - Specialised Total			918,420	356,920	358,869	(458)

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022



















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

Account Description	Strategic Plan Reference	Class	Adopted		YTD Actual	Variance (Under)/Over
			Budget	YTD Budget		
 35605182 Heritage Stables Refurbishment	4.1	Heritage Assets	50,000	0	2,680	(2,680)
Heritage Assets Total			50,000	0	2,680	(2,680)
 45145251 Footpath Construction (As Per Denham Footpath Plan)	1.1, 4.1, 5.1	Infrastructure - footpaths	59,000	0	0	0
 45145257 Francis Street Lighting <i>Comments: Project is completed</i>	1.1, 4.1, 5.1	Infrastructure - footpaths	73,515	73,515	73,515	0
 45145259 Stella Rowley Drive Dual Footpath	1.1, 4.1, 5.1	Infrastructure - footpaths	100,000	0	0	0
 45145258 Stella Rowley Drive Lighting <i>Comments: Project is completed</i>	1.1, 4.1, 5.1	Infrastructure - footpaths	77,571	77,571	77,571	0
 45145260 Problematic Area Street Lighting	1.1, 4.1, 5.1	Infrastructure - footpaths	80,000	0	0	0
Infrastructure - footpaths Total			390,086	151,086	151,086	0
 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 <i>Comments: Project is in progress</i>	4.1, 5.1, 5.2	Infrastructure - public facilities	15,000	8,000	7,901	99
 35302284 Little Lagoon Upgrades, Gazebo, Bollards and Signage <i>Comments: Project is in progress</i>	3.1, 4.1	Infrastructure - public facilities	35,000	26,253	19,318	6,935
 35302285 Little Lagoon Trail Planning <i>Comments: Project is in progress</i>	3.1, 4.2	Infrastructure - public facilities	19,980	19,980	19,980	0
 35304741 Recreation Centre Panel And Paint Upgrade	4.1	Infrastructure - public facilities	50,000	0	0	0
 35305508 Skate Park Upgrade <i>Comments: Project is in progress</i>	4.1, 5.1, 5.2	Infrastructure - public facilities	30,200	30,200	32,017	(1,817)
 35305560 Charlie Sappie Park Bed Removal and Replacement	4.1	Infrastructure - public facilities	20,000	0	1,170	(1,170)
 35205538 Hard Shade Structures - Playgrounds	4.1, 5.1, 5.2	Infrastructure - public facilities	75,000	0	0	0
 35205539 Wheelchairs Disability Beach/Water Access inclusive of Floating Beach	4.1, 5.1, 5.2	Infrastructure - public facilities	50,000	0	0	0

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

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	
 Town Ovals and Recreation Reticulation/Resurfacing Upgrade 35305511	4.1, 5.1, 5.2	Infrastructure - public facilities	90,000	0	0	0
 35205540 CCTV Upgrades	4.1	Infrastructure - public facilities	50,000	0	0	0
 35305512 Access Bicycle and Walking Paths Recreation Precinct	4.1, 5.1, 5.2	Infrastructure - public facilities	30,000	0	0	0
Infrastructure - public facilities Total			480,180	84,433	80,386	4,047
 45150038 RRG Useless Loop Road 20-21 <i>Comments: Project finalised in August</i>	1.1	Infrastructure - roads other	40,155	40,155	40,155	0
 45150040 RRG Useless Loop Road 21-22 <i>Comments: Project is in progress</i>	1.1	Infrastructure - roads other	229,958	175,000	176,071	(1,071)
 45150041 RRG Eagle Bluff Road 21-22	1.1	Infrastructure - roads other	140,000	0	0	0
Infrastructure - roads other Total			410,113	215,155	216,226	(1,071)
 45180092 R2R Durlacher Street 21-22	1.1	Infrastructure - roads town	430,000	390,000	385,684	
 45180091 R2R Brockman Street 20-21	1.1	Infrastructure - roads town	105,975	105,975	84,656	21,319
Infrastructure - roads town Total			535,975	495,975	470,340	21,319
 45205475 Major Plant items - Capital	4.1	Plant and equipment	20,000	15,000	14,393	607
 45205346 Town Gardener's Ute	4.1	Plant and equipment	50,950	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 <i>Comments: Project is completed</i>	4.1	Plant and equipment	260,649	260,649	260,575	74
 45205515 Rangers Vehicle	4.1	Plant and equipment	50,950	0	0	0
 45205319 Tamala Camp Fuel Tanker and Bowser <i>Comments: Project is completed</i>	4.1	Plant and equipment	26,565	26,565	26,565	0
 50104002 EMCD Vehicle	4.1	Plant and equipment	38,000	0	0	0
 5205335 CEO Vehicle Replacement <i>Comments: Project is completed</i>	4.1	Plant and equipment	58,100	58,100	58,074	26
 5205338 EMFA Vehicle Replacement	4.1	Plant and equipment	38,000	0	0	0
Plant and equipment Total			688,214	360,314	359,607	707
Grand Total			3,654,438	1,730,333	1,688,738	29,477

