

SHIRE OF SHARK BAY MINUTES

29 August 2018

ORDINARY COUNCIL MEETING



SHARK BAY DAISY



29 AUGUST 2018



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MINUTES OF THE ORDINARY COUNCIL MEETING

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The minutes of the Ordinary meeting of the Shark Bay Shire Council held in the Council Chamber at the Shark Bay Recreation Centre, Francis Street, Denham on 29 August 2018 commencing at 3.06 pm.

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1.0 DECLARATION OF OPENING

The Chief Executive Officer declared the August 2018 Ordinary Council meeting open at 3.06 pm.

The Chief Executive Officer called for nomination of Chairperson for the Ordinary Council meeting due to the President being on leave with a leave of absence previously granted and the Deputy President Cr Laundry being unable to attend the meeting.

Moved Cr Bellottie
Seconded Cr Burton

Council Resolution

That Cr Ridgley be the Chairperson at the August 2018 Ordinary Council meeting.

5/0 CARRIED

Cr Ridgley assumed the Chair

2.0 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED

ATTENDANCES

Cr G Ridgley Chairperson
Cr L Bellottie
Cr J Burton
Cr K Capewell
Cr E Fenny

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

APOLOGIES

Cr C Cowell President – Leave of Absence Granted Ordinary Council meeting 25 July 2018 Item 17.2
Cr K Laundry Deputy President - Chairperson

VISITORS

1 Visitor from 3.17pm

3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

There are no previous public questions on notice.

4.0 PUBLIC QUESTION TIME

Cr Ridgley, the Chairperson opened public question time at 3.08pm and as there was no public in the gallery closed public question time at 3.08pm.

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5.0 APPLICATIONS FOR LEAVE OF ABSENCE

There were no applications for leave of absence for the August Ordinary Council meeting.

6.0 PETITIONS

There were no petitions presented to the August Ordinary Council meeting.

7.0 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 25 JULY 2018

Moved Cr Bellottie
Seconded Cr Burton

Council Resolution

That the minutes of the Ordinary Council meeting held on 25 July 2018, as circulated to all Councillors, be confirmed as a true and accurate record.

5/0 CARRIED

8.0 ANNOUNCEMENTS BY THE CHAIR

There were no announcements by the Chair.

9.0 PRESIDENT'S REPORT

Nil report for the August 2018 Ordinary Council meeting.

10.0 COUNCILLORS' REPORTS

10.1 CR LAUNDRY
GV00013

Committee Membership

Member	Audit Committee
Member	Shark Bay Community Resource Centre Committee
Member	Shark Bay Bowling Club Inc Committee
Proxy Member	For Cr Cowell on the Development Assessment Panel

Meeting Attendance

21 August 2018 Attended the Shark Bay Bowling Club Committee meeting

Signatures

Councillor	<i>Councillor Laundry</i>
Date of Report	22 August 2018

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Moved Cr Fenny
Seconded Cr Burton

Council Resolution

That Councillor Laundry's August 2018 report on activities as Council representative be received.

5/0 CARRIED

10.2 CR BURTON
GV00018

Councillor Burton has a separate report on the Western Australian Local Government Conference at item 11.2 of this agenda.

10.3 CR RIDGLEY
GV00008

Committee Membership

Member Audit Committee
Member Shark Bay Tourism Committee

Meeting Attendance

14 August 2018 Attended the Shark Bay Tourism Association meeting
18 Aug Attended the Regional Business Awards

Signatures

Councillor *Councillor Ridgley*
Date of Report 15 August 2018

Moved Cr Bellottie
Seconded Cr Fenny

Council Resolution

That Councillor Ridgley's August 2018 report on activities as Council representative be received.

5/0 CARRIED

10.4 CR BELLOTTIE
GV00010

Nil report for the August 2018 Ordinary Council meeting.

10.5 CR FENNY
GV00017

Committee Membership

Member Audit Committee
Member The Aviation Community Consultation Group
Proxy Member for Cr Bellottie on Development Assessment Panel

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Meeting Attendance

1 – 4 August 2018

Attended the Western Australian Local Government Association Conference in Perth and advised a report will be submitted to the September Ordinary Council meeting.

Signatures

Councillor

Councillor Fenny

Date of Report

23 August 2018

Moved Cr Burton
Seconded Cr Capewell

Council Resolution

That Councillor Fenny's December 2018 report on activities as Council representative be received.

5/0 CARRIED

10.6 CR CAPEWELL
GV00005

Nil report for the August 2018 Ordinary Council meeting.

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11.0 ADMINISTRATION REPORT

11.1 ANNUAL REVIEW OF REGISTER OF DELEGATIONS
CM00039

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Fenny
Seconded Cr Capewell

Council Resolution

That Council adopt the Delegations to the Chief Executive Officer as reviewed in this report in accordance with the *Local Government Act 1995*.

5/0 CARRIED BY ABSOLUTE MAJORITY

Background

Section 5.42 of the *Local Government Act 1995* (the Act) provides that a Council may delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act other than those referred to in Section 5.43. Any decision to make, amend or revoke a delegation is to be by an absolute majority - see Section 5.45(1) (b) below.

5.45. Other matters relevant to delegations under this Division

(1) *Without limiting the application of sections 58 and 59 of the Interpretation Act 1984*

(b) *any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.*

The Register of Delegations is required to be reviewed once every financial year, as required by Section 5.46(2) of the Act. The Register of Delegations was last reviewed in full at the Ordinary Council meeting held on 30 August 2017.

Comment

The purpose of the review is to consider the operational effectiveness of the current delegations, whether each delegation is necessary, whether each delegation is appropriate and whether legislative amendments necessitate any changes.

All delegations have been reviewed to ensure format consistency with other Shire documents (such as Policies) and with a view to ensuring consistency with

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references to statutory references and any changes to relevant legislation that describes the power or duty being delegated.

Legal Implications

Section 5.46 of the **Local Government Act 1995** states that -

- (1) *The Chief Executive Officer is to keep a register of the delegation made under this Division to the Chief Executive Officer and to the employees.*
- (2) *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*
- (3) *A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.*

Policy Implications

The Current Policy Manual adopted by Council at the Ordinary Council meeting held on the 27 August 2014, item 1.7 Instrument of Delegation (2) States: "When powers and duties are delegated by the Council to the Chief Executive Officer the Instrument of Delegation be signed by the President or the person presiding".

Financial Implications

This delegation will save Council the cost of gazetting staff to Ranger positions and Registration Officers for the receipting of dog and cat licencing.

Strategic Implications

There are not Strategic Implications related to this report.

Risk Management

This is a low risk item to Council.

Voting Requirements

Absolute Majority Required

Signatures

Chief Executive Officer

P Anderson

Date of Report

1 August 2018

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Section / Regulation	RELEVANT EXERCISABLE POWER or DISCHARGEABLE DUTY OF LOCAL GOVERNMENT	To the Chief Executive Officer	Scope, conditions or Limitations
Part 2 - Constitution of local government			
2.8 (1)(f)	Representing the Shire - President liaises with the CEO on the local government's affairs and the performance of its functions	✓	The President and Chief Executive Officer may decide suitable functions for Council to meet and show hospitality to official visitors
2.8	Representing the Shire - use of Shire logo	✓	Chief Executive Officer may approve applications from all groups for the use of the Shire logo on promotional material, provided that the words "Shire of" must not be included for commercial use or products.
Part 3 - Functions of local government			
3.22(1)	A local government that causes damage through the performance of its function must pay compensation to the owner or occupier	✓	
3.25(1)	A local government may give an occupier a notice requiring them to do something to the land if it is specified in Schedule 3.1. The local government must also inform the owner if the occupier is not the owner	✓	
3.26(2)	In order to make a person comply with a notice, a local government may do anything it considers necessary to achieve the purpose for which the notice was given	✓	
3.26(3)	A local government may continue to undertake works that are not carried out by the owner or occupier and recover the costs as a debt	✓	
3.27(1)	A local government may go onto private land in the circumstances prescribed in Schedule 3.2 and carry out works, even if it does not have the consent of the owner	✓	
3.31(2)	After a local government has given notice, it may authorise a person to enter land, premises or thing without consent, unless the owner or occupier has objected to the entry	✓	
3.34(1)	A local government may enter land in an emergency without notice or consent	✓	
3.40A(1)	Local government may authorise a person to remove and impound an abandoned vehicle wreck	✓	
3.40A(4)	Local government may declare that a vehicle is an abandoned vehicle wreck	✓	
3.47(1)	The local government may sell or otherwise dispose of any goods that have been ordered to be confiscated under section 3.43	✓	
3.47(2)	The local government may sell or otherwise dispose of any vehicle that has not been collected within 2 months of a notice having been given under section 3.40(3) or 7 days of a declaration being made that a vehicle is an abandoned vehicle wreck	✓	

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3.47(2a)	The local government may sell or otherwise dispose of impounded goods that have not been collected within the period specified in section 3.47(2b) of the date a notice is given under sections 3.42(1)(b) or 3.44	✓	
3.47A(1)	If an impounded animal is ill or injured to such an extent that treating it is not practicable, the local government may humanely destroy the animal and dispose of the carcass	✓	
3.48	If goods are removed or impounded under section 3.39 and the offender is convicted, the local government may recover any expenses incurred in removing and impounding the goods	✓	
3.50(1)	A local government may close a thoroughfare to vehicles, wholly or partially, for a period not exceeding 4 weeks	✓	
3.50(1a) and 3.50(4)	A local government may, after providing public notice of its intention and reasons, inviting submissions and then considering submissions, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding 4 weeks	✓	
3.50A	A local government may partially and temporarily close a thoroughfare, without giving local public notice, if the closure is for the purpose of carrying out repairs or maintenance and is unlikely to have a significant adverse effect on users of the thoroughfare	✓	
Functions & General Reg 6(3)	A local government may, by local public notice, revoke an order under regulation 6(1) that closed a thoroughfare or alter it to make it less restrictive	✓	
3.51(3)	Before fixing, altering or realigning a public thoroughfare or draining water onto adjoining land, the local government must give notice of its proposal, invite submissions and consider those submissions	✓	
3.53(3)	If an unvested facility lies within 2 or more districts, the local governments concerned can agree on its control and management	✓	
3.54(1)	A local government may do anything it could do under the Parks and Reserves Act 1895 if it were a Board appointed under that Act, to control and manage any land reserved under the Land Act 1933 and vested in or placed under the control and management of the local government	✓	
3.57(1)	A local government must invite tenders before it enters into a contract for goods or services with a value of \$150,000 or more (Functions and General Reg 11)	✓	
Functions & General Reg 14 (2a)	Where a local government is inviting tenders, the local government must determine in writing the criteria for accepted tenders	✓	
Functions & General Reg 18 (4) & (5)	A local government must consider any tender that has not been rejected and decide which one to accept. It may decline to accept any tender	✓	

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Functions & General Reg 20	A local government may, with the approval of the tenderer, make a minor variation in a contract for goods or services before it enters the contract with the successful tenderer	✓	
Functions & General Reg 20 (2)	If the successful tenderer does not want to accept the contract with the variation or the local government and the tenderer cannot reach agreement, the local government can select the next most appropriate tenderer	✓	
Functions & General Reg 21 (1)	A local government may seek expressions of interest before entering the tender process	✓	
Functions & General Reg 23 (3)	A local government must consider any submissions of interest that have not been rejected and decide which ones could satisfactorily supply the goods or services	✓	
Functions & General Reg 24E(1)	Where a local government intends to give a regional price preference the local government is to prepare a regional price preference policy	✓	
Functions & General Reg 24E(4)	A local government cannot adopt a regional price policy until the local government has considered submissions received	✓	
Nil	To make variation in the goods or services required, after it has entered into a contract for the supply of the goods or services required subject to such variations in the contract as may be agreed with the contractor.	✓	Approval of variations necessary to achieve the outcome of the scope of the project and within the adopted budget of the project
3.58(2)	A local government can only dispose of property to the highest bidder at public auction or the most suitable public tender	✓	
3.58(3)	A local government can dispose of property by private treaty but must follow the process set out in section 3.58(3)	✓	
Part 4 - Elections and other polls			
Part 5 – Administration			
5.18	A local government must review all delegations made to a committee	✓	
5.27(2)	General meeting of electors to be held on a day selected by a local government but not more than 56 days after the local government accepts the annual report for the previous financial year	✓	
5.37(1)	A local government may designate any employee to be a senior employee	✓	
Admin Reg 18(D)	A local government is to consider, accept or reject a review of the CEO's performance	✓	

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5.50(1)	A local government must prepare a policy for employees whose employment is finishing, setting out the circumstances in which the local government would pay a gratuity and how that gratuity would be assessed, and give local public notice of the policy	✓	
5.50(2)	A local government may make a payment to an employee whose employment is finishing, that is in addition to the amount set out in its policy, provided that local public notice of the payment is given	✓	
5.53(1)	A local government must prepare an annual report for each financial year	✓	
5.56	A local government is to prepare a plan for the future	✓	
Admin Reg 19C(4)	A local government is to review its current plan for the future every 2 years	✓	
Admin Reg 29A(2)	Information prescribed as confidential but that, under 5.95(7), may be available for inspection if a local government so resolves	✓	
5.98(2)(b)	A local government may approve expenses which are to be reimbursed to its councillors, provided that the expenses are of the kind prescribed as those which the local government can approve for reimbursement [subject to section 5.98(3)]	✓	
5.98(4)	A local government may approve the reimbursement to a council member of an approved expense, either generally or in a particular case	✓	
5.100(2)	A local government may decide to reimburse expenses to committee members who are not council members or employees	✓	
5.103(2)	A local government must review its code of conduct within 12 months of every ordinary elections day	✓	
Part 6 – Financial Management			
Financial M'gment Reg 19(1)	A local government must establish and document internal control procedures to ensure control over investments	✓	
6.7(2) Financial M'gment Reg 12(1)	To make payments from the municipal fund or the trust fund for the performance of functions and exercise of powers	✓	(i) Payment of salaries up to the amount required to meet the Council's employee entitlements obligations; (ii) All other payments not to exceed \$150,000 unless approved by Tender process; (iii) In accordance with Council policies and adopted budget; and (iv) Payment within the scope of Budgeted project and within the adopted budget of the project.

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6.9(4)	A local government may transfer money held in trust for 10 years to its municipal fund, but must repay it to a person who establishes a right to the repayment, together with any interest earned on the investment	✓	
6.12(1)(b)	A local government may waive or grant concessions in relation to any amount of money or write off any amount of money that it is owed to the local government [subject to section 6.12(2)]	✓	
6.12(3)	The local government may determine what conditions apply to the granting of a concession	✓	
6.14(1)	A local government may invest money in its municipal or trust funds that is not being used, in accordance with Part III of the Trustees Act 1962	✓	
6.49	A local government may make an agreement with a person to pay their rates and service charges	✓	
6.50(1) and 6.50(2)	A local government may determine the due date that rates and charges become due, but which date cannot be sooner than 35 days after the date noted on the rate notice	✓	
6.56(1)	A local government may recover an unpaid rate or service charge and the cost of proceedings in court of competent jurisdiction	✓	
6.60(2)	A local government may give notice (to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the local government in satisfaction of the rate or service charge)	✓	
6.60(3)	If a local government gives notice to a lessee, under section 6.60(2), the local government must give a copy of the notice to the lessor	✓	
6.60(4)	If a local government gives notice to a lessee, under section 6.60(2), and the lessee fails to pay rent to the local government, the local government may recover the rate or service charge as a debt from the lessee	✓	
6.64(1)	If any rates or service charges have remained unpaid for at least 3 years, a local government may take possession of the land and hold the land against a person having an estate or interest in the land, and may lease or sell the land or subject to transfer it to the Crown or itself 5.43(d)	✓	subject to 5.43 (d)
6.64(3)	A local government may lodge a caveat in respect of any land for which rates and service charges are outstanding	✓	
6.71(1)	If a local government is unable to sell land under Part 6 Division 6 Subdivision 6 within 12 months, it may transfer the land to the Crown or itself subject to	✓	subject to 5.43 (d)
6.74(1)	A local government may apply in the prescribed form to the Minister to have land revested in the Crown if it is rateable vacant land and rates or service charges in respect of it have remained unpaid for at least 3 years	✓	
Financial M'gment Reg 77(3)	Financial A local government must consider any objections it receives in relation to a reinvestment under regulation 77	✓	

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6.76(5)	The local government must consider any objections to the rates record and may disallow or allow the objection either wholly or in part	✓	
6.76(6)	The local government is to provide the person with notice of its decision	✓	
7.12A(3)	A local government is to examine the auditor's report, under section 7.9(1) and any report under section 7.9(3), and must determine if any matters raised by the report require action and ensure that appropriate action is taken Audit	✓	
7.12A(4)	A local government must prepare a report on any action taken in response to an auditor's or section 7.9(3) report, and provide it to the Minister Audit	✓	
Part 8 – Scrutiny of the affairs of local governments			
8.14(3)	A local government must give the Minister advice of what things it has done or will do to comply with an enquiry report from the Minister or a person authorised by the Minister, within 35 days of receiving the report	✓	
8.23(4)	A local government must give the Minister advice of what things it has done, or will do, to comply with an Inquiry Panel's report within 35 days of receiving the report, or give its comment on a recommendation to dismiss the council	✓	
Part 9 – Miscellaneous provisions			
9.6(5)	The local government must give the person who made the objection notice of how it was disposed of and reasons why	✓	
9.10(1) & (2)	The local government may appoint persons or classes of persons to be authorised to perform certain functions and must issue them with a certificate stating they are authorised	✓	
9.60(4)	A local government is to administer any regulation made under section 9.60 as if it were a local law	✓	
9.56	Certain persons protected from liability for wrongdoing - legal costs indemnification	✓	Where there is a need for the provision of urgent legal services before an application can be considered by Council, the Chief Executive Officer may give an authorisation to the value of \$5,000 provided that: (1) where it is the Chief Executive Officer who is seeking urgent financial support for legal services, the Council shall deal with the application; and (2) subject to any other conditions Council may set in its policy regarding costs indemnification for legal representation.
9.63(1)	If a dispute has arisen between 2 or more local governments, a local government may refer the matter to the Minister to resolve	✓	
9.68(5)	A local government may recover accruing rates from a principal or agent who has failed to give a notice to the local government in accordance with section 9.68	✓	

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	Schedule 2.1 – Provisions about creating, changing the boundaries of, and abolishing districts		
11(2)	Any local governments affected by an order made under clause 2.1 are to negotiate any adjustment or transfer between them of property, rights and liabilities	✓	
	Schedule 2.2 – Provisions about wards and representation		
8	The council must have regard to community of interests, physical and topographical features, demographic trends, economic factors and the ratio of councillors to electors in respect of considerations about wards	✓	
9	When a ward review is complete, the local government must prepare a report for the Advisory Board and may propose the making of an order under clauses 2.2(1), 2.3(3) or 2.18(3)	✓	
	Schedule 6.1 – Provisions relating to the phasing – in of valuation		
	Schedule 6.2 – Provisions relating to lease of land where rates or service charges unpaid		
1(1)	A local government may lease the land with any conditions for a term that does not exceed 7 years	✓ subject to 5.43 (d)	
	Schedule 6.3 - Provisions relating to the sale or transfer of land where rates or service charges are unpaid		
1(4)	The local government must appoint a time at which the land may be offered for sale by public auction, not less than 3 months and not more that 12 months from the service of the notice under clauses 1(1) or 1(2)	✓	
2(3)	The local government must give the Registrar of Titles or the Registrar of Deeds a memorial of the Statewide notice	✓	
4(1)	A local government may transfer or convey to the purchaser of the land an indefeasible estate in fee simple	✓ subject to 5.43 (d)	
	Town Planning Scheme No. 3		
TPS3 CLAUSE 11.1.2	That Council grant delegated authority to the Chief Executive Officer to enter any building or land for the purposes of ascertaining whether the provisions of the scheme are being observed	✓	
TPS3 CLAUSE 11.3.1	That Council grant delegated authority to the Chief Executive Officer to issue deemed refusal letters for applications where an application is deemed refused in accordance with 10.9.1 or 10.9.2 of the Scheme	✓	

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TPS3 CLAUSE 11.3.1	<p>That Council grant delegated authority to the Chief Executive Officer to determine an application for planning approval where it is established prior to, or at, an Ordinary Council meeting that the minimum number of Councillors needed for a quorum will not be available to vote on an application at a scheduled Council meeting (due to absence or planned declaration of interest).</p>	<ol style="list-style-type: none">1. The use is a 'P' or 'D' use under the Shire of Shark Bay Local Planning Scheme no. 3 ('the Scheme'); or2. The proposed use or development is ancillary to existing development; or3. For residential development, the application complies with the 'deemed to comply' requirements of the Residential Design Codes or satisfies the 'Design Criteria' of the Residential Design Codes ; and4. The application generally complies with the Scheme with no major variations to setback, site coverage or car parking requirements; and5. The use or development complies with any relevant Local Planning Policy. <p>This delegation must not be exercised the Delegated officer where:</p> <ol style="list-style-type: none">a) The development entails a variation to the Scheme or Residential Design Codes that is considered by the Delegate to be significant;b) The Delegate considers the development will have the potential to negatively impact on the amenity of the locality;c) The height of the development exceeds two storeys; <p style="text-align: right;">✓</p>
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TPS3 CLAUSE 11.3.1	Conditions Continued		<p>d) A written objection has been lodged during a formal advertising period;</p> <p>e) The Delegate considers an application should be advertised for public comment and no advertising has been conducted;</p> <p>f) Development proposals are considered by the Delegate to have a strategic impact and as a result involve issues in which Council has a direct interest;</p> <p>g) The estimated cost of development exceeds \$500,000.00;</p> <p>h) The development is located in a Special Use zone; and</p> <p>i) The Delegate considers the proposal has potential to negatively impact on World Heritage values.</p>
Dog Act 1976		✓	
10AA (1)	A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, delegate to its Chief Executive Officer any power or duty of the local government under another provision of this Act	✓	
10AA (2)	The delegation must be in writing	✓	
10AA (3)	The delegation may expressly authorise the delegate to further delegate the power or duty	✓	
10AA (4)	A local government's chief executive officer who is exercising or performing a power or duty that has been delegated as authorised under this section, is to be taken to do so in accordance with the terms or the delegation unless the contrary is shown	✓	
10AA (5)	Nothing in the section limits the ability of a local government's chief executive officer to perform a function through an officer or agent	✓	
10AB (1)	The Chief Executive Officer of a local government is to keep a register of: (a) delegations made under section 10AA(1); and (b) further delegations made under the authority of a delegation made under section 10AA(1).	✓	
10AB (2)	At least once every financial year - (a) delegations made under section 10AA(1); and (b) further delegations made under the authority of a delegation made under section 10AA(1), are to be reviewed by the delegator.		

MINUTES OF THE ORDINARY COUNCIL MEETING

29 AUGUST 2018

Cat Act 2011			
		✓	
Section 3	A local government may approve in writing an operator of a cat management facility	✓	
Section 9	A local government may grant, renew or refuse an application for cat registration	✓	
Section 9(5)	A local government may require an applicant to give documents or information relating to registration, within a specified time of not more than 21 days and may require information to be verified by statutory declaration	✓	
Section 10	A local government may cancel the registration of a cat	✓	
Section 11	A local government is to issue a registration number, certificate and tag, including a replacement certificate or tag	✓	
Section 12	A local government must keep a cat register	✓	
Section 13	A local government must notify the owner of cat the outcome of a decision	✓	
Section 26	A local government may issue a cat control notice	✓	
Section 37	A local government may grant, renew or refuse an approval to breed application	✓	
Section 37(3)	A local government may require an applicant to give document or information relating to a breeder application, within a specified time of not more than 21 days and may require information to be verified by statutory declaration	✓	
Section 38	A local government may cancel an approval to breed	✓	
Section 39	A local government must issue a certificate to an approved breeder	✓	
Section 40	A local government must notify the person affected by the decision in writing of the outcome	✓	
Section 42	A local government is to administer local laws	✓	
Section 47	A CEO needs to keep a register of delegations	✓	
Section 48	A local government may appoint, in writing, authorised persons	✓	
Section 49	A local government may recover the costs of having to destroy a cat	✓	
Section 37, reg 22	A local government may refuse an application to breed if the applicant has had an infringement in the past 12 months	✓	
Health Act 2016			
Section 21(1)(b)(i)	A power or duty conferred or imposed on an enforcement agency may be delegated if the enforcement agency is a local government, to the chief executive officer of the local government.	✓	Refer Ordinary Council meeting held on the 19 December 2016 Item 15.1 for delegation authority

29 AUGUST 2018

11.2 MEETING REPORT – WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION
CONFERENCE PERTH - LOCAL GOVERNMENT WEEK AUGUST 2018
GV00018

Author

Cr J Burton

Disclosure of Any Interest

Nil

Moved Cr Burton
Seconded Cr Bellottie

Council Resolution

That Council note the report from Councillor Burton from the Western Australian Local Government Association Conference - Local Government Week August 2018.

5/0 CARRIED

Background

MEETING: LOCAL GOVERNMENT WEEK

MEETING DATE: AUGUST 2018

COUNCILLOR: CR BURTON

OTHER SHARK BAY COUNCILLORS/STAFF ATTENDING: CR FENNY AND MR P ANDERSON – CHIEF EXECUTIVE OFFICER

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

Comment

31 July – 3 August

Western Australian Local Government Association State Conference

On the 1st August, I attended on behalf of the Shire of Shark Bay the 2018 WA Local Government Convention held at the Perth Convention and Exhibition Centre. Ready and relevant was the theme addressed this year and as a new Councillor here in Shark Bay I found this topic to be very suitable to my needs and situation.

The convention included plenty of opportunities to network with other Councillors, Chief Executive Officer's, President's and Mayor's from other Shire Council's as well as with Western Australian Local Government Association and ALGIS staff. Although intimidated at first by the years of experience and knowledge of other Council representatives at the convention, I discovered there was plenty of others, similar to myself and new to this world. Those with experience were more than willing to share their stories, and warmly welcome and praise us newbies for taking a leap and reducing the age demographic at councils.

29 AUGUST 2018

The most interesting part of the conference for myself was the demographic snapshot of Australia; now and towards 2020. The speaker addressed the different ages; builders, baby boomers, generation X, generation Y, generation Z and the new generation alpha and discussed what influences these generations, what methods could be used to communicate with these generations most affectively and what styles of learning and leadership they most respond with.

Key identification markers included;

- Social markers - World War II, moon landing, stock market crash 1987, September 11, Global Financial Crisis and Trump / Brexit
- Iconic cars for that era – model T Ford, Ford Mustang, Holden Commodore, Toyota Prius, Tesla Model S, Autonomous cars
- Iconic toys, roller skates, frisbee, Rubik's cube, BMX bike, folding scooter, fidget spinner
- Music devices – record player, audio cassette, Walkman, iPod, Spotify, smart speakers
- Leadership style – controlling, directing, coordinating, guiding, empowering, inspiring
- Ideal leaders – commander, thinker, doer, supporter, collaborator, co-creator
- Learning styles – formal, structured, participative, interactive, multi-modal, virtual
- Influence/advice – officials, experts, practitioners, peers, forums, robo-advice
- Marketing – print (traditional), broadcast (mass), direct (targeted), online (linked), digital (social), in situ (real-time)

The discussion also addressed the change in university degrees over time. 1 in 4 would study at university as a Gen X, 1 in 3 for Gen Y and 1 in 2 for Gen Z. The mobility of people was also discussed as one would have in their lifetime 17 jobs, 5 careers and 15 homes. To look into the future we must first look back into the past to identify what has changed over time so we can see the possibilities of new jobs etc into the future.

