

SHIRE OF SHARK BAY MINUTES

24 June 2020

ORDINARY COUNCIL MEETING



Galla Curci - SHARK BAY



24 JUNE 2020



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MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

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 24 June 2020 commencing at 3.19 pm.

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1.0 DECLARATION OF OPENING

The President declared the meeting open at 3.19 pm.

2.0 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED

ATTENDANCES

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

Mr P Anderson	Chief Executive Officer
Mr B Galvin	Works Manager
Mrs D Wilkes	Executive Manager Community Development
Mrs R Mettam	Executive Assistant

APOLOGIES

VISITORS

Mrs F Houlton and Mr M James

3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

There were no previous public questions on notice.

4.0 PUBLIC QUESTION TIME

The President opened public question time at 3.19 pm and as there were no question put forward the President closed public question time at 3.19 pm.

5.0 APPLICATIONS FOR LEAVE OF ABSENCE

There were no applications for leave of absence present to the June 2020 Ordinary Council meeting.

6.0 PETITIONS

There were no petitions presented to the June 2020 Ordinary Council meeting.

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7.0 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 27 MAY 2020

Moved Cr Stubberfield
Seconded Cr Fenny

Council Resolution

That the minutes of the Ordinary Council meeting held on 27 May 2020, as circulated to all Councillors, be confirmed as a true and accurate record.

7/0 CARRIED

8.0 ANNOUNCEMENTS BY THE CHAIR

A presentation was made to Council by Strandline in regards to the Coburn Mining at Coburn Station. Also a presentation was received from the Department of Biodiversity, Conservation and Attractions before the Ordinary Council meeting.

The President presented the Bushfire medals for 5 years of service awarded to Mrs F Hoult and Mr M James.

9.0 PRESIDENT'S REPORT

GV00002

Council Committee Membership

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

Meeting Attendance

24 May 2020	ABC Radio interview
26 May	Gascoyne Development Commission Board meeting
29 May	Vince Catania MLA visit
9 June	Gascoyne Development Commission Board meeting Ministerial Roundtable Recovery meeting
11 June	Western Australian Local Government Association Gascoyne Update - media
16 June	Ministerial Roundtable Recovery planning
19 June	Destination Shark Bay working group meeting
23 June	Auditor General Audit/Risk Committee Forum
24 June	Ordinary Council meeting
26 June	Gascoyne Zone Western Australian Local Government Association meeting - Exmouth
30 June	Gascoyne Development Commission Board and Audit/Risk meeting

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Signatures

Councillor

Councillor Cowell

Date of Report

13 June 2020

Moved Cr Bellottie

Seconded Cr Burton

Council Resolution

That the President's activity report for June 2020 be received.

7/0 CARRIED

10.0 COUNCILLORS' REPORTS

10.1 CR RIDGLEY

GV00008

Nil report for the June 2020 Ordinary Council meeting.

10.2 CR FENNY

GV00017

Nil report for the June 2020 Ordinary Council meeting.

10.3 CR SMITH

GV000

Nil report for the June 2020 Ordinary Council meeting.

10.4 CR STUBBERFIELD

GV000

Committee Membership

Member Audit Committee

Member Shark Bay Community Resource Centre Committee

Member Zuytdorp Cliffs Track Stakeholders Reference Group

Meeting Attendance

10 June 2020

Attended the Shark Bay Community Resource Centre board meeting

Signatures

Councillor

Councillor Stubberfield

Date of Report

15 June 2020

Moved Cr Fenny

Seconded Cr Burton

Council Resolution

That Councillor Stubberfield's June 2020 report on activities as Council representative be received.

7/0 CARRIED

MINUTES OF THE ORDINARY COUNCIL MEETING

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- 10.5 CR BURTON
GV00018
Nil report for the June 2020 Ordinary Council meeting.
- 10.6 CR BELLOTTIE
GV00010
Nil report for the June 2020 Ordinary Council meeting.

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11.0 ADMINISTRATION REPORT

11.1 DENHAM TOWNSITE COASTAL HAZARD RISK MANAGEMENT AND ADAPTATION PLANNING CM00064

AUTHOR

Chief Executive Officer

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Stubberfield

Nature of Interest: Financial Interest as has a business in proposed area

Declaration of Interest: Cr Fenny

Nature of Interest: Financial Interest as family owns property in the inundation area

Declaration of Interest: Cr Ridgley

Nature of Interest: Proximity Interest as has an office on the foreshore.

Cr Fenny and Cr Stubberfield left the Council Chamber at 3.28 pm

Cr Ridgley left the Council Chamber at 3.29 pm

Moved Cr Smith

Seconded Cr Burton

Council Resolution

That Councillors Stubberfield, Fenny and Ridgley be allowed to return to the Council Chamber and participate in the matter as it is considered that due to the land subject to inundation extends the length of Knight Terrace the Councillors have an interest in common with a significant number of electors.

4/0 CARRIED

Cr Ridgely, Cr Fenny and Cr Stubberfield returned to the Council Chamber at 3.30 pm.

Moved Cr Smith

Seconded Cr Bellottie

Council Resolution

That Council:

- 1. Note and acknowledge the Denham Townsite Coastal Hazard Risk Management and Adaptation Planning dated 31 March 2020 and consider the recommendations contained within the Plan.**
- 2. Note that there is a lack of Local Oceanographic data which limits the confidence in the results of the analysis/modelling which may result in unnecessary economic burden to asset owners near the coast through overly conservative design requirements if the Council adopts all the recommendations contained within the Coastal Hazard Risk Management and Adaptation Planning (and expands application of a minimum finished floor level to lots beyond Knight Terrace).**

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3. **Administration be requested to develop a Local Planning Policy that compliments the existing requirements of the Local Planning Scheme in relation to coastal development and that identifies the areas that Council considers to be 'Land Subject to Inundation' in Denham townsite (i.e. lots facing Knight Terrace).**
4. **Consider a future review of the Coastal Hazard Risk Management and Adaptation Planning and Local Planning Policy in 5-10 years after additional coastal monitoring has been undertaken by the Shire. The Coastal Hazard Risk Management and Adaptation Planning includes a monitoring and data collection plan which will be implemented by Shire Administration and includes seasonal photographic recording of the coastline.**
5. **Resolve not to pursue a scheme amendment that introduces a Special Control Area over Land Subject to Inundation in Denham townsite as identified in the Coastal Hazard Risk Management and Adaptation Planning mapping as:**
 - (i) **The Minister for Planning would have the final control over any scheme provisions and there is concern that the WA Planning Commission may take a conservative approach and fully implement the Coastal Hazard Risk Management and Adaptation Planning recommendations.**
 - (ii) **A Local Planning Policy provides a more flexible approach, will be advertised for public comment and only requires adoption by Council.**
 - (iii) **It allows for the Shires current practice to continue whereby higher finished floor levels are only applied to lots fronting Knight Terrace which are considered the most vulnerable to coastal processes in Denham townsite.**

7/0 CARRIED

BACKGROUND

A preliminary report on planning issues associated with the Coastal Hazard Risk Management and Adaptation Planning was referred to Council in October 2019. Council resolved to:

1. Note that a Denham Townsite Coastal Hazard Risk Management and Adaptation Planning (Coastal Hazard Risk Management and Adaptation Planning) dated 19 September 2019 has been prepared and will be presented to a future Council meeting.
2. This report highlights some issues that will need to be considered in the future as the Coastal Hazard Risk Management and Adaptation Planning needs to be examined in context of the Shire of Shark Bay Local Planning Scheme No 4.
3. All future planning implications associated with the Coastal Hazard Risk Management and Adaptation Planning will be identified in a future report, and Council will have an opportunity to consider the recommendations of the Coastal Hazard Risk Management and Adaptation Planning in more detail.

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4. Note that the Coastal Hazard Risk Management and Adaptation Planning mapping is not being used for planning assessment purposes at this time as it has not yet been presented or considered by Council.

COMMENT

The purpose of this report is to present the Coastal Hazard Risk Management and Adaptation Planning recommendations to Council for consideration.

The Shire's adaptation responsibility is limited to preserving public interests by minimising risks to public assets where possible.

As per the WA Coastal Zone Strategy 2017, it is not the Shire's responsibility to address risks to private assets.

There are a number of recommendations that have planning implications as discussed individually in this report:

A. TOWN PLANNING IMPLICATIONS

1. *Coastal Hazard Risk Management and Adaptation Planning Mapping / Land Subject to Inundation*

In the Denham townsite, higher finished floor levels have historically been applied to development of lots that front Knight Terrace. It is generally accepted that the coastal facing lots are clearly vulnerable to coastal storm surge.

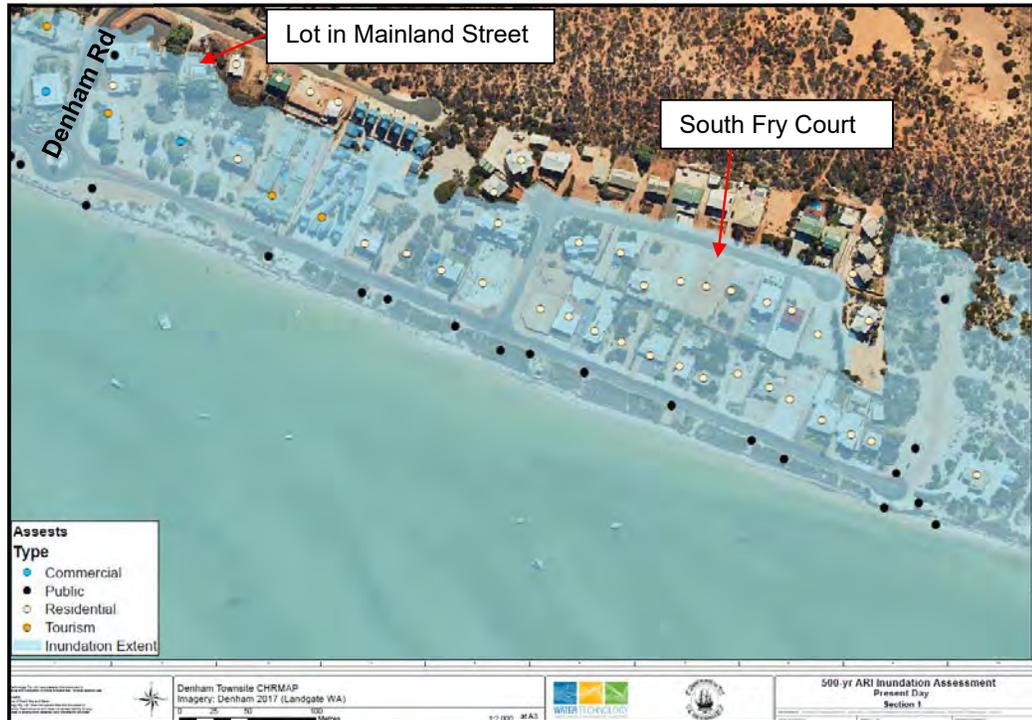
The Scheme maps do not define the areas that are 'subject to inundation' and therefore the areas affected are determined by the Shire.

The Denham Townsite Coastal Hazard Risk Management and Adaptation Planning includes an inundation assessment that examines the 500-year ARI inundation event for the different planning timeframes being Present Day, 2030, 2050 and 2118. This event has a predicted level of 3.3m Australian Height Datum in the present day, and 4.2 m Australian Height Datum by 2118.

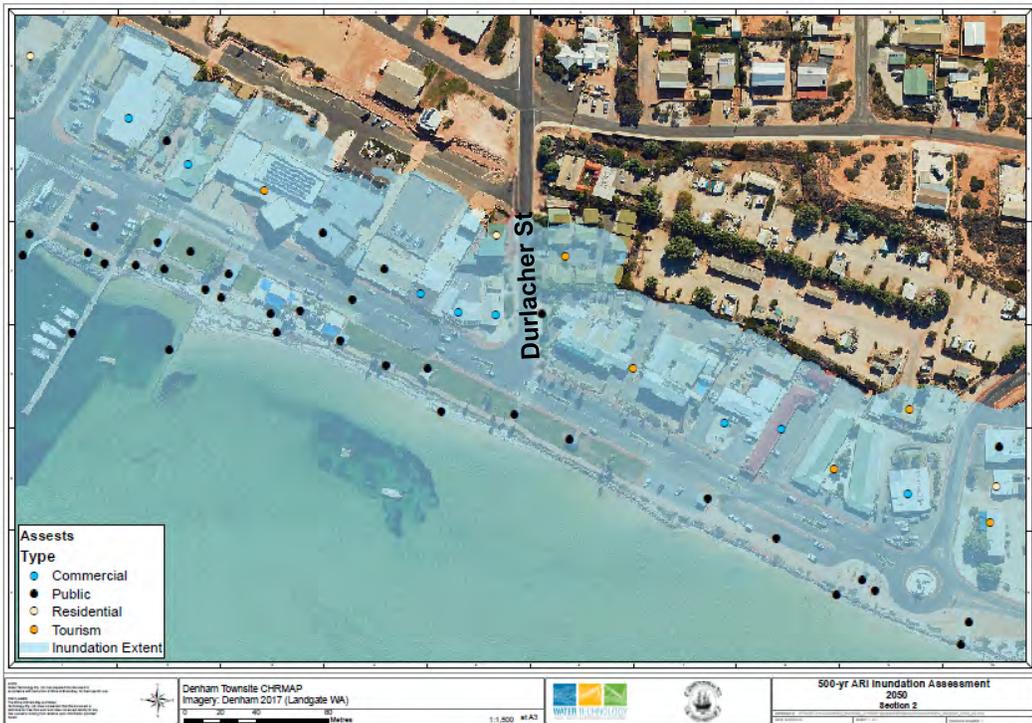
The Coastal Hazard Risk Management and Adaptation Planning mapping divides Knight Terrace into sections and includes detailed mapping for each section.

Examples of the inundation maps are included below.

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The Coastal Hazard Risk Management and Adaptation Planning identifies lots beyond those fronting Knight Terrace as 'subject to inundation'.



Council has two options and needs to determine whether to:

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- Option 1. Continue the current practice which is to classify the existing lots along Knight Terrace only in Denham townsite as 'land subject to inundation'; or
- Option 2. Accept the new Coastal Hazard Risk Management and Adaptation Planning mapping and consider all the lots identified in that document as 'land subject to inundation'.

This would include lots beyond Knight Terrace such as along a section of Fry Court, Denham Road and Durlacher Street.

It should be recognised that the modelling is not an exact science. The Coastal Hazard Risk Management and Adaptation Planning recognises limitations for the modelling as:

- There is no appropriate, locally measured water level or wave data with which to calibrate the models developed for the study.
- The report recommends that a locally placed nearshore water level and wave data logger be deployed to provide a better understanding as to the accuracy of the model results.

The Coastal Hazard Risk Management and Adaptation Planning report states that:

'at present there are several challenges to undertaking a Coastal Hazard Risk Management and Adaptation Planning for the town. Primarily this is a lack of local oceanographic data which can limit confidence in the results of analysis / modelling and, in some cases, result in unnecessary economic burden to asset holders near the coast through overly conservative design requirements.'

2. Recommended changes to the Shire of Shark Bay Local Planning Scheme No 4

The Coastal Hazard Risk Management and Adaptation Planning recommends changes to the Scheme as summarised in the table below.

Coastal Hazard Risk Management and Adaptation Planning Recommendation Section 6.2, Page 31	Comment:
Amend the Shire of Shark Bay Local Planning Scheme No 4 to include reference to State Planning Policy 2.6 so that the State Planning Policy reads as part of the Scheme.	The Shire already has a statutory obligation to have 'due regard' to all state planning policies under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> . State Planning Policies change from time to time. The ability of the Shire to vary State Planning Policy 2.6 is reduced if that policy forms part of the Shires Scheme text.
Amend the Shire of Shark Bay Local Planning Scheme No 4 to include a Special Control Area for land subject to inundation.	<u>ADVANTAGES OF SPECIAL CONTROL AREA:</u> If Council supports the 'land subject to inundation' mapping within the Coastal Hazard Risk Management and Adaptation Planning,

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<p><i>Note: The Coastal Hazard Risk Management and Adaptation Planning only defines areas of inundation for land in Denham townsite, and not for the whole coastline in the Scheme Area.</i></p>	<p>then a Special Control Area can be deployed to define that area on the Scheme map.</p> <p>The advantages of a Special Control area are:</p> <ul style="list-style-type: none"> • It would implement the Coastal Hazard Risk Management and Adaptation Planning recommendations by making them statutory. • It offers the highest level of protection for future development of lots identified in the Coastal Hazard Risk Management and Adaptation Planning mapping as 'subject to inundation'. • Application of minimum finished floor areas would become mandatory for any lot within a Special Control Area. • Exemptions for non habitable development and ancillary tourist uses could still be applied (as permitted under the current Scheme). <p><u>DISADVANTAGES OF SPECIAL CONTROL AREA:</u></p> <p>Currently the Shire has discretion as to which land it classifies as 'land subject to inundation'. The area is not defined on the Scheme Map.</p> <p>If a scheme amendment is lodged the Shire will lose its discretion as to which land it classifies as 'land subject to inundation'.</p> <p>The Western Australian Planning Commission will likely require any Special Control Area to align with the current Coastal Hazard Risk Management and Adaptation Planning inundation mapping for Denham townsite.</p> <p>The Minister makes the final decision on any scheme amendment.</p>
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3. Local Planning Policy

The Coastal Hazard Risk Management and Adaptation Planning recommends that a local planning policy be prepared to 'clarify the Shires attitude and expectations in

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relation to coastal development’ and ‘outline the Shires requirements for building construction, land fill and other relevant matters’.

Having regard that the Scheme already outlines requirements for minimum finished floor levels for land subject to inundation, allows alternative floor levels where there is a site specific coastal report and requires remote tourist sites to address coastal policy requirements, it is difficult to ascertain appropriate content for a local planning policy.

If Council decides not to accept the Coastal Hazard Risk Management and Adaptation Planning mapping or to implement a special control area, one option is to utilise a Local Planning Policy to define the areas that Council considers to be ‘land subject to inundation’ (e.g. lots fronting Knight Terrace).

The benefit of a local planning policy that includes maps of any ‘land subject to inundation’ is that:

- (i) It is only a guideline and can be varied.
- (ii) It can be revoked if the Shires position changes or when the Coastal Hazard Risk Management and Adaptation Planning is revised in the future.
- (iii) It provides flexibility and can be modified subject to readvertising.

Any future Policy that includes inundation mapping can also be used to provide information to any prospective purchaser.