SHIRE OF SHARK BAY | 20

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

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	16,323	32,829	751,572	735,066	7,762	22,040
Economic services										
Monkey Mia Bore	57	70,012	0	0	34,303	34,303	35,709	35,709	1,970	2,582
Total		837,907	0	0	50,626	67,132	787,281	770,775	9,732	24,622
Current borrowings		67,132					67,131			
Non-current borrowings		770,775					720,150			
		837,907					787,281			

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

27 APRIL 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

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	145	0	0	0	0	195,886	195,681
Reserves cash backed - Plant Replacement Reserve	595,873	500	443	370,910	0	(367,056)	0	600,227	596,316
Reserves cash backed - Infrastructure Reserve	2,401,214	1,500	1,783	895,327	0	(744,133)	0	2,553,908	2,402,997
Reserves cash backed - Pensioner Unit Maintenance Reserve	172,508	120	128	35,000	0	(26,450)	0	181,178	172,636
Reserves cash backed - Recreation Facilities Upgrade Reserve	484,265	500	360	0	0	(50,000)	0	434,765	484,625
Reserves cash backed - Monkey Mia Jetty Reserve	22,155	30	16	0	0	0	0	22,185	22,171
Reserves cash backed - Share Fire System Reserve	29,652	40	22	0	0	0	0	29,692	29,674
	3,901,203	3,040	2,897	1,301,237	0	(1,187,639)	0	4,017,841	3,904,100

KEY INFORMATION

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2022

OPERATING ACTIVITIES NOTE 11 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2021	Liability Increase	Liability Reduction	Closing Balance 31 March 2022
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	12	33,396	1,294,806	(1,239,462)	88,740
- non-operating	13	432,640	443,564	(718,336)	157,868
Total unspent grants, contributions and reimbursements		466,036	1,738,370	(1,957,798)	246,608
Provisions					
Annual leave		113,343	290	0	113,633
Long service leave		104,769	0	1,562	106,331
Total Provisions		218,112	290	1,562	219,964
Total other current assets		684,148	1,738,660	(1,956,236)	466,572
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

27 APRIL 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

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 Mar 2022	Current Liability 31 Mar 2022	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	511,202	(511,202)	0	0	714,127	511,203	714,127	0	714,127	511,202
WALGGC - Grants Commission - Roads	0	190,262	(190,262)	0	0	208,136	190,263	208,136	0	208,136	190,262
Law, order, public safety											
FESA Grant - Bush Fire Brigade	2,517	5,121	(3,937)	3,701	3,701	10,069	7,552	10,069	0	10,069	3,937
FESA Grant - SES	11,050	25,292	(36,342)	0	0	46,315	34,560	46,315	0	46,315	36,342
FESA Grant - AWARE Funding	19,829	0	(18,007)	1,822	1,822	19,829	19,829	19,829	0	19,829	18,007
Recreation and culture											
Dirk Hartog Virtual Reality Project	0	1,176	0	1,176	1,176		0		0	0	0
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	264,000	(264,000)	0	0	330,000	264,000	330,000	0	330,000	264,000
Economic services											
Department of Communities - Thank A Volunteer	0	900	(900)	0	0	700	700	700	0	700	900
GDC Workforce Accommodation Business Case	0	50,000	0	50,000	50,000	50,000	0	50,000	0	50,000	0
Safe 4WD Exploring Project	0	2,041	0	2,041	2,041	0	0	0	0	0	0
Meerilinga Childrens Week Grant	0	610	(610)	0	0	0	0	0	0	0	610
	33,396	1,174,673	(1,149,329)	58,740	58,740	1,503,245	1,152,176	1,503,245	0	1,503,245	1,149,329
Operating contributions											
Recreation and culture											
Contributions - HMAS Sydney Exhibit	0	133	(133)	0	0	250	189	250	0	250	133
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	(90,000)	30,000	30,000	0	0	0	0	0	0
	0	120,133	(90,133)	30,000	30,000	10,370	189	250	0	250	133
TOTALS	33,396	1,294,806	(1,239,462)	88,740	88,740	1,513,615	1,152,365	1,503,495	0	1,503,495	1,149,462