Toxic to Talk was a workshop session I participated in which addressed how to handle situations in which conflict presents itself between councillors or between the community and councillors. The four steps to handling conflict in any situation is;

1. Be willing to fix the problem
2. Say what the problem is for you
3. Listen to what the problem is for them
4. Attack the problem, not the person.

What not to do;

Name calling, bringing up the past, making excuses, not listening, put downs, blaming, sneering, threats, hitting, getting even etc.

The second workshop session I participated in was "Getting Professional Performance from Non Professionals". An enjoyable session that I could adapt to my own personal development as well as handling situations in my professional life. 7 key areas of development or steps to achieving your best include;

1. Purpose – what's your passion or is this a means to an end
2. Self awareness – know your strengths and weaknesses. Complete a survey and have someone you aren't close to complete it for you.
3. Goal setting – write it down and also tell someone who can hold you accountable for that goal.
4. Self development – create a little habit for about 30 minutes a day (it doesn't have to be in one 30 minute block but across the day).

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5. Mental toughness – physical, emotional, relationships, environment – little challenges create discipline.
6. Purposeful preparation – eliminate distractions and create situations where you don't have distractions (eg. Don't get in a big argument with your partner at home before you are about to compete in a grand final).
7. Learning to lead
 - a. Communication – body language, words
 - b. Trust – develop relationships by asking a person a question about themselves (it builds confidence in them to trust you)
 - c. Vision – give a clear vision and go to those who are experienced in that view.

What I learnt at the Convention.

- What local laws work appear important and work for one council might not work for the next.
- You can change yourself but you can't change others.
- Different generations respond to leadership and learning in different ways and we must adapt too effectively communicate with these people.

Signatures

Councillor *Cr J Burton*

Date of Report 21 August 2018

29 AUGUST 2018

11.3 INFRINGEMENT # 0026 – MONKEY MIA CARPARK
RC00003

AUTHOR

Executive Assistant

DISCLOSURE OF ANY INTEREST

Nil

Officer Recommendation

That Council:

Option 1

Request the administration to withdraw infringement # 0026 and advise Mr Allen that no further action will be taken in regard to this matter.

OR

Option 2

Refuse the request to withdraw infringement # 0026 and instruct the administration to advise Mr Allen that the infringement is due and payable and to take the necessary action to further prosecute the infringement if required.

Moved Cr Fenny
Seconded Cr Burton

Council Resolution

That Council request the administration to withdraw infringement # 0026 and advise Mr Allen that no further action will be taken in regard to this matter.

1 / 4 LOST

BACKGROUND

On the 20 August 2018 Council's ranger issued infringement 0026 to a trailer that was unattached to a vehicle (trailer registration BY 85229) in the Monkey Mia Carpark.

The entrance to the carpark is clearly signposted (photo attached) indicating the carpark is for boat and trailer parking only and no unattached trailers.

There is no discrimination between commercial and private unattached trailers on the signage.

Pictures are included at the end of this report.

COMMENT

On the 22 August 2018, Mr Allen emailed the administration at the Shire regarding infringement number 0026 as per below:

Dear Councillors,

I write to appeal for leniency on a parking infringement notice (Serial No 0026) issued on the 20th August 2018 in the Monkey Mia Boat Ramp Carpark.

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We run a long-term dolphin research project (www.sharkbaydolphins.org) and had temporarily left the trailer (BY-85229) with a trailer lock on in the boat ramp car park at Monkey Mia. We realise there is a sign nearby stating this is not normally allowed, but (1) we had been discouraged from parking in the resort/caravan park while the re-developments were still taking place and also (2) told by another research group that leaving the trailer in the carpark while we are on the water during the day was fine – as long as it was locked. We currently have two boats operating, but only one utility to launch them.

I have since spoken with resort/caravan park management and established that we are now once again permitted to leave the trailers within the park. We recognise and adhere to the local laws but were under the impression that this temporary measure was acceptable. Now that we have permission to leave the two trailers within the bounds of the resort/caravan park, we will certainly not violate the law again.

I hope you will consider our circumstances and look upon waiving the fine favourably.

Kind regards, Simon

Simon Allen, PhD

Adjunct Research Fellow

School of Biological Sciences | Oceans Institute

University of Western Australia

Crawley WA 6009

Mob: (61-0) 416 083 653

Email: simon.allen@uwa.edu.au

Web: <http://www.sharkbaydolphins.org>



It is now for Council to decide if they wish the infringement to stand or for it to be withdrawn.

LEGAL IMPLICATIONS

The infringement has been issued in accordance with the Shire of Shark Bay Parking and Parking Facilities Local Law section 3.1(3) (b)

3.1 Restrictions on Parking in Particular Areas

- (3) A person shall not park a vehicle -
- (b) in a parking area, except in accordance with both the signs associated with the parking area and with this Local Law.

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POLICY IMPLICATIONS

There are no policy implications relative to this report

FINANCIAL IMPLICATIONS

The modified penalty for the infringement is \$100.00

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report

RISK MANAGEMENT

This is a low risk item to Council

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Chief Executive Officer

P Anderson

Date of Report

23 August 2018







29 AUGUST 2018





29 AUGUST 2018

 **Shire of Shark Bay**
 65 Knight Terrace, Denham 6537
 PO Box 126, Denham 6537
 Ph: (08) 9948 1218 • Fax: (08) 9948 1237
 Email: admin@sharkbay.wa.gov.au

SCHEDULE 2 - LOCAL GOVERNMENT ACT 1995 - FORM 3
**PARKING AND PARKING FACILITIES
 LOCAL LAW INFRINGEMENT NOTICE**

Serial No **0026**
 Date **20/08/2018**

To (1)
 of (2)

It is alleged that on **20/08/2018** at (3) **11:02 AM**
 at (4) **100 Knight Terrace Denham WA 6537** In respect of vehicle -
 make **MAZDA**
 model **MAZDA**
 registration **BY-83273 (WA)**

was involved in the commission of the following offence - **Driving in a parking area not in accordance with the sign**

contrary to Clause **37(10)** of the Parking and Parking Facilities Local Law.
 The modified penalty for the offence is \$ **100.00**

If you do not wish to have a complaint of alleged offence heard and determined by a court, the amount of the modified penalty may be paid to an Authorised Person at
 (5) **Shire of Shark Bay Office**
 within a period of 28 days after the giving of this notice.

Unless within 28 days after the being served with this notice -
 (a) you pay the modified penalty, or
 (b) you -
 (i) inform the Chief Executive Officer or another Authorised Officer of the Local Government as to the identify and address of the person who was the driver or person in charge of the vehicle at the time the offence is alleged to have been committed, or
 (ii) you satisfy the Chief Executive Officer that the vehicle had been stolen, or was being unlawfully used, at the time the offence is alleged to have been committed,
 you will, in the absence of proof to the contrary, be deemed to have committed the above offence and court proceedings may be instituted against you.

If you take no action this infringement notice may be registered with the fines Enforcement Registry after which your driver's licence or any vehicle licence held by you may be suspended. If the matter is registered with the Registry additional costs will also be payable.

If the above address is not your current address, or if you change your address, it is important that you advise us immediately. Failure to do so may result in your driver's licence or any vehicle licence you hold being suspended without your knowledge.

(6)
 (7) **M. JAMES SHIRE MANAGER**

(1) Name of alleged offender or "the owner" (5) Place where modified penalty may be paid
 (2) Address of alleged offender (6) Signatures of Authorised Person
 (3) Time of alleged offence (7) Name and title of Authorised person given notice
 (4) Location of alleged offence

Other

Dist to sign: **50m** Sign type: Side of Road: N S E W
 Outside Adjacent/Opposite to: Facing: N S E W L R
 Rego Plate: Writing **SLIP** Background **WHITE** State **WA**

MAP

29 AUGUST 2018

12.0 FINANCE REPORT

12.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED
CM00017

Author

Finance Officer / Accounts Payable

Disclosure of any Interest

Nil

Moved Cr Capewell

Seconded Cr Burton

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$859,124.58 be accepted.

5/0 CARRIED

Comment

The schedules of accounts for payment covering -

Municipal fund credit card direct debits for the month of July 2018 totalling \$2,666.86

Municipal fund account cheque numbers 26885 to 26888 totalling \$43,604.90

Municipal fund direct debits to Council for the month of July 2018 totalling \$23,928.40

Municipal fund account electronic payment numbers MUNI 23557 to 23563, 23576 to 23612, 23624 to 23665, 23670 and 23675 to 23718 totalling \$569,741.80

Municipal fund account for July 2018 payroll totalling \$118,623.00

No Trust fund account cheque numbers were issued for July 2018

Trust fund Police Licensing for July 2018 transaction number 181901 totalling \$32,243.30 and

Trust fund account electronic payment numbers 23613 to 23623, 23666 to 23674 and 23738 to 23767 totalling \$68,316.32

The schedule of accounts submitted to each member of Council on 24 August 2018 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.

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POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The payments listed have been disbursed throughout the month.

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

Author *A Pears*

Chief Executive Officer *P Anderson*

Date of Report 22 August 2018

ORDINARY COUNCIL MEETING

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**SHIRE OF SHARK BAY – CREDIT CARD PERIOD
JULY 2018**

CREDIT CARD TOTAL \$2,666.86

CEO

DATE	NAME	DESCRIPTION	AMOUNT
22/06/2018	REGIONAL EXPRESS DIRECT	AIRFARE C.COWELL 3/7/18 TO 5/7/18 TO BE RECOUPED	\$545.68
2/07/2018	REGIONAL EXPRESS DIRECT	AIRFARE P.ANDERSON LOCAL GOVERNMENT CONVENTION	\$590.66
			\$ 1,136.34

EMCD

DATE	NAME	DESCRIPTION	AMOUNT
7/07/2018	FACEBK8VRYGGGNSL2	ADVERTISEMENT – PROMOTION OF SB RENDEZVOUS FESTIVAL ON FB	\$30.00
		FOREIGN TRANSACTION FEE	\$0.89
9/07/2018	SURVEY MONKEY	SUBSCRIPTION X 2 – NICHOLSON POINT REHABILITATION	\$576.00
		FOREIGN TRANSACTION FEE	\$17.00
			\$623.89

EMFA

2/07/2018	REGIONAL EXPRESS DIRECT	AIRFARE – E.FENNY LOCAL GOVERNMENT CONVENTION	\$545.68
2/07/2018	REGIONAL EXPRESS DIRECT	AIRFARE – C.COWELL LOCAL GOVERNMENT CONVENTION	\$295.33
9/07/2018	BILLABONG ROADHOUSE	P170 FUEL	\$65.62
			\$906.63

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**SHIRE OF SHARK BAY – MUNI CHQ
JULY 2018**

CHEQUE # 26885-26888

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
26885	01/07/2018	SHIRE OF SHARK BAY	SHIRE OF SHARK BAY VEHICLE REGISTRATIONS PAID TILL 30 JUNE 2019	-7875.55
26886	16/07/2018	CITY OF GREATER GERALDTON	BUILDING CERTIFICATION SERVICES JAN TO JUNE 2018	-176.30
26887	25/07/2018	LGIS INSURANCE BROKING	INSURANCE FOR SHIRE OF SHARK BAY MOTOR VEHICLES, CYBER INSURANCE, MANAGEMENT LIABILITY INSURANCE, MARINE CARGO, PERSONAL ACCIDENT, SALARY CONTINUANCE AND TRAVEL INSURANCE 2018/19	-35469.09
26888	27/07/2018	WATER CORPORATION - OSBORNE PARK	WATER CONSUMPTION FISH CLEANING FACILITIES	-83.96
TOTAL				\$43,604.90

**SHIRE OF SHARK BAY – DIRECT DEBITS
JULY 2018**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
DD14493.1	08/07/2018	WA LOCAL GOV SUPERANNUATION PLAN PTY LTD	PAYROLL DEDUCTIONS	-3437.54
DD14493.2	08/07/2018	WESTPAC SECURITIES ADMINISTRATION LTD	SUPERANNUATION CONTRIBUTIONS	-205.11
DD14493.3	08/07/2018	MACQUARIE SUPER ACCUMULATOR	PAYROLL DEDUCTIONS	-453.26
DD14493.4	08/07/2018	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-246.09

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CHQ/EFT	DATE	NAME		DESCRIPTION	AMOUNT
DD14493.5	08/07/2018	AMP SUPERANNUATION		PAYROLL DEDUCTIONS	-472.71
DD14493.6	08/07/2018	AUSTRALIAN SUPERANNUATION	ETHICAL	PAYROLL DEDUCTIONS	-388.61
DD14493.7	08/07/2018	CBUS SUPER		SUPERANNUATION CONTRIBUTIONS	-252.60
DD14493.8	08/07/2018	SUN SUPERANNUATION		PAYROLL DEDUCTIONS	-368.13
DD14493.9	08/07/2018	REST		SUPERANNUATION CONTRIBUTIONS	-223.41
DD14526.1	22/07/2018	WA LOCAL GOV SUPERANNUATION PLAN PTY LTD		PAYROLL DEDUCTIONS	-3464.35
DD14526.2	22/07/2018	WESTPAC SECURITIES ADMINISTRATION LTD		SUPERANNUATION CONTRIBUTIONS	-208.09
DD14526.3	22/07/2018	MACQUARIE SUPER ACCUMULATOR		PAYROLL DEDUCTIONS	-422.66
DD14526.4	22/07/2018	PRIME SUPERANNUATION		SUPERANNUATION CONTRIBUTIONS	-224.72
DD14526.5	22/07/2018	AMP SUPERANNUATION		PAYROLL DEDUCTIONS	-415.01
DD14526.6	22/07/2018	AUSTRALIAN SUPERANNUATION	ETHICAL	PAYROLL DEDUCTIONS	-394.27
DD14526.7	22/07/2018	CBUS SUPER		SUPERANNUATION CONTRIBUTIONS	-208.09
DD14526.8	22/07/2018	SUN SUPERANNUATION		PAYROLL DEDUCTIONS	-373.46
DD14526.9	22/07/2018	REST		SUPERANNUATION CONTRIBUTIONS	-22.67
DD14529.1	21/07/2018	VIVA ENERGY AUSTRALIA		VIVA FUEL CARD JUNE 2018	-182.42
DD14564.1	07/07/2018	BANKWEST CORPORATE MASTERCARD		CORPORATE CARD EXPENDITURE JUNE2018	-2666.86
DD14493.10	08/07/2018	MERCER SUPER TRUST		SUPERANNUATION CONTRIBUTIONS	-240.71
DD14493.11	08/07/2018	MTAA SUPERANNUATION		SUPERANNUATION CONTRIBUTIONS	-374.97
DD14493.12	08/07/2018	BT SUPER FOR LIFE		SUPERANNUATION CONTRIBUTIONS	-1111.42
DD14493.13	08/07/2018	HOSTPLUS PTY LTD		SUPERANNUATION CONTRIBUTIONS	-1055.55
DD14493.14	08/07/2018	AUSTRALIAN SUPER		SUPERANNUATION CONTRIBUTIONS	-1352.41
DD14493.15	08/07/2018	GUILD SUPER		SUPERANNUATION CONTRIBUTIONS	-219.37
DD14493.16	08/07/2018	AMP SUPERLEADER		SUPERANNUATION CONTRIBUTIONS	-181.18
DD14493.17	08/07/2018	ESSENTIAL SUPER		SUPERANNUATION CONTRIBUTIONS	-161.36
DD14526.10	22/07/2018	MERCER SUPER TRUST		SUPERANNUATION C7ONTRIBUTIONS	-244.26
DD14526.11	22/07/2018	MTAA SUPERANNUATION		SUPERANNUATION CONTRIBUTIONS	-380.39
DD14526.12	22/07/2018	BT SUPER FOR LIFE		SUPERANNUATION CONTRIBUTIONS	-985.51
DD14526.13	22/07/2018	HOSTPLUS PTY LTD		SUPERANNUATION CONTRIBUTIONS	-1066.80
DD14526.14	22/07/2018	AUSTRALIAN SUPER		SUPERANNUATION CONTRIBUTIONS	-1386.39

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
DD14526.15	22/07/2018	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	-219.37
DD14526.16	22/07/2018	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	-163.34
DD14526.17	22/07/2018	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-155.31
TOTAL				\$23,928.40

**SHIRE OF SHARK BAY – MUNI EFT
JULY 2018**

EFT 23557-23563, 23576-23612, 23624-23665, 23670, 23675-23718

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT23557	04/07/2018	LAURENCE JAMES MICHAEL BELLOTTIE	QUARTERLY COUNCILLOR MEETING ATTENDANCE FEE & ICT ALLOWANCE	-1954.00
EFT23558	04/07/2018	CHERYL LORRAINE COWELL	QUARTERLY PRESIDENT ALLOWANCE, MEETING ATTENDANCE FEE & ICT ALLOWANCE	-6446.00
EFT23559	04/07/2018	EDMUND GEORGE FENNY	QUARTERLY COUNCILLOR MEETING ATTENDANCE FEE & ICT ALLOWANCE	-1954.00
EFT23560	04/07/2018	JAIME BURTON	QUARTERLY COUNCILLOR MEETING ATTENDANCE FEE & ICT ALLOWANCE	-1954.00
EFT23561	04/07/2018	KEITH MICHAEL CAPEWELL	QUARTERLY MEETING ATTENDANCE FEE & ICT ALLOWANCE	-1954.00
EFT23562	04/07/2018	KEVIN LAUNDRY	QUARTERLY DEPUTY PRESIDENT ALLOWANCE, MEETING ATTENDANCE FEE & ICT ALLOWANCE	-2702.75
EFT23563	04/07/2018	GREGORY LEON RIDGLEY	QUARTERLY COUNCILLOR MEETING ATTENDANCE FEE & ICT ALLOWANCE	-1954.00
EFT23576	06/07/2018	BUNNINGS BUILDING SUPPLIES PTY LTD	WORKSHOP CONSUMABLES	-108.33
EFT23577	06/07/2018	BLACKWOODS ATKINS	DEPOT TOOLS	-669.75
EFT23578	06/07/2018	CORAL COAST PLUMBING	ANNUAL BACKFLOW METER TESTING WATER METER WKK0950045 LOT 501 FRANCIS RD	-495.00

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT23579	06/07/2018	CARNARVON MOTOR GROUP	ANNUAL PASSENGER VEHICLE INSPECTION - BUS	-173.50
EFT23580	06/07/2018	DRILLING CONTRACTORS OF AUSTRALIA	CCTV AND PACKER TEST TOWN OVAL BORE	-35291.30
EFT23581	06/07/2018	DAVID GRAY AND CO PTY LTD	MOSQUITO FOGGING LIQUID 60L	-1135.20
EFT23582	06/07/2018	CDH ELECTRICAL	ANNUAL MAINTENANCE OF FOUR X SPLIT SYSTEM AIRCONDITIONERS – 16A SUNTER PL	-819.50
EFT23583	06/07/2018	GERALDTON HYDRAULICS	P161 SEAL KIT PARTS	-193.60
EFT23584	06/07/2018	GREAT NORTHERN FENCING	DEPOT FRONT FENCE MATERIALS AND FREIGHT - DAMAGE DUE TO CYCLONE OLWYN 2015	-5133.00
EFT23585	06/07/2018	MIDWEST CONTRACTING	GRADER HIRE MAINTENANCE GRADING WOODLEIGH, BYRO AND CARBLA ROADS INCLUDES MOB - DEMOB	-17600.00
EFT23586	06/07/2018	SHARK BAY CLEANING SERVICE	LITTLE LAGOON GAS FOR BBQS	-1023.00
EFT23587	06/07/2018	WELLARD CONTRACTING & PLANT HIRE SERVICE	SEMI SIDE TIPPER HIRE	-11764.50
EFT23588	06/07/2018	ARTEIL (WA) PTY LTD	FURNITURE SBDC	-1001.00
EFT23589	06/07/2018	ATC MIDWEST APPRENTICE & TRAINEESHIP	THOMAS MORONEY - TRAINEE WAGES WEEKENDING 29 JUNE 2018	-109.38
EFT23590	06/07/2018	BLUE OFFICE PRODUCTIONS	SBDC MERCHANDISE	-260.00
EFT23591	06/07/2018	DENHAM PAPER AND CHEMICAL SUPPLIES	SBDC MERCHANDISE BAGS	-70.40
EFT23592	06/07/2018	ECOSCAPE	COMPLETION OF DRAFT MASTER PLAN - LITTLE LAGOON	-11583.00
EFT23593	06/07/2018	FAR WEST ELECTRICAL	ELECTRICAL WORK KITCHEN UPGRADE PENSIONER UNIT 10	-1500.00
EFT23594	06/07/2018	MIDWEST FIRE PROTECTION SERVICE	JUNE QUARTERLY INSPECTION SBDC FIRE ALARM	-1147.52
EFT23595	06/07/2018	MARKETFORCE PTY LTD	ADVERT - WEST AUSTRALIAN – RATES AND DISPOSAL OF PROPERTY MONKEY MIA AQUACULTURE	-1260.14
EFT23596	06/07/2018	OUTBACK COAST AUTOMOTIVES AND RADIATORS	P177 EXCESS INSURANCE CLAIM	-300.00
EFT23597	06/07/2018	PLUMOVATION	REPLACE TOILET CISTERN PARTS -SBDC	-150.00
EFT23598	06/07/2018	LYONS ENTERPRISES AUS PTY LTD	HIRE VEHICLE FOR VISITING MEDICAL STAFF - JUNE 2018	-495.29
EFT23599	06/07/2018	SHARK BAY FREIGHTLINES	FREIGHT COSTS DEPOT	-377.96
EFT23600	06/07/2018	TELSTRA CORPORATION LTD	TELSTRA GROUP PLAN LANDLINE AND INTERNET	-1531.39

ORDINARY COUNCIL MEETING

29 AUGUST 2018

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT23601	06/07/2018	TOWN PLANNING INNOVATIONS	GENERAL PLANNING SERVICES	-7734.38
EFT23602	06/07/2018	VISAGE PRODUCTIONS	SOCIAL MEDIA PROMOTION VIDEO	-3025.00
EFT23603	06/07/2018	WA RESTORATION CO PTY LTD	CLAIM NO. PR19360- LGISWA REF# 637260 RECORDS RESTORATION DUE TO STORM DAMAGE	-7421.00
EFT23604	09/07/2018	BROOKS HIRE SERVICE PTY LTD	DRY HIRE MULTI TYRE ROLLER FOR EAGLE BLUFF ROAD DUE TO MECHANICAL ISSUES WITH OUR ROLLER	-4919.73
EFT23605	09/07/2018	CDH ELECTRICAL	YEARLY AND QUARTERLY ELECTRICAL TAGGING - DEPOT	-363.00
EFT23606	09/07/2018	DENHAM IGA X-PRESS	COUNCIL MEETING REFRESHMENTS	-366.56
EFT23607	09/07/2018	FLEET HYDRAULICS	DEPOT TOOLS	-584.10
EFT23608	09/07/2018	REFUEL AUSTRALIA (FORMERLY GERALDTON FUEL COMPANY)	FUEL BULK DEPOT	-15682.55
EFT23609	09/07/2018	J & T FREIGHT	FREIGHT - DAVID GRAYS - DEPOT	-407.50
EFT23610	09/07/2018	JASON SIGNMAKERS	DEPOT SIGN, STREET DIRECTIONAL SIGNS	-3279.65
EFT23611	09/07/2018	PURCHER INTERNATIONAL PTY LTD	P146 HEADLIGHTS	-651.27
EFT23612	09/07/2018	MCKELL FAMILY TRUST	MONTHLY-RUBBISH COLLECTION AND STREET SWEEPING	-10681.24
EFT23624	16/07/2018	CDH ELECTRICAL	WIFI AND DATA OUTLET INSTALLATION AT SHIRE OFFICE	-945.37
EFT23625	16/07/2018	HORIZON POWER	ELECTRICITY SHIRE BUILDINGS	-8724.18
EFT23626	16/07/2018	KICK SOLUTIONS	FESTIVAL BANNERS	-450.00
EFT23627	16/07/2018	SHARK BAY COMMUNITY RESOURCE CENTRE	JUNE 2018 MANAGEMENT OF RECREATION CENTRE AND INSCRIPTION POSTS	-4928.00
EFT23628	16/07/2018	HOLIDAY GUIDE PTY LTD (FORMERLY WEST-OZ WEB SERVICES)	JUNE BOOKEASY BOOKINGS	-162.65
EFT23629	16/07/2018	CARROLL AND RICHARDSON FLAGWORLD	FRENCH FLAGS - FESTIVAL	-193.00
EFT23630	16/07/2018	DEBRA CAVERZASIO	REFUND FOR RATES PAID ON SOLD PROPERTY	-50.00
EFT23631	16/07/2018	DENHAM SEASIDE CARAVAN PARK	COMMISSION BOOKING FEE 6915175 OVERPAYMENT REFUNDED	-22.11
EFT23632	16/07/2018	ENVIRONMENTAL HEALTH AUSTRALIA	2018-19 ANNUAL FOOD SAFETY PROGRAM SUBSCRIPTION	-330.00
EFT23633	16/07/2018	ILLION SOLUTIONS	COMMISSION ON DEBT COLLECTION - RATES	-1.10

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT23634	16/07/2018	ITVISION	ANNUAL LICENCE FEE IT VISION: SOFTWARE SYSTEM, SYNERGYSOFT DATABASE WORKGROUP, ON DEMAND AND DOC ASSEMBLER	-42481.34
EFT23635	16/07/2018	THE MURRAY HOTEL	ACCOMMODATION AND BREAKFAST C.COWELL 3-5 JULY 18	-278.00
EFT23636	16/07/2018	RHONDA JOY METTAM	REIMBURSEMENT COFFEE FOR COUNCIL CHAMBERS SUPPLIES	-34.95
EFT23637	16/07/2018	RAMM SOFTWARE PTY LIMITED	SUBSCRIPTION OF POCKET RAMM SOFTWARE 2018-19	-7265.49
EFT23638	16/07/2018	SHARK BAY STATE EMERGENCY SERVICE UNIT INC	1ST QUARTER LGGS GRANT FUNDS	-12738.00
EFT23639	16/07/2018	SHARK BAY TOURISM ASSOCIATION	2018/19 TOURISM COUNCIL MEMBERSHIP	-275.00
EFT23640	16/07/2018	SHARK BAY COMMUNITY RESOURCE CENTRE	FLYERS PRODUCED FOR SHARK BAY RENDEZVOUS FESTIVAL	-800.00
EFT23641	16/07/2018	SHIRE OF NORTHAMPTON	BUILDING INSPECTIONS PROVIDED GLEN BANGAY TO 30 JUNE 18, UNDERCHARGED HEALTH FEES PROVIDED BY WENDY DALLYWATER TO 30 JUNE 2018	-16731.00
EFT23642	16/07/2018	GLENN BANGAY	REIMBURSEMENT JUNE 2018 TRAVEL AND ACCOMMODATION EXPENSES	-424.51
EFT23643	16/07/2018	AQUA-GENESIS DRILLING CONSULTANCY & SERVICES PTY LTD	REPORT COMMISSIONED FOR THE DRILLING AND CONSTRUCTION OF ARTESIAN BORE AND DECOMMISSIONING OF AN EXISTING BORE AT THE OVAL	-6450.00
EFT23644	16/07/2018	AUSTRALIA POST	POSTAGE JUNE	-76.77
EFT23645	16/07/2018	BOOEASY AUSTRALIA PTY LTD	JUNE BOOKINGS	-674.31
EFT23646	16/07/2018	ILLION SOLUTIONS	COMMISSION ON COLLECTIONS OF DEBTS	-7.00
EFT23647	16/07/2018	MCLEODS BARRISTERS AND SOLICITORS	PROFESSIONAL FEES - AQUACULTURE LEASE - MONKEY MIA	-771.02
EFT23648	16/07/2018	MARKETFORCE PTY LTD	DEVELOP STYLE GUIDELINES - FESTIVAL DE FREYCINET LOGO	-2442.00
EFT23649	16/07/2018	MAIN ROADS WA	REGIONAL ROAD GROUP SHIRE CONTRIBUTION FOR NANGA AND OCEAN PARK ROADS PAID TO MAIN ROADS	-39710.00
EFT23650	16/07/2018	WINC AUSTRALIA PTY LIMITED	OFFICE STATIONERY AND JUNE PHOTOCOPIER MAINTENANCE FEES	-1085.90

