

# Shire of Shark Bay

## Minutes of the Ordinary Council meeting held on the 25 May 2016



Aerial Shot Shell Beach



25 MAY 2016



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## MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

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 25 May 2016 commencing at 3.10 pm.

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# MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

## 1. DECLARATION OF OPENING

The President declared the meeting open at 3.10 PM.

## 2. RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED

### ATTENDANCES

Cr C Cowell	President
Cr K Capewell	Deputy President
Cr L Bellottie	
Cr M Prior	
Cr B Wake	

Mr P Anderson	Chief Executive Officer
Ms C Wood	Executive Manager Finance and Administration
Ms L Butterly	Executive Manager Community Development
Mr B Galvin	Works Manager
Mrs R Mettam	Executive Assistant

### APOLOGIES

Cr K Laundry	Item 5.1 OCM 25 May 2016 Application for Leave of Absence
Cr G Ridgley	Item 5.2 OCM 25 May 2016 Application for Leave of Absence

### VISITORS

Invited guests, Mr Greg Sousaari and Mrs Erica Sousaari, along with 3 other visitors.

## 3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

There are no public question on notice.

## 4. PUBLIC QUESTION TIME

The President opened Public Question Time at 3.11 pm.

Mr P Wood asked that Council consider his request to having the Knight Terrace dual use footpath placed on the ocean side of Knight Terrace.

The President advised that Mr Wood's request will be considered at Item 16.1 on the agenda.

As there were no further questions the President closed Public Question Time at 3.15 pm.

25 MAY 2016

**5. APPLICATIONS FOR LEAVE**

**5.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR LAUNDRY**  
GV00013

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved            Cr Prior  
Seconded       Cr Wake

**Council Resolution**

**Councillor Laundry 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 the 25 May 2016.**

**5/0 CARRIED**

Background

Councillor Laundry has applied for leave of absence from the ordinary meeting of Council scheduled for 25 May 2016. 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 Laundry has advised the Chief Executive Officer due to personal reasons he will be unable to attend the Ordinary meeting of Council scheduled to be held on the 25 May 2016 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 his obligations have been met in accordance with the Local Government Act.

The Council may consider not granting Councillor Laundry 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 eth 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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25 MAY 2016

- 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 associated with this report.

### Financial Implications

There are no financial implications associated with this report.

### Strategic Implications

There are no strategic implications associated with this report.

### Voting Requirements

Simple Majority Required

### Signatures

Chief Executive Officer

*P Anderson*

Date of Report

9 May 2016

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

5.2 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR RIDGLEY  
GV00013

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Bellottie

Seconded Cr Wake

Council Resolution

**Councillor Ridgley 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 the 25 May 2016.**

**5/0 CARRIED**

Background

Councillor Ridgley has applied for leave of absence from the ordinary meeting of Council scheduled for 25 May 2016. 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 Ridgley has advised the Chief Executive Officer due to Business commitments he will be unable to attend the Ordinary meeting of Council scheduled to be held on the 25 May 2016 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 his obligations have been met in accordance with the Local Government Act.

The Council may consider not granting Councillor Ridgley 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

(2) A council may, by resolution grant leave of absence to a member.

(3) 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.

(4) The granting of leave, or refusal to grant leave and reasons for that refusal, is to be recorded in the minutes for each meeting.

## MINUTES OF THE ORDINARY COUNCIL MEETING

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25 MAY 2016

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

### Policy Implications

There are no policy implications associated with this report.

### Financial Implications

There are no financial implications associated with this report.

### Strategic Implications

There are no strategic implications associated with this report.

### Risk Management

Low risk item for council.

### Voting Requirements

Simple Majority Required

### Signatures

Chief Executive Officer

*P Anderson*

Date of Report

24 May 2016

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

6. **PETITIONS**

There were no petitions presented to Council.

7. **CONFIRMATION OF MINUTES**

7.1 **CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 27 APRIL 2016**

Moved            Cr Capewell  
Seconded       Cr Cowell

**Council Resolution**

**That the minutes of the Ordinary Council meeting held on 27 April 2016, as circulated to all Councillors, be confirmed as a true and accurate record.**

**5/0 CARRIED**

7.2 **CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON THE 10 MAY 2016**

Moved            Cr Capewell  
Seconded       Cr Prior

**Council Resolution**

**That the minutes of the Special Council meeting held on 10 May 2016, as circulated to all Councillors, be confirmed as a true and accurate record.**

**5/0 CARRIED**

8. **ANNOUNCEMENTS BY THE CHAIR**

Hon Mark Lewis will meet with Councillors before the May 2016 Ordinary Council meeting at 2.30pm.

Cr Wake has invited Greg and Erica Sousaari from Hamelin Station to the May Ordinary Council meeting.

The President has invited Bush Heritage to give Council a presentation on the current status of Bush Heritage Australia at Hamelin Pool Station.

Moved            Cr Prior  
Seconded       Cr Capewell

**Council Resolution**

**That Council adjourn the Ordinary Council meeting at 3.18pm for a presentation from Bush Heritage on the status of Bush Heritage development at Hamelin Pool Station.**

**5/0 CARRIED**

Moved            Cr Bellottie

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

Seconded Cr Capewell

**Council Resolution**

**That the Ordinary Council meeting be reconvene at 3.40 pm.**

**5/0 CARRIED**

**9. PRESIDENT'S REPORT**

GV00002

Council Committee Membership

Member	Audit Committee
Member (Chair)	Western Australian Local Government Association Country Zone – Gascoyne Region Development Assessment Panel
Member	Shark Bay 2016 Commemoration Advisory Committee
Member (Chair)	Works Committee
Deputy Delegate	Gascoyne Regional Collaboration Group
Deputy Delegate	The Aviation Community Consultation Group
Deputy Delegate	

Other Committee Membership

Member	Gascoyne Development Commission Board
Member (Chair)	Gascoyne Development Commission Audit and Risk Sub-Committee
Acting Chair	Ningaloo-Shark Bay National Landscapes Steering Committee
Member (Chair)	Local Emergency Management Committee
Member	Gascoyne Tourism Board
Delegate	Western Australian Local Government Association – State Council

Meeting Attendance

27 April 2016	Interview Australian Geographic
29	Western Australian Government Association Gascoyne Zone teleconference
5 May	Western Australian Local Government Association State Council Meeting – Perth
8	Regional Grants Scheme assessments
9	Shark Bay Tourism Working Group meeting
10	Special Council Meeting – Department of Transport tender
11	Gascoyne Development Commission Audit and Risk Committee - Carnarvon Regional Grants – Gascoyne Development Commission Board assessments - Carnarvon
12	Gascoyne Tourism Board meeting – Carnarvon
13	Dirk Hartog Commemoration Advisory Committee meeting
25	Budget Workshop May Shire Council Meeting

Signatures

Councillor	<i>Councillor Cowell</i>
Date of Report	13 May 2016

Moved Cr Prior

25 MAY 2016

Seconded Cr Capewell

**Council Resolution**

**That the President's activity report for May 2016 be received.**

**5/0 CARRIED**

**10. COUNCILLORS' REPORTS**

10.1 Cr Prior  
GV00006

Committee Membership

Member	Audit Committee
Member	Shark Bay Commerce and Tourism Committee
Member	Shark Bay Arts Council
Member	The Aviation Community Consultation Group
Deputy Member	2 <sup>nd</sup> Deputy for Works Committee

Meeting Attendance

2 May 2016	Shark Bay Arts Council meeting
3 May	Shark Bay Commerce and Tourism Committee meeting
10 May	Special Council Meeting
11 May	The Aviation Community Consultation Group meeting
11 May	Meeting with Department of Transport regarding air services to Shark Bay

General Matters

Aviation Community Consultation Group:

- Skippers reported that numbers through Shark Bay for Apr 15 to Mar 16 have decreased from 3354 to 2993;
- However, all the regulated routes are down in numbers but Shark Bay has marginally the smallest decrease;
- Since RAC took over at Monkey Mia there has been a 6% increase in numbers flying in;
- For all the destinations on regulated routes except Shark Bay the predominant flyers are on business rather than tourism;
- Qantas are offering a special price to Exmouth for May of \$109 from Perth and later in the year \$119;
- The reaction to prices depends on who is paying for the seat. Business travellers don't care while private travellers are very price sensitive;
- \$70 of each ticket landing at Carnarvon goes to the Council for landing fees and head tax. (The fees at Shark Bay are just \$18 per head.);
- Carnarvon have received \$1M each from Federal and State governments and the Carnarvon Shire is putting in another \$1M to upgrade the main runway at Carnarvon. (For several years they have been under notice by the Civil Aviation Safety Authority that the substrata is unsatisfactory.) The upgrade will enable them to accept larger aircraft and this may have a negative effect as far as Shark Bay is concerned as we cannot accept larger aircraft.
- Department of Transport advised that the nature of airline travel in Australia is changing. Five major regional airlines have closed in the last year and Qantas and Virgin are concentrating on their core markets so are not at all interested in smaller centres;

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- Australia's Coral Coast gave an excellent power point presentation regarding their marketing activities and our Dirk Hartog commemoration featured very strongly.

### Meeting with Department of Transport

- We emphasised the importance to Shark Bay of having an air service and expressed our appreciation that the Department of Transport have ensured we do have a four day per week flight schedule.
- This leads to concerns that our small passenger numbers make us vulnerable to airline policy which would likely omit us unless compelled by the Department of Transport.
- The increase in passenger numbers since RAC took over at Monkey Mia was considered to be an important indicator of possible future growth.
- However, we re-iterated our concerns about Skippers not being on the Global Distribution System and that they do not operate from the main domestic terminal in Perth.

### Signatures

Councillor

*Councillor Prior*

Date of Report

13 May 2016

Moved            Cr Wake  
Seconded        Cr Bellottie

### **Council Resolution**

**That Councillor Prior's May 2016 report on activities as Council representative be received.**

**5/0 CARRIED**

10.2 Cr Bellottie  
GV00010

### Committee Membership

Member	Audit Committee
Member	Shark Bay Marine Facilities Management Committee
Deputy Delegate	3 <sup>rd</sup> Deputy for Works Committee
Proxy Member	For Cr Cowell on the Development Assessment Panel

### Other Committee Membership

Ministerial Appointment      Gascoyne Development Commission Board

### Meeting Attendance

10 May 2016                      Attended the Special Council meeting

### Signatures

Councillor

*Councillor Bellottie*

Date of Report

13 May 2016

Moved            Cr Prior  
Seconded        Cr Capewell

25 MAY 2016

**Council Resolution**

**That Councillor Bellottie's May 2016 report on activities as Council representative be received.**

**5/0 CARRIED**

10.3 Cr Capewell  
GV00005

**Committee Membership**

Member	Works Committee
Member	Audit Committee
Deputy Delegate	Shark Bay Marine Facilities Management Committee
Deputy Delegate	Regional Road Group
Deputy Delegate	Gascoyne Zone of Western Australian Local Government Association

**Meeting Attendance**

5 May 2016	Attended Barefoot Black-tie event
10 May	Attended Special Council Meeting
19 & 20 May	Attended World Heritage Meeting

**Signatures**

Councillor	<i>Councillor Capewell</i>
Date of Report	13 May 2016

Moved	Cr Prior
Seconded	Cr Wake

**Council Resolution**

**That Councillor Capewell's May 2016 report on activities as Council representative be received.**

**5/0 CARRIED**

10.4 Cr Ridgley  
GV00008

**Committee Membership**

Member	Works Committee
Member	Audit Committee
Member	Shark Bay Marine Facilities Management Committee
Member	Shark Bay 2016 Commemoration Advisory Committee
Member	Regional Collaboration Group – Gascoyne
Member	Shark Bay Community Resource Centre Committee

**Meeting Attendance**

2 May 2016	Shark Bay Arts Council meeting
3	Shark Bay Commerce and Tourism Committee meeting
4	Attended the Shark Bay Community Resource Centre Committee meeting
5	Attended Barefoot and Black-tie event
7	Attended the opening of the Shark Bay Fishing Fiesta
10	Special Council meeting

**Signatures**

MINUTES OF THE ORDINARY COUNCIL MEETING

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25 MAY 2016

Councillor *Councillor Ridgley*  
Date of Report 13 May 2016

Moved Cr Wake  
Seconded Cr Prior

**Council Resolution**

**That Councillor Ridgley's May 2016 report on activities as Council representative be received.**

**5/0 CARRIED**

10.5 Cr Laundry  
GV00013

Nil report for the May 2016 Ordinary Council meeting.

10.6 Cr Wake  
GV00007

Committee Membership

Member	Works Committee
Member	Audit Committee
Member	Gascoyne Regional Road Group
Member	Development Assessment Panel

Meeting Attendance

25 May 2016	Budget Workshop
	Ordinary Council meeting

General Matters

- The autumn community baiting for wild dogs, foxes and cats, which is seen as vital for pastoral businesses, was carried out in early May.
- Tourism numbers are within expectations. The view being that due to low interest rates retirees are staying at home and not spending their capital.

Signatures

Councillor *Councillor Wake*  
Date of Report 16 May 2016

Moved Cr Prior  
Seconded Cr Capewell

**Council Resolution**

**That Councillor Wake's May 2016 report on activities as Council representative be received.**

**5/0 CARRIED**

25 MAY 2016

**11. ADMINISTRATION REPORT**

**11.1 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ANNUAL CONFERENCE –2016  
(LOCAL GOVERNMENT WEEK)**

CM00053

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Capewell

Seconded Cr Prior

**Council Resolution**

**That Council suspend Standing Orders, clause 9.5 Limitation on number speeches to be suspended at 3.50 pm for open discussion on Item 11.1.**

**5/0 CARRIED**

Moved Cr Prior

Seconded Cr Capewell

**Council Resolution**

**That Council reinstate Standing Orders.**

**5/0 CARRIED**

Moved Cr Prior

Seconded Cr Wake

**Council Resolution**

**1. That the following Councillor's be nominated to attend the 2016 Western Australian Local Government Association Annual Conference to be held in Perth on Wednesday 3 to Friday 5 August 2016:**

**Cr Ridgley**

**Cr Capewell**

**Cr Cowell**

**2. That the Chief Executive Officer be authorised to attend the Western Australian Local Government Association Annual Conference to be held in Perth on Wednesday 3 to Friday 5 August 2016.**

**5/0 CARRIED**

Background

The annual 2016 Western Australian Local Government Association Conference (Local Government Week) is scheduled for 3 to 5 August 2016.

The conference normally attracts over 400 delegates from Local Governments around Western Australia as well as various exhibitors and guest speakers.

Comment

The Western Australian Local Government Association Annual conference is a significant event in the Local Government in Western Australia. The program for the Conference contains a number of topics that have relevance to the Shire that may provide some opportunity for local benefit.

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25 MAY 2016

Registrations for the conference close Tuesday 5 July 2016. Council needs to decide if it wishes to propose any agenda items for the conference. Accommodation requirements need to be considered and booked before accommodation in the Central City area is unavailable.

This is an opportune time to arrange other meetings with Ministers and Government Agencies if required while in Perth. The conference this year is also providing extra training in the days leading up to and after the conference that Councillors and Executive Officers could combine with the conference. Refer attached Development Opportunities brochure.

### Legal Implications

There are no legal implications relative to this report

### Policy Implications

There are no policy implications relative to this report

### Financial Implications

Indicative costing for the conference is as follows:

All figures exclude GST.

1. Full Conference Delegate fee covers the conference program, lunches, refreshments and a ticket to both the Opening Reception and the Sundowner at a cost of \$1,475 per delegate to be paid by 5 July 2016;
2. Gala Dinner at a cost of \$90 per delegate and partner;
3. ALGWA Breakfast (Thursday) \$55
4. Convention Breakfast with Peter Bell (Friday) \$88
5. Accommodation costs of \$300;
6. Car parking at a cost of \$50 per day;
7. Airfares per delegate at a cost of \$571; and
8. Travel costs if travelling by private vehicle.

Therefore for one delegate attending the Conference, Gala dinner and travelling by air the cost will be approximately \$3,479 (excl GST).

Extra training costs and accommodation will be applied should a Councillor wish to take advantage of the training that is held in conjunction with the Conference.

A provision will be made in the 2016/2017 budget in accordance with Council's decision in this matter.

### Strategic Implications

Civic Leadership 4.2.2 – Implement effective training programs for administration and Councillors

### Risk Management

This is a low risk item to Council.

### Voting Requirements

Simple Majority Required

### Signatures

Chief Executive Officer  
Date of Report

*P Anderson*  
8 May 2016

25 MAY 2016

**WEDNESDAY 3 –  
FRIDAY 5 AUGUST 2016**  
Perth Convention and Exhibition Centre  
21 Mounts Bay Road, Perth

**LOCAL  
IMPACT**

**2016  
WA LOCAL  
GOVERNMENT  
CONVENTION**

Be part of this major event and  
showcase your products and services  
at the largest gathering of Local  
Government in Western Australia

**INFORMATION AND  
REGISTRATION**

PRESENTED BY  
**WALGA**  
WORKING FOR LOCAL GOVERNMENT

FOUNDING CORPORATE PARTNER  
**lgis**  
WORKING TOGETHER

25 MAY 2016



### **FOUNDING CORPORATE PARTNER**

LGIS is a membership organisation owned and controlled by Western Australian Local Governments who have a shared vision and alignment of outlook, interest and loyalty. Local Governments benefit from this strength and commitment by working together to finance and manage their risk through an industry based self-insurance Scheme.

The Scheme incorporates protection for property, civil liability exposures, volunteer fire fighters and workers compensation and is a superior alternative to what is made available by the traditional insurance market.

Fundamental to the success of the self-insurance approach is each Local Government's ability to manage its exposure to risk. LGIS offers a broad range of complimentary risk management services including: health and wellbeing programs, human resource risk services, professional and emergency risk management as well as injury management.

LGIS is focused on ensuring the long term protection of WA Local Government.



CIVIC LEGAL

### **PRINCIPAL SPONSOR**

Civic Legal are once again pleased to be a principal sponsor of the Convention. We are proud to maintain our tradition of delivering services steeped in a culture of approachability, responsiveness and supportiveness. We acknowledge the vibrancy of the sector, which continues to see Civic Legal increase its following amongst an ever-increasing number of Local Governments. Civic Legal extends best wishes to all participants for an enriching and educational experience at this year's Convention.

### **SUPPORTING SPONSORS**



Government of Western Australia  
Department of Local Government and Communities



### **CONVENTION SUPPORTERS**



CITY of PERTH

INFORMATION & REGISTRATION

25 MAY 2016



**It is my great pleasure to invite you to attend the 2016 WA Local Government Convention and Trade Exhibition at the Perth Convention and Exhibition Centre. Conference sessions are scheduled across two days – Thursday, 4 and Friday, 5 August – with the Annual General Meeting and Opening Welcome Reception on Wednesday, 3 August.**

Themed Local Impact, the Conference aims to explore the ways in which individual contributions can markedly influence communities, with their effect moving beyond just the activity taken. We have a varied line-up of presenters and are excited to have as our keynote speaker, Sir Robin Wales, Mayor, London Borough of Newham, who has led community engagement and development of one of the most underprivileged London boroughs and has been recognised with a knighthood for his services to Local Government.

Also joining us is Lieutenant-General David Morrison AO, retired senior officer of the Australian Army who shot to fame when a video of him ordering Army troops to accept women as equals or "get out" went viral.

Joining us from our home State is Tanya Dupagne, who was named on the Power 30 Under 30 list for Australasia by the Apex Society in America for worldwide contribution to community service. Also from the West is our Convention Breakfast speaker, Peter Bell, former captain of the Fremantle Dockers.

Respected commentator and journalist, Liam Bartlett will facilitate a Q & A session on emergency management with a panel of industry experts.

The youngest and second female expedition leader to Davis Station, Rachael Robertson, will share how she led and inspired her team of 18 in a year-long expedition to Antarctica.

Commentator Gene Tunney from Adept Economics will walk us through the trends, indicators, shifts and cycles of the economic environment so that we can better understand what the implications are for Local Governments as the economy ebbs and flows.

To close our Conference, we are honoured to present Michael Crossland, an extraordinary young man who has defied the odds of a life-threatening cancer to build a life of exceptional

achievements including: Australian of the Year finalist, National Ambassador for numerous charities and international hall of fame inductee.

The Trade Exhibition is once again a major feature of the annual gathering, with a wide range of organisations continuing their support of Local Government through considerable investment in displays and participation in the pavilions. In turn, I encourage delegates to take full advantage of this dedicated time to meet and discuss sector specific products and services with their representatives.

Partners are also catered for and can choose from a special activities program created for their enjoyment. Everyone is encouraged to network with friends and colleagues at the Convention Opening Welcome Reception on Wednesday, the Sundowner on Thursday, Mayors and Presidents' Government House Reception on Thursday and finally the Convention Gala Dinner held on Friday evening.

On behalf of the Association I would like to express appreciation for the valuable support provided by the Convention Founding Partner LGIS and Principal Sponsor Civic Legal. I also wish to thank our Supporting Sponsors, Department of Local Government and Communities, Synergy and RAC as well as the City of Perth for their continuing support for the popular Banners in the Terrace competition.

I look forward to seeing you in August.

Cr Lynne Craigie  
President

2016 WA LOCAL GOVERNMENT CONVENTION





# ABOUT THE EVENT

## WHO SHOULD ATTEND?

The Convention and Trade Exhibition is presented specifically for those engaged in the Local Government sector.

The conference sessions aim to support and inform Mayors, Presidents, Elected Members and Chief Executive Officers. Additional attendance by General Managers, Directors and other senior managers is also highly recommended. Available options include full conference participation and daily registration.

## OPTIONAL BREAKFASTS

**Thursday, 4 August**  
ALGWA AGM and Breakfast

**Friday, 5 August**  
Convention Breakfast with Peter Bell

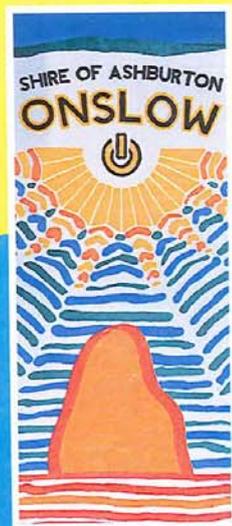
## SOCIAL ACTIVITIES

The Partner Program offers an interesting range of options for accompanying guests, and social networking functions include the **Opening Welcome Reception** on Wednesday, a **Sundowner** and the invitational **Mayors and Presidents' Reception** hosted by The Rt Hon the Lord Mayor Lisa Scaffidi at Council House on Thursday, and the closing **Gala Dinner** which is scheduled for Friday evening.

There is also an optional fun tour to Lancelin available for delegates and partners on Saturday, 6 August.

## ELECTED MEMBER TRAINING

To facilitate progress with the Elected Member Development Program, a number of modules are again being offered prior to the Convention, as well as after the Convention. Full details are enclosed in a separate flyer – enquiries to [training@walga.asn.au](mailto:training@walga.asn.au)



## BANNERS IN THE TERRACE

2015 Overall Winner – Shire of Ashburton

Take some time to view the outstanding display of this year's creative entries in the Banners in the Terrace competition – flying high along St Georges and Adelaide Terraces between Sunday, 24 July and Saturday 6, August.

# THE PROGRAM



## WEDNESDAY, 3 AUGUST

10.00am	Delegate Service Desk open for Convention Registration (PCEC Level 2)
12.00pm – 1.00pm	Luncheon for 2016 WALGA Honours Recipients
1.30pm – 5.30pm	<p><b>WALGA ANNUAL GENERAL MEETING</b></p> <p>Parliamentarian addresses from                  Hon Tony Simpson MLA, Minister for Local Government (<i>Invited</i>)                  Mr David Templeman MLA, Shadow Minister for Local Government</p> <p>Presentation of Honour Awards</p>
5.30pm – 7.00pm	<b>CONVENTION OPENING WELCOME RECEPTION</b>

## THURSDAY, 4 AUGUST

7.00am	Delegate Service Desk open for Registration (PCEC Level 2)
7.00am – 8.30am	<p><b>ALGWA (WA) AGM and Breakfast.</b> Register online via Delegate Registration. Other enquiries to Cr Janet Davidson OAM JP, City of Perth – M: 0417 974 936 or janetdavidsonjp@hotmail.com</p> <p><b>OPENING KEYNOTE ADDRESS FROM SIR ROBIN WALES</b></p> <p>Sir Robin Wales, Mayor, London Borough of Newham, has led community engagement and development of one of the most underprivileged London boroughs. Sir Robin Wales became Leader of the Newham Council in 1995, and following a local referendum in 2002 he became the first Labour directly elected Mayor in England, and was re-elected in 2006, 2010 and 2014. Under Sir Robin's leadership Newham is at the forefront of public policy and has led the way on a number of ground-breaking schemes in housing and education. Private tenants in Newham were the first in England to enjoy more protection as a result of the borough-wide licensing of private rented properties.</p> <p>Newham was also the first borough in the country to offer free school meals to all primary school children. Robin's commitment to giving Newham's young people the best chance in life is also reflected in the successful Every Child programme. In recognition of his services to Local Government, Sir Robin was awarded a knighthood in the Birthday Honours List in 2000.</p> <p style="text-align: right;">Sir Robin Wales, Mayor, London Borough of Newham  <i>Sir Robin Wales appears by arrangement with Saxton Speakers Bureau</i></p>
9.00am	
	
10.15am – 11.00am	Refreshments
11.00am	<p><b>SESSION 2 STRONG FORCE FOR EQUALITY</b></p> <p>Few would expect a tough-as-nails Chief of Army to be recognised internationally for his commitment to gender equality, diversity and inclusion. But when former Lieutenant-General David Morrison ordered misbehaving troops to 'get out' if they couldn't accept women as equals, his video went viral and he started a cultural shift that has changed Australia's armed forces forever. Since this time, the number of women joining the army has grown by two per cent and the culture is more accepting of racial, ethnic and sexual diversity.</p> <p style="text-align: right;">Lt General David Morrison AO (retd)  <i>Lt General David Morrison appears by arrangement with Saxton Speakers Bureau</i></p>
	

# MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016



12.00pm



## SESSION 3 CHANGING THE WORLD – ONE KID AT A TIME

Tanya Dupagne has worked with over 130,000 children in Australia, South Africa, America and Vietnam, and has trained people from across the world in leadership development and teambuilding. She is the founder and manager of the Shire of Kulin's nationally recognised Camp Kulin program, leading a team of over 120 staff and volunteers to provide camps for children, in particularly children who have experienced trauma.

Tanya speaks about the impact youth work has had on her and with the children at Camp Kulin and community. She was the recipient of a prestigious Churchill Fellowship from the Winston Churchill Memorial Trust, which allowed her to work alongside the world's top domestic violence prevention institutions and industry leaders and present the Camp Kulin program in Denver, Chicago, Philadelphia, New York and New Hampshire.

Tanya Dupagne, Camp Kulin Manager, Shire of Kulin

1.00pm

Lunch

2.00pm

## SESSION 4 CONCURRENT SESSIONS

All delegates will be asked to indicate session preference when registering to assist with venue planning.

### Emergency Management – “Let the Locals Lead”

With an increasing number of significant natural disasters impacting on WA communities, Local Governments are more than ever in the 'hot seat' during an emergency to support response efforts, manage recovery, provide long term support to those affected within their community all whilst going about day to day business. The Australian Business Roundtable have released a report estimating the total cost of natural disasters in Australia in 2015 exceeded \$9 billion, or 0.6% of GDP. This is expected to double by 2030 and to reach an average of \$33 billion a year by 2050.

This session will introduce a fresh perspective on Emergency Management taking an organisational approach on how Local Governments can work within the EM framework creating a network and system to enhance recovery, maintain business as usual and work towards the ultimate goal of building community resilience.