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

NOTE 13

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue					
	Liability	Increase	Liability	Liability	Current	Adopted Budget	YTD	Annual	Budget	Expected	YTD Revenue
	1 July 2021	in	Reduction	31 Mar 2022	Liability	Revenue	Budget	Budget	Variations		Actual
	Liability	(As revenue)		31 Mar 2022							(b)
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies											
Housing											
CHO Pensioner Unit Roof Upgrade	20,000	0	(20,000)	0	0	20,000	20,000	20,000	0	20,000	20,000
Recreation and culture											
FESA SES - Rear Verandah	0	27,637	(27,637)	0	0	27,637	27,637	27,637	0	27,637	27,637
FESA SES - Useless Loop ERT Shed Fitout	0	50,000	(50,000)	0	0	50,000	50,000	50,000	0	50,000	50,000
Mens Shed Gaming Community Trust	0	110,287	(110,287)	0	0	110,287	110,287	110,287	0	110,287	110,287
Little Lagoon WA State Trail Planning Program	10,580	0	(10,580)	0	0	13,640	13,640	13,640	0	13,640	10,580
Shark Bay Bowling Club Lights	0	60,000	0	60,000	60,000	80,000	0	80,000	0	80,000	0
Dugong Interactive Zone - SBDC	0	29,500	0	29,500	29,500	0	0	0	0	0	0
PRGIF Gallery Grant	0	19,496	(19,325)	171	171	19,496	19,496	19,496	0	19,496	19,325
Transport											
RRG Grants - Capital Projects	26,770	146,644	(144,150)	29,264	29,264	239,786	145,000	239,786	0	239,786	144,150
Roads to Recovery - Capital Projects	105,975	0	(105,975)	0	0	403,220	105,975	403,220	0	403,220	105,975
Local Roads and Community Infrastructure	269,315	0	(230,382)	38,933	38,933	1,045,062	230,000	1,045,062	0	1,045,062	230,382
TOTALS	432,640	443,564	(718,336)	157,868	157,868	2,009,128	722,035	2,009,128	0	2,009,128	718,336

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

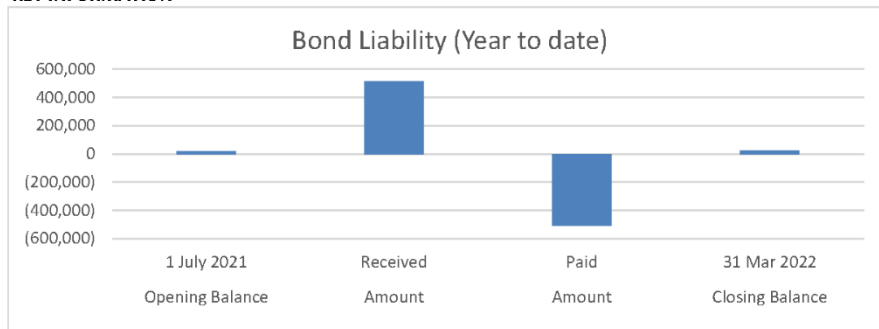
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022

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 Mar 2022
	\$	\$	\$	\$
CITF Levy	0	19,829	(17,900)	1,929
Library Card Bond	50	150	(100)	100
Bookeasy- Sales	1,294	312,580	(313,874)	0
Kerb/Footpath Deposit	6,800	2,000	0	8,800
Bond Key	5,050	430	(500)	4,980
Equipment Bond	200	0	(200)	0
Hall Bond	825	1,985	(335)	2,475
Police Licensing	2,106	160,581	(161,716)	971
Election Deposit	0	480	(480)	0
Marquee Deposit	0	0	0	0
Building Licence Levy	0	16,405	(14,728)	1,677
Road Reserve - Hughes Street	2,298	0	0	2,298
Rates Unidentified Deposit	210	0	0	210
	18,833	514,440	(509,833)	23,440

KEY INFORMATION



MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2022

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	1,268	32.71%	Timing	No Reportable Variance
General purpose funding - rates	0	0.00%	Timing	No Reportable Variance
General purpose funding - other	5,228	0.68%	Timing	No Reportable Variance
Law, order and public safety	(1,347)	(1.87%)	Timing	No Reportable Variance
Health	1,044	73.26%	Timing	No Reportable Variance
Housing	(1,647)	(1.66%)	Timing	No Reportable Variance
Community amenities	20,876	6.54%	▲ Timing	Refuse Site Fees, Cemetery Fees and Planning Application Fees higher than YTD Budget
Recreation and culture	9,099	3.13%	Permanent	No Reportable Variance
Transport	(6,792)	(1.57%)	Timing	No Reportable Variance
Economic services	(168,779)	(24.83%)	▼ Timing	Private Works Income YTD Budget ahead of YTD Actual offset increases in Building Permits and Camping Fees causing variance - Timing Variance will resolve by end of Financial year
Other property and services	7,593	18.98%	▲ Permanent	No Reportable Variance
Expenditure from operating activities				
Governance	101,534	38.81%	▲ Timing	Governance expenditure less than YTD Budget
General purpose funding	(3,866)	(5.17%)	Timing	No Reportable Variance
Law, order and public safety	27,633	12.28%	▲ Timing	Variance due to underspend in Fire Prevention Expenditure, Ranger Patrols and Governance Overhead Expenditure compared to YTD Budget.
Health	30,114	47.39%	▲ Timing	Variance due to underspend in Health Consulting Fees, Mosquito Fogging, Health Services Provisions, Public Health Plan and Governance Overhead Expenditure compared to YTD Budget.
Housing	30,496	18.35%	▲ Timing	Variance due to Staff and Pensioner Maintenance Actual expenditure less than YTD Budget.
Community amenities	69,809	13.35%	▲ Timing	Variance due to Rural Rubbish Tip Maintenance, Recycling Expenses, Recycling Service Review, Planning Consultant Fees Town Planning Schemes and Governance Overhead Expenditure less than YTD Budget
Recreation and culture	177,389	10.55%	▲ Timing	Variance due to Hall and SBDC Maintenance, Foreshore and Recreational Maintenance, Heritage Asset Maintenance, Council Assistance Programs, Travelling Exhibition Costs, SBDC Shop Equipment and Furniture <\$5K and Governance Overhead Expenditure less than YTD Budget.
Transport	(81,405)	(6.81%)	▼ Timing	Variance due to Town Street Maintenance ahead of YTD Budget.
Economic services	(47,137)	(7.94%)	▼ Timing	Variance due to MRWA Shark Bay Road Private Works YTD Budget being ahead of YTD Actual.
Other property and services	2,498	5.60%	Timing	No Reportable Variance
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(3,699)	(0.51%)	Timing	No Reportable Variance
Proceeds from disposal of assets	0	0.00%	Timing	No Reportable Variance
Payments for property, plant and equipment and infrastructure	41,595	2.40%	Timing	No Reportable Variance
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	(2,897)	0.00%	Timing	No Reportable Variance