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT23651	16/07/2018	SHIRE OF CARNARVON	CONTRIBUTION TO COMMUNITY EMERGENCY SERVICES MANAGER FOR 2017/18	-5000.76
EFT23652	16/07/2018	TELSTRA CORPORATION LTD	DISCOVERY CENTRE 1300 PHONE	-31.75
EFT23653	16/07/2018	TOWN PLANNING INNOVATIONS	EMAIL AND TELEPHONE ASSISTANCE RE: HAMELIN POOL STRUCTURE PLAN	-680.63
EFT23654	16/07/2018	WATER TECHNOLOGY PTY LTD	PROFESSIONAL SERVICES - DENHAM TOWNSIDE COASTAL HAZARD RISK MANAGEMENT AND ADAPTATION PLAN	-10979.22
EFT23655	16/07/2018	AIR LIQUIDE	RENTAL OF CYLINDERS	-68.90
EFT23656	16/07/2018	BLACKWOODS ATKINS	DEPOT TOOLS	-2628.14
EFT23657	16/07/2018	SHARK BAY SUPERMARKET	JUNE MONTHLY ACCOUNT	-113.66
EFT23658	16/07/2018	ATOM-GERALDTON INDUSTRIAL SUPPLIES	10 X SETS OF WHEELS AND AXELS FOR 120 LITRE BLUE SILO BINS	-356.06
EFT23659	16/07/2018	TOLL IPEC PTY LTD	FREIGHT - SHAWX	-837.96
EFT23660	16/07/2018	TRUE VALUE HARDWARE	WORKSHOP CONSUMABLES	-554.00
EFT23661	16/07/2018	PLUMOVATION	SUPPLY AND FIT SINK MIXER - TOWN HALL KITCHEN.	-220.00
EFT23662	16/07/2018	RED DUST HOLDINGS PTY LTD	SEMI SIDE TIPPER HIRE 10 DAYS INCL MOB AND DEMOB FOR EAGLE BLUFF ROADWORKS	-17212.25
EFT23663	16/07/2018	SHARK BAY CLEANING SERVICE	SUPPLY CLEANING PRODUCTS OFFICE	-46.33
EFT23664	16/07/2018	SHARK BAY SKIPS	MAIN ROADS PICK UP SKIP BINS	-5016.00
EFT23665	16/07/2018	STRAYA CONTRACTING PTY LTD	PART PAYMENT FRY COURT FOOTPATHS	-27500.00
EFT23670	18/07/2018	AUSTRALIAN TAXATION OFFICE	PAYROLL DEDUCTIONS	-10517.00
EFT23675	24/07/2018	REBECCA STANLEY	REIMBURSEMENT - FESTIVAL DECORATIONS	-635.31
EFT23676	24/07/2018	BAILEYS FERTILISERS	FERTILISER TOWN OVAL	-366.30
EFT23677	24/07/2018	BURTON TILING MAINTENANCE & RENOVATIONS	PENSIONER UNIT 10 VERTICAL BLINDS REPLACEMENT	-716.87
EFT23678	24/07/2018	BLACKWOODS ATKINS	STEEL FENCING, WORKSHOP CONSUMABLES	-1095.55
EFT23679	24/07/2018	DARREN CAPEWELL	GYM CARD REFUND	-20.00
EFT23680	24/07/2018	CDH ELECTRICAL	CHECK FAULTY SOLAR POWER SYSTEM AND REPLACED PART AT DENHAM HALL, REPLACED PE CELL TO TOILET BLOCK AND HARDWIRED DISCO BALL AT DENHAM HALL AND DISCONNECTED LIGHT CIRCUITS AFTER FLOODING DUE TO STORM DAMAGE AND RECONNECTED AFTER FLOODING REMOVED	-3159.56

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT23681	24/07/2018	ELGAS LIMITED	GAS BOTTLE REFUSE SITE	-508.20
EFT23682	24/07/2018	ESTHER MILLS	MAY YOGA SESSIONS – SENIOR WELLNESS WORKSHOPS	-147.00
EFT23683	24/07/2018	FELICITY BETTESWORTH	GYM CARD REFUND	-20.00
EFT23684	24/07/2018	GERALDTON HYDRAULICS	P163 HOSE	-60.79
EFT23685	24/07/2018	ATOM-GERALDTON INDUSTRIAL SUPPLIES	RECYCLE BIN PARTS	-13.43
EFT23686	24/07/2018	RJ & D HEWITT	REIMBURSEMENT - IRRIGATION PARTS	-38.00
EFT23687	24/07/2018	ILLION SOLUTIONS	DEBT RECOVERY COMMISSION ON RATES FOR A4273, A4272, A4271, A4270, A4255, A4254, A4256 AND A1479	-673.79
EFT23688	24/07/2018	KICK SOLUTIONS	FESTIVAL POSTERS	-456.00
EFT23689	24/07/2018	LIFTRITE HIRE & SALES	EXCAVATOR PARTS	-92.84
EFT23690	24/07/2018	MISS BOLD DESIGN	SBDC MERCHANDISE	-232.84
EFT23691	24/07/2018	MOORE STEPHENS	PREPARATION OF REPORT ON FINANCIAL SYSTEM PROCESSES AND FLOWCHARTS	-6050.00
EFT23692	24/07/2018	PROFESSIONAL PC SUPPORT	NEW NAS DRIVE FOR BACKUP HARDWARE	-242.00
EFT23693	24/07/2018	RED DUST HOLDINGS PTY LTD	SEMI SIDETIPPER HIRE FOR 5 DAYS FOR EAGLE BLUFF ROADWORKS	-6289.25
EFT23694	24/07/2018	RICHARD CLAUDE MORONEY	JUNE 2018 REMOVAL OF SEAWEED, RUBBISH AND SAND - SBDC	-50.00
EFT23695	24/07/2018	SHARK BAY COMMUNITY RESOURCE CENTRE	REFUND FOR PERMIT ISSUED	-25.60
EFT23696	24/07/2018	TRAFFIC FORCE	REVISION OF GENERIC TRAFFIC MANAGEMENT PLAN 2018	-414.70
EFT23697	24/07/2018	VISIMAX SAFETY PRODUCTS	SAFETY CLOTHING	-127.25
EFT23698	24/07/2018	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	WALGA SUBSCRIPTIONS	-21493.79
EFT23699	24/07/2018	YOGA EVERYWHERE	SBDC MERCHANDISE	-545.99
EFT23700	25/07/2018	LGISWA	2018-2019 INSURANCE FOR: PROPERTY, WORKCARE, BUSHFIRE, PUBLIC LIABILITY AND CRIME 1 ST INSTALMENT	-93004.97
EFT23701	27/07/2018	SHIRE OF NORTHAMPTON	HEALTH INSPECTIONS – WENDY DALLYWATER	-99.00
EFT23702	27/07/2018	ATC MIDWEST APPRENTICE & TRAINEESHIP	TRAINEE WAGES - THOMAS MORONEY WEEK BEGINNING 9 JULY 2018	-225.46
EFT23703	27/07/2018	AUSCOINSWEST	SBDC MERCHANDISE	-884.40
EFT23704	27/07/2018	HORIZON POWER	SES / AMBULANCE ELECTRICITY	-1214.35

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT23705	27/07/2018	INDEPENDENCE STUDIOS PTY LTD	SBDC MERCHANDISE	-560.01
EFT23706	27/07/2018	ILLION SOLUTIONS	A4273 RATES RECOVERY COMMISSION	-29.14
EFT23707	27/07/2018	ITVISION	SYNERGY UPGRADE FOR PAYG ONE TOUCH	-1331.00
EFT23708	27/07/2018	PROFESSIONAL PC SUPPORT	MONTHLY AGREEMENT PPS AGENT AND ANTIVIRUS, WORKSTATION MONITORING	-803.00
EFT23709	27/07/2018	RICHARD CLAUDE MORONEY	REMOVAL OF SEAWEED, SAND AND RUBBISH SBDC	-50.00
EFT23710	27/07/2018	RAY WHITE REAL ESTATE SHARK BAY	MONTHLY RENT UNIT 6/34 HUGHES ST AUG 2018	-1191.66
EFT23711	27/07/2018	SHARK BAY COMMUNITY RESOURCE CENTRE	SHARK BAY RENDEZVOUS FESTIVAL GRANT / INSCRIPTION POST	-3419.00
EFT23712	27/07/2018	SHARK BAY COMMUNITY MEN'S SHED	SHIRE CONTRIBUTION TOWARDS DEVELOPMENT AND WORKSHOP MATERIALS FOR MEN'S SHED	-399.00
EFT23713	27/07/2018	NO. 33 SAFEHAVEN STUDIOS	MAINTENANCE ON ARTWORK AND WEATHER VANES ON FORESHORE	-6932.80
EFT23714	27/07/2018	MOORE STEPHENS	MANUAL FOR FINANCIAL AND MANAGEMENT REPORTING WORKSHOPS AND BUDGET WORKSHOP	-1430.00
EFT23715	27/07/2018	TELSTRA CORPORATION LTD	TELSTRA CHARGES: SHIRE, DEPOT AND SCDC OFFICE PHONES AND MOBILES	-2097.86
EFT23716	27/07/2018	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	COUNCIL CONNECT 6 MONTH SUBSCRIPTION FOR SBDC AND 12 MONTHS FOR SHIRE WEBSITE	-6285.00
EFT23717	27/07/2018	WA RESTORATION CO PTY LTD	INSURANCE CLAIM PROGRESSIVE PAYMENT TOWARDS RECORD RESTORATION DUE TO STORM DAMAGE	-3709.62
EFT23718	27/07/2018	SHARK BAY YOUTH GROUP	SB COMMUNITY GRANT - RENDEZVOUS FESTIVAL	-4620.41
TOTAL:				\$569,741.80

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**SHIRE OF SHARK BAY – TRUST TRANSACTION
JULY 2018
TRUST POLICE LICENSING TRANSACTION # 181901**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
181901	31/07/2018	COMMISSIONER OF POLICE	POLICE LICENSING JULY 2018	-32243.30
TOTAL				\$32,243.30

**SHIRE OF SHARK BAY – TRUST EFT
JULY 2018**

EFT 23613-23623, 23666-23674, 23738-23767

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT23613	10/07/2018	AMANDA DOBNEY	REFUND GYM CARD DEPOSIT	-20.00
EFT23614	10/07/2018	BRAYDON RYAN	REFUND GYM CARD DEPOSIT	-20.00
EFT23615	10/07/2018	DEBORAH GAIL BELLOTTIE	REFUND GYM CARD DEPOSIT	-20.00
EFT23616	10/07/2018	HAYLEY SHAW	REFUND GYM CARD DEPOSIT	-20.00
EFT23617	10/07/2018	IAN COX	REFUND GYM CARD DEPOSIT	-20.00
EFT23618	10/07/2018	LEE STANLEY	REFUND GYM CARD DEPOSIT	-20.00
EFT23619	10/07/2018	LAURA TOMLINSON	REFUND GYM CARD DEPOSIT	-20.00
EFT23620	10/07/2018	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	SECURITY BOND 16A SUNTER PLACE DENHAM	-1820.00
EFT23621	13/07/2018	DONNELLE OAKLEY	GYM CARD DEPOSIT	-20.00
EFT23622	13/07/2018	JAMES LAWRENCE MCGIVERON	GYM CARD DEPOSIT REFUND	-40.00
EFT23623	13/07/2018	SCOTT PATTEN	GYM CARD DEPOSIT REFUND	-20.00
EFT23666	18/07/2018	ADAM KELLY	GYM CARD DEPOSIT REFUND	-20.00
EFT23667	18/07/2018	CLARE LITTLE	GYM CARD DEPOSIT REFUND	-20.00

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT23668	18/07/2018	GEMMA SAWBRIDGE	GYM CARD DEPOSIT REFUND	-20.00
EFT23669	18/07/2018	FRANCESCA JANE RAVEN	GYM CARD DEPOSIT REFUND	-20.00
EFT23671	24/07/2018	EMMA VINCENT	GYM CARD DEPOSIT REFUND	-20.00
EFT23672	24/07/2018	ISABELLA RADENTI	REFUND BOOKING ITINERARY # 7044373	-158.00
EFT23673	24/07/2018	JULIE KENT	GYM CARD DEPOSIT REFUND	-20.00
EFT23674	24/07/2018	JAMES WARD	GYM CARD DEPOSIT	-20.00
EFT23738	31/07/2018	MAC ATTACK FISHING CHARTERS	BOOKEASY JULY 2018	-4475.25
EFT23739	31/07/2018	SHARK BAY AVIATION	BOOKEASY JULY 2018	-3504.37
EFT23740	31/07/2018	SHARK BAY B&B	BOOKEASY JULY 2018	-210.00
EFT23741	31/07/2018	CONSTRUCTION TRAINING FUND	CTF LEVY JULY 2018	-756.39
EFT23742	31/07/2018	BLUE DOLPHIN CARAVAN PARK	BOOKEASY JULY 2018	-331.50
EFT23743	31/07/2018	BAY LODGE MIDWEST OASIS	BOOKEASY JULY 2018	-596.64
EFT23744	31/07/2018	BLUE LAGOON PEARLS	BOOKEASY JULY 2018	-120.00
EFT23745	31/07/2018	NINGALOO CORAL BAY	BOOKEASY JULY 2018	-127.50
EFT23746	31/07/2018	SHARK BAY COASTAL TOURS	BOOKEASY JULY 2018	-2422.50
EFT23747	31/07/2018	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BUILDING LEVY JULY 2018	-518.78
EFT23748	31/07/2018	DENHAM SEASIDE CARAVAN PARK	BOOKEASY JULY 2018	-1496.00
EFT23749	31/07/2018	EXMOUTH DIVE CENTRE	BOOKEASY JULY 2018	-1394.00
EFT23750	31/07/2018	HINCHY PUBLICATIONS	BOOKEASY JULY 2018	-44.32
EFT23751	31/07/2018	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	BOOKEASY JULY 2018	-28.05
EFT23752	31/07/2018	HERITAGE RESORT	BOOKEASY JULY 2018	-1135.20
EFT23753	31/07/2018	INTEGRITY COACH LINES (AUST) PTY LTD	BOOKEASY JULY 2018	-1508.75
EFT23754	31/07/2018	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	BOOKEASY JULY 2018	-11539.44
EFT23755	31/07/2018	MONKEYMIA WILDSIGHTS	WILDSIGHTS SHOTOVER JULY 2018	-7200.16
EFT23756	31/07/2018	DENHAM NATURETIME - 4WD TOURS/PHOTOGRAPHY TOURS	BOOKEASY JULY 2018	-836.00
EFT23757	31/07/2018	WA OCEAN PARK PTY LTD	BOOKEASY JULY 2018	-10000.25
EFT23758	31/07/2018	OCEANSIDE VILLAGE	BOOKEASY JULY 2018	-1979.40

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT23759	31/07/2018	SHARK BAY SCENIC QUAD BIKE TOURS	BOOKEASY JULY 2018	-2142.00
EFT23760	31/07/2018	RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT	BOOKEASY JULY 2018	-1646.48
EFT23761	31/07/2018	SHARK BAY HOTEL MOTEL	BOOKEASY JULY 2018	-238.00
EFT23762	31/07/2018	SHARK BAY CARAVAN PARK	BOOKEASY JULY 2018	-358.00
EFT23763	31/07/2018	SHARK BAY COTTAGES	BOOKEASY JULY 2018	-280.50
EFT23764	31/07/2018	SHIRE OF SHARK BAY	SBDC COMMISSION JULY 2018	-8649.09
EFT23765	31/07/2018	JOHN MCDONALD -SUNSET VIEW ACCOMMODATION	BOOKEASY JULY 2018	-238.00
EFT23766	31/07/2018	TRADEWINDS SEAFRONT APARTMENTS	BOOKEASY JULY 2018	-451.60
EFT23767	31/07/2018	WICKED CAMPERS	BOOKEASY JULY 2018	-254.15
EFT23768	31/07/2018	WULA GURA NYINDA ECO ADVENTURES	BOOKEASY JULY 2018	-1496.00
TOTAL				\$68,316.32

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12.2 FINANCIAL REPORTS TO 31 JULY 2018
CM00017

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Burton
Seconded Cr Fenny

Council Resolution

**That in be noted that the monthly financial report to 31 July 2018 will be tabled at the Ordinary Council meeting scheduled to be held on the 26 September 2018.
5/0 CARRIED**

Comment

The monthly reports to the 31 July 2018 are being prepared and will be presented to the Ordinary Council meeting scheduled to be held on the 26 September 2018.

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

A Pears
P Anderson
22 August 2018

13.0 TOWN PLANNING REPORT

13.1 EXTENSION OF EXEMPTION FROM LOCAL LAW 'ACTIVITIES ON THOROUGHFARES AND TRADING IN THOROUGHFARES AND PUBLIC PLACES' FOR YADGALAH MARKETS RES33517

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Declaration of Interest: Cr Capewell

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

Declaration of Interest: Cr Bellottie

Nature of Interest: Financial Interest as member of the Yadgalah Aboriginal Corporation

With Cr Capewell and Cr Bellottie declarations, this would leave Council without a quorum, so the item lay on the table until the September 2018 Ordinary Council meeting.

Officer Recommendation

That Council:

- 1. Resolve to adopt Option 2 outlined in this report in regards to Yadgalah Aboriginal Corporation Inc and any associated stall holders and / or traders from payment of any fees or permits for the markets held on Reserve 33517 for a period of _____ in accordance with Clause 6.7 (3) of Part 6, Division 1 of the Local Law 'Activities on Thoroughfares and Trading in Thoroughfares and Public Places'.**
- 2. Authorise the Chief Executive Officer to write to the Yadgalah Aboriginal Corporation Inc to provide advice of the Council decision.**

BACKGROUND

- *Relevant Council decision – October 2017*

Town Planning Innovations examined how the Shire processes and charges traders attending Shire organised events and local markets and referred a general report on the matter to the Ordinary Council Meeting held on the 25 October 2017.

The markets on Reserve 33517 managed by Yadgalah Aboriginal Corporation Inc were examined as part of the report.

Part of the October 2017 Council resolution included to:

2. *Resolve to adopt Recommendation 1: Option 1 outlined in this report to specifically exempt Yadgalah Aboriginal Corporation Inc and any associated*

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stall holders and / or traders from payment of any fees or permits for the markets held on Reserve 33517 for a period of 10 months in accordance with Clause 6.7 (3) of Part 6, Division 1 of the Local Law 'Activities on Thoroughfares and Trading in Thoroughfares and Public Places'.

The matter can be reviewed in July / August 2018 along with the annual fees and charges.

3. *Authorise the Chief Executive Officer to write to the Yadgalah Aboriginal Corporation Inc to provide advice of the Council decision, and seek a list of any food businesses associated with markets so the Shire Environmental Health Officer can liaise with stall holders or traders that may require a separate Temporary Food Stall Licence. '*

- *Relevant Council decision – February 2018*

Retrospective planning approval was granted by Council for the markets on Reserve 33517 at the Ordinary Meeting held on the 28 February 2018.

COMMENT

- ***Existing Exemption under the Local Laws***

In October 2017 it was identified that the Local Law 'Activities on Thoroughfares and Trading in Thoroughfares and Public Places' could technically apply to the Yadgalah markets as it could be construed as a public place as the definition includes 'any place which the public are allowed to use'.

In accordance with Clause 6.7 of the Local Law, Council supported granting an exemption to all stallholders at the Yadgalah Markets in October 2017. The exemption was for 10 months (until August 2018) and now requires review.

The Local Law differentiates between a 'charitable organisation' and a 'commercial participant'. Based on the definitions the Shire considered Yadgalah to be a 'charitable organisation'.

- ***Consideration of new Exemption under the Local Laws***

The purpose of this report is to provide Council with an opportunity to consider whether to extend the exemption and for what time period.

Options are discussed below for Council consideration:

OPTION 1: PERMANENT EXEMPTION

Council can grant a permanent exemption for Yadgalah Aboriginal Corporation Inc and any associated stall holders and / or traders from payment of any fees or permits for the markets held on Reserve 33517.

Reason: Yadgalah Aboriginal Corporation Inc is a not for profit organisation and the market is held adjoining their normal place of business. The use is ancillary and assists to raise funds for their organisation.

29 AUGUST 2018

The markets also provide a regular event that has potential to service the local community, visitors and tourists.

The only disadvantage of Option 1 is that it would essentially bind all future Councillors to a decision made by the current Council. If there were any future problems with the markets it also means that no action could be taken to enforce the Local Laws.

OPTION 2: LIMITED TIME PERIOD EXEMPTION (RECOMMENDED)

Council can grant an exemption for a specified time period whether it be 1 year, 5 years, until the next election or any alternative time period deemed suitable by Council.

This would allow flexibility for the matter to be reviewed at some point in the future.

OPTION 3: GRANT NO EXEMPTION

Council can require all stallholders at the markets to apply for permits, with or without a reduced Permit fee.

Option 3 is not recommended having regard that Yadgalah Aboriginal Corporation Inc is a charitable organisation, and the markets provide local benefits.

Shire Administration are responsible for administering the Local Laws therefore it is essential that Council provide guidance on the preferred option.

LEGAL IMPLICATIONS

Shire of Shark Bay Local Planning Scheme No 3 –

Under Clause 3.2.1 of the Scheme a person must not use a reserve without first having obtained planning approval. The Yadgalah Markets operate with planning consent.

Local Law - Activities in Thoroughfares and Public Places and Trading Local Law

Under Part 6 Division 1 requires stallholders and traders to apply for a permit if they are proposing to trade in a public place. A public place includes any thoroughfare or place which the public are allowed to use whether or not the thoroughfare or place is on private property, and Local government property.

Under Clause 6.7(3) the Local Government may ‘*exempt a person or class of persons, whether or not in relation to a specified public place, from the requirements of this Division*’ (referring to Division 1 – Stall Holders and Traders).

Food Act 2008 – The majority of traders and stall holders involved in a food business require a ‘temporary food business licence’ from the Shire.

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Town Planning Innovations for advice. Any decision to exempt the markets from Permits and fees under the Local Laws will have financial implications.

ORDINARY COUNCIL MEETING

29 AUGUST 2018

The Trading Permit application fees set by Council for 2017/2018 are:

<i>Local Government Property Local Law</i>		
1. Low risk impact -Readily assessable - No advertising	250.00	Per Year
2. Medium risk impact/moderate time assessable/With advertising/No objections received	750.00	Per Year
3. High risk impact/Difficult assessment/Community objection/With advertising/Monitoring Required	1500.00	Per Year
4. Other, as determined by Council		

There are also fees for mobile vendors, street traders and temporary businesses reflected in the annual 2017/2018 Fees and Charges:

<i>Mobile Vendors, Street Traders and Temporary Businesses</i>		
Per Day	51.10	Per Day
Per Week	255.10	Per Week
Per Month	969.20	Per Month
Festivals (Stall Holders)	10.00	Per Day
Temporary Food Business Licence	25.60	Per Annum
<small>(Subject to Reg.10 of the Food Regulations 2009, charitable and community groups may be exempt)</small>		

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

Outlined in Option 1 of this report.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

2 August 2018

29 AUGUST 2018

- 13.2 PROPOSED SIGNAGE (ASSOCIATED WITH THE MONKEY MIA DOLPHIN RESORT) – LOTS 130 (RESERVE 40727), 131 (RESERVE 49144), 501 AND 550 (ROAD RESERVE) MONKEY MIA ROAD, MONKEY MIA
RES40727, RES49144 P4347 P2024

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Moved Cr Capewell
Seconded Cr Fenny

Council Resolution

That Council:

1. **Endorse the Chief Executive Officer signing the planning application on behalf of the Shire of Shark Bay as the owner of Reserve 40727.**
2. **Approve the application lodged by Element for signage on Lot 130 (Reserve 40727), Lot 131 (Reserve 49144), Lot 501 and Lot 550 (Monkey Mia Road reserve) subject to the following conditions and footnotes:**
 - (i) **The plans lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.**
 - (ii) **All signage shall be constructed and maintained to a good quality standard 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.**

Footnotes:

- (a) **A planning consent is not an approval to commence any works. A building permit may be required for some of the signs, including the pylon signs.**
- (b) **This planning approval does not negate the need for the proponent to obtain separate approval from Main Roads Western Australia for signs within and adjacent to road reserve which is under their care and control.**

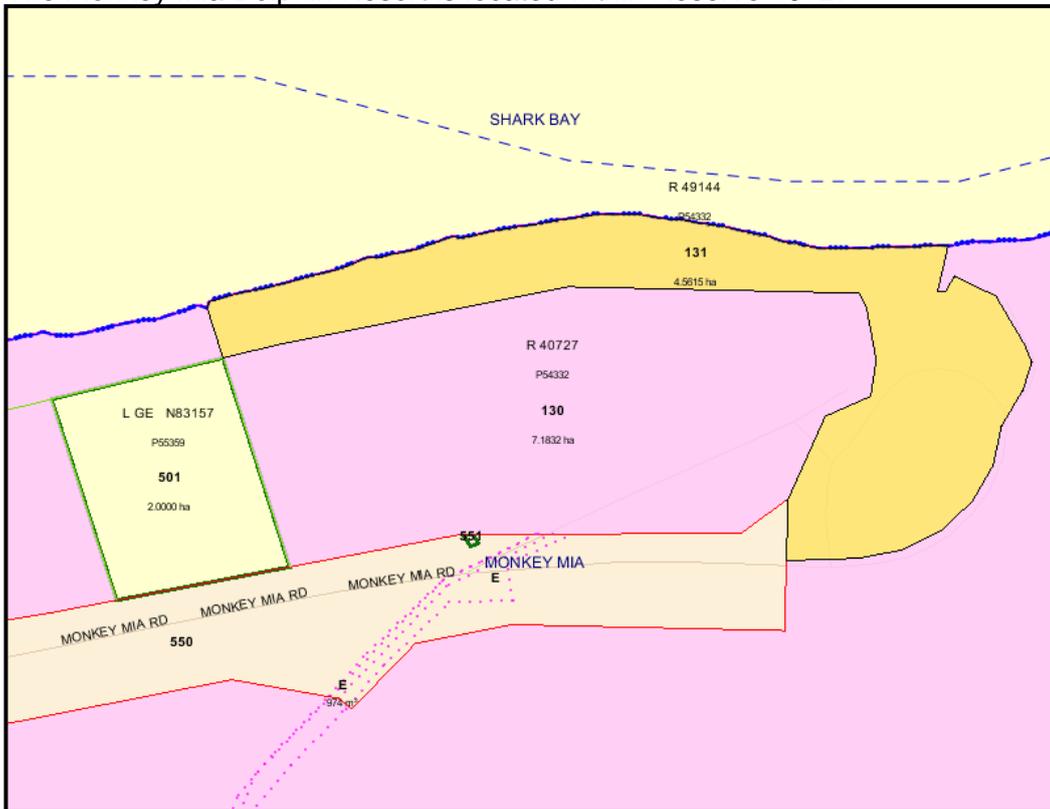
5/0 CARRIED

29 AUGUST 2018

BACKGROUND

- **Location**

The Monkey Mia Dolphin Resort is located within Reserve 40727.



