

Shire of Shark Bay

Minutes of the Ordinary Council meeting held on 24 February 2016



* Courtesy of Tourism WA

Relaxing at Dirk Hartog Island Homestead



24 FEBRUARY 2016



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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Shark Bay during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Shark Bay.

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

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 February 2016 commencing at 3.04 pm.

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24 FEBRUARY 2016

1. DECLARATION OF OPENING

The President declared the meeting open at 3.04 pm.

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

ATTENDANCES

| | |
|----------------|------------------|
| Cr C Cowell | President |
| Cr K Capewell | Deputy President |
| Cr L Bellottie | |
| Cr K Laundry | |
| Cr M Prior | |
| Cr G Ridgley | |
| Cr B Wake | |

| | |
|---------------|--|
| Mr P Anderson | Chief Executive Officer |
| Ms C Wood | Executive Manager Finance and Administration |
| Ms L Butterly | Executive Manager Community Development |
| Mr B Galvin | Works Manager |
| Mrs F Hout | EA / Works Assistant |

APOLOGIES

Nil

VISITORS

Mr H Hout and Ms A True

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

There was no Previous Public Questions on Notice.

4. PUBLIC QUESTION TIME

The President opened Public Question Time at 3.05 pm and as there were no questions put forward the President closed Public Question Time at 3.05 pm.

5. APPLICATIONS FOR LEAVE

Refer Item 19.1 for Application for Leave by Cr Prior.

6. PETITIONS

There were no Petitions put forward to Council.

7. CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 16 DECEMBER 2015

| | |
|----------|--------------|
| Moved | Cr Bellottie |
| Seconded | Cr Ridgley |

Council Resolution

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

That the minutes of the ordinary council meeting held on 16 December 2015, as circulated to all councillors, be confirmed as a true and accurate record.

7/0 CARRIED

7.2 CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 11 FEBRUARY 2016

Moved Cr Prior
Seconded Cr Capewell

Council Resolution

That the minutes of the special council meeting held on 11 February 2016, as circulated to all councillors, be confirmed as a true and accurate record.

7/0 CARRIED

8. **ANNOUNCEMENTS BY THE CHAIR**

Cr Capewell has invited Mr H (Bobby) Hoult and Ms Alison True as his guest to the February Ordinary Council meeting.

Cr Cowell has invited Mellissa Price MP to be guest at the March Ordinary Council Meeting, Ms Price has accepted this invitation.

9. **PRESIDENT'S REPORT**

GV00002

Council Committee Membership

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

Other Committee Membership

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

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Attendance

| | |
|-----------------|--|
| 22 January 2016 | Media Launch Fremantle –Dirk Hartog website and Duyfken replica |
| 26 | Australia Day Celebrations |
| 9 Feb | Chaired Gascoyne Development Commission Audit and Risk Committee Shark Bay Tourism Strategy meeting Gascoyne Development Board meeting |
| 10 | Gascoyne Development Board meeting, continued. |
| 11 | Global Ecotourism/National Landscapes teleconference Roads to Recovery future roadworks workshop Special Council meeting – DoT foreshore works |
| 17 | Department of Transport Denham Foreshore steering group meeting |
| 18 | Gascoyne Tourism Board meeting |
| 24 | February Ordinary Council meeting |

Signatures

| | |
|----------------|--------------------------|
| Councillor | <i>Councillor Cowell</i> |
| Date of Report | 16 February 2016 |

| | |
|----------|------------|
| Moved | Cr Prior |
| Seconded | Cr Laundry |

Council Resolution

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

7/0 CARRIED

10. COUNCILLORS' REPORTS

10.1 Cr Prior
GV00006

Committee Membership

| | |
|---------------|--|
| Member | Audit Committee |
| Member | Shark Bay Commerce and Tourism Committee |
| Member | The Aviation Community Consultation Group |
| Member | Shark Bay Arts Council |
| Deputy Member | 2 nd Deputy for Works Committee |

Meeting Attendance

| | |
|-----------------|---|
| 26 January 2016 | Australia Day celebrations |
| 1 February | Shark Bay Arts Council meeting |
| 2 | Shark Bay Commerce and Tourism Committee meeting |
| 9 | Gascoyne Development Commission Meet & Greet function |
| 11 | Council Workshop – Future Roads Program |
| 11 | Special Council meeting |
| 12 | Meeting with sculptor of foreshore feature |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Signatures

Councillor *Councillor Prior*
Date of Report 16 February 2016

Moved Cr Ridgley
Seconded Cr Bellottie

Council Resolution

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

7/0 CARRIED

10.2 Cr Bellottie
GV00010

Committee Membership

Member Audit Committee
Member Shark Bay Marine Facilities Management Committee
Deputy Delegate 3rd Deputy for Works Committee
Proxy Member For Cr Wake on the Development Assessment Panel

Other Committee Membership

Ministerial Appointment Gascoyne Development Commission Board

Meeting Attendance

26 January 2016 Attended the Australia Day Breakfast
11 February Attended Special Council Meeting
15 & 16 Feb Attended Councillor Training in Carnarvon

Signatures

Councillor *Councillor Bellottie*
Date of Report 17 February 2016

Moved Cr Prior
Seconded Cr Wake

Council Resolution

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

7/0 CARRIED

10.3 Cr Capewell
GV00005

Committee Membership

Member Works Committee
Member Audit Committee

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

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

Meeting Attendance

26 January 2016 Attended Australia Day Breakfast
11 February Attended Special Council Meeting
15 & 16 Feb Attended Councillor Training in Carnarvon