### Transparency and Empowerment

Enhancing Local Government transparency is not just a catch-cry. It's about creating a better understanding of what the Local Government does, how it's done and most importantly, it can help generate ideas about what might be possible. Community empowerment is about taking those possibilities and turning them into new realities.

This session is designed to give you a taste of how you might enhance your understanding of Council business, particularly the financial realities, in a world where not everyone is a finance expert. It's also about recognising that people want a say in what their Local Government does and how you can harness that energy and direct into tangible projects and outcomes that improve not just physical amenity or service delivery, but also the social capital of the community. It's a brave new world out there...

### Finding a Better Way – Childcare in Regional WA

The childcare system is highly regulated and increasingly complex, and when combined with the added challenges faced in rural areas such as the attraction and retention of qualified staff, many services are struggling to manage.

The Shire of Brookton is leading a collaborative approach involving 43 Local Governments for more sustainable model of management for Wheatbelt Early Childhood Education and Care (ECEC) services. This session will introduce you to the project and its impact on the region's families.

3.30pm

Refreshments

4.15pm

Banners in the Terrace Awards

4 INFORMATION & REGISTRATION

# MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

## THE PROGRAM

4.30pm



### SESSION 5 LEADING ON THE EDGE

Imagine living in months of darkness, the temperature hovers around minus 35 degrees, and there's no way in or out. Welcome to Antarctica. In this session Rachael will reveal how she kept her team inspired and productive through the long, dark winter. She will provide the tools to build respect and teamwork, stay resilient, and lead without a title. Rachael shares just how she managed everything from a search-and-rescue following a plane crash, to resolving a peaceful settlement to the Bacon War.

Rachel Robertson, Antarctic Expedition Leader  
*Rachael Robertson appears by arrangement with Saxton Speakers Bureau*

5.30pm – 7.00pm

**SUNDOWNER** in the Trade Pavilions; OR

6.00pm – 7.30pm

**MAYORS AND PRESIDENTS' RECEPTION** at Council House hosted by The Rt Hon the Lord Mayor Lisa Scaffidi (by prior invitation)

## FRIDAY, 5 AUGUST

7.00am

**Delegate Service Desk open**

7.30am – 8.45am

**CONVENTION BREAKFAST WITH PETER BELL**



Over an eight year football career, Peter experienced the highs and lows that Australian Rules Football had to offer. Peter captained the Fremantle Dockers, was an All Australian player in 1999 and 2003 and winner of the Doig Medal in 2001, 2003 and 2004. He was also awarded the Ross Glendinning Medal in 2006 and was President of the Australian Football League Players Association from 2003 to 2007. Born in South Korea, he came to Australia in 1979 and spent his formative years in Kojonup, Western Australia. Peter speaks about the game of AFL, with valuable stories about the hardships and many triumphs and how his personal life has had an impact on his successful football career.

*Peter Bell appears by arrangement with Saxton Speakers Bureau*

9.00am

**SESSION 6 EMERGENCY!**

Emergency services come into sharp focus when catastrophes are unfolding, but are often taken for granted in the long periods of relative calm between events. This session will examine the challenge of providing and maintaining these critical services, flavoured with real-life experiences from the service providers and the communities they protect. The presentations will be mediated by respected commentator and journalist Liam Bartlett who will facilitate audience participation in the Q & A session.

Liam Bartlett, Journalist  
Tony Ahern, CEO, St John Ambulance  
Prof. Tarun Weeramanthri, Assistant Director General, Public Health Division, Department of Health  
Michael Parker, CEO, Shire of Harvey

10.15am – 11.00am

**Refreshments**

2016 WA LOCAL GOVERNMENT CONVENTION

# MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

11.00am

## SESSION 7 CONCURRENT SESSIONS

All delegates will be asked to indicate session preference when registering to assist with venue planning.

### Changing the Face of Tourism

As a State, Western Australia is abundant in natural attractions with a climate conducive to tourism activity; there is a lot to celebrate. To make the most of its potential means managing the challenges and making the most of opportunities whilst protecting our natural wonders.

Come and find out what the Shire of Exmouth and partners are doing to ensure protection of the Ningaloo Reef and to ensure economic, environmental and cultural benefits to the community, visitors, and researchers. As one of the only healthy major coral reef systems on the planet, its conservation is critical. Join us for a robust panel discussion about tourism and the role of Local Government.

### Inclusive Communities – Changing Lives

A socially inclusive community is one in which all members feel valued and have the opportunity to fully participate in the life of that community. In simple terms, a socially inclusive community is one in which everyone can participate. This session will highlight how Local Government has changed lives through better access to employment, service design and delivery, and investment. Listen to and be inspired by community and business leaders who are working together to better support our most vulnerable and lead the change that's needed.

### Urban Forestry – 10 Steps to a More Resilient Community

Want to maximise the physiological, sociological, economic, biological, and aesthetic aspects of your Local Government? Easy – grow an urban forest.

Local Government is under increasing pressure to plan for larger populations and increased urban density within a changing climate. Urban forests are key to addressing these concerns, as they seek to create resilient, sustainable urban landscapes that improve community health, and provide enjoyable places for people to live and work.

But if urban forests can do all this, why doesn't everyone have one? Like many of the things worth having, planning and establishing an urban forest isn't always straight forward. Attend this session to gain inspiring ideas and practical tools and learn real world examples and clear next steps.

12.30pm

## Lunch

1.30pm

## SESSION 8 THE NATURE OF NUMBERS

The world we live in is mad about numbers.

How much of this? How many of that? What's the percentage? What's the measure?

This session will look at some fascinating numbers, firstly around the economic reality that we exist in at a global, national and local level. Commentator Gene Tunney from Adept Economics will walk us through the trends, indicators, shifts and cycles of the economic environment so that we can better understand what the implications are for Local Governments as the economy ebbs and flows. Then we will look at the numbers that make up our own elected membership, UWA researchers will present the findings of the first Census of Western Australia's Local Government Elected Members, helping us understand both what we have in common and what our diversity looks like.

Gene Tunney, Adept Economics  
Prof. Fiona Haslam McKenzie, Centre for Regional Development at UWA  
Dr. Paul Maginn, Centre for Regional Development at UWA

2.45pm

## Refreshments

6 INFORMATION & REGISTRATION

# MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016



3.30pm

## CONVENTION CLOSING ADDRESS

### SESSION 9 ADVERSITY DOES NOT DEFINE YOU...



Michael Crossland is an extraordinary young man who has defied the odds of a life-threatening illness to build a life of exceptional achievements. Diagnosed with aggressive life-threatening cancer before his first birthday and spending nearly a quarter of his life in hospital, doctors said his future didn't look bright. Infection and fatigue were too great a risk to lead a normal life. His only wish was to be able to do all the things that other kids took for granted.

Now, Michael is a world-renowned inspirational speaker with audience numbers exceeding 500,000 people worldwide. He is an accomplished businessman, Australian of the Year finalist, six-time Australia Day Ambassador, National Ambassador for five different charities, runs a school and orphanage in Haiti and is an international hall of fame inductee. Michael's life is a remarkable success.

Michael Crossland

*Michael Crossland appears by arrangement with ICMI Speakers & Entertainers*

4.30pm

Official Close of the 2016 Local Government Convention

7.00pm – 11.30pm

Pre-Dinner Drinks and Gala Dinner, PCEC BelleVue Ballroom

## PARTNER ACTIVITIES

Registration required for all activities – prices include GST

### WEDNESDAY, 3 AUGUST

5.30pm – 7.00pm

Opening Welcome Reception in the Trade Exhibition \$60

### THURSDAY, 4 AUGUST

9.00am – 1.30pm

FRAGRANCES AND FOOD – INDULGE YOUR SENSES

Come and be educated on the creative processes of creating beautiful perfumes. Hear the history of the making of various key scents and learn about the scents created for Winston Churchill, Grace Kelly and Clark Gable.

After this sensory experience it is time for another sensory sensation – this time taste. A short walk away is the delightful lunch venue, Rochelle Adonis.

**Includes:** Facilitator, bus fare, walk, lunch and refreshments.  
**\$120** (minimum 10 – maximum 20)

9.30am – 12.30pm

GOLD FEVER

Delve into the gold fever history that gripped our State in the 1890's. This activity is a walking tour and also includes the hop on CAT bus.

Tour the City by foot to hear about some of the sites that were very important in the financial history of our state. The tour will then move on to visit the Perth Mint – the oldest operating mint in the world still in its original location, and that until 1970 was

still under British control. If you have not been to the Mint for some time, this is really worth revisiting. Take time to step back and experience the wonder of this precious metal gold originally called "Red".

**Includes:** Entry to the museum, morning tea and guide.  
**\$70** (minimum 10 – maximum 20)

10.00am – 12.00pm

BEER O'CLOCK

The Northbridge Brewing Company (NBC) is a microbrewery situated in a truly unique venue.

NBC's master brewer has been responsible for some of the best beers in Australia and he will take the group through how beer is brewed and then to the actual tasting of the handcrafted beers. The group will then be taken on a tour of NBC.

**Includes:** Facilitator, beer and light food.  
**\$70** (minimum 10 – maximum 20)

1.30pm – 5.00pm

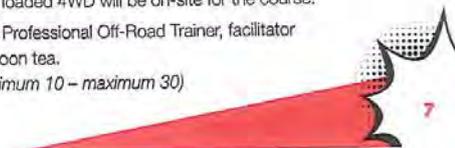
4WD – FACTS, FICTION & FAMILY FUN

(at the PCEC)

Planning on going on a 4WD holiday but are unsure:  
How to set your 4WD up?  
How to plan a driving holiday?  
What you need to do to ensure a safe driving holiday?

The facilitator is an experienced adventure off-road trainer and a fully loaded 4WD will be on-site for the course.

**Includes:** Professional Off-Road Trainer, facilitator and afternoon tea.  
**\$110** (minimum 10 – maximum 30)



25 MAY 2016



5.30pm – 7.00pm  
**SUNDOWNER IN THE TRADE EXHIBITION \$60**

6.00pm – 7.30pm  
**MAYORS AND PRESIDENTS' RECEPTION**  
 at Council House (by prior invitation)

## FRIDAY, 5 AUGUST

7.30am – 8.45am  
**BREAKFAST WITH PETER BELL** (at the PCEC) \$88

9.30am – 1.30pm  
**MATTERS OF TASTE**

Come on a culinary adventure where we split off into three groups, one group will cook the entrée, one group will cook main and a third group will cook dessert. A great team building event where you get to mingle with people over great food and a glass of wine.

**Includes:** Cooking, coach transport, facilitator and lunch.  
**\$200** (minimum 15 – maximum 18)

9.30am – 4.30pm  
**SWAN VALLEY GOURMET DAY**

Time to get the taste buds firing by exploring the amazing places the Swan Valley has to offer from honey, bush food, wine and coffee. It's not all about wine, the Swan Valley is a veritable food bowl.

**Includes:** Transport, facilitator, tour, lunch and refreshments.  
**\$140** (minimum 15 – maximum 30)

1.30pm – 4.00pm  
**DIGITAL PHOTO EDITING AND CREATING PHOTOBOOKS**  
 (at the PCEC)

Got stuck on what to do with all those digital photos sitting on your camera and on your computer? Well, this is the course to do. Learn how to edit your digital photos and create amazing photobooks that will last a lifetime.

**Includes:** Facilitator and afternoon tea.  
**\$115** (minimum 15 – maximum 30)

7.00pm – 11.30pm  
**CONVENTION GALA DINNER** (at the PCEC)

**\$90** for partners of Full Delegates and Life Members  
**\$190** for all other guests

## SATURDAY, 6 AUGUST

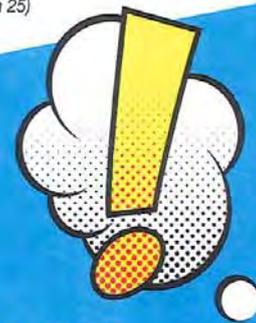
An additional option for Delegates and Partners.

8.30am – 4.30pm  
**LANCELIN ADVENTURE**

Now the seat belt is fastened get ready for some heart pumping excitement as our coach transforms into a 4WD. Squeal with delight or terror as we venture up and down the sand dunes. Still up for some more excitement? Then it is time to hop on a sand board and show off your "moves".

After this, there will be time to relax with a picnic lunch on the banks of the Moore River, followed by a leisurely river cruise up the River.

**Includes:** Comfortable coach transport, morning tea, lunch and River cruise.  
**\$210** (minimum 15 – maximum 25)



## GENERAL INFORMATION

### ONLINE CONVENTION REGISTRATIONS – A SIMPLE PROCESS.

Visit [www.walga.asn.au](http://www.walga.asn.au) – then go to the 2016 Convention and Trade Exhibition link to complete your registration online.

Full delegate fees cover the daily conference program, lunches and refreshments – the Opening Reception on Wednesday, 3 August and the Sundowner on Thursday, 4 August. The Convention Gala Dinner on Friday evening is optional, and a ticket fee applies.

## GENERAL INFORMATION

### CONVENTION FEES

Prices are per person and are all inclusive of GST.  
Deadline for all Registrations is **Tuesday, 5 July 2016**

#### CONVENTION REGISTRATION

Full Delegate	\$1,475
WALGA Life Members	Complimentary

#### DAY DELEGATE REGISTRATION

Day: Thursday, 4 August <i>(includes Sundowner)</i>	\$780
Day: Friday, 5 August	\$725

#### OPTIONAL EXTRAS

##### Gala Dinner

Full Delegate & Partner	\$90 each
WALGA Life Member & Partner	\$90 each
Gala Dinner Only	\$190 each

##### Breakfast

ALGWA Breakfast <i>(Thursday)</i>	\$55
Convention Breakfast with Peter Bell <i>(Friday)</i>	\$88

#### PARTNERS/GUESTS

Opening Reception <i>(Wednesday)</i>	\$60
Sundowner <i>(Thursday)</i>	\$60
Lunch <i>(Thursday)</i>	\$50
Lunch <i>(Friday)</i>	\$50
Partner Tours	Individual tour fees as listed

Please contact WALGA for more information if your partner would like to attend a particular conference session.

#### Elected Member Professional Development

– see enclosed leaflet for details.

### CHANGES TO YOUR REGISTRATION

You can modify your online booking at any time by using the link provided in your confirmation email. Once you have completed your registration, a tax invoice with a confirmation number will be emailed to you. Click on the link and enter your Confirmation Number to make any changes or additions to your reservation.

Registration cancellations must be advised in writing prior to the deadline date of Tuesday, 5 July 2016. Thereafter full fees are payable. Alternatively, a registration may be transferred to another member of the Council.

### SPECIAL REQUIREMENTS

Special dietary requirements, mobility or any other special needs should be indicated when registering – WALGA will use its best endeavours to meet these requests.

### ACCOMMODATION

A range of accommodation options were issued to Councils in December, and hotel booking forms and details are available at [www.walga.asn.au](http://www.walga.asn.au). Reservations are to be made direct and please note that city hotels have limited guest parking so clarify these arrangements when booking.

### INTER-VENUE TRANSFERS

Coach transfers will be provided for the Mayors and Presidents' Reception at Council House on Thursday, 4 August collecting guests from Mounts Bay Road (near Mill Street intersection) – with returns to both the PCEC and CBD hotels, as required.

A limited service will similarly be provided between CBD hotels and the PCEC for the Gala Dinner on Friday evening.

The convenient, free and frequent bus services operating within the CBD are recommended for transfers between city hotels and the PCEC – for detailed information on these services go to [www.transperth.wa.gov.au](http://www.transperth.wa.gov.au) – and hotel staff can offer some local advice to guests.

The limited transfer schedule will be displayed at the Delegate Service Desk.

### PCEC PARKING

For those requiring daily parking, WALGA can arrange for a multi-entry (24 hour access) parking space in the underground car park at the PCEC at a daily cost of \$37. Parking space requests must be indicated on the registration form – **please note the non-extendable deadline for these requests is Tuesday, 5 July 2016.**

### ENQUIRIES

Serena Shand, WALGA Marketing and Events Support Officer  
T 08 9213 2097  
F 08 9213 2077  
E [registration@walga.asn.au](mailto:registration@walga.asn.au)

Information in this brochure is correct at time of printing but may be subject to change



25 MAY 2016



**FOR FURTHER INFORMATION**

Please contact Serena Shand, Marketing & Events Support Officer.

**ONE70** LV1, 170 Railway Parade, West Leederville WA 6007  
**T** (08) 9213 2097 | **F** (08) 9213 2077 | **E** [sshand@walga.asn.au](mailto:sshand@walga.asn.au)  
[www.walga.asn.au](http://www.walga.asn.au)

PRESENTED BY



**WALGA**  
WESTERN AUSTRALIAN LOCAL GOVERNMENTS

FOUNDING CORPORATE PARTNER



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25 MAY 2016



## WALGA PROFESSIONAL DEVELOPMENT OPPORTUNITIES

The following WALGA training courses are offered in Perth during Monday, 1 August to Tuesday, 9 August to coincide with the 2016 Local Government Convention.

### PRE CONVENTION

#### Monday, 1 and Tuesday, 2 August **Procurement Training for Local Government (for Officers)**

9.00am – 4.30pm

Cost: \$1,200 (+GST)

Venue: Parmelia Hilton Hotel  
(Penthouse Boardroom)

*Procurement training for Local Government* is a foundation course in procurement for Local Government Managers and Officers, designed specifically for individuals who are not formally trained or qualified in procurement.

This two day workshop will provide participants with a practical working knowledge of best practise procurement and contract management that is directly relevant and transferrable to their roles and responsibilities within Local Government.

Monday, 1 August  
9.00am – 4.30pm

Cost: \$595 (+GST)

Venue: Parmelia Hilton Hotel  
(Pinnacles Room)

#### **Participate in Local Government Emergency Management (for Elected Members and Officers)**

*Participate in Local Government Emergency Management Preparation* provides the foundation to increase Local Governments' knowledge of their preparation and planning responsibilities under the *Emergency Management Act 2005*.

The aim of the course is to assist Local Government to initiate, coordinate and manage Local Government emergency management planning activities under the *Emergency Management Act 2005*.

Tuesday, 2 August  
9.00am – 4.30pm

Cost: \$595 (+GST)

Venue: Parmelia Hilton Hotel  
(Pinnacles Room)

#### **Manage Recovery Activities for Local Government (For Elected Members and Officers)**

*Manage Recovery Activities for Local Government* provides the foundation to increase Local Governments' knowledge of their recovery responsibilities under the *Emergency Management Act 2005*.

The aim of the course is to assist Local Government to initiate, coordinate and manage Local Government recovery activities under the *Emergency Management Act 2005*.

25 MAY 2016



Tuesday, 2 August  
9.00am – 4.30pm  
Cost: \$595 (+GST)  
Venue: WALGA Boardroom

**Better Planning Decisions (for Elected Members and Officers)**

*Better Planning Decisions* uses practical examples to guide participants on how to formulate a good planning outcome based on a planning framework which has a strategic focus supported by sound statutory planning processes.

The course focuses on helping participants understand how planning processes must be consistent and transparent and when decisions are made they are done so in the public interest.

\* Elected Members must have previously completed WALGA's Land Use Planning course.

**DURING CONVENTION**

Wednesday, 3 August  
9.00am – 4.30pm  
Cost: \$650 (+GST)  
Venue: Parmelia Hilton Hotel  
(Penthouse Boardroom)

**Planning and Specification Development (for Officers)**

*Planning and Specification Development* focuses in detail on the critical steps associated with planning and specification development for successful contracts.

Addressing key planning areas including; understanding the supply market, risk management and procurement planning, this course will also provide skills, processes and hands on case studies to assist those Officers involved in all aspects of the preparation of specifications.

Thursday, 4 August  
9.00am – 4.30pm  
Cost: \$650 (+GST)  
Venue: Parmelia Hilton Hotel  
(Penthouse Boardroom)

**Evaluation, Supplier Selection and Contract Establishment (for Officers)**

*Evaluation, Supplier Selection and Contract Establishment* focuses in detail on the Evaluation and Supplier selection stage of the Procurement Cycle.

Addressing key areas including legislative, regulatory and policy frameworks, principles of probity in procurement, effective probity and compliance management throughout the procurement cycle, evaluation and scoring methodologies, selection reports and contract establishment.

Participants will increase their knowledge and skills in order to response to questions or provide information to Council and Councillors.

Friday, 5 August  
9.00am – 4.30pm  
Cost: \$650 (+GST)  
Venue: Parmelia Hilton Hotel  
(Penthouse Boardroom)

**Managing Contracts in Local Government (for Officers)**

*Managing Contracts in Local Government* is designed to assist Local Governments and Contract Managers in Western Australia to address issues and raise the bar in improving all aspects of their contract management performance. *Managing Contracts* tailors modern leading contract management practice specifically for contract managers in the Western Australian Local Government context.

This practical training is designed for procurement practitioners and for all those in Local Government who have contract management responsibilities, and would like to improve their understanding and practice.

# MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

## POST CONVENTION

Saturday, 6 August  
9.00am – 4.30pm  
Cost: \$495 (+GST)  
Venue: Parmella Hilton Hotel  
(Penthouse Boardroom)

### Professionally Speaking (for Elected Members)

*Professionally Speaking (or how to deal with communication minefields – everything from media interviews to hostile public meetings) is an interactive workshop specifically designed to get participants 'battle-ready' and offers practical techniques for handling unfamiliar public speaking situations with confidence and aplomb. While the focus of the session is on demystifying the media and getting the best result from every media opportunity, these skills can also be effectively used in other business settings.*

*Presented by Award Winning TV Journalist, Andrea Burns*

Monday, 8 August  
9.00am – 4.30pm  
Cost: \$495 (GST Exempt)  
Venue: WALGA Boardroom

### CEO Performance Appraisals (for Elected Members)

*CEO Performance Appraisals provides the skills and knowledge required for Elected Members to manage the performance of their Chief Executive Officer.*

*Work allocation and the methods to review performance, reward excellence and provide feedback where there is a need for improvement are also included. This course makes the link between performance management and performance development, and reinforces both functions as a key requirement of an effective CEO.*

Monday, 8 August  
9.00am – 4.30pm  
Cost: \$495 (+GST)  
Venue: WALGA Boardroom

### Understanding Financial Reports and Budgets (for Elected Members)

*Understanding Financial Reports and Budgets uses existing legislation as its basis to explore the way in which Local Governments are required to plan for the future, develop an annual budget and monitor, review and interpret financial reports.*

*Topics covered within the course include the legislative requirements for Local Government accounting, understanding budget documents, familiarisation with budget processes and discussing accounting terms and financial reports.*

Tuesday, 9 August  
9.00am – 4.30pm  
Cost: \$595 (+GST)  
Venue: WALGA Boardroom

### Local Recovery Coordinator (for Elected Members and Officers)

*Local Recovery Coordinator course assists appointed Local Recovery Coordinators under the Emergency Management Act 2005 to act effectively and appropriately to ensure a smooth recovery can occur within a community affected by an emergency.*

*The aim of the course is to provide participants, with the knowledge of their responsibilities to coordinate and manage recovery activities as a Local Recovery Coordinator in accordance with the Emergency Management Act 2005.*

*\* It is recommended that those who register on this course have previously attended the 'Manage Recovery Activities' course provided by WALGA or have a sound background in Emergency Management.*

25 MAY 2016



## REGISTRATION FORM

To register interest in any of the abovementioned training courses, please complete the Registration Form, along with a Purchase Order number, and return to WALGA Training via email at [training@walga.asn.au](mailto:training@walga.asn.au). Alternatively, you can register online at [walgatraining.com.au](http://walgatraining.com.au).

All general enquiries regarding course content should be directed to WALGA Training on 9213 2089.

### COURSE DETAILS

- Procurement Training for Local Government
- Participate in Local Government Emergency Management Preparation
- Manage Recovery Activities for Local Government
- Better Planning Decisions
- Planning and Specification Development
- Evaluation, Supplier Selection and Contract Establishment
- Managing Contracts in Local Government
- Professionally Speaking
- CEO Performance Appraisals
- Understanding Financial Reports and Budgets
- Local Recovery Coordinator

### YOUR DETAILS

Name of Participant: \_\_\_\_\_

Council: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Purchase Order No: \_\_\_\_\_

Dietary/Other Special Requirements: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



Places are limited, so be sure to register as soon as possible.

25 MAY 2016

**12. FINANCE REPORT**

**12.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED**  
CM00017

Author

Finance Officer / Accounts Payable

Disclosure of any interest

Nil

Moved Cr Capewell

Seconded Cr Prior

**Council Resolution**

**That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$832,275.86 be accepted.**

**5/0 CARRIED**

Comment

The schedules of accounts for payment covering - Municipal fund account cheque numbers 26812 to 26813 totalling \$19,773.28

Municipal fund direct debits to Council for the month of April 2016 totalling \$20,809.61

Municipal fund account electronic payment numbers MUNI EFT 19303 to 19309, 19311 to 19319, 19321 and 19322 to 19392 totalling \$612,606.08

Municipal fund account for April 2016 payroll totalling \$106,349.00

Trust fund account cheque numbers 1070 TO 1072 totalling \$2,200.00

Trust fund Police Licensing for April 2016 cheque # 15160 totalling \$20,898.90 and

Trust fund account electronic payment numbers 19310, 19386 TO 19387, 19407 TO 19408 AND 19441 TO 19471 totalling \$49,638.99

The schedule of accounts submitted to each member of Council on 20 May 2016 has been checked and are fully supported by vouchers and invoices. All vouchers and invoices have been duly certified as to the receipt of goods and services and the cost of goods and services received.

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The payments listed have been disbursed throughout the month.