4. Notifications on Certificate of Titles

The Coastal Hazard Risk Management and Adaptation Planning recommends that notifications be registered on Certificate of Titles for assets as being at risk of impact from coastal processes.

A Notification on a Title is essential a notation that alerts any owner or purchaser of something that affects the use and enjoyment of land.

Coastal Hazard Risk Management and Adaptation Planning Recommendation Section 6.2, Page 31	Comment:
The Coastal Hazard Risk Management and Adaptation Planning recommends wording of a notification as follows: <i>“Vulnerable Coastal Area – This lot is located in an area likely to be subject to coastal erosion and / or inundation over the next 100 years.”</i>	A total of 51 residential lots and 14 commercial lots are within the 2118 hazards zone. Any notification would have to be prepared by a solicitor and can only be placed on a title with the owner’s consent. The Shire is not in a position to fund notifications. Alternatively, when a new planning approval is issued, a condition can be placed on any approval requiring a notification to be registered on the certificate of title. Any notification would have to be prepared by a solicitor at the cost of the owner / developer.

Implementing notifications on title is not recommended as:

- Most prospective purchasers contact the Shire for general planning information. At that point of contact the Shires Planning Consultant provides

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customers with zoning advice and information on minimum finished floor levels (for affected lots).

- The majority of affected lots are located on the coast where it is obvious that they may be affected by coastal processes such as storm surge.

B. OTHER SHORT-TERM IMPLICATIONS

An Executive summary from the Coastal Hazard Risk Management and Adaptation Planning is attached (Attachment 1) and the full Coastal Hazard Risk Management and Adaptation Planning has been circulated under separate cover.

The Coastal Hazard Risk Management and Adaptation Planning outlines a short-term implementation plan (to 2030) and some best practice coastal management recommendations.

One of the short-term actions is for the Shire to undertake ongoing beach monitoring to document changes in the coastline and increase understanding of the coastal system. This information may assist in any future Coastal Hazard Risk Management and Adaptation Planning review.

The Shire has accessed grant funding and is currently implementing this recommendation.

This will over time enable the shire to assess any longer-term changes to the coastline and amend any policies and actions as required.

In addition to recommended changes to the Shires Scheme it includes works such as dune stability or wall reshaping/protection which may have future budget implications.

LEGAL IMPLICATIONS

Shire of Shark Bay Local Planning Scheme No 4 – includes provisions for 'land subject to inundation' and a minimum finished floor level of 4.2m AHD. Exemptions can be applied for non habitable development or ancillary tourist development.

Note: Licenced surveyors can accurately establish what any existing lot levels are as Australian Height Datum. The Australian Height Datum ('AHD') is a database designed to map out the construction of buildings and levels in accordance with sea level measurements.

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

The Coastal Hazard Risk Management Adaptation Planning has been funded through a grant and will enable the council to seek further funding for monitoring and data collection.

The recommendations in regard to action council can take to protect its own assets can be undertaken as grant and council funding allows in future budgets.

The implementation of a number of the recommendations in the Coastal Hazard Risk Management Adaptation Planning at this stage would have a financial impost on land within areas subject to inundation which may inhibit development.

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STRATEGIC IMPLICATIONS

The Coastal Hazard Risk Management and Adaptation Planning has strategic implications as it currently includes recommendations for changes to the existing Scheme.

RISK MANAGEMENT

Risk management will need to be considered. If future development is damaged on lots identified in the Coastal Hazard Risk Management and Adaptation Planning as 'land subject to inundation' there may be liability implications, however in accordance as per the WA Coastal Zone Strategy 2017, it is not the Shire's responsibility to address risks to private assets.

The Coastal Hazard Risk Management Adaptation Planning while it is recognised that there is lack of Data the risk associated with the areas identified as subject to future inundation are clearly identified and available to the public to consider the associated risk of development

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Chief Executive Officer *P Anderson*

Date of Report 5 June 2020

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ATTACHMENT # 1

Denham Townsite CHRMAP

Final Report

Shire of Shark Bay

31 March 2020



MINUTES OF THE ORDINARY COUNCIL MEETING

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WATER TECHNOLOGY
WATER, TREATMENT & ENVIRONMENTAL TECHNOLOGIES

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Water Technology Project Manager	Joanna Garcia-Webb
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EXECUTIVE SUMMARY¶

It is internationally recognised that increasing sea levels will intensify coastal hazards such as coastal inundation (temporary coastal flooding), storm erosion and long-term shoreline recession (IPCC 2014). Consequently, State governments across Australia have introduced obligations that require local governments to consider and plan for the effects of these hazards on current and future development. In Western Australia (WA), the governing policy is the Western Australian Planning Commission's State Coastal Planning Policy 2.6 (WAPC, 2013, herein referred to as "SPP2.6"). SPP2.6 recommends management authorities develop a Coastal Hazard Risk Management and Adaptation Plan (CHMAP) for the next 100 years. Specific guidelines have been developed to assist in this process (WAPC, 2019).¶

One of the key objectives of SPP2.6 is to establish coastal foreshore reserves which include allowances for the protection, ~~conservation~~ and enhancement of coastal values across the state. Risk assessment processes are then utilised to identify risks that are intolerable to the community and other stakeholders, such as the Shire of Shark Bay, indigenous and cultural interests, and private enterprise. Adaptation measures are then developed according to the preferential adaptation hierarchy outlined in SPP2.6.¶

The overall CHMAP purpose is as follows:¶

- → To identify vulnerable assets (public and private) and the risk posed to them by coastal hazards.¶
- → To preserve community values for present and future generations.¶
- → To develop a plan that will allow the Shire to respond to identified risks through adaptation planning activities.¶
- → To recommend monitoring plans to ensure the risk management and adaptation plan activities are working into the future as expected.¶
- → For the Shire of Shark Bay to manage their coastline at Denham. It is not intended to be used by others to replace their own CHMAP requirements (e.g. specific new coastal developments)¶

For the purposes of the assessment, the study area was divided into 5 distinct coastal compartments based on natural and built features; these are displayed in Figure 2-2. This study considers a 100-year planning timeframe (to 2118). Interim epochs also considered are the present day, 2030 and 2050.¶

In the process of developing a holistic adaptation plan, suitable options were to be identified and assessed. A core principle of SPP2.6 is the adaptation planning hierarchy which specifies that coastal management options should be preferred in the following order (most to least): S¶

- → **Avoid** development in all previously undeveloped coastal areas seaward of the 2118 hazard line.¶
- → **Planned or Managed Retreat**, i.e. maintaining a foreshore reserve through public acquisition of private property; or,¶
- → **Accommodate** at-risk developments over the short term while new development is appropriately designed and located; or¶
- → **Protect**, i.e. preventing the shoreline from receding beyond private property boundaries by stabilising the current shoreline position using various protection measures (e.g. rock groynes, offshore breakwaters).¶

Other important considerations when assessing adaption options are as follows:¶

- → Adaptation options should minimise coastal process interference and legacy issues¶
 - → The adaptation hierarchy is presented in Figure 2-5.¶
- → Coastal development must be sustainable in the long term, and must balance the community, economic, ~~environmental~~ and cultural needs¶



- Local Governments are responsible for managing risks to public assets and any assets they manage. They should also:
 - Develop local policies and regulations consistent with state legislation and policy
 - Facilitate building resilience and adaptive capacity within the local community
 - Work in partnership with community to identify and manage risks / impacts
- Management strategies that preserve the natural coastline and move development away from the active coastal zone in an orderly manner are considered ideal.
- Of relevance to the CHRMAP process is the **user-pays principle**, whereby those who benefit most from protection must provide the greatest financial contribution.
- Adaptation options should maintain future flexibility, in order to build resilient coastal communities.
- A key adaptation option is the use of planning instruments, including managed retreat

Success criteria were developed for this study to represent the community and stakeholders' overarching goals and define the Town's tolerance to identified coastal hazards. The adopted success criteria based on community consultation and surveys are as follows:

- Protection of the environmental assets of the study area / planning to retain environmental integrity
- Protection of the recreational value of the coastline
- Protection of the cultural values of the coastline & town centre
- Maintenance of a level of public recreational assets
- Development controls not to inhibit the landscape

Coastal processes allowances were calculated as per the guidelines in SPP2.6 for inundation and erosion over the full 100-year planning timeframe. Key policy objectives of SPP2.6 are to include an allowance for predicted sea level rise and a provision for a coastal foreshore reserve. The coastal foreshore reserve is essentially a publicly owned 'space' between the ocean and coastal development. The erosion and inundation allowance are not predictors of future shoreline position or sea level respectively, they are indicators of the area of potential vulnerability over the planning timeframe.

The final inundation allowance (and recommended finished floor level) was calculated to be **4.2 m AHD**. This value includes tidal, surge and wave set-up components. Given the paucity of local field data the final finished floor level was considered to be very conservative and as such, wave run-up was not included. The final erosion allowance is the sum of storm erosion, persistent erosion trends, and an estimate of the erosion due to sea level rise. The final inundation and erosion allowances for coastal processes are available to view [online](#) overlaying the study area. An explanation as to how to interpret the maps is provided when first visiting this link.

To further understand the Town's exposure to coastal hazards and its adaptive capacity at present, assets in the coastal zone were identified. Each asset was colour-coded based on its classification (commercial, public, tourism related and residential) and these are also viewable in the online database.

Now that the study area's coastal environmental context was well established and the community's goals were defined, adaptation options were identified and assessed. Each option was first assessed using a multi-criteria (MCA) framework by scoring six different categories: (expected) effectiveness, environmental impact, social impact, aesthetic impact, future adaptability, and cost. Adaptation options that passed the MCA were then assessed through a cost-benefit analysis (CBA) to determine if there was a strong economic argument to pursue the option. Through these analyses, final adaptation options to be included in the CHRMAP were identified.



The identified options were developed into an implementation plan; the short-term plan is summarised in the table overleaf, with the full table and long-term plan presented in Section 8. In addition to the implementation plan, specific trigger-based adaptation criteria were recommended as follows:

- **Proximity trigger:** Where the most landward part of the Horizontal Shoreline Datum (HSD) is within 40 metres of the most seaward point of a development / structure / foreshore reserve area.
 - Due to the high value placed on the foreshore coastal reserve, the recreational area would itself be considered the asset in this case
- **Access trigger:** Where a public road is considered no longer available or able to provide legal access to the property
 - This may occur for Knight Terrace, particularly to the east of Denham Hamelin Road. The Shire may choose to investigate access options from the landward side of these properties.
- **Utilities trigger:** When water, sewage or electricity to the lot is no longer available as they have been removed/decommissioned by the relevant authority due to coastal hazards.
- **Damage trigger:** Any property within the hazard zone and Special Control Area (SCA) that is damaged by a coastal hazard from an extreme weather event shall require Shire approval before being repaired. The review process should involve:
 - Re-fit of minor or moderately damaged assets to better accommodate coastal hazards in the future
 - OR
 - Removal and redevelopment outside the hazard zone for assets that suffer major damage

Finally, potential long-term adaptation strategies were discussed and recommendations for a monitoring plan for filling present knowledge gaps were also included in Section 8.

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MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020



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• CHRMAP SHORT-TERM IMPLEMENTATION PLAN BY STUDY AREA (COASTLINE) SECTION¶

CHRMAP Section¶	Short-term implementation plan (to 2030)¶
All areas¶	<ul style="list-style-type: none"> Implementation of the Special Control Area (SCA) with the conditions presented in Section 7 which will have the following adaptation strategies ¶ <ul style="list-style-type: none"> → Avoid any permanent development not classified as infill seaward of the 2118 hazard line. The SCA could be used to ensure this. ¶ → Managed retreat when houses damaged or otherwise triggered by coastal hazards must be relocated or rebuilt out of the hazard zone. ¶ → Accommodate through Section 70A of the Transfer of Land Act 1893 on appropriate land titles and finished floor level requirements for developments within the hazard zone. ¶ Accommodate assets at high or extreme risk of inundation through minor modifications to limit damage from high water level events. ¶
Section 1¶	<ul style="list-style-type: none"> Protect through periodic renourishment could be considered over the short term. Strategies for all areas take preference to protection options. ¶ Best practice coastal management recommendations: ¶ Dune stability improvements through revegetation, modification of stormwater drains, and sand fencing ¶ Possibility of utilising dredged material to supplement dune reinstatement strategies above (Noting dredging happens rarely) ¶ Beach monitoring to document changes in the coastline and increase understanding of the coastal system (see Monitoring Plan in Section 8.5). ¶
Section 2¶	<ul style="list-style-type: none"> Protect through formal design of the ad-hoc rock armour revetment between the beach and the coastal path. ¶ Best practice coastal management recommendations: ¶ Asset stability in the lee of the ad-hoc revetment could be improved through reshaping of the wall and adjacent revegetation ¶ Beach monitoring to document changes in the coastline and increase understanding of the coastal system (see Monitoring Plan in Section 8.5). ¶
Section 3¶	<ul style="list-style-type: none"> Accommodate: planning controls could be relaxed while the marina is still functioning. However, inundation controls must always be enforced. ¶ Best practice coastal management recommendations: ¶ Section north of marina between revetment and limestone retaining wall could be revegetated. Although the Shire did note that some areas are very difficult to revegetate due to the local climate and this option may not be cost effective in that case. ¶
Section 4¶	<ul style="list-style-type: none"> As per all sections. Limited assets in the hazard zone, should be relatively easy to retreat. ¶ Best practice coastal management recommendations: ¶ Consolidation and bedrock in this area may limit erosion more than predicted. Further investigation would be required if any development was proposed within the hazard zone. ¶ Stability of tourism assets could be improved through revegetation and sand fencing techniques. ¶ Beach monitoring to document changes in the coastline and increase understanding of the coastal system (see Monitoring Plan in Section 8.5). ¶
Section 5¶	<ul style="list-style-type: none"> As per all sections. Limited assets in the hazard zone, should be relatively easy to retreat. Single public asset (car park) in this area should use managed retreat based on a trigger. ¶ Best practice coastal management recommendations: ¶ Environmental impacts of recreational vehicle use in this area could be mitigated through tighter management. ¶ Beach monitoring to document changes in the coastline and increase understanding of the coastal system (see Monitoring Plan in Section 8.5). ¶

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Section Break (Next Page)

24 JUNE 2020



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24 JUNE 2020

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 Ridgley

Seconded Cr Burton

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$705,308.80 be accepted.

7/0 CARRIED

Comment

The schedules of accounts for payment covering -
Municipal fund credit card direct debits for the month of May 2020 totalling \$323.89

Municipal fund account cheque numbers 26923 to 26924 totalling \$131.96

Municipal fund direct debits to Council for the month of May 2020 totalling \$21,021.32

Municipal fund account electronic payment numbers MUNI 26643 to 26652, 26655 to 26698, 26699 to 26704 and 26705 to 26720 totalling \$552,168.48

Municipal fund account for May 2020 payroll totalling \$116,155.00

Municipal fund account for Police Licensing for May 2020 transaction number 192011 totalling \$15,508.15 and

No Trust fund account cheque numbers were issued for May 2020

No Trust fund account electronic payment for the month of May 2020.

The schedule of accounts submitted to each member of Council on 19 June 2020 has been checked and are fully supported by vouchers and invoices. All vouchers and invoices have been duly certified as to the receipt of goods and services and the cost of goods and services received.

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

The payments listed have been disbursed throughout the month.

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

Author	<i>A Pears</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	15 June 2020

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

**SHIRE OF SHARK BAY – CREDIT CARD
PERIOD – MAY 2020**

CREDIT CARD TOTAL \$323.89

CEO

DATE	NAME	DESCRIPTION	AMOUNT

\$0.00

EMFA

DATE	NAME	DESCRIPTION	AMOUNT
23/04/2020	SYDNEY PHONE EB	CLEAR CASE FOR MOBILE PHONE – DEPOT	10.90
24/04/2020	SHARK BAY PHARMACY	BANDAIDS FOR OFFICE FIRST AID KIT	7.99
28/04/2020	BELONG MOBILE	MONTHLY 1GB TELEVISION WITH N-COM CONNECTION	10.00

\$28.89

EMCD

DATE	NAME	DESCRIPTION	AMOUNT
21/04/2020	EDITH COWAN UNIVERSITY	ECU PROJECT MANAGEMENT COURSE FOR CDO – PO 9201	295.00

\$295.00

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

SHIRE OF SHARK BAY – MUNI CHQ

MAY 2020
CHEQUE # 26923 and 26924

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
26923	13/05/2020	WATER CORPORATION – OSBORNE PARK	SERVICES CHARGES FOR TOILET AT KNIGHT TCE AND WATER / SERVICE CHARGES FOR COMMUNITY STANDPIPE	-131.96
26924	28/05/2020	WATER CORPORATION – OSBORNE PARK	SERVICES CHARGES AND WATER CHARGES FOR COMMUNITY STANDPIPE	-30.09
			TOTAL	-\$-131.96

SHIRE OF SHARK BAY – MUNI DIRECT DEBITS
MAY 2020

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD15493.1	10/05/2020	WA LOCAL GOV SUPERANNUATION PLAN PTY LTD	SUPERANNUATION CONTRIBUTIONS	-4166.02
DD15493.2	10/05/2020	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-434.17
DD15493.3	10/05/2020	REST	SUPERANNUATION CONTRIBUTIONS	-277.16
DD15493.4	10/05/2020	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-206.22
DD15493.5	10/05/2020	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-433.86
DD15493.6	10/05/2020	SUN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-434.78
DD15493.7	10/05/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-1019.12
DD15493.8	10/05/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-397.89
DD15493.9	10/05/2020	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-800.51
DD15493.10	10/05/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1640.74
DD15493.11	10/05/2020	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-64.00
DD15493.12	10/05/2020	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-218.15
DD15493.13	10/05/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-191.62
DD15493.14	10/05/2020	WESTPAC SECURITIES ADMINISTRATION LTD	SUPERANNUATION CONTRIBUTIONS	-213.76