SHIRE OF SHARK BAY | 27

27 APRIL 2022

11.3 LEASES – ANNUAL PAYMENT REQUEST
RES 40344, RES 40771 and RES 29363

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as a member of the Shark Bay Pistol Club.

Moved Cr Ridgley

Seconded Cr Vankova

Council Resolution

That Council:-

- 1. Charge the Shark Bay Bowling Club an amount of \$150 for the 2022/2023 financial year in accordance with its lease agreement.**
- 2. Charge the Shark Bay Speedway Club an amount of \$150 for the 2022/2023 financial year in accordance with its lease agreement.**
- 3. Charge the Shark Bay Pistol Club an amount of \$150 for the 2022/2023 financial year in accordance with its lease agreement; and**
- 4. Charge the St Johns Ambulance Western Australia Ltd an amount of \$1 for the 2022/2023 financial year in accordance with its lease agreement.**

5/0 CARRIED

Background

Council has in place lease agreements with the Shark Bay Bowling Club, the Shark Bay Speedway Club, Shark Bay Pistol Club and the St Johns Ambulance Western Australia Ltd which provides for Council to impose lease payments for the use of the land on an “on demand” basis.

The Boolbardie Country Club Golf Course rental lease is on a per annum basis and not an “on demand basis” and will automatically be invoiced at \$150 plus GST at the commencement of the financial year.

The 2021/2022 financial year was the first year that a rent is recommended to be charged to the St John Ambulance Western Australia Ltd. Previously the use of the building was governed under a Memorandum of Understanding where outgoings were on charged to the tenant and no lease payment charged and is the reason for the \$1 lease payment per annum.

The other occupant of the Emergency Services Building is Shark Bay State Emergency Service and operate under a Memorandum of Understanding where outgoings such as insurance, and utility costs are on charged to the tenant and do not pay rent.

Therefore, each year Council needs to determine whether the payment should be charged. Over the last 9 years charges have been applied as follows:

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

Year	Shark Bay Speedway	Shark Bay Bowling Club	Shark Bay Pistol Club	St John Ambulance
2021-2022	Paid	Paid	Paid	Paid
2020-2021	Paid	Paid	Paid	N/A
2019-2020	Paid	Paid	Paid	N/A
2018-2019	Paid	Paid	Paid	N/A
2017-2018	Paid	Paid	Paid	N/A
2016-2017	Paid	Paid	N/A	N/A
2015-2016	Paid	Paid	N/A	N/A
2014-2015	Paid	Paid	N/A	N/A
2013-2014	Waived	Waived	N/A	N/A

Legal Implications

There are no legal implications associated with this item. Leases are in place with these organisations.

Policy Implications

There are no policy implications associated with this item.

Financial Implications

The imposition of these charges will generate an increase in revenue of \$451 which is due to be included in the 2022/2023 budget. Should the Council waive these fees the financial loss will be \$451.

Strategic Implications

There are no strategic implications associated with this report.

Risk Management

This item is low risk as the lessees have existing leases in place.

Voting Requirements

Simple Majority Required

Signatures

Author
Chief Executive Officer
Date of Report

A Pears
D Chapman
19 April 2022

27 APRIL 2022

11.4 FIVE (5) YEAR FOOTPATH CAPITAL PROGRAM
FM52223

AUTHOR

Works Manager

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Cowell

Nature of Interest: Proximity Interest as daughter owns house on Hartog Crescent

Declaration of Interest: Cr Vankova

Nature of Interest: Proximity Interest as own house on Hartog Crescent.

With two Councillors declaring a Proximity Interest this will leave the meeting without a quorum.

The matter will lay on the table and be presented back to a future Council meeting.