MINUTES OF THE ORDINARY COUNCIL MEETING

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25 MAY 2016

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

*C Wood*

Chief Executive Officer

*P Anderson*

Date of Report

9 March 2016

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

SHIRE OF SHARK BAY – MUNI CHEQUES

April 2016

CHEQUE # 26812-26813

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
26812	01/04/2016	WATER CORPORATION	WATER ACCOUNTS	-8309.68
26813	21/04/2016	WATER CORPORATION	WATER ACCOUNTS	-11463.60
				<b>19,773.28</b>

SHIRE OF SHARK BAY – DIRECT DEBITS

APRIL 2016

D/D	DATE	NAME	DESCRIPTION	AMOUNT
DD12839.1	04/04/2016	BANKWEST MASTERCARD	MARCH ACCOUNT	-2888.65
DD12843.1	03/04/2016	AUSTRALIAN ETHICAL	SUPERANNUATION CONTRIBUTIONS	-120.62
DD12843.2	03/04/2016	MACQUARIE SUPER	SUPERANNUATION CONTRIBUTIONS	-202.47
DD12843.3	03/04/2016	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-230.62
DD12843.4	03/04/2016	AMP SUPERANNUATION	PAYROLL DEDUCTIONS	-378.34
DD12843.5	03/04/2016	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-183.09
DD12843.6	03/04/2016	SUN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-183.09
DD12843.7	03/04/2016	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-511.46
DD12843.8	03/04/2016	ONE STEP SUPER	SUPERANNUATION CONTRIBUTIONS	-101.55
DD12843.9	03/04/2016	REST	SUPERANNUATION CONTRIBUTIONS	-210.60
DD12865.1	17/04/2016	AUSTRALIAN ETHICAL	SUPERANNUATION CONTRIBUTIONS	-97.93
DD12865.2	17/04/2016	MACQUARIE SUPER	SUPERANNUATION CONTRIBUTIONS	-199.71
DD12865.3	17/04/2016	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-221.78
DD12865.4	17/04/2016	AMP SUPERANNUATION	PAYROLL DEDUCTIONS	-378.34
DD12865.5	17/04/2016	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-183.09
DD12865.6	17/04/2016	SUN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-183.09
DD12865.7	17/04/2016	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-384.09
DD12865.8	17/04/2016	ONE STEP SUPER	SUPERANNUATION CONTRIBUTIONS	-99.45

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

D/D	DATE	NAME	DESCRIPTION	AMOUNT
DD12865.9	17/04/2016	REST	SUPERANNUATION CONTRIBUTIONS	-210.60
DD12870.1	21/04/2016	VIVA ENERGY AUSTRALIA	MONTHLY ACCOUNT	-99.99
DD12843.10	03/04/2016	WALGA SUPER	PAYROLL DEDUCTIONS	-4240.42
DD12843.11	03/04/2016	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-571.43
DD12843.12	03/04/2016	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1040.68
DD12843.13	03/04/2016	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-95.30
DD12843.14	03/04/2016	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-203.31
DD12843.15	03/04/2016	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	-146.52
DD12843.16	03/04/2016	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	-198.65
DD12843.17	03/04/2016	WESTPAC SECURITIES	SUPERANNUATION CONTRIBUTIONS	-193.21
DD12865.10	17/04/2016	WALGA SUPER	PAYROLL DEDUCTIONS	-4170.73
DD12865.11	17/04/2016	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-571.43
DD12865.12	17/04/2016	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1391.41
DD12865.13	17/04/2016	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-100.80
DD12865.14	17/04/2016	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-237.06
DD12865.15	17/04/2016	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	-183.06
DD12865.16	17/04/2016	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	-203.83
DD12865.17	17/04/2016	WESTPAC SECURITIES	SUPERANNUATION CONTRIBUTIONS	-193.21
<b>TOTAL</b>				<b>\$20,809.61</b>

SHIRE OF SHARK BAY – MUNI EFT

APRIL 2016

EFT 19303-19309, 19311-19319, 19321,19322-19392

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT19303	05/04/2016	LAURENCE BELLOTTIE	MEETING ATTENDANCE	-1910.25
EFT19304	05/04/2016	CHERYL LORRAINE COWELL	PRESIDENT'S ALLOWANCE	-6301.44
EFT19305	05/04/2016	KEITH MICHAEL CAPEWELL	MEETING ATTENDANCE FEE	-2642.24
EFT19306	05/04/2016	KEVIN LAUNDRY	MEETING ATTENDANCE FEE	-1910.25
EFT19307	05/04/2016	MARGARET PRIOR	MEETING ATTENDANCE FEE	-1910.25
EFT19308	05/04/2016	GREGORY LEON RIDGLEY	MEETING ATTENDANCE FEES	-1910.25

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT19309	05/04/2016	BRIAN WAKE	MEETING ATTENDANCES	-1910.25
EFT19310		TRUST		
EFT19311	11/04/2016	QUINTON ALLEN	POLICE CLEARANCE REIMBURSEMENT	-61.80
EFT19312	11/04/2016	AIYANA JOAN CHRISITE BROOKS	POLICE CLEARANCE REIMBURSEMENT	-61.80
EFT19313	11/04/2016	BOOKEASY AUSTRALIA PTY LTD	BOOKEASY	-655.12
EFT19314	11/04/2016	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-341.25
EFT19315	11/04/2016	GEARING BUTCHER'S	SUPPLIES FOR OUTSIDE CREW	-126.70
EFT19316	11/04/2016	HORIZON POWER	ELECTRICITY – SES PRECINCT	-358.66
EFT19317	11/04/2016	HERITAGE RESORT	PETER CLEMENTS –GYM MAINTENANCE	-170.00
EFT19318	11/04/2016	HAMES SHARLEY	PROJECT MANAGEMENT FOR FORESHORE RE-DEVELOPMENT,	-2112.00
EFT19319	11/04/2016	TOLL IPEC PTY LTD	FREIGHT	-349.97
EFT19321	11/04/2016	MARKET CREATIONS	SBDC REFRESH WEBSITE	-1144.00
EFT19322	11/04/2016	MARKETFORCE PTY LTD	RE-ADVERTISEMENT-FINANCE COORDINATOR	-448.38
EFT19323	11/04/2016	PROFESSIONAL PC SUPPORT	WORKSTATION MONITORING	-35.00
EFT19324	11/04/2016	PAPER PLUS OFFICE NATIONAL	STATIONERY	-129.88
EFT19325	11/04/2016	RICHARD CLAUDE MORONEY	CLEAN UP - SBDC	-32.00
EFT19326	11/04/2016	SKIPPERS AVIATION	MS K KEMPIN OHS CONSULTANT	-1725.00
EFT19327	11/04/2016	SHARK BAY COMMUNITY CENTRE	SPORTS AND REC CENTRE MANAGEMENT	-5045.70
EFT19328	11/04/2016	SHARK BAY CAR HIRE	CAR HIRE TO TRANSPORT DOCTOR-SILVER CHAIN	-495.00
EFT19329	11/04/2016	TELSTRA CORPORATION LIMITED	MONTHLY ACCOUNT	-1884.49
EFT19330	14/04/2016	AUSTRAL PLUMBING	ONGOING REFURBISHMENT TO OLD JAIL	-2046.00
EFT19331	14/04/2016	BUNNINGS BUILDING	DOOR CLOSER FOR REC CENTRE	-151.70
EFT19332	14/04/2016	BOC LIMITED	CONTAINER RENTAL	-34.05
EFT19333	14/04/2016	BLACKWOODS ATKINS	GUN GREASE PUMP FOR GRADER	-248.01
EFT19334	14/04/2016	CORAL COAST PLUMBING	REPAIRS AT DAY CARE	-358.64
EFT19335	14/04/2016	COMPOSITE ENGINEERING	LADDER PARTS FOR PEN JETTY	-422.40
EFT19336	14/04/2016	DEBORAH COURT	REIMBURSEMENT - RELOCATION COSTS	-4934.35
EFT19337	14/04/2016	CDH ELECTRICAL	EARTH WIRE, 25MM CONDUIT & SADDLES	-2326.41
EFT19338	14/04/2016	EARTHCARE	DENHAM FORESHORE REVITALISATION PROJECT	-159187.88
EFT19339	14/04/2016	DENHAM IGA X-PRESS	MONTHLY ACCOUNT	-788.83
EFT19340	14/04/2016	SHARK BAY SUPERMARKET	MONTHLY ACCOUNT	-529.96
EFT19341	14/04/2016	GEARING BUTCHER'S	SUPPLIES FOR OUTSIDE CREW	-152.31

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT19342	14/04/2016	GERALDTON FUEL COMPANY	MONTHLY FUEL ACCOUNT	-23239.99
EFT19343	14/04/2016	GREAT NORTHERN FENCING	REPAIRS TO WATER LEAK-SPLIT PIPE KNIGHT TCE	-5794.45
EFT19344	14/04/2016	HORIZON POWER	STREET LIGHTING	-3377.47
EFT19345	14/04/2016	TRUE VALUE HARDWARE	MONTHLY ACCOUNT	-1305.82
EFT19346	14/04/2016	MARKETFORCE PTY LTD	ADVERTISE MONKEY MIA LOCAL LAWS	-103.49
EFT19347	14/04/2016	MOORE STEPHENS	STRATEGIC PLANNING, FINANCIAL PLANNING, CORPORATE PLAN	-7150.00
EFT19348	14/04/2016	ROBBRO WA PTY LTD	INSTALLATION OF FLOOD WAY AND EARTHWORKS	-152539.20
EFT19349	14/04/2016	ROPS ENGINEERING AUSTRALIA	5 TONNE TRUCK TOW BALL AND HITCH	-3674.00
EFT19350	14/04/2016	SHARK BAY TAXI SERVICE	SHIRE/OVERLANDER RUN MARCH 2016	-1155.00
EFT19351	14/04/2016	SHARK BAY CLEANING SERVICE	MONTHLY ACCOUNT	-18173.80
EFT19352	14/04/2016	SHARK BAY FREIGHTLINES	FREIGHT ACCOUNT	-1213.78
EFT19353	14/04/2016	SHARK BAY SKIPS	MAIN ROADS PICK UP SKIP BINS	-5775.00
EFT19354	14/04/2016	STRAYA CONTRACTING PTY LTD	NEW FOOTPATH AT PENSIONER UNITS	-2064.00
EFT19355	14/04/2016	MCKELL FAMILY TRUST	RUBBISH, STREET SWEEPING MARCH 2016	-15407.93
EFT19356	14/04/2016	NORTHERN GLASS	REPLACEMENT- MAIN DOOR, WINDOW CEO'S OFFICE	-2333.93
EFT19357	14/04/2016	THYLACINE DESIGN & PROJECT	MUSEUM/GALLERY LIGHTING UPGRADE ASSESSMENT	-2090.00
EFT19358	14/04/2016	AUSTRALIAN TAXATION OFFICE	PAYROLL DEDUCTIONS	-4302.00
EFT19359	14/04/2016	MARKET FORCE ADVERTISING	ADVERTISING	-1045.02
EFT19360	21/04/2016	ALLELECTRIX PTY LTD	PENSIONER UNITS – INSPECT ALL SMOKE ALARMS AND RCD'S	-1107.70
EFT19361	21/04/2016	ONE STOP ELECTRONICS	BATTERIES FOR DIGITAL TYRE INFLATOR	-25.55
EFT19362	21/04/2016	ASHDOWN INGRAM	C-TEK BATTERY CHARGER	-1117.60
EFT19363	21/04/2016	AUSTRALIA POST	MONTHLY ACCOUNT - POST	-357.22
EFT19364	21/04/2016	BUNNINGS BUILDING SUPPLIES	MARKING MACHINE	-280.25
EFT19365	21/04/2016	SHIRE OF CHRISTMAS ISLAND	LONG SERVICE LEAVE PAID FOR KELVIN MATTHEWS	-11715.44
EFT19366	21/04/2016	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-341.25
EFT19367	21/04/2016	CDH ELECTRICAL	REPAIRS TO GENERATOR	-99.00
EFT19368	21/04/2016	DEPARTMENT OF TRANSPORT	REIMBURSEMENT-PUMP UPGRADES AT TOWN OVAL.	-19981.00
EFT19369	21/04/2016	ENVIROPACIFIC SERVICES PTY	DOT FORESHORE-FUEL FACILITY RELOCATION	-63833.62
EFT19370	21/04/2016	ATOM-GERALDTON INDUSTRIAL	WHEELIE BINS FOR PENSIONER UNITS X 6	-1121.68
EFT19371	21/04/2016	GEORGE LIVESEY	SIGN FRONT DOOR HOURS, SHIRE LOGO	-175.00
EFT19372	21/04/2016	GRAY & LEWIS PLANNERS	PLANNING ADVICE - GENERAL FOR MARCH 2016	-10296.55

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT19373	21/04/2016	HORIZON POWER	LOT 302 KNIGHT TCE CONNECTION APPLICATION. 10% DESIGN FEE.	-1703.04
EFT19374	21/04/2016	TOLL IPEC PTY LTD	FREIGHT	-182.94
EFT19375	21/04/2016	MCLEODS BARRISTERS	LEGAL COSTS	-1565.85
EFT19376	21/04/2016	THE MURRAY HOTEL	ACCOMMODATION FOR INTERVIEWS – C WOOD	-179.00
EFT19377	21/04/2016	PEST-A-KILL	MONTHLY ACCOUNT FOR PEST CONTROL	-567.50
EFT19378	21/04/2016	PROFESSIONAL PC SUPPORT	WORKSTATION MONITORING	-262.50
EFT19379	21/04/2016	RAY WHITE SHARK BAY	RENT ON 34 HUGHES ST	-1127.00
EFT19380	21/04/2016	SKIPPERS AVIATION	FLIGHTS FOR INTERVIEWS	-1884.00
EFT19381	21/04/2016	SHARK BAY SUB BRANCH RSL	ANZAC DAY DONATION	-1000.00
EFT19382	21/04/2016	SHARK BAY COMMUNITY	INSCRIPTION POST- SUPPLIED	-12.00
EFT19383	21/04/2016	GET STITCHED	SHADE CLOTH REPAIRS	-60.00
EFT19384	21/04/2016	NORTHERN GLASS	FIXED SHIRE OFFICE MAIN DOOR	-82.50
EFT19385	21/04/2016	MOORE STEPHENS	AUDIT - MM JETTY REPLACEMENT PROJECT	-1210.00
EFT19386		TRUST		
EFT19387		TRUST		
EFT19388	29/04/2016	ALLELECTRIX PTY LTD	UNIT 11 ELECTRICAL REPAIRS	-411.95
EFT19389	29/04/2016	BURTON TILING MAINTENANCE	UNIT 4 - PENSIONER UNIT, REIMBURSEMENT	-5082.00
EFT19390	29/04/2016	COVS AUTOMOTIVE,	PARTS FOR TOWN UTE	-123.93
EFT19391	29/04/2016	DENHAM PAPER AND CHEMICAL	SUPPLIES FOR OFFICE	-211.48
EFT19392	29/04/2016	DEAN WHITEHEAD	SBDC - REIMBURSEMENT	-15.45
EFT19393	29/04/2016	FLEET HYDRAULICS	HYDRAULIC COUPLINGS-KOBELCO EXCAVATOR	-918.44
EFT19394	29/04/2016	THE FLOWER POT	WREATH FOR ANZAC DAY	-80.00
EFT19395	29/04/2016	GEARING BUTCHER'S	SUPPLIES FOR OUTSIDE CREW	-161.79
EFT19396	29/04/2016	ATOM-GERALDTON	AIR/HYDRAULIC JACK, OIL DRAINER, OIL EXTRACTOR	-997.64
EFT19397	29/04/2016	TOLL IPEC PTY LTD	FREIGHT TO PURCHER	-123.73
EFT19398	29/04/2016	JOSEPH RADIATORS	REPAIRS TO GENSET RADIATOR	-1100.00
EFT19399	29/04/2016	N-COM PTY LTD	PARTS FOR WIRELESS AERIAL	-8593.63
EFT19400	29/04/2016	PURCHER INTERNATIONAL	FILTERS FOR VEHICLES	-261.62
EFT19401	29/04/2016	PROFESSIONAL PC SUPPORT	WORKSTATION MONITORING	-367.50
EFT19402	29/04/2016	ROYAL WA HISTORICAL SOCIETY	INVOICE PAID TWICE - REFUND	-212.50
EFT19403	29/04/2016	SHARK BAY CLEANING SERVICE	PRE MOVE IN CLEAN OF 65 BROCKMAN ST.	-871.20

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT19404	29/04/2016	SHARK BAY AIR CHARTER	C COWELL TRAVEL TO CARNARVON RETURN – DISCUSSION - NORTHERN AUSTRALIA	-672.00
EFT19405	29/04/2016	WELLARD PLANT HIRE SERVICE	LABOUR, HIRE MACHINERY FOR USELESS LOOP RD	-16472.50
EFT19406	29/04/2016	WESTRAC EQUIPMENT PTY LTD	PARTS- CATERPILLAR INTEGRATED TOOL CARRIER	-43.43
<b>TOTAL</b>				<b>\$612,606.08</b>

SHIRE OF SHARK BAY – TRUST CHEQUE

APRIL 2016

TRUST CHEQUE # 1070-1072

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
1070	30/04/2016	IAN GERARD GRANT	KERB DEPOSIT REFUND	-1000.00
1071	30/04/2016	RONALD GORDON LINDSAY	KERB DEPOSIT REFUND	-1000.00
1072	30/04/2016	WASAGI CORPORATION PTY LTD	KERB DEPOSIT REFUND	-200.00
<b>TOTAL</b>				<b>\$2,200.00</b>

SHIRE OF SHARK BAY – TRUST POLICE LICENSING

APRIL 2016

TRUST CHEQUE # 151610

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
151610	30/04/2016	COMMISSIONER OF POLICE	POLICE LICENSING APRIL 2016	-20898.90
<b>TOTAL</b>				<b>\$20,898.90</b>

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

SHIRE OF SHARK BAY – TRUST EFT

APRIL 2016

EFT 19310, 19386-19387, 19407-19408, 19441-19471

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT19310	06/04/2016	MICHAEL SEAN CURRAN	GYM CARD DEPOSIT REFUND	-20.00
EFT19386	22/04/2016	SHANE FITZGERALD	GYM CARD REFUND	-20.00
EFT19387	22/04/2016	SHELBY HOLLINGS	GYM CARD REFUND	-20.00
EFT19407	30/04/2016	CARMEL STRINGER	LIBRARY DEPOSIT REFUND	-50.00
EFT19408	30/04/2016	THERESA PRYER	CLEANING DEPOSIT REFUND	-270.00
EFT19441	30/04/2016	JAMES SNR POLAND	BOOKEASY APRIL 2016	-96.00
EFT19442	30/04/2016	MAC ATTACK FISHING CHARTERS	BOOKEASY APRIL 2016	-1466.25
EFT19443	30/04/2016	BAY LODGE MIDWEST OASIS	BOOKEASY APRIL 2016	-1443.25
EFT19444	30/04/2016	BLUE LAGOON PEARLS	BOOKEASY APRIL 2016	-76.50
EFT19445	30/04/2016	BLUE WATER VIEWS	BOOKEASY APRIL 2016	-1254.00
EFT19446	30/04/2016	BEST WESTERN CARNARVON	BOOKEASY APRIL 2016	-135.15
EFT19447	30/04/2016	SHARK BAY COASTAL TOURS	BOOKEASY APRIL 2016	-2550.00
EFT19448	30/04/2016	BUILDING COMMISSION	BUILDING SERVICES LEVY APRIL 2016	-408.24
EFT19449	30/04/2016	DENHAM SEASIDE CARAVAN PARK	BOOKEASY APRIL 2016	-442.42
EFT19450	30/04/2016	HARTOG COTTAGES	BOOKEASY APRIL 2016	-1020.80
EFT19451	30/04/2016	HINCHY PUBLICATIONS	BOOKEASY APRIL 2016	-22.16
EFT19452	30/04/2016	HAMELIN POOL CARAVAN PARK	BOOKEASY APRIL 2016	-170.00
EFT19453	30/04/2016	HERITAGE RESORT	BOOKEASY APRIL 2016	-528.00
EFT19454	30/04/2016	INTOWN APARTMENTS	BOOKEASY APRIL 2016	-238.00
EFT19455	30/04/2016	INTEGRITY COACH LINES	BOOKEASY APRIL 2016	-68.80
EFT19456	30/04/2016	MONKEY MIA YACHT CHARTERS	BOOKEASY APRIL 2016	-9001.52
EFT19457	30/04/2016	MONKEYMIA WILDSIGHTS	BOOKEASY APRIL 2016	-7148.91
EFT19458	30/04/2016	NANGA BAY RESORT	BOOKEASY APRIL 2016	-314.50
EFT19459	30/04/2016	WA OCEAN PARK PTY LTD	BOOKEASY APRIL 2016	-832.15
EFT19460	30/04/2016	OCEANSIDE VILLAGE	BOOKEASY APRIL 2016	-158.40
EFT19461	30/04/2016	SHARK BAY SCENIC QUAD BIKE	BOOKEASY APRIL 2016	-3855.00
EFT19462	30/04/2016	RAC TOURISM	BOOKEASY APRIL 2016	-317.68
EFT19463	30/04/2016	SHARK BAY HOTEL MOTEL	BOOKEASY APRIL 2016	-212.50
EFT19464	30/04/2016	SHARK BAY COACHES AND TOURS	BOOKEASY APRIL 2016	-123.20
EFT19465	30/04/2016	SHARK BAY HOLIDAY COTTAGES	BOOKEASY APRIL 2016	-153.00

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

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EFT19466	30/04/2016	SHARK BAY AIR CHARTER	BOOKEASY APRIL 2016	-2666.40
EFT19467	30/04/2016	SHARKBAY CARAVAN PARK	BOOKEASY APRIL 2016	-534.65
EFT19468	30/04/2016	PRAGUE HOLDINGS PTY LTD	BOOKEASY APRIL 2016	-1275.00
EFT19469	30/04/2016	SHIRE OF SHARK BAY	BOOKEASY COMMISSION APRIL 2016	-5968.75
EFT19470	30/04/2016	TRADEWINDS APARTMENTS	BOOKEASY APRIL 2016	-281.60
EFT19471	30/04/2016	WULA GUDA NYINDA (CAPES)	BOOKEASY APRIL 2016	-3275.36
<b>TOTAL</b>				<b>\$49,638.99</b>

25 MAY 2016

12.2 FINANCIAL REPORTS TO 30 APRIL 2016

CM00017

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved           Cr Capewell  
Seconded       Cr Wake

**Council Resolution**

**That the monthly financial report to 30 April 2016 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 **30 April 2016** are attached.

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The financial report shows that the finances of the Shire are in line with its adopted budget.

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  
Chief Executive Officer  
Date of Report

*C Wood*  
*P Anderson*  
9 May 2016

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

<b>SHIRE OF SHARK BAY</b>					
<b>MONTHLY FINANCIAL REPORT</b>					
<b>For the Period Ended 30 April 2016</b>					
<b>LOCAL GOVERNMENT ACT 1995</b>					
<b>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</b>					
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Statement of Financial Activity By Nature or Type					
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Statement of Budget Amendments					
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Note 2	Explanation of Material Variances				
Note 3	Net Current Funding Position				
Note 4	Cash and Investments				
Note 6	Receivables				
Note 7	Cash Backed Reserves				
Note 8	Capital Disposals				
Note 9	Rating Information				
Note 10	Information on Borrowings				
Note 11	Grants and Contributions				
Note 12	Trust				
Note 13	Capital Acquisitions				

MINUTES OF THE ORDINARY COUNCIL MEETING

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SHIRE OF SHARK BAY							
STATEMENT OF FINANCIAL ACTIVITY							
(Statutory Reporting Program)							
For the Period Ended 30 April 2016							
	Note	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Operating Revenues</b>							
Governance		50,388	50,388	45,820	(4,568)	(9.07%)	▼
General Purpose Funding - Rates	9	1,214,780	1,221,249	1,250,277	29,028	2.4%	▲
General Purpose Funding - Other		1,000,973	973,326	855,084	(118,242)	(12.1%)	▼
Law, Order and Public Safety		85,125	83,601	91,995	8,394	10%	▲
Health		750	750	801	51	6.80%	▲
Housing		86,110	70,730	75,941	5,211	7.4%	▲
Community Amenities		282,000	266,250	281,699	15,449	5.80%	▲
Recreation and Culture		222,900	185,290	207,204	21,914	11.8%	▲
Transport		464,056	449,389	475,679	26,290	5.9%	▲
Economic Services		738,380	609,030	478,266	(130,764)	(21.5%)	▼
Other Property and Services		25,000	18,750	32,488	13,738	73.3%	▲
<b>Total Operating Revenue</b>		<b>4,170,462</b>	<b>3,928,753</b>	<b>3,795,254</b>	<b>(133,499)</b>	<b>(3.40%)</b>	
<b>Operating Expense</b>							
Governance		(342,993)	(306,428)	(301,866)	4,562	(1.5%)	▲
General Purpose Funding		(138,795)	(104,910)	(96,401)	8,509	(8.1%)	▲
Law, Order and Public Safety		(359,490)	(316,017)	(343,677)	(27,660)	8.8%	▼
Health		(69,356)	(44,880)	(43,273)	1,607	(3.6%)	▲
Housing		(191,106)	(162,195)	(156,439)	5,756	(3.5%)	▲
Community Amenities		(604,665)	(508,470)	(481,621)	26,849	(5.3%)	▲
Recreation and Culture		(2,058,824)	(1,741,836)	(1,591,771)	150,065	(8.6%)	▲
Transport		(1,490,829)	(1,318,285)	(1,249,233)	69,052	(5.2%)	▲
Economic Services		(1,345,660)	(1,183,842)	(829,230)	354,612	(30.0%)	▲
Other Property and Services		(25,000)	(15,816)	(12,873)	2,943	(18.6%)	▲
<b>Total Operating Expenditure</b>		<b>(6,626,717)</b>	<b>(5,702,679)</b>	<b>(5,106,384)</b>	<b>596,295</b>	<b>(10.5%)</b>	
<b>Funding Balance Adjustments</b>							
Add back Depreciation		1,831,805	1,378,328	1,499,090	120,762		
Adjust (Profit)/Loss on Asset Disposal	8	39,165	39,165	36,747	(2,418)		
Adjust Provisions and Accruals		0	0	0			
<b>Net Cash from Operations</b>		<b>(585,286)</b>	<b>(356,433)</b>	<b>224,707</b>	<b>581,140</b>	<b>(163.04%)</b>	
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	7,488,610	4,959,805	2,900,745	(2,059,060)	(41.5%)	▼
Proceeds from Disposal of Assets	8	250,000	202,789	202,789	(0)	0.0%	
<b>Total Capital Revenues</b>		<b>7,738,610</b>	<b>5,162,594</b>	<b>3,103,534</b>	<b>(2,059,060)</b>	<b>(39.9%)</b>	
<b>Capital Expenses</b>							
Land Held for Resale							
Land and Buildings	13	(175,675)	(171,377)	(125,985)	45,392	26.49%	▲
Infrastructure - Roads	13	(1,146,642)	(454,007)	(554,791)	(100,784)	(22.2%)	▼
Infrastructure - Public Facilities	13	(7,817,630)	(4,557,377)	(1,409,735)	3,147,642	69.1%	▲
Infrastructure - Streetscapes	13	(50,000)	(49,398)	(3,709)	45,689	92.5%	▲
Infrastructure - Footpaths	13	(50,000)	(38,892)	(46,407)	(7,515)	(19.3%)	▼
Infrastructure - Drainage	13	(40,000)	(36,007)	(17,861)	18,146	50.4%	▲
Heritage Assets	13	(50,000)	(50,000)	(10,934)	39,066	78.1%	▲
Plant and Equipment	13	(819,000)	(819,000)	(584,104)	234,896	28.7%	▲
Furniture and Equipment	13	(24,500)	(19,500)	(6,550)	12,950	66.4%	▲
<b>Total Capital Expenditure</b>		<b>(10,173,447)</b>	<b>(6,195,558)</b>	<b>(2,760,076)</b>	<b>3,435,482</b>	<b>55.5%</b>	
<b>Net Cash from Capital Activities</b>		<b>(2,434,837)</b>	<b>(1,032,964)</b>	<b>343,458</b>	<b>1,376,422</b>	<b>133.25%</b>	
<b>Financing</b>							
Proceeds from New Debentures		0	0	0	0		
Transfer from Reserves	7	1,558,489	886,739	886,739	0	0.00%	
Repayment of Debentures	10	(111,745)	(104,263)	(104,154)	109	0.1%	▲
Transfer to Reserves	7	(859,190)	(452,978)	(452,978)	0	0.0%	
<b>Net Cash from Financing Activities</b>		<b>587,554</b>	<b>329,498</b>	<b>329,607</b>	<b>109</b>	<b>(0.03%)</b>	
<b>Net Operations, Capital and Financing</b>		<b>(2,432,569)</b>	<b>(1,059,899)</b>	<b>897,772</b>	<b>1,957,670</b>	<b>184.70%</b>	<b>▲</b>
<b>Opening Funding Surplus(Deficit)</b>	3	<b>2,432,569</b>	<b>2,432,569</b>	<b>2,432,569</b>	<b>0</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>0</b>	<b>1,372,670</b>	<b>3,330,341</b>	<b>1,957,670</b>	<b>(142.62%)</b>	<b>▲</b>

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.  
Refer to Note 2 for an explanation of the reasons for the variance.