Location Plan

Adjacent Reserve 49144 is managed by the Department of Biodiversity, Conservation and Attractions and Lot 501 to the west is crown land. Lot 550 is the Monkey Mia Road Reserve which falls under the care and control of Main Roads Western Australia.

- **Ownership**

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

Council has two roles being both the landowner and the determining authority.

The application form has been signed by the Shire Chief Executive Officer. Application forms have also been signed by the Department of Biodiversity, Conservation and Attractions and Main Roads Western Australia.

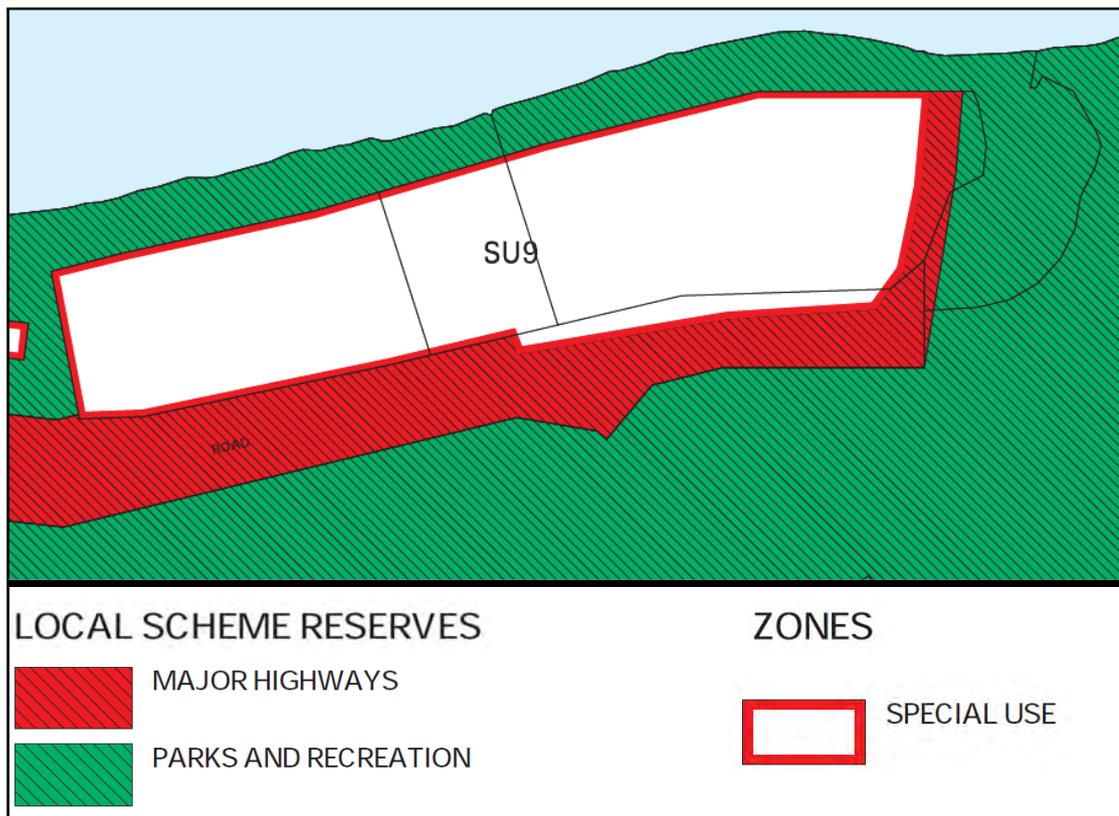
- **Existing Development**

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

- **Zoning**

The majority of Reserve 40727 and Lot 501 are zoned 'Special Use' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme'). There are specific landuse controls and conditions applicable to Monkey Mia listed in Schedule 4 of the Scheme.

Reserve 49144 is a local scheme reserve for 'Parks and Recreation'. Monkey Mia Road is a local scheme reserve for 'major highways'.



- **Structure Plan / Existing Planning approval**

There is an approved Structure Plan to guide future development for the Monkey Mia Dolphin Resort.

The Shire issued planning approval for redevelopment and expansion of the Monkey Mia Dolphin Resort on the 30 August 2017.

COMMENT

- **Description of Proposed Development**

A planning application has been lodged for various signs to be located within the resort lot and on nearby reserves.

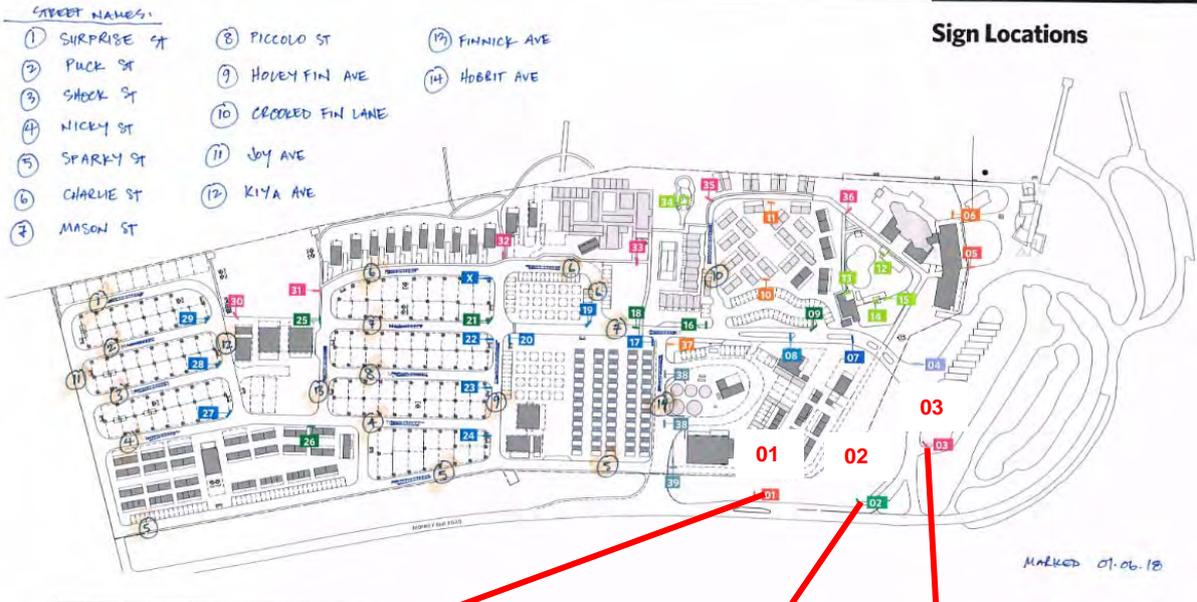
A total of 39 signs are proposed as follows:

ORDINARY COUNCIL MEETING

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- Two signs are proposed within the Monkey Mia Road reserve;
- Two signs are proposed to the east of the resort on Lot 131 (vested to the Department of Biodiversity, Conservation and Attractions); and
- 35 signs are proposed within Lot 130 and 150 which is occupied by the resort development.

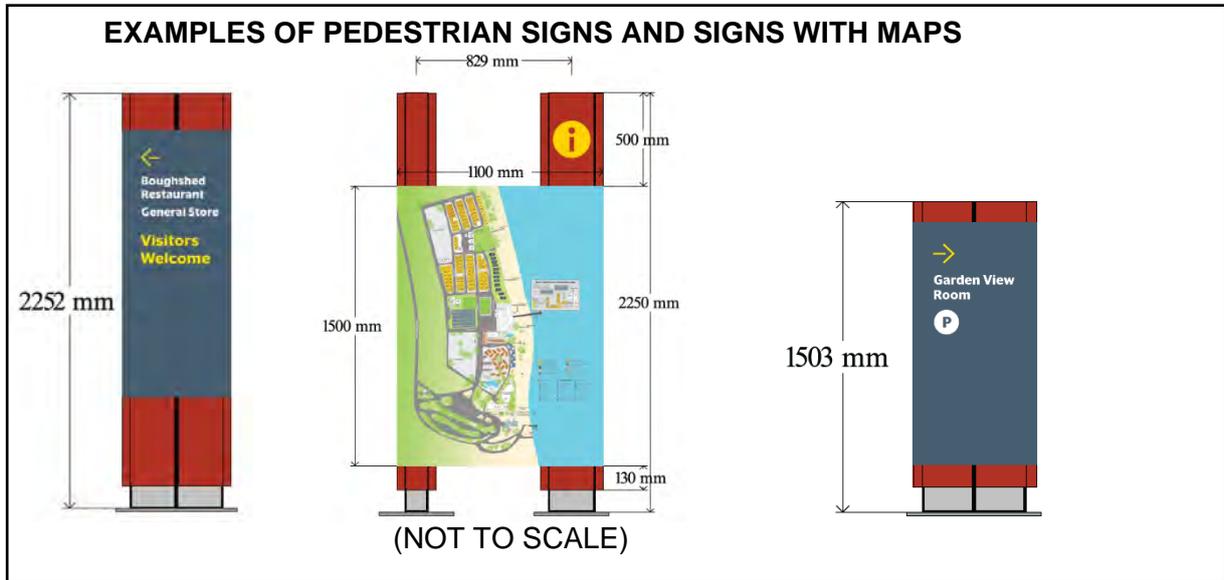
The signs most visible to the general public from Monkey Mia Road are Signs No 01 and 02, and Sign No 03 adjacent to the carpark within Lot 131 – refer plans below.



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The remaining signs internal to the resort include 'street' signs on 2.6 metre high poles, pedestrian signs (1.2 to 2.75 metres high) and signs with maps (2 to 2.75 metres high).

The applicant has provided elevations for each sign however for ease of reference examples of the internal signs are provided below:



There are also a series of smaller incidental signs for the pool area, BBQ's, numbering for accommodation etc. A full copy of all sign elevations are available to Councillors on request.

In support of the proposal, the applicant has advised as follows:

- Colour: Bold colours for writing has been used to maximise visibility. A consistent colour scheme is implemented to enhance aesthetic appeal and unity.
- Size: Signage size has been considered carefully to ensure content is large enough to be clearly visible, however does not dominate the surrounding landscape.

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- Location: Signage has been appropriately positioned to give visitors clear direction and information where relevant.
- Content: Information on signage is minimal and contains necessary information related to the Resort only. Universal and directorial symbols have been used where possible for clarity.

The co-ordinated approach for signage is supported and Town Planning Innovations is of the view that the height and scale of signage is compatible with the locality and will not have any negative adverse visual impact.

- **World Heritage**

The land is within the Special Control Area under the Scheme applicable to the Shark Bay World Heritage Property.

The application has not been referred to the Shark Bay World Heritage Advisory Committee and the Department of Biodiversity, Conservation and Attractions (Parks and Wildlife Services

Department of Biodiversity, Conservations and Attractions has advised they are willing to provide Element (the applicant) with a signed Application for Planning Approval for the two signs proposed to be located on the Monkey Mia Conservation Park (Reserve 49144), on the basis that any requirement for engineering certificate or building permit is met by the proponent.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015

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

The Regulations include 'Deemed Provisions' that automatically apply and override parts of the Shire of Shark Bay Local Planning Scheme No 3.

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

Shire of Shark Bay Local Planning Scheme No 3 – Clause 5.15.3 applies to advertising signs and states as follows:

'5.15.3 Consideration of Applications Without limiting the generality of the matters which may be taken into account when making a decision upon an application for consent to erect, place or display an advertisement, the local government shall examine each such application in the light of the objectives of the Scheme and with particular reference to the character and amenity of the locality within which it is to be displayed including its historic or landscape significance and traffic safety, and the amenity of adjacent areas which may be affected.'

ORDINARY COUNCIL MEETING

29 AUGUST 2018

POLICY IMPLICATIONS

There are no known policy implications associated with this matter.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Town Planning Innovations for general planning advice.

STRATEGIC IMPLICATIONS

The Shire of Shark Bay Local Planning Strategy recognises potential for expansion of Monkey Mia and states:

'To the immediate west of the Monkey Mia resort is undeveloped land also within the same 'Special Use' zone consisting of Lot 501 which is unallocated crown land and Reserve 49107. There is potential for more tourist uses subject to meeting environmental requirements. The land could also cater for any future expansion of Monkey Mia.'

RISK MANAGEMENT

There are no known risks associated with the proposed development.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

3 August 2018

29 AUGUST 2018

13.3 PROPOSED CARETAKERS DWELLING – LOT 235 (6) VLAMINGH CRESCENT, DENHAM P1311

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Moved Cr Capewell
Seconded Cr Fenny

Council Resolution

That Council:

1. **Approve the planning application lodged for a caretakers dwelling on Lot 235 (6) Vlamingh Crescent Denham subject to the following conditions and footnotes:**
 - (i) **This building is approved as a ‘caretakers dwelling’ so shall only be occupied by a supervisor of the business operating on the same lot.**
 - (ii) **Prior to the issue of a Building Permit, detailed internal floor plans are to be lodged that demonstrate the building is one singular dwelling unit to the satisfaction of the Chief Executive Officer.**
 - (iii) **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.**
 - (iv) **The caretakers dwelling shall be screened from the street. Screening (colorbond fence) shall be installed within 6 months from the issue of a Building Permit.**
 - (v) **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.**

Footnote:

- (a) **The plans lodged only show the existing floor plan with four single rooms and no internal connections. Please be advised that the caretakers dwelling is only supported as one self contained house, and you will need to lodge the proposed internal floor plan as part of the Building Permit process.**

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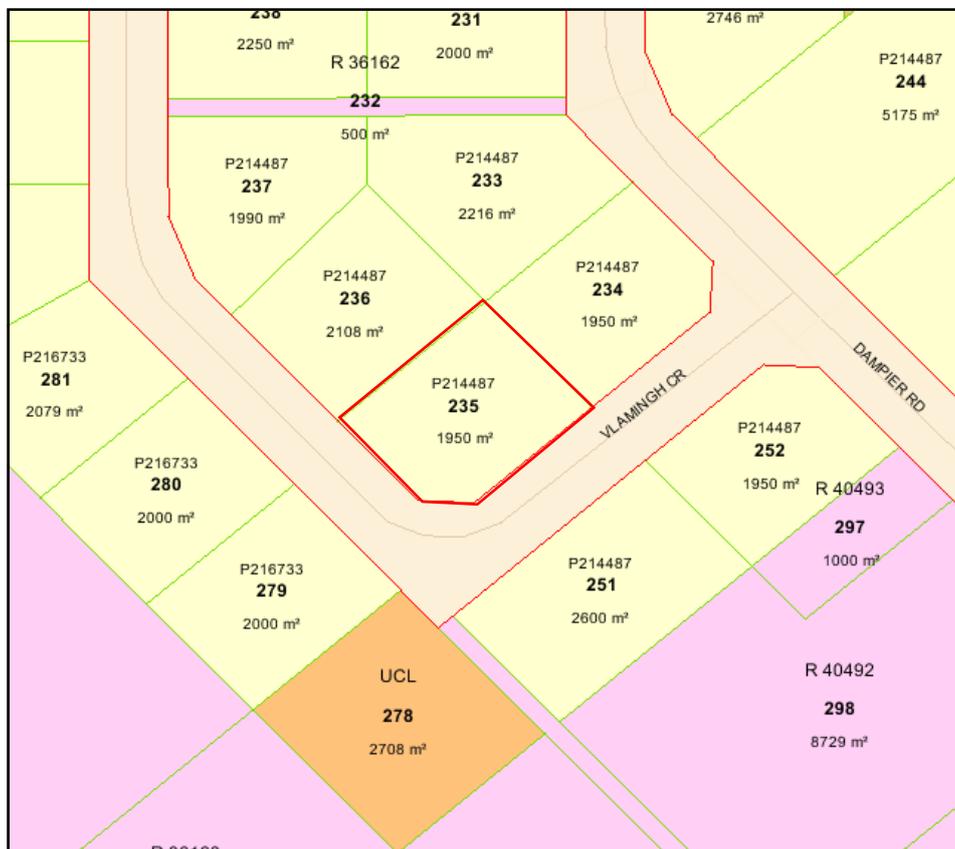
- (b) **The building shall not be placed on the lot until such time as the applicant has obtained a separate Building Permit approval.**
- (c) **It is noted that external boundary fencing or fencing around the caretakers dwelling is proposed. Boundary fencing (on Industry zoned lots) is exempt from planning approval under the Shires current Local Planning Scheme No 3.**

5/0 CARRIED

BACKGROUND

Lot 235 is zoned 'Industry' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme').

The lot has an approximate area of 1950m², and contains two existing industrial sheds – refer location plan below.



Location Plan

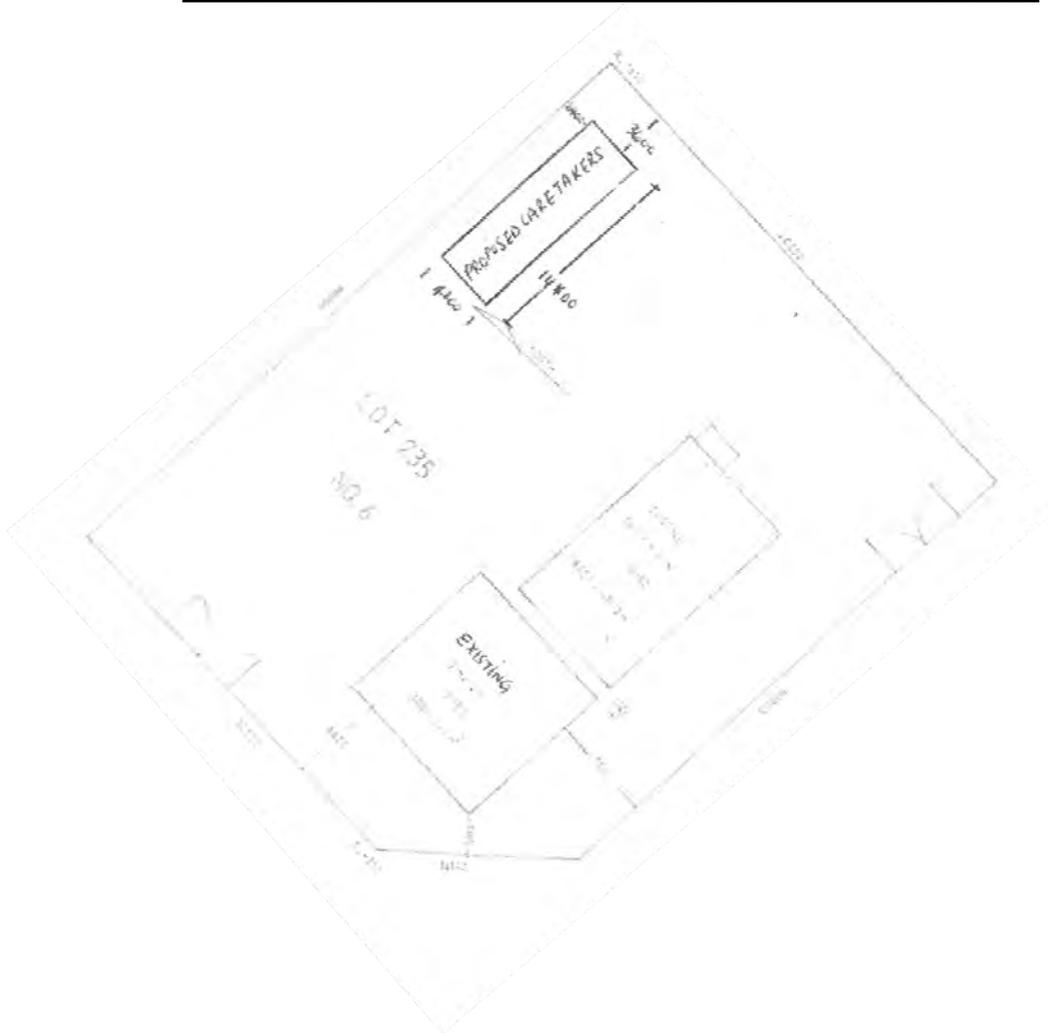
COMMENT

- *Description of Development*

The owner proposes to construct a 60.48m² caretakers dwelling in the north east rear portion of Lot 235.

It is a transportable building proposed to be setback 3.6 metres from the rear boundary, and 2.4 metres from the north west boundary. A site plan is included overpage.

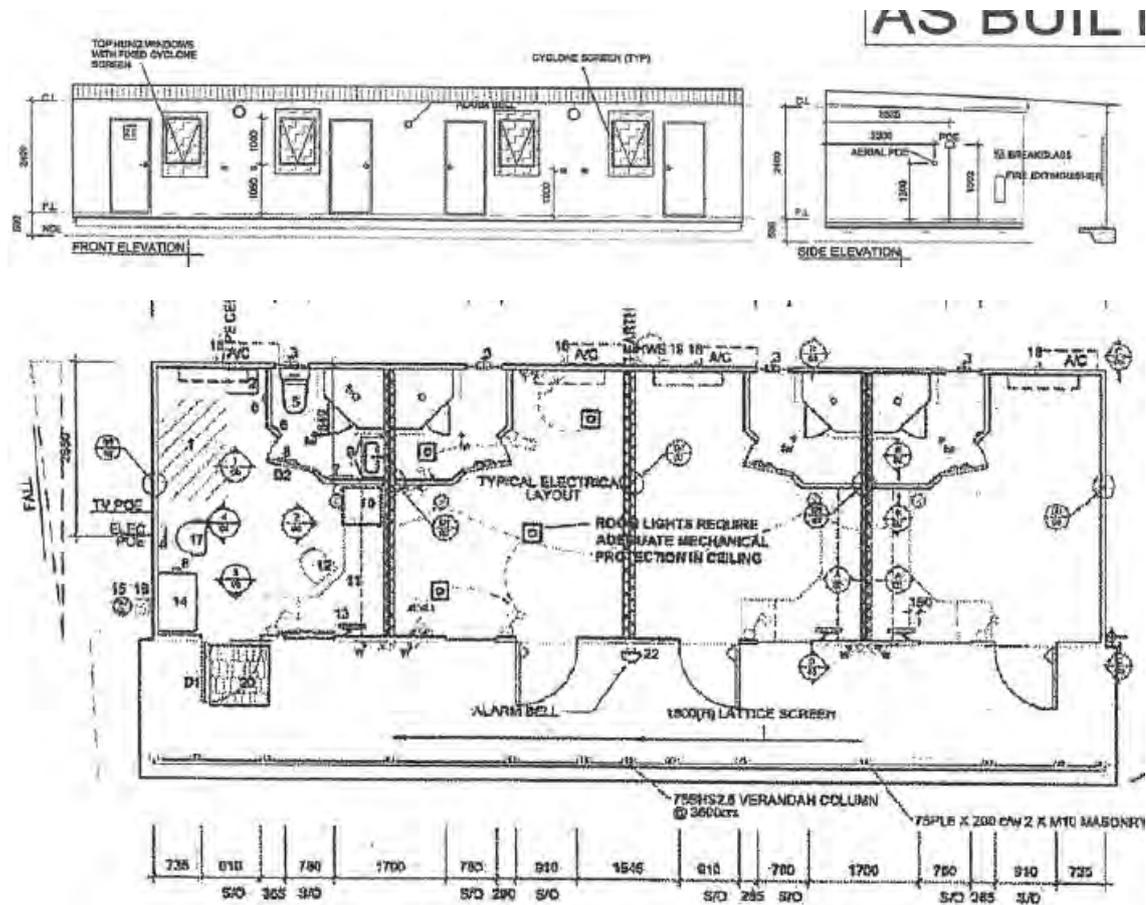
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Site Plan

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The building has been constructed with 4 single non connected rooms, and the applicant has advised they will be renovating it internally to convert it into one single dwelling.



Town Planning Innovations has advised the applicant that they will need to provide details of the proposed internal floor plan prior to the issue of a Building Permit.

The applicant proposes a colorbond fence either around the perimeter of the caretakers dwelling or the entire lot boundary, so the dwelling will not be visible from the street.

- *Relevant State Planning Guidelines and Policies – Bushfire Prone Areas*

The Western Australian Planning Commission released SPP3.7 and associated Guidelines for Planning in Bushfire Prone Areas ('the Guidelines') in December 2015. These documents apply to all land declared as Bushfire Prone by the Commissioner of Fire and Emergency Services.

A portion of Lot 235 is within the declared bushfire prone area (pink area) however the caretakers dwelling is proposed to the rear outside of the bushfire prone area.

The dwelling will be at least 1.4 metres outside of the bushfire prone boundary.



Source: Department of Fire and Emergency Services website

LEGAL IMPLICATIONS

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

Clause 5.11.3 e) limits the floor area of caretakers dwellings to 100m², and Clause 5.11.3 d) requires caretakers dwellings to be screened from the street.

Planning and Development (Local Planning Schemes) Regulations 2015 - In accordance with Regulation 67 (f) in Schedule 2 the 'matters to be considered by the local government' includes 'any approved State Planning Policy'.

POLICY IMPLICATIONS

Relevant state planning policy requirements are discussed in this report.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council.

ORDINARY COUNCIL MEETING

29 AUGUST 2018

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

16 August 2018

29 AUGUST 2018

- 13.4 MODIFICATION TO EXISTING APPROVED HIRE BUSINESS – LITTLE LAGOON (RESERVE 30899 – LOT 362)
RES30899

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Declaration of Interest: Cr Capewell

Nature of Interest: Financial Interest as brother of proponent

Declaration of Interest: Cr Bellottie

Nature of Interest: Impartiality Interest as proponent is his Brother in Law.