Moved Cr

Seconded Cr

Officer Recommendation

That Council endorse the revised and modified Five (5) Year Capital Footpath Plan 2022/2023 to 2026/2027 for new footpaths within the township of Denham and,

1. That funding of \$57,000.00 be included in the draft 2022/2023 budget to undertake programmed 2022/2023 footpath programmes along Hartog Crescent from Hughes Street towards the existing footpath: and
2. That a new footpath be added to the 5-year footpath construction plan for installation in the 2027/2028 financial year at the following location: Mead Street from Millar Street to Durlacher Street.

BACKGROUND

Council established a program for the installation of new footpaths in the Denham town site in 2011. The program is scheduled over a 5-year period and is reviewed annually by Council to enable any variations or inclusions to be addressed.

Administration also includes in the draft budget an allocation of \$50,000 for the footpath programme inclusions.

A town map has been included for Councillors information. determine the best additional footpath to include in the 5-year plan. Existing Footpaths currently in place are designated by blue lines. Footpaths that have been planned by administration for construction are designated by pink lines. Red lines designate footpaths that need to be constructed.

At the Ordinary Council Meeting held 31/03/2021 Council made the following resolution:

Council Resolution

27 APRIL 2022

That Council endorse the Five (5) Year Capital Footpath Plan 2021/2022 to 2025/2026 for new footpaths within the township of Denham be reinstated and,

- 1. That funding of \$59,000.00 be included in the draft 2021/2022 budget to undertake programmed 2021/2022 footpath programmes along Hartog Crescent from Dirk Place to Hughes Street and along Durlacher Street from Hoult Street to Dampier Road.***
- 2. That a new footpath be added to the Five (5) year footpath construction plan for installation in the 2025/2026 financial year at the following location: Capewell Drive from Sunter Place to Wear Place.***

6/0 CARRIED

COMMENT

The footpath programme and associated funding needs to be reviewed on an annual basis to enable the Council to address the needs of the community regarding footpath access within Denham.

This allows Council to establish priorities and to amend budgets accordingly. All footpaths constructed will be done to conform to dual use standards.

This capital program is a living document and will be reviewed annually to ensure that any changes in priorities or budgets are considered and accommodated within the program.

The location and alignment of the footpaths on the suggested roads can be modified, although any modification may affect associated costs.

The footpath plan endorsed by Council at the ordinary council meeting held on 31 March 2021 for the period 2021/2022 to 2025/2026 was as per the table below.

Existing Footpath Plan

Year	Street	Section	Estimated Cost
2021/2022	Durlacher	Hoult to Dampier	\$38,850.00
2021/2022	Hartog	Dirk to Hughes	\$19,950.00
2022/2023	Hartog	Hughes + 245 metres	\$52,920.00
2023/2024	Hartog	Connect the footpaths	\$34,188.00
2023/2024	Laneway	Wear to Fletcher	\$13,320.00
2024/2025	Silver Chain	Carpark + Retaining Wall	\$49,500.00
2025/2026	Capewell	Sunter to Wear	\$47,200.00

On review of the current adopted plan.

On reflection and review of the adopted plan, it has come to the attention of the administration that a possible inconsistency may have occurred. The administration is of the view that it would be prudent to push out the planned Silver Chain and Capewell

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

Drive footpaths for a year, and program the Fletcher Court and Wear place footpaths for 2024/25.

Administration is now presenting to council an amended footpath plan as per the table below.

An attached spreadsheet of the proposed changes is also attached to this report.

Proposed Modifications to Footpath Plan

Year	Street	Section	Estimated Cost
2022/2023	Hartog	Hughes + 245 metres	\$56,350.00
2023/2024	Hartog	Connect the footpaths	\$35,420.00
2023/2024	Laneway	Wear to Fletcher	\$13,800.00
2024/2025	Wear	Capewell to Cul-de-sac	\$24,150.00
2024/2025	Fletcher	Edwards to Cul-de-sac	\$28,060.00
2025/2026	Silver Chain	Carpark + Retaining Wall	\$49,500.00
2026/2027	Capewell	Sunter to Wear	\$47,200.00

The Officer Recommendation to add Mead Street from Millar Street to Durlacher Street at a cost of \$51,250 in 2027/28, will best ensure the connectivity of the footpath network in an organised manner.

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

FINANCIAL IMPLICATIONS

Hartog Crescent from Hughes Street + 245 metres Estimated Cost \$57,000

Footpaths proposed to for construction in 2022/2023, will be \$7,000 over the anticipated budget allowance and therefore will need to be considered as part of the 2022/2023 budget.