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

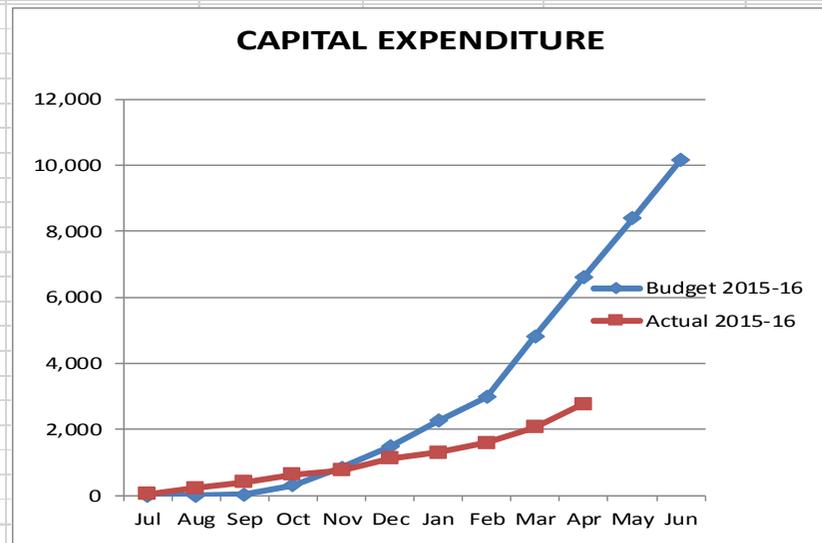
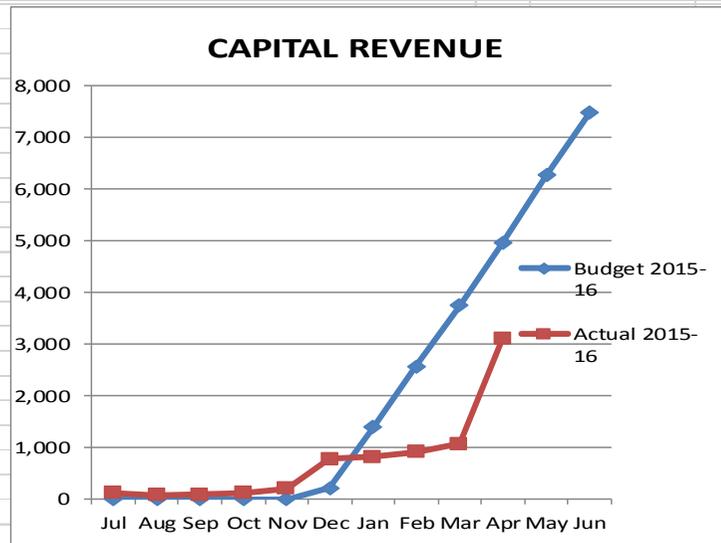
SHIRE OF SHARK BAY				
STATEMENT OF FINANCIAL ACTIVITY				
(By Nature or Type)				
For the Period Ended 30 April 2016				
	Note	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)
<b>Operating Revenues</b>		\$	\$	\$
Rates	9	1,206,379	1,213,889	1,240,538
Operating Grants, Subsidies and Contributions	11	1,431,854	1,422,104	1,214,322
Fees and Charges		1,203,675	1,013,631	931,899
Interest Earnings		75,694	49,177	155,317
Other Revenue		209,175	186,268	209,034
Profit on Disposal of Assets	8	43,684	43,684	44,144
<b>Total Operating Revenue</b>		<b>4,170,461</b>	<b>3,928,753</b>	<b>3,795,254</b>
<b>Operating Expense</b>				
Employee Costs		(2,004,610)	(1,674,468)	(1,589,740)
Materials and Contracts		(2,163,725)	(1,913,351)	(1,485,496)
Utility Charges		(148,750)	(125,934)	(111,146)
Depreciation on Non-Current Assets		(1,831,805)	(1,529,520)	(1,499,090)
Interest Expenses		(20,433)	(15,072)	(13,907)
Insurance Expenses		(158,178)	(158,180)	(149,196)
Other Expenditure		(216,367)	(203,305)	(176,918)
Loss on Disposal of Assets	8	(82,849)	(82,849)	(80,891)
<b>Total Operating Expenditure</b>		<b>(6,626,717)</b>	<b>(5,702,679)</b>	<b>(5,106,384)</b>
<b>Funding Balance Adjustments</b>				
Add back Depreciation		1,831,805	1,378,328	1,499,090
Adjust (Profit)/Loss on Asset Disposal	8	39,165	39,165	36,747
Adjust Provisions and Accruals		0	0	0
<b>Net Cash from Operations</b>		<b>(585,286)</b>	<b>(356,433)</b>	<b>224,707</b>
<b>Capital Revenues</b>				
Grants, Subsidies and Contributions	11	7,488,610	4,959,805	2,900,745
Proceeds from Disposal of Assets	8	250,000	202,789	202,789
<b>Total Capital Revenues</b>		<b>7,738,610</b>	<b>5,162,594</b>	<b>3,103,534</b>
<b>Capital Expenses</b>				
Land Held for Resale		0	0	0
Land and Buildings	13	(175,675)	(171,377)	(125,985)
Infrastructure - Roads	13	(1,146,642)	(454,007)	(554,791)
Infrastructure - Public Facilities	13	(7,817,630)	(4,557,377)	(1,409,735)
Infrastructure - Streetscapes	13	(50,000)	(49,398)	(3,709)
Infrastructure - Footpaths	13	(50,000)	(38,892)	(46,407)
Infrastructure - Drainage	13	(40,000)	(36,007)	(17,861)
Heritage Assets	13	(50,000)	(50,000)	(10,934)
Plant and Equipment	13	(819,000)	(819,000)	(584,104)
Furniture and Equipment	13	(24,500)	(19,500)	(6,550)
<b>Total Capital Expenditure</b>		<b>(10,173,447)</b>	<b>(6,195,558)</b>	<b>(2,760,076)</b>
<b>Net Cash from Capital Activities</b>		<b>(2,434,837)</b>	<b>(1,032,964)</b>	<b>343,458</b>
<b>Financing</b>				
Proceeds from New Debentures		0	0	0
Transfer from Reserves	7	1,558,489	886,739	886,739
Repayment of Debentures	10	(111,745)	(104,263)	(104,154)
Transfer to Reserves	7	(859,190)	(452,978)	(452,978)
<b>Net Cash from Financing Activities</b>		<b>587,554</b>	<b>329,498</b>	<b>329,607</b>
<b>Net Operations, Capital and Financing</b>		<b>(2,432,569)</b>	<b>(1,059,899)</b>	<b>897,772</b>
<b>Opening Funding Surplus(Deficit)</b>	3	<b>2,432,569</b>	<b>2,432,569</b>	<b>2,432,569</b>
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(0)</b>	<b>1,372,670</b>	<b>3,330,341</b>

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

SHIRE OF SHARK BAY  
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING  
For the Period Ended 30 April 2016

Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	12,669	113,316	125,985	171,377	175,675	45,392
Infrastructure Assets - Roads	13	0	554,791	554,791	454,007	1,146,642	(100,784)
Infrastructure Assets - Public Facilities	13	94,026	1,315,709	1,409,735	4,557,377	7,817,630	3,147,642
Infrastructure Assets - Footpaths	13	46,407	0	46,407	38,892	50,000	(7,515)
Infrastructure Assets - Drainage	13	0	17,861	17,861	36,007	40,000	18,146
Infrastructure Assets - Streetscapes	13	3,709	0	3,709	49,398	50,000	45,689
Heritage Assets	13	0	10,934	10,934	50,000	50,000	39,066
Plant and Equipment	13	0	584,104	584,104	819,000	819,000	234,896
Furniture and Equipment	13	0	6,550	6,550	19,500	24,500	12,950
<b>Capital Expenditure Totals</b>		<b>156,811</b>	<b>2,603,265</b>	<b>2,760,076</b>	<b>6,195,558</b>	<b>10,173,447</b>	<b>3,435,482</b>



MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

<b>SHIRE OF SHARK BAY</b>	
<b>NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY</b>	
<b>For the Period Ended 30 April 2016</b>	
<b>1. SIGNIFICANT ACCOUNTING POLICIES</b>	
<b>(a) Basis of Preparation</b>	
	This report has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this budget are presented below and have been consistently applied unless stated otherwise.
	Except for cash flow and rate setting information, the report has also 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.
	<b>The Local Government Reporting Entity</b>
	All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this budget.
	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 16 to this budget document.
<b>(b) Rounding Off Figures</b>	
	All figures shown in this report, other than a rate in the dollar, are rounded to the nearest dollar.
<b>(c) Rates, Grants, Donations and Other Contributions</b>	
	Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.
	Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.
<b>(d) Goods and Services Tax (GST)</b>	
	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.
<b>(e) Superannuation</b>	
	The Council contributes to a number of Superannuation Funds on behalf of employees.
	All funds to which the Council contributes are defined contribution plans.

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 30 April 2016				
<b>1.</b>	<b>SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>			
	<b>(f) Cash and Cash Equivalents</b>			
	Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments 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 shown as short term borrowings in current liabilities in the statement of financial position.			
	<b>(g) Trade and Other Receivables</b>			
	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 doubtful debts is raised when there is objective evidence that they will not be collectible.			
	<b>(h) Inventories</b>			
	<b>General</b>			
	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.			
	<b>Land Held for Resale</b>			
	Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.			
	Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.			
	Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.			
	<b>(i) Fixed Assets</b>			
	Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.			
	<b>Mandatory Requirement to Revalue Non-Current Assets</b>			
	Effective from 1 July 2012, the Local Government (Financial Management) Regulations were amended and the measurement of non-current assets at Fair Value became mandatory.			



MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 30 April 2016				
<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>				
<b>(j) Fixed Assets (Continued)</b>				
<b>Revaluation</b>				
Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.				
<b>Transitional Arrangement</b>				
During the time it takes to transition the carrying value of non-current assets from the cost approach to the fair value approach, the Council may still be utilising both methods across differing asset classes.				
Those assets carried at cost will be carried in accordance with the policy detailed in the <b>Initial Recognition</b> section as detailed above.				
Those assets carried at fair value will be carried in accordance with the <b>Revaluation Methodology</b> section as detailed above.				
<b>Land Under Roads</b>				
In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in the local government.				
Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.				
In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.				
Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.				
Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.				
<b>Depreciation</b>				
The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.				

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

SHIRE OF SHARK BAY			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 30 April 2016			
<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>			
<b>(j) Fixed Assets (Continued)</b>			
Major depreciation periods used for each class of depreciable asset are:			
Buildings			10 to 50 years
Furniture and Equipment			5 to 10 years
Plant and Equipment			5 to 10 years
Heritage			25 to 100 years
Sealed Roads and Streets			
- Subgrade			Not Depreciated
- Pavement			80 to 100 years
- Seal	Bituminous Seals		15 to 22 years
	Asphalt Surfaces		30 years
Formed Roads (Unsealed)			
- Subgrade			Not Depreciated
- Pavement			18 years
Footpaths			40 to 80 years
Drainage Systems			
- Drains and Kerbs			20 to 60 years
- Culverts			60 years
- Pipes			80 years
- Pits			60 years
The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.			
An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.			
Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.			
When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus.			
<b>Capitalisation Threshold</b>			
Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.			
<b>(k) Fair Value of Assets and Liabilities</b>			
When performing a revaluation, the Council uses a mix of both independent and management valuations using the following as a guide:			
Fair Value is the price that Council would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.			

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

SHIRE OF SHARK BAY					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 30 April 2016					
<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>					
<b>(k) Fair Value of Assets and Liabilities (Continued)</b>					
As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.					
To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).					
For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.					
<b><i>Fair Value Hierarchy</i></b>					
AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:					
<b>Level 1</b>					
Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.					
<b>Level 2</b>					
Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.					
<b>Level 3</b>					
Measurements based on unobservable inputs for the asset or liability.					
The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.					
<b><i>Valuation techniques</i></b>					
The Council selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Council are consistent with one or more of the following valuation approaches:					
<b>Market approach</b>					
Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.					

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

SHIRE OF SHARK BAY					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 30 April 2016					
<b>1.</b>	<b>SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>				
<b>(k)</b>	<b>Fair Value of Assets and Liabilities (Continued)</b>				
	<b>Income approach</b>				
	Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.				
	<b>Cost approach</b>				
	Valuation techniques that reflect the current replacement cost of an asset at its current service capacity.				
	Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Council gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.				
	As detailed above, the mandatory measurement framework imposed by the Local Government (Financial Management) Regulations requires, as a minimum, all assets carried at a revalued amount to be revalued at least every 3 years.				
<b>(l)</b>	<b>Financial Instruments</b>				
	<b>Initial Recognition and Measurement</b>				
	Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).				
	Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.				
	<b>Classification and Subsequent Measurement</b>				
	Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost.				
	Amortised cost is calculated as:				
	(a) the amount in which the financial asset or financial liability is measured at initial recognition;				
	(b) less principal repayments and any reduction for impairment; and				
	(c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.				

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 30 April 2016	
<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>	
<b>(I) Financial Instruments (Continued)</b>	
	<p>The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.</p>
	<p><i>(i) Financial assets at fair value through profit and loss</i></p> <p>Financial assets are classified at “fair value through profit or loss” when they are held for trading for the purpose of short term profit taking. Assets in this category are classified as current assets. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss.</p>
	<p><i>(ii) Loans and receivables</i></p> <p>Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.</p> <p>Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.</p>
	<p><i>(iii) Held-to-maturity investments</i></p> <p>Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Council’s management has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.</p> <p>Held-to-maturity investments are included in current assets where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.</p>
	<p><i>(iv) Available-for-sale financial assets</i></p> <p>Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.</p> <p>They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.</p> <p>Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available for sale financial assets are classified as non-current.</p>
	<p><i>(v) Financial liabilities</i></p> <p>Non-derivative financial liabilities (excl. financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in the profit or loss.</p>

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 30 April 2016				
<b>1.</b>	<b>SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>			
<b>(l)</b>	<b>Financial Instruments (Continued)</b>			
	<i>Impairment</i>			
	A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which has an impact on the estimated future cash flows of the financial asset(s).			
	In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.			
	In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.			
	For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.			
	<i>Derecognition</i>			
	Financial assets are derecognised where the contractual rights for receipt of cash flows expire or the asset is transferred to another party, whereby the Council no longer has any significant continual involvement in the risks and benefits associated with the asset.			
	Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.			
<b>(m)</b>	<b>Impairment of Assets</b>			
	In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.			
	Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.			
	Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116) whereby any impairment loss of a revaluation decrease in accordance with that other standard.			

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 30 April 2016				
<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>				
<b>(m) Impairment of Assets (Continued)</b>				
	For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.			
<b>(n) Trade and Other Payables</b>				
	Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council 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.			
<b>(o) Employee Benefits</b>				
	<b>Short-Term Employee Benefits</b>			
	Provision is made for the Council'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 Council'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 statement of financial position. The Council's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.			
	<b>Other Long-Term Employee Benefits</b>			
	Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other 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 or 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 Council's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Council 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.			

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

SHIRE OF SHARK BAY					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 30 April 2016					
<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>					
<b>(p) Borrowing Costs</b>					
Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.					
<b>(q) Provisions</b>					
Provisions are recognised when the Council has a 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.					
<b>(r) Current and Non-Current Classification</b>					
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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where the Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Council's intentions to release for sale.					

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

Shire of Shark Bay					
EXPLANATION OF MATERIAL VARIANCES					
For the Period Ended 30 April 2016					
Note 2: EXPLANATION OF MATERIAL VARIANCES					
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	(4,568)	(9.1%)	▼	Timing	Profit on sale of vehicle still to be realised.
General Purpose Funding - Rates	29,028	2.4%	▲	Permanent	Variance is due to interim rates charged for MM resort
General Purpose Funding - Other	(118,242)	(12.1%)	▼	Permanent	Variance is due to the interest revenue on the WATC investment and the YTD budget for the FAGs being for a full year.
Law, Order and Public Safety	8,394	10.0%	▲	Permanent	Variance is for payment for Woodleigh/Yaringa fire
Health	51	6.8%	▲	Permanent	Variance is due to sale of food vendors licence
Housing	5,211	7.4%	▲	Permanent	Variance is due to insurance reimbursement for pensioner unit burst pipe damage
Community Amenities	15,449	5.8%	▲	Permanent	Refuse site fees and domestic rubbish removal higher than expected.
Recreation and Culture	21,914	11.8%	▲	Permanent	Increase sales at Shark Bay Discovery Centre
Transport	26,290	5.9%	▲	Permanent	Increase is due to profit on sale of vehicles and pen and marine charges
Economic Services	(130,764)	(21.5%)	▼	Timing	MR Shark Bay Road work still to be done.
Other Property and Services	13,738	73.3%	▲	Permanent	Diesel fuel rebate income higher than expected
<b>Operating Expense</b>					
Governance	4,562	(1.5%)	▲	Timing	No reportable variance
General Purpose Funding	8,509	(8.1%)	▲	Permanent	Less expenditure in all areas
Law, Order and Public Safety	(27,660)	8.8%	▼	Permanent	Increase is due to recoverable expenses for SES and Woodleigh/Yaringa Fire
Health	1,607	(3.6%)	▲	Permanent	No reportable variance
Housing	5,756	(3.5%)	▲	Timing	Less maintenance done of staff housing
Community Amenities	26,849	(5.3%)	▲	Timing	Planning costs lower than expected
Recreation and Culture	150,065	(8.6%)	▲	Timing	Decrease in costs over all sub programs at this stage.
Transport	69,052	(5.2%)	▲	Timing	Useless Maintenance work progressing
Economic Services	354,612	(30.0%)	▲	Timing	Expenditure for the 2016 celebrations, MR work on Shark Bay still to be done and less expenditure on tourism promotion and 2016 celebration
Other Property and Services	2,943	(18.6%)	▲	Timing	Underrecovery on plant and overrecovery on labour overheads
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(2,059,060)	(41.5%)	▼	Timing	Capital grants still to be received for foreshore project - will be received in 16/17.
Proceeds from Disposal of Assets	(0)	0.0%	▲	Permanent	No Reportable Variance
<b>Capital Expenses</b>					
Land and Buildings	45,392	26.5%	▲	Timing	Projects to be completed and carried forward to 16/17
Infrastructure - Roads	(100,784)	(22.2%)	▼	Timing	Road projects yet to be commenced
Infrastructure - Public Facilities	3,147,642	69.1%	▲	Timing	Foreshore Project yet to commence fully and waste project awaiting approval
Infrastructure - Footpaths	(7,515)	(19.3%)	▼	Timing	Footpath project progressing - YTD budget less than expenditure
Infrastructure - Drainage	18,146	50.4%	▲	Timing	Project progressing
Heritage Assets	39,066	78.1%	▲	Timing	Restoration of Old Jail and Stables progressing
Plant and Equipment	234,896	28.7%	▲	Timing	Plant Replacement program will be finished in next few months and Community Bus deferred to 16/17
Furniture and Equipment	12,950	66.4%	▲	Timing	Projects to be completed
<b>Financing</b>					
Loan Principal	109	0.1%	▼	Timing	No reportable variance

Note: YTD budgets are an estimation at the time of preparing the annual budget.

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

Shire of Shark Bay

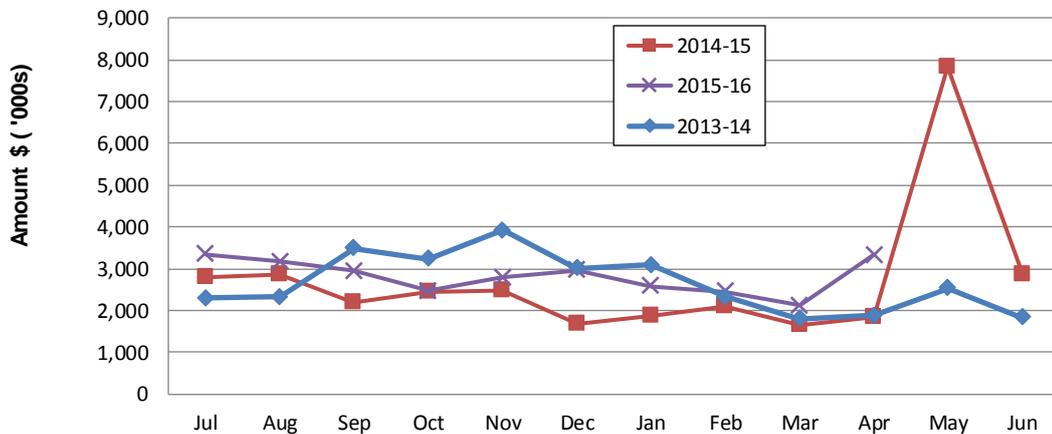
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 April 2016

**Note 3: NET CURRENT FUNDING POSITION**

	Note	Positive=Surplus (Negative=Deficit)		
		30 April 2016	30th June 2015	30 April 2015
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	7,058,457	2,225,145	1,668,763
Cash Restricted	4	1,101,743	7,744,335	1,949,088
Receivables - Rates	6	119,979	12,610	28,335
Receivables -Other	6	156,472	505,672	312,966
Interest / ATO Receivable		22,087	5,522	23,168
Inventories		101,434	110,379	139,424
		8,560,172	10,603,663	4,121,745
<b>Less: Current Liabilities</b>				
Payables		(701,144)	(208,647)	(68,474)
Provisions		(226,944)	(226,944)	(227,306)
		(3,200,000)	(5,700,000)	0
		(4,128,088)	(6,135,591)	(295,780)
Less: Cash Reserves	7	(1,101,743)	(2,035,504)	(1,949,088)
<b>Net Current Funding Position</b>		<b>3,330,341</b>	<b>2,432,569</b>	<b>1,876,877</b>

Note 3 - Liquidity Over the Year



**Comments - Net Current Funding Position**

Liquidity higher due to funding received for Foreshore project.

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 April 2016

<b>Note 4: CASH AND INVESTMENTS</b>							
	<b>Interest Rate</b>	<b>Unrestricted \$</b>	<b>Restricted \$</b>	<b>Trust \$</b>	<b>Total Amount \$</b>	<b>Institution</b>	<b>Maturity Date</b>
<b>(a) Cash Deposits</b>							
Municipal Bank Account	0.10%	117,809			117,809	Bankwest	At Call
Reserve Bank Account	0.00%		51,743		51,743	Bankwest	At Call
Telenet Saver	1.80%	391,879			391,879	Bankwest	At Call
Trust Bank Account	0.00%			9,996	9,996	Bankwest	At Call
Cash On Hand		800			800		On Hand
<b>(b) Term Deposits</b>							
WATC Grant Funding	1.95%	3,297,969			3,297,969	WATC	At Call
Muni Term Deposit No 4	2.70%	750,000			750,000	Bankwest	May 2016
Muni Term Deposit No 5	2.75%	500,000			500,000	Bankwest	May 2016
Muni Term Deposit No 6	2.00%	2,000,000			500,000	Bankwest	May 2016
Trust	3.00%			95,343	95,343	Bankwest	Sept 2016
Reserve Investment No 4	2.70%		1,050,000		1,050,000	Bankwest	May 2016
Reserve Investment No 6	2.75%		500,000		500,000	Bankwest	June 2016
<b>Total</b>		<b>7,058,457</b>	<b>1,101,743</b>	<b>105,339</b>	<b>6,765,539</b>		
<b>Comments/Notes - Investments</b>							
Surplus funds invested for terms conducive to cashflow requirements							

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

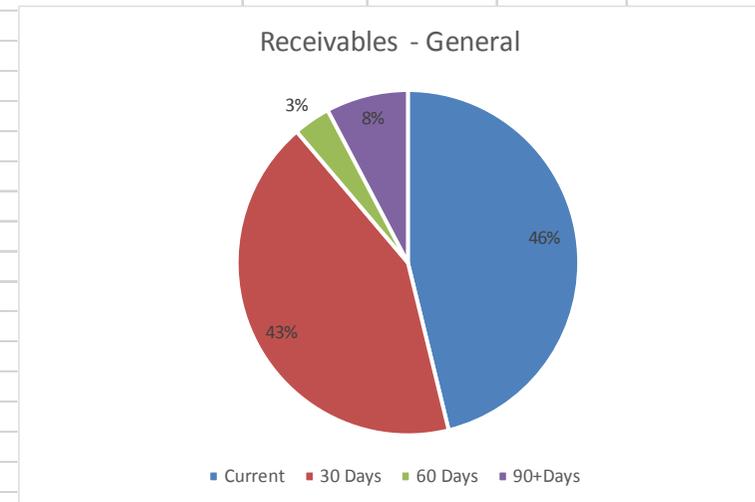
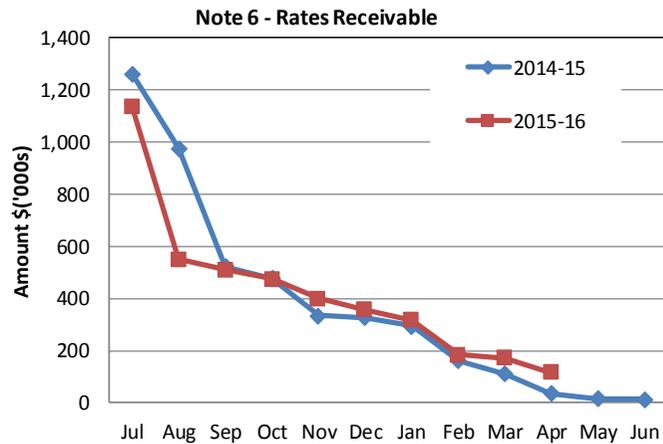
For the Period Ended 30 April 2016

**Note 6: RECEIVABLES**

Receivables - Rates Receivable	30 April 2016	30 June 2015
	\$	\$
Opening Arrears Previous Years	5,744	6,217
Levied this year	1,175,951	1,119,537
Less Collections to date	(1,064,834)	(1,120,010)
Equals Current Outstanding	<b>116,861</b>	<b>5,744</b>
<b>Net Rates Collectable</b>	<b>116,861</b>	<b>5,744</b>
% Collected	90.11%	99.49%

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	54,051	49,846	4,101	9,091
<b>Total Receivables General Outstanding</b>				<b>117,089</b>

Amounts shown above include GST (where applicable)



**Comments/Notes - Receivables Rates**

Rates collection is slightly lower than last year - chase up of outstanding debtors is occurring

No major issues at this time - major debtor is Main Roads who has subsequently paid

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

Shire of Shark Bay

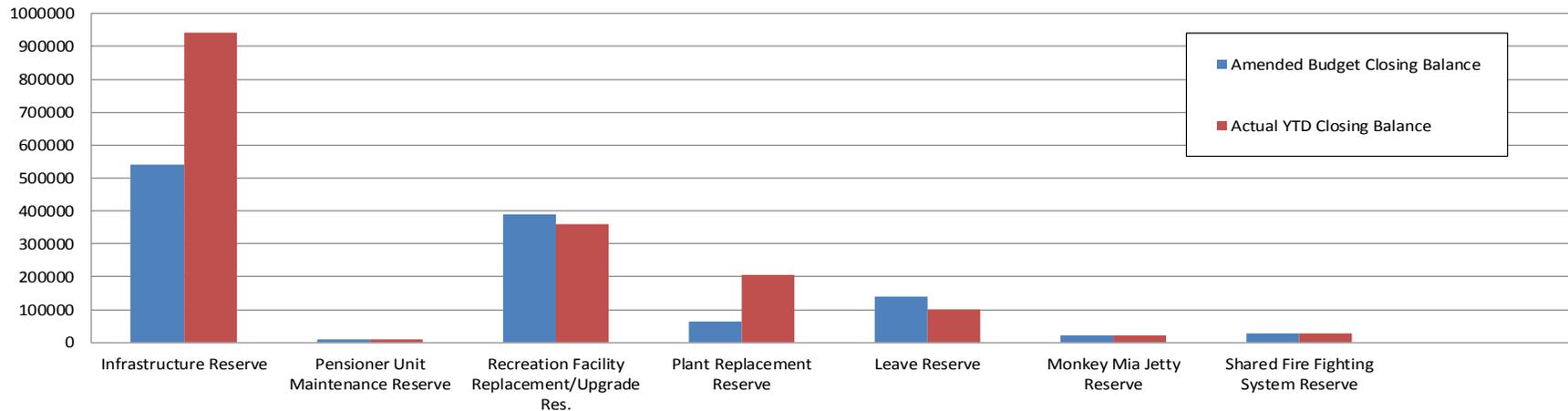
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 April 2016