Cr Capewell left the Council Chamber at 3.51pm

Moved Cr Fenny
Seconded Cr Burton

Council Resolution

That Council:

1. **Note that the Chief Executive Officer has signed a new planning application form for a food/coffee trailer in Reserve 30899 which forms part of a formal request by Darren Capewell and Mira Vankova (Walu Gura Nyinda Eco Cultural Adventures) to modify an existing planning approval for private recreation (water based activities) at Little Lagoon.**
2. **In accordance with Clause 77, Part 9, Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* approve a modification to the existing planning approval issued for Reserve 30899, Little Lagoon on the 11 August 2015 to:**
 - (i) **Alter the ‘description of proposed development’ to include ‘mobile food / coffee vans and trailers’ and;**
 - (ii) **Replace condition 2 which currently states :**
 - ‘2. **This planning approval is specifically for Private Recreation landuses (inclusive of hire businesses)’****to state as follows:**
 2. **This planning approval is for Private Recreation landuses (inclusive of hire businesses) and mobile food/coffee vans and trailers.**
3. **Note that the last Permit issued to the proponent under the Shire of Shark Bay Local Government Local Property Local Law was for March 2016 to March 2017, however they have paid fees for a 2017/2018 renewal (which hasn’t been issued).**

29 AUGUST 2018

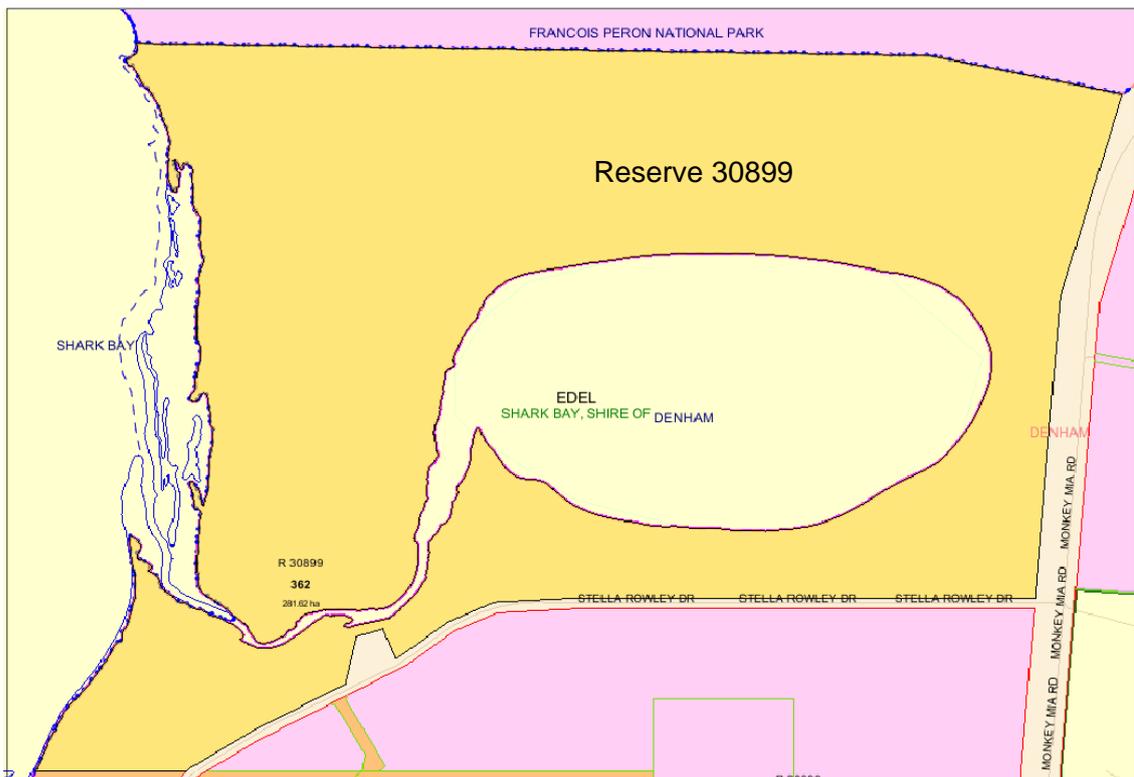
4. Advise the proponent, Mr Darren Capewell and Ms Mira Vankova (Walu Guda Nyinda Eco Adventures) of the Council decision and that:
 - (i) The Shire has received fees for a Permit renewal for 2017/2018 and will utilise those fees to issue a revised Permit for 2018/2019 (under the Shire of Shark Bay Local Government Local Property Local Law) that includes the mobile food/coffee trailer.
 - (ii) The operator is to become a Registered Food Premises with the Shire of Shark Bay prior to commencement.
5. Authorise the Chief Executive Officer to issue a formal Permit under the Shire of Shark Bay Local Government Local Property Local Law for the hire business and food/coffee trailer on Reserve 30899 for 2018/2019.

4/0 CARRIED

Cr Capewell returned to the Council Chamber at 3.57 pm

BACKGROUND

Reserve 30899 is comprised of several lots. This proposal relates to Lot 362 (Plan 221182) which is a 281.62 hectare area that surrounds Little Lagoon. Little Lagoon itself is a water body that falls under the Shark Bay Marine Park.



Council approved two locations at Little Lagoon for hire businesses at the Ordinary Council Meeting held on the 29 July 2015.

The planning approval was issued to the Shire of Shark Bay to allow operators to be approved separately through the Permit process under the Shire of Shark Bay Local Government Local Property Local Law.

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Mr Darren Capewell initially lodged a proposal to operate a kayak and paddle board hire business at Little Lagoon in 2015, and a report on the matter was referred to the Ordinary Meeting of Council on the 16 December 2015.

Council approved a Permit for the Hire Business at Little Lagoon at the December 2015 meeting. Permits for the hire business have been renewed annually and the last Permit was for 2016/2017 – refer Attachment 1.

COMMENT

• **Proposal**

The Walu Guda Nyinda Eco Adventures will continue to operate their approved business which involves the hire of kayak and paddle boards adjacent to Little Lagoon.

They seek Council support to extend the business so they can serve coffee and light refreshments, advising that it will enrich the tourist experience.

They will stack paddle boards (and possibly kayaks) in their ute and tow a purpose made coffee cart on a trailer to Little Lagoon daily.

They propose to operate all year round, Monday to Sunday, subject to suitable weather conditions. The applicants' submission is included as Attachment 2.

The proposal is to continue to operate in the existing approved location at Little Lagoon – site plan below.



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- **Consultation**

The revised proposal has not been referred to the Shark Bay World Heritage Advisory Committee or Department of Biodiversity, Conservation and Attractions as neither had expressed any objection or concerns over the initial hire business proposal.

- **Officer Comment**

The proposed coffee service is complementary to the approved hire business and is generally supported.

It is recommended that:

1. The letter be processed as a request to modify the existing planning approval for Little Lagoon as it currently refers to hire businesses only.

A new planning application form has been prepared to facilitate a revised planning approval (to be issued to the Shire of Shark Bay) that includes mobile food/ coffee vans and trailers.

It should be noted that a revised planning approval will facilitate the proposal for the Wula Gura Nyinda Eco Cultural Adventures as well as the second approved site (for another operator).

2. The last Permit issued for the operator under the Local Laws expired in March 2017 – Attachment 2. The applicant has paid the fee for a 2017/2018 Permit however one has not yet been issued by the Shire.

It is recommended that the paid fee be used for a revised Permit so it can be issued under the Shire of Shark Bay Local Government Local Property Local Law to reflect the inclusion of the coffee trailer for 2018/2019.

LEGAL IMPLICATIONS

Shire of Shark Bay Local Planning Scheme No 3 –

Little Lagoon is reserved 'Conservation' under the Scheme. Lot 362, Reserve 30899 is reserved 'Parks and Recreation' under the Scheme.

The Scheme map includes Little Lagoon in the Shark Bay World Heritage Property Special Control Area (delineated by the red triangular line).

Under Clause 3.2.1 of the Scheme a person may not use a reserve or carry out development in a reserve without first having obtained planning approval.

In determine any application, Council is to have regard for general planning matters (set out under Clause 10.2) and the ultimate purpose intended for the reserve.

Council has broad discretion to consider any landuse in a local reserve.

Planning and Development (Local Planning Schemes) Regulations 2015 – Provision is made under Clause 77, Part 9, Schedule 2 whereby planning approvals can be amended. It is limited to altering the 'substantial commencement' period, conditions, and to amend an aspect of development that would not substantially change the development approved.

ORDINARY COUNCIL MEETING

29 AUGUST 2018

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

The Shire pays fees to Town Planning Innovations for planning advice. The Shire will receive annual permit application fees for any Permit Application.

STRATEGIC IMPLICATIONS

The proposed landuses have potential to increase interest and activity adjacent to Little Lagoon, and may have local economic benefits.

RISK MANAGEMENT

The proponent has public liability insurance.

VOTING REQUIREMENTS

Simple

SIGNATURES

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

23 August 2018

ATTACHMENT # 1



PERMIT TO OCCUPY

1. Activity for this permit
Water based activity (kite surfing, kayak hire, paddle boarding)

2. Applicant Details

Registered Business Name: Mr Darren Capewell & Ms Mira Vankova of WULA GUDA NYINDA ECO ADVENTURES	
ABN Number: 39 043 887 102	
Residential Address: 38B Hartog Crescent DENHAM WA 6537	
Postal Address: PO BOX 119 DENHAM WA 6537	
Telephone: 0429 708 847	Email Address info@wulaguda.com.au

3. Details of Activity

Name and location of Reserve for the Proposed Activity
Reserve 39589 Denham Foreshore
Reserve 30889 Little Lagoon

Plan attached of the location where the activity will take place on page 3 and forms part of this permit.

4. Details of type of activity for this permit

Renting: Double Kayaks, Stand up Paddle Boards, Beach Chairs, Umbrella, Masks & Snorkels

Selling: Cold Drinks & Sun Protection (Suntan Lotion/Screen & Caps)

5. Equipment that will be used on the reserves:	
Double Kayaks – Malibu XL	(8)
Stand up Paddle Boards	(8)
Paddles, Masks & Snorkels	(10)
Marquee	(1)
Beach Chairs	(4)
Bike Hire & Helmets	(5)
Beach Umbrellas	(4)
Single Axle Trailer – 1TMC853	
Single Axle Trailer – SB3136	
Toyota Truck – 1AGY193	
Toyota Landcruiser – TC7294	
Toyota Arana – TC5459	
6. Details of days and hours of operation	
/ Days a Week 10 am to 4 pm	
FROM: 29 MARCH 2016 TO 28 MARCH 2017	
7. Fees and Charges	
Commercial Operator fees are Medium risk impact / moderate time assessable/ With advertising / No objections received being \$1,269.00.	
Foot Note: A valid Certificate of Currency for Public Liability must be maintained for the duration of this permit.	

I, Paul Anderson, Chief Executive Officer authorise, Mr Darren Capewell and ~~Ms~~ Mira Vankova of Wula Guda Nyinda Eco Adventures to operate on Reserve 39565 Denham Foreshore and Reserve 30899 Little Lagoon as per specified designations.

Signature of Chief Executive Officer _____ Date: 29 MARCH 2016
 Paul Anderson



pg. 3 - District 084 - 08, PO Box 126 Denham WA 6952, Australia. Phone 08 942 1213 Email: sdmr@cityofdenham.wa.gov.au

29 AUGUST 2018

ATTACHMENT # 2



Chief Executive Officer
Paul Anderson
Shire of Shark Bay
97 Knight Terrace
Denham WA 6537

22 August 2018

Dear Paul,

SUBJECT: EXTENSION OF APPLICATION FOR PERMIT TO OPERATE WATER BASED ACTIVITY AT LITTLE LAGOON (RESERVE 30899) FROM MOBILE COFFEE VAN

Following the resolution from ordinary meeting of the Shark Bay Shire Council held on 21 December 2015 we would like to apply for an extension of our existing Hire Business Licence at Little Lagoon (Reserve 30899).

EXTENSION LICENCE DESCRIPTION

It is our intention to operate our existing water based hire business at Little Lagoon from a mobile coffee van. We will continue to provide kayak and Stand Up Paddle Board (SUP) hire. However we would like to enrich this experience by providing an extra service by serving coffee and light refreshments.

Our proposed hours of operation are all year round, Monday to Sunday, with subject to weather conditions.

PUBLIC LIABILITY INSURANCE & LICENCES

Wula Gura Nylinda holds following insurance and licences.

- Public Liability Insurance for up to \$20 million
- Commercial Tour Operator License issued by the Department of Biodiversity, Conservation and Attractions
- Sit on Top Kayak Tour Guide Certificate issued by the Canoeing Australia
- Working with Children Certificate
- Senior First Aid Certificate
- Community Surf Rescue Certificate

We understand that we will be required to comply with Food Safety Practices and General Requirements to serve coffee and light refreshments from a mobile coffee van.

LOCATIONS

We ask for an extension of our existing licence to operate water sport equipment hire from a mobile coffee van at Little Lagoon (Reserve 30899).

We intend to utilise the existing Commercial Operators parking designated area at Little Lagoon main car park of Monkey Mia Road. We will tow mobile coffee van which will be moved back to town after service.

Wula Gura Nylinda Eco Cultural Adventures | Shark Bay | World Heritage Area

+61 (0) 432 029 436 | 38 Hartog Crescent, Denham WA 6537
info@wulagura.com.au | wulagura.com.au

1

29 AUGUST 2018

We hope that Council can consider this application for a request extension in our favour as this is a very exciting tourism opportunity and in return we will make our best effort to enhance the visitor experience to Shark Bay.

Kind regards,



Darren Capewell & Mira Vankova
Wula Gura Nyinda Eco Cultural Adventures

Wula Gura Nyinda Eco Cultural Adventures | Shark Bay | World Heritage Area

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29 AUGUST 2018

14.0 WORKS REPORT

14.1 LITTLE LAGOON COMMUNITY COMMENT
PK00001

AUTHOR

EXECUTIVE MANAGER COMMUNITY DEVELOPMENT

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Bellottie

Seconded Cr Burton

Council Resolution

- 1. That Council note the responses from the Little Lagoon Rehabilitation Draft Master Plan's community survey held during July 2018 and incorporate the survey responses into the Draft Master Plan,**
- 2. The Draft Little Lagoon Rehabilitation Master Plan, as amended be endorsed and adopted by Council,**
- 3. The Administration be requested to seek external funding opportunities to enable the Plan to be progressively implemented in line with budget allocations and Councils priorities.**

5/0 CARRIED

BACKGROUND

Council agreed that funding of \$25,000 allocated to the establishment of walk trails in the 2017/2018 budget be utilised specifically for the development of a Master Plan for the Little Lagoon Reserve, with specific focus on the rehabilitation of the Little Lagoon Creek area.

Ecoscope, who undertook the 2010 plan and were commissioned to undertake a new Master Plan in accordance with Councils resolution. Additionally, a Little Lagoon Creek Rehabilitation community survey was considered in conjunction with the development of the new Master Plan.

It was resolved at the June 2018 Ordinary Council Meeting that the draft Little Lagoon Master Plan presented by Ecoscope, be advertised for community comment with results presented back to Council for further consideration at the August 2018 meeting.

COMMENT

Shire administration compiled and promoted another community survey aimed at seeking comments on the new draft Little Lagoon Rehabilitation Master Plan. The survey was conducted over a period of eighteen (18) days from 10 – 27 July through social media (Facebook), community notice boards and also made available in hard-copy format. All responses are attached with this report.

Excluding the 'test' survey, there was a total of 24 responses, of which twenty (20) were online through social media and a further four (4) handwritten. All responses are attached to this report.

ORDINARY COUNCIL MEETING

29 AUGUST 2018

There were eleven (11) survey statements reading in order from left to right on the draft site plan (map) from which comments/feedback could be made. Council now needs to consider if the survey comments received warrant incorporation into the Draft Master Plan.

The following numbers represent online responses:

Statements	Supported	Not supported	Further Queries Refer to responses
Q1. Close vehicle access to spit. Provide signage informing visitors of reasons for closure.	12	5	3
Q2. Formalise vehicle turn-around and provide parking for visitors to the spit.	14	4	2
Q3. Bollards to both sides of the vehicle track - prevent unintended access to beach	14	3	3
Q4. New lookout and interpretation at natural high point.	17	3	0
Q5. Signage/Gazebo with interpretation of site and map of tracks and access for vehicles and pedestrians...	12	5	3
Q6. Formalise parking area and install bollards at parking area to limit unintended access.	15	4	1
Q7. Realign vehicle access away from Channel edge.	15	2	3
Q8. Potential for small platform lookout area next to Mangroves at water edge.	11	8	1
Q9. Parking for 2-3 cars to provide closer access to water entry point...	11	6	3
Q10. Close vehicle access to tracks. Provide signage informing visitors...	10	7	3
Q11. Promote link to Denham town site Walk Trail.	15	3	2

The additional four handwritten response attached with this report.

LEGAL IMPLICATIONS

There are no Legal implications associated with this report

29 AUGUST 2018

POLICY IMPLICATIONS

There are no policy implications associated with this report

FINANCIAL IMPLICATIONS

The Council now will consider any additional funding to undertake the plan in the 2018/2019 budget deliberation process.

There may also be the opportunity for the Friends Group to apply for funding that can assist the implementation of the plan.

STRATEGIC IMPLICATIONS

Objective 2 - Environment - Protecting our precious natural environment and retaining our lifestyle values and community spirit

Outcome 2.4 - Enhance, promote, rehabilitate and leverage the natural environment so it continues to be an asset to the community

Outcome 2.5 - Greater awareness and increased community pride in protecting and enhancing the natural and built environment

Risk Management Implications

There are no risks relevant to this report

Voting Requirements

Simple Majority Required

Signatures

Executive Manager
Chief Executive Officer
Date of Report

L Butterly
P Anderson
14 August 2018

ORDINARY COUNCIL MEETING

29 AUGUST 2018



ecoscape
 9 STIRLING HIGHWAY, NORTH FREMANTLE WA 6159
 (08) 9430 8955 WWW.ECOSCAPE.COM.AU

AUTHOR: RJ DA-NC PROJECT NO: 4130-14
 STATUS: DRAFT
 INDICATIVE ONLY - DRAWING NOT TO SCALE

LITTLE LAGOON MASTER PLAN
 SHIRE OF SHARK BAY

CHANNEL AREA MASTER PLAN
SK02-B

Confirmed at the Ordinary Council Meeting held on the 20 September 2018 - Signed by the President of Council _____

29 AUGUST 2018

RECEIVED
11 JUL 2018



Little Lagoon Rehabilitation

Little Lagoon Draft Master Plan 2018: Shire of Shark Bay

Following the community survey regarding the proposed closure of 4WD tracks at Little Lagoon, the Shire of Shark Bay has engaged ECOSCAPE to undertake a master planning process of Little Lagoon with a focus on the CHANNEL DAY-USE area. The master plan aims to reflect current expectations and site rehabilitation.

See reverse side for a copy of the draft plan and reading from left to right, there is eleven areas for rehabilitation and/or upgrading. Please provide any feedback you have in the space below.

- To participate in the on-line survey, please visit the Shire's website: www.sharkbay.wa.gov.au
- Handwritten surveys can be dropped off at the Shire Administration office on Knight Terrace.

This survey closes on Friday 27 July, 2018.

COMMENTS:

Excellent!



Thank you for your participation

29 AUGUST 2018



Following the community survey regarding the proposed closure of 4WD tracks at Little Lagoon, the Shire of Shark Bay has engaged ECOSCAPE to undertake a master planning process of Little Lagoon with a focus on the CHANNEL DAY-USE area. The master plan aims to reflect current expectations and site rehabilitation.

See reverse side for a copy of the draft plan and reading from left to right, there is eleven areas for rehabilitation and/or upgrading. Please provide any feedback you have in the space below.

- To participate in the on-line survey, please visit the Shire's website: www.sharkbay.wa.gov.au
- Handwritten surveys can be dropped off at the Shire Administration office on Knight Terrace.

This survey closes on Friday 27 July, 2018.

COMMENTS:

I am against this proposal completely, as I was with the first proposal. This proposal shuts off more vehicle access roads for the elderly, injured & young with no good reason what so ever. People come to Shark Bay to enjoy the 4WDing & beach / fishing. As 68% of rate payers / locals voted against the first proposal (for no change to any area) I can not see why this proposal was even put forward, by the councilors who were elected by the rate payers.

Thank you for your participation

BARRY SWRIGHT 67 HUGHES STREET.

29 AUGUST 2018

RECEIVED

13 JUL 2018



Little Lagoon Rehabilitation

Little Lagoon Draft Master Plan 2018: Shire of Shark Bay

Following the community survey regarding the proposed closure of 4WD tracks at Little Lagoon, the Shire of Shark Bay has engaged ECOSCAPE to undertake a master planning process of Little Lagoon with a focus on the CHANNEL DAY-USE area. The master plan aims to reflect current expectations and site rehabilitation.

See reverse side for a copy of the draft plan and reading from left to right, there is eleven areas for rehabilitation and/or upgrading. Please provide any feedback you have in the space below.

- To participate in the on-line survey, please visit the Shire's website: www.sharkbay.wa.gov.au
- Handwritten surveys can be dropped off at the Shire Administration office on Knight Terrace.

This survey closes on Friday 27 July, 2018.

COMMENTS:

I think this is a great compromise to the previous one. Although in my opinion vehicles should be allowed to go further down the spit. It is a long way to walk, carry fishing gear, small children etc. A designated fenced track would allow vehicles only to stay on the track (maybe fenced from edge of bush to water).

Thank you for your participation

29 AUGUST 2018

RECEIVED

26 JUL 2018



Little Lagoon Rehabilitation

Little Lagoon Draft Master Plan 2018: Shire of Shark Bay

Following the community survey regarding the proposed closure of 4WD tracks at Little Lagoon, the Shire of Shark Bay has engaged ECOSCAPE to undertake a master planning process of Little Lagoon with a focus on the CHANNEL DAY-USE area. The master plan aims to reflect current expectations and site rehabilitation.

See reverse side for a copy of the draft plan and reading from left to right, there is eleven areas for rehabilitation and/or upgrading. Please provide any feedback you have in the space below.

- To participate in the on-line survey, please visit the Shire's website: www.sharkbay.wa.gov.au
- Handwritten surveys can be dropped off at the Shire Administration office on Knight Terrace.

This survey closes on Friday 27 July, 2018.

COMMENTS:

There needs to be better vehicle access further out the Spit. The proposed vehicle car park is still too far from where people go to fish and too far for people with limited mobility. The council needs to consider providing better access to fishing spots for people with disability instead of taking ^{away} enjoyment of living in Shark Bay.

The council should do more to conserve the environment on the other side of the creek as more damage is done there by vehicles than on the sand spit side of the creek.

Thank you for your participation

ORDINARY COUNCIL MEETING

29 AUGUST 2018

Little Lagoon Rehabilitation

SurveyMonkey

Q1 Close vehicle access to spit. Provide signage informing visitors of reasons for closure - nesting bird species.

Answered: 21 Skipped: 0

#	RESPONSES	DATE
1	Erosion and vegetation damage at the sand spit can alter or stop the tidal flow into the Lagoon. Currently water during spring tides is washing over the spit via deep vehicle tracks, a sight not previously seen in our contemporary history.	7/26/2018 1:04 PM
2	Yes. Not sure about nesting birds, but uncontrolled vehicle access and the damage it causes needs to be stopped. Access from the Nicholson Point end would also need to be blocked to protect this area.	7/26/2018 8:40 AM
3	yes	7/25/2018 10:34 AM
4	yes	7/21/2018 10:06 AM
5	Yes	7/20/2018 6:56 PM
6	How are you going to stop em driving along the beach from Nicholson Point end	7/18/2018 11:44 PM
7	This needs to be done to prevent the fricken hoons killing of local species and destroying the place.	7/16/2018 4:05 PM
8	Yes	7/14/2018 8:36 AM
9	Allow vehicle access to beach high tide line to drive back to Nicholson point	7/12/2018 8:14 AM
10	Yes. Close it to vehicles. Plenty of other beaches to drive on that don't have nesting birds	7/11/2018 9:18 PM
11	good idea	7/11/2018 7:14 PM
12	Keep 4wd vehicles out	7/11/2018 12:12 PM
13	yes	7/11/2018 9:14 AM
14	Don't agree leave it as it is	7/11/2018 8:59 AM
15	No	7/11/2018 8:28 AM
16	Disagree	7/10/2018 10:29 PM
17	Yes	7/10/2018 9:03 PM
18	Good idea	7/10/2018 8:33 PM
19	Leave it as it is	7/10/2018 4:34 PM
20	No	7/10/2018 4:00 PM
21	Testing 123	7/10/2018 3:23 PM

ORDINARY COUNCIL MEETING

29 AUGUST 2018

Little Lagoon Rehabilitation

SurveyMonkey

Q2 Formalise vehicle turn-around and provide parking for visitors to the spit.

Answered: 21 Skipped: 0

#	RESPONSES	DATE
1	From the current roundabout to the mouth of the inlet is a half hour return 'stroll'. Why is there a need to formally extend the access? Are you proposing to allow 2WD vehicle access to this point?	7/26/2018 1:04 PM
2	Yes. Parking is needed to allow people to walk the remaining distance to the beach and spit. There is an area on the left hand side where the current track turns north that could be used.	7/25/2018 8:40 AM
3	no	7/25/2018 10:34 AM
4	yes	7/21/2018 10:06 AM
5	Yes	7/20/2018 6:56 PM
6	Has people with disabilities been considered in all of this because they too would love to experience what normal people experience.	7/18/2018 11:44 PM
7	Absolutely - please do.	7/16/2018 4:05 PM
8	Yes	7/14/2018 8:36 AM
9	No worries	7/12/2018 8:14 AM
10	Yes	7/11/2018 9:18 PM
11	good idea	7/11/2018 7:14 PM
12	yes	7/11/2018 12:12 PM
13	yes	7/11/2018 9:14 AM
14	Leave as is	7/11/2018 8:59 AM
15	Yes	7/11/2018 6:28 AM
16	Disagree	7/10/2018 10:29 PM
17	Yes	7/10/2018 9:03 PM
18	Agreed	7/10/2018 8:33 PM
19	Leave it as it is	7/10/2018 4:34 PM
20	Yes	7/10/2018 4:00 PM
21	testing 123	7/10/2018 3:23 PM

ORDINARY COUNCIL MEETING

29 AUGUST 2018

Little Lagoon Rehabilitation

SurveyMonkey

Q3 Bollards to both sides of vehicle track - prevent unintended access to beach.

Answered: 20 Skipped: 1

#	RESPONSES	DATE
1	Bollards will be required across the whole spit as well as at the various Nicholson point access points.	7/26/2018 1:04 PM
2	Yes. Anyone who visits the area now can see for themselves the damage caused by thoughtless 4 wheel drivers.	7/26/2018 8:40 AM
3	yes	7/25/2018 10:34 AM
4	definatley	7/21/2018 10:06 AM
5	Yes	7/20/2018 6:56 PM
6	Would have to be permanenly fixed as some people remove or drive over them	7/18/2018 11:44 AM
7	Shouldn't be accessing the beach anyway. Too lazy to walk? My grandfather walked from the lowsite to Monkey Mia, we all did as kids, rude rednecks.	7/16/2018 4:05 PM
8	Yes	7/14/2018 8:36 AM
9	Access somewhere to drive back to Nicholson point on the high tide mark . Far less destructive than the intended atv track	7/12/2018 8:14 AM
10	Yes.	7/11/2018 9:18 PM
11	great idea	7/11/2018 7:14 PM
12	Minefields will also work.	7/11/2018 12:12 PM
13	no this could be a safety risk	7/11/2018 9:14 AM
14	More pine poles ?	7/11/2018 8:59 AM
15	Yes	7/11/2018 6:28 AM
16	Agree	7/10/2018 10:29 PM
17	No	7/10/2018 9:03 PM
18	Yes	7/10/2018 8:33 PM
19	Leave the tracks as they are	7/10/2018 4:34 PM
20	Yes	7/10/2018 4:00 PM

ORDINARY COUNCIL MEETING

29 AUGUST 2018

Little Lagoon Rehabilitation

SurveyMonkey

Q4 New lookout and interpretation at natural high point.