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD15511.1	24/05/2020	WA LOCAL GOV SUPERANNUATION PLAN PTY LTD	SUPERANNUATION CONTRIBUTIONS	-4169.28
DD15511.2	24/05/2020	REST	SUPERANNUATION CONTRIBUTIONS	-271.28
DD15511.3	24/05/2020	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-206.23
DD15511.4	24/05/2020	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-433.86
DD15511.5	24/05/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-220.13
DD15511.6	24/05/2020	SUN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-439.75
DD15511.7	24/05/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-397.89
DD15511.8	24/05/2020	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1138.60
DD15511.9	24/05/2020	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-534.15
DD15511.10	24/05/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1603.71
DD15511.11	24/05/2020	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-106.66
DD15511.12	24/05/2020	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-220.77
DD15511.13	24/05/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-191.62
DD15511.14	24/05/2020	WESTPAC SECURITIES ADMINISTRATION LTD	SUPERANNUATION CONTRIBUTIONS	-213.77
DD15502.1	28/05/2020	EXETEL PTY LTD	INTERNET CONNECTION FEES JUNE 2020 SHIRE PROPERTIES	-375.62
			TOTAL	\$21,021.32

SHIRE OF SHARK BAY – MUNI EFT

MAY 2020

EFT 26643-26652, 26655-26698, 26699-26704, 26705-26720

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26643	04/05/2020	BOC LIMITED	BOC MONTHLY ACCOUNT CONTAINER RENTAL - APRIL 2020	-46.46
EFT26644	04/05/2020	CORSIGN	NO PARKING SIGNS FOR SHIRE ROADS	-165.00
EFT26645	04/05/2020	FAR WEST ELECTRICAL	INSTALLATION OF NEW POWER OUTLET FOR DISPLAY TELEVISION IN SHIRE OFFICE	-295.03

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26646	04/05/2020	GALVINS PLUMBING SUPPLIES	SERVICE KIT AND CONNECTORS FOR TAPS ON FISH CLEANING TABLES	-150.22
EFT26647	04/05/2020	HORIZON POWER	STREET LIGHTING COSTS FOR DENHAM - APRIL 2020	-3606.35
EFT26648	04/05/2020	MCLEODS BARRISTERS AND SOLICITORS	LEGAL FEES FOR TOWN PLANNING SCHEME 4 AMENDMENT	-925.23
EFT26649	04/05/2020	LYONS ENTERPRISES-SHARK BAY CAR HIRE	HIRE VEHICLE FOR VISITING SILVER CHAIN MEDICAL STAFF - APRIL 2020	-612.15
EFT26650	04/05/2020	MCKELL FAMILY TRUST	MONTHLY RUBBISH COLLECTION AND STREET SWEEPING - APRIL 2020	-11014.38
EFT26651	04/05/2020	TOWN PLANNING INNOVATIONS	GENERAL PLANNING SERVICES FOR APRIL 2020	-3712.50
EFT26652	04/05/2020	WILLIAMS MUFFLERS BRAKES TYRES	2 NEW TYRES & WHEEL ALIGNMENT FOR (P193) WORK MANAGERS VEHICLE	-682.00
EFT26655	08/05/2020	NAPA AUTO PARTS	FILTERS FOR (P193), (P189), (P190), (P197) & (P198) ALL DEPOT VEHICLES, COOLANT & SEALANT FOR WORKSHOP	-947.31
EFT26656	08/05/2020	KF & PD BURKETT	MAIN ROADS WA CONTRACT - VERGE ENHANCEMENT SHARK BAY ROAD	-81606.25
EFT26657	08/05/2020	CORSIGN	STEEL FLEX GUIDE POSTS WITH REFLECTORS FOR SHARK BAY ROAD	-18150.00
EFT26658	08/05/2020	CDH ELECTRICAL	REPLACE 3 X AIRCONDITIONERS - TAMALA CAMP, ANNUAL AIRCONDITIONER MAINTENANCE, ELECTRICAL AND HOT WATER SYSTEMS AT ALL SHIRE CENTRES AND HOUSES, QUARTERLY ELECTRICAL TESTING AND TAGGING AT DEPOT, REMOVE AND REPAIR DAMAGED BOLLARD AND INSTALL FLOOD LIGHTS AT PENSIONER UNITS	-20957.49
EFT26659	08/05/2020	DENHAM MEATS	BUTCHERS ACCOUNT FOR WORKS CREW - USELESS LOOP ROAD MAINTENANCE	-188.45
EFT26660	08/05/2020	FAR WEST ELECTRICAL	REPLACE FAULTY HAND DRYER RECREATION CENTRE	-845.80
EFT26661	08/05/2020	GRIFFIN CIVIL	FINAL PROGRESS CLAIM BROCKMAN STREET UPGRADE - INCLUDING ADDITIONAL WORKS FOR FOOTPATH AND SEAL MAINTENANCE	-280658.40

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26662	08/05/2020	REFUEL AUSTRALIA (formerly GERALDTON FUEL COMPANY)	MONTHLY FUEL ACCOUNT APRIL 2020 - DEPOT AND ROAD WORKS (TAMALA)	-11965.79
EFT26663	08/05/2020	MIDWEST CONTRACTING	CONTRACT MAINTENANCE GRADING OF EASTERN ROADS	-7700.00
EFT26664	08/05/2020	R & L COURIERS	FREIGHT ACCOUNT - APRIL 2020 (REPLAS, BRIDGESTONE, TRUCKLINE, STATEWIDE BEARINGS, GERALDTON MOWERS, AFGRI, BUNNINGS, GALVINS AND CORSIGN)	-1645.95
EFT26665	08/05/2020	SETON AUSTRALIA	HAND SANITISER FOR DEPOT	-85.47
EFT26666	08/05/2020	SHARK BAY CLEANING SERVICE	MONTHLY CLEANING ACCOUNT OF SHIRE PREMISES - APRIL 2020	-21146.53
EFT26667	08/05/2020	WA RANGERS ASSOCIATION INC	RANGER VEHICLE DECAL STICKERS – SPARE SET FOR WORKS MANAGER VEHICLE	-33.30
EFT26668	08/05/2020	AFGRI EQUIPMENT	FILTER FOR (P156) GRADER	-112.89
EFT26669	13/05/2020	STATE LIBRARY OF WA	DOCUMENT FREIGHT RECOUP 2019-20 SHARK BAY PUBLIC LIBRARY	-374.66
EFT26670	13/05/2020	BUNNINGS BUILDING SUPPLIES PTY LTD	DENHAM HALL TOILET SIGNS AND TRESTLE TABLES	-599.64
EFT26671	13/05/2020	CITY OF GREATER GERALDTON	BUILDING CERTIFICATION SERVICES JANUARY TO MARCH 2020	-1013.73
EFT26672	13/05/2020	DENHAM IGA X-PRESS	APRIL 2020 MONTHLY SHIRE ACCOUNT	-870.83
EFT26673	13/05/2020	LANDGATE (WA LAND INFORMATION AUTHORITY)	GRV INTERIM VALUATION - COUNTRY AND FESA	-307.24
EFT26674	13/05/2020	PROFESSIONAL PC SUPPORT	SOFTWARE ASSISTANCE SHIRE OFFICE COMPUTERS	-77.00
EFT26675	13/05/2020	SHARK BAY COMMUNITY RESOURCE CENTRE	INSCRIPTION POSTS APRIL AND MAY 2020	-28.00
EFT26676	13/05/2020	SOUTHERN CROSS AUSTEREO PTY LTD	RADIO ADVERT - SHARK BAY PROMOTION	-2547.60
EFT26677	13/05/2020	TELSTRA CORPORATION LTD	SHARK BAY COMMUNITY SMS MESSAGES	-216.06
EFT26678	13/05/2020	URL NETWORKS PTY LTD	SHIRE TELEPHONE CHARGES APRIL 2020	-169.28
EFT26679	20/05/2020	AUSTRALIA POST	POSTAGE FEES FOR SHIRE OFFICE APRIL 2020	-111.47
EFT26680	20/05/2020	BOOEASY AUSTRALIA PTY LTD	BOOKINGS COMMISSION - MINIMUM FEE – APRIL 2020	-275.00
EFT26681	20/05/2020	JUSTBOARDS	WHITE BOARD FOR BUSHFIRE BRIGADE TRAINING	-1045.00
EFT26682	20/05/2020	CANDICE USZKO	SALARY SACRIFICE – INTERNET	-79.00

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26683	20/05/2020	DRILLING CONTRACTORS OF AUSTRALIA	DECOMMISSIONING AND CONSTRUCTION OF WATER BORE SUPPLY - FINAL INVOICE - RFT TE 2018/19-02	-24202.20
EFT26684	20/05/2020	DENHAM MEATS	COUNTRY CREW MEAT ACCOUNT - RRG USELESS LOOP	-100.75
EFT26685	20/05/2020	SHARK BAY FUEL FISHING AND CAMPING CENTRE	SHIRE ACCOUNT OCTOBER 2019 TO 11 MAY 2020	-824.01
EFT26686	20/05/2020	SHARK BAY SUPERMARKET	MONTHLY SUPERMARKET ACCOUNT - APRIL 2020	-649.10
EFT26687	20/05/2020	(FEDCO) FEDERAL TINWARE MANUFACTURING PTY LTD	ROADSIDE STEEL LITTER BINS - 200L WITH LIDS	-1963.50
EFT26688	20/05/2020	FAR WEST ELECTRICAL	REPAIRS TO LIGHTS AT WEST END FISH CLEANING FACILITY	-588.08
EFT26689	20/05/2020	HORIZON POWER	SES / ST JOHN ELECTRICITY MARCH-MAY 2020	-583.04
EFT26690	20/05/2020	TRUE VALUE HARDWARE	MITRE 10 SHIRE ACCOUNT APRIL 2020	-1186.48
EFT26691	20/05/2020	NATURALISTE PLUMBING PTY LTD	REPAIR LEAK IN KITCHEN - PENSIONER UNIT 6	-200.00
EFT26692	20/05/2020	PURCHER INTERNATIONAL PTY LTD	CLUTCH PARTS FOR (PP021) FLOCON	-211.55
EFT26693	20/05/2020	PROFESSIONAL PC SUPPORT	AGREEMENT PPS AGENT AND ANTIVIRUS, ONLINE BACKUP SERVICE, 3CX TELEPHONE SUPPORT AND COMPUTER LICENCES - JUNE 2020, ASSISTANCE WITH SHIRE COMPUTER ERRORS AND ASSISTANCE WITH INSTALLATION QUERIES FOR SHARK BAY LIBRARY KANOPY SERVICE	-1842.90
EFT26694	20/05/2020	PAPER PLUS OFFICE NATIONAL	SHIRE OFFICE AND DEPOT STATIONERY	-729.56
EFT26695	20/05/2020	SHARK BAY SKIPS	USELESS LOOP TURN OFF SKIP BINS AND FORESHORE DOT SKIP BINS ACCOUNT - APRIL 2020	-2167.00
EFT26696	20/05/2020	STATROLLS (SCRIBAL GROUP P/L)	THERMO ROLLS FOR SBDC EFTPOS MACHINE	-181.50
EFT26697	20/05/2020	WA RANGERS ASSOCIATION INC	RANGER MAGNETIC CAR DOOR DECALS - REFLECTIVE / MAGNETIC	-45.50
EFT26698	20/05/2020	WURTH AUSTRALIA PTY LTD	PNEUMATIC BLOWING PIN GUN - DEPOT TOOLS	-39.91
EFT26699	22/05/2020	ANNE FEIST	FOURTH QUARTER GYM REFUND OCM RESOLUTION - COVID-19	-43.00
EFT26700	22/05/2020	BLUE DOLPHIN CARAVAN PARK	ACCOMMODATION WENDY DALLYWATER ENVIRONMENTAL HEALTH OFFICER VISIT TO DENHAM	-330.00

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26701	22/05/2020	LANDGATE (WA LAND INFORMATION AUTHORITY)	RURAL GRV VALUATION AND COPY OF VALUATION ROLL - MINING TENEMENTS	-709.31
EFT26702	22/05/2020	MIDWEST CONTRACTING	CONTRACT GRADER HIRE - MAINTENANCE GRADING OF EASTERN ROADS	-17325.00
EFT26703	22/05/2020	WINC AUSTRALIA PTY LIMITED	SHIRE OFFICE STATIONERY	-70.87
EFT26704	22/05/2020	TELSTRA CORPORATION LTD	REFUSE SITE MOBILE PHONE CHARGES	-25.00
EFT26705	28/05/2020	SHIRE OF NORTHAMPTON	HEALTH SERVICES PROVIDED BY MS WENDY DALLYWATER JANUARY TO APRIL 2020	-7810.00
EFT26706	28/05/2020	DRAGONFLY MEDIA	SHARK BAY TELEVISION COMMERCIAL FOR REGIONAL AIRTIME	-990.00
EFT26707	28/05/2020	COHERA-TECH PTY LTD	PEOPLE COUNTER FOR SBDC FRONT ENTRANCE DOOR	-2514.00
EFT26708	28/05/2020	CDH ELECTRICAL	AIRCONDITIONER #2 IN MAP ROOM OF SBDC ADDITIONAL MAINTENANCE TO RECTIFY ISSUES	-1760.00
EFT26709	28/05/2020	DENHAM MEATS	COUNTRY CREW MEAT ACCOUNT - USELESS LOOP ROADWORKS	-174.03
EFT26710	28/05/2020	FAR WEST ELECTRICAL	INSTALLATION OF DATA CABLE FOR PEOPLE COUNTER AT SBDC FRONT ENTRANCE DOOR	-669.10
EFT26711	28/05/2020	C.M & G.D BELL	2 WEEKS CONTRACT LABOUR HIRE USELESS LOOP ROAD MAINTENANCE	-5500.00
EFT26712	28/05/2020	GALVINS PLUMBING SUPPLIES	PVC COUPLINGS FOR TOWN OVAL MAINTENANCE	-351.86
EFT26713	28/05/2020	HOSE MANIA	AIRBRAKE JOINERS FOR (P151) & (P155) SEMI TRAILERS	-292.93
EFT26714	28/05/2020	IMPART MEDIA PTY LTD	WEBSITE ANNUAL HOSTING FOR 2020 - SBDC	-988.90
EFT26715	28/05/2020	KOMATSU AUSTRALIA	EDGES AND PLOW NUTS, WASHERS & BOLTS FOR (P147) KOMATSU FRONT END LOADER	-1098.35
EFT26716	28/05/2020	LANDGATE (WA LAND INFORMATION AUTHORITY)	EXTRACTION OF RECTIFIED AERIAL IMAGERY FOR MAPPING UPDATE - DENHAM TOWNSITE	-281.60
EFT26717	28/05/2020	PURCHER INTERNATIONAL PTY LTD	CLUTCH FLUID FOR (PP021) FLOCON	-85.92
EFT26718	28/05/2020	PROFESSIONAL PC SUPPORT	LIBRARY PC SUPPORT FOR KANOPY INSTALLATION ISSUES	-115.50
EFT26719	28/05/2020	SHARK BAY SERVICES	BATTERIES FOR (PP021) FLOCON	-474.00
EFT26720	28/05/2020	TELSTRA CORPORATION LTD	TELEPHONE SERVICE - SMS TO PUBLIC WITH COMMUNITY MESSAGES	-76.57

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
			TOTAL	\$552,168.48

**SHIRE OF SHARK BAY – MUNI
ELECTRONIC PAYROLL TRANSACTIONS
MAY 2020**

DATE	NAME	DESCRIPTION	AMOUNT
12/5/2020	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 10 MAY 2020	57,329.00
26/05/2020	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 24 MAY 2020	58,826.00
		TOTAL	\$116,155.00

**SHIRE OF SHARK BAY
MAY 2020
POLICE LICENSING TRANSACTION # 192011**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
192011	31/05/2020	COMMISSIONER OF POLICE	POLICE LICENSING MAY 2020	15508.15
			TOTAL	\$15,508.15

24 JUNE 2020

12.2 FINANCIAL REPORTS TO 31 MAY 2020
CM00017

Author
Executive Manager Finance and Administration

Disclosure of Any Interest
Nil

Moved Cr Ridgley
Seconded Cr Burton

Council Resolution

That the monthly financial report to 31 May 2020 as attached be received.
7/0 CARRIED

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **31 May 2020** are attached.

VARIANCE ANALYSIS

Operating Revenue exceeded the year to date budget by \$1,047,199 the majority of which was due to an advance part payment of 2020/2021 Financial Assistance general and road Grants totalling \$1,006,420. In addition, due to COVID-19 pandemic resulting in the closure of the Shark Bay Discovery Centre, entrance fees, Merchandise and Pass Sales and Booking commission has fallen below year to date budget by approximately \$48,000. This has been offset by the receipt of Gascoyne Development Commission COVID-19 Emergency Response Grant (\$15,000), increased revenue compared to year to date budget for Refuse Site Fees, Development and Structure Plan Fees, Sand Sales, CDEP Employment Incentive Funding, Diesel Fuel Rebate and Refunds Income (approximately \$74,000).

Operating Expenditure is under the year to date budget by \$803,154 and is due to an overall underspend in expenditure and the reduction of depreciation due to Plant and Equipment and Furniture and Fittings Fair Valuation review.

Capital Revenue year to date actual exceeded year to date budget by \$47,183 the majority of which is attributed to new Grant received for Little Lagoon Rehabilitation (\$12,500) and Regional Road Group Eagle Bluff Road second progress payment timing.

Capital Expenditure is under the year to date budget by \$172,075. This has been contributed to by savings in the purchase of the two Dual Cabs and Prime Mover amounting to \$64,000. The Town Bore project is near completion with carpark and grass rehabilitation. The Records Room relocation has been completed.

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The financial report shows the financial position of the Shire has exceeded the year to date budget as a result of strategies put in place to address the significant adverse trend in the financial position of the Shire, as the Operating Surplus Ratio has been below the Department of Local Government, Sports and Cultural Industries standard for the past three years. In addition, due to the COVID-19 pandemic further strategies were implemented in March 2020 to further reduce expenditure and the predicted adverse impact on cashflow forecast for the 2020/2021 financial year.