Note 7: Cash Backed Reserve

2015-16										
Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
Infrastructure Reserve	\$ 1,279,923	\$ 23,880	\$ 24,011	\$ 397,944	\$ 0	\$ (938,614)	\$ (402,156)		\$ 763,133	\$ 901,778
Pensioner Unit Maintenance Reserve	28,049	709	656	10,000	10,000	(28,675)	(28,675)		10,083	10,030
Recreation Facility Replacement/Upgrade Res.	401,657	8,505	9,932	0	0	(70,200)	(50,000)		339,962	361,589
Plant Replacement Reserve	152,853	3,824	4,122	400,000	400,000	(493,000)	(377,908)		63,677	179,067
Leave Reserve	126,569	3,163	3,096	10,000	0	(28,000)	(28,000)		111,732	101,665
Monkey Mia Jetty Reserve	19,866	498	496	0	0	0	0		20,364	20,362
Shared Fire Fighting System Reserve	26,587	667	665	0	0	0	0		27,254	27,252
	<b>2,035,504</b>	<b>41,246</b>	<b>42,978</b>	<b>817,944</b>	<b>410,000</b>	<b>(1,558,489)</b>	<b>(886,739)</b>		<b>1,336,205</b>	<b>1,601,743</b>

Note 7 - Year To Date Reserve Balance to End of Year Estimate



MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

Shire of Shark Bay					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 30 April 2016					
<u>Note 7a: Cash Backed Reserve Detail</u>					
2015-16	Opening Balance	Source of Funds	Transfers In (+)	Transfers Out (-)	Closing Balance
Name	\$		\$	\$	\$
<b>Infrastructure Reserve</b>	<b>1,279,923</b>				
Interest		Investment	23,880		
Transfer of funds		General Revenue	397,944		
				516,458	
Foreshore project				30,000	
Admin Office Carpark				27,000	
Staff Housing				10,000	
Gazebo Reroofing				29,156	
Recreation Boat Ramp Denham				10,000	
Valsheda Shade cover				50,000	
Footpath Upgrades				40,000	
Drainage Upgrades				30,000	
Town oval Bore				50,000	
Information Signage				20,000	
Shade Shelters Eastern Foreshore				20,000	
Denham Hall				28,500	
Charlie Sappie Park				27,500	
Town Oval Bore 14-15 CFWD				50,000	
Old Jail and Stables 14-15 CFWD					
	<b>1,279,923</b>		<b>421,824</b>	<b>938,614</b>	<b>763,133</b>
<b>Pensioner Unit Maintenance Reserve</b>	<b>28,049</b>				
Interest		Investment	709		
Transfer of Funds		General Revenue	10,000		
				28,675	
Upgrade to Units					
	<b>28,049</b>		<b>10,709</b>	<b>28,675</b>	<b>10,083</b>
<b>Recreation Facility Replacement/Upgrade Res.</b>	<b>401,657</b>				
Interest		Investment	8,505		
				10,000	
Childcare Centre Softfall				10,000	
Rectification Works Rec Centre				9,200	
Nettas Upgrade 14-15 CFWD				41,000	
Sound Proofing Rec Centre					
	<b>401,657</b>		<b>8,505</b>	<b>70,200</b>	<b>339,962</b>
<b>Plant Replacement Reserve</b>	<b>152,853</b>				
Interest		Investment	3,824		
Depreciation		General Funds	400,000		
				65,000	
5 ton Truck				20,000	
Major Plant items				40,000	
3 Ton Truck				100,000	
Bobcat and Trailer				155,000	
Refuse Site Loader				27,000	
CEO Vehicle				17,000	
EMFA Vehicle				17,000	
EMCD Vehicle				25,000	
Gardener Vehicle				27,000	
Country Supervisor Vehicle					
	<b>152,853</b>		<b>403,824</b>	<b>493,000</b>	<b>63,677</b>
<b>Leave Reserve</b>	<b>126,569</b>				
Interest		Investment	3,163		
Transfer of Funds		General Funds	10,000		
				28,000	
LSL Taken					
	<b>126,569</b>		<b>13,163</b>	<b>28,000</b>	<b>111,732</b>
<b>Monkey Mia Jetty Reserve</b>	<b>19,866</b>				
Interest		Investment	498	0	
	<b>19,866</b>		<b>498</b>	<b>0</b>	<b>20,364</b>
<b>Shared Fire Fighting System Reserve</b>	<b>26,587</b>				
Interest		Investment	667	0	
	<b>26,587</b>		<b>667</b>	<b>0</b>	<b>27,254</b>
<b>Total</b>	<b>\$2,035,504</b>		<b>\$859,190</b>	<b>\$1,558,489</b>	<b>\$1,336,205</b>

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

Shire of Shark Bay  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the Period Ended 30 April 2016

**Note 8 CAPITAL DISPOSALS**

Actual YTD Profit/(Loss) of Asset Disposal					Original Budget YTD 30 04 2016		
Cost	Accum Depr	Proceeds	Profit (Loss)		Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
\$	\$	\$	\$		\$	\$	\$
				<b>Plant and Equipment</b>			
				<b>Governance</b>			
66,264	(22,112)	50,909	6,757	CEO Vehicle	6,757	6,757	0
				EMFA Vehicle	5,381	0	(5,381)
160,825	(90,345)	0	(70,480)	Furniture & Equipment	(70,500)	(70,480)	20
				<b>Recreation and Culture</b>			
1,921	(332)	0	(1,589)	SBDC Furniture & Equipment	(2,000)	(1,589)	411
				<b>Transport</b>			
26,134	(13,452)	16,364	3,682	Ute - Ranger	7,318	3,682	(3,636)
40,050	(12,703)	27,789	442	Ute - Country Supervisor	440	442	2
55,667	(29,991)	38,182	12,506	5 Tonne Tip Truck	(1,621)	12,506	14,127
43,757	(21,171)	24,545	1,959	Truck - Gardeners	1,960	1,959	(1)
25,000	(11,260)	12,000	(1,740)	Case Tractor	(2,480)	(1,740)	740
2,500	(1,126)	0	(1,374)	Slasher	(1,248)	(1,374)	(126)
0	0	0	0	Road Broom	0	0	0
0	0	0	0	Auger	0	0	0
26,667	(12,464)	33,000	18,797	Front end Loader	18,788	18,797	9
8,589	(2,881)	0	(5,708)	Plant and Equipment	(5,000)	(5,708)	(708)
				<b>Economic Services</b>			
				EMCD Vehicle	3,040		(3,040)
<b>457,373</b>	<b>(217,837)</b>	<b>202,789</b>	<b>(36,747)</b>		<b>(39,165)</b>	<b>(36,747)</b>	<b>2,418</b>

**Comments - Capital Disposal/Replacements**

Some disposals relate to the tidy up of the assets register, and relate to assets that are no longer held or are of a minor value. eg Furniture and Equipment  
 These disposals result in a loss on sale.

MINUTES OF THE ORDINARY COUNCIL MEETING

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Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 April 2016

Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$	
<b>Note 9: RATING INFORMATION</b>											
<b>RATE TYPE</b>											
<b>Differential General Rate</b>											
GRV Rateable Property	8.8769	276	3,270,517	273,135		273,135	290,321	1,000		291,321	
GRV Vacant	8.8769	22	605,530	53,752		53,752	53,752			53,752	
GRV - Commercial	8.8769	43	2,088,443	181,182		181,182	185,389			185,389	
GRV - Industrial/Residential	8.8769	44	673,769	55,579		55,579	59,810			59,810	
GRV Industrial /Residential Vacant	8.8769	1	12,150	1,079		1,079	1,079			1,079	
GRV Rural Commercial	8.8769	5	316,160	28,065		28,065	28,065			28,065	
GRV Resort	8.8769	2	1,220,800	108,369		108,369	108,369			108,369	
UV General	19.5858	5	691,348	135,406	64,587	199,993	135,406	1,000		136,406	
UV Mining	19.5858	1	21,362	4,185		4,185	4,184			4,184	
UV Pastoral	12.5412	12	654,760	82,115		82,115	82,115			82,115	
UV Exploration	19.5858	10	650,624	139,593		139,593	142,399			142,398	
<b>Sub-Totals</b>		421	10,205,463	1,062,460	64,587	0	1,127,047	1,090,889	2,000	0	1,092,888
<b>Minimum Payment</b>											
GRV Rateable Property	800.00	91	709,717	72,800		72,800	72,800			72,800	
GRV Vacant	800.00	82	308,670	64,800		64,800	65,600			65,600	
GRV - Commercial	800.00	26	177,274	20,800		20,800	20,800			20,800	
GRV - Industrial/Residential	800.00	4	31,263	3,200		3,200	3,200			3,200	
GRV Industrial /Residential Vacant	800.00	1	7,850	800		800	800			800	
Rural Commercial	800.00		0	0		0	0			0	
GRV Resort	800.00		0	0		0	0			0	
UV General	800.00	5	7,858	4000		4,000	4,000			4,000	
UV Mining	800.00	3	3,063	2,400		2,400	2,400			2,400	
UV Pastoral	800.00		0	0		0	0			0	
UV Exploration		0	0	800		800	0			0	
<b>Sub-Totals</b>		212	1,245,695	7,200		0	169,600	169,600			169,600
Concessions							(94,577)			(94,577)	
<b>Amount from General Rates</b>							<b>1,202,070</b>			<b>1,167,911</b>	
Specified Area Rates							38,468			38,468	
<b>Totals</b>							<b>1,240,538</b>			<b>1,206,379</b>	
<b>Comments - Rating Information</b>											
The variance between the budget and the actual amounts is due to the transfer of rates paid in advance in 2014/15 being applied to 2014/15 and reversed in 2015/16. Should the same trend of excess payments continue in 2015/16 then the level of rates received should reach the budgeted amount.											

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 30 April 2016								
10. INFORMATION ON BORROWINGS								
(a) Debenture Repayments								
Particulars	Principal 1-Jul-15	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Loan 48 - McCleary Property	27,749	0	27,749	27,749	0	0	530	2,373
Loan 48 - Shire Office	23,638	0	23,638	23,638	0	0	452	2,021
Loan 53 - Staff Housing	81,389	0	18,444	18,444	62,945	62,945	2,649	5,559
Loan 56 - Staff Housing	94,377	0	7,371	14,962	87,006	79,415	2,444	6,292
Loan 57 - Monkey Mia Bore	249,239	0	26,952	26,952	222,287	222,287	7,832	10,788
	476,392	0	104,154	111,745	372,238	364,647	13,907	27,033

All debenture repayments are financed by general purpose revenue except Loan 57 which is funded through a Specified Area Rate.  
Loan 48 will finish this financial year.

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 April 2016

**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details	Grant Provider	Approval	2015-16 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>								
Grants Commission - General	WALGGC	Y	720,952	0	720,952	0	540,714	180,238
Grants Commission - Roads	WALGGC	Y	192,727	0	192,727	0	144,545	48,182
<b>LAW, ORDER, PUBLIC SAFETY</b>								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	6,100	0	6,100	0	6,098	2
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Y	25,875	0	25,875	0	28,095	(2,220)
FESA SES Capital Grants	Dept. of Fire & Emergency Serv.	Y	0	0		0	0	0
<b>RECREATION AND CULTURE</b>								
Foreshore Revitalisation	Royalties for Regions	Y	6,450,000	0	0	6,450,000	2,500,000	3,950,000
Community Bus	Lotterywest	N	120,000	0	0	120,000	0	120,000
Town Oval Bore - Non Cash Contribution	Department of Transport	Y	0	0	0	32,192	32,192	0
Grants - Decals on SBDC	Tourism WA	Y	0	0	8,495		8,495	0
<b>TRANSPORT</b>								
Road Preservation Grant	State Initiative	Y	91,900	0	91,900	0	91,900	0
Useless Loop Road - Mtce	Main Roads WA	Y	300,000	0	300,000	0	300,000	0
Contributions - Road Projects	Pipeline	N	8,500	0	8,500	0	8,000	500
Roads To Recovery Grant - Cap	Roads to Recovery	Y	599,630	0	0	599,630	50,000	549,630
RRG Grants - Capital Projects	Regional Road Group	Y	202,355	0	0	202,355	202,354	1
MM Carpark	Recreational Boating Facilities Scheme	Y	0	0	0	116,199	116,199	0
Denham Recreational Boat Ramp	Recreational Boating Facilities Scheme	Y	116,625	0	0	116,625	0	116,625
<b>ECONOMIC SERVICES</b>								
Contributions-Seniors Projects	Council of the Aged WA	N	800	0	800	0	0	800
Grants - Community Activities	Dept. of Communities	Y	0	0	1,000	0	1,000	0
Contribution - Monkey Mia	Dept. of Parks and Wildlife	Y	50,000	0	50,000	0	50,475	(475)
Contribution - Signage	Gascoyne Development Commission	N	0	0	12,727	0	0	12,727
Grants - 2016 Celebrations	Dept Premier and Cabinet	Y	35,000	0	0	0	35,000	
<b>TOTALS</b>			<b>8,920,464</b>	<b>0</b>	<b>1,419,076</b>	<b>7,637,001</b>	<b>4,115,067</b>	<b>4,976,010</b>
			Operating		1,431,854		1,214,322	
			Non-operating		7,488,610		2,900,745	
					8,920,464		4,115,067	
<b>Comments - Operating and Non Operating Grants</b>								
The majority of the Royalties for Regions grant for the Denham Foreshore will be received in 16/17								

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

<b>Shire of Shark Bay</b>				
<b>NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY</b>				
<b>For the Period Ended 30 April 2016</b>				
<b>Note 12: TRUST FUND</b>				
Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:				
Description	Opening Balance 1 Jul 15	Amount Received	Amount Paid	Closing Balance 30-Apr-16
	\$	\$	\$	\$
BCITF Levy Income	0	1380	(1,380)	0
Library Card Bond	200	450	(450)	200
Kerb/Footpath Deposit	4,200	2,000	(3,900)	2,300
Building Completion Bond	0	60	(60)	0
Election	0	480	(480)	0
Bond Key	2,310	1,600	(1,640)	2,270
Police Licensing	2,386	227,726	(224,886)	5,226
Marquee Deposit	700	0	(700)	0
Building Licence Levy	41	1,876	(1,916)	0
Sunter Place - Recreation Reserve	92,320	3,023	0	95,343
Billabong Tickets	0	300	(300)	0
Bookeasy Sales	0	411,879	(411,879)	0
	<b>102,157</b>	<b>650,774</b>	<b>(647,591)</b>	<b>105,339</b>

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

CAPITAL WORKS PROGRAM 2015/16								
Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
<b>Land and Buildings</b>								
<b>Governance</b>								
Admin Office Carpark	3.7.1	WKM	(30,000)	(29,142)	(3,936)	(25,206)	3,936	Footpath to records room completed. Drainage work to be completed this year.
<b>Governance Total</b>			<b>(30,000)</b>	<b>(29,142)</b>	<b>(3,936)</b>	<b>(25,206)</b>		
<b>Buildings</b>								
<b>Health</b>								
Demolition of Ambulance Building	3.7.1	WKM	(12,000)	(12,000)	(12,669)	669		Project completed
<b>Health Total</b>			<b>(12,000)</b>	<b>(12,000)</b>	<b>(12,669)</b>	<b>669</b>		
<b>Housing</b>								
Staff housing Capital Works								
Staff Housing - 5 Spaven Way	1.2.4	CEO	(3,500)	(3,500)	0	(3,500)	0	
Staff Housing - 65 Brockman St	1.2.4	EMCD	(10,000)	(10,000)	(7,400)	(2,600)	7,400	project will be completed this year
Staff Housing - 51 Durlacher St	1.2.4	EMFA	(10,000)	(10,000)	(14,698)	4,698	14,698	Project completed
Staff Housing - 80 Durlacher St	1.2.4	EMCD	(3,500)	(3,500)	(1,859)	(1,641)	1,859	Project completed
Pensioner Units Capital	3.7.1	EMCD	(43,675)	(43,674)	(39,835)	(3,839)	39,835	Project completed
<b>Housing Total</b>			<b>(70,675)</b>	<b>(70,674)</b>	<b>(63,792)</b>	<b>(6,882)</b>		
<b>Recreation and Culture</b>								
Denham Town Hall	3.7.1	EMCD	(20,000)	(16,561)	(2,475)	(14,086)	2,475	Project will be carried forward into 16/17
Overlander Hall - c/fwd		WKM	0	0	(355)	355	355	Project completed
Recreation Centre - Sound Proofing - c/fwd	3.7.1	EMCD	(41,000)	(41,000)	(40,802)	(198)	40,802	Project completed
<b>Recreation and Culture Total</b>			<b>(61,000)</b>	<b>(57,561)</b>	<b>(43,632)</b>	<b>(13,929)</b>		
<b>Transport</b>								
Replacement of Depot Air Conditioners	3.7.1	WKM	(2,000)	(2,000)	(1,956)	(44)	1,956	Project completed
<b>Transport Total</b>			<b>(2,000)</b>	<b>(2,000)</b>	<b>(1,956)</b>	<b>(44)</b>		
<b>Land and Buildings Total</b>			<b>(175,675)</b>	<b>(171,377)</b>	<b>(125,985)</b>	<b>(45,392)</b>		
<b>Drainage/Culverts</b>								
<b>Transport</b>								
Drainage upgrades	3.7.1	WKM	(40,000)	(36,007)	(17,861)	(18,146)	17,861	Project progressing - will be utilised on Shire Carpark area
<b>Transport Total</b>			<b>(40,000)</b>	<b>(36,007)</b>	<b>(17,861)</b>	<b>(18,146)</b>		
<b>Drainage/Culverts Total</b>			<b>(40,000)</b>	<b>(36,007)</b>	<b>(17,861)</b>	<b>(18,146)</b>		
<b>Footpaths</b>								
<b>Transport</b>								
Footpath Construction	3.7.1	WKM	(50,000)	(38,892)	(46,407)	7,515		Footpath replacement program progressing
<b>Transport Total</b>			<b>(50,000)</b>	<b>(38,892)</b>	<b>(46,407)</b>	<b>7,515</b>		
<b>Footpaths Total</b>			<b>(50,000)</b>	<b>(38,892)</b>	<b>(46,407)</b>	<b>7,515</b>		

MINUTES OF THE ORDINARY COUNCIL MEETING

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Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
<b>Furniture &amp; Office Equip.</b>								
<b>Governance</b>								
Office Furn & Equipment		EMFA	(2,500)	(2,500)	(2,475)	(25)		Project completed
Council Chambers - Speaker System	1.2.1	EMFA	(12,000)	(12,000)	0	(12,000)		Project will not proceed
<b>Governance Total</b>			<b>(14,500)</b>	<b>(14,500)</b>	<b>(2,475)</b>	<b>(12,025)</b>		
<b>Recreation And Culture</b>								
Discovery Centre - Furniture & Equipment	2.4.1	EMCD	(10,000)	(5,000)	(4,075)	(925)	4,075	
<b>Recreation And Culture Total</b>			<b>(10,000)</b>	<b>(5,000)</b>	<b>(4,075)</b>	<b>(925)</b>		
<b>Furniture &amp; Office Equip. Total</b>			<b>(24,500)</b>	<b>(19,500)</b>	<b>(6,550)</b>	<b>(12,950)</b>		
<b>Heritage Assets</b>								
<b>Recreation And Culture</b>								
Refurbishment of Old Jail and Stables - c/fwd	2.2.2	WKM	(50,000)	(50,000)	(10,934)	(39,066)	10,934	Work is progressing on this project.
<b>Recreation And Culture Total</b>			<b>(50,000)</b>	<b>(50,000)</b>	<b>(10,934)</b>	<b>(39,066)</b>		
<b>Heritage Assets Total</b>			<b>(50,000)</b>	<b>(50,000)</b>	<b>(10,934)</b>	<b>(39,066)</b>		
<b>Plant , Equipment and Vehicles</b>								
<b>Law, Order And Public Safety</b>								
Vehicle - Ranger	3.7.1	WKM	(45,000)	(45,000)	(32,418)	(12,582)	32,418	Project completed
<b>Law, Order And Public Safety Total</b>			<b>(45,000)</b>	<b>(45,000)</b>	<b>(32,418)</b>	<b>(12,582)</b>		
<b>Recreation and Culture</b>								
Community Bus	1.1.6	WKM	(120,000)	(120,000)	0	(120,000)	0	Project will be carried forward to 16/17
<b>Recreation and Culture</b>			<b>(120,000)</b>	<b>(120,000)</b>	<b>0</b>	<b>(120,000)</b>		
<b>Transport</b>								
CEO Vehicle	1.1.6	WKM	(71,000)	(71,000)	(62,993)	(8,007)	62,993	Purchase completed
EMFA Vehicle	1.1.6	WKM	(45,000)	(45,000)	0	(45,000)	0	
EMCD Vehicle	1.1.6	WKM	(45,000)	(45,000)	0	(45,000)	0	
5 Tonne Truck	1.1.6	WKM	(90,000)	(90,000)	(103,965)	13,965	103,965	Purchase completed
3 Tonne Truck	1.1.6	WKM	(45,000)	(45,000)	(57,239)	12,239	57,239	Purchase completed
Major Plant Items	1.1.6	WKM	(20,000)	(20,000)	0	(20,000)	0	
Bobcat and Trailer	1.1.6	WKM	(110,000)	(110,000)	(102,000)	(8,000)	102,000	Purchase completed
Refuse Site Loader	1.1.6	WKM	(180,000)	(180,000)	(187,984)	7,984	187,984	Purchase completed
Utility - Country	1.1.6	WKM	(48,000)	(48,000)	(37,505)	(10,495)	37,505	Purchase completed
<b>Transport Total</b>			<b>(654,000)</b>	<b>(654,000)</b>	<b>(551,686)</b>	<b>(102,314)</b>		
<b>Plant , Equipment and Vehicles Total</b>			<b>(819,000)</b>	<b>(819,000)</b>	<b>(584,104)</b>	<b>(234,896)</b>		

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Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
<b>Public Facilities</b>								
<b>Community Amenities</b>								
Town Oval Bore - c/fwd	3.7.1	WKM	(27,500)	(27,500)	(27,500)	0	27,500	
Town Oval Bore	3.7.1	WKM	(30,000)	(28,577)	(65,664)	37,087	65,664	
Refuse Tip and Recycling	2.4.2	WKM	(378,341)	(252,228)	0	(252,228)		Project manager appointed
<b>Community Amenities Total</b>			<b>(435,841)</b>	<b>(308,305)</b>	<b>(93,164)</b>	<b>(215,141)</b>		
<b>Recreation And Culture</b>								
Recreation Grounds	1.6.7	WKM	(55,000)	(36,668)	(3,055)	(33,613)	3,055	Project will be carried forward to 16/17
Denham Recreational Boat Ramp	3.7.1	WKM	(145,781)	(48,594)	(15,840)	(32,754)	15,840	Preliminary planning started for this project
Foreshore Revitalisation	3.7.1	CEO	(6,966,458)	(3,959,260)	(1,105,666)	(2,853,594)	1,105,666	Foreshore Project continuing - majority of expenditure will be incurred in 16/17
Western Foreshore Gazebo Reroofing	3.7.1	WKM	(10,000)	(10,000)	0	(10,000)	0	
Replacement Gazebo - Nettas c/fwd			(9,200)	(9,200)	(9,174)	(26)	9,174	Project completed
Replace Shade shelters - Eastern Foreshore	3.7.1	WKM	(20,000)	(20,000)	(12,355)	(7,645)	12,355	Project progressing
TV and Radio Broadcasting Upgrade	3.7.1	WKM	0	0	(4,628)	4,628	4,628	Project completed
Childcare Centre Softfall	3.7.1	WKM	(10,000)	0	0	0	0	Project will be carried forward to 16/17
Charlie Sappie Park - c/fwd	3.7.1	WKM	(28,500)	(28,500)	(28,058)	(442)	28,058	Project completed
<b>Recreation And Culture Total</b>			<b>(7,244,939)</b>	<b>(4,112,222)</b>	<b>(1,178,776)</b>	<b>(2,933,446)</b>		
<b>Transport</b>								
Monkey Mia Jetty - c/fwd	1.6.5	WKM	(92,850)	(92,850)	(94,026)	1,176	0	Project completed.
Monkey Mia Boat Ramp Carpark - c/fwd	1.6.5	WKM	(44,000)	(44,000)	(43,769)	(231)	43,769	Project completed
<b>Transport Total</b>			<b>(136,850)</b>	<b>(136,850)</b>	<b>(137,795)</b>	<b>945</b>		
<b>Public Facilities Total</b>			<b>(7,817,630)</b>	<b>(4,557,377)</b>	<b>(1,409,735)</b>	<b>(3,147,642)</b>		

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
<b>Roads (Non Town)</b>								
<b>Transport</b>								
Woodleigh-Bryo Floodway RRG	1.1.6	WKM	(137,712)	(137,710)	(149,741)	12,031	149,741	Project completed
Useless Loop Road - RRG 14/15	1.1.6	WKM	(75,800)	(75,800)	(75,800)	0	75,800	Project completed
Useless Loop Road - RRG 15/16	1.1.6	WKM	(303,500)	(210,497)	(306,343)	95,846	306,343	Project completed
Hamelin Pool - Repair seal, shoulders etc	1.1.6	WKM	(30,000)	(30,000)	(22,907)	(7,093)	22,907	Project completed
R2R Knight Terrace Upgrade	1.1.6	WKM	(248,000)	0	0	0	0	Project to be commenced in May
R2R Hughes Street	1.1.6	WKM	(104,798)	0	0	0	0	Project to be commenced in May
R2R Cycle Ways - Foreshore	1.1.6	WKM	(218,389)	0	0	0	0	Project will be carried forward to 16/17
Road Projects R2R 15/16	1.1.6	WKM	(28,443)	0	0	0	0	Balance of funds will be utilised in 16/17
<b>Transport Total</b>			<b>(1,146,642)</b>	<b>(454,007)</b>	<b>(554,791)</b>	<b>100,784</b>		
<b>Roads (Non Town) Total</b>			<b>(1,146,642)</b>	<b>(454,007)</b>	<b>(554,791)</b>	<b>100,784</b>	<b>0</b>	
<b>Streetscapes</b>								
<b>Economic Services</b>								
Tourism and Information Bay Signage	2.1.3	EMCD	(50,000)	(49,398)	(3,709)	(45,689)		Project will be carried forward to 16/17
<b>Economic Services Total</b>			<b>(50,000)</b>	<b>(49,398)</b>	<b>(3,709)</b>	<b>(45,689)</b>		
<b>Streetscapes Total</b>			<b>(50,000)</b>	<b>(49,398)</b>	<b>(3,709)</b>	<b>(45,689)</b>		
<b>Capital Expenditure Total</b>			<b>(10,173,447)</b>	<b>(6,195,558)</b>	<b>(2,760,076)</b>	<b>(3,435,482)</b>		

25 MAY 2016

**13. TOWN PLANNING REPORT**

**13.1 PROPOSED SINGLE HOUSE – LOT 110 (19) OAKLEY RIDGE, DENHAM P4264**

AUTHOR

Liz Bushby

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Gray and Lewis

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

Moved Cr Capewell

Seconded Cr Prior

**Council Resolution**

**That Council:**

- 1. Approve the application for a single house on Lot 110 (19) Oakley Ridge, Denham subject to the following conditions:**
  - i. The plans labelled ‘Job No 006, Revision B, 3.4.16’ lodged on the 17 March 2016 shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer or to meet a condition of this planning approval.**
  - ii. This approval is issued based on a proposed landuse of a single house as defined in the Residential Design Codes.**
  - iii. The natural ground level along the northern boundary shall not exceed 500mm as shown on the approved plans.**
  - iv. A trafficable driveway shall be installed on site within 6 months of the issue of a building permit or alternative time period agreed to in writing by the Chief Executive Officer.**
  - v. A formal crossover shall be constructed in accordance with the specifications of Policy 9.1 in the Shire of Shark Bay Policy Manual (Policies made by Council), within 6 months from the date of this planning consent or an alternative time period approved separately by the Shire in writing.**
  - vi. The driveway and crossover shall be constructed and maintained to a trafficable standard to the satisfaction of the Chief Executive Officer.**
  - vii. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be**

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fully contained within the property boundaries with no water discharge into adjacent land or road reserve unless otherwise approved in writing by the Chief Executive Officer.