STRATEGIC IMPLICATIONS

Outcome 1.1 - Develop Infrastructure and Investment that is sustainable and an ongoing legacy to the Shire

RISK MANAGEMENT

There are no risks associated with this report

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

B Galvin

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

Chief Executive Officer

Dale Chapman

Date of Report

7 April 2022

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

Shire of Shark Bay 5 Year Capital Footpath Plan 2021/22 to 2025/26																	
Type	length	Type	2021/22		2022/23		2023/24		2024/25		2025/26		Cost \$				
			length	\$ per m2	length	\$ per m2	length	\$ per m2	length	\$ per m2	length	\$ per m2					
New																	
		Grey															
Fletcher (Edwards/Cul-de-sac)	122	Grey									122	\$ 118.00	\$ 28,792.00				
Wear (Capewell/Cul-de-sac)	105	Grey									105	\$ 118.00	\$ 24,780.00				
Laneway (Wear/Fletcher)	60	Grey				60	\$ 111.00	\$ 13,320.00									
Capewell (Polard/Edwards)	263	Grey									263	\$ 118.00	\$ 62,068.00				
Capewell (Sunier/Weit)	200	Grey									200	\$ 118.00	\$ 47,200.00				
Harrog (Hughes + 245)	245	Grey			245	\$ 108.00	\$ 52,920.00										
Harrog (connect the footpaths)	154	Grey						154	\$ 111.00	\$ 34,188.00							
Harrog (Dirik/Hughes)	95	Grey	95	\$ 105.00	\$ 19,950.00												
Edwards (Capewell/Fletcher)	80	Grey															
Edwards (Fletcher/Spaven)	93	Grey															
Spaven (Leeds/Edwards)	200	Grey															
Mead (Millar/Durlacher)	205	Grey									205	\$ 118.00	\$ 48,380.00				
School (Stella/Francis "Along Fence")	75	Grey									75	\$ 118.00	\$ 17,700.00				
Freyonet (Stella/Carpark)	148	Grey															
Silver Chain + retaining wall	55	Grey									55	\$ 450.00	\$ 49,500.00				
Durlacher (Hoult/Dampier)	185	Grey	185	\$ 105.00	\$ 38,850.00												
TOTAL	2,285		280		\$ 58,800.00	245		\$ 52,920.00	214		\$ 47,508.00	55		\$ 49,500.00	970		\$ 228,920.00
Proposed																	
Planned																	

27 APRIL 2022

Shire of Shark Bay 5 Year Capital Footpath Plan 2022/23 to 2026/27																										
Type	length	Type	2022/23			2023/24			2024/25			2025/26			2026/27			2027/28								
			length	\$ per m2	Cost \$	length	\$ per m2	Cost \$	length	\$ per m2	Cost \$	length	\$ per m2	Cost \$	length	\$ per m2	Cost \$	length	\$ per m2	Cost \$						
New																										
Fletcher (Edwards/cul-de-sac)	122	Grey						122	\$ 115.00	\$ 28,060.00																
Wear (Capewell/Cul-de-sac)	105	Grey						105	\$ 115.00	\$ 24,150.00																
Laneway (Wear/Fletcher)	60	Grey																								
Capewell (Poland/Edwards)	263	Grey						60	\$ 115.00	\$ 13,800.00																
Capewell (Sumter/Wear)	200	Grey																								
Hatog (Hughes + 245)	245	Grey	245	\$ 115.00	\$ 56,350.00																					
Hatog (Connect the two footpaths)								154	\$ 115.00	\$ 35,420.00																
Edwards (Capewell/Fletcher)	80	Grey																								
Edwards (Fletcher/Spaven)	93	Grey																								
Spaven (Leeds/Edwards)	200	Grey																								
Mead (Millar/Duracher)	205	Grey																								
School (Stellar/Francois "Along Fence")	75	Grey																								
Silver Chain + retaining wall	55	Grey																								
TOTAL	1,888		245		\$ 56,350.00	214		227		\$ 52,210.00	40			\$ 36,000.00	200					\$ 50,000.00	931				\$ 232,750.00	
Proposed																										
Planned																										

27 APRIL 2022

11.5 FIVE YEAR PLANT REPLACEMENT PROGRAM
FM52223

AUTHOR

Works Manager

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Fenny
Seconded Cr Ridgley

Council Resolution

**That the 2022/2023 review of the Five (5) Year Plant Replacement program be endorsed and that required funding be allocated in the draft 2022/2023 Budget.
5/0 CARRIED**

BACKGROUND

The Five (5) Year Plant Replacement Plan is a living document and as such is subject to review every year during budget consideration.

COMMENT

The Five (5) Year Plant Replacement program forecasts the plant replacement requirements for the Shire of Shark Bay for the next 5 years.

As this is a living document, it is presented to Council annually for review. The Plant replacement program ensures that Shires Plant has been assessed by Administration and that anticipated time frames for replacement align with the works commitments.

As per the Shire of Shark Bay's Five (5) Year Plant Replacement Plan, the Country Dual Cab 4X4 5 tonne truck and 6X6 Grader are the major plant items due for replacement and inclusion in 2022/2023 budget.

LEGAL IMPLICATIONS

There are no legal implications with this report.

POLICY IMPLICATIONS

There are no policy implications with this report.

FINANCIAL IMPLICATIONS

The Five (5) Year Plant Replacement programme currently includes the purchase of a Grader with an estimated changeover cost of \$355,000, and a Dual Cab 4X4 5 tonne truck with an estimated changeover price of \$85,000.