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

Author

Chief Executive Officer

Date of Report

A Pears

P Anderson

15 June 2020

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

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MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

SHIRE OF SHARK BAY							
STATEMENT OF FINANCIAL ACTIVITY							
(Statutory Reporting Program)							
For the Period Ended 31 May 2020							
	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		10,502	10,390	8,366	(2,024)	(19.48%)	▼
General Purpose Funding - Rates	9	1,446,133	1,446,133	1,446,352	219	0.02%	▲
General Purpose Funding - Other		984,171	980,525	2,001,073	1,020,548	104.1%	▲
Law, Order and Public Safety		109,773	109,081	91,791	(17,290)	(16%)	▼
Health		2,250	2,250	1,657	(593)	(26.36%)	▼
Housing		129,105	118,535	123,143	4,608	3.9%	▲
Community Amenities		341,446	333,698	346,108	12,410	3.72%	▲
Recreation and Culture		317,273	291,560	244,885	(46,675)	(16.0%)	▼
Transport		527,620	518,207	512,585	(5,622)	(1.1%)	▼
Economic Services		919,782	858,224	890,447	32,223	3.8%	▲
Other Property and Services		38,000	34,837	84,231	49,394	141.8%	▲
Total Operating Revenue		4,826,055	4,703,440	5,750,639	1,047,199	22.26%	
Operating Expense							
Governance		(288,326)	(289,175)	(226,275)	62,900	(21.8%)	▲
General Purpose Funding		(115,631)	(105,996)	(86,815)	19,181	(18.1%)	▲
Law, Order and Public Safety		(319,668)	(303,156)	(248,783)	54,373	(17.9%)	▲
Health		(80,865)	(61,543)	(54,231)	7,312	(11.9%)	▲
Housing		(231,263)	(213,142)	(194,564)	18,578	(8.7%)	▲
Community Amenities		(738,587)	(678,471)	(555,165)	123,306	(18.2%)	▲
Recreation and Culture		(2,234,519)	(2,041,636)	(1,935,467)	106,169	(5.2%)	▲
Transport		(1,853,094)	(1,692,210)	(1,606,946)	85,264	(5.0%)	▲
Economic Services		(1,117,222)	(1,029,594)	(890,345)	139,249	(13.5%)	▲
Other Property and Services		(37,500)	(42,793)	144,029	186,822	(436.6%)	▲
Total Operating Expenditure		(7,016,675)	(6,457,716)	(5,654,562)	803,154	(12.4%)	
Funding Balance Adjustments							
Add back Depreciation		2,015,110	1,849,461	1,722,233	(127,228)		
Adjust (Profit)/Loss on Asset Disposal	8	66,878	61,737	40,273	(21,464)		
Adjust in Pensioner Rates Non Current		0	0	0	0		
Adjust Provisions and Accruals		0	0	0	0		
Net Cash from Operations		(108,632)	156,922	1,858,584	1,701,662		
Capital Revenues							
Grants, Subsidies and Contributions	11	527,462	481,417	528,600	47,183	9.8%	▲
Proceeds from Disposal of Assets	8	232,636	162,727	162,727	0	0.0%	
Total Capital Revenues		760,098	644,144	691,327	47,183	7.3%	
Capital Expenses							
Land and Buildings	13	(360,000)	(124,620)	(46,152)	78,468	0.0%	▲
Infrastructure - Roads	13	(795,325)	(705,324)	(706,366)	(1,042)	0.0%	▼
Infrastructure - Public Facilities	13	(934,500)	(866,500)	(838,389)	28,111	0.0%	▲
Infrastructure - Footpaths	13	(50,000)	(50,000)	(50,000)	0	0.0%	▲
Plant and Equipment	13	(490,513)	(403,850)	(336,529)	67,321	0.0%	▲
Furniture and Equipment	13	(20,000)	(20,000)	(20,784)	(784)	0.0%	▼
Total Capital Expenditure		(2,650,338)	(2,170,294)	(1,998,219)	172,075	7.9%	
Net Cash from Capital Activities		(1,890,240)	(1,526,150)	(1,306,892)	219,258	14.37%	
Financing							
Proceeds from Loans		800,000	800,000	800,000	0	0.0%	
Transfer from Reserves	7	1,096,255	259,898	259,898	0	0.0%	
Repayment of Debentures	10	(50,599)	(50,599)	(50,599)	0	0.0%	
Transfer to Reserves	7	(1,617,002)	(180,815)	(180,815)	0	0.0%	
Net Cash from Financing Activities		228,654	828,484	828,484	0	0.0%	
Net Operations, Capital and Financing		(1,770,218)	(540,744)	1,380,175	1,920,919	355.24%	▲
Opening Funding Surplus(Deficit)	3	1,770,218	1,767,832	1,770,218	2,386		
Closing Funding Surplus(Deficit)	3	0	1,227,088	3,150,393	1,923,305		▲

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.
Depreciation has not been run for July until Fair Valuation for Plant and Equipment and end of year accounts have been finalised

MINUTES OF THE ORDINARY COUNCIL MEETING

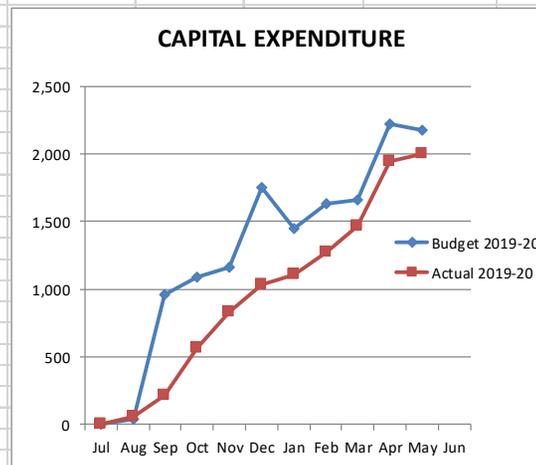
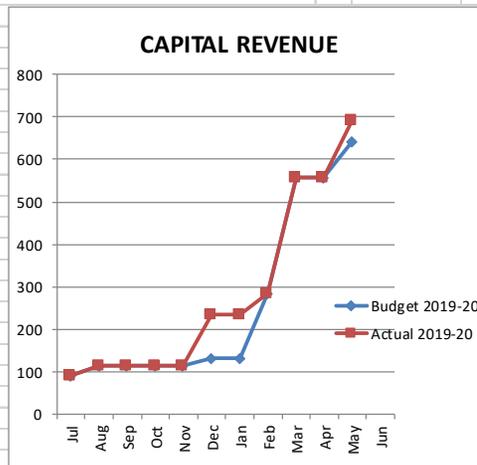
24 JUNE 2020

SHIRE OF SHARK BAY				
STATEMENT OF FINANCIAL ACTIVITY				
(By Nature or Type)				
For the Period Ended 31 May 2020				
	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)
Operating Revenues		\$	\$	\$
Rates	9	1,446,133	1,446,133	1,446,352
Operating Grants, Subsidies and Contributions	11	1,511,795	1,511,782	2,521,531
Fees and Charges		1,691,156	1,581,158	1,595,744
Interest Earnings		26,405	24,200	23,866
Other Revenue		138,264	127,865	160,237
Profit on Disposal of Assets	8	12,302	12,302	2,909
Total Operating Revenue		4,826,055	4,703,440	5,750,639
Operating Expense				
Employee Costs		(2,277,223)	(2,100,354)	(1,881,901)
Materials and Contracts		(2,096,582)	(1,924,006)	(1,496,585)
Utility Charges		(187,510)	(171,997)	(158,450)
Depreciation on Non-Current Assets		(2,015,110)	(1,849,461)	(1,722,233)
Interest Expenses		(7,210)	(5,455)	(5,450)
Insurance Expenses		(156,295)	(156,294)	(153,625)
Other Expenditure		(197,565)	(176,110)	(193,135)
Loss on Disposal of Assets	8	(79,180)	(74,039)	(43,183)
Total Operating Expenditure		(7,016,675)	(6,457,716)	(5,654,562)
Funding Balance Adjustments				
Add back Depreciation		2,015,110	1,849,461	1,722,233
Adjust (Profit)/Loss on Asset Disposal	8	66,878	61,737	40,273
Adjust in Pensioner Rates Non Current		0	0	0
Adjust Provisions and Accruals		0	0	0
Net Cash from Operations		(108,632)	156,922	1,858,584
Capital Revenues				
Grants, Subsidies and Contributions	11	527,462	481,417	528,600
Proceeds from Disposal of Assets	8	232,636	162,727	162,727
Total Capital Revenues		760,098	644,144	691,327
Capital Expenses				
Land and Buildings	13	(360,000)	(124,620)	(46,152)
Infrastructure - Roads	13	(795,325)	(705,324)	(706,366)
Infrastructure - Public Facilities	13	(934,500)	(866,500)	(838,389)
Infrastructure - Footpaths	13	(50,000)	(50,000)	(50,000)
Infrastructure - Drainage	13	0	0	0
Plant and Equipment	13	(490,513)	(403,850)	(336,529)
Furniture and Equipment	13	(20,000)	(20,000)	(20,784)
Total Capital Expenditure		(2,650,338)	(2,170,294)	(1,998,219)
Net Cash from Capital Activities		(1,890,240)	(1,526,150)	(1,306,892)
Financing				
Proceeds from Loans		800,000	800,000	800,000
Transfer from Reserves	7	1,096,255	259,898	259,898
Repayment of Debentures	10	(50,599)	(50,599)	(50,599)
Transfer to Reserves	7	(1,617,002)	(180,815)	(180,815)
Net Cash from Financing Activities		228,654	828,484	828,484
Net Operations, Capital and Financing		(1,770,218)	(540,744)	1,380,175
Opening Funding Surplus(Deficit)	3	1,770,218	1,767,832	1,770,218
Closing Funding Surplus(Deficit)	3	0	1,227,088	3,150,393

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

SHIRE OF SHARK BAY								
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING								
For the Period Ended 31 May 2020								
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal) Expenditure (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Annual Budget	Variance (d) - (c)	
		\$	\$	\$	\$	\$	\$	
Land and Buildings	13	16,479	29,673	46,152	124,620	360,000	78,468	
Infrastructure Assets - Roads	13	0	706,366	706,366	705,324	795,325	(1,042)	
Infrastructure Assets - Public Facilities	13	52,656	785,732	838,389	866,500	934,500	28,111	
Infrastructure Assets - Footpaths	13	50,000	0	50,000	50,000	50,000	0	
Infrastructure Assets - Drainage	13	0	0	0	0	0	0	
Infrastructure Assets - Streetscapes	13	0	0	0	0	0	0	
Plant and Equipment	13	0	336,529	336,529	403,850	490,513	67,321	
Furniture and Equipment	13	0	20,784	20,784	20,000	20,000	(784)	
Capital Expenditure Totals		119,136	1,879,084	1,998,219	2,170,294	2,650,338	172,075	



MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 May 2020	
1. SIGNIFICANT ACCOUNTING POLICIES	
(a) Basis of Preparation	
	This report has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this budget are presented below and have been consistently applied unless stated otherwise.
	Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.
	The Local Government Reporting Entity
	All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this budget.
	In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.
	All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 16 to this budget document.
(b) Rounding Off Figures	
	All figures shown in this report, other than a rate in the dollar, are rounded to the nearest dollar.
(c) Rates, Grants, Donations and Other Contributions	
	Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.
	Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.
(d) 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.
(e) Superannuation	
	The Council contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Council contributes are defined contribution plans.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 May 2020	
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)	
(f) 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 the statement of financial position.
(g) 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.
(h) 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.
	Land Held for Resale
	Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.
	Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.
	Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.
(i) Fixed Assets	
	Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.
	Mandatory Requirement to Revalue Non-Current Assets
	Effective from 1 July 2012, the Local Government (Financial Management) Regulations were amended and the measurement of non-current assets at Fair Value became mandatory.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 May 2020				
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)				
(j) Fixed Assets (Continued)				
<i>Land Under Control</i>				
In accordance with Local Government (Financial Management) Regulation 16(a), the Council was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of state or regional significance.				
Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.				
Whilst they were initially recorded at cost (being fair value at the date of acquisition (deemed cost) as per AASB 116) they were revalued along with other items of Land and Buildings at 30 June 2014.				
<i>Initial Recognition and Measurement between Mandatory Revaluation Dates</i>				
All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above.				
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.				
Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation of the next anniversary date in accordance with the mandatory measurement framework.				

24 JUNE 2020

SHIRE OF SHARK BAY			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 31 May 2020			
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)			
(j) Fixed Assets (Continued)			
Revaluation			
Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.			
Transitional Arrangement			
During the time it takes to transition the carrying value of non-current assets from the cost approach to the fair value approach, the Council may still be utilising both methods across differing asset classes.			
Those assets carried at cost will be carried in accordance with the policy detailed in the Initial Recognition section as detailed above.			
Those assets carried at fair value will be carried in accordance with the Revaluation Methodology section as detailed above.			
Land Under Roads			
In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in the local government.			
Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.			
In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.			
Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.			
Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.			
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 period of the lease or the estimated useful life of the improvements.			

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

SHIRE OF SHARK BAY			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 31 May 2020			
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)			
(j) Fixed Assets (Continued)			
Major depreciation periods used for each class of depreciable asset are:			
Buildings			10 to 50 years
Furniture and Equipment			5 to 10 years
Plant and Equipment			5 to 10 years
Heritage			25 to 100 years
Sealed Roads and Streets			
- Subgrade			Not Depreciated
- Pavement			80 to 100 years
- Seal	Bituminous Seals		15 to 22 years
	Asphalt Surfaces		30 years
Formed Roads (Unsealed)			
- Subgrade			Not Depreciated
- Pavement			12 years
Footpaths			40 to 80 years
Drainage Systems			
- Drains and Kerbs			20 to 60 years
- Culverts			60 years
- Pipes			80 years
- Pits			60 years
The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.			
An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.			
Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.			
When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus.			
Capitalisation Threshold			
Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.			
(k) Fair Value of Assets and Liabilities			
When performing a revaluation, the Council uses a mix of both independent and management valuations using the following as a guide:			
Fair Value is the price that Council would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.			

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 May 2020	
1.	SIGNIFICANT ACCOUNTING POLICIES (Continued)
(k)	Fair Value of Assets and Liabilities (Continued)
	As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.
	To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).
	For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.
	Fair Value Hierarchy
	AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:
	Level 1
	Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.
	Level 2
	Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.
	Level 3
	Measurements based on unobservable inputs for the asset or liability.
	The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.
	Valuation techniques
	The Council selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Council are consistent with one or more of the following valuation approaches:
	Market approach
	Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 May 2020	
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)	
(k) Fair Value of Assets and Liabilities (Continued)	
	Income approach
	Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.
	Cost approach
	Valuation techniques that reflect the current replacement cost of an asset at its current service capacity.
	Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Council gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.
	As detailed above, the mandatory measurement framework imposed by the Local Government (Financial Management) Regulations requires, as a minimum, all assets carried at a revalued amount to be revalued at least every 3 years.
(l) Financial Instruments	
	Initial Recognition and Measurement
	Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).
	Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.
	Classification and Subsequent Measurement
	Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost.
	Amortised cost is calculated as:
	(a) the amount in which the financial asset or financial liability is measured at initial recognition;
	(b) less principal repayments and any reduction for impairment; and
	(c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 May 2020	
1.	SIGNIFICANT ACCOUNTING POLICIES (Continued)
(I)	Financial Instruments (Continued)
	The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.
	<i>(i) Financial assets at fair value through profit and loss</i>
	Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short term profit taking. Assets in this category are classified as current assets. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss.
	<i>(ii) Loans and receivables</i>
	Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.
	Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.
	<i>(iii) Held-to-maturity investments</i>
	Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Council's management has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.
	Held-to-maturity investments are included in current assets where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.
	<i>(iv) Available-for-sale financial assets</i>
	Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.
	They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.
	Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available for sale financial assets are classified as non-current.
	<i>(v) Financial liabilities</i>
	Non-derivative financial liabilities (excl. financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in the profit or loss.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 May 2020	
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)	
(l) Financial Instruments (Continued)	
<i>Impairment</i>	
	A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which has an impact on the estimated future cash flows of the financial asset(s).
	In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.
	In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.
	For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.
	<i>Derecognition</i>
	Financial assets are derecognised where the contractual rights for receipt of cash flows expire or the asset is transferred to another party, whereby the Council no longer has any significant continual involvement in the risks and benefits associated with the asset.
	Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.
(m) Impairment of Assets	
	In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.
	Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.
	Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116) whereby any impairment loss of a revaluation decrease in accordance with that other standard.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

SHIRE OF SHARK BAY					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 31 May 2020					
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)					
(m) Impairment of Assets (Continued)					
For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.					
(n) Trade and Other Payables					
Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obligated 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.					
(o) Employee Benefits					
Short-Term Employee Benefits					
Provision is made for the Council's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.					
The Council's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The Council's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.					
Other Long-Term Employee Benefits					
Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations or service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.					
The Council's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Council does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.					

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 May 2020				
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)				
(p) 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.				
(q) Provisions				
Provisions are recognised when the Council has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.				
Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.				
(r) 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 Council's operational cycle. In the case of liabilities where the Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Council's intentions to release for sale.				

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

Shire of Shark Bay					
EXPLANATION OF MATERIAL VARIANCES					
For the Period Ended 31 May 2020					
Note 2: EXPLANATION OF MATERIAL VARIANCES					
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(2,024)	(19.5%)	▼	Timing	No Reportable Variance
General Purpose Funding - Rates	219	0.0%	▲	Timing	No Reportable Variance
General Purpose Funding - Other	1,020,548	104.1%	▲	Timing	Financial Assistance Grants Received in Advance for 2020/21 (\$1.006 M) and Grant - Gascoyne Development Commission COVID-19 Emergency Response (\$15K) received after Budget Review
Law, Order and Public Safety	(17,290)	(15.9%)	▼	Timing	Grant - Coastal Hazard Management, Adaptation and Protection Grants budgeted to be received earlier than actual grant acquittal.
Health	(593)	(26.4%)	▼	Timing	No Reportable Variance
Housing	4,608	3.9%	▲	Timing	No Reportable Variance
Community Amenities	12,410	3.7%	▲	Timing	Refuse Site Fees and Development Application Fees in excess of YTD Budget
Recreation and Culture	(46,675)	(16.0%)	▼	Timing	Reduction in SBDC Merchandise Sales, Entrance Fees and Visitor Centre Booking Commission due to COVID-19 pandemic and closure of Centre.
Transport	(5,622)	(1.1%)	▼	Timing	No Reportable Variance
Economic Services	32,223	3.8%	▲	Timing	No Reportable Variance
Other Property and Services	49,394	141.8%	▲	Timing	Refunds Income, Diesel Fuel Rebate and CDP Employment Incentive Funding in excess of YTD Budget
Operating Expense					
Governance	62,900	(21.8%)	▲	Timing	Overall underspend in Council Governance Expenditure
General Purpose Funding	19,181	(18.1%)	▲	Timing	Underspend in Governance Overhead allocations
Law, Order and Public Safety	54,373	(17.9%)	▲	Timing	Overall underspend in Coastal Hazards Identification, Adaptation and Protection Expenses, Emergency Management Consultant and Governance Overhead allocations.
Health	7,312	(11.9%)	▲	Timing	Underspend in Governance Overhead allocations and Mosquito Fogging
Housing	18,578	(8.7%)	▲	Timing	Overall underspend in maintenance and governance overhead expenses
Community Amenities	123,306	(18.2%)	▲	Timing	Underspend in Recycling Expenses, Refuse Site Operations, Town Planning Schemes and Governance Overhead Expenses compared to YTD budget
Recreation and Culture	106,169	(5.2%)	▲	Timing	Underspend Council Assistance Programs, maintenance on Multi-Purpose Courts, Shark Bay Recreation Centre Operating Expenses, SBDC Utilities, Travelling Exhibition Costs, Governance Overhead allocations, SBDC Purchases of Merchandise and Park Passes and Inventory on Hand movement to December 2019.
Transport	85,264	(5.0%)	▲	Timing	Overall underspend in expenses compared to YTD Budget
Economic Services	139,249	(13.5%)	▲	Timing	Overall underspend in expenses compared to YTD budget
Other Property and Services	186,822	(436.6%)	▲	Timing	Overall increase in Public Work Overheads and Plant Costs Recovery compared to YTD Budget as a result of Fair Valuation of Plant and Equipment
Capital Revenues					
Grants, Subsidies and Contributions	47,183	9.8%	▲	Timing	Grant Received for Little Lagoon Rehabilitation (\$12.50K) and RRG Eagle Bluff Road Actual Progress ahead of YTD Budget.
Proceeds from Disposal of Assets	0	0.0%	▲	Timing	No Reportable Variance
Capital Expenses					
Land and Buildings	78,468	0.0%	▲	Timing	Staff and Pensioner Capital Works have yet to commence
Infrastructure - Roads	(1,042)	0.0%	▼	Timing	RRG Useless Loop Road is in excess of YTD Budget
Infrastructure - Public Facilities	28,111	0.0%	▲	Timing	Town Oval Bore YTD Budget in advance of YTD Actual Expenditure
Infrastructure - Footpaths	0	0.0%	▲	Timing	No Reportable Variance
Plant and Equipment	67,321	0.0%	▲	Timing	Prime Mover and Dual Cabs purchased for less than budgeted expenditure.
Financing					
Loan Principal	0	0.0%	▼	Timing	No reportable variance.