Answered: 20 Skipped: 1

#	RESPONSES	DATE
1	Sunset viewing 101!! Great spot for a 360 degree view of the area. I would prefer to see just a timber platform with simple bench seating as opposed to a shaded structure.	7/26/2018 1:04 PM
2	Yes, make this area into a real attraction for the town of Denham.	7/26/2018 8:40 AM
3	no	7/25/2018 10:34 AM
4	yes	7/21/2018 10:06 AM
5	Yes	7/20/2018 6:58 PM
6	Name stays TORAMINAUD...Wheelchair access...maybe a barbecue	7/18/2018 11:44 PM
7	That would be nice, look forward to it.	7/16/2018 4:05 PM
8	Yes	7/14/2018 8:36 AM
9	Good	7/12/2018 8:14 AM
10	Yes. Good for tourists	7/11/2018 9:18 PM
11	great idea	7/11/2018 7:14 PM
12	Lookout - yes Interpretation - what is that supposed to be?	7/11/2018 12:12 PM
13	no its not needed and will make it look ugly	7/11/2018 9:14 AM
14	Ok	7/11/2018 8:59 AM
15	Yes	7/11/2018 6:28 AM
16	Agree	7/10/2018 10:29 PM
17	Yes	7/10/2018 9:03 PM
18	Yes that would be great	7/10/2018 8:33 PM
19	Stop putting up buildings and wrecking what's already there	7/10/2018 4:34 PM
20	Yes	7/10/2018 4:00 PM

ORDINARY COUNCIL MEETING

29 AUGUST 2018

Little Lagoon Rehabilitation

SurveyMonkey

Q5 Signage/Gazebo with interpretation of site and map of tracks and access for vehicles and pedestrians. Education on why tracks have been closed and alternative routes.

Answered: 20 Skipped: 1

#	RESPONSES	DATE
1	Map of tracks and access for vehicles??? The proposed changes should be focused on park and walk options and enhancing people's experience whilst doing so.	7/26/2018 1:04 PM
2	This can be achieved at the new gazebo referred to in Qu. 4. This spot would make an excellent entry point for paddlers and swimmers.	7/26/2018 8:40 AM
3	yes	7/25/2018 10:34 AM
4	yes	7/21/2018 10:08 AM
5	Yes	7/20/2018 6:56 PM
6	Keep it simple and user friendly	7/18/2018 11:44 PM
7	That would be nice. Look forward to it.	7/16/2018 4:05 PM
8	Yes	7/14/2018 8:36 AM
9	Good	7/12/2018 8:14 AM
10	Yes.	7/11/2018 9:18 PM
11	great idea	7/11/2018 7:14 PM
12	Strongly suggest you look up the meaning of the word interpretation	7/11/2018 12:12 PM
13	no please no more gazebos	7/11/2018 9:14 AM
14	Not required	7/11/2018 8:59 AM
15	No	7/11/2018 6:28 AM
16	Disagree	7/10/2018 10:29 PM
17	Yes	7/10/2018 9:03 PM
18	Yes	7/10/2018 8:33 PM
19	Don't close any tracks . They have been perfectly ok for the past 30 years . Nothing has changed	7/10/2018 4:34 PM
20	Yes	7/10/2018 4:00 PM

ORDINARY COUNCIL MEETING

29 AUGUST 2018

Little Lagoon Rehabilitation

SurveyMonkey

Q6 Formalise parking area and install bollards at parking area to limit unintended access.

Answers: 20 Skipped: 1

#	RESPONSES	DATE
1	The fishing platform area needs urgent attention. Faded interpretative signage, and lack of maintenance of platform (barrier fencing is rickety)	7/26/2018 1:04 PM
2	Yes. The TORIMINAUD lookout is a beautiful spot to visit. It needs a maintenance program put in place and signage on Stella Rowley Drive to direct visitors to it.	7/26/2018 8:40 AM
3	yes	7/25/2018 10:34 AM
4	yes	7/21/2018 10:06 AM
5	Yes	7/20/2018 6:56 PM
6	Permanent fixtures only	7/18/2018 11:44 PM
7	That would be nice, look forward to it.	7/16/2018 4:05 PM
8	Yes	7/14/2018 8:36 AM
9	Good	7/12/2018 8:14 AM
10	Yes	7/11/2018 9:18 PM
11	great idea	7/11/2018 7:14 PM
12	yes	7/11/2018 12:12 PM
13	yes	7/11/2018 9:14 AM
14	Not required	7/11/2018 8:59 AM
15	Yes	7/11/2018 6:28 AM
16	Disagree	7/10/2018 10:29 PM
17	No	7/10/2018 9:03 PM
18	Yes	7/10/2018 8:33 PM
19	More rules and signs that say Don't and No. Leave it alone . It's a nice place . You'll wreck it with all your controll	7/10/2018 4:34 PM
20	Yes	7/10/2018 4:00 PM

ORDINARY COUNCIL MEETING

29 AUGUST 2018

Little Lagoon Rehabilitation

SurveyMonkey

Q7 Realign vehicle access away from Channel edge.

Answered: 20 Skipped: 1

#	RESPONSES	DATE
1	Great idea, love it!	7/26/2018 1:04 PM
2	Yes, and use the old track as part of the Denham walking trail.	7/26/2018 8:40 AM
3	yes	7/25/2018 10:34 AM
4	good idea	7/21/2018 10:06 AM
5	Yes	7/20/2018 6:56 PM
6	Still have visuals of inlet	7/18/2018 11:44 PM
7	Might want to check if there's no issue with the Malgana people?	7/16/2018 4:05 PM
8	Yes	7/14/2018 8:36 AM
9	Okay	7/12/2018 8:14 AM
10	Yes. Too fragile	7/11/2018 9:18 PM
11	If that is better for vegetation and birdlife yes, but if not why changing	7/11/2018 7:14 PM
12	Realign with what?	7/11/2018 12:12 PM
13	yes	7/11/2018 9:14 AM
14	Warranted	7/11/2018 8:59 AM
15	Yes	7/11/2018 6:28 AM
16	Disagree	7/10/2018 10:29 PM
17	No	7/10/2018 9:03 PM
18	Yes	7/10/2018 8:33 PM
19	Leave it alone	7/10/2018 4:34 PM
20	Yes	7/10/2018 4:00 PM

ORDINARY COUNCIL MEETING

29 AUGUST 2018

Little Lagoon Rehabilitation

SurveyMonkey

Q8 Potential for small platform lookout area next to Mangroves at water edge.

Answered: 20 Skipped: 1

#	RESPONSES	DATE
1	A multi purpose timber platform. Do any of our local indigenous have stories of the childhood recreation days playing around the mangroves?	7/26/2018 1:04 PM
2	Maybe. This spot is also an excellent entry point for paddlers and swimmers.	7/26/2018 8:40 AM
3	no necessary	7/25/2018 10:34 AM
4	yes	7/21/2018 10:06 AM
5	Yes	7/20/2018 6:56 PM
6	Not necessary Got one 100mtrs up track	7/18/2018 11:44 PM
7	No. Thats an old fishing ground for some of us. You're going to ruin it.	7/16/2018 4:05 PM
8	Don't disturb the mangroves	7/14/2018 8:36 AM
9	Good	7/12/2018 8:14 AM
10	No. There's already a mangrove viewing platform. Another will become a fishing platform	7/11/2018 9:18 PM
11	great idea	7/11/2018 7:14 PM
12	no	7/11/2018 12:12 PM
13	yes	7/11/2018 9:14 AM
14	Ok	7/11/2018 8:59 AM
15	Yes	7/11/2018 6:28 AM
16	Agree	7/10/2018 10:29 PM
17	Yes	7/10/2018 9:03 PM
18	Ok	7/10/2018 8:33 PM
19	I thought the state was broke . Stop spending money on unnecessary things	7/10/2018 4:34 PM
20	No	7/10/2018 4:00 PM

ORDINARY COUNCIL MEETING

29 AUGUST 2018

Little Lagoon Rehabilitation

SurveyMonkey

**Q9 Parking for 2-3 cars to provide closer access to water entry point.
Install bollards at parking area to limit unintended access.**

Answered: 20 Skipped: 1

#	RESPONSES	DATE
1	I would suggest 4- 5 cars parking at this point	7/26/2018 1:04 PM
2	Yes.	7/26/2018 8:40 AM
3	yes	7/25/2018 10:34 AM
4	yes	7/21/2018 10:06 AM
5	No	7/20/2018 6:56 PM
6	Must be kept to bare minimum or not at all	7/18/2018 11:44 PM
7	As long as it doesn't destroy the place.	7/16/2018 4:05 PM
8	Yes	7/14/2018 8:36 AM
9	Ok	7/12/2018 8:14 AM
10	Yes	7/11/2018 9:18 PM
11	good idea	7/11/2018 7:14 PM
12	no . Walking is not life threatening	7/11/2018 12:12 PM
13	no	7/11/2018 9:14 AM
14	Ok	7/11/2018 8:59 AM
15	Yes	7/11/2018 6:28 AM
16	Disagree	7/10/2018 10:29 PM
17	No	7/10/2018 9:03 PM
18	More than 3 cars would be better.. say 5	7/10/2018 8:33 PM
19	Leave it alone	7/10/2018 4:34 PM
20	Yes	7/10/2018 4:00 PM

ORDINARY COUNCIL MEETING

29 AUGUST 2018

Little Lagoon Rehabilitation

SurveyMonkey

Q10 Close vehicle access to tracks. Provide signage informing visitors of reasons for closure and offering alternative route to Little Lagoon.

Answered: 20 Skipped: 1

#	RESPONSES	DATE
1	It's primarily locals that use this track. It should never have been a route to Little Lagoon. The (alternative??) way to Little Lagoon is by bitumen road! The Little Lagoon end of this track will need addressing too.	7/26/2018 1:04 PM
2	NO. Do not close vehicle access at this point, that would deprive many of the chance to visit the rest of this attractive area. Leave the existing carpark as it is to cater for larger motor homes and buses.	7/26/2018 8:40 AM
3	yes	7/25/2018 10:34 AM
4	yes	7/21/2018 10:06 AM
5	Yes	7/20/2018 6:56 PM
6	Definitely needs a alternative route otherwise same problems will arise	7/18/2018 11:44 PM
7	Pulled a couple of touros out of there. Might be alright if they park instead of bringing their Audi AWDs in.	7/16/2018 4:05 PM
8	Yes	7/14/2018 8:36 AM
9	Enable dive on beach between said areas and Nicholson point	7/12/2018 8:14 AM
10	Yes	7/11/2018 9:18 PM
11	great idea	7/11/2018 7:14 PM
12	yes	7/11/2018 12:12 PM
13	people will ignore this.	7/11/2018 9:14 AM
14	No	7/11/2018 8:59 AM
15	No	7/11/2018 6:28 AM
16	Disagree	7/10/2018 10:29 PM
17	No	7/10/2018 9:03 PM
18	Ok	7/10/2018 8:33 PM
19	It's part of why everyone like going there . Because you can take a drive along the beach and the tracks . Leave it alone	7/10/2018 4:34 PM
20	No	7/10/2018 4:00 PM

ORDINARY COUNCIL MEETING

29 AUGUST 2018

Little Lagoon Rehabilitation

SurveyMonkey

Q11 Promote link to Denham town site Walk Trail.

Answered: 20 Skipped: 1

#	RESPONSES	DATE
1	Walk trails is a growing tourist industry in Australia and the world. We should be promoting our natural environment and cultural history walk trails in a big way. Rest points along the way encouraging people to enjoy our natural environment.	7/26/2018 1:04 PM
2	Yes. The walk trail definitely needs promoting. Currently, there is no indication anywhere that it even exists.	7/26/2018 8:40 AM
3	yes	7/25/2018 10:34 AM
4	briliant idea as its an amazing walk	7/21/2018 10:06 AM
5	Yes	7/20/2018 6:56 PM
6	Good idea	7/18/2018 11:44 PM
7	Absolutely. Can we have a bit of bleggie stuff too? We are part of the town you know.	7/16/2018 4:05 PM
8	Yes	7/14/2018 8:36 AM
9	Ok	7/12/2018 8:14 AM
10	Yes	7/11/2018 9:18 PM
11	not sure how much this will be used though	7/11/2018 7:14 PM
12	What a good idea	7/11/2018 12:12 PM
13	something needs to happen with the tourism department of shark bay	7/11/2018 9:14 AM
14	Ok	7/11/2018 8:59 AM
15	Yes	7/11/2018 6:28 AM
16	Agree	7/10/2018 10:29 PM
17	No	7/10/2018 9:03 PM
18	Good idea	7/10/2018 8:33 PM
19	A link that bugger all people use . Stop wasting money	7/10/2018 4:34 PM
20	No	7/10/2018 4:00 PM

29 AUGUST 2018

15.0 TOURISM, RECREATION AND CULTURE REPORT

There are no Tourism, Recreation or Culture reports for the August 2018 Ordinary Council meeting.

16.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There are no motions of which previous notice haven been given.

17.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Moved Cr Fenny
Seconded Cr Bellottie

Council Resolution

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

17.1 Discretionary Fees and Charges 2018/2019

17.2 Adoption of the Shire of Shark Bay's Budget 2018/2019

5/0 CARRIED

17.1 DISCRETIONARY FEES AND CHARGES 2018/2019
FM00005

AUTHOR

EXECUTIVE MANAGER FINANCE AND ADMINISTRATION

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Capewell
Seconded Cr Fenny

Council Resolution

That Council:

- 1. Endorse the attached Schedule of Discretionary Fees and Charges effective from 1 July 2018; and**
- 2. Incorporate these fees and charges, as amended, into the 2018/2019 budget document.**

5/0 CARRIED

BACKGROUND

In accordance with Section 6.16 of the *Local Government Act 1995*, a Local Government may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed. Fees and charges are to be imposed (generally) when adopting the annual budget and must be resolved by an absolute majority.

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In determining the amount of a fee or charge for a service or goods a Local Government is required to take into account the following factors (s 6.17) -

- (a) the cost to the Local Government of providing the goods or service;
- (b) the importance of the service or goods to the community; and
- (c) the price at which the service or goods could be provided by an alternative provider.

COMMENT

The attached fees and charges document reflects the proposed fees to be charged in 2018/19. This document discusses the discretionary fees and charges only as the Council does not have any control over legislative fees and charges. If any changes do occur after this date then it will be incorporated into fees and charges and will be presented to Council for adoption with the budget.

Most fees have remained the same on the basis that the Annual Consumer Price Index (CPI) for March 2018 was being 0.9% and any increase would be negligible. An extra column has been added which shows the revenue to date. This will give Council some indication of the revenue raised by each fee or group of fees.

The only major changes to these fees and charges are to the following:

1. The council has seen an increase in applications for Mobile Vendors, Street Traders and Temporary Businesses to operate in the Townsite and proposed fee amendments to address this increase while ensuring a level playing field with resident business the fees have been amended for consideration as follows:

Health - Mobile Vendors, Street Traders and Temporary Businesses:-

the reasoning is to have mobile traders pay a fee comparable to the fixed commercial premises, then it is recommended that the fees be set based on a reasonable annual fee of \$2,000.00 or alternatively up to \$4,000.00.

It is suggested that the Per Day fee is removed as this would be a low figure of \$10.00 or \$20.00 per day. The Per Week fee is proportional higher than the monthly fee which is proportional higher than the yearly fee.

When a trader wishes to trade for more than 2 weeks at a time then they will be charged for a month, and if they want to trade for more than 6 months, then the fee is the annual fee. This is to encourage the mobile vendor to trade more often and provide a greater service to the community.

Council also has a charge for stall holders (food stall holders as well as non-food stall holders) at Council operated festivals such as the annual Winter Markets.

This fee is currently set at \$10.00 per stall which is a nominal amount and helps to off-set costs to run the festival or event. No change to this fee is suggested.

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The Temporary Food Business Licence of \$25.60 is suggested to be removed as a fee for this licence is not charged by neighbouring Shires such as the Shire of Northampton and Chapman Valley, and to encourage locals to have a temporary food stall at the Winter Markets and Yadgalah Markets.

Mobile Vendors, Street Traders and Temporary Businesses

Per Day	delete this fee	
Per Week or part therefore up to 2 weeks	\$100.00	or alternatively \$200.00
Per Month	“ “	up to 6 months \$200.00 or alternatively \$400.00
Per Year	“ “	\$2,000.00 or alternatively \$4,000.00
Festivals (Stall Holders) – Shire Operated	\$10.00	
Temporary Food Business Licence	Nil	

2. Waste Disposal and Other Law, Order and Public Safety – Our Refuse Site, Recycling Services and Waste Bin Pickup is subsidised by the ratepayers of our community.

However not all property owners, based on the purpose of which the property is utilised, contribute to rates in an equitable manner. For example exempt properties for rateable purposes.

In addition it is noted that Commercial and Industrial properties are also subject to taxation benefits which is not available to domestic ratepayers.

Therefore to address these anomalies we propose the following increases to the bin pickup services:

- a. Domestic Ratepayers \$364 pa which is a \$2 increase
- b. Industrial/Commercial Ratepayers \$420 pa which is new charge an increase of \$56 increase on the residential charge.
- c. Exempt Ratepayers \$620 pa which is new charge and an increase of \$258 increase on the residential charge

3. Waste Disposal – Commercial Cardboard had been added at \$5 per cubic metre to address demand.
4. Waste Disposal – The minimum fee for Commercial Charges (General Waste) - domestic utes, vans, wagons or trailers has been increased from \$10 to \$15 per cubic metre.
5. Waste Disposal Liquid Waste fees have been increased to accommodate increased disposal charges for the following:
 - a. Grease trap, sewage and offal from \$40 to \$50 per Kilolitre
 - b. Used Oil per 20 L or part thereof from \$4 to \$5
 - c. Used Oil per 200L or part thereof from \$40 to \$50
6. Waste Disposal Miscellaneous Charges have been increased to accommodate increased disposal charges for the following :
 - a. Car/light truck tyres has been increased from \$7.50 to \$10 per tyre
 - b. Truck/tractor tyres has been increased from \$15.50 to \$20 per tyre
 - c. De-gassed refrigeration unit has been increased from \$7.50 to \$8.00 per item
 - d. White goods has been increased from \$5.50 to \$6 per item

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- e. Car bodies, trailers, small boats, caravans have been increased from \$37.50 to \$40 per item
 - f. Truck Bodies, large equipment has been increased from \$56 to \$60 per item
7. Waste Disposal Special Burials have been increased to accommodate disposal charges for the following:
- a. Flat Fee: Inclusive of tipping, plant and labour fees from \$81 to \$85 per cubic metre
 - b. Animal remains have been identified separately as \$5.00 per cubic metre
8. Reserve 49809 (Denham Common – Approved designated areas only) Occupational fees have been split into nature of use as follows:
- a. Licence to Occupy – Non Commercial Use \$100 per annum
 - b. Licence to Occupy – Commercial Use \$500 per annum
9. Foreshore Events/Fairs for Non Charitable Organisations have been included for the first time to offset some of the costs of maintaining the Foreshore's at a daily fee of \$110 per day.
10. Jinker Haulage Fee costs have been analysed over the last year to ascertain the actual cost of providing the Jinker service to the community. The costs focused on the type of service provided which differs from customer to customer. These costs include
- a. Vehicle costs such as Towing vehicle, Lead vehicle and Jinker
 - b. Staff costs for customisation of Jinker to suit vessel and operating various vehicles

The cost Year to date for providing Jinker services is \$20,042 whereas we have charged \$4,295 and clearly displays that the council is subsidising the cost, this subsidy should decrease as the use of the service increases over time.

Hence the following subsidised fees are proposed as they incorporate additional services which were included within the one price:

- a. Jinker Fees – Haulage Fees – Monday to Friday (Excl. Public Holidays)
 - i. Slipway Lift Out and In – Single Hull Vessel from \$258 to \$412.50 per lift
 - ii. Slipway Lift Out and In – Multi Hull Vessel from \$258 to \$467.50 per lift
 - iii. New Fee - Use of Trailer for Survey of Vessel Only – \$55 per hour or part thereof
- b. Jinker Fees – Haulage Fees – Saturday and Sunday
 - iv. Slipway Lift Out and In – Single Hull Vessel from \$344 to \$550 per lift
 - v. Slipway Lift Out and In – Multi Hull Vessel from \$344 to \$550 per lift
 - vi. New Fee - Use of Trailer for Survey of Vessel Only – \$82.50 per hour or part thereof

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- c. Jinker Travel Fees
 - i. Mount and Demount Vessel onto Stands \$165 per lift (inclusive use of stands)
 - ii. Travel Fee \$220 per hour or part thereof (includes Tow vehicle, Jinker, Lead Vehicles with Operators)

11. For clarification purposes the following two charges have been added to the fees and charges list as they were previously classified under Rate Book Enquiry:

- a. Rates and Property
 - i. Account Enquiry & Advise of Sale (EAS Enquiry) \$55 per enquiry
 - ii. Reply to Property Settlement Questionnaire (Order and Requisitions) \$80 per enquiry

LEGAL IMPLICATIONS

Section 6.16 of the *Local Government Act 1995* enables a Local Government to impose and recover a fee or charge for any goods or service it provides or proposes to provide.

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

Fees and charges revenue made up approximately 26 percent of the Shires operating revenue in 2017/2018 and provides a means for the Shire to recover the costs of providing services on a user pay basis.

STRATEGIC IMPLICATIONS

Outcome 4.2

Shark Bay Council is efficient and effective in its operations, actively listens to the community and anticipates and responds to the community's needs.

RISK MANAGEMENT

This is a low risk item for Council. Council needs to set fees and charges in order to reduce the reliance on grant income and rates. Should Council not impose any fees and charges then there will be a need to increase rates to cover the shortfall. The community expect to pay fees and charges for the use of facilities and services.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Executive Manager

Finance and Administration

A Pears

Chief Executive Officer

P Anderson

Date of Report

27 August 2018



Shire of Shark Bay
Fees and Charges 2018/2019

Building Services
Town Planning
Health
Housing
Cemetery
Sanitation
Waste Disposal
Animal Control
Other Law, Order and Public Safety
Venue Hire
Equipment Hire
Accommodation, Caravan Parks and Camping
Library
Shark Bay Discovery Centre
Visitor Centre Fees and Commission
Marine Facility
Sundry Income and Enquiry
Building Supplies
Reinstatements and Private Works

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Particulars	Charge Type	GST	Charges		Frequency	Revenue to Date
			2017/2018 Inc GST where applicable	2018/19 Inc GST where applicable		
Building						
Search Fees - Property Enquiries and Confirm Approved Buildings	Council	Y	18.40	18.80	Per Property	\$108
Application for copies of permits, building approval certificates	Council	Y	52.60	53.60	Per Application	
Application for residential design code compliance certification - Private	Council	Y	105.20	107.20	Per Hour	
Building Plans (supply requires owners written approval)						
A3 size plans (Includes 1 A3 copy, additional copies at photocopying rates)	Council	Y	16.90	17.30	Per Property	
Occupancy Permits and Building Approval Certificates						
Application for an occupancy permit for a completed building (s. 46)	Statutory	N		97.70	Per Application	
Application for a temporary occupancy permit for an incomplete building (s. 47)	Statutory	N		97.70	Per Application	
Application for modification of an occupancy permit for additional use of a building on a temporary basis (s. 48)	Statutory	N		97.70	Per Application	
Application for a replacement occupancy permit for permanent change of the building's use, classification (s. 49)	Statutory	N		97.70	Per Application	
Application for an occupancy permit or building approval certificate for registration of strata scheme, plan of subdivision (s. 50(1) and (2))	Statutory	N		Min. \$107.70	The fee is \$10.80 for each strata unit covered by each application, but not less than \$107.70	
Application for an occupancy permit for a building in respect of which unauthorised work has been done (s. 51 (2))	Statutory	N		Min. \$97.70	The fee is 0.18% of the estimated value of the unauthorised work as determined by the relevant permit authority but not less than \$97.70	
Application for a building approval certificate for a building in respect of which unauthorised work has been done (s. 51(3))	Statutory	N		Min. \$97.70	The fee is 0.38% of the estimated value of the unauthorised work as determined by the relevant permit authority but not less than \$97.70	
Application to replace an occupancy permit for an existing building (s.52(1))	Statutory	N		97.70	Per Application	
Application for a building approval certificate for an existing building where unauthorised work has not been done (s. 52(2))	Statutory	N		97.70	Per Application	
Application to extend the time during which an occupancy permit or building approval certificate has effect (s. 86(3)(a))	Statutory	N		97.70	Per Application	
Building Permits and Demolition Permits						
Certified application for a building permit for building work for a Class 1 or Class 10 (s. 16(1))	Statutory	N	Min. 96.00	Min. 97.70	The fee is 0.16% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$97.70	\$9,803
Certified application for a building permit for building work for a Class 2 to Class 9 building or incidental structure (S.16(1))	Statutory	N	Min 96.00	Min. 97.70	The fee is 0.09% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$97.70	
Uncertified application for a building permit (s.16(1))	Statutory	N	Min 96.00	Min. 97.70	The fee is 0.32% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$97.70	
Application for a demolition permit for demolition work in respect of a Class 1 or Class 10 building or incidental structure (s. 16(1))	Statutory	N	96.00	97.70	Per Application	
Application for a demolition permit for demolition work in respect of a Class 2 to Class 9 building or incidental structure (s. 16(1))	Statutory	N	96.00	97.70	For each storey of the building	
Application to extend the time during which a building or demolition permit has effect (s. 32(3)(f))	Statutory	N	96.00	97.70	Per Application	
Application as defined in regulation 31 (for each building standard in respect of which a declaration is sought)	Statutory	N		2,160.15	Per Application	
Inspection of Pool Enclosures (regulation 53)	Statutory	N		57.45	Per Application	

ORDINARY COUNCIL MEETING

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Particulars	Charge Type	GST	Charges		Frequency	Revenue to Date
			2017/2018 Inc GST where applicable	2018/19 Inc GST where applicable		
Application for approval of battery powered smoke alarms (regulation 61)	Statutory	N		179.40	Per Application	
Roads, Kerb and Footpath damage deposit: Residential	Statutory	N	1,000.00	1,000.00	Per Lot (Trust)	
Roads, Kerb and Footpath damage deposit: Larger Projects	Statutory	N	2,000.00	2,000.00	Per Lot (Trust)	
Materials on Street	Statutory	N	1.00	1.00	per meter per month	
Swimming Pool Application Fee – Public - Private Facilities	Statutory	N	33.00	33.00	Per Year for 4 yearly inspection	\$360
BCITF (CTF) Levy						
Building Act Fee	Statutory	N	0.2%	0.2%	Trust - Levied on the Total Value of Construction, for all works valued at more than \$20,000	
Building Services Levy						
BSL < \$45,000 (Minimum Fee)	Statutory	N	Min 61.65	Min 61.65	Trust	
BSL > \$45,000.00 @ 137% value of application						
Town Planning Services						
Determining an application to amend or cancel development approval	Statutory	N	50%	295.00	Per Application	
Home Business Occupation Licence						
Application Fee	Statutory	N	222.00	222.00	Per Application	\$147
If the home occupation has commenced, an additional amount by way of penalty	Statutory	N	666.00	666.00		
Annual Renewal Fee	Statutory	N	73.00	73.00	Per Financial Year	
If the approval to be renewed has expired, an additional amount by way of penalty	Statutory	N	219.00	219.00		
Providing a zoning certificate	Statutory	N	73.00	73.00	Per Application	\$0
Issue of written planning advice	Statutory	N	73.00	73.00	Per Advice	
Development Application Approval						
Change of use where no building work is proposed	Statutory	N	295.00	295.00		\$3,971
If the change of use or the alteration or extension or change of the non-conforming	Statutory	N	885.00	885.00		
Determination of Development Application where the estimated cost of the development is -						
- (a) Value of Project not more than \$50,000	Statutory	N	147.00	147.00		
- (b) Value of Project \$50,000 but no more than \$500,000	Statutory	N	0.32%	0.32%	Of Project Value	
- (c) Value of Project \$500,000 but not more than \$2,500,000	Statutory	N	1,700.00	1,700.00		
Plus for every dollar in excess of \$500,000	Statutory	N	0.257%	0.257%	Of Project Value	
- (d) Value of Project \$2,500,000 but not more than \$5,000,000	Statutory	N	7,161.00	7,161.00		
Plus for every dollar in excess of \$2,500,000	Statutory	N	0.206%	0.206%	Of Project Value	
- (e) Value of Project \$5,000,000 but not more than \$21,500,000	Statutory	N	12,633.00	12,633.00		
Plus for every dollar in excess of \$5,000,000	Statutory	N	0.123%	0.123%	Of Project Value	
- (f) Value of Project more than \$21,500,000	Statutory	N	34,196.00	34,196.00		
And, if the development has been commenced or been carried out, an additional amount, by way of penalty, that is twice the amount of the maximum fee payable for determination of the application under paragraph (a), (b), (c), (d), (e) or (f), PLUS the initial maximum application fee.	Statutory	N				
Determination of Development Application for an Extractive Industry	Statutory	N	739.00	739.00		
And, if the development has been commenced or been carried out, an additional amount by way of penalty	Statutory	N	2,217.00	2,217.00		
Subdivision Clearance - Including Strata Title						
- Not more than 5 Lots	Statutory	N	73.00	73.00	Per Lot	
- More than 5 Lots but not more than 195 Lots	Statutory	N	73.00	73.00	Per lot for the first five lots, then \$35.00 per lot	
* Plus 35 per Lot as per item above	Statutory	N	35.00	35.00	\$35 per lot as per above	
- More than 195 Lots	Statutory	N	7,393.00	7,393.00		
Residential buildings of 2 or more dwelling units						
- Rate to be charged on value of development	Statutory	N				\$0
Advertising Charges for SA & AA uses						
- Advertisement cost plus 15% administration fee	Statutory	N				