Signatures

Councillor *Councillor Capewell*
Date of Report 17 February 2016

Moved Cr Prior
Seconded Cr Bellottie

Council Resolution

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

7/0 CARRIED

10.4 Cr Ridgley
GV00008

Committee Membership

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

Meeting Attendance

11 February 2016 Special Council Meeting

Signatures

Councillor *Councillor Ridgley*
Date of Report 17 February 2016

Moved Cr Prior
Seconded Cr Laundry

Council Resolution

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

7/0 CARRIED

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

10.5 Cr Laundry
GV00013

Committee Membership

| | |
|--------------|---|
| Member | Audit Committee |
| Member | Works Committee |
| Proxy Member | For Cr Cowell on the Development Assessment Panel |

Meeting Attendance

| | |
|-----------------|---|
| 26 January 2016 | Attended Australia Day Breakfast |
| 11 February | Attended Special Council Meeting |
| 15 & 16 Feb | Attended Councillor Training in Carnarvon |

Signatures

| | |
|----------------|---------------------------|
| Councillor | <i>Councillor Laundry</i> |
| Date of Report | 17 February 2016 |

| | |
|----------|----------|
| Moved | Cr Wake |
| Seconded | Cr Prior |

Council Resolution

That Councillor Laundry's February 2016 report on activities as Council representative be received.

7/0 CARRIED

10.6 Cr Wake
GV00007

Committee Membership

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

Meeting Attendance

| | |
|------------------|---|
| 11 February 2016 | Council Work Shop – Futures Road Program Special Council Meeting |
| 24 February 2016 | Ordinary Council Meeting |

Signatures

| | |
|----------------|------------------------|
| Councillor | <i>Councillor Wake</i> |
| Date of Report | 24 February 2016 |

| | |
|----------|--------------|
| Moved | Cr Bellottie |
| Seconded | Cr Prior |

24 FEBRUARY 2016

Council Resolution

That Councillor Wake's verbal report for February 2016 on activities as Council representative be received.

7/0 CARRIED

11. ADMINISTRATION REPORT

**11.1 LOCAL GOVERNMENT COMPLIANCE AUDIT RETURN
CM00013**

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved Cr Wake
Seconded Cr Ridgley

Council Resolution

That Council adopt the Local Government Compliance Audit Return for the period 1 January 2015 to 31 December 2015 as completed and return it to the Department of Local Government as a true and correct record of the information contained therein.

7/0 CARRIED

Comments

The Audit Compliance Return now focuses on areas of compliance that are considered high risk, such as financial interest disclosures, procurement and tendering, delegation and use of delegated power and the recruitment and appointment of the Chief Executive Officer.

The Compliance Audit Return has been completed and checked. It now needs to be adopted by Council. A certified copy of the Return is to be submitted to the Department of Local Government by 31 March 2016.

The Compliance Return is an excellent internal control to assess the Shire of Shark Bay's statutory compliance.

Council has complied with all sections of the return.

Background

The Statutory Compliance Audit Return for the period 1 January 2015 to 31 December 2015 is due. Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996* require all local governments to complete the Statutory Compliance Audit Return.

The Compliance Audit Return is to be -

- 1 Presented to the Audit Committee
- 2 Presented to Council at a meeting of the Council.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

- 3 Adopted by the Council.
4 The adoption recorded in the minutes of the meeting at which it is adopted.

After the Compliance Audit Return has been presented to the Council, a certified copy of the Return along with the relevant section of the minutes and any additional information explaining or qualifying the Compliance Audit Return is to be submitted to the Director General, Department of Local Government by 31 March 2016.

Legal Implications

Section 7.13 (1)(i) of the *Local Government Act 1995*.

Regulation 14 – Compliance audit return to be prepared – *Local Government (Audit) Regulations 1996*

Regulation 15 – Completion of compliance audit return – *Local Government (Audit) Regulations 1996*

Policy Implications

There are no policy implications relative to this report

Financial Implications

There are no financial implications relative to this report

Strategic Implications

There are no strategic implications relative to this report

Risk Management

There are no risk management issues with the adoption of the report

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer *P Anderson*

Date of Report 4 January 2016

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

Shark Bay - Compliance Audit Return 2015

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government and Communities together with a copy of section of relevant minutes.

| Commercial Enterprises by Local Governments | | | | | |
|---|-----------------------------------|---|----------|----------|---------------|
| No | Reference | Question | Response | Comments | Respondent |
| 1 | s3.59(2)(a)(b)(c) F&G Reg 7,9 | Has the local government prepared a business plan for each major trading undertaking in 2015. | N/A | | Rhonda Mettam |
| 2 | s3.59(2)(a)(b)(c) F&G Reg 7,10 | Has the local government prepared a business plan for each major land transaction that was not exempt in 2015. | N/A | | Rhonda Mettam |
| 3 | s3.59(2)(a)(b)(c) F&G Reg 7,10 | Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2015. | N/A | | Rhonda Mettam |
| 4 | s3.59(4) | Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2015. | N/A | | Rhonda Mettam |
| 5 | s3.59(5) | Did the Council, during 2015, resolve to proceed with each major land transaction or trading undertaking by absolute majority. | N/A | | Rhonda Mettam |