- viii. The owner to undertake adequate works (such as landscaping) to stabilise the embankments proposed to the south and west of the dwelling, and protect the embankments from soil erosion to the satisfaction of the Shires Building Surveyor.
- ix. If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

2. Include the following advice notes on the planning approval:

- (a) Please be advised that no approval has been granted for the dwelling to be used for any landuse except a single house. This is not an approval for a holiday home or any form of commercial holiday accommodation.
- (b) In regards to Condition v, where the ratepayer elects to construct a crossover, the Shire's contribution shall not exceed 50% of the cost of the crossover as defined in the Shire Policy and as listed in the Shire's Fees and Charges Schedule of its annual budget. Please liaise with the Shire in regards to crossover requirements and contributions.
- (c) This approval is not an approval to commence construction. A separate Building Permit is required prior to commencement of any works.
- (d) Please be advised that this property is located within a bushfire prone area as designated by the Fire and Emergency Services Commissioner. The bushfire mapping can be viewed online - [www.dfes.wa.gov.au](http://www.dfes.wa.gov.au)

The designated bushfire prone areas triggers the bushfire construction requirements of the Building Code of Australia, which commenced on the 8 April 2016.

You will need to engage a suitably qualified person to inspect the lot and prepare a Bushfire Attack Level assessment. A Bushfire Attack Level assessment is an assessment set out in Australian Standard 3959 Construction of Buildings in Bushfire Prone Areas.

A Bushfire Attack Level determines a proposed buildings potential for bushfire exposure and is used to establish the construction requirements you can use to improve the protection of your dwelling from bushfire attack.

A Bushfire Attach Level assessment must be lodged with your separate application for a Building Permit.

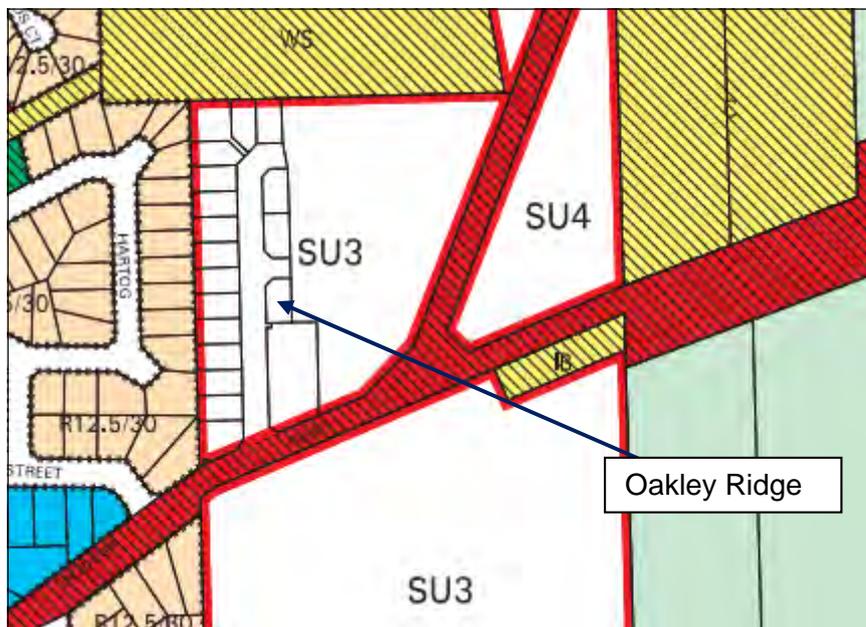
25 MAY 2016

3. **Note that as of the 8 April 2016, a Bushfire Attack Level assessment is required to be lodged in support of planning applications where the lot is within a designated bushfire prone area. There is an exemption for a single house on a lot less than 1100m<sup>2</sup>, however in that case a Bushfire Attack Level still has to be lodged as part of a separate Building Permit.**
4. **Note that the application has been advertised for public comment and no adverse submission have been received.**

**5/0 CARRIED**

BACKGROUND

All of the existing lots in Oakley Ridge are zoned 'Special Use' (No 3) under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme'). Council has discretion to approve residential development in Special Use Zone (No 3).



In accordance with Schedule 4 of the Scheme, development shall be in accordance with an approved Outline Development Plan. The approved Outline Development Plan includes tourist accommodation sites and some Residential R30 sites, however the majority of the lots have been created at an R12.5 density – refer attachment overpage.

MINUTES OF THE ORDINARY COUNCIL MEETING

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**Outline Development Plan**  
 Loc 59 Denham-Hamelin Road, Denham

CLIENT Sigma Syon  
 JOB NO J06-032  
 REV B  
 DATE August 2007



## MINUTES OF THE ORDINARY COUNCIL MEETING

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Stage 1 of subdivision of this area created 18 residential lots which are generally 700m<sup>2</sup> in area. The subdivision created a new road, Oakley Ridge, connecting from Denham Road and was advertised under an estate name of 'Azure Waters'.

This application is for a single house on Lot 110 Oakley Ridge. Lots 109 and 111 to the north and south are vacant. Lots to the west front Hartog Crescent.



It should be noted that the lots in Oakley Ridge have higher ground levels than lots to the west fronting Hartog Crescent. As the existing levels were established as part of subdivision works, the current level of Lot 110 is taken to be the Natural Ground Level (as defined in the Residential Design Codes).

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Example of level difference to west looking south west towards Lot 106 Oakley Ridge which has been developed with a house and retaining walls.

COMMENT

- Description of Application

The applicant proposes a single house (with alfresco area) on the lot. The existing lot slopes from north to south, and the finished floor level of the house will be approximately level with Oakley Ridge.

The site works include a battered bank to the south and west of the house pad, with the highest point being 1.1 metres above Natural Ground Level.



## MINUTES OF THE ORDINARY COUNCIL MEETING

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- Residential Design Codes ('the Codes')

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

This application complies with the 'Deemed to Comply' requirements for building setbacks, site open space, building height, privacy setbacks, carparking, driveway widths and outdoor living areas.

Aspects of the application are discussed in more detail below:

- Building Setbacks

The dwelling is proposed to be setback 6.5 metres to 8.5 metres from Oakley Ridge, which complies with the average setback requirement of 7.5 metres applicable to the R12.5 Code.

The dwelling is proposed to be setback 3.05 metres from the south boundary, 1.5 metres from the north boundary, and 14.541 metres from the rear western boundary.

All setbacks comply with the Codes.

- Privacy and Overlooking (Privacy Setbacks)

The Finished Floor Level of the proposed house will be between 0.75m to 1.1m higher than Natural Ground Level to the south and west.

This means that the application has to be assessed in accordance with the privacy requirements of the Codes. Privacy setbacks do not apply to the north elevation as the finish floor level is not more than 500mm above natural ground level.

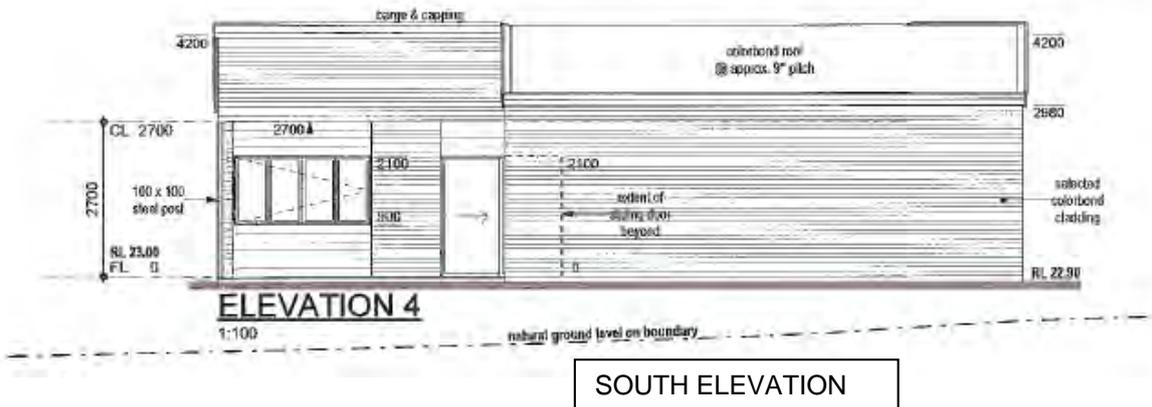
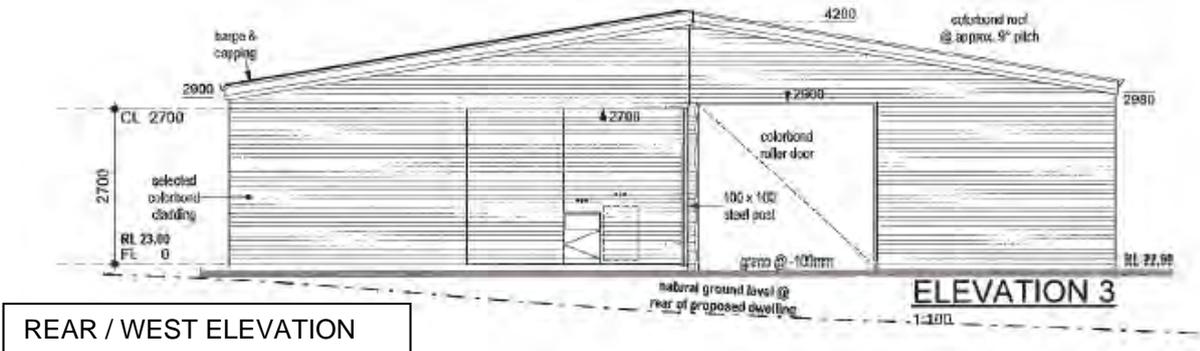
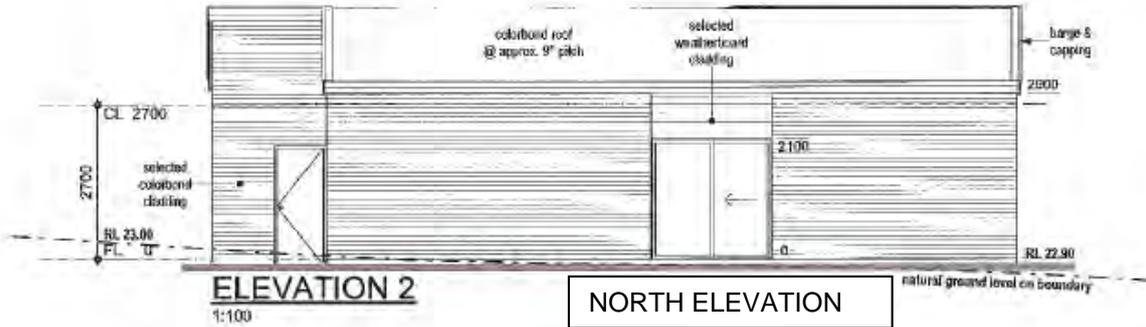
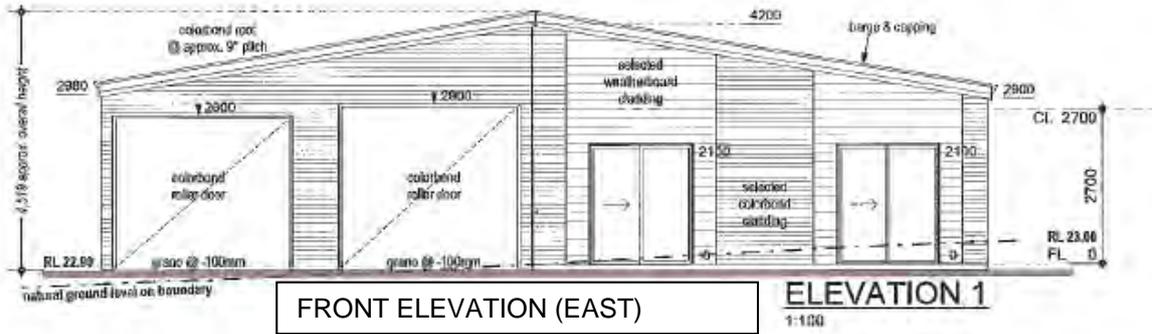
The Codes include 'deemed to comply' requirements for major openings and unenclosed habitable spaces (verandahs, decks, alfresco) which have a minimum floor level of more than 0.5m above natural ground level.

The 'deemed to comply' requirements of the Codes include meeting minimum setbacks as summarised below:

Room type	Elevation	Min privacy setback	Provided	Compliance
Outdoor Living / Alfresco	South	7.5m	10m +	Complies
Outdoor Living / Alfresco	West	7.5m	14m +	Complies
Kitchen	South	6m	14m	Complies.

Note: There are no windows on the west / rear elevation

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- Bushfire Requirements

Lot 110 is within a designated bushfire prone area as declared by the Fire and Emergency Services Commissioner.



Under the Planning and Development (Local Planning Schemes) Regulations 2015 a Bushfire Attack Level assessment does not have to be provided at planning application stage where the lot is less than 1100m<sup>2</sup>.

A Bushfire Attack Level is still required as part of the Building Permit process. Accordingly it is recommended that the applicant be advised of the need to lodge a Bushfire Attack Level at Building Permit stage.

- Public Consultation

The application has been advertised for public comment and no adverse submissions have been received. The owner of Lot 128 lodged an email advising '*that it won't make much difference for us. Thanks for your letter, it was appreciated.*'

LEGAL IMPLICATIONS

## MINUTES OF THE ORDINARY COUNCIL MEETING

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Shire of Shark Bay Local Planning Scheme No 3 – explained in the body of this report.

### Planning and Development (Local Planning Schemes) Amendment Regulations 2015

The Local Planning Scheme Amendment Regulations were gazetted on 7 December 2015 and introduced deemed provisions in Part 10A relating to bushfire. The provisions reference the designation of bush fire prone areas identified on the *Map of Bush Fire Prone Areas* and outline the circumstances in which a Bushfire Attack Level assessment is required.

From Friday 8 April 2016 all single houses or ancillary dwelling on a lot or lots **1,100m<sup>2</sup>** or more and all other habitable or specified buildings in a designated 'bush fire prone area' will require a Bushfire Attack Level assessment. Development approval may also be required depending on the outcome of the Bushfire Attack Level assessment.

#### POLICY IMPLICATIONS

There are no policy implications relative to this report.

#### FINANCIAL IMPLICATIONS

There are no financial implications relative to this report.

#### STRATEGIC IMPLICATIONS

The existing lots along Oakley Ridge are earmarked for a future residential zone under the Shire of Shark Bay Local Planning Strategy.

#### RISK MANAGEMENT

This is a low risk item to Council.

#### VOTING REQUIREMENTS

Simple Majority Required

#### SIGNATURES

Author	<i>L Bushby</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	6 May 2016

- 13.2 PROPOSED ALTERATIONS / ADDITIONS TO AN EXISTING SINGLE HOUSE (VERANDAH AND ENSUITE) – LOT 30 (67) HUGHES STREET, DENHAM P1094

25 MAY 2016

AUTHOR  
Liz Bushby

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Gray and Lewis

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 Capewell

Nature of Interest: Proximity Interest as a direct neighbour

Cr Capewell left the Council Chamber at 4.02 pm.

Moved            Cr Bellottie  
Seconded       Cr Prior

Council Resolution

**That Council:**

1. **Approve the application for alterations / additions (upper storey verandah and ground floor ensuite) to the existing dwelling on Lot 30 (67) Hughes Street Denham subject to the following conditions:**
  - (i) **The plans lodged as part of the application shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer or to meet a condition of this planning approval.**
  - (ii) **All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land or road reserve unless otherwise approved in writing by the Chief Executive Officer.**
  - (iii) **Prior to occupation, permanent screening shall be installed along the eastern side of the proposed upper storey verandah in accordance with the approved plans to the satisfaction of the Chief Executive Officer.**
  - (iii) **If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.**
2. **Include the following advice note on the planning approval:**
  - (a) **This approval is not an approval to commence construction. A separate Building Permit is required prior to commencement of any works.**
3. **Note that the application was referred to the affected landowner of Lot 31 Hughes Street and no submission were received.**

**4/0 CARRIED**

# MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

Cr Capewell returned to Council Chamber at 4.03 pm.

## BACKGROUND

Lot 30 is zoned 'Residential' with a flexible density code of 'R12.5/30'. To the immediate west is a public reserve (containing the local police station), and there are residential lots to the east and north.



The lot has an approximate area of 875m<sup>2</sup> and has been developed with a two storey house and ancillary outbuilding. The existing house has an upper storey verandah on the front elevation.

It should be noted the Natural Ground Level of Lot 30 is lower than adjacent Lot 31 to the east.

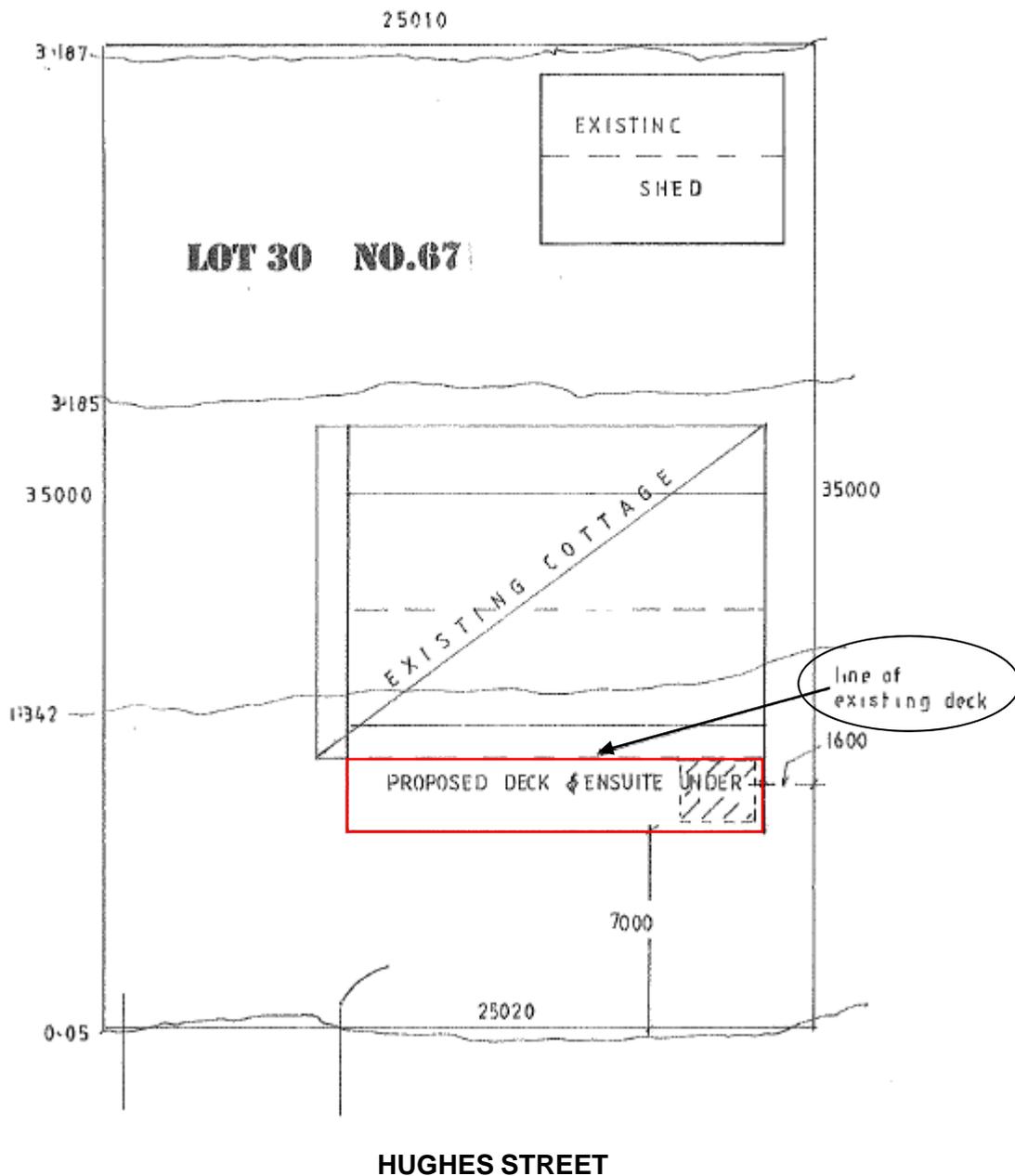
## COMMENT

- Description of Application

The application proposes to extend the existing upper storey verandah to the front of the existing dwelling, and construct a new en-suite on the ground floor (under the proposed verandah).

A site plan is included below for ease of reference.

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- Residential Design Codes ('the Codes')

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

Where an application proposes a variation to the 'Deemed to Comply' criteria of the Codes, then planning approval is required for the development, and a more detailed assessment has to be made based on 'Design Principles' in the Codes.

The application complies with the 'Deemed to Comply' requirements for site open space, building height, carparking and outdoor living areas.

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The extension complies with the average front setback requirement of 7.5 metres. As the floor level is elevated (2.4 metres above natural ground level) a higher side setback of 2.3 metres to the east is required under the 'deemed to comply' requirements of the Residential Design Codes ('the Codes').

The only variation to the Residential Design Codes ('the Codes') is the east side setback as the applicant proposes 1.6 metres in lieu of 2.3 metres.

The side setback variation is supported as it is consistent with the setbacks already established for the existing dwelling, and it can meet the alternative 'design principles' as summarised in the table below:

5.1.2 Street Setback – Design Principles	Officer comment
<b>P2.1</b> Buildings setback from street boundaries an appropriate distance to ensure they:	
- Contribute to, and are consistent with, an established streetscape	The application complies with the front setback requirement of 7.5 metres.
- Provide adequate privacy and open space for dwellings.	The application complies with privacy and open space requirements.
- Accommodate site planning requirements such as parking, landscape and utilities.	The existing development is already serviced with on site carparking and the alteration / addition is relatively minor.
- Allow safety clearances for easements for essential service corridors.	To the best of the writers knowledge there are no easements on the lot, however the onus is on the owner to ensure development does not traverse any easement.
<b>P2.2</b> Buildings mass and form that:	
- uses design features to affect the size and scale of the building	The proposed verandah will enhance the front façade.
- uses appropriate minor projections that do not detract from the character of the streetscape	The existing streetscape is characterised by dwellings with front verandahs.
- minimises the proportion of the façade at ground level taken up by building services, vehicle entries and parking supply, blank walls, servicing infrastructure access and metres and the like	The en-suite wall fronting Hughes Street is only 3.35 metres wide so will not be a dominating feature of the façade.
- positively contributes to the prevailing development context and streetscape.	The proposed development will blend in with the existing streetscape and will not have any negative visual impact.

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Existing streetscape character – from left to right : Lot 30, 31 and 32 Hughes Street

The application also complies with privacy requirements as the majority of overlooking is of public areas (such as the road and front yards). A privacy screen is proposed on the east side of the upper storey verandah to limit views of adjacent Lot 31 which complies with Clause C1.1 (ii) of the Codes.

- Consultation

The east side setback variation was referred to the owner of adjacent Lot 31 for comment. No submissions were received during advertising.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015:

- Regulation 61 outlines development that does not require planning approval;
- Part 8 of the deemed provisions outlines matters relating to the applications for development approval including the form of application, consultation and matters to be considered by the local government.
- Part 10A of the deemed provisions outline Bushfire Risk Management.

Shire of Shark Bay Local Planning Scheme No 3 – explained in the body of this report.

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Gray & Lewis.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

It should be noted that Lot 30 is not within a designated bushfire prone area.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author  
Chief Executive Officer  
Date of Report

*L Bushby*  
*P Anderson*  
10 May 2016

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**14. BUILDING REPORT**

There are no building reports for the May 2016 Ordinary Council meeting.

**15. HEALTH REPORT**

There are no health reports for the May 2016 Ordinary Council meeting.

**16. WORKS REPORT**

**16.1 FIVE YEAR FOOTPATH CAPITAL PROGRAM  
RD00015**

AUTHOR

Works Manager

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Prior

Nature of Interest: Proximity Interest as leases property under discussion re: ocean side Knight Terrace cycleway.

Cr Prior left the Council Chamber at 4.04pm

Officer Recommendation

1. In accordance with the five (5) year footpath program Council endorse the installation of a new footpath on Knight Terrace from Fry Court to Netta's Beach at an estimated cost of \$50,740.00 and include funding in the draft 2016/17 budget to undertake the program of works.
2. That the installation of a new footpath be added to the 5 year new footpath construction plan for installation in the 2020/2021 financial year at the following location (Council to nominate).
  - A) Wear Place – Cross Street to Fletcher Court
  - B) Capewell Drive – Poland Street to Edwards Street
  - C) Capewell Drive – Sunter place to Cross Street
  - D) Hartog Crescent – Hughes Street towards existing Footpath (245 m)
3. That Council note the submission from Mr P Wood regarding the installation of a cycleway on the beach side of Knight Terrace from the Denham Road intersection.

**AMENDMENT TO OFFICERS RECOMMENDATION**

**REASON:** To Consider the dual use path on the foreshore side

Moved            Cr Bellottie  
Seconded       Cr Capewell

COUNCILLOR RECOMMENDATION

1. To further investigate costing new footpath program from Fry Court

## MINUTES OF THE ORDINARY COUNCIL MEETING

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2. That the installation of a new footpath be added to the 5 year new footpath construction plan for installation in the 2020/2021 financial year at the following location (Council to nominate).
  - A) Wear Place – Cross Street to Fletcher Court
  - B) Capewell Drive – Poland Street to Edwards Street
  - C) Capewell Drive – Sunter place to Cross Street
  - D) Hartog Crescent – Hughes Street towards existing Footpath (245 m)
  
3. That Council note the submission from Mr P Wood regarding the installation of a cycleway on the beach side of Knight Terrace from the Denham Road intersection.

2/2 TIED

The votes were equally divided and the President exercised a casting vote which resulted in the vote being - **2/3 MOTION LOST**

### **AMENDMENT TO OFFICERS RECOMMENDATION**

**REASON:** Council felt that they would like to know the costing of putting the dual use path on the ocean side of Knight Terrace

Moved            Cr Cowell  
Seconded       Cr Bellottie

### **Council Resolution**

**That the matter be referred back to the administration for further investigation into the costs associated with the installation of cycle path / foot path on the ocean side of Knight Terrace. The report is to be brought back to the August Ordinary Council meeting.**

**4/0 CARRIED**

Cr Prior Returned to the Council Chamber at 4.23 pm.

### **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 to help Councillors determine the best additional footpath to include in the five year plan.

### **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 in regard to access within the town site.

This then allows the council to establish priorities and to amend budgets accordingly.