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Particulars	Charge Type	GST	Charges		Frequency	Revenue to Date
			2017/2018 Inc GST where applicable	2018/19 Inc GST where applicable		
Scheme Amendments and Re-zonings						
See Scheme Amendments Fee Structure	Statutory	N				\$0
Refund any monies not spent of fee paid if unsuccessful prior to advertising period	Statutory	N				
Structure Plans/Developments						
See Scheme Amendments Fee Structure	Statutory	N				
Scheme Amendments						
Total fee to be calculated in accordance with Schedule 2 of the Planning and Development Regulations 2009. Costs of staff time will be as per the Schedule of Charge out rates for officers (see below)	Statutory	Y	1,855.00	To be Calculated	Plus Advertising (including newspaper publications)	\$0
Scheme Amendments and Structure Plans						
CEO/Shire Planner	Statutory	Y	88.00	88.00	Per Hour	
Manager/Senior Planner	Statutory	Y	66.00	66.00	Per Hour	
Planning Officer	Statutory	Y	36.86	36.86	Per Hour	
Other staff eg environmental health officer	Statutory	Y	36.86	36.86	Per Hour	
Secretary/administration clerk	Statutory	Y	30.20	30.20	Per Hour	
Liquor Licence						
Section 40 Liquor Act Certification Local Authority		N	77.00	73.00	Per Application	\$0
Health						
Offensive Trade Licence - Fish Processing						
Offensive Trade Licence - Fish Processing	Statutory	N	298.00	298.00	Per Financial Year	\$298
Septic Tanks						
Health Department Septic Tank Application Fee	Statutory	N	236.00	236.00	Per Application	\$236
Copy of Septic Tank Plans	Statutory	Y	15.00	15.00	Per Copy of Plan	
Food Act 2008						
Food Premises Registrations (Fixed or Mobile)	Statutory	N	140.00	140.00	Per Application	\$888
Health Act Public Buildings						
Public Building Permit (Meeting Place)	Statutory	N	150.00	150.00	Per Application	
Liquor Licence						
Section 39 Liquor Act Certification Local Authority	Statutory	N	77.00	77.00	Per Application	\$0
Housing						
Pensioner Units						
Rental - Single	Council	N	115.00	115.00	Per Week based on lease	\$75,867
Rental - Double	Council	N	170.00	170.00	Per Week based on lease	

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Particulars	Charge Type	GST	Charges		Frequency	Revenue to Date
			2017/2018 Inc GST where applicable	2018/19 Inc GST where applicable		
Cemetery Charges						
<i>Burial Fees</i>						
Application Fee (Plot Reservation)	Council	Y	51.00	51.00	Per Application	\$2,138
Burials - Weekday	Council	Y	684.00	684.00	Per Occurrence	
Burials - Weekend/Public Holidays	Council	Y	1367.00	1367.00	Per Occurrence	
<i>Niche Wall Internments</i>						
- First Internment	Council	Y	53.10	53.10	Per Occurrence	
- Second Internment	Council	Y	53.10	53.10	Per Occurrence	
- Application Fee (Reservation)	Council	Y	53.10	54.00	Per Reservation	
<i>Other Cemetery Charges</i>						
Permit to Construct Tombstone	Council	N	31.50	31.50	Per Occurrence	
Cast Bronze Plaques and Engraving	Council	Y	Cost + 10%	Cost + 10%	Per request	
Application for placement of Monumental Plaques along Cemetery fence	Council	N	67.40	67.40	Per Application	\$0
Internment of Ashes into Existing Grave	Council	Y	Cost + 10%	Cost + 10%	Per Occurrence	
Exhumation	Council	Y	Cost + 10%	Cost + 10%	Per Occurrence	
Funeral Directors Licence	Council	N		Free	Yearly Permit	
Sanitation						
Rubbish Bins - Green 240 litre	Council	Y	cost + 15%	cost + 15%	Per Bin	\$1,000
Rubbish Lids	Council	Y	cost + 15%	cost + 15%	Per Bin	
Rubbish Bin Wheels	Council	Y	cost + 15%	cost + 15%	Per Bin	
Rubbish Bin Axles	Council	Y	cost + 15%	cost + 15%	Per Bin	
Rubbish Bin Lid Pins	Council	Y	cost + 15%	cost + 15%	Per Bin	
Waste Disposal						
<i>Refuse removal (Charged via Rates Notice)</i>						
120 or 240 litre Rubbish Bins collected Twice Weekly			362.00			\$196,448
Domestic	Council	N	362.00	364.00	Per Bin Per Annum	
Commercial & Industrial Properties	Council	N	362.00	420.00	Per Bin Per Annum	
Non Rateable Property	Council	N	362.00	620.00	Per Bin Per Annum	
<i>Domestic Charges (General Waste) At Refuse Site</i>						
Domestic utes, vans, wagons or trailers per M3 (Minimum charge \$5)	Council	Y	5.50	5.50	Per Cubic Metre	\$67,769
Domestic clean green waste including grass clippings and sawdust	Council	Y	No Charge	No Charge	Per Cubic Metre	
Domestic contaminated green waste (Green waste mixed with other waste)	Council	Y	5.50	5.50	Per Cubic Metre	
<i>Commercial Charges (General Waste) At Refuse Site</i>						
Commercial utes, vans, wagons or trailers per M3 (Minimum charge \$15)	Council	Y	10.00	15.00	Per Cubic metre	
Commercial clean green waste including grass clippings and sawdust (Minimum charge \$5)	Council	Y	5.00	5.00	Per Cubic metre	
Commercial contaminated Green Waste (Green waste mixed with other waste)	Council	Y	10.00	10.00	Per Cubic metre	
Commercial cardboard	Council	Y		5.00	Per Cubic metre	
<i>Liquid Waste At Refuse Site</i>						
Including grease trap, sewage and offal	Council	Y	40.00	50.00	Per Kilolitre	
Used Oil Per 20L of part thereof	Council	Y	4.00	5.00	0-20 Litres	
Used Oil Per 200L or part thereof	Council	Y	40.00	50.00	Per 21 - 200 Litres	
Oil and Fuel Filters	Council	Y	2.00	2.00	Per Filter	
<i>Miscellaneous Charges At Refuse Site</i>						
Car / light truck tyres	Council	Y	7.50	10.00	Per Tyre	
Truck / tractor tyres	Council	Y	15.50	20.00	Per Tyre	
Car batteries	Council	Y	Free	Free	Per Item	
Gas bottles	Council	Y	Free	Free	Per Item	
De-gassed refrigeration unit	Council	Y	7.50	8.00	Per Item	
White Goods	Council	Y	5.50	6.00	Per Item	
Electronic waste	Council	Y	2.00	2.00	Per Item	

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Particulars	Charge Type	GST	Charges		Frequency	Revenue to Date
			2017/2018 Inc GST where applicable	2018/19 Inc GST where applicable		
Car bodies, trailers, small boats, caravans	Council	Y	37.50	40.00	Per Item	
Truck bodies, large equipment	Council	Y	56.00	60.00	Per Item	
Wheelee Bin 240L - Domestic	Council	Y	2.00	5.00	Per Bin	
Wheelee Bin 240L - Commercial	Council	Y	2.00	15.00	Per Bin	
Special Burials - (Asbestos waste, animal remains, etc) At Refuse Site						
Asbestos per kg up to 20Kg	Council	Y	0.25	0.25	Per KG	
Asbestos per sheet	Council	Y	2.50	2.50	Per sheet or part thereof	
Flat fee: Inclusive of tipping, plant and labour fees	Council	Y	81.00	85.00	Per Cubic Metre	
Animal remains	Council	Y		5.00	Per Cubic Metre or part thereof	
Closed Fee At Refuse Site						
Refuse Site closed additional fee	Council	Y	10.50	10.50	Per Visit	
Animal Control						
Cats						
a) Annual registration of a cat	Statutory	N	20.00	20.00	Per Annum	\$100
Pensioners	Statutory	N	10.00	10.00	Per Annum	
b) Three year registration period	Statutory	N	42.50	42.50	Per 3 Year	
Pensioners	Statutory	N	21.25	21.25	Per 3 Year	
c) Lifetime registration period	Statutory	N	100.00	100.00	Per Lifetime	
Pensioners	Statutory	N	50.00	50.00	Per Lifetime	
d) Registration after 31 May in any year for registration until next 31 October	Statutory	N	10.00	10.00	Per Occurrence	
Pensioners	Statutory	N	5.00	5.00	Per Occurrence	
Annual application for approval or renewal of approval to breed cats (per cat)	Statutory	N	100.00	100.00	Per breeding cat (male or female)	
Dogs						
Registration Fees (3 Years) - Not in Concessional Category						
(a) Unsterilised Dog or Bitch	Statutory	N	120.00	120.00	Per 3 Year Period	\$4,250
Pensioners	Statutory	N	60.00	60.00	Per 3 Year Period	
(b) Sterilised Dog or Bitch	Statutory	N	42.50	42.50	Per 3 Year Period	
Pensioners	Statutory	N	21.25	21.25	Per 3 Year Period	
Registration Fees (1 Year) - Not in Concessional Category						
(a) Unsterilised Dog or Bitch	Statutory	N	50.00	50.00	Per Annum	
Pensioners	Statutory	N	25.00	25.00	Per Annum	
(b) Sterilised Dog or Bitch	Statutory	N	20.00	20.00	Per Annum	
Pensioners	Statutory	N	10.00	10.00	Per Annum	
(c) Dangerous Dog	Statutory	N		50.00	Per Annum	
Concessions						
Assistance Dog	Statutory	N	Nil	Nil	Per Annum	
Working Farm Dog (Dogs used for droving or tending stock)	Statutory	N	25% of Fee	25% of Fee	Per Annum	
Registration after the 31st of May for the first year of registration	Statutory	N	50% of Fee	50% of Fee	Per Annum	
Sterilisation of Dogs after Initial Registration - Refunds applicable as per regulations					Please contact Office	

ORDINARY COUNCIL MEETING

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Particulars	Charge Type	GST	Charges		Frequency	Revenue to Date
			2017/2018 Inc GST where applicable	2018/19 Inc GST where applicable		
Lifetime Registration period						
(a) Sterilised Dog or Bitch	Statutory	N	100.00	100.00	Per Lifetime	
Pensioner	Statutory	N		50.00	Per Lifetime	
(b) Unsterilised Dog or Bitch (Unless a concessional rate applies)	Statutory	N	250.00	250.00	Per Lifetime	
Pensioner	Statutory	N		125.00	Per Lifetime	
Stenilisation papers must be produced to claim discount						
Infringement Notices						
As prescribed by Regulations					Per Infringement	
Release Fees	Council	N	50.00	50.00	Per Animal	\$2,750
Sustenance Fees	Council	N	5.00	5.00	Per Day	\$0
Other Law, Order and Public Safety						
Impounding Fees - Vehicles						
Administration Fee	Council	N	140.00	140.00	Per Infringement	\$819
Daily Storage Fee	Council	N	20.00	20.00	Per Day	
Towing Charge	Council	Y	2.00	At Cost	As per Invoice from Towing Company	
Advertising Signs on Thoroughfares						
Signs - Permits						
Policy Assessable Signs	Council	N	148.00	151.00	Per Sign	\$0
Impact Assessable Signs	Council	N	148.00	151.00	Per Sign	
Footpath Signs - Permits						
Application Fee	Council	N	148.00	151.00	Per Sign	
Per annum per sign	Council	N	71.40	72.80	Per Sign	
Portable Signs - Permits						
Application Fee	Council	N	148.00	151.00	Per Sign	
Per annum per sign	Council	N	71.40	72.80	Per Sign	
Impounding Fees - Illegal Signs						
Administration Fee	Council	N	40.00	40.00	Per Infringement	
Local Government Property Local Law						
1. Low risk impact -Readily assessable - No advertising	Council	N	250.00	250.00	Per Year or prorata part thereof	
2. Medium risk impact/moderate time assessable/With advertising/No objections received	Council	N	750.00	750.00	Per Year or prorata part thereof	
3. High risk impact/Difficult assessment/Community objection/With advertising/Monitoring Required	Council	N	1500.00	1500.00	Per Year or prorata part thereof	
4. Other, as determined by Council	Council	N				
Mobile Vendors, Street Traders and Temporary Businesses						
Per Week or part thereof up to 2 weeks or alternatively \$200 Per Month up to 6 months	Council	Y	255.10	100.00	Per Week or part thereof up to maximum of 2 weeks	\$688
Per month or part thereof up to a maximum of 6 months	Council	Y	969.20	200.00	Per Month or part thereof up to a maximum of 6 months	
Per year of part thereof greater than 6 months	Council	Y		2000.00	Per Year for a term greater than 6 months	
Festivals/Organised Events/Winter Markets Stall Holder Permits (Non Charitable Organisations)	Council	Y	10.00	10.00	Per Day	
Festivals/Organised Events/Winter Markets Stall Holder Permits (Charitable Organisations)	Council	N		No Charge		

ORDINARY COUNCIL MEETING

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Particulars	Charge Type	GST	Charges		Frequency	Revenue to Date
			2017/2018 Inc GST where applicable	2018/19 Inc GST where applicable		
Yadgallah Markets Permit	Council	N		No Charge		
Venue Hire						
<i>Room Hire for all Venues Except for SBDC and Recreation Centre (Refer below)</i>						
Functions/Meetings Community Groups						
- Over 5 hours	Council	Y	158.00	158.00	Per Day	\$1,945
- Less than or Equal to 5 hours	Council	Y	26.50	26.50	Per Hour	
Functions/Meetings Private						
- Over 5 hours	Council	Y	262.00	262.00	Per Day	
- Less than or Equal to 5 hours	Council	Y	50.00	50.00	Per Hour	
Cleaning Deposit	Council	N	275.00	275.00	Per Function	
Surcharge for Additional Cleaning	Council	Y	At Cost + 10%	At Cost + 10%	Per Function	
Long Term Seasonal Users – Community Groups (Shark Bay domiciled)						
- Once a Week User	Council	Y	427.00	427.00	Annual Charge	
- Twice or More a Week User	Council	Y	840.00	840.00	Annual Charge	
<i>Shark Bay Recreation Centre Room Hire</i>						
Functions/Meetings Community Groups						
- Over 5 hours	Council	Y	158.00	158.00	Per Day	\$109
- Less than or Equal to 5 hours	Council	Y	26.50	26.50	Per Hour	
Functions/Meetings Private						
- Over 5 hours	Council	Y	262.00	262.00	Per Day	
- Less than or Equal to 5 hours	Council	Y	50.00	50.00	Per Hour	
Cleaning Deposit	Council	N	275.00	275.00	Per Function	
Surcharge for Additional Cleaning	Council	Y	At Cost + 10%	At Cost + 10%	Per Function	
Long Term Seasonal Users – Community Groups (Shark Bay domiciled)						
- Once a Week User	Council	Y	427.00	427.00	Annual Charge	
- Twice or More a Week User	Council	Y	840.00	840.00	Annual Charge	
<i>SBDC - Rose de Freycinet Gallery Hire -no kitchen facilities</i>						
Functions/Meetings Community Groups						
- Over 5 hours	Council	Y	148.00	148.00	Per Day	
- Less than or Equal to 5 hours	Council	Y	26.80	26.80	Per Hour	
Functions/Meetings Private/Corporate						
- Over 5 hours	Council	Y	285.00	285.00	Per Day	
- Less than or Equal to 5 hours	Council	Y	44.00	44.00	Per Hour	
Cleaning Deposit	Council	N	335.00	335.00	Per Function	
Surcharge for Additional Cleaning	Council	Y	At Cost + 10%	At Cost + 10%	Per Function	
Additional Charge use of Crockery, media, etc.	Council	Y	74.00	74.00	Per Function	
Staff Surcharge for all Functions	Council	Y	At Cost + 10%	At Cost + 10%	Per Staff Member Per Hour	
<i>Childcare Centre</i>						
Child Care Programs - whole building and yard	Council	Y	135.00	135.00	Per Month	\$1,227
<i>Denham Oval Hire</i>						
Exclusive use charge (Clubs)	Council	Y	70.00	70.00	Per Day	\$307
Exclusive use charge (Carnivals)	Council	Y	535.00	535.00	Per Event	
<i>Reserve 49809 (Denham Common - Approved designated areas only)</i>						
Licence to Occupy - Non Commerical Use	Council	Y	100.00	100.00	Per annum	\$273

ORDINARY COUNCIL MEETING

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Particulars	Charge Type	GST	Charges		Frequency	Revenue to Date
			2017/2018 Inc GST where applicable	2018/19 Inc GST where applicable		
Licence to Occupy - Commercial Use	Council	Y		500.00	Per annum	
Equipment Hire						
Equipment Hire - Deposit	Council	N	200.00	200.00	Per Hire	
Trestles (Town Hall - Used)	Council	Y	5.20	5.20	Per unit per day	\$322
Chairs (Town Hall - Used)	Council	Y	27.60	27.60	Per 50 chairs per day	
Hire of Portable Stage	Council	Y	71.40	71.40	Per Function	
Council Staff to Erect/Dismantle	Council	Y	At Cost + 10%	At Cost + 10%	Per Function	
Marquee						
Community Groups (domiciled in Shark Bay)	Council	Y	175.00	175.00	Per Event	\$0
Other users	Council	Y	780.00	780.00	Per Event	
1/2 Marquee or less	Council	Y	50%	50%	Of full charge	
Council Staff to Erect/Dismantle	Council	Y	At Cost + 10%	At Cost + 10%	Per Function	
Deposit - All Hirers	Council	N	700.00	700.00	Per Function	
Air Balloons						
2 x Air Balloons per day hire	Council	Y	30.00	30.00	Per Day	
Community Bus						
Hire	Council	Y	1.75	1.80	Per Kilometre	\$1,352
In the event of an accident, during the period of Hire, the Hirer will be liable for the Insurance Excess	Council	N		300.00	Insurance Excess	
Hire of Fencing						
Per panel	Council	Y	5.00	5.50	Per Week	\$182
Per panel	Council	Y	1.00	1.50	Per Day	
Delivery and erection	Council	Y	At Cost + 10%	At Cost + 10%		
Foreshore Events/Fairs						
Bond	Council	N		200.00	Per Hire	
Daily Fee (Non Charitable Organisations)	Council	Y		110.00	Per Day	
Gymnasium Membership						
Adult	Council	Y	152.50	162.50	Per Year /Pro-Rated each Qrt ie Reduction of 25% each Quarter	\$10,970
Pensioner / Concession Card Holder	Council	Y	103.00	103.00	Per Year /Pro-Rated each Qrt ie Reduction of 25% each Quarter	
Pensioner/Concession Card Holder Couple	Council	Y	177.70	177.70	Per Year /Pro-Rated each Qrt ie Reduction of 25% each Quarter	
Student (12 to 17) Must be accompanied with Adults	Council	Y	50.80	50.80	Per Year /Pro-Rated each Qrt ie Reduction of 25% each Quarter	
Family - 2 Adults and 2 Children 12-17 Years of age	Council	Y	305.00	305.00	Per Year /Pro-Rated each Qrt ie Reduction of 25% each Quarter	
Casual	Council	Y	31.00	51.00	Monthly Fee Only (no pro rata)	
Card Deposit	Council	N	20.00	20.00	Per Card Trust	

ORDINARY COUNCIL MEETING

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Particulars	Charge Type	GST	Charges		Frequency	Revenue to Date
			2017/2018 Inc GST where applicable	2018/19 Inc GST where applicable		
Accommodation, Caravan Parks and Camping Charges						
<i>Bed and Breakfast Accommodation (Lodging or Boarding of six (6) or less persons, for not more than 14 consecutive days. More than 6 guests in a deemed to be a lodging house</i>						
Registration	Council	Y	178.60	178.60	Per Application	\$368
Annual Renewal	Council	Y	122.50	122.50	Per Annum	
Caravan Parks						
Application for grant or renewal of licence \$200 or the amount calculated by multiplying the relevant amount set out in column 2 by the maximum number of sites (including any sites that may be used in an overflow area) of the particular type specified in the application.	Statutory	N	Min 200.00	Min 200.00	Per Financial Year	\$4,645
Licence Transfer Fee	Statutory	N	100.00	100.00	Per Application	
Lodging House Accommodation						
Licence under 15 residents	Statutory	N	90.00	90.00	Per Annum	
Licence over 15 residents	Statutory	N	170.00	170.00	Per Annum	
Camping						
Within the Shire of Shark Bay at prescribed Sites (Admin fee)	Council	Y	15.00	15.00	Per Vehicle	\$22,797
Use of Town Oval (max 2 nights)						
Unpowered Tent (up to 2 persons)	Council	Y	36.50	36.50	Per Day	
Caravan (up to 2 persons)	Council	Y	36.50	36.50	Per Day	
Additional persons (per person)	Council	Y	7.00	7.00	Per Day	
Dirk Hartog Island Lighthouse Keepers Accommodation						
\$10 per person per night for Use of Premises	Council	Y	10.00	10.00	Per Person Per Day	
Library						
Library Card Replacement Fee	Council	Y	5.00	5.00	Per Replacement	\$0
Library Book Withdrawal Deposit non Shire residents	Council	N	50.00	50.00	Trust	
Library Book Damage/Replacement Fee as per LISWA Catalogue	Council	Y	At Cost	At Cost	Per Item	\$40
Shark Bay Discovery Centre						
Adult entry	Council	Y	11.00	11.00	Per Entry	\$44,328
Children entry (Must be accompanied by adult)	Council	Y	6.00	6.00	Per Entry	
Concession entry	Council	Y	8.00	8.00	Per Entry	
Group entry	Council	Y	5.50	5.50	Per Entry	
Coach entries	Council	Y	5.50	5.50	Per Entry	
Entrance Fee Family (2 Adults & 2 Children)	Council	Y	28.00	28.00	Per Entry	
Entrance Fee Locals (Refer Council Policy for Eligibility)	Council	Y	No Charge	No Charge		
Merchandise	Council	Y	Retail Prices	Retail Prices		\$104,137
Regulated Transport Route Flight Booking Fee	Council	Y	15.00	15.00	Per Booking	
Visitor Centre Fees and Commission						
Business - Display only (Outside shire)	Council	Y	50.00	50.00	Per Annum	\$788
Pro-rata Business Display Only (Outside Shire) after 31 December	Council	Y	50%	50%	Per Annum	
Commission Rates - Locals (Bookeasy Gold / Others)	Council	Y	12%	12%	Per Booking	\$48,747
Commission Rates - (Bookeasy 24hrs)	Council	Y	15%	15%	Per Booking	
Commission Rates - Outside Shire (Bookeasy gold Only)	Council	Y	15%	15%	Per Booking	

ORDINARY COUNCIL MEETING

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Particulars	Charge Type	GST	Charges		Frequency	Revenue to Date
			2017/2018 Inc GST where applicable	2018/19 Inc GST where applicable		
Marine Facility Charges						
<i>Monkey Mia Jetty Fees</i>						
Annual Fee	Council	Y	82.00	85.25	Per Metre of Vessel Length, No pro rata	\$3,788
Daily Casual Berthing Fee	Council	Y	7.30	7.55	Per Day Per Metre of Vessel	
<i>Jinker Fees - Haulage Fees</i>						
Survey Weekday	Council	Y	225.00			\$4,296
Non Survey Weekday	Council	Y	258.00			
Survey Weekend	Council	Y	311.00			
Non Survey Weekend	Council	Y	344.00			
<i>Jinker Fees - Haulage Fees - Monday to Friday (Excl. Public Holidays)</i>						
Slipway Lift Out and In - Single Hull Vessel	Council	Y		412.50	Per Lift	
Slipway Lift Out and In - Multi Hull Vessel	Council	Y		467.50	Per Lift	
Use of Trailer for Survey of Vessel Only	Council	Y		55.00	Per hour or part thereof	
<i>Jinker Fees - Haulage Fees - Saturday and Sunday</i>						
Slipway Lift Out and In - Single Hull Vessel	Council	Y		550.00	Per Lift	
Slipway Lift Out and In - Multi Hull Vessel	Council	Y		550.00	Per Lift	
Use of Trailer for Survey of Vessel Only	Council	Y		82.50	Per hour or part thereof	
<i>Jinker Travel</i>						
Mount and Demount Vessel onto Stands	Council	Y		165.00	Per lift (inclusive of stands)	
Travel Fee (Includes Tow Vehicle, Jinker, Lead Vehicle with Operators)	Council	Y		220.00	Per hour or part thereof	
<i>Jinker Area Hardstand</i>						
Hardstand Non Commercial Vessels occupying Marine Facilities Area	Council	Y	33.00	34.00	Per Vessel Per Day or part thereof	
Hardstand Commercial Vessels occupying Marine Facilities Area	Council	Y	18.00	19.00	Per Vessel Per Day or part thereof	
Sundry Income and Enquiry Charges						
<i>Printing/Scanning/Photocopying</i>						
A4 black and white	Council	Y	1.60	1.70	Per Sheet	\$25
A4 black and white double-sided	Council	Y	2.60	2.70	Per Sheet	
A4 colour	Council	Y	3.80	3.90	Per Sheet	
A4 colour double-sided	Council	Y	4.80	4.90	Per Sheet	
A4 laminate	Council	Y	4.80	4.90	Per Sheet	
A3 black and white	Council	Y	2.60	2.70	Per Sheet	
A3 black and white double-sided	Council	Y	3.35	3.40	Per Sheet	
A3 colour	Council	Y	7.30	7.40	Per Sheet	
A3 colour double-sided	Council	Y	8.30	8.50	Per Sheet	
<i>Rates and Property</i>						
Account Enquiry & Advice of Sale (EAS Enquiry)	Council	N		55.00	Per Enquiry	\$1,070
Rate Book Enquiry (Non Ratepayer)	Council	N	55.00	56.00	Per Enquiry	
Rate Instalment Fee	Council	N	10.00	10.00	Per Instalment	\$3,530
Reply to Property Settlement Questionnaire (Orders & Requisitions)	Council	N	80.00	80.00	Per Enquiry	\$1,360
<i>Freedom of Information</i>						
Application fee for other application (non personal)	Statutory	N	30.00	30.00		\$295
Time taken by staff dealing with the application (per hour or pro rata for a part of an hour)	Statutory	N	40.00	30.00	Per Application	
Access time supervised by staff	Statutory	N	40.00	30.00	Per Hour	
Photocopying - per hour or pro rata for a part of an hour of staff time	Statutory	N	40.00	30.00	Per Hour	
Plus	Statutory	N	1.60	0.20	Per Copy	
Time taken by staff transcribing information from a tape or other device (per hour)	Statutory	N	40.00	30.00	Per Hour	
Charge for duplicating tape, film or computer information	Council	Y	Actual Cost	Actual Cost		
Charge for delivery, packaging and postage	Council	Y	Actual Cost	Actual Cost		

17.2 ADOPTION OF THE 2018/2019 BUDGET
FM00005

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Ridgley
Seconded Cr Capewell

Council Resolution

That Council, having regard to the budget deficiency in the context of the Strategic Community Plan and the Corporate Business Plan, by Absolute Majority, pursuant to Section 6.2 of the *Local Government Act 1995*, resolves to:

PART A. 2018/2019 RATES AND MINIMUM PAYMENTS AND THE STATEMENT OF OBJECTIVES AND REASONS FOR THE PROPOSED RATES AND MINIMUM PAYMENTS

1. Adopt the following Differential General Rates against the valuations supplied by Landgate (as amended) as at 1 July 2018 for 2018/2019 in accordance with Sections 6.32 and 6.33 of the Act:

Differential General Rates	2018/2019 Cents in the Dollar
GRV Residential	9.8885
GRV Commercial	10.1620
GRV Industrial/Residential	10.9426
GRV Vacant	9.8885
GRV Rural Commercial	10.2773
GRV Industrial/Residential Vacant	9.8885
GRV Resort	10.8482
UV General	20.0085
UV Pastoral	13.7028
UV Mining	27.2901
UV Exploration	26.2395

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2. **Adopt the following Minimum payments for the Shire of Shark Bay for 2018/2019 in accordance with Section 6.35 of the Act:**

Minimum Payment	2018/2019 Minimum Payment per Assessment
GRV Residential	\$850.00
GRV Commercial	\$850.00
GRV Industrial/Residential	\$850.00
GRV Vacant	\$850.00
GRV Rural Commercial	\$850.00
GRV Industrial/Residential Vacant	\$530.00
GRV Resort	\$850.00
UV General	\$890.00
UV Mining	\$890.00
UV Pastoral	\$890.00
UV Exploration	\$890.00

3. **Adopt for 2018/2019 the Specified Area Rate of 3.37 cents in the dollar for users of the Monkey Mia Bore against valuations supplied by Landgate (as amended) as at 1 July 2016 in accordance with Section 6.37 of the Act;**
4. **Adopt the Statement of Objectives and Reasons for proposed rates and minimum payments.**
5. **Note that Council has considered all submissions received from ratepayers before adopting the 2018/2019 Budget;**

5/0 CARRIED BY ABSOLUTE MAJORITY

Background

As part of the function of local government and its operations, each year the Council is required, under Section 6.2 of *the Local Government Act 1995*, to formally adopt its annual financial year budget to enable the administration to carry out services and programs and to raise revenue through rates and fees and charges.