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

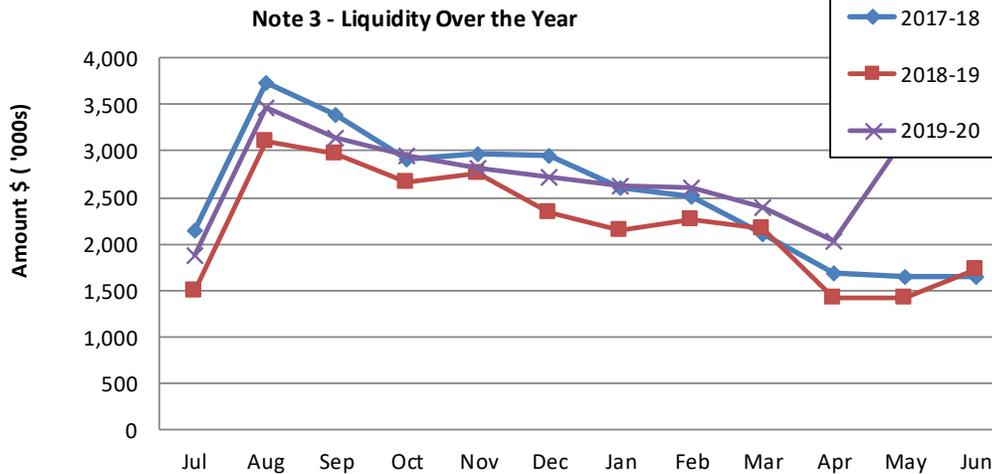
MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

Shire of Shark Bay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

Note 3: NET CURRENT FUNDING POSITION

	Note	Positive=Surplus (Negative=Deficit)	
		31 May 2020	31 May 2019
		\$	\$
Current Assets			
Cash Unrestricted	4	3,192,986	1,988,566
Cash Restricted	4	1,825,312	1,210,832
Receivables - Rates	6	52,141	51,681
Receivables -Other	6	68,137	63,809
Interest / ATO Receivable		33,259	0
Inventories		131,104	218,244
		5,302,938	3,533,132
Less: Current Liabilities			
Payables		(107,529)	(476,145)
Provisions		(208,068)	(203,734)
Bond Liability (Formally Trust Account)		(11,637)	0
		(327,234)	(679,879)
Less: Cash Reserves	7	(1,825,312)	(1,210,832)
Net Current Funding Position		3,150,393	1,642,421



Comments - Net Current Funding Position

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

Shire of Shark Bay							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
For the Period Ended 31 May 2020							
Note 4: CASH AND INVESTMENTS							
	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.10%	190,885			190,885	Bankwest	At Call
Reserve Bank Account	0.00%		179		179	Bankwest	At Call
Reserve Telenet Saver Account	0.25%		1,825,133		1,825,133	Bankwest	At Call
Municipal Telenet Saver	0.50%	3,001,201			3,001,201	Bankwest	At Call
Trust Bank Account	0.00%			0	0	Bankwest	At Call
Cash On Hand		900			900		On Hand
(b) Term Deposits							
Municipal Investment					0		
Municipal Investment					0		
Reserve Investment					0		
Total		3,192,986	1,825,312	0	5,018,297		
Comments/Notes - Investments							
Surplus funds invested for terms conducive to cashflow requirements.							

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

Shire of Shark Bay				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 May 2020				
Note 6: RECEIVABLES				
Receivables - Rates Receivable	31 May 2020	30 June 2019	Receivables - General	Current 30 Days 60 Days 90+Days
	\$	\$		\$ \$ \$ \$
Opening Arrears Previous Years	31,927	36,581	Receivables - General	55,943 7,679 1,092 1,199
Levied this year	1,827,047	1,742,151	Total Receivables General Outstanding	65,913
less Collections to date	(1,806,833)	(1,746,805)	Amounts shown above include GST (where applicable)	
Equals Current Outstanding	52,141	31,927		
Net Rates Collectable	52,141	31,927		
% Collected	97.20%	98.21%		

Month	2018-19	2019-20
Jul	~50	~50
Aug	~1,700	~1,700
Sep	~1,100	~1,100
Oct	~700	~700
Nov	~550	~550
Dec	~450	~450
Jan	~350	~350
Feb	~250	~250
Mar	~150	~150
Apr	~100	~100
May	~50	~50
Jun	~50	~50

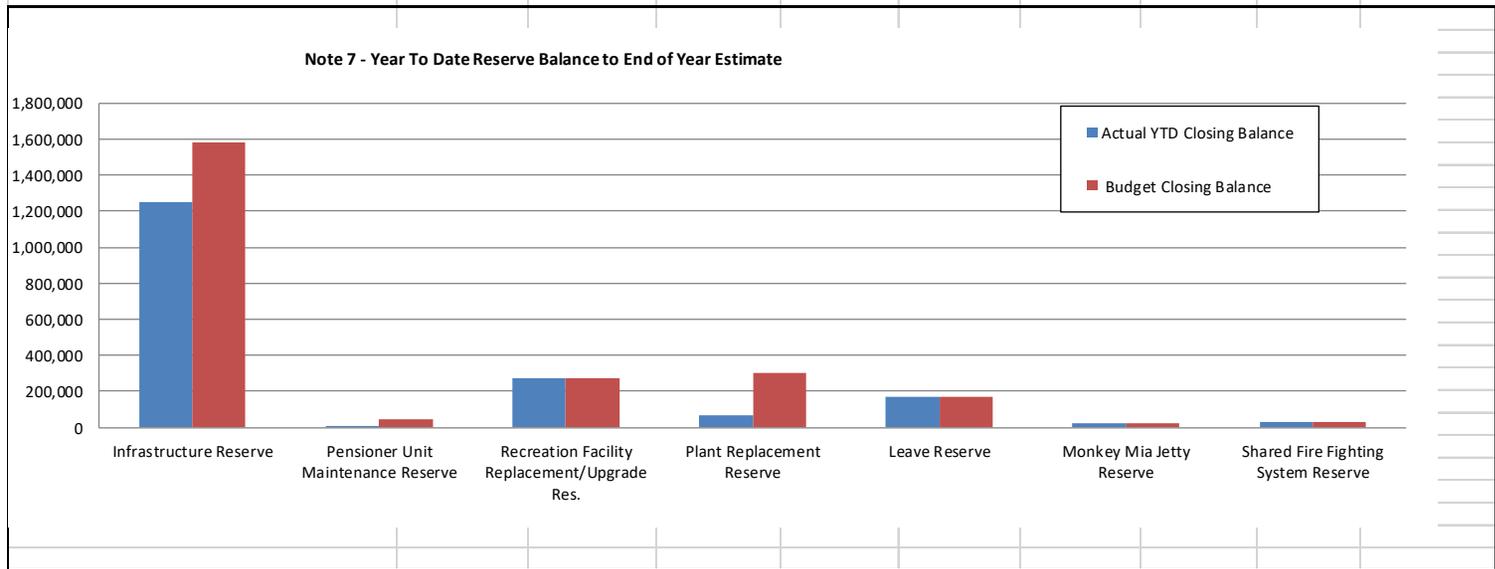
Category	Percentage
Current	85%
30 Days	11%
60 Days	2%
90+Days	2%

Comments/Notes - Receivables Rates	No major issues at this time
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MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

Shire of Shark Bay									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 31 May 2020									
<u>Note 7: Cash Backed Reserve</u>									
2019-20									
Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Infrastructure Reserve	1,332,164	7,800	4,332	869,168	0	(625,255)	(86,096)	1,583,877	1,250,400
Pensioner Unit Maintenance Reserve	10,916	65	51	116,143	0	(85,000)	0	42,124	10,968
Recreation Facility Replacement/Upgrade Res.	269,466	1,400	1,262	52,000	0	(50,000)	0	272,866	270,729
Plant Replacement Reserve	70,302	500	329	568,636	173,802	(336,000)	(173,802)	303,438	70,631
Leave Reserve	170,156	1,000	797	0	0	0	0	171,156	170,953
Monkey Mia Jetty Reserve	21,977	120	103	0	0	0	0	22,097	22,080
Shared Fire Fighting System Reserve	29,413	170	138	0	0	0	0	29,583	29,551
	1,904,395	11,055	7,013	1,605,947	173,802	(1,096,255)	(259,898)	2,425,142	1,825,312



MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

Shire of Shark Bay							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
For the Period Ended 31 May 2020							
Note 8 CAPITAL DISPOSALS							
Actual YTD Profit/(Loss) of Asset Disposal					Annual Budget		
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 31 05 2020		
\$	\$	\$	\$		Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
				Plant and Equipment	\$	\$	\$
				Governance			
			0	CEO Vehicle	(3,925)	0	3,925
24,000	0	21,364	(2,636)	EMFA Vehicle	3,000	(2,636)	(5,636)
21,000	0	17,727	(3,273)	EMCD Vehicle	(5,141)	(3,273)	1,868
45,000	0	39,091	(5,909)		(6,066)	(5,909)	157
				Transport			
24,000	0	25,000	1,000	Dual Cab Ute - Ranger	4,594	1,000	(3,594)
24,000	0	25,909	1,909	Dual Cab Ute - Gardner	4,708	1,909	(2,799)
110,000	0	72,727	(37,273)	Prime Mover	(66,250)	(37,273)	28,977
			0	Vibration Roller - Sale Proceeds	(3,864)	0	3,864
134,000	0	123,636	(34,364)		(60,812)	(34,364)	26,448
179,000	0	162,727	(40,273)		(66,878)	(40,273)	26,605
Comments - Capital Disposal/Replacements							

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

Shire of Shark Bay											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
For the Period Ended 31 May 2020											
Note 9: RATING INFORMATION	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	2019/20 Budget Rate Revenue \$	2019/20 Budget Interim Rate \$	2019/20 Budget Back Rate \$	2019/20 Budget Total Revenue \$
RATE TYPE											
Differential General Rate											
GRV Residential	0.102840	316	3,761,841	386,871	2,241	1,047	390,160	386,871	1,825	1,047	389,743
GRV Commercial	0.105690	42	2,114,558	223,477			223,477	223,477			223,477
GRV Vacant	0.102840	18	360,100	37,033			37,033	37,033			37,033
GRV Rural Commercial	0.106880	5	306,280	32,736	973		33,709	32,736	973		33,709
GRV Industrial/Residential	0.113800	46	629,944	71,689			71,689	71,689			71,689
GRV Industrial/Residential Vaca	0.102840	2	10,400	1,070	-10		1,060	1,070	-10		1,060
GRV Rural Resort	0.112820	3	1,132,800	127,805	24,144	19,266	171,214	127,805	24,144	19,266	171,215
UV General	0.207090	7	827,678	171,402			171,402	171,402			171,402
UV Pastoral	0.141820	11	617,360	87,556			87,556	87,556			87,556
UV Mining	0.282450	1	7,947	2,245			2,245	2,245			2,245
UV Exploration	0.271580	2	764,435	207,605	-1,098	8,025	214,532	207,604	-1,098	8,025	214,531
Sub-Totals		453	10,533,343	1,349,490	26,249	28,339	1,404,077	1,349,488	25,834	28,338	1,403,660
Minimum Payment											
GRV Residential	876.00	52	384,173	45,552			45,552	45,552			45,552
GRV Commercial	876.00	17	93,832	14,892	-198		14,694	14,892			14,892
GRV Vacant	876.00	83	271,090	72,708			72,708	72,708			72,708
GRV Rural Commercial	876.00	0	0	0			0	0			0
GRV Industrial/Residential	876.00	3	19,440	2,628			2,628	2,628			2,628
GRV Industrial/Residential Vaca	546.00	0	0	0			0	0			0
GRV Rural Resort	876.00	0	0	0			0	0			0
UV General	735.00	6	9,262	4,410			4,410	4,410			4,410
UV Pastoral	920.00	0	0	0			0	0			0
UV Mining	920.00	1	654	920			920	920			920
UV Exploration	920.00	2	4,080	1,840			1,840	1,840			1,840
Sub-Totals		164	782,531	142,950	-198	0	142,752	142,950	0	0	142,950
Concessions							(139,394)				(139,394)
Amount from General Rates							1,407,435				1,407,216
Specified Area Rates							38,917				38,917
Totals							1,446,352				1,446,133
Comments - Rating Information											

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 31 May 2020								
10. INFORMATION ON BORROWINGS								
(a) Debenture Repayments								
Particulars	Principal 1-Jul-19	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2019/20 Actual	2019/20 Budget	2019/20 Actual	2019/20 Budget	2019/20 Actual	2019/20 Budget
			\$	\$	\$	\$	\$	\$
Loan 57 Monkey Mia Bore	134,616	0	31,653	31,653	102,963	102,963	4,083	5,654
Loan 56 - Staff Housing	28,847	0	18,946	18,946	9,901	9,901	1,367	1,556
Loan - Town Oval Bore	0	800,000	0	0	0	800,000	0	0
	163,463	800,000	50,599	50,599	112,864	912,864	5,450	7,210

All debenture repayments are financed by general purpose revenue except Loan 57 which is funded through a Specified Area Rate.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 31 May 2020								
Note 11: GRANTS AND CONTRIBUTIONS								
Program/Details	Grant Provider	Approval	2019-20 Annual Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received/Invoiced	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	692,157	0	692,157	0	1,417,394	0
Grants Commission - Roads	WALGGC	Y	226,736	0	226,736	0	507,919	0
LGIS Surplus Share Dividend Distribution	LGIS	Y	16,761	0	16,761	0	16,761	0
Gascoyne Development Commission COVID-19 Emergency Response	Gascoyne Development	Y	0	0	0	0	15,000	0
LGIS Members Dividend	LGIS	Y	0	0	0	0	6,202	0
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Services	Y	8,133	0	8,133	0	10,274	0
Grant FESA - SES	Dept. of Fire & Emergency Services	Y	46,590	0	46,590	0	46,590	0
Coastal Hazard Risk Management & Adaption Plan	WA Planning Commission	Y	32,500	0	32,500	0	19,500	13,000
Coastal Adaptation and Protection	Department of Transport	Y	11,000	0	11,000	0	0	11,000
Gascoyne Sports Modelling	Department of Local Government Sport and Cultural Industries	Y	5,000	0	5,000	0	5,000	0
RECREATION AND CULTURE								
Contributions - HMAS Sydney Exhibit	Visitors to Discovery Centre	Y	200	0	200	0	246	0
Laser Tag	Miscellaneous revenue	Y	0	0	0	0	123	0
Little Lagoon Rehabilitation Project	Department of Industry, Science, Energy and Resc	Y	0	0	0	0	12,500	0
ECONOMIC SERVICES								
Thank a Volunteer	Dept of Communities	Y	700	0	700	0	700	0
BBRF Community Investment	Department of Industry, Innovation and Science	Y	20,000	0	20,000	0	20,000	0
TRANSPORT								
Road Preservation Grant	State Initiative - Main Roads WA	Y	113,118	0	113,118	0	113,118	0
Useless Loop Road - Mtce	Main Roads WA	Y	330,000	0	330,000	0	330,000	0
Contributions - Road Projects	Pipeline	Y	8,900	0	8,900	0	12,705	0
Roads To Recovery Grant - Cap	Roads to Recovery	Y	297,245	0	0	297,245	297,245	0
RRG Grants - Capital Projects	Regional Road Group	Y	230,217	0	0	230,217	218,855	11,362
TOTALS			2,039,257	0	1,511,795	527,462	3,050,131	35,362
			Operating		1,511,795		2,521,531	
			Non-operating		527,462		528,600	
					2,039,257		3,050,131	
Comments - Operating and Non Operating Grants								

MINUTES OF THE ORDINARY COUNCIL MEETING

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Shire of Shark Bay				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 May 2020				
Note 12: BOND LIABILITY				
Funds held at balance date over which the Shire has no control and which are included in Note 3 of this statement are as follows:				
Description	Opening Balance 1 Jul 19	Amount Received	Amount Paid	Closing Balance 31-May-20
	\$	\$	\$	\$
CITF Levy	\$ -	7,430	(7,430)	0
Library Card Bond	\$ 250	200	(350)	100
Bookeasy- Sales	\$ -	308,048	(308,048)	0
Kerb/Footpath Deposit	\$ 3,800	1,000	0	4,800
Bond Key	\$ 3,420	1,390	(1,040)	3,770
Hall Bond	\$ -	550	(275)	275
Police Licensing	\$ 997	196,544	(197,357)	184
Election Deposit	\$ -	800	(800)	0
Marquee Deposit	\$ -			0
Building Licence Levy	\$ -	6,422	(6,422)	0
Road Reserve - Hughes Street	\$ 2,298			2,298
Tour Sales	\$ -			0
Property Rental Bonds	\$ -			0
Rates Unidentified Deposit	\$ 210			210
	10,974	522,384	(521,722)	11,637