There is also an inclusion for light vehicles and major plant at a changeover cost \$100,000.

Total net cost for the 2022/23 plant replacement program is \$540,000 and will need to be included as part of the 2022/23 draft budget.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

STRATEGIC IMPLICATIONS

Outcome 1.2: Conduct a review of operations to ensure the Shire is operating efficiently and effectively, and work towards full cost recovery.

RISK MANAGEMENT

There are no risks associated with this report.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

B Galvin

Chief Executive Officer

D Chapman

Date of Report

30 March 2022

Shire of Shark Bay															
5 Year Plant Replacement Program 2021/22 - 2025/26															
Type	2022/2023			2023/2024			2024/2025			2025/26			2026/27		
	Gross \$	Trade \$	Net	Gross \$	Trade \$	Net	Gross \$	Trade \$	Net	Gross \$	Trade \$	Net	Gross \$	Trade \$	Net
Major Plant															
Water Tanker x 2										260,000	40,000	220,000			
Semi Side Tipper															
5 Ton Town Truck															
3 Ton Town Truck													60,000	20,000	40,000
Dual Cab Truck 4X4	105,000	20,000	85,000												
Camp upgrades															
Prime Mover				250,000	40,000	210,000									
Country Loader													330,000	60,000	270,000
Multi Tyred Rubber Roller				160,000	20,000	140,000									
Community Bus															
30 KVA Generator Set															
Bob Cat, Attachments and Trailer							110,000	10,000	100,000						
Grader	500,000	145,000	355,000												
Low Loader															
Refuse Site Loader															
Excavator															
Town Loader							250,000	40,000	210,000						
Ride On Lawn Mower							50,000	5,000	45,000						
Major Plant Items	20,000		20,000	20,000		20,000	20,000		20,000	20,000		20,000	20,000		20,000
Vehicles															
CEO Vehicle	65,000	55,000	10,000				71,000	57,000	14,000				86,000	55,000	31,000
EMFA Vehicle				45,000	25,000	20,000				55,000	35,000	20,000			
EMTCED Vehicle				45,000	25,000	20,000				55,000	35,000	20,000			
Dual Cab Ute - Works Manager	60,000	32,000	28,000				64,000	29,000	35,000				67,000	31,000	36,000
Dual Cab Ute - Town	48,000	27,000	21,000				55,000	25,000	30,000				63,000	26,000	37,000
Dual Cab Ute- Ranger				50,000	27,000	23,000				53,000	27,000	26,000			
Dual Cab Ute- Gardner				50,000	27,000	23,000				53,000	27,000	26,000			
Space Cab Ute - Country	48,000	27,000	21,000				55,000	25,000	30,000				63,000	26,000	37,000
TOTAL	846,000	306,000	540,000	620,000	164,000	456,000	675,000	191,000	484,000	496,000	164,000	332,000	689,000	218,000	471,000
Major Plant	625,000	165,000	460,000	430,000	60,000	370,000	430,000	55,000	375,000	280,000	40,000	240,000	410,000	80,000	330,000
Vehicles	221,000	141,000	80,000	190,000	104,000	86,000	245,000	136,000	109,000	216,000	124,000	92,000	279,000	138,000	141,000
Total	846,000	306,000	540,000	620,000	164,000	456,000	675,000	191,000	484,000	496,000	164,000	332,000	689,000	218,000	471,000

27 APRIL 2022

11.6 COUNCILLOR FEES, ALLOWANCES AND EXPENSES
FM52223

AUTHOR

Executive Manager Finance and Administration

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Ridgley
Seconded Cr Cowell

Council Resolution

That Council:

- 1. Adopt, in accordance with section 5.98, 5.99 and 5.99A of the *Local Government Act 1995*, annual attendance fees be paid to all Councillors in lieu of meeting fees and annual allowances in lieu of reimbursement of expenses;**
- 2. Approve for inclusion in the 2022/2023 budget, the following entitlements for the 2022/2023 financial year payable three months in advance from 1 July 2022:**
 - a. An annual attendance fee for the Shire President of \$11,663 in accordance with section 5.99 of the *Local Government Act 1995*;**
 - b. An annual attendance fee for council members' of \$5,673 in accordance with section 5.99 of the *Local Government Act 1995*;**
 - c. An annual allowance for the Shire President of \$11,978 in accordance with section 5.98(5) of the *Local Government Act 1995*;**
 - d. An annual allowance for the Deputy Shire President of \$2,995 in accordance with section 5.98A of the *Local Government Act 1995*;**
 - e. An annual Information, Communication and Technology allowance for all council members' of \$2,143 in accordance with section 5.99A of the *Local Government Act 1995*;**
- 3. Approve the reimbursement of expenses incurred by a council member in accordance with section 5.98(2)(b) and (3) of the Act and regulation 32 of the *Local Government (Administration) Regulations 1996*;**
- 4. Approve the reimbursement of travel costs incurred by a council member in accordance with regulation 31(1)(b) of the *Local Government (Administration) Regulations 1996*;**
- 5. Approve the reimbursement of childcare costs incurred by a council member in accordance with regulation 31(1)(b) and regulation 32(1) of the *Local Government (Administration) Regulations 1996*; and**
- 6. Include the proposed expenses in the 2022/2023 Draft budget.**

5/0 CARRIED

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

BACKGROUND

Section 7A of the *Salaries and Allowances Act 1975* require the Salaries and Allowances Tribunal to undertake a review of the fees and allowances for local government elected council members on an annual basis.