Consistent with sections 6.2(4) of *the Local Government Act 1995* and the Part 3 of the Local Government (Financial Management) Regulations 1996, the 2018/19 Budget for the Shire of Shark Bay includes the following:

- Statement of Comprehensive Income by both Nature and Type and Program which both shows a net result of \$(2,217,538);
- Statement of Cashflows which shows a level of cash held at the end of 2018/2019 of \$2,231,176;
- Rate setting statement showing the amount to be raised from General Rates as \$1,265,816.
- Notes to and forming part of the budget as required by legislation.

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Comment

The general rates in the dollar and minimum payments are in accordance with Council's Community Strategic Plan, Corporate Business Plan and Long Term Financial Plan and, in accordance with section 6.36 of the *Local Government Act 1995*, these rates in the dollar were advertised for 21 days and submissions sought from ratepayers on the proposed rates.

Council did not received any submissions on the proposed rates.

PART B. 2018/2019 GENERAL CONDITIONS, CHARGES AND INTEREST

Moved Cr Ridgley
 Seconded Cr Capewell

Council Resolution

That Council:

- 1. Impose no service charge on land for 2018/2019;**
- 2. Raise a charge of \$10.00 per instalment for 2018/2019 where the ratepayer has elected to pay their rates by instalments in accordance with Section 6.45(3) of the Act;**
- 3. Provide the option for ratepayers to pay their rates as a single payment or by 2 or 4 equal instalments in accordance with Section 6.45(1) of the Act;**
- 4. Adopt the following due dates for the payment of rates either as a single payment or by 2 or 4 instalments;**

i. Single payment		Due Date: 12 October 2018
ii. Two instalments	First	Due Date: 12 October 2018
	Second	Due Date: 08 February 2019
iii. Four instalments	First	Due Date: 12 October 2018
	Second	Due Date: 14 December 2018
	Third	Due Date: 15 February 2019
	Four	Due Date: 15 April 2019
- 5. Not provide any discount for early payment of rates;**
- 6. Grant an incentive for the payment of the 2018/2019 rates and charges by the single payment due date by way of a lottery draw for the prizes of:**
 - i. First Prize – Gift voucher of \$500 to be spent at any Shark Bay business;**
 - ii. Second Prize – Gift voucher of \$200 to be spent at any Shark Bay business;**
 - iii. Third Prize – Gift voucher of \$100 to be spent at any Shark Bay business;**

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- 7. Charge an interest rate of 11% on any outstanding rates and charges that remain overdue as described in accordance with Section 6.51 of the Act.
5/0 CARRIED BY ABSOLUTE MAJORITY**

Comment

This part provides the ability for ratepayers to pay their rates through instalments, the due dates for those instalments and the imposition of charges for utilizing these timeframes for payment. It also provides incentives for payment of rates and charges by the single payment due date of a lottery draw with prizes provided by the Shire of Shark Bay. It is proposed that these prizes be as follows for 2018/2019:

- First Prize – Gift voucher of \$500 to be spent at any Shark Bay business;
- Second Prize – Gift voucher of \$200 to be spent at any Shark Bay business;
- Third Prize - Gift voucher of \$100 to be spent at any Shark Bay business;

This part also allows Council to charge overdue interest rates on outstanding rates and charges and on outstanding sundry debtors as provided for in section 6.13 of the *Local Government Act 1995*.

PART C. CONCESSIONS AND WRITE OFFS

Moved Cr Ridgley
Seconded Cr Capewell

Council Resolution

That Council:

- 1. Grant a write off of rates to Australian Wildlife Conservancy for Assessment 2071 being the Faure Island landing site to the value of \$3,301 in accordance with Section 6.12 and 6.47 of the *Local Government Act 1995* and provide this write off on the basis of the inequities of the valuation system for pastoral land;**
- 2. Grant a concession of 7.0799 cents in the dollar on the Unimproved Value Pastoral rate category in accordance with Section 6.47 of the *Local Government Act 1995* and provide this concession on the basis of the inequities of the valuation system for pastoral land;**
- 3. Grant a concession of 8.8579 cents in the dollar to Unimproved Value Exploration in accordance with Section 6.47 of the *Local Government Act 1995* and provide this concession on the basis of the inequities of the valuation system for exploration land and to recognize that the assessments are not in the production phase.**

5/0 CARRIED BY ABSOLUTE MAJORITY

ORDINARY COUNCIL MEETING

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Comment

This part provides Council with an opportunity to consider any write off and concessions that it wishes to provide in 2018/2019. The financial implications for such an action need to be fully considered prior to adoption as any concession not included in the budget as presented will result in a loss situation to the budget outcome and require an adjustment to the expenditure or to the transfers to reserves to account for this loss.

The 2018/2019 draft budget includes a 1% decrease in the concession in a similar manner as the 2017/2018 year to ensure the 4% overall increase in rate revenue is maintained. The total amount of concessions vary due to valuation fluctuations.

A concession of 7.0799 cents in the dollar is proposed for Unimproved Value Pastoral resulting in a net rate in the dollar of 6.6229, and a concession of 8.8579 cents in the dollar for Unimproved Value Exploration resulting in a net rate in the dollar of 17.38168 cents in the dollar.

This part also provides the opportunity to waive the rates for the landing site at Faure Island. This practice has been in place for several years and it is recommended that the rates for the landing parcel of rates be waived again this year.

This part also provides the opportunity to continue the waiving of 25% of the Yadgalah Aboriginal Corporation rates as well 100% waiver for Murchison Region Aboriginal Corporation.

The RAC Resort is still valued as an unimproved value and the Council has provided a concession to RAC Parks and Resorts due to the lands predominant use as a tourist resort and should be valued as GRV. This part provides the opportunity to provide the same concession of 95% to maintain equitable rates. The submission to amend this valuation is being amended and will be applied during the 2018/19 year

This is a list of the Waivers and Concessions included in the proposed 2018/2019 Budget

Waivers or Concessions							
Rate or fee and charge to which the waiver or concession is granted	Type	Disc % or Amount (\$)	2018/19 Budget	2017/18 Actual	Circumstances in which the waiver or concession is granted	Objects and reasons of the waiver or concession	
General Rate	Concession	\$43,708.00	\$43,708	\$44,150	UV Pastoral	To address the disparity between UV Rates	To provide equitable rates for properties in this category
General Rate	Concession	\$53,238.00	\$53,238	\$53,776	UV Exploration	To address the inequalities of the valuation system.	To recognise that these properties are not in the production phase

ORDINARY COUNCIL MEETING

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General Rate	Waiver	\$3,301	\$3,301	\$3,205	Australian Wildlife Conservancy Faure Island - Landing Only	To address the anomalies in the valuation system.	To recognise the use of the land as a landing point
General Rate	Waiver	\$1,861	\$1,861	\$1,781	Murchison Region Aboriginal Corporation	To address anomalies in the valuation system	To recognise that the use of the land is for charitable purposes
General Rate	Concession	95%	\$76,032	\$73,818	RAC Parks and Resorts	To address anomalies in the valuation system	To provide equitable rates for property which should be valued as GRV due to its predominant use as a tourist resort
General Rate	Waiver	25%	\$1,080	\$1,033	Yadgalah Aboriginal Corporation	To address anomalies in the valuation system	To recognise that the use of the land is partly used for charitable purposes.
			\$179,221	\$177,763			

PART D. 2018/2019 FEES AND CHARGES

Moved Cr Ridgley
 Seconded Cr Capewell

Council Resolution

That Council:

- 1. Adopt the 2018/2019 Schedule of Fees and Charges.**

5/0 CARRIED BY ABSOLUTE MAJORITY

Comment

This part recommends the adoption of the proposed fees and charges for 2018/2019 which Council has previously reviewed. The changes to this document since the review were the addition of the Monkey Mia Jetty fees and the Denham hardstand fees.

PART E. 2018/2019 CAPITAL WORKS

Moved Cr
 Seconded Cr

Council Resolution

That Council:

- 1. Adopt the 2018/2019 Capital Works budget.**

5/0 CARRIED BY ABSOLUTE MAJORITY

29 AUGUST 2018

Comment

This part recommends the adoption of the proposed capital works program for 2018/2019 which Council has previously discussed.

The capital works program has been significant reviewed and reduced to allow the council to focus on the reviewed. The major items in the capital budget is the construction of a new Artesian Bore and the Plant replacement program.

PART F. ADOPTION OF THE 2018/2019 BUDGET

Moved Cr Ridgley
Seconded Cr Capewell

Council Resolution

That Council:

- 1. Adopt a reporting material variance of \$5,000 or 5% as per AASB1031 and regulation 34 of the Local Government (Financial Management) Regulations 1996;**
- 2. Adopt the Significant Accounting Policies attached and included in the 2018/2019 Budget document; and**
- 3. Adopt the 2018/2019 Budget for the Shire of Shark Bay as presented in the accompanying attachment.**

5/0 CARRIED BY ABSOLUTE MAJORITY

Comment

This part recommends the adoption of the 2018/2019 Budget, sets the reporting variance for monthly reporting to Council and adopts the significant accounting policies separately to the budget as advised by the auditors.

The budget has been based on an estimated carry forward from 2017/2018 of \$1,493,392. This is an estimate only as the annual financial statements for 2017/2018 have yet to be finalized and there may be some alteration to this final figure as part of this process.

The budget allows for a transfer from reserves of \$680,745 and a transfer to reserves of \$769,544. The transfer to reserves will provide a provision for the securing of capital for future projects and renewal expenditure which will be required to ensure that Council's assets are maintained to a sustainable level of service provision.

From a profit and loss perspective, the budget shows an operating loss for 2018/2019 of \$(2,217,538). However this includes the revenue from non-operating grants in accordance with accounting standards, loss of sale of assets and depreciation expense which is not funded.

ORDINARY COUNCIL MEETING

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The table below reflects the impact of these items in comparison to last year's budget and estimated actual.

	2018/19 Budget	2017/18 Actual	2017/18 amended Budget
Total Income	(\$2,217,538)	(\$304,886)	(\$1,673,714)
Add Back depreciation	\$2,018,120	\$1,830,527	\$2,018,080
Add back loss on sale	\$112,389	\$19,507	\$11,684
	(\$87,029)	\$1,545,148	\$356,050
Less non-operating grants	\$481,298	\$781,403	\$872,363
	(\$568,327)	\$763,745	(\$516,313)
Add/less Grants received in advance	\$1,003,940	(\$1,003,940)	\$986,341
Operating profit after adjustments	\$435,613	(\$-240,195)	\$470,028

Taking these factors into consideration, the actual operating position of the Council is a profit of \$435,613 when adjusting for the financial assistance grant of \$1,003,940 received in advance.

The variance between budgets is due largely to focusing on reviewing and minimising expenditure for the 2018/2019 year, this strategy will endeavor to address the significant structural operating deficit that was highlighted by the Councils auditors in the management report 2016/2017 financial year.

From a cash flow perspective, it is expected that the cash position will decrease by \$1,326,566 in 2018/2019 as Council completes carry forward projects and current projects.

It is expected that all projects in the capital works program will be completed in 2018/2019 provided funding is received as expected. The level of cash expected at the end of 2018/2019 is \$2,231,176 which is made up on working cash of \$441,841 and reserve cash of \$1,789,336.

Further details on the separate components of the 2018/2019 budget are included in the budget document.

Legal Implications

Section 6.2 of the *Local Government Act 1995* requires Council to adopt a budget prior to 31 August each year while Part 3 of the Local Government (Financial Management) Regulations 1996 states what needs to be included in the budget.

Policy Implications

Council is required to adopt the Significant Accounting Policies as part of the budget adoption. These policies form the basis on which Council will carry out its financial responsibilities.

Financial Implications

The 2018/2019 budget provides Council with the opportunity to review its service levels and ongoing future maintenance requirement, while addressing the operational financial deficiency's, which highlights the reliance of Council on grant funding and the need to become more "self-sufficient" financially so that, should grant funding not be available, Council can continue to provide high quality services to the community and maintain its assets in a sustainable manner. This will require increasing costs on functions such as waste and recycling to lessen the financial impost upon the general rates income.

This budget and future budgets will also have to review all areas of required services and discretionary funding components of expenditure to ensure the operational and maintenance obligations of the shire are being attended to.

Strategic Implications

Outcome 4.1.3 Maintain accountability and financial responsibility.

Risk Management

There is a high risk of not adopting the 2018/2019 Budget as this provides the authority for the administration to continue to provide services to the community.

Voting Requirements

Absolute Majority is required for this item.

Signatures

Author	<i>A Pears</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	August 2018

29 AUGUST 2018



SHIRE OF SHARK BAY
2018/2019 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.

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.

STATEMENT OF OBJECTS AND REASONS –DIFFERENTIAL RATES

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

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.

**KEY TERMS (NATURE AND TYPE) FOR
THE YEAR ENDED 30TH JUNE 2019**

BASIS OF PREPARATION

The budget 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 budget 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.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire of Shark Bay 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 14 to the budget.

REVENUES (CONTINUED)

FEES AND CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

ORDINARY COUNCIL MEETING

29 AUGUST 2018

2017/18 ACTUAL BALANCES

Balances shown in this budget as 2017/18 Actual are as forecast at the time of budget preparation and are subject to final adjustments.

KEY TERMS AND DEFINITIONS - NATURE OR TYPE

REVENUES RATES

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

SERVICE CHARGES

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

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets includes loss on disposal of long term investments.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or

ORDINARY COUNCIL MEETING

29 AUGUST 2018

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

State taxes. Donations and subsidies made to community groups.

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of Shark Bay's operational cycle. In the case of liabilities where the Shire of Shark Bay 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 Shire of Shark Bay's intentions to release for sale.

TRADE AND OTHER RECEIVABLES

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.

SIGNIFICANT ACCOUNTING POLICIES

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the

Shire of Shark Bay 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.

PROVISIONS

Provisions are recognised when the Shire of Shark Bay 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.

INVENTORIES

General

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.

Superannuation

The Shire of Shark Bay contributes to a

EMPLOYEE BENEFITS

Short-term employee benefits

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

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

ORDINARY COUNCIL MEETING

29 AUGUST 2018

number of superannuation funds on behalf of employees.

All funds to which the Shire of Shark Bay contributes are defined contribution plans.

SIGNIFICANT ACCOUNTING POLICES

CASH AND CASH EQUIVALENTS

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 Note 2 - Net Current Assets.

SIGNIFICANT ACCOUNTING POLICIES

DEPRECIATION

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 of the lease or the estimated useful life of the improvements.

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.

DEPRECIATION (CONTINUED)

Major depreciation periods used for each class of depreciable asset are:

Buildings	10 - 50 Years
Furniture and equipment	5 to 10 Years
Plant and equipment	5 to 10 Years
Heritage Assets	25 to 100 Years
Sealed Roads and streets	
subgrade	Not Depreciated
pavement seal	80 to 100 Years
- bituminous seals	15 to 22 Years
- asphalt surfaces	30 Years
Formed Roads (unsealed)	
subgrade	Not Depreciated

ORDINARY COUNCIL MEETING

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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.

SIGNIFICANT ACCOUNTING POLICIES

BORROWING COSTS

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.

pavement	18 Years
Foothpaths	40 to 80 Years
Drainage systems	
drains and kerbs	20 to 60 Years
culverts	60 Years
pipes	80 Years
pits	60 Years

SIGNIFICANT ACCOUNTING POLICIES - OTHER INFORMATION

GOODS AND SERVICES TAX (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

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

COMPARATIVE FIGURES

Where required, comparative figures have been adjusted to conform with changes in presentation for the current budget year.

BUDGET COMPARATIVE FIGURES

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

REVENUE RECOGNITION

ORDINARY COUNCIL MEETING

29 AUGUST 2018

CRITICAL ACCOUNTING ESTIMATES

The preparation of a budget in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

Rates, grants, donations and other contributions are recognised as revenues when the Shire of Shark Bay 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.

Moved Cr Capewell
Seconded Cr Burton

Council Resolution

That Council suspend Standing Orders, clause 9.5 Limitation on number speeches to be suspended at 4.43 pm for open discussion on Item 18.3 Proposed Structure Plan as Local Development Plan – Lots 350 and 351 Hamelin Pool Road, Hamelin Pool, with the owner, Ms P Cox.

5/0 CARRIED

Moved Cr Bellottie
Seconded Cr Burton

Council Resolution

That Council reinstate standing orders at 4.56pm.

5/0 CARRIED

29 AUGUST 2018

18.0 MATTERS BEHIND CLOSED DOORS

Moved Cr Fenny
Seconded Cr Bellottie

Officer Recommendation

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

Ms Cox and Ms Pears, Executive Manager Finance and Administration left the Council Chamber at 5.00pm

18.1 UPDATE ON DRAFT LOCAL PLANNING SCHEME NO. 4
LP00002

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Moved Cr Fenny
Seconded Cr Capewell

Council Resolution

That Council consider the Officer's Recommendation contained within the confidential report.

5/0 CARRIED

Moved Cr Fenny
Seconded Cr Burton

Council Resolution

That Council

- 1. Note that the Minister for Planning has made a decision on the Draft Shire of Shark Bay Local Planning Scheme No 4 and has required 150 modifications to be made before issuing final approval.**
- 2. Note that Town Planning Innovations has completed all the modifications and the modified (Draft) Shire of Shark Bay Local Planning Scheme No 4 has been returned to the Western Australian Planning Commission in accordance with Regulation 28(1) of the *Planning and Development (Local Planning Scheme) Regulations 2015* in order to seek final approval by the Minister for Planning.**
- 3. Note that once the Minister for Planning issues final approval:**

ORDINARY COUNCIL MEETING

29 AUGUST 2018

- (i) **A copy of the new Shire of Shark Bay Local Planning Scheme No 4 will have to be published in the Government Gazette. The Scheme becomes lawful on gazettal;**
- (ii) **A newspaper advert will be published to advise the general public of the Ministers decision;**
- (iii) **All parties who lodged a submission on Draft Scheme No 4 will be advised in writing of the Ministers decision.**
- (iv) **Although it is not a statutory requirement the Shire will write to all owners where:**
 - **The zoning of their land has changed;**
 - **The residential density of their land has changed;**
 - **Their special use conditions have changed.**

5/0 CARRIED

18.2 CONTRACT TO MANAGE THE SHARK BAY RECREATION CENTRE
CM00038

Author

Executive Manager Tourism Community and Economic Development

Disclosure of Any Interest

Disclosure of Interest: Cr Burton

Nature of Interest: Financial Interest, as employed under current contract agreement with Shark Bay Community Resource Centre

Cr Burton left the Council Chamber at 5.04 pm

Moved Cr Fenny
Seconded Cr Capewell

Council Resolution

That Council consider the Officer's Recommendation contained within the confidential report.

4/0 CARRIED

Moved Cr Capewell
Seconded Cr Fenny

Council Resolution

That Council authorise the administration to incorporate the existing Community Development employee hours into managing the Recreation Centre and associated programmes for 800 hours per year over 50 weeks and to sustain the current service delivery.

3/1 CARRIED

Cr Burton returned to the Council Chamber at 5.11 pm.

29 AUGUST 2018

18.3 PROPOSED STRUCTURE PLAN AS LOCAL DEVELOPMENT PLAN – LOTS 350 AND 351
HAMELIN POOL ROAD, HAMELIN POOL
P2002

Author

Liz Bushby, Town Planning Innovations

Disclosure of Any Interest

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Moved Cr Capewell

Seconded Cr Fenny

Council Resolution

That Council consider the Officer's Recommendation contained within the confidential report.

5/0 CARRIED

Moved Cr Capewell

Seconded Cr Fenny

Council Resolution

That Council:

1. **Note that a Structure Plan for Lots 350 and 351 Hamelin Pool Road, Hamelin Pool was processed and supported by the Shire, however the Western Australian Planning Commission has recommended that it be approved as a Local Development Plan instead - Attachment 1.**
2. **Note that adoption of the plan as a Local Development Plan by the Shire of Shark Bay would be consistent with the provisions proposed for the Special Use zone applicable to Hamelin Pool under the Draft Local Planning Scheme No 4.**
3. **Resolve to adopt the Local Development Plan for Lots 350 and 351 Hamelin Pool Road, Hamelin Pool, with modifications, in accordance with Cause 52 (1) of the Planning and Development (Local Planning Schemes) Regulations 2015.**
4. **Authorise the Shires Planning Consultant, Liz Bushby, (Town Planning Innovations) to formally advise the Western Australian Planning Commission of the Council resolution, and request that the previous Structure Plan be cancelled.**
5. **Authorise the Chief Executive Officer to write to the applicant and landowner:**
 - (a) **Advising of the Council decision;**
 - (b) **Request that a planning application for all retrospective development be lodged within 6 months;**

29 AUGUST 2018

- (c) Advise that separate applications for a building certificate (BA13) for unauthorised development will also be required.
6. Authorise the Chief Executive Officer to sign the Local Development Plan approved by Council, and to publish a copy on the Shires website (to comply with Regulation 55 in Schedule 2, Part 6 of the Planning and Development (Local Planning Schemes) Regulations 2015.



Our ref: PL-2018P0214/1
Enquiries: Greg Davey (08 9551 9294)

Chief Executive Officer
Shire of Shark Bay
65 Knight Terrace
DENHAM WA 6537

By Email - admin@sharkbay.wa.gov.au; ljz@tpiplanning.com.au

Dear Sir

**LOCAL DEVELOPMENT PLAN CONSIDERATION FOR LOTS 350 and 351
HAMELIN POOL ROAD, HAMELIN POOL - SHIRE OF SHARK BAY**

I refer to your email received on 5 June 2018.

Pursuant to Schedule 2, clause 47(d), of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations), the Western Australian Planning Commission supports the progression of local development plan instead of a structure plan, for the purposes of orderly and proper planning to facilitate development of Lots 350 and 351 Hamelin Pool Road, Hamelin Pool.

The local government is advised that that re-advertising is not considered necessary in the event that the Shire progress the structure plan as a local development plan.

If you have any queries, please contact the officer indicated above.

Yours faithfully

A handwritten signature in black ink, appearing to read "S Fagan".

Ms Sam Fagan
Secretary
Western Australian Planning Commission

13 June 2018



Postal address: Locked Bag 2506 Perth WA | Street address: 140 William Street Perth WA 6000
Tel: (08) 955 19000 | Fax: (08) 955 19001 | corporate@planning.wa.gov.au | www.planning.wa.gov.au
ABN 35 482 341 493

5/0 CARRIED

29 AUGUST 2018

18.4 NEW MULTI TYRED ROLLER
CM00062

AUTHOR
WORKS MANAGER

DISCLOSURE OF ANY INTEREST

Declaration of Interest:

Nature of Interest:

Moved Cr Capewell
Seconded Cr Burton

Council Resolution

That the recommendation submitted by the Works Manager in the confidential evaluation report for Supply and Delivery of one new Multi Tyred Roller as per the conditions of quote be considered.

5/0 CARRIED

Moved Cr Capewell
Seconded Cr Fenny

Council Resolution

That GCM Agencies be appointed for the supply of a new MultiPac 524H Multi Tyred Roller and the sale to GCM Agencies of Council's Ammann AP240 Multi Tyred Roller based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFQ2018/2019-2 - Supply and Delivery of a 8-24 Tonne Multi Tyred Roller and RFT 21_18 Disposal of one Multi Tyred Roller.

5/0 CARRIED

Moved Cr Fenny
Seconded Cr Burton

Council Resolution

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

5/0 CARRIED

Ms Cox returned to the Council Chamber at 5.28pm

At 5.29pm the Chief Executive Officer read aloud the Council decision that had been taken during the time the meeting was closed to the public in accordance with Council's Local Laws relating to Standing Orders clause 12.7(3)(a)(b)(c)(d)(e).

ORDINARY COUNCIL MEETING

29 AUGUST 2018

19.0 DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 26 September 2018, commencing at 3.00 pm.

20.0 CLOSURE OF MEETING

As there was no further business the Deputy President closed the Ordinary Council meeting at 5.34 pm.