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CAPITAL WORKS PROGRAM 2019/20								
Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Over)/Under	YTD Actual (Renewal Exp)	Comment
Land and Buildings								
Governance								
Asbestos Removal - Shire Office	2.2.1	WKSM	(75,000)	0	0	0	0	
Records Room	4.2.2	CEO	(30,000)	(30,000)	(29,673)	327	29,673	
Governance Total			(105,000)	(30,000)	(29,673)	327	29,673	
Housing								
Staff housing Capital Works								
Staff Housing - 5 Spaven Way	2.2.1	CEO	(10,000)	(9,163)	0	9,163	0	
Staff Housing - 65 Brockman St	2.2.1	EMCD	(10,000)	(9,163)	0	9,163	0	
Staff Housing - 51 Durlacher St	2.2.1	EMFA	(10,000)	(9,163)	0	9,163	0	
Staff Housing - 80 Durlacher St	2.2.1	EMCD	(10,000)	(9,163)	0	9,163	0	
Pensioner Units Capital	2.2.1	EMCD	(35,000)	(32,087)	0	32,087	0	
Pensioner Units Door/Water Pipe Replacement	2.2.1	EMCD	(10,000)	(10,002)	0	10,002	0	
Housing Total			(85,000)	(78,741)	0	78,741	0	
Community Amenities								
Buildings								
Morgue	2.2.1	CEO	(20,000)	0	0	0	0	
Community Amenities Total			(20,000)	0	0	0	0	
Recreation								
Buildings								
Asbestos Removal - Denham Town Hall/Stables	2.2.1	WKSM	(75,000)	0	0	0	0	
Recreation Centre Panel and Paint Renewal	2.2.1	WKSM	(50,000)	(8,600)	(8,600)	0	0	Painted April 2020
Recreation Total			(125,000)	(8,600)	(8,600)	0	0	
Transport								
Buildings								
Depot - Office Awning	4.2.2	WKSM	(10,000)	0	(600)	(600)	0	
Depot - Boundary Fencing	4.2.2	WKSM	(15,000)	(7,279)	(7,279)	(0)	0	
Transport Total			(25,000)	(7,279)	(7,879)	(600)	0	
Land and Buildings Total			(360,000)	(124,620)	(46,152)	78,468	29,673	
Footpaths								
Infrastructure								
Footpath Construction-Denham Footpath Plan	1.1.1/2.2.1	WKSM	(50,000)	(50,000)	(50,000)	0	0	Complete
Footpaths Total			(50,000)	(50,000)	(50,000)	0	0	

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Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
Drainage								
Transport								
Drainage/Sump Construction	1.1.1	WKSM	0	0	0	0	0	
Transport Total			0	0	0	0	0	
Drainage Total			0	0	0	0	0	
Furniture & Office Equip.								
Governance								
Server and Program Upgrade	4.2.2	EMFA	(20,000)	(20,000)	(20,784)	(784)	20,784	Complete
Governance Total			(20,000)	(20,000)	(20,784)	(784)	20,784	
Furniture & Office Equip. Total			(20,000)	(20,000)	(20,784)	(784)	20,784	
Plant , Equipment and Vehicles								
Governance								
CEO Vehicle	2.2.1	CEO	(65,000)	0	0	0	0	Scheduled for June 2020
EMFA Vehicle	2.2.1	EMFA	(27,793)	(27,793)	(27,374)	419	27,374	Complete
EMCD Vehicle	2.2.1	EMCD	(27,720)	(27,720)	(27,449)	271	27,449	Complete
Total Governance			(120,513)	(55,513)	(54,824)	689	54,824	
Transport								
Major Plant Items	4.2.2	WKSM	(20,000)	(18,337)	0	18,337	0	
Excavator	4.2.2	WKSM	0	0	(11,109)	(11,109)	11,109	Capital Works to Extend Useful Life
Dual Cab Ute - Town Gardener	4.2.2	WKSM	(45,000)	(45,000)	(39,780)	5,220	39,780	Complete
Dual Cab Ute - Ranger	4.2.2	WKSM	(45,000)	(45,000)	(39,780)	5,220	39,780	Complete
Prime Mover	4.2.2	WKSM	(240,000)	(240,000)	(191,036)	48,964	191,036	Complete
Transport Total			(350,000)	(348,337)	(281,705)	66,632	281,705	
Denham Marine Facilities								
Boat Jinker Brake System Upgrade	4.2.2	WKSM	(20,000)	0	0	0	0	
Denham Marine Facilities Total			(20,000)	0	0	0	0	
Plant , Equipment and Vehicles Total			(490,513)	(403,850)	(336,529)	67,321	336,529	

MINUTES OF THE ORDINARY COUNCIL MEETING

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Infrastructure Assets	Strategic Plan Reference	Responsible Officer	2016/17 Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
Public Facilities								
Community Amenities								
Cemetery Shade	2.4.2	WKSM	(5,000)	0	0	0	0	
Hamelin Pool Carpark	2.2.1	WKSM	(10,000)	0	0	0	0	
Community Amenities Total			(15,000)	0	0	0	0	
Recreation And Culture								
West End Toilet Roof Replacement	2.2.1	WKSM	(15,000)	0	0	0	0	
Town Oval Bore	2.2.1	WKSM	(800,000)	(800,000)	(772,221)	27,779	772,221	Project awaiting completion.
Town Bore Fence Extensions	2.2.1	WKSM	(7,500)	(7,500)	(8,477)	(977)	8,477	Complete
Town Oval Fountain	2.2.1	WKSM	(7,000)	(7,000)	(5,035)	1,965	5,035	
Playground Fence Replacement	2.2.1	WKSM	(8,000)	0	0	0	0	
Charlie Sappie Park Bed Removal and Replacement	2.2.1	WKSM	(20,000)	0	0	0	0	
Multi Purpose Courts Light Upgrade	2.2.1	WKSM	(10,000)	0	0	0	0	
Little Lagoon Signs and Barriers	2.2.1/1.2.2	CEO	(52,000)	(52,000)	(52,656)	(656)	0	Complete
Recreation And Culture Total			(919,500)	(866,500)	(838,389)	28,111	785,732	
Public Facilities Total			(934,500)	(866,500)	(838,389)	28,111	785,732	

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Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
Roads (Non Town)								
Transport								
R2R Projects 19-20 Brockman Street	1.1.1	WKSM	(450,000)	(450,000)	(450,000)	0	450,000	Complete
Useless Loop Road - RRG 19-20	1.1.1	WKSM	(255,325)	(255,324)	(256,366)	(1,042)	256,366	Complete
Eagle Bluff - RRG 19-20	1.1.1	WKSM	(90,000)	0	0	0	0	To commence June 2020
Transport Total			(795,325)	(705,324)	(706,366)	(1,042)	706,366	
Roads (Non Town) Total			(795,325)	(705,324)	(706,366)	(1,042)	706,366	
Capital Expenditure Total			(2,650,338)	(2,170,294)	(1,998,219)	172,075	1,879,084	

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13.0 TOWN PLANNING REPORT

13.1 PROPOSED WAREHOUSE/STORAGE BUILDING – LOT 280 (17) VLAMINGH CRESCENT, DENHAM P1319

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Moved Cr Fenny
Seconded Cr Ridgley

Council Resolution

That Council:

- 1. Note that Lot 280 Vlamingh Crescent is located within a designated 1319 bushfire prone area and support an exemption from a Bushfire Attack Level assessment/ State Planning Policy 3.7 as part of the development application process as permissible under the Western Australian Planning Bulletin 111/2016 as:**
 - a) There will not be any significant employee presence;**
 - b) The development will not significantly increase bushfire risk; and**
 - c) A Bushfire Attack Level dictates any higher construction standards for habitable buildings. No higher construction standards apply at the separate building permit stage for industrial buildings.**

- 2. Approve the Development Application (No 7/2020) for a warehouse/storage building on Lot 280 (17) Vlamingh Crescent, Denham subject to the following conditions and footnotes:**
 - (i) The plans lodged with the application shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer.**
 - (ii) The existing gravel internal traffic circulation areas within the lot shall be maintained to a trafficable standard to the satisfaction of the Chief Executive Officer.**
 - (iii) No dumping, stockpiling, or storage of waste or materials, shall be carried out between the front building line and the street frontage.**
 - (iv) All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells**

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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.

- (v) **This approval is issued based on a proposed land use of 'warehouse/storage' and is specifically for the storage of goods, equipment, plant or materials; or the display or sale by wholesale of goods within the proposed building.**
- (vi) **An informal car parking area with capacity to accommodate a minimum of 2 car parking bays is to be provided and maintained to a trafficable standard on site to the satisfaction of the Shire's Chief Executive Officer.**

Footnotes:

- (a) **This is planning consent only. A separate building permit is required prior to any construction.**
- (b) **Please be advised that the lot is within a declared bushfire prone area. Bushfire mapping can be viewed on the website of the Department of fire and Emergency Services.**

7/0 CARRIED

BACKGROUND

Lot 280 has been developed with an existing industrial shed used for storage.

COMMENT

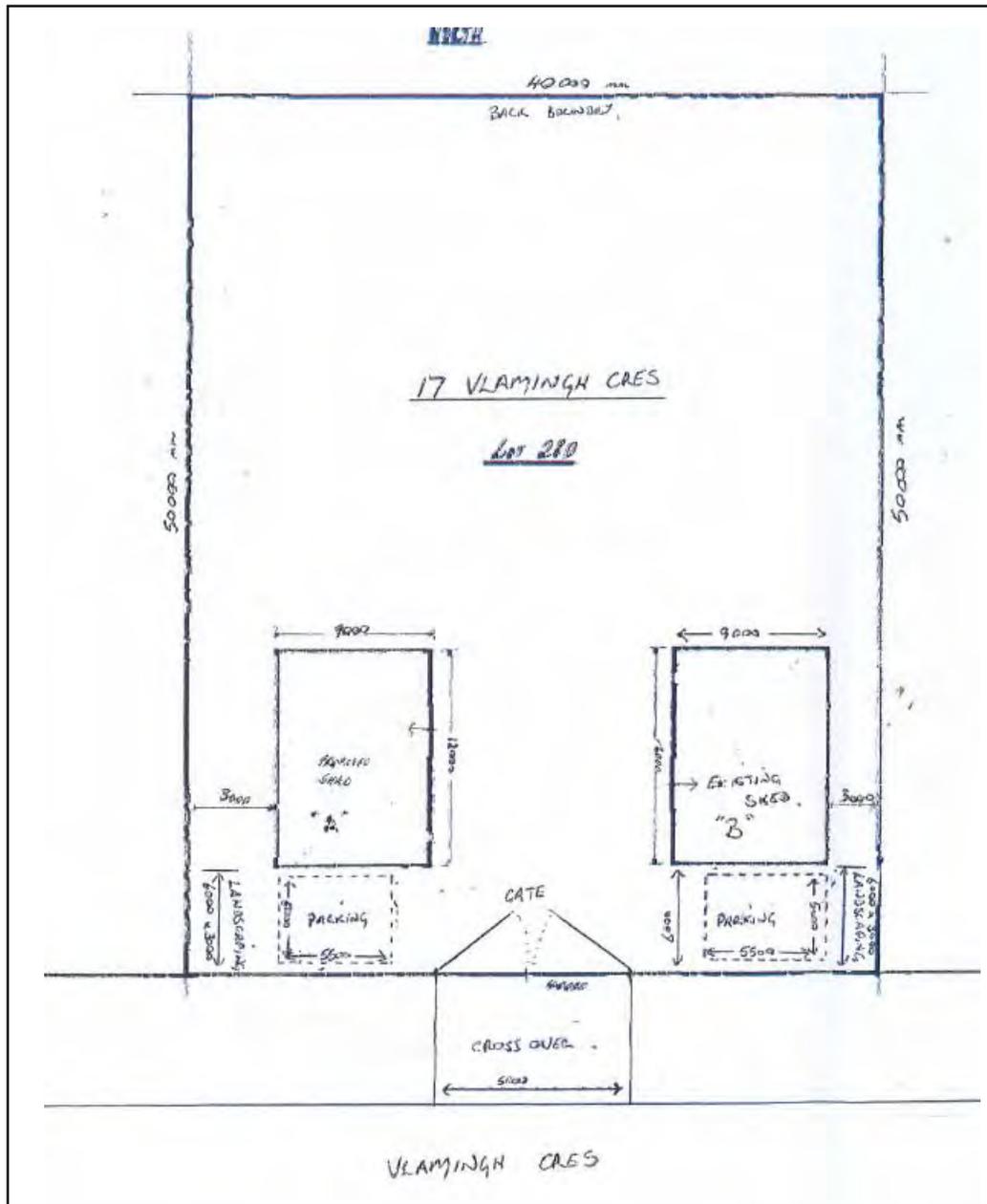
- *Description of Application*

The application proposes a 108m² zinculume shed proposed to be used for storage. The building will measure 12 metres by 9 metres, with a wall height of 2.7 metres.

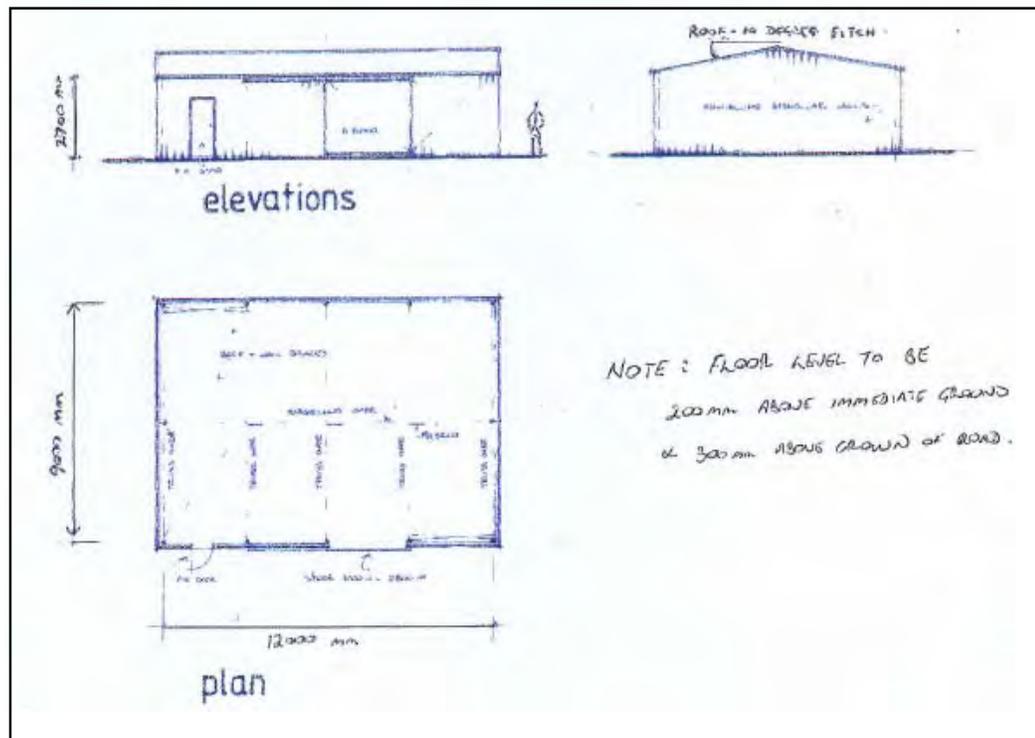
A site plan and elevation is included over page for ease of convenience.

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- *Zoning*

The lot is zoned 'General Industry' under the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme).

- *Land Use Classification and Permissibility*

The proposed land use is construed as 'warehouse/storage' which is defined in the Scheme as 'means premises including indoor or outdoor facilities used for —

- (a) the storage of goods, equipment, plant or materials; or
- (b) the display or sale by wholesale of goods'

'Warehouse/storage' is listed as a 'P' use in the General Industry zone under the Zoning Table in the Scheme, which 'means that the use is permitted if it complies with all relevant development standards or requirements of this Scheme'.

- *Parking*

Table 3 in the Scheme requires 1 car parking bay for every 100m² of Gross Floor Area for warehouse uses.

The combined gross floor area of the existing and proposed warehouse/storage sheds equates to 189m², which attracts a car parking requirement of 2 bays.

The applicant proposes areas capable of accommodating 4 car parking bays.

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A condition is recommended to require 2 informal car parking bays within the lot boundaries to comply with the current Scheme, however it is noted that the lot is of a sufficient size to accommodate additional car parking.

Council has the ability to impose a condition to require car parking to be line marked, sealed, constructed and drained.

Town Planning Innovations recommends that gravel car parking area be accepted for the following reasons:

- i. Formal sealed car parking has not been actively enforced historically by the Shire in the Industrial area;
 - ii. The majority of industrial lots have informal gravel car parking areas;
 - iii. For more recent applications the Shire has supported informal car parking areas for industrial properties.
 - iv. The standard of car parking is to the discretion of Council.
- *Crossovers*

The Shire of Shark Bay Policy Manual has minimum construction standards for crossings under Policy 2.1 and requires bitumen (over roadbase), concrete, brick pavers or '*other as approved by Council*'.

There is an existing concrete crossover that provides formal access to the lot.



- *Landscaping*

Under the Scheme Council has discretion to require landscaping in the general industry zone.

Clause 32.5.4 of the Scheme states as follows:

'Where a building is approved upon a lot and is set back from the front boundary of that lot, the local government may require the provision of landscape treatment between the frontage of any building and the front boundary.'

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Such landscape treatment may include a car parking area. Implementation of a landscape plan approved by the local government, shall occur within six calendar months of:

- (a) the completion of any other approved works, or*
- (b) the date of occupancy, if occupancy commences prior to the completion of the development.'*

The Scheme does not specify the amount or width of landscaping required and allows car parking to be incorporated.

Town Planning Innovations does not recommend any landscaping be required as it is not been enforced historically and has not been required for more recent development applications in this area.