| Delegation of Power / Duty | | | | | |
|----------------------------|--------------------------------|---|----------|------------------------------|---------------|
| No | Reference | Question | Response | Comments | Respondent |
| 1 | s5.16, 5.17, 5.18 | Were all delegations to committees resolved by absolute majority. | N/A | No Delegations to committees | Rhonda Mettam |
| 2 | s5.16, 5.17, 5.18 | Were all delegations to committees in writing. | N/A | | Rhonda Mettam |
| 3 | s5.16, 5.17, 5.18 | Were all delegations to committees within the limits specified in section 5.17. | N/A | | Rhonda Mettam |
| 4 | s5.16, 5.17, 5.18 | Were all delegations to committees recorded in a register of delegations. | N/A | | Rhonda Mettam |
| 5 | s5.18 | Has Council reviewed delegations to its committees in the 2014/2015 financial year. | Yes | OCM 29/10/14 Item 11.2 | Rhonda Mettam |
| 6 | s5.42(1),5.43 Admin Reg 18G | Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act. | Yes | | Rhonda Mettam |
| 7 | s5.42(1)(2) Admin Reg 18G | Were all delegations to the CEO resolved by an absolute majority. | Yes | | Rhonda Mettam |

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MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

| | | | | |
|----|---------------------------|--|-----|---------------|
| 8 | s5.42(1)(2) Admin Reg 18G | Were all delegations to the CEO in writing. | Yes | Rhonda Mettam |
| 9 | s5.44(2) | Were all delegations by the CEO to any employee in writing. | Yes | Rhonda Mettam |
| 10 | s5.45(1)(b) | Were all decisions by the Council to amend or revoke a delegation made by absolute majority. | N/A | Rhonda Mettam |
| 11 | s5.46(1) | Has the CEO kept a register of all delegations made under the Act to him and to other employees. | Yes | Rhonda Mettam |
| 12 | s5.46(2) | Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2014/2015 financial year. | Yes | Rhonda Mettam |
| 13 | s5.46(3) Admin Reg 19 | Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required. | Yes | Rhonda Mettam |

Disclosure of Interest

| No | Reference | Question | Response | Comments | Respondent |
|----|------------------------------|---|----------|----------|---------------|
| 1 | s5.67 | If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68). | Yes | | Rhonda Mettam |
| 2 | s5.68(2) | Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings. | Yes | | Rhonda Mettam |
| 3 | s5.73 | Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made. | Yes | | Rhonda Mettam |
| 4 | s5.75(1) Admin Reg 22 Form 2 | Was a primary return lodged by all newly elected members within three months of their start day. | N/A | | Rhonda Mettam |
| 5 | s5.75(1) Admin Reg 22 Form 2 | Was a primary return lodged by all newly designated employees within three months of their start day. | Yes | | Rhonda Mettam |
| 6 | s5.76(1) Admin Reg 23 Form 3 | Was an annual return lodged by all continuing elected members by 31 August 2015. | Yes | | Rhonda Mettam |
| 7 | s5.76(1) Admin Reg 23 Form 3 | Was an annual return lodged by all designated employees by 31 August 2015. | Yes | | Rhonda Mettam |
| 8 | s5.77 | On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written | Yes | | Rhonda Mettam |

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MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

| | | | | | |
|----|--|-----------|---|-----|---------------|
| | | | acknowledgment of having received the return. | | |
| 9 | s5.88(1)(2) Admin Reg 28 | Admin | Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76 | Yes | Rhonda Mettam |
| 10 | s5.88(1)(2) Admin Reg 28 | Admin | Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28. | Yes | Rhonda Mettam |
| 11 | s5.88 (3) | | Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76. | Yes | Rhonda Mettam |
| 12 | s5.88(4) | | Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee. | Yes | Rhonda Mettam |
| 13 | s5.103 Admin Reg 34C & Rules of Conduct Reg 11 | Admin Reg | Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes. | Yes | Rhonda Mettam |
| 14 | s5.70(2) | | Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report. | Yes | Rhonda Mettam |
| 15 | s5.70(3) | | Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee. | Yes | Rhonda Mettam |
| 16 | s5.103(3) Admin Reg 34B | Admin Reg | Has the CEO kept a register of all notifiable gifts received by Council members and employees. | Yes | Rhonda Mettam |

Disposal of Property

| No | Reference | Question | Response | Comments | Respondent |
|----|-----------|---|----------|----------|---------------|
| 1 | s3.58(3) | Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)). | Yes | | Rhonda Mettam |
| 2 | s3.58(4) | Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property. | Yes | | Rhonda Mettam |

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MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

| Elections | | | | | |
|-----------|-------------------|--|----------|----------|---------------|
| No | Reference | Question | Response | Comments | Respondent |
| 1 | Elect Reg 30G (1) | Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates. | Yes | | Rhonda Mettam |

| Finance | | | | | |
|---------|--------------|---|----------|----------|---------------|
| No | Reference | Question | Response | Comments | Respondent |
| 1 | s7.1A | Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act. | Yes | | Rhonda Mettam |
| 2 | s7.1B | Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority. | N/A | | Rhonda Mettam |
| 3 | s7.3 | Was the person(s) appointed by the local government to be its auditor, a registered company auditor. | Yes | | Rhonda Mettam |
| 4 | s7.3, 7.6(3) | Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council. | Yes | | Rhonda Mettam |
| 5 | Audit Reg 10 | Was the Auditor's report for the financial year ended 30 June 2015 received by the local government within 30 days of completion of the audit. | Yes | | Rhonda Mettam |
| 6 | s7.9(1) | Was the Auditor's report for 2014/2015 received by the local government by 31 December 2015. | Yes | | Rhonda Mettam |
| 7 | S7.12A(3) | Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken by the local government, was that action undertaken. | N/A | | Rhonda Mettam |
| 8 | S7.12A (4) | Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken. | N/A | | Rhonda Mettam |
| 9 | S7.12A (4) | Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to | N/A | | Rhonda Mettam |