## MINUTES OF THE ORDINARY COUNCIL MEETING

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All footpaths constructed will be done so as 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 taken into account 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 plan endorsed by Council in 2014/15 for the period 2016/17 to 2019/2020 is as follows

Year	Street	Section	Estimated Cost
2016/17	Knight Terrace	Fry Court To Netta's Beach	\$50,740
2017/18	Fry Court	Full Length	\$48,060
2018/19	Durlacher	Hoult to Dampier	\$34,040
2018/19	Hartog	Dirk to Hughes	\$17,480
2019/20	Mead	Millar to Durlacher	\$38,950

The following areas are put forward for consideration by council for the installation of a new footpath in the 2020/21 year.

- A) Wear Place – Cross Street to Fletcher Court
- B) Capewell Drive – Poland Street to Edwards Street
- C) Capewell Drive – Sunter Place to Cross Street
- D) Hartog Crescent – Hughes Street towards existing Footpath (245 m)

A submission (attached) for the installation of a cycle way on the beach side of Knight Terrace from the roundabout at Denham road/Knight Terrace to the junction at Netta's Beach from Mr P Woods (153 Knight Terrace) has been received by Council.

There is a dual use path way along the beachfront which terminates at the Denham road/Knight Terrace intersection and there is an existing paved footpath on the property side of Knight Terrace.

For connectivity of the cycle way which terminates at the Denham Road/Knight Terrace intersection, the section of Knight Terrace from Denham Road/Knight Terrace intersection to Netta's Beach on the beach side would need to have a cycleway constructed unless council considered it feasible to utilise the existing paved pathway on the property side and have pedestrians cross the road at the Fry court Knight Terrace T junction.

From the roundabout to the termination is a distance of 600 metres a 3 metres wide cycleway would have a square metre area of 1,800. The cost of constructing a three metre wide cycle way is approximately \$156.00 per square metre (pricing sourced from contractors to enable conformity of a cycleway along Knight Terrace) without the additional cost of the revetment requirements which would be required at various locations.

This equates to a basic construction cost of \$281,000.00, without additional revetment works associated with the construction.

## MINUTES OF THE ORDINARY COUNCIL MEETING

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These costs have at this point not been firmly established as the proposal has not been fully considered or endorsed by council

This cost is significantly above and beyond the scope of the councils Capital Footpath Program and funding may need to be sourced from the road funding budget to facilitate this concept.

If the council considered the installation of a dual use footpath instead of a 3 metre cycle way the costs could be estimated as follows 600 metres times 2 metres wide equals 1200 square metres times \$86.00 per square metre which equates to \$103,200 again without any costs associated with the revetment works required.

The cost to continue the pathway as listed with the 5 year program from Fry Court to Netta's Beach at a width of 2metres is estimated at \$50,740 and does not require significant revetment works.

Mr Wood also raises a number of issues that would appear to be in common with the installation of footpaths in the road verge on the majority of Council roads and have not been fully investigated for comment at this point in time.

The Council may consider surveying the general public to ascertain public opinion regarding the installation of cycle ways/dual use paths in this area in the 2016/17 year or vary the program to enable further investigations and consultation to be undertaken.

25 MAY 2016

Shire of Shark Bay 5 Year Capital Footpath Plan 2016/17 to 2020/21																	
Type	length	Type	2016/17			2017/18			2018/19			2019/20			2020/21		
			length	\$ per m2	Cost \$	length	\$ per m2	Cost \$	length	\$ per m2	Cost \$	length	\$ per m2	Cost \$	length	\$ per m2	Cost \$
New																	
Town Hall	39	Grey										39	\$ 95.00	\$ 7,410.00			
Capewell (Spaven/Sunter)	113	Grey															
Sunter (Capewell/End)	112	Grey															
Hughes (Pegel/Stella Rowley)	200	Grey															
Knight (Fry/Netas Beach)	293	Grey	295	86	\$ 50,740.00												
Knight (Denham Rd/Netas Beach (Beach))	600	Grey															
Capewell (Poland/Edwards)	263	Grey															
Capewell (Spaven to Sunter)	109	Grey															
Hartog(Hughes + 245)	114	Grey															
Edwards (Capewell/Spaven)	175	Grey															
Spaven (Caravan Park/Edwards)	334	Grey															
Millar (Hout/Mead)	90	Grey															
Mead (Millar/Durlacher)	205	Grey										205	\$ 95.00	\$ 38,950.00			
School (Stella/Francis "Along Fence")	75	Grey															
Frands (School/Freycinet)	75	Grey															
Freycinet (Stella/Carpark)	148	Grey															
Stella Rowley/Drive (School Gate/Freycinet)	160	Grey															
Frands (School/Freycinet)	61	Grey															
Fry/Court	300	Grey				270	\$ 89.00	\$ 48,060.00									
Brockman St																	
Spaven (Caravan Park/Leeds)	120	Grey															
Durlacher (Hout/Dampier)	185	Grey				185	\$ 92.00	\$ 34,040.00									
Hartog (Dirk/Hughes)	95	Grey				95	\$ 92.00	\$ 17,480.00									
Hughes (Pensioner units)	50	Grey															
<b>TOTAL</b>	<b>3,916</b>		<b>295</b>		<b>\$ 50,740.00</b>	<b>270</b>		<b>\$ 48,060.00</b>	<b>280</b>		<b>\$ 51,520.00</b>	<b>244</b>		<b>\$ 46,360.00</b>	<b>0</b>		<b>\$ -</b>

25 MAY 2016

***Knight Terrace - 2016/2017***

A footpath from Fry Court through to Netta's Beach along Knight Terrace could be constructed for a cost of about \$50,740.00. This would be a continuation of the existing footpath that ends at the intersection of Fry Court and Knight Terrace and would complete the footpath network along the eastern end of Knight Terrace. The over budget costs will need to be considered in the 2016/2017 budget allocations.



Knight Terrace - Fry Court to Nettas Beach 2016/17

25 MAY 2016

**Fry Court – 2017/2018**

A footpath constructed from Knights Terrace along the eastern side of Fry Court terminating at the end of the cul-de-sac would almost complete the eastern side of the township leaving only Mainland Street left to do. The cost of this footpath would be approximately \$48,060.00 and within the expected budget for the 2017/2018 financial year.



Fry Court - Knight Terrace to Cul-de-sac 2017/18

25 MAY 2016

**Durlacher Street – 2018/2019**

The footpath from Hoult Street to Dampier Road along Durlacher Street would be a continuation of the existing Durlacher Street footpath. Estimated costs associated with this footpath would be about \$32,040.00.



Durlacher Street - Hoult Street to Dampier Rd 2018/19

**Hartog Crescent – 2018/2019**

MINUTES OF THE ORDINARY COUNCIL MEETING

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The final footpath for 2018/2019 will be the link between Hughes Street and Dirk Place along Hartog Crescent. At a length of 95 metres the finished cost is expected to be \$17,480.00.

Durlacher Street and Hartog Crescent footpaths will have a combined cost of \$51,520.00. This is \$1,520.00 over the anticipated \$50,000.00 allocation in the 2018/2019 budget and will need to be considered in the 2018/2019 budget allocations.



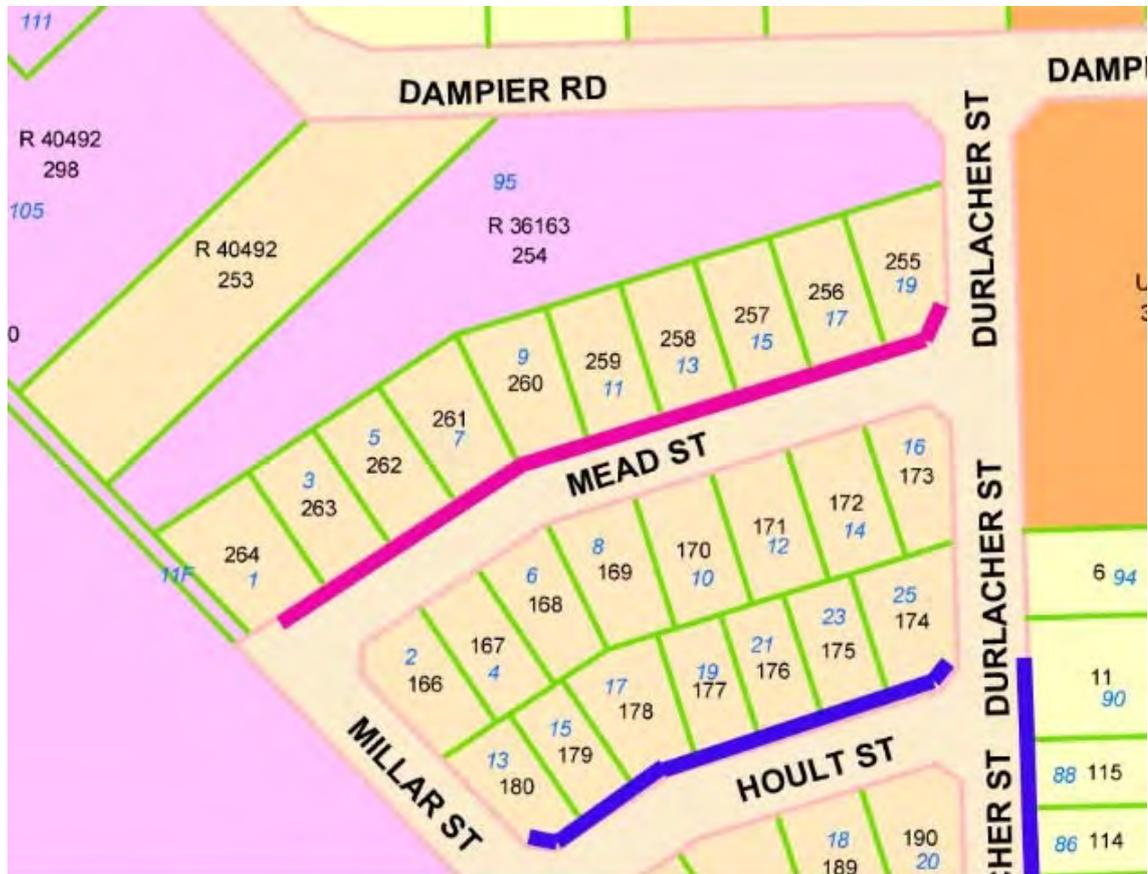
Hartog Crescent - Dirk Place to Hughes Street  
2018/19

**Mead Street – 2019/2020**

MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

Mead Street footpath has been programed for the 2019/2020 financial year and is expected to cost \$38,950.00. The footpath would complete the north Western section of the residential area of the Denham town site.

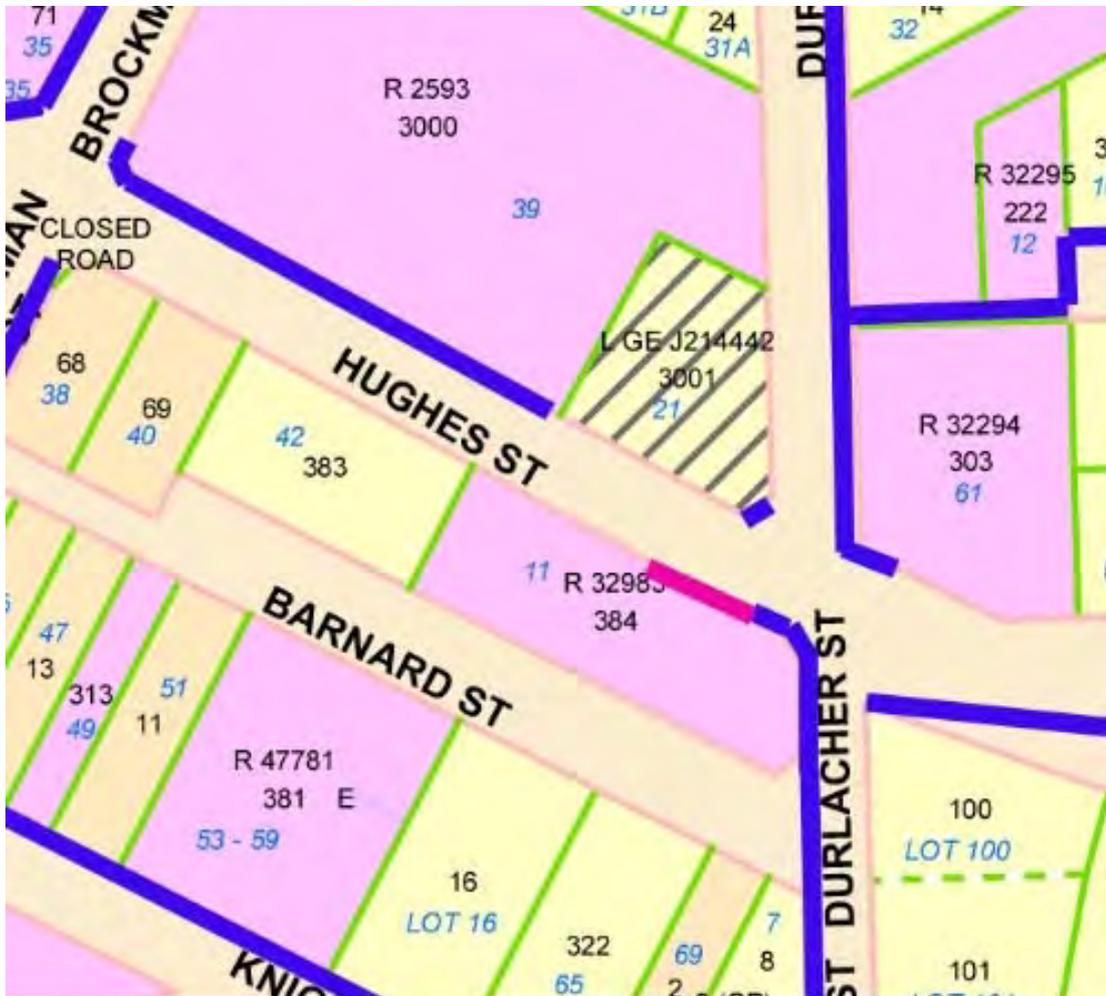


Mead Street - Miller Street to Durlacher Street 2019/20

**Hughes Street – 2019/2020**

25 MAY 2016

A footpath along Hughes Street from Durlacher Street to the Town Hall could be constructed with the remaining funding expected to be available for capital footpaths in the 2019/2020 financial year. Total cost of this project would be \$7,410.00.



Hughes Street - Durlacher to Town Hall 2019/20

LEGAL IMPLICATIONS

There are no legal implications associated with this report

## MINUTES OF THE ORDINARY COUNCIL MEETING

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### POLICY IMPLICATIONS

There are no policy implications associated with this report

### FINANCIAL IMPLICATIONS

Knight Terrace Fry Court to Netta's Beach Estimated cost \$50,740.00

All pricing and estimates contained within this report are based on an envisaged 3.5% CPI over the next 5 years. If real CPI is higher than estimated CPI then the estimated costs per square meter of constructed footpath will likewise be higher and this increase will need to be reflected in future budgets.

Footpaths proposed to be constructed in 2016/2017 and 2018/2019 will be slightly over the anticipated budget allowances and will need to be considered in the relevant budgets.

### 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	<i>B Galvin</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	12 May 2016

# MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

## Brian Galvin

**From:** Paul Anderson  
**Sent:** Tuesday, 8 March 2016 10:38 AM  
**To:** flights@sharkbayair.com.au  
**Cc:** Rhonda Mettam; president (cheryl.cowell@dpaw.wa.gov.au); Keith Capewell; Benny Bellottie (benjaminbellottie@gmail.com); Greg Ridgley (monkeymiaaristo1@westnet.com.au); twintub1@bigpond.com; Brian Wake; Brian Galvin  
**Subject:** RE: Cycleway  
**Attachments:** 20160308075448829\_0001.pdf

Hi Margaret

Phil wood did come and see the president and myself and presented the attached list of reasons for not having the footpath/cycleway on the residential side of Knight Terrace

As you are aware the council always discusses the issue of footpath alignments when the 5 year footpath/cycle path plan is reviewed in line with the budget discussions in May/June.

if you specifically wish to raise the matter and ask that the administration present a report on that specific section you certainly can.

That would enable the council to discuss the issue with the relevant information to hand, inspect the site, discuss the connectivity issues with the current paths and perhaps raise the issue the community and other affected residents.

### Regards

**Paul Anderson**  
Chief Executive Officer  
Shire of Shark Bay  
a: PO Box 126, Denham WA 6537  
ph: 08 9948 1218 | fax: 08 9948 1237 | mob: 0427 948 925  
w: <http://www.sharkbay.wa.gov.au/>



 Please consider the environment before printing this e-mail  
This message (including attachments) is confidential and may be privileged. If you received it in error you may not disclose or use it - please notify us then delete it.

**From:** Margaret [mailto:flights@sharkbayair.com.au]  
**Sent:** Monday, 7 March 2016 9:45 AM  
**To:** Paul Anderson <CEO@sharkbay.wa.gov.au>  
**Cc:** Rhonda Mettam <Rhonda@sharkbay.wa.gov.au>  
**Subject:** FW: Cycleway

Hi Paul and Rhonda

# MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

I think Phil Wood has been in to talk to you about locating the cycle way on the seaward side of Knight Terrace all the way to Netta's. He had a list of reasons but mentions only one in this email. I have to say that I agree with him. It seemed very odd for cyclists to have to cross the road at the roundabout. However, I accepted your advice that there is not enough space on the seaward side and it would be vulnerable to extreme tides. However, it would be good to revisit the question.

If you would like the whole list of Phil's reasons then please let me know.

Cheers  
Margaret



Ph: 08 9948 1773  
Mob: 0417919059  
Fax: 08 9948 3720  
Web: [www.sharkbayair.com.au](http://www.sharkbayair.com.au)  
PO BOX 162  
Denham, WA 6537

Hi Margaret,

Is it possible to put this on the next Council meeting agenda for some discussion and direction. Safety being the big issue as kids escaping on the Oceanside walkway only end up in a parking bay and if kids tried to escape from a path on the residential side would be running directly into traffic. Kids will want to run to the beach and cross the road. We all know how quickly they can escape.

Regards Phil

*Phil and Sylvia Wood*

Marine Electronics and Communications  
Trading as: PG & SJ Wood  
153 Knight Terrace  
Denham WA 6537

Tel: 0427080063  
Email: [pgsj.wood@bigpond.com](mailto:pgsj.wood@bigpond.com)  
ABN: 26 358 473 240

No virus found in this message.  
Checked by AVG - [www.avg.com](http://www.avg.com)  
Version: 2015.0.6189 / Virus Database: 4537/11757 - Release Date: 03/05/16

\* This message has been scanned by the Professional Pc Support IronPort virtual appliance.

Attachment submission from Mr P. Wood

25 MAY 2016

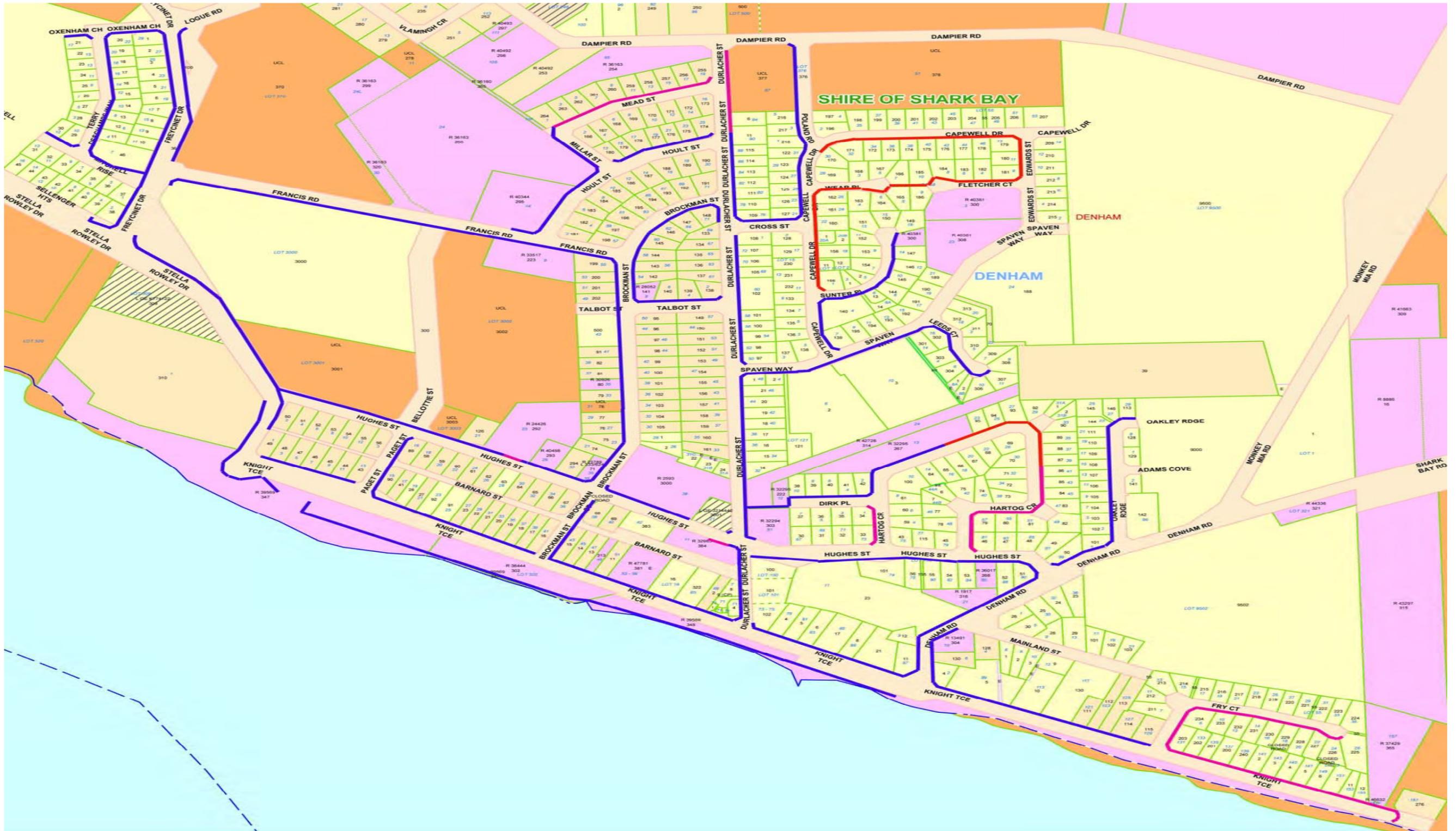
## Foreshore Cycleway

### Case for ocean side rather than dwelling side

- Wawa main bore line is on dwelling side and is due for replacement as it has failed with large washouts 2-3 times each year.
- Significantly reduced installation costs on Oceanside.
- Underground services including Power, street lighting, Telstra and water all require access on regular basis.
- National Broadband Network will arrive in the next few years.
- Many vehicles backing out through proposed cycle/walkway.
- Existing Foreshore cycleway/walkway in town centre should be continuous from IGA to Netta's Beach.
- For safety the path is best next to parking bays (Oceanside) rather than road traffic.
- No driveway crossovers to negotiate.
- Best access to beach shelters for cycle and foot traffic.
- Can culvert over street drainage if required

MINUTES OF THE ORDINARY COUNCIL MEETING

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- Existing Footpaths
- Programed Footpaths
- Programing Required

25 MAY 2016

16.2 TIMED PARKING – KNIGHT TERRACE  
LE00006

AUTHOR

Works Manager

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Prior

Nature of Interest: Impartiality Interest as user of the Loading Zone.

Officer Recommendation

That Council consider/approve a variation to the current loading zone designation in the vicinity of 51 Knight Terrace to a designated timed parking zone for a maximum period of (Council to indicate) parking in accordance with the Shire of Shark Bay Parking Facilities Local Law.

**AMENDMENT TO OFFICER RECOMMENDATION**

**Reason:** Council felt that they would like further investigation into the loading zone with relation to the Australia Post Box

Moved Cr Capewell

Seconded Cr Cowell

**Council Resolution**

**That the administration further investigate this item and return it to Council at a later date.**

**5/0 CARRIED**

BACKGROUND

The foreshore revitalisation project will be installing a watts plateau in front of the Shark Bay World Heritage Discovery and Visitor Centre.

The intent of this feature is to create a shared space for both pedestrians and vehicles alike, creating a slow point along Knight Terrace increasing pedestrian safety whilst linking the new foreshore development with the Shark Bay World Heritage Discovery and Visitor Centre.

As can be seen on the attached plans this raised shared area starts at the boundary line between 51 and 53 Knight Terrace and finishes at the bow of the ship on the Shark Bay World Heritage Discovery and Visitor Centre building. This is 40 metres in raised length excluding ramps.

The parking area to the west of this area in front of 51 Knight Terrace is currently designated as a loading zone to facilitate deliveries to the Post Office, Newsagency and saltwater cafe .

COMMENT

This zoning prohibits parking in this area unless specifically loading into, onto or from vehicles and is designed primarily, but not exclusively, for larger and heavier deliveries or pickups.

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This is the only loading zone designated area along Knight Terrace, and is often utilised by vehicles not in compliance with the parking restrictions.

There has been limited enforcement of the loading area provisions due to staff resources and it would seem that the parking restrictions are not the best utilisation of this area.

Any variation to the parking restrictions would require education and some enforcement, however opening the area to general traffic to utilise in accordance with timed parking provisions would greater general utilisation of the area.

There is provision for disabled access adjacent to the existing loading zone with the two disabled parking bays already installed near Sappi Park.

With the advent of reduced parking in the immediate area brought about by the installation of the watts plateau, it might be prudent to consider the zoning currently in place and possibly changing the existing loading zone to a timed parking zone.

This change would permit short term parking in the parking area adjacent to 51 Knight Terrace to allow customers to quickly enter the premises to conduct short term business whilst also providing facilities for deliveries and pickups.

The council can designate by resolution a length of timed parking in accordance with clause 2.1 of the parking facilities and local laws that it considers suitable for the area and if it considers necessary review the restrictions at a later date.

#### LEGAL IMPLICATIONS

In accordance with the Shire of Shark Bay Parking facilities local Law clause 2.1

#### **2.1 Determination of Parking Stalls and Parking Stations**

The Local Government may by resolution constitute, determine and vary and also indicate by signs -

- (a) parking stalls,
- (b) parking stations,
- (c) permitted time and conditions of parking in parking stalls and parking stations which may vary with the locality,
- (d) permitted classes of vehicles which may park in parking stalls and parking stations,
- (e) permitted classes of persons who may park in specified parking stalls or parking stations, and
- (f) the manner of parking in parking stalls and parking stations.

#### POLICY IMPLICATIONS

There are on policy implications associated with this report.

#### FINANCIAL IMPLICATIONS

There will be a minimal cost associated with signage and line marking, however this cost can be incorporated into the foreshore redevelopment project.

MINUTES OF THE ORDINARY COUNCIL MEETING

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There is also a cost that will be incurred associated with the ranger enforcing the timed parking.