The Tribunal determination finalised on the 7 April 2022 that there be a 2.5 percent increase in the remuneration, fees, expenses or allowances ranges provided to Chief Executive Officer's and elected members.

However, they also mention that each council retains the capacity to provide an increase within the current band parameters as long as they satisfy itself and provide public justification for any increase within their allotted bank in the current economic climate.

Council has determined the fees to be paid in past years was as follows: Please note that due to the COVID-19 pandemic Council resolved to waive their Councillor Fees, Allowances and Expenses for the first half of the 2020/2021 financial year.

	2019/2020	2020/2021	2021/2022	2021/2022
Annual Attendance Fees			Budget	Actual
President	\$11,663.00	\$5,831.50	\$11,663.00	\$11,314.38
Councillors	\$5,673.00	\$2,836.50	\$5,673.00	\$5,588.22
Annual Allowances				
President	\$11,978.00	\$5,989.00	\$11,978.00	\$5,989.00
Deputy President (25% of President)	\$2,995.00	\$1,497.50	\$ 2,995.00	\$1,497.50
Other Allowances				
Information Technology	\$2,143.00	\$1071.50	\$2,143.00	\$2,115.55

COMMENT

The Tribunal Determination sets a range of fees and allowances for the Shire as a Band 4 Local Government, and this allows the Council the flexibility to amend the fees and allowances annually in order to maintain some relativity with the actual costs of being a council member.

The Council has previously set its Councillor fees and allowances at a mid-range of Band 4 of the Tribunals Determination.

The chart below indicates the minimum Fees and Allowances applicable to a Regional Local Government and what Council determined the payment would be in 2022/2023.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

Councillor Fees and Allowances 2022/2023			
Band 4 Local Government	Shark Bay		
	Min	Max	Proposed Payment 2022/2023
Annual Attendance Fees			
President	\$2,024	\$16,235	\$11,955
Councillors	\$1,840	\$10,824	\$5,815
Annual Allowances			
President	\$526	\$20,565	\$12,278
Deputy President (25% of President)	\$132	\$5,142	\$3,070
Other Allowances			
Information Technology	\$500	\$3,500	\$2,143

Further to determining the level of fees and allowances, Council is required to approve the reimbursement of expenses, the payment of travel costs and the reimbursement of childcare costs incurred by a council member.

This allows the payment on expenses to council members while on Council business such as meal and accommodation costs or taxi costs; the payment of travel costs such as mileage for the attendance at Council meetings; and the reimbursement of childcare costs to a maximum of \$35 per hour.

LEGAL IMPLICATIONS

Section 5.99 refers to the payment of an annual meeting attendance fee in lieu of meeting attendance fees for council members.

Section 5.98(2)(b) and (3) refers to the payment of expenses used in the course of council business.

Section 5.98(5) refers to the payment of an annual allowance for the President.

Section 5.98A(1) refers to the payment of an annual allowance for the Deputy President being no greater than 25% of the annual allowance for the President.

Section 5.99A refers to the payment of an Information Communication and Technology allowance to council members.

Local Government (Administration) Regulations 1996

Regulation 31(1)(b) and 32(1) refers to the reimbursement of travel costs and childcare costs.

POLICY IMPLICATIONS

There are no policy implications associated with this item.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

FINANCIAL IMPLICATIONS

Any increase in Councillor Fees would need to be included in the 2022/2023 draft budget considerations.

STRATEGIC IMPLICATIONS

Outcome 6 A strategically focused, unified Council, functioning efficiently.

RISK MANAGEMENT

Adoption of this increase in fees may result in a low political risk to Council on the basis that it will not be supported by the community.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Executive Manager Finance and Administration	<i>A Pears</i>
Chief Executive Officer	<i>D Chapman</i>
Date of Report	19 April 2022

MINUTES OF THE ORDINARY COUNCIL MEETING

27 APRIL 2022

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There are no motions of which previous notice have been given for the April 2022 Ordinary Council meeting.

12.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

There are no Urgent Business Items for the April 2022 Ordinary Council meeting.

13.0 MATTERS BEHIND CLOSED DOORS

There were no matters behind closed doors presented to the April 2022 Ordinary Council meeting.

14.0 DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 25 May 2022, commencing at 3.00 pm.

15.0 CLOSURE OF MEETING

As there was no further business the President closed the April 2022 Ordinary Council meeting at 4.37 pm.