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MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

| | | | | | |
|----|-------------|--|-----|--|---------------|
| | | be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time. | | | |
| 10 | Audit Reg 7 | Did the agreement between the local government and its auditor include the objectives of the audit. | Yes | | Rhonda Mettam |
| 11 | Audit Reg 7 | Did the agreement between the local government and its auditor include the scope of the audit. | Yes | | Rhonda Mettam |
| 12 | Audit Reg 7 | Did the agreement between the local government and its auditor include a plan for the audit. | Yes | | Rhonda Mettam |
| 13 | Audit Reg 7 | Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor. | Yes | | Rhonda Mettam |
| 14 | Audit Reg 7 | Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor. | Yes | | Rhonda Mettam |

Local Government Employees

| No | Reference | Question | Response | Comments | Respondent |
|----|-------------------------------------|---|----------|---|---------------|
| 1 | Admin Reg 18C | Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised. | N/A | | Rhonda Mettam |
| 2 | s5.36(4) s5.37(3), Admin Reg 18A | Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A. | Yes | Executive Manager Community Development | Rhonda Mettam |
| 3 | Admin Reg 18F | Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4). | N/A | | Rhonda Mettam |
| 4 | Admin Regs 18E | Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only). | N/A | | Rhonda Mettam |
| 5 | s5.37(2) | Did the CEO inform council of each proposal to employ or dismiss a designated senior employee. | Yes | Executive Manager Community Development | Rhonda Mettam |

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MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

| Official Conduct | | | | | |
|------------------|--------------|--|----------|----------|---------------|
| No | Reference | Question | Response | Comments | Respondent |
| 1 | s5.120 | Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer. | N/A | | Rhonda Mettam |
| 2 | s5.121(1) | Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c). | Yes | | Rhonda Mettam |
| 3 | s5.121(2)(a) | Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made. | Yes | | Rhonda Mettam |
| 4 | s5.121(2)(b) | Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint. | Yes | | Rhonda Mettam |
| 5 | s5.121(2)(c) | Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred. | Yes | | Rhonda Mettam |
| 6 | s5.121(2)(d) | Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c). | Yes | | Rhonda Mettam |

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MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

| Tenders for Providing Goods and Services | | | | | |
|--|---------------------|--|----------|----------|---------------|
| No | Reference | Question | Response | Comments | Respondent |
| 1 | s3.57 F&G Reg 11 | Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)). | Yes | | Rhonda Mettam |
| 2 | F&G Reg 12 | Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract. | N/A | | Rhonda Mettam |
| 3 | F&G Reg 14(1) & (3) | Did the local government invite tenders via Statewide public notice. | Yes | | Rhonda Mettam |
| 4 | F&G Reg 14 & 15 | Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16. | Yes | | Rhonda Mettam |
| 5 | F&G Reg 14(5) | If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation. | Yes | | Rhonda Mettam |
| 6 | F&G Reg 16 | Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16. | Yes | | Rhonda Mettam |
| 7 | F&G Reg 18(1) | Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender. | N/A | | Rhonda Mettam |
| 8 | F&G Reg 18 (4) | In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria. | Yes | | Rhonda Mettam |
| 9 | F&G Reg 17 | Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17. | Yes | | Rhonda Mettam |
| 10 | F&G Reg 19 | Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted. | Yes | | Rhonda Mettam |
| 11 | F&G Reg 21 & 22 | Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22. | N/A | | Rhonda Mettam |
| 12 | F&G Reg 23(1) | Did the local government reject the | N/A | | Rhonda Mettam |

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MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

| | | | | |
|----|------------------------|--|-----|---------------|
| | | expressions of interest that were not submitted at the place and within the time specified in the notice. | | |
| 13 | F&G Reg 23(4) | After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services. | N/A | Rhonda Mettam |
| 14 | F&G Reg 24 | Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24. | N/A | Rhonda Mettam |
| 15 | F&G Reg 24AD(2) | Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice. | N/A | Rhonda Mettam |
| 16 | F&G Reg 24AD(4) & 24AE | Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE. | N/A | Rhonda Mettam |
| 17 | F&G Reg 24AF | Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application. | N/A | Rhonda Mettam |
| 18 | F&G Reg 24AD(6) | If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation. | N/A | Rhonda Mettam |
| 19 | F&G Reg 24AH(1) | Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications. | N/A | Rhonda Mettam |
| 20 | F&G Reg 24AH(3) | In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria. | N/A | Rhonda Mettam |
| 21 | F&G Reg 24AG | Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG. | N/A | Rhonda Mettam |
| 22 | F&G Reg 24AI | Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted. | N/A | Rhonda Mettam |

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MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Department of Local Government and Communities - Compliance Audit Return