STRATEGIC IMPLICATIONS

There are no strategic implications associated with this report

RISK MANAGEMENT

There are no risks associated with this report.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

*B Galvin*

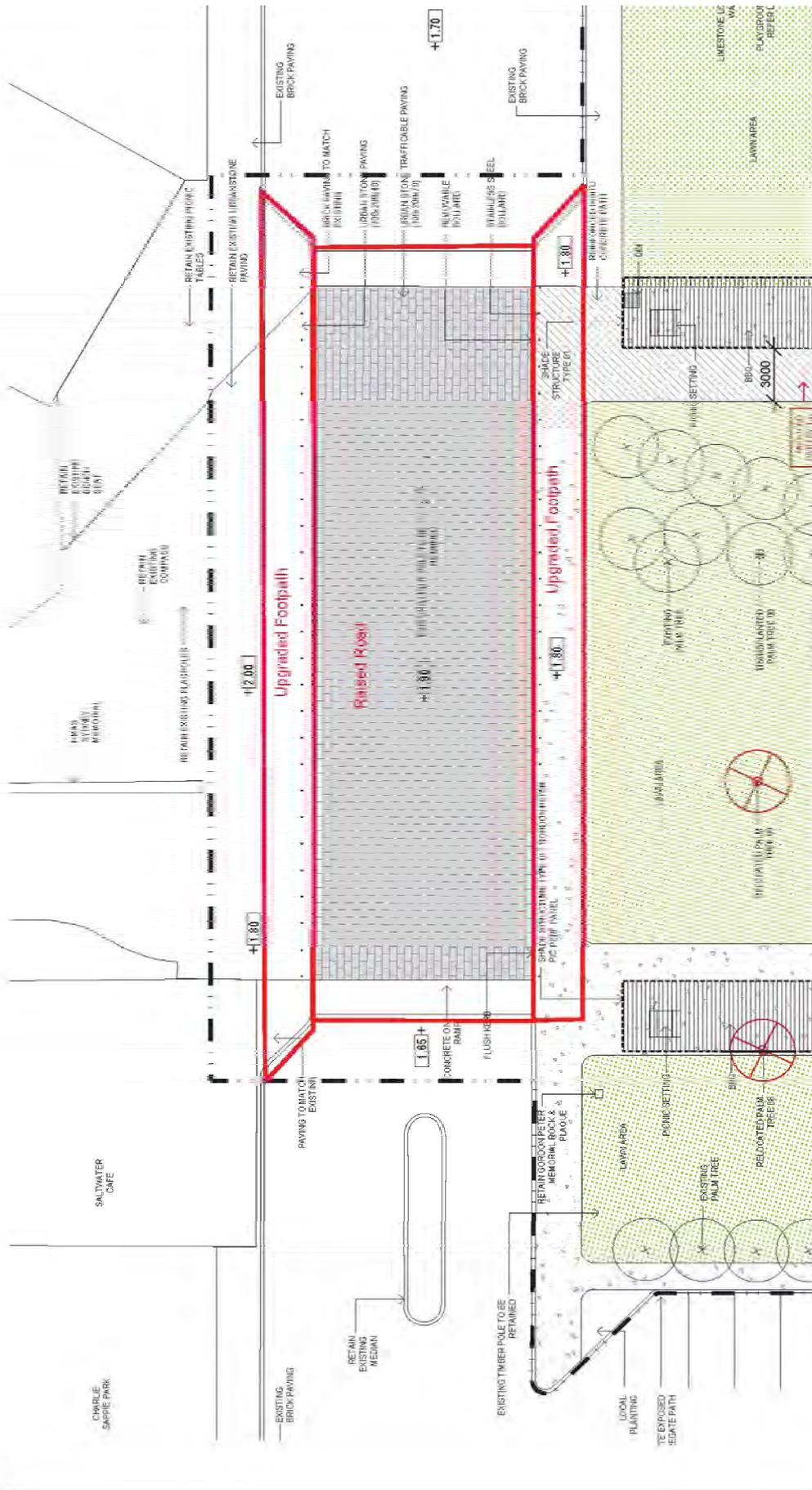
Chief Executive Officer

*P Anderson*

Date of Report

19 May 2016

25 MAY 2016



25 MAY 2016

**17. TOURISM, RECREATION AND CULTURE REPORT**

**17.1 SHARK BAY COMMUNITY RESOURCE CENTRE  
LS00024**

AUTHOR

Executive Manager Community Development

DISCLOSURE OF ANY INTEREST

Nil

Moved            Cr Cowell  
Seconded       Cr Wake

**Council Resolution**

**That Council supports the request for a 'Right to Occupy' from the Shark Bay Community Resource Centre and to conduct a Rent Review on the anniversary of the Commencement Date – 1 December 2016.**

**5/0 CARRIED**

BACKGROUND

The Shire of Shark Bay has a building Lease Agreement with the Shark Bay Community Resource Centre. The term of the lease is from 1 December 2012 (Commencement Date) to the 30 November 2022, with a view for a further ten years from 1 December 2022 and expiring November 2032.

The rent payable by the Community Resource Centre to the Shire is \$100 per week with a rent review on each anniversary date of the Commencement Date:

Under Section 21 (1) of the *Lease Agreement – Assignment, Subletting and Charging*:  
"The Lessee must not assign the leasehold estate in the Premises nor sub-let, part with possession, or dispose of the Premises or any part of the Premises without the prior written consent of the Lessor and any other persons whose consent is required under this Lease or at law"

COMMENT

The Shark Bay Community Resource Centre has submitted a letter to the Shire seeking approval on a 'Right to Occupy' to hire out a meeting room space on a permanent basis to Max Solutions Pty Ltd – a local employment and job network placement agency.

Max Solutions is represented in Denham by one staff member and safety and security of the employee is the central driver in securing office space in a busier part of town.

Shark Bay Community Resource Centre is proposing to charge Max Solutions Pty Ltd \$50 per day (incl GST) for the following:

Equipment & facilities:

- Reception
- Meeting room
- Office cleaning
- Power
- Access to kitchen
- Security cameras
- Key (not to be copied)

## MINUTES OF THE ORDINARY COUNCIL MEETING

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### Sub-lessee responsibilities:

- All other expenses and including
- Supply of personal computer, peripherals and support
- Phone
- Internet
- Post Box number and responsibilities for postage & freight
- Stationery

### LEGAL IMPLICATIONS

That the relevant items Section 21 (1) of the Lease Agreement "Agreement-Assignment, Subletting and Charging" with Shark Bay Community Resource Centre are adhered to.

### POLICY IMPLICATIONS

There are no policy implications

### FINANCIAL IMPLICATIONS

The current Rent charged by the Shire to the Lessee is \$100 per week for the entire building and with the 'Right to Occupy' sub-lease charges of 1 x office at \$50 per day-5 days per week, or \$250 per week.

### STRATEGIC IMPLICATIONS

#### OUTCOME 4.2

To improve collaboration and shared services with other local, state and federal government agencies, industry and community organisations

### RISK MANAGEMENT

This is a low risk item to Council.

### VOTING REQUIREMENTS

Simple Majority Required

### SIGNATURES

Author	<i>L Butterly</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	17 May 2016



## MINUTES OF THE ORDINARY COUNCIL MEETING

25 MAY 2016

### AUTHOR

Executive Manager Community Development

### DISCLOSURE OF ANY INTEREST

Nil

### Officer Recommendation

That Council consider host of a function either by Council or others for 50 guests on-board the Duyfken1606 Replica ship in Denham on Thursday 20 October 2016.

### **AMENDMENT TO OFFICERS RECOMMENDATION**

**Reason:** Council felt that they would like to hold the function and not just consider it.

Moved            Cr Prior  
Seconded       Cr Cowell

### Council Resolution

**That Council host a function for 50 guests on-board the Duyfken 1606 Replica ship in Denham on Thursday 20 October 2016.**

**5/0 CARRIED**

### BACKGROUND

This year the *Duyfken Replica* – a rare reproduction of typical Dutch trading vessels of Hartog's time – will be central to the 400th commemoration of this significant event in Western Australian history.

From 20 August this year, the ship will undertake a ten-week, 1000-kilometre journey that will call in at seven ports – Bunbury, Mandurah, Hillarys Boat Harbour, Jurien Bay, Dongara, Geraldton and finally arriving into Denham on Wednesday 18 October ETA 4.00pm.

Carnarvon School of the Air (50 students), Shark Bay School (90 students) and Useless Loop School (15 students) are booked for an on-board experience while the Duyfken is in Denham.

The Duyfken will be berthed at the commercial jetty and have a 9m x 6m Exhibition marquee installed in the carpark left of the jetty entrance. A series of historical maritime 'Story Boards' will be set up along the jetty leading to the ship.

### COMMENT

The Duyfken is offering each Shire Council along the coast an opportunity for either the Council or a community group to host an on-board event for up to 50 guests to help celebrate the Dirk Hartog Commemoration. Duyfken will not charge the normal \$1200 fee.

The evening of Thursday 20<sup>th</sup> October is available - which is the day prior to the official opening of the Dirk Hartog Voyage of Discovery Festival.

Suggested options to consider:

- Council to host the function and establish an invite list of 50 guests. An event of this nature could include a small cocktail function @ \$35-\$40 per head and held in the Duyfken Exhibition marquee, incorporating a series of Duyfken-led tours of the ship.

## MINUTES OF THE ORDINARY COUNCIL MEETING

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- Offer a similar community fund-raising or membership development opportunity for a local group – for example the SB Business & Tourism Assoc., or School P&C, et cetera.
- To not have a function.

### LEGAL IMPLICATIONS

There are no legal implications

### POLICY IMPLICATIONS

There are no policy implications

### FINANCIAL IMPLICATIONS

The cost of food, beverage and staff to host a 50- guest function – up to \$2000.

### STRATEGIC IMPLICATIONS

#### OUTCOME 3.1

Existing strong community spirit and pride will be fostered, promoted and encouraged.

### RISK MANAGEMENT

Low risk management relating to movement of guest from jetty to on-board ship.

### VOTING REQUIREMENTS

Simple Majority Required

### SIGNATURES

Author

*L Butterly*

Chief Executive Officer

*P Anderson*

Date of Report

18 May 2106

## 18. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There are no motions of which previous notice has been given for the May Ordinary Council meeting.

25 MAY 2016

**19. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

Moved Cr Prior  
Seconded Cr Bellottie

**Council Resolution**

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

**19.1 Investigation on Toilet on Foreshore – Netta’s Beach area.**

**19.2 Rates – Differential Rates**

**5/0 CARRIED**

**19.1 INVESTIGATION INTO INSTALLING A TOILET NEAR NETTA’S BEACH**

Moved Cr Capewell  
Seconded Cr Prior

**Council Resolution**

**That the Administration be requested to investigate the proposal and costing of Toilet on Foreshore in the vicinity of Netta’s beach and a report be presented back to Council for further consideration.**

**5/0 CARRIED**

**19.2 RATES - DIFFERENTIAL RATES**

**Author**

Finance and Administration Manager

**Disclosure of Any Interest**

Nil

Moved Cr Capewell  
Seconded Cr Cowell

**Council Resolution**

**That Council, having regard to the budget deficiency in the context of the Strategic Community Plan and the Corporate Business Plan:**

- 1. Advertise in *The Northern Guardian* the Shire of Shark Bay’s Notice of Intention to Levy the following Differential Rates in accordance with Section 6.36 of the *Local Government Act 1995*.**

<b>Rates Category</b>	<b>Minimum Rates (\$)</b>	<b>Rate in the Dollar (¢)</b>
<b>Gross Rental Value (GRV)</b>		
- Residential	<b>800.00</b>	<b>9.2319</b>
- Commercial	<b>800.00</b>	<b>9.3449</b>
- Industrial/Residential	<b>800.00</b>	<b>10.2160</b>
- Vacant	<b>800.00</b>	<b>9.2319</b>
- Rural Commercial	<b>800.00</b>	<b>9.5949</b>
- Industrial/Residential		
- Vacant	<b>500.00</b>	<b>9.2319</b>
- Rural Resort	<b>800.00</b>	<b>10.1279</b>

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**Unimproved Value (UV)**

- General	835.00	19.0448
- Pastoral	835.00	13.0428
- Mining	835.00	25.9757
- Exploration	835.00	24.9757

**2. Adopt the Objects and Reasons for each differential rate and minimum payment as attached.**

**5/0 CARRIED**

Background

Should the Shire of Shark Bay wish to impose a differential general rate it must give local public notice as per Section 1.7 of the *Local Government Act 1995* of its intention within the period of two (2) months proceeding the commencement of the financial year (ie on or after 1 May).

An elector or ratepayer is invited to lodge a submission in respect of the proposed rate or minimum payment within twenty one (21) days of the notice being published. The Local Government is required to consider any submissions received before imposing the proposed rate.

A differential rate is defined under Section 6.33 (1) of the *Local Government Act 1995* -

*"A local government may impose differential general rates according to any, or a combination, of the following characteristics-*

- (a) *the purpose for which the land is zoned under a town planning scheme in force under the Town Planning and Development Act 1928;*
- (b) *The predominant purpose for which the land is held or used as determined by the local government;*
- (c) *Whether or not the land is vacant land; or*
- (d) *Any other characteristic or combination of characteristics prescribed.'*

The Shire of Shark Bay has previously imposed a differential rate in accordance with Section 6.35(6)(c) *Local Government Act 1995*. If the Shire wishes to impose a differential rate again this year, local public notice must be given and contain the following information -

- (a) details of each rate or minimum payment the Local Government intends to impose;
- (b) an invitation for submissions to be made by an elector or ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days of the notice; and
- (c) any further information in relation to matters specified in the above which may be prescribed.

In the 2015/2016 financial year the Shire of Shark Bay imposed the following differential rates -

<b>Rates Category</b>	<b>Minimum Rates (\$)</b>	<b>Rate in the Dollar (¢)</b>
Gross Rental Value (GRV)		

MINUTES OF THE ORDINARY COUNCIL MEETING

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- all categories	800.00	8.8769
Unimproved Value - General	800.00	19.5858
Unimproved Value – Mining	800.00	19.5858
Unimproved Value – Exploration	800.00	21.8865
Unimproved Value - Pastoral	800.00	12.5412

Comment

**Rating**

In accordance with the Long Term Financial Plan, it is recommended that a 4% increase in the rates be implemented for 2016/2017. This increase is expected to provide the Shire with an additional \$34,418 in rates revenue.

Details of the draft proposal of rates for 2016/2017 are as follows -

Rates Category	Minimum Rates (\$)	Rate in the Dollar (¢)
<b>Gross Rental Value (GRV)</b>		
- Residential	800.00	9.2319
- Commercial	800.00	9.3449
- Industrial/Residential	800.00	10.2160
- Vacant	800.00	9.2319
- Rural Commercial	800.00	9.5949
- Industrial/Commercial		
Vacant	500.00	9.2319
- Rural Resort	800.00	10.1279
<b>Unimproved Value (UV)</b>		
- General	835.00	19.0448
- Pastoral *	835.00	13.0428
- Mining	835.00	25.9757
- Exploration *	835.00	24.9757

*\* Note – concessions have not been applied to these categories and will be considered as part of the budget process.*

These differential rates result in the rates model below -

*Rate in the Dollar*

Land Category	Rate in the Dollar (cents)	Number Of Properties	Rates Levied \$
GRV			
- Residential	9.2319	299	331,900
- Commercial	9.3449	43	193,647
- Industrial/Residential	10.2160	44	62,331
- Residential Vacant	9.2319	18	31,879
- Rural Commercial	9.5949	5	29,188
- Ind/Residential	9.2319	2	1,579
- Vacant			
- Rural Resort	10.1279	2	112,703

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UV			
- General	19.0448	6	140,807
- Pastoral	13.0428	12	85,399
- Mining	25.9757	1	5,550
- Exploration	24.9757	9	145,174
<b>Total</b>		<b>441</b>	<b>\$1,140,158</b>

*Minimum Rates*

Land Category	Minimum \$	Number of Properties	Rates Levied \$
GRV - all categories except Industrial/Residential -Vacant	800	182	145,600
GRV – Ind/Residential Vacant	500	1	500
UV – all categories	835	7	5,845
<b>Total</b>		<b>190</b>	<b>\$151,945</b>

Total rates levied on 631 properties is proposed to be \$1,292,103.

**Revaluation**

Council will note that there are more rates in the dollar for GRV properties than in 2015/16. The reason for this is twofold. Firstly, the GRV properties were revalued for 2016/17 rating year and this required adjustments to the rates to ensure that rate yield did not increase by more than 4%. The revaluation had a significant effect on some areas as can be seen from the chart below.

	Increase/Decrease
Residential	3.53%
Commercial	-4.63%
Industrial	-8.01%
Vacant Land	-33.25%
Miscellaneous	-14.59%

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Total	-4.45%
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Secondly, adjustments to the rates in the dollar were required to ensure that Council complied with the Local Government Act in relation to the number of properties that can be on a minimum rate. Under the Local Government Act there can be no more than 50% of properties on the minimum rate for each differential rate. This poses problems especially where there have been revaluations and the need to maintain relativity with previous years rate yield.

An example of this is the Vacant Residential land where it was required to allocate this category the same rate in the dollar as the Residential category in order to comply with the legislation.

Council should note that, when adopting the budget, it may resolve to impose different rates to the above. In this case, readvertising of the adopted rates is not necessary.

### **Objects and Reasons**

Council, in adopting the intention to implement differential rates, is required to develop a document describing the objects of, and reasons for, each proposed rate and minimum payment. In the notice of intention to levy rates, Council is to advise electors and ratepayers of the time and place where this document can be inspected. Attached is the objects and reasons for Council's consideration.

### Legal Implications

Sub Division 2 of Division 6 under Part 6 of the *Local Government Act 1995*, Section 1.7 and Section 6.36 of the *Local Government Act 1995*.

### Policy Implications

There are no policy implications relative to this report.

### Financial Implications

Council needs to ensure that rate revenue remains at a level where the Shire can maintain its present level of service to ratepayers. This increase in rates will provide the Shire with an additional \$34,418 in revenue.

### Strategic Implications

Outcome 4.1 The Shire is efficient in its operations, actively listens to the community and anticipates and responds to the community's needs.

### Risk Management

This is a high risk item. Failure to adopt a motion for this would delay the adoption of the budget and be in contravention of the Local Government Act 1995.

### Voting Requirements

Simple Majority Required

### Signatures

Author *C Wood*

Chief Executive Officer *P Anderson*

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25 MAY 2016

Date of Report

23 May 2016

25 MAY 2016

SHIRE OF SHARK BAY  
2016/2017 DIFFERENTIAL RATES  
STATEMENT OF OBJECTS AND REASONS



**Objects and Reasons for Implementing a Differential Rate**

In accordance with Section 6.36 of the Local Government Act 1995 and the Council's "Notice of Intention to Impose Differential Rates", the following information details the objectives and reasons for those proposals.

**What are Rates?**

The raising of rates is the primary source of revenue of all Councils throughout Australia. The purpose of levying rates is to meet Council's proposed budget requirements each year in a manner that is fair and equitable to the ratepayers of the community.

In Western Australia land is valued by Landgate Valuation Services (Valuer General's Office – a State Government agency) and those values are forwarded to each Local Government.

Two types of values are calculated:

- Gross Rental Value (GRV); and
- Unimproved Value (UV)

To calculate the rates to be charged, Council multiplies a rate in the dollar by the supplied value. The rate in the dollar is determined by the level of revenue the Council wishes to raise and is dependent on its proposed budget.

Apart from the need to ensure sufficient revenue to meet its expenditure needs, Council must be mindful of the impact and affordability of rates to the community.

The following are the estimated Differential Rates and Minimum Payments for the Shire of Shark Bay for the 2016/17 financial year.

<b>Rating Category</b>	<b>Minimum Rate</b>	<b>Rate in the Dollar (cents)</b>
GRV – Residential	\$800	9.2319
GRV – Commercial	\$800	9.3449
GRV – Industrial/Residential	\$800	10.2160
GRV – Vacant	\$800	9.2319
GRV – Rural Commercial	\$800	9.5949
GRV - Industrial/Residential Vacant	\$500	9.2319

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GRV – Rural Resort	\$800	10.1279
UV General	\$835	19.0448
UV Pastoral	\$835	13.0428
UV Mining	\$835	25.9757
UV Exploration	\$835	24.9757

**Differential Rating**

Local Government, under section 6.33 of the Local Government Act 1995, have the power to implement differential rating in order to take into account certain characteristics of the rateable land.

These characteristics include:

- ❖ The purpose for which the land is zoned under the town planning scheme in force;
- ❖ The predominant use for which the land is held or used as determined by the local government;
- ❖ whether or not the land is vacant land; or
- ❖ any other characteristic or combination of characteristics prescribed.

Differential rates may be applied according to any, or a combination of the above characteristics. However, local governments are constrained in the range of differential rates that they may impose. That is, a local government may not impose a differential rate which is more than twice the lowest differential rate applied by that local government unless approval from the Minister is sought.

**GRV - Residential**

This category is applied to all properties with a land use that does not fall within any of the other categories in GRV. The rate reflects the level of rating required to raise revenue for the Council to operate efficiently and provide the diverse range of services and programs required for developed residential areas.

**GRV – Vacant**

This category is applied to residential land that has not been developed.

**GRV - Industrial /Residential**

This category is applied to all properties with an industrial land use which has the capacity for a caretaker's residence and is located in the industrial estate. The rate reflects the level of infrastructure required to maintain an industrial area and the ability of commercial property owners to utilise taxation benefits.

**GRV – Industrial/Residential Vacant**

This category is applied to all properties with an industrial land use which has not been developed. The rate reflects the level of infrastructure required to maintain an industrial area and the ability of commercial property owners to utilise taxation benefits.

**GRV - Commercial**

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This category is applied to properties with a commercial land use and reflects the level of services to commercial operators and the ability of commercial property owners to utilise taxation benefits.

**GRV Rural Commercial**

This category is applied to properties of a commercial nature which are located outside of the town centre. The rate reflects the level of infrastructure and services provided to these properties and the ability of commercial property owners to utilise taxation benefits.

**GRV – Resort**

This category is applied to properties of a commercial nature which are established with the purpose of providing accommodation and activities to the tourism market. The rate reflects the level of infrastructure and services provided to these properties and the ability of commercial property owners to utilise taxation benefits.

**UV – General**

This category is applied to all properties which do not fall into one of the other UV categories and includes all unimproved land. The rate reflects a contribution towards built infrastructure and recognises that this infrastructure is used by all property owners.

**UV - Pastoral**

This category is applied to the pastoral properties and reflects the contribution required by pastoral properties for the facilities that are available to them in the Shire.

**UV - Mining**

This category applies to mining tenement leases and reflects the contribution required by mining to the maintenance of the Shire's assets and services to the extent that the mining operations use these assets.

**UV Exploration**

This category applies to mining exploration and applies until the exploration moves to the establishment of mining activities. This rates reflects the contribution to the maintenance of the Shire' assets and services.

**GRV Minimum**

The GRV minimum is considered to be the minimum contribution for basic infrastructure and services.

**UV Minimum**

The UV minimum is considered to be the minimum contribution for basic infrastructure and services.

Submissions are invited from any Elector or Ratepayer with respect to the proposed differential rate within 21 days of the date of the notice of intention.

All submissions in writing should be forwarded to the Shire of Shark Bay no later than 4.00pm on 30 June 2016.

Paul Anderson  
**CHIEF EXECUTIVE OFFICER**  
Shire of Shark Bay

**20. MATTERS BEHIND CLOSED DOORS**

Members of the gallery left the Council Chamber at 5.05 pm.

Cr Wake left the Council Chamber at 5.05pm.

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Moved Cr Bellottie  
Seconded Cr Prior

**Council Resolution**

**That the Ordinary Council meeting be adjourned at 5.06 pm.**

**4/0 CARRIED**

The President reconvened the Ordinary Council meeting at 5.16 pm with all Councillors present.

Moved Cr Prior  
Seconded Cr Cowell

**Council Resolution**

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

**5/0 CARRIED**

20.1 LOT 100 (14) DURLACHER STREET, DENHAM  
P1075

AUTHOR  
Liz Bushby

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Gray and Lewis

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

Moved Cr Capewell  
Seconded Cr Wake

**Council Resolution**

**That Council:**

- 1. Note the general description of activities carried out on Lot 100 (14) Durlacher Street Denham from a site inspection conducted by the Shires Consultant Planner and Manager of Works (Attachment 2).**
- 2. Authorise the Chief Executive Officer to proceed with Option 1 in the report which is to write to the owner of Lot 10 Durlacher Street.**
- 3. Authorise the Chief Executive Officer to write to the owner of Lot 100 (14) Durlacher Street Denham requesting removal of all structures encroaching into the Hughes Street road reserve in accordance with Regulation 6 and/or 7 of the Local Government (Uniform Local Provisions) Regulations 1996.**

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4. **Note that further reports will be referred to future Council meetings to keep Councillors informed in regards to this matter.**

**5/0 CARRIED**

20.2 LOT 3 NORTH WEST COASTAL HIGHWAY, MEADOW  
P2027

AUTHOR

Liz Bushby

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Gray and Lewis

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 Wake

Nature of Interest: Proximity Interest as live on the same highway.

Cr Wake left the Council Chamber at 5.22 pm.

Moved            Cr Cowell  
Seconded       Cr Capewell

**Council Resolution**

**That Council:**

1. **Note that a formal complaint has been received regarding unauthorised development on Lot 3 North West Coastal Highway as outlined in this report.**
2. **Authorise the Chief Executive Officer to proceed with Option 3.2 of the report which is to provide the owner with opportunity to provide a commitment to progression of the current planning application (within a reasonable time frame). If ultimately approval is granted to the buildings then the matter will be resolved.**
3. **Note that further reports may be referred to future Council meetings to keep Councillors informed in regards to this matter.**

**4/0 CARRIED**

Cr Wake returned to the Council Chamber at 5.24 pm.

20.3 CURRENT MINING LEASE APPLICATIONS WITHIN RESERVE 41076 (SHELL BEACH)  
RES41076

Author

Liz Bushby, Gray & Lewis Landuse Planners

25 MAY 2016

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire – Section 5.65 of *Local Government Act 1995*

Disclosure of Interest: Cr Wake

Nature of Interest: Proximity Interest as live on the same highway.

Cr Wake left the Council Chamber at 5.25 pm.

Moved            Cr Prior  
Seconded       Cr Cowell

**Council Resolution**

**That Council:**

1. **Note that a legal agreement prepared by McLeods Barristers and Solicitors has been signed by L'Haridon Bight Mining Pty Ltd to provide the Shire with 100 tonnes of shell grit per year free of cost. The legal agreement is linked to Mining Application M09/151 and is nearing finalisation.**
2. **Note that an Environmental Protection Authority 'Form 1 – Application to change nominated proponent' for the Minister for the Environment Statement No 300 has been signed by L'Haridon Bight Mining Pty Ltd and the Shire Chief Executive Officer.**
3. **Authorise Gray & Lewis Landuse Planners to lodge the Environmental Protection Authority 'Form 1 – Application to change nominated proponent' formally to the Environmental Protection Authority on confirmation from McLeods Barristers and Solicitors that the legal agreement has been finalised.**
4. **In regards to the existing Mining Lease application (No M09/151), authorise the Chief Executive Officer to proceed with Option 2 of the report which is that Council grant delegated authority authorising the Chief Executive Officer to provide a positive recommendation (and conditions) to the Department of Mines and Petroleum once the legal agreement is finalised and the Environmental Protection Authority confirms approval of the "change of proponent" application.**
5. **In regards to the new Mining Lease application (L09/77), authorise the Chief Executive Officer to proceed with Option 3 which is that Council advise the Department of Mines and Petroleum that the new mining lease is supported subject to a condition that the proponent complies with the conditions of the Minister for the Environment Statement No. 300 (or any subsequent amended environmental approval).**
6. **Note that further reports may be referred to future Council meetings to keep Councillors informed in regards to this matter.**

**4/0 CARRIED**

Cr Wake returned to the Council Chamber at 5.28 pm.

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Moved            Cr Prior  
Seconded       Cr Wake

**Council Resolution**

**That the meeting be reopened to the members of the public.**

**5/0 CARRIED**

**21. DATE AND TIME OF NEXT MEETING**

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 29 June 2016 commencing at 3.00 pm.

**22. CLOSURE OF MEETING**

As there was no further business the President closed the Ordinary Council meeting at 5.29 pm.