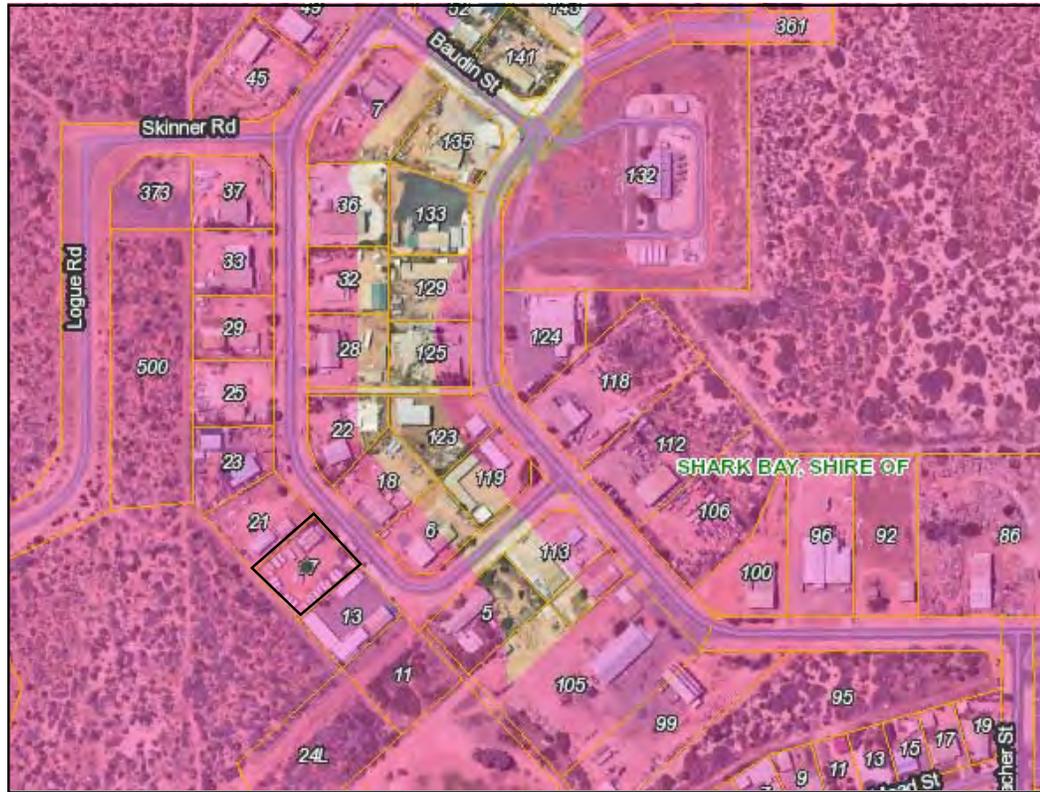
- *State Planning Policy 3.7 – Planning for Bushfire Protection*

Under the 'deemed provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* Council is to have 'due regard' to any state planning policy. This essentially means Council has an obligation to give proper, genuine and realistic consideration to the requirements of 'State Planning Policy 3.7: Planning in Bushfire Prone Areas.

The Shire has a mandatory obligation to consider State Planning Policy 3.7 when making a decision on any application where the lot is within a designated bushfire prone area.

Mapping identifying Bushfire Prone Areas is available through the Department of Fire and Emergency Services website. Lot 280 is within the declared bushfire prone area (pink area).

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Under Clause 5.4 of the Guidelines all planning applications in Bushfire Prone Areas are to be accompanied by a Bushfire Attack Level assessment.

Despite the above, the Western Australian Planning Commission also released a Planning Bulletin 111/2016 that clarifies some of the requirements under the deemed provisions of the *Planning and Development (Local Planning Scheme) Regulations 2015* and State Planning Policy 3.7.

The Planning Bulletin explains that application of the Policy is to be pragmatically applied by the decision maker.

Town Planning Innovations is of the view that an exemption to State Planning Policy 3.7 should be applied given that:

- a) There will not be any significant employee presence;
- b) The development will not significantly increase bushfire risk; and
- c) A Bushfire Attack Level dictates any higher construction standards for habitable buildings. No higher construction standards apply at the separate building permit stage for industrial buildings.

It is recommended that Council support an exemption from a Bushfire Attack Level as part of the planning process.

LEGAL IMPLICATIONS

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Planning and Development (Local Planning Schemes) Regulations 2015 -

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

Shire of Shark Bay Local Planning Scheme No 4 -

Explained in the body of the report with the exemption of:

Clause 32.5.5 **Storage of Materials applicable to the General Industry zone states that** 'No dumping, stockpiling, storage of waste or materials, or construction, servicing or maintenance shall be carried out between the front building line and the street frontage but shall not prohibit the display of finished goods or goods for sale or ready for delivery.'

POLICY IMPLICATIONS

The Shire may consider developing a Local Planning Policy to outline the construction and landscaping standards for car parking in the Commercial zone, Tourist zone and Industrial zone.

A Local Planning Policy would provide greater guidance for landowners, stakeholders, applicants and Shire Administration.

Any local planning policy would also allow for public consultation on these issues.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author *L Bushby*

Chief Executive Officer *P Anderson*

Date of Report 9 June 2020

14.0 TOURISM, RECREATION AND CULTURE REPORT

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14.1 CLB FITNESS FEE WAIVER REQUEST 1 JULY 2020 UNTIL 30 AUGUST 2020
CM00039

AUTHOR

Executive Manager Community Development

DISCLOSURE OF ANY INTEREST

Nil

Officer Recommendation

1. Council approves the request for CLB Fitness for the free use of the Shark Bay Recreation Centre, to conduct three fitness classes per week from 1 July 2020 until 30 August 2020.

OR

2. Council charge \$10 per hour as per the Shire's 2020/2021 Schedule of Fees and Charges for CLB Fitness for the use of the Shark Bay Recreation Centre, to conduct three fitness classes per week from 1 July 2020 until 30 August 2020.

AMENDMENT TO OFFICERS RECOMMENDATION

Reason: Council considered that to encourage small business development a waiver until the 30 June 2021 could be applied.

Moved Cr Stubberfield

Seconded Cr Cowell

Council Resolution

That Council suspend Standing Orders, CLAUSE 9.5 Limitation on number of speeches to be suspended at 4.00 pm for open discussion on the Items 14.1, 14.2 and 14.3 of these minutes.

7/0 CARRIED

Moved Cr Burton

Seconded Cr Stubberfield

Council Resolution

That Council reinstate Standing Orders at 4.06 pm.

7/0 CARRIED

Moved Cr Ridgley

Seconded Cr Cowell

Council Resolution

1. Council approves the request for CLB Fitness for the free use of the Shark Bay Recreation Centre, to conduct three fitness classes per week from 1 July 2020 until 30 August 2020.

7/0 CARRIED BY ABSOLUTE MAJORITY

BACKGROUND

CLB Fitness has been operating in Shark Bay since October 2019, providing fitness classes to the community multiple times per week from the Shark Bay Recreation

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Centre and Town Oval. Participants are charged \$10 per casual session or they can purchase a discounted rate of \$50 for 6 sessions (\$8.30 per session).

At the September 2019 Ordinary Council Meeting, Council endorsed:
Council approves the request for CLB Fitness for the free use of the Shark Bay Recreation Centre Courts, to conduct group fitness classes until 30 June 2020. As per the Shire's Fees and Charges, CLB Fitness would be considered a long-term seasonal user (twice or more a week). The use of Council facility be subject to and in accordance with Council's Recreation and Culture Policy.

The Shark Bay Recreation Centre was closed from 24 March 2020 until 15 June 2020 due to COVID-19 restrictions. During the closure period, Mrs Butterworth continued to provide her fitness classes via online video. Once the COVID-19 reopening roadmap entered phase 2, Mrs Butterworth offered fitness classes with maximum participation of four people at her personal residence. However, as described in the attached letter, despite these endeavours, participant numbers have declined and are now between 1 and 4 participants per session.

At the May 2020 Ordinary Council Meeting, Council endorsed:
That Council amend the adopted 2020/2021 Schedule of Fees and Charges to include two new Fees:

- a) "No Charge" for venue hire for Shark Bay domiciled community groups offering regular free or low-cost community activities (less than \$15 per participant);*
- b) \$10 per hour for venue hire for local businesses offering regular free or low cost community activities (less than \$15 per participant); and*
- c) A cleaning clause be a condition of hire for all groups hiring Council facilities to comply with the COVID-19 Regulations and/or member to be Covid-19 officer who has done the Covid-19 training.*

The Shire's Community Development Officer advised all regular users offering free/low cost activities of Council's resolution for fee reduction in the 2020/2021 Schedule of Fees and Charges. As CLB Fitness is a local business, this new fee would be \$10.00 per hour for fitness sessions. In response, the Shire Administration received a letter from Mrs Butterworth indicating her desire to recommence CLB Fitness Classes at the Shark Bay Recreation Centre and requesting a fee waiver, for a period of two months only, to allow time for advertising to increase participation following the COVID-19 impact.

COMMENT

Mrs Butterworth has indicated her acceptance of the Shire's 2020/2021 Schedule of Fees and Charges of \$10 per hour from 1 July 2020 but has requested a waiver of fees for an initial 2 months to allow her to rebuild her participation base. If CLB Fitness can attract 6 participants per class, with participants paying between \$8.30 and \$10.00 per class, this would give Mrs Butterworth an income of around \$50 per session. From this she will need to pay venue hire (\$10.00) plus her various insurances and registrations, as well as purchase and upkeep of fitness equipment used in the classes.

Participation in active recreation contributes to an individual's mental and physical well-being, and the development of strong networks and support structures within the community. Mrs Butterworth's expertise knowledge and activities are beneficial to creating an active Shark Bay community and this activity supports the Shire's Strategic Community Plan.

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If the fee waiver is approved, the Shire's Community Development Officer will encourage Mrs Butterworth to acknowledge the sponsorship that the Shire is providing through the 2 month waiver of the venue hire fees by including the Shire's logo and the words "Proudly supported by the Shire of Shark Bay" in any promotional materials (e.g. Inscription Post and Social Media).

The Shire Administration has advised Ms Butterworth of the current scheduled bookings at the Shark Bay Recreation Centre, and CLB Fitness will conduct classes subject to this availability. As per the Shire's Recreation and Culture Policy, bookings accepted on a regular basis may be cancelled to allow special events at the discretion of the Chief Executive Officer.

LEGAL IMPLICATIONS

Section 6.12 of the Local Government Act 1995

POLICY IMPLICATIONS

Recreation and Culture

Standard Conditions for Hire of Shire Venues, Facilities and Equipment.

FINANCIAL IMPLICATIONS

Shire 2020/2021 Schedule of Fees and Charges:

- \$10 per hour for local businesses offering regular free or low cost community activities (less than \$15 per participant);

If CLB Fitness pays \$10 per hour for 3 sessions per week, from 1 September 2020 to 30 June 2021 (assuming a 6-week closure over Christmas and New Year) Council will receive \$1,110 in venue hire fees for the 2020/2021 financial year.

The cost of the 2-month waiver will be \$270 in hire fees not received.

STRATEGIC IMPLICATIONS

Economic Objective: A progressive, resilient and diverse economy

Economic Outcome 2: Support local businesses and encourage further investment in the district

Social Objective: A safe, welcoming and inclusive community

5.1 Support provision of essential community services and facilities

5.2 Encourage inclusion, involvement and wellbeing.

RISK MANAGEMENT

If CLB Fitness is unable to increase the number of participants per class, there is a high risk that Mrs Butterworth will need to either cancel the fitness sessions or increase her fees. She has indicated she is happy to pay the \$10 per hour fee once her numbers have increased to her pre-Covid participation rates, which she believes she can do within a two-month time frame. Under those circumstances there seems to be a low risk associated with granting the waiver for 2 months.

The Shire Administration will only accept CLB Fitness's venue hire booking form once it has received CLB Fitness's COVID-19 Safety Plan and COVID-19 training certificate.

CLB Fitness will required to provide a copy of its Public Liability Insurance, COVID-19 Safety Plan and COVID-19 training certificate to the Shire Administration.

VOTING REQUIREMENTS

Absolute Majority Required

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

SIGNATURES

Author

D Wilkes

Chief Executive Officer

P Anderson

Date of Report

12 June 2020

24 JUNE 2020



Mrs Chelsea Butterworth
56 Durlacher Street
Denham WA 6537

FAO: Paul Anderson and Members of the Council
Shire of Shark Bay
65 Knight Terrace
Denham WA
6537

5th June 2020

Dear Mr Anderson and Members of the Council

RE: Temporary Fee Waiver Shark Bay Recreation Centre

I am contacting the Council in regards to a temporary fee waiver for CLB Fitness to use the Shark Bay Recreation centre for the months of July and August 2020.

The reason being is so that I can use those funds to advertise more effectively to increase the numbers to attend the morning sessions.

During the COVID-19 closures I conducted online classes via Zoom and was getting between 1-5 clients per session with the numbers decreasing as time went on. This was mostly due to the lack of face-to-face contact throughout the sessions and it not being as motivating as it normally is when in a fitness facility. Since further restrictions were lifted I have conducted classes at my home in which I have had a much better attendance of 4 people but also on some days this dropping to just one attendee. I am hoping that use of the Shark Bay Recreation Centre will motivate more people to attend and from August will have a minimum of 4 participants.

I look forward to hearing from you. If you have any queries with my letter, please do not hesitate to contact me.

Kind Regards,

Chelsea Butterworth
Tel: 0450480793
Email: Chelseabutterworth@outlook.com

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14.2 CORAL COAST DANCE ACADEMY FEE WAIVER REQUEST 1 JULY 2020 UNTIL 30 JUNE 2021
CM00039

AUTHOR

Executive Manager Community Development

DISCLOSURE OF ANY INTEREST

Nil

Officer Recommendation

1. Council approves the request for Coral Coast Dance Academy for the free use of the Denham Town Hall from 1 July 2020 until 30 June 2021, to conduct dance classes for children and youth community members.

OR

2. Council charge Coral Coast Dance Academy \$10 per hour, as per the Shire's 2020 / 2021 Schedule of Fees and Charge for local businesses offering regular free or low cost community activities (less than \$15 per participant), to conduct dance classes for children and youth community members.

Moved Cr Stubberfield

Seconded Cr Ridgley

Council Resolution

Council approves the request for Coral Coast Dance Academy for the free use of the Denham Town Hall from 1 July 2020 until 30 June 2021, to conduct dance classes for children and youth community members.

7/0 CARRIED BY ABSOLUTE MAJORITY

BACKGROUND

Ms Amy Trezona is a sole trader, operating as Coral Coast Dance Academy, and has provided professional children's and youth dance classes, such as Jazz, Ballet, Acrobatics and Tap at the Denham Town Hall on multiple days per week since 2016. Council has historically sponsored Coral Coast Dance Academy with free use of the Denham Town Hall for local children participating in dance skills development.

In 2019, Coral Coast Dance Academy expanded their service by travelling to the Useless Loop community on a regular basis to provide dance classes. This allowed dance to be available across the broader Shark Bay area rather than just in Denham.

The Denham Town Hall was closed from 24 March 2020 until 15 June 2020 due to COVID-19 restrictions. The closure substantially affected Ms Trezona ability to conduct classes over that period.

Participants are charged per School Term (10 weeks). Fees per participant vary from \$3.30 per class up to \$5.00 per class depending on the number of classes attended per week. Below are the Dance Fees for Coral Coast Dance Academy 2020.

Prices per Term (10 Weeks)

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	Dance (1 class per week)	Acrobatic s (1 class per week)	Tap (1 class per week)	Any classes 2 per week	Any classes 3 per week
Beginners	\$50 (\$5/class)	included	N/A	\$70 (\$3.50/class)	-
Junior	\$50 (\$5/class)	\$50 (\$5/class)	\$50 (\$5/class)	\$70 (\$3.50/class)	\$100 (\$3.30/class)
Senior	\$50 (\$5/class)	\$50 (\$5/class)	\$50 (\$5/class)	\$70 (\$3.50/class)	\$100 (\$3.30/class)
Open	-	\$50 (\$5/class)	-	\$70 (\$3.50/class)	\$100 (\$3.30/class)
Advanced/Solo	TBC	TBC	-	-	-

At the May 2020 Ordinary Council Meeting, Council endorsed:

That Council amend the adopted 2020/2021 Schedule of Fees and Charges to include two new Fees:

- a) "No Charge" for venue hire for Shark Bay domiciled community groups offering regular free or low-cost community activities (less than \$15 per participant);*
- b) \$10 per hour for venue hire for local businesses offering regular free or lowcost community activities (less than \$15 per participant); and*
- c) A cleaning clause be a condition of hire for all groups hiring Council facilities to comply with the COVID-19 Regulations and/or member to be Covid-19 officer who has done the Covid-19 training.*

The Shire's Community Development Officer has advised all regular users offering free/low cost activities of Council's resolution for fee reduction in the 2020/2021 Schedule of Fees and Charges. As Ms Trezona runs a local business, this new fee will be \$10.00 per hour for her classes.

COMMENT

With the reopening of the Hall from 15 June 2020, Ms Trezona has indicated her desire to recommence Coral Coast Dance Academy classes and has requested a fee waiver from 1 July 2020 to 30 June 2021. The attached letter requesting the waiver outlines that Coral Coast Dance has 25 students in Denham, across 5 classes per week. This equates to an average of 5 students per class. The maximum income for Ms Trezona for 5 students is \$25.00 per class, and this figure could drop as low as \$16.50 per class if all students were undertaking multiple classes per week (see Table above that outlines the discounts for multiple classes per week).

The attached letter also outlines that Ms Trezona spends almost \$900 per year (\$4.50 per class) on insurances and licenses to run the dance lessons. In addition to these amounts, Ms Trezona also pays for awards, certificates, prizes and gifts, equipment, props, travel, resources, and materials for classes.

The net effect of these costs means that while Coral Coast Dance is a local business, Ms Trezona actually makes little to no income from running these classes.

Participation in active recreation contributes to an individual's mental and physical well-being, and the development of strong networks and support structures within the community. Ms Trezona's expertise knowledge and activities are beneficial to creating

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an active Shark Bay community and this activity supports the Shire's Strategic Community Plan.

If the fee waiver is approved, the Shire's Community Development Officer will encourage Ms Trezona to acknowledge the sponsorship that the Shire is providing through the free use of the Denham Town Hall by including the Shire's logo and the words "Proudly supported by the Shire of Shark Bay" in any promotional materials (e.g. Inscription Post and Social Media).

As per the Shire's Recreation and Culture Policy, bookings accepted on a regular basis may be cancelled to allow special events at the discretion of the Chief Executive Officer. The Shire Administration will liaise with Ms Trezona to ensure Coral Coast Dance Academy classes are scheduled subject to Hall availability.