Government of **Western Australia**
Department of Local Government and Communities

| | | | | |
|----|-------------|---|-----|---------------|
| 23 | F&G Reg 24E | Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council). | N/A | Rhonda Mettam |
| 24 | F&G Reg 24F | Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy. | Yes | Rhonda Mettam |
| 25 | F&G Reg 11A | Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less. | Yes | Rhonda Mettam |

I certify this Compliance Audit return has been adopted by Council at its meeting on _____

Signed Mayor / President, Shark Bay

Signed CEO, Shark Bay

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MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

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24 FEBRUARY 2016

11.2 OCCUPATIONAL SAFETY AND HEALTH POLICY – ADMINISTRATION POLICY
CM00037

AUTHOR

CHIEF EXECUTIVE OFFICER

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Bellottie
Seconded Cr Prior

Council Resolution

That Council adopts the amended Policy 1.1 – Occupational Safety and Health Policy as attached at the end of this report by the Chief Executive Officer as an Administration Policy.

7/0 CARRIED

BACKGROUND

In August 2014, Council reviewed the policy manual and divided the manual in to two sections being, Council Policies and Administration policies. Since that time, Administration has been working with Local Government Insurance Services to improve Occupational Safety and Health issues and have now reviewed the policy which is presented to Council for adoption.

COMMENT

As a result of this review the amendments are to take out in section iii “with Safety and Health Representatives and other” and by adding in the word “Timely in the second section of iii. The policy is basically the same as previously.

LEGAL IMPLICATIONS

The Occupational Safety and Health Policy will assist in reducing the Shire’s exposure to liability in its operations.

POLICY IMPLICATIONS

There are no policy implications as this is only a review with no major changes to the policy.

FINANCIAL IMPLICATIONS

There are no financial implications for this item.

STRATEGIC IMPLICATIONS

Outcome 4.2 Shark Bay is efficient and effective in its operations, actively listens to the community and anticipates and responds to the community’s needs.

24 FEBRUARY 2016

RISK MANAGEMENT

There are no risk management issues with the adoption of this policy.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Chief Executive Officer

P Anderson

Date of Report

18 January 2016

OCCUPATIONAL SAFETY AND HEALTH POLICY



This policy outlines the Shire of Shark Bay's commitment to continuously improve the occupational safety and health standards within the workplace, to continuously improve the occupational safety and health management systems and to reduce hazards and subsequent incidents in the workplace.

The Shire of Shark Bay is committed to managing occupational safety and health including the development and implementation of an Occupational Safety and Health Management System that complies with or exceeds legislative requirements including the Act, Regulations, Codes of Practice, Guidance Notes and Australian Standards.

The Shire of Shark Bay will ensure that all levels of employees, including senior management, employees, contractors and volunteers understand their roles and responsibilities in accordance with legislative requirements.

The employer aims to meet their objectives by:

- i. Providing and maintaining workplaces, plant, and systems of work such that, so far as is practicable, the employees are not exposed to hazards;
- ii. Providing such information, instruction, and training to, and supervision of, the employees to enable them to perform their work so they are not exposed to hazards;
- iii. Consulting and cooperating with employees at the workplace regarding occupational safety and health issues;
- iv. Providing employees with personal protective clothing and equipment to assist protect them against those hazards;

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Employees, including contractors, volunteers and work experience students are obligated to meet their duty of care by:

- i. Taking care for his or her own safety and health and avoid adversely affecting the safety or health of any other person;
- ii. Complying with safety and health instructions given by the employer, including the direction to wear personal protective clothing or equipment;
- iii. Timely reporting of hazards, accidents (injuries) and incidents (near misses) in the workplace.

A safe and efficient place of work is our goal, and we must all be committed to reach this outcome.

| | | |
|--------------------------------|---|--------------------------|
| Paul Anderson | Francesca Houtt | Cr Cheryl Cowell |
| <u>Chief Executive Officer</u> | <u>Occupational Safety and Health Officer</u> | <u>Council President</u> |
| Date | Date | Date |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Date of Report

3 February 2016

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

SHIRE OF SHARK BAY – MUNI CHEQUES
DECEMBER 2015-JANUARY 2016
CHEQUE # 26796 TO 27116

| CHQ | DATE | NAME | DESCRIPTION | AMOUNT |
|--------------|------------|-------------------------------|---|--------------------|
| 26796 | 02/12/2015 | SHIRE OF SHARK BAY | VEHICLE REGISTRATION TO 30/06/16 | -167.25 |
| 26797 | 04/12/2015 | WATER CORPORATION | REPLACE WATER METER | -383.18 |
| 26798 | 08/12/2015 | HORIZON POWER-STREET LIGHTING | STREET LIGHTS | -3268.51 |
| 26799 | 08/12/2015 | HORIZON POWER-MAIN USAGE | MONTHLY ACCOUNT | -9734.30 |
| 26800 | 11/12/2015 | MARGARET ANNE HARGREAVES | REFUND OF TOWN COMMON LICENCE | -100.00 |
| 26801 | 11/12/2015 | WATER CORPORATION | SERVICES CHARGES | -1900.61 |
| 26802 | 14/12/2015 | PETER ROCHFORD | OVERPAYMENT – REIMBURSED-PENS RENT | -152.84 |
| 26803 | 14/12/2015 | YVONNE PERICH | OVERPAYMENT – REIMBURSED-PENS RENT | -182.84 |
| 26804 | 22/12/2015 | WATER CORPORATION | RESERVE AT KNIGHT TCE LOT 347 RES 39569 | -6604.98 |
| 26805 | 12/01/2016 | ELGAS LIMITED | 1X 45KG CYLINDER LPG | -166.00 |
| 26806 | 12/01/2016 | SILVER CHAIN | 2015/16 FINAL ASSIST-SENIORS ACTIVITIES | -1650.00 |
| 26807 | 12/01/2016 | WATER CORPORATION | RESERVE AT KNIGHT TCE LOT 347 RES 39569 | -53.81 |
| 26808 | 15/01/2016 | JEREMY DAVID DROWN | REFUND FOR RATES RECEIVED | -566.21 |
| 27116 | 22/01/2016 | VIVA ENERGY AUSTRALIA | FUEL CARD | -206.70 |
| TOTAL | | | | \$25,137.23 |

SHIRE OF SHARK BAY – DIRECT DEBITS
DECEMBER 2015-JANUARY 2016

| D/D | DATE | NAME | DESCRIPTION | AMOUNT |
|-----------|------------|---------------------------|------------------------------|----------|
| DD12632.2 | 03/12/2015 | BANKWEST MASTERCARD | MONTHLY ACCOUNT | -1695.54 |
| DD12636.2 | 13/12/2015 | JOHN AND GAYNA SUPER FUND | PAYROLL DEDUCTIONS | -457.97 |
| DD12668.1 | 13/12/2015 | WALG SUPER | PAYROLL DEDUCTIONS | -4542.55 |
| DD12668.2 | 13/12/2015 | AMP SUPERANNUATION | PAYROLL DEDUCTIONS | -378.34 |
| DD12668.3 | 13/12/2015 | CBUS SUPER | SUPERANNUATION CONTRIBUTIONS | -183.09 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| D/D | DATE | NAME | DESCRIPTION | AMOUNT |
|------------|-------------|-----------------------|------------------------------|---------------|
| DD12668.4 | 13/12/2015 | SUN SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -183.09 |
| DD12668.5 | 13/12/2015 | AUSTRALIAN SUPER | SUPERANNUATION CONTRIBUTIONS | -375.13 |
| DD12668.6 | 13/12/2015 | ONE STEP SUPER | SUPERANNUATION CONTRIBUTIONS | -198.90 |
| DD12668.7 | 13/12/2015 | HOSTPLUS PTY LTD | SUPERANNUATION CONTRIBUTIONS | -918.95 |
| DD12668.8 | 13/12/2015 | REST | SUPERANNUATION CONTRIBUTIONS | -621.40 |
| DD12668.9 | 13/12/2015 | MTAA SUPER FUND | SUPERANNUATION CONTRIBUTIONS | -203.32 |
| DD12675.1 | 21/12/2015 | VIVA ENERGY AUSTRALIA | FUEL | -310.27 |
| DD12677.1 | 27/12/2015 | WALG SUPER | PAYROLL DEDUCTIONS | -5975.58 |
| DD12677.2 | 27/12/2015 | AMP SUPERANNUATION | PAYROLL DEDUCTIONS | -378.34 |
| DD12677.3 | 27/12/2015 | CBUS SUPER | SUPERANNUATION CONTRIBUTIONS | -183.09 |
| DD12677.4 | 27/12/2015 | SUN SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -183.09 |
| DD12677.5 | 27/12/2015 | AUSTRALIAN SUPER | SUPERANNUATION CONTRIBUTIONS | -440.12 |
| DD12677.6 | 27/12/2015 | ONE STEP SUPER | SUPERANNUATION CONTRIBUTIONS | -198.90 |
| DD12677.7 | 27/12/2015 | HOSTPLUS PTY LTD | SUPERANNUATION CONTRIBUTIONS | -1176.78 |
| DD12677.8 | 27/12/2015 | REST | SUPERANNUATION CONTRIBUTIONS | -601.81 |
| DD12677.9 | 27/12/2015 | MTAA SUPER FUND | SUPERANNUATION CONTRIBUTIONS | -233.91 |
| DD12703.1 | 10/01/2016 | WALG SUPER | PAYROLL DEDUCTIONS | -4035.69 |
| DD12703.2 | 10/01/2016 | AMP SUPERANNUATION | PAYROLL DEDUCTIONS | -378.34 |
| DD12703.3 | 10/01/2016 | CBUS SUPER | SUPERANNUATION CONTRIBUTIONS | -183.09 |
| DD12703.4 | 10/01/2016 | SUN SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -183.09 |
| DD12703.5 | 10/01/2016 | AUSTRALIAN SUPER | SUPERANNUATION CONTRIBUTIONS | -508.44 |
| DD12703.6 | 10/01/2016 | ONE STEP SUPER | SUPERANNUATION CONTRIBUTIONS | -198.90 |
| DD12703.7 | 10/01/2016 | HOSTPLUS PTY LTD | PAYROLL DEDUCTIONS | -932.92 |
| DD12703.8 | 10/01/2016 | MTAA SUPER FUND | SUPERANNUATION CONTRIBUTIONS | -264.18 |
| DD12703.9 | 10/01/2016 | MLC NOMINEES PTY LTD | SUPERANNUATION CONTRIBUTIONS | -172.26 |
| DD12719.1 | 24/01/2016 | WALGA SUPER | PAYROLL DEDUCTIONS | -4139.11 |
| DD12719.2 | 24/01/2016 | PRIME SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -226.48 |