LEGAL IMPLICATIONS

Section 6.12 of the Local Government Act 1995

POLICY IMPLICATIONS

Recreation and Culture

STANDARD CONDITIONS FOR HIRE OF SHIRE VENUES, FACILITIES AND EQUIPMENT.

FINANCIAL IMPLICATIONS

Shire 2020/2021 Schedule of Fees and Charges:

- *\$10 per hour for venue hire for local businesses offering regular free or low cost community activities (less than \$15 per participant).*

If Ms Trezona were to pay \$10 per hour for 5 classes per week, over 40 weeks of the year (school terms only), Council would receive \$2,000 in venue hire fees.

STRATEGIC IMPLICATIONS

Economic Objective: A progressive, resilient and diverse economy

Economic Outcome 2: Support local businesses and encourage further investment in the district

Social Objective: A safe, welcoming and inclusive community

5.1 Support provision of essential community services and facilities

5.2 Encourage inclusion, involvement and wellbeing.

RISK MANAGEMENT

Given that Ms Trezona only charges between \$3.30 and \$5.00 per participant per class, there is a high risk that charging \$10.00 per hour would cause Ms Trezona to increase her fees to cover that charge. Assuming 5 participants per class this would be an increase of \$2.00 per participant per class, or \$20.00 per participant per term. As this represents a 40% increase in term fees and may cause some families to withdraw if they are unable to pay that increase.

The Shire Administration will only accept Coral Coast Dance Academy's venue hire booking form once it has received Coral Coast Dance Academy's COVID-19 Safety Plan and COVID-19 training certificate.

VOTING REQUIREMENTS

Absolute Majority Required

SIGNATURES

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

Author *D Wilkes*
Chief Executive Officer *P Anderson*
Date of Report 12 June 2020

Via Email: cdo@sharkbay.wa.gov.au
Shire of Shark Bay
Shire Office
65 Knight Tce, Denham, WA 6537



Re: Community Groups/Organisations seeking a fee waiver to hire community facility.

Dear Council,

This letter is applying for fee waiver of the Denham Town Hall community facility, for the community group, Coral Coast Dance Academy. The request to have the hall fees waived for regular use for dance classes.

Coral Coast Dance Academy was established in Denham in February 2016 when I found an opportunity to share dance with the community after moving to Shark Bay and finding there was no dance activity available. The values of Coral Coast Dance Academy are on fun, stress free, friendly environment. To encourage students to learn and enjoy dancing by providing different styles of dance. Dancing helps to develop skills in balance, coordination, flexibility, and can also help in areas of confidence, teamwork, commitment, and personal achievement. Currently Coral Coast Dance Academy offers classes in dance (Jazz/ballet), acrobatics and tap. Classes are available to (corresponding to school year), beginners: Pre-Primary and under, Junior class: Year 1 – Year 4, Senior class: Year 5 + and Open: combined class, all ages welcome. Denham has approximately 25 students enrolled. Dance and Acrobatic class are also offered in Useless Loop once a month for up to 15 dancers aged 3 years to 10 years old. Both boys and girls are enrolled in Denham and Useless Loop. There is approximately 5.5 hours of classes a week held at the Denham Town Hall in line with school terms (4 terms approximately 10 weeks per term). Useless Loop has one hour class once a month. Dancing provides many benefits to the participant such as creative, physical activity that also has discipline, focus and hard work along with;

- *improved condition of your heart and lungs*
- *increased muscular strength, endurance and motor fitness*
- *increased aerobic fitness*
- *improved muscle tone and strength*
- *weight management*
- *stronger bones and reduced risk of osteoporosis*
- *better coordination, agility and flexibility*

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- *improved balance and spatial awareness*
- *increased physical confidence*
- *improved mental functioning*
- *improved general and psychological wellbeing*
- *greater self-confidence and self-esteem*
- *better social skills.*

Dance also benefits the community by being inclusive, social, and offering a form of entertainment. Benefits include;

- *It Can Be Inspiring*; Dance can also be inspirational because it can showcase people of various abilities and circumstances
- *Dance Studios Can Be a Safe Space*
- *Dance Unites People*
- *is Entertainment*
- *is Educational*
- *Good for Everyone's Health*

Coral Coast Dance Academy showcases the student's skills, talents, and achievements in dance through an end of the year annual dance concert. Tickets are available to all members of the community. Audience from the past years look forward to attending the concert each year. Feedback of compliments include enjoyment, proudness and a professional well run event. The concert provides entertainment to the community and shares an opportunity to socialise. The concert includes many ages, abilities and combines Useless Loop with Denham.

Coral Coast Dance Academy has also participated and performed at Bare foot black tie, Shark Bay fishing fiesta, Rendezvous festival and had dance camps in Geraldton. Partaking in these events connects dancers to the wider community and gives the community a connection to dance.

Dancing has also provided opportunity to some students as a leadership and work experience role. A few of the older students help to teach the younger students and the Useless Loop class. One teenager also includes dance in their schooling requirements and is teaching as part of her work experience and working towards future career goals. These young student teachers are given the opportunity to be role models for the younger children and are inspiring, encouraging and supporting to their fellow dance members. The student teachers are dedicated, committed, and essentially help the classes run smoothly. Dancing provides the community with an opportunity for older students to have work experience and feel valued and important in the community.

Costs associated with running a dance school includes domain and email account (\$209), website (\$72), insurance (DanceSurance \$278.29), music licence (OneMusic \$190), business account fees (\$120). As well as ongoing class expenses including awards, certificates, prizes and gifts, equipment, props, travel, resources, and materials for classes. There are also additional costs such as music licence for the end of year concert. All money made from term fees and fundraising is reinvested into Coral Coast Dance Academy such as providing workshop opportunities with guest teachers. Money also goes towards ongoing training and materials to ensure a safe and well run classes with modern style dance.

A fee waiver would mean keep dancing term fees at a minimum and thus making it affordable for families to enrol their child. If fee waiver was not applied I would unfortunately need to increase term fees to cover costs and therefore unfortunately if unaffordable to families could lead to a loss in students participating and if student number decline it could lead to the closure

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of the dance school. There is only limited other fitness activities available to the youth in Shark Bay and without dance as an outlet their physical health could be affected. Dance has also shown to have mental health benefits and loss of dance community could affect some student's healthy lifestyles.

Thank you for considering my application for a fee waiver to continue dance classes in Denham.

Please do not hesitate to contact me should you have any further questions or would like any more information on benefits of dance to the students and community as a whole.

Kind regards,

Miss Amy

Amy Trezona

Principal teacher/owner

Coral Coast Dance Academy

www.coralcoastdanceacademy.com.au

mobile: 0438934000

Email: info@coralcoastdanceacademy.com

Facebook: coral coast dance academy

14.3 MODERN AND CONTEMPORARY DANCE FEE WAIVER REQUEST 1 JULY 2020 UNTIL 30 JUNE 2021

CM00039

AUTHOR

Executive Manager Community Development

DISCLOSURE OF ANY INTEREST

Nil

24 JUNE 2020

Officer Recommendation

1. Council approves the request for Modern and Contemporary Dance for the free use of the Denham Town Hall, to conduct dance and fitness classes for adult and senior community members from 1 July 2020 until 30 June 2021.

OR

2. Council charge \$10 per hour as per Council's 2020/2021 Schedule of Fees and Charges for Modern and Contemporary Dance for the use of the Denham Town Hall, to conduct Senior dance and fitness classes, and \$50 per hour for other Adult dance and fitness classes as per the 2020/2021 Schedule of Fees and Charges.

OR

3. Council charge \$10 per hour as per the Shire's 2020 / 2021 Schedule of Fees and Charges for Modern and Contemporary Dance for the use of the Denham Town Hall to conduct Senior dance and fitness classes, and \$10 per hour for other Adult dance and fitness classes for the 2021/2021 financial year.

Moved Cr Stubberfield

Seconded Cr Smith

Council Resolution

Council approves the request for Modern and Contemporary Dance for the free use of the Denham Town Hall, to conduct dance and fitness classes for adult and senior community members from 1 July 2020 until 30 June 2021.

7/0 CARRIED BY ABSOLUTE MAJORITY

BACKGROUND

Ms Marigula Muriopulos hired the Denham Town Hall from 6 October 2017 until 24 December 2018 on a weekly basis, for her own personal use while she was upskilling her dance skills. During this time Ms Muriopulos paid \$50 per hour as per Council's Schedule of Fees and Charges and it is understood there were no paying participants during this period.

From June 2019, Ms Muriopulos as a sole trader operating as Modern and Contemporary Dance, began providing professional adult dance and fitness classes, such as Contemporary, Jazz Ballet, Dance Conditioning, Stretch and Flex at the Denham Town Hall on multiple days per week. Classes are charged on a casual basis of \$20 per class or discounted rate of \$180 for ten classes (\$18 per class). Senior participants are charged \$10 per class or \$80 per ten classes (\$8 per class). Modern and Contemporary Dance also offers private lessons of 1.5 hours duration for \$50 per participant (\$33 per hour per participant).

At the June 2019 Ordinary Council Meeting, Council endorsed:

Council approves the request for Ms Marigula Muriopulos for the free use of the Denham Town Hall, to conduct dance and fitness classes for adult community members. As per the Shire's Fees and Charges, Ms Muriopulos would be considered a long term seasonal users (twice or more a week). The use of Council facility be subject to and in accordance with Council's Recreation and Culture Policy. Free use of the Denham Town Hall being from the 1 July 2019 to 30 June 2020 and include other local domicile community groups.

24 JUNE 2020

The Denham Town Hall was closed from 24 March 2020 until 15 June 2020 due to COVID-19 restrictions. The closure impacted Ms Muriopulos ability to conduct her classes and earn an income during that period.

At the May 2020 Ordinary Council Meeting, Council endorsed:

That Council amend the adopted 2020/2021 Schedule of Fees and Charges to include two new Fees:

- a) "No Charge" for venue hire for Shark Bay domiciled community groups offering regular free or low-cost community activities (less than \$15 per participant);*
- b) \$10 per hour for venue hire for local businesses offering regular free or lowcost community activities (less than \$15 per participant); and*
- c) A cleaning clause be a condition of hire for all groups hiring Council facilities to comply with the COVID-19 Regulations and/or member to be Covid-19 officer who has done the Covid-19 training.*

The Shire's Community Development Officer advised all regular users offering free/low cost activities of Council's resolution for fee reduction in the 2020/2021 Schedule of Fees and Charges. As Ms Trezona runs a local business, charging varying amounts for participation she is partially affected by Council's new Fee. Modern and Contemporary Dance **Senior** Classes are less than \$15.00 per participants, so these classes are subject to the new Fee of \$10.00 per hour. However, Modern and Contemporary Dance's **Adult** Classes are charged between \$18.00 - \$20.00 per participant and are therefore subject to the standard Venue Hire Fee of \$50 per hour. Private lessons at \$50.00 for a 45-minute lesson are also subject to the standard \$50.00 venue hire fee.

COMMENT

With the reopening of the Hall from 15 June 2020, Ms Muriopulos indicated her desire to recommence Modern and Contemporary Dance classes at Denham Town Hall and has requested a full fee waiver from 1 July 2020 to 30 June 2021. In support of her request for a waiver, the attached letter from Ms Muriopulos indicates that her participation fees are based upon Perth prices and that there have been no increases from the 2019/20 fees for the upcoming 2020/21 financial year.

Ms Muriopulos has also indicated that she has about 16 participants for her classes and while this was not clarified, the administration believes this is a total of 16 participants across all her classes, not 16 participants per class. Assuming 4 participants per class, this represents an income to Ms Muriopulos of between \$32.00 - \$40.00 for a **Seniors** Class and \$72.00 – \$ 80.00 per **Adult** Class.

Participation in active recreation contributes to an individual's mental and physical well-being, and the development of strong networks and support structures within the community. Ms Muriopulos's expertise knowledge and activities are beneficial to creating an active Shark Bay community and this activity supports the Shire's Strategic Community Plan.

If the fee waiver/reduction is approved, the Shire's Community Development Officer will encourage Ms Muriopulos to acknowledge the sponsorship that the Shire is providing by including the Shire's logo and the words "Proudly supported by the Shire of Shark Bay" in any promotional materials (e.g. Inscription Post and Social Media).

As per the Shire's Recreation and Culture Policy, bookings accepted on a regular basis may be cancelled to allow special events at the discretion of the Chief Executive

MINUTES OF THE ORDINARY COUNCIL MEETING

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Officer. The Shire Administration will liaise with Ms Muriopulos to ensure Modern and Contemporary Dance classes are scheduled subject to Hall availability.

LEGAL IMPLICATIONS

Section 6.12 of the Local Government Act 1995

POLICY IMPLICATIONS

Recreation and Culture

STANDARD CONDITIONS FOR HIRE OF SHIRE VENUES, FACILITIES AND EQUIPMENT.

FINANCIAL IMPLICATIONS

Shire 2020/2021 Schedule of Fees and Charges:

- \$10 per hour for venue hire for local businesses offering regular free or low cost community activities (less than \$15 per participant).
- \$50 per hour for private bookings

If Council were to charge Ms Muriopulos as per the 2020/21 Schedule of Fees and Charges, Council would receive \$800 for **Seniors** classes (assuming 2 per week for 40 weeks) and a further \$4,000 for **Adult** classes (assuming 2 per week for 40 weeks)

If Council were to reduce Ms Muriopulos's **Adult** classes to \$10 per hour, Council would be waiving \$3,200 in booking fees and would instead receive \$800 for that same booking.

STRATEGIC IMPLICATIONS

Economic Objective: A progressive, resilient and diverse economy

Economic Outcome 2: Support local businesses and encourage further investment in the district

Social Objective: A safe, welcoming and inclusive community

5.1 Support provision of essential community services and facilities

5.2 Encourage inclusion, involvement and wellbeing.

RISK MANAGEMENT

Ms Muriopulos has requested a full waiver for her Dance and Fitness Classes. If Council were to charge for all her bookings Ms Muriopulos has indicated she would need to pass this onto her participants. If Council were to charge \$10 per hour for all bookings, assuming 4 participants per class, this would be an increase of \$2.50 per adult/senior participant per class.

Modern and Contemporary Dance will be required to provide a copy of its Public Liability Insurance, COVID-19 Safety Plan and COVID-19 training certificate to the Shire Administration.

VOTING REQUIREMENTS

Absolute Majority Required

SIGNATURES

Author

D Wilkes

Chief Executive Officer

P Anderson

Date of Report

12 June 2020

MINUTES OF THE ORDINARY COUNCIL MEETING

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MINUTES OF THE ORDINARY COUNCIL MEETING

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RECEIVED
- 5 JUN 2020

5th June 2020

Shire of Shark Bay
65 Knight Terrace
Denham WA 6537

SHIRE OF SHARK BAY

Modern and Contemporary Dance

Re: Dance and Fitness classes for Shark Bay community

To whom it may concern,

I am pleased to continue providing dance and fitness classes for participants in Shark Bay. I have extensive experience in dance for more than 35 years and have worked alongside industry professionals. I have found that being exposed to a variety of genres has also provided me with valuable experience and knowledge. I am proud to resume my classes with these skills and promote fitness and wellbeing for the Shark Bay community.

I will continue to provide professional dance and fitness classes such as Contemporary, Jazz Ballet, Dance Conditioning, Stretch & Flex, Gentle Gym and expand on offering other genres at a later date. Classes are structured to cater for individuals that range from Seniors to Adults and allow for expression of interest from other age groups. Classes for Seniors and Adults will be starting as of July, being held every successive weekday after, located at Denham Town Hall. The pricing structure for Senior classes is based on a casual rate of \$10 per class with an option of a discounted price of \$80 per ten class pass.

Adult classes will generally run from Thursday's to Sunday's with the option of flexible casual hours, subject to availability of the Town Hall. Certain specific dance and exercise classes will be restricted to Adults only, i.e. Hip Hop and Urban dance styles. The pricing structure for Adult classes is based on a casual rate of \$20 per class with an option of a discounted price of \$180 per ten class pass. Additionally private lessons will also be offered at a base rate of \$50 per session. Prices for Seniors and Adult classes are aligned with based pricing in Perth and are inclusive of GST. Classes will run for 75minutes in duration for both Senior and Adult classes, with sessions for Senior classes available once a week, and four days a week for Adult classes. Additionally, private lessons offered to my clientele will run for a duration of 45 minutes per session. All classes that are run by Modern and Contemporary Dance will change periodically based on a ten-week structure. This allows diversity in all dance and exercise techniques to engage continued public interest.

Modern and Contemporary Dance is an organisation that wants to encourage individuals to have a place where they can freely express themselves creatively. Therefore, I would like to re-apply for a fee waiver for the Denham Community Town Hall, to enable me to provide a safe environment for my clientele. My pricing structure has remained the same as last financial year, and I would like to continue honoring those fees to my clientele.

Finally, I am delighted to engage in providing these classes again and continue to deliver my knowledge in dance and fitness to promote health and wellbeing. Additionally, I will maintain my high level of professionalism and my services as a Dance and Fitness trainer. This will enable me to further utilise my skills and give back to the Shark Bay residents who continue to make me feel welcomed and appreciated in their community. I will inform the Shire council should my circumstances change at any time.

Yours Sincerely

Marigula Muriopulos
Modern & Contemporary Dance

24 JUNE 2020

15.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There were no motions of which previous notice have been given.

16.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

There was no urgent business presented to the June 2020 Ordinary Council meeting.

17.0 MATTERS BEHIND CLOSED DOORS

Moved Cr Fenny
Seconded Cr Burton

Council Resolution

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

7/0 CARRIED

**17.1 DENHAM FAMILY DAY CARE TENDER
RES36163**

AUTHOR

Executive Manager Community Development

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Fenny
Seconded Cr Ridgley

Council Resolution

That Council consider the officers recommendation contained within the confidential report.

7/0 CARRIED

Moved Cr Fenny
Seconded Cr Ridgely

Council Resolution

1. That Council endorse the administration entering into negotiations with Fox Transportables to finalise the price and design for the proposed Denham Day Care building within the available project budget.

AND

2. That Council allocate a sum of \$40,000 in the 2020/2021 draft budget for in-kind site works for the Denham Day Care building.

7/0 CARRIED

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2020

Moved Cr Smith
Seconded Cr Fenny

Council Resolution

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

7/0 CARRIED

18.0 DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 29 July 2020, commencing at 3.00 pm.

19.0 CLOSURE OF MEETING

As there was no further business the President closed the Ordinary Council meeting at 4.23 pm.