| DD12719.3 | 24/01/2016 | AMP SUPERANNUATION | PAYROLL DEDUCTIONS | -378.34 |
| DD12719.4 | 24/01/2016 | CBUS SUPER | SUPERANNUATION CONTRIBUTIONS | -183.09 |
| DD12719.5 | 24/01/2016 | SUN SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -183.09 |
| DD12719.6 | 24/01/2016 | AUSTRALIAN SUPER | SUPERANNUATION CONTRIBUTIONS | -514.59 |
| DD12719.7 | 24/01/2016 | ONE STEP SUPER | SUPERANNUATION CONTRIBUTIONS | -198.90 |
| DD12719.8 | 24/01/2016 | HOSTPLUS PTY LTD | SUPERANNUATION CONTRIBUTIONS | -1009.37 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| D/D | DATE | NAME | DESCRIPTION | AMOUNT |
|------------|-------------|-----------------------------|------------------------------|--------------------|
| DD12719.9 | 24/01/2016 | BT SUPER FOR LIFE | SUPERANNUATION CONTRIBUTIONS | -412.70 |
| DD12720.1 | 19/01/2016 | BANKWEST MASTERCARD | MONTHLY ACCOUNT EMFA | -2131.77 |
| DD12720.2 | 01/01/2016 | BANKWEST MASTERCARD | MONTHLY ACCOUNT CEO | -1503.73 |
| DD12668.10 | 13/12/2015 | MLC NOMINEES PTY LTD | SUPERANNUATION CONTRIBUTIONS | -160.19 |
| DD12668.11 | 13/12/2015 | AMP SUPERLEADER | SUPERANNUATION CONTRIBUTIONS | -185.55 |
| DD12668.12 | 13/12/2015 | WESTPAC SECURITIES | SUPERANNUATION CONTRIBUTIONS | -193.21 |
| DD12668.13 | 13/12/2015 | MACQUARIE SUPER ACCUMULATOR | SUPERANNUATION CONTRIBUTIONS | -199.71 |
| DD12668.14 | 13/12/2015 | PRIME SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -208.54 |
| DD12677.10 | 27/12/2015 | MLC NOMINEES PTY LTD | SUPERANNUATION CONTRIBUTIONS | -181.47 |
| DD12677.11 | 27/12/2015 | AMP SUPERLEADER | SUPERANNUATION CONTRIBUTIONS | -184.18 |
| DD12677.12 | 27/12/2015 | WESTPAC SECURITIES | SUPERANNUATION CONTRIBUTIONS | -193.21 |
| DD12677.13 | 27/12/2015 | MACQUARIE SUPER ACCUMULATOR | SUPERANNUATION CONTRIBUTIONS | -193.08 |
| DD12677.14 | 27/12/2015 | PRIME SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -230.61 |
| DD12703.10 | 10/01/2016 | AMP SUPERLEADER | SUPERANNUATION CONTRIBUTIONS | -165.96 |
| DD12703.11 | 10/01/2016 | WESTPAC SECURITIES | SUPERANNUATION CONTRIBUTIONS | -193.21 |
| DD12703.12 | 10/01/2016 | MACQUARIE SUPER ACCUMULATOR | SUPERANNUATION CONTRIBUTIONS | -186.46 |
| DD12703.13 | 10/01/2016 | REST | SUPERANNUATION CONTRIBUTIONS | -393.69 |
| DD12703.14 | 10/01/2016 | PRIME SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -208.54 |
| DD12719.10 | 24/01/2016 | MTAA SUPER FUND | SUPERANNUATION CONTRIBUTIONS | -265.10 |
| DD12719.11 | 24/01/2016 | MLC NOMINEES PTY LTD | SUPERANNUATION CONTRIBUTIONS | -142.95 |
| DD12719.12 | 24/01/2016 | AMP SUPERLEADER | SUPERANNUATION CONTRIBUTIONS | -172.85 |
| DD12719.13 | 24/01/2016 | WESTPAC SECURITIES | SUPERANNUATION CONTRIBUTIONS | -240.71 |
| DD12719.14 | 24/01/2016 | MACQUARIE SUPER ACCUMULATOR | SUPERANNUATION CONTRIBUTIONS | -199.71 |
| DD12719.15 | 24/01/2016 | REST | SUPERANNUATION CONTRIBUTIONS | -377.50 |
| | | | TOTAL | \$41,654.68 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

SHIRE OF SHARK BAY – MUNI EFT
DECEMBER 2015-JANUARY 2016
EFT 18728 TO 19004

| EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|-----------------------------|--|-----------|
| EFT18728 | 02/12/2015 | BUNNINGS BUILDING | HARDWARE PURCHASES | -780.90 |
| EFT18729 | 02/12/2015 | SHARK BAY SCHOOL | END OF YEAR BOOK AWARDS | -106.02 |
| EFT18730 | 02/12/2015 | DPAW | MONKEY MIA PASSES | -1188.00 |
| EFT18731 | 02/12/2015 | THINK WATER GERALDTON | PARTS FOR WATER PUMP | -76.00 |
| EFT18732 | 02/12/2015 | HERITAGE RESORT SHARK BAY | 2016 FUNCTION | -1025.54 |
| EFT18733 | 02/12/2015 | IAN TRAPNELL INTERPRETATION | SIGNAGE SIGN MANUAL | -11891.00 |
| EFT18734 | 02/12/2015 | JASON SIGNMAKERS | DEPOT SIGNAGE | -414.70 |
| EFT18735 | 02/12/2015 | LINDA BUTTERLY | AIR FARES - INTERVIEW | -547.70 |
| EFT18736 | 02/12/2015 | MCLEODS BARRISTERS | LEGAL COSTS | -677.03 |
| EFT18737 | 02/12/2015 | MOORE STEPHENS | CLGF 2011-12 ROUND 4 FUNDING ACQUITTAL | -2200.00 |
| EFT18738 | 02/12/2015 | POTSHOT HOTEL RESORT | TRAVEL FOR MEETING-COUNCILLORS | -1060.50 |
| EFT18739 | 02/12/2015 | PROFESSIONAL PC SUPPORT | PPS IRONPORT SERVICE RENEWAL | -1650.00 |
| EFT18740 | 02/12/2015 | PAPER PLUS OFFICE NATIONAL | SUPPLIES FOR SHIRE UNIT | -760.97 |
| EFT18741 | 02/12/2015 | BUCKINGHAM PEWTER | MERCHANDISE PURCHASE | -792.00 |
| EFT18742 | 02/12/2015 | DPAW | MONKEY MIA PASSES | -3476.25 |
| EFT18743 | 02/12/2015 | SKIPPERS AVIATION | FLIGHTS STAFF PRIVATE. | -4020.10 |
| EFT18744 | 02/12/2015 | SHARK BAY HOTEL MOTEL | COUNCIL MEETING REFRESHMENTS | -176.00 |
| EFT18745 | 02/12/2015 | SHARK BAY CAR HIRE | CAR HIRE TO TRANSPORT DOCTOR | -495.00 |
| EFT18746 | 02/12/2015 | TELSTRA | MONTHLY PHONE ACCOUNT | -2497.54 |
| EFT18747 | 02/12/2015 | TELEMALL COMMUNICATIONS | MESSAGE ON HOLD QUARTERLY FEE | -345.40 |
| EFT18748 | 02/12/2015 | CHILD SUPPORT AGENCY | PAYROLL DEDUCTIONS | -345.87 |
| EFT18750 | 04/12/2015 | CORAL COAST PLUMBING | MAINTENANCE ON FORESHORE TOILETS | -222.04 |
| EFT18751 | 04/12/2015 | CUMMINS ENGINE COMPANY | AIR FILTERS – FOR GRADER | -177.88 |
| EFT18752 | 04/12/2015 | DONNELLE OAKLEY | TRAINING COSTS | -338.61 |
| EFT18753 | 04/12/2015 | EARTHCARE | DENHAM FORESHORE REVITALISATION | -35750.00 |
| EFT18754 | 04/12/2015 | GEARING BUTCHER'S | MEAT SUPPLIES FOR OUTSIDE CREW | -332.68 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|------------|-------------|-----------------------------|-------------------------------------|---------------|
| EFT18755 | 04/12/2015 | GERALDTON MOWER | PARTS FOR MOWER | -181.20 |
| EFT18756 | 04/12/2015 | TOLL IPEC PTY LTD | FREIGHT | -98.75 |
| EFT18757 | 04/12/2015 | PARKER BLACK & FORREST | DORMA TS92G DOOR SLIDERS | -693.00 |
| EFT18758 | 04/12/2015 | SHARK BAY CLEANING SERVICE | FINAL CLEAN PENSIONER UNIT 10 | -652.93 |
| EFT18759 | 04/12/2015 | SHARK BAY FREIGHTLINES | FREIGHT – MONTHLY ACCOUNT | -2621.39 |
| EFT18760 | 04/12/2015 | ST JOHN AMBULANCE SHARK BAY | FIRST AID KIT FOR VEHICLE | -130.00 |
| EFT18761 | 04/12/2015 | TELSTRA CORPORATION LIMITED | TELEPHONE SERVICE-SMS MESSAGES | -218.26 |
| EFT18762 | 04/12/2015 | COOK'S TOURS | ADVERTISING - SBDC | -1350.00 |
| EFT18763 | 04/12/2015 | THOMAS LACHLAN | MEAL EXPENSES | -87.39 |
| EFT18764 | 04/12/2015 | TOTAL UNIFORMS | UNIFORMS - VOYAGE OF DISCOVERY LOGO | -335.75 |
| EFT18765 | 07/12/2015 | GERALDTON TOYOTA | PARTS FOR VARIOUS VEHICLES | -433.50 |
| EFT18766 | 07/12/2015 | BOLTS R US | PARTS FOR VIBE ROLLER | -104.34 |
| EFT18767 | 07/12/2015 | FLEET HYDRAILICS | HYDRAULIC ADAPTOR | -91.20 |
| EFT18768 | 07/12/2015 | GEARING BUTCHER'S | SUPPLIES FOR OUTSIDE CREW | -126.73 |
| EFT18769 | 07/12/2015 | GERALDTON FUEL COMPANY | OIL SUPPLIES | -1544.48 |
| EFT18770 | 07/12/2015 | TOLL IPEC PTY LTD | FREIGHT | -911.21 |
| EFT18771 | 07/12/2015 | MITRE 10 SHARK BAY | MONTHLY ACCOUNT | -1108.10 |
| EFT18772 | 07/12/2015 | NIK RYBAK MECHANICAL | REPAIRS FOR LOADER | -197.93 |
| EFT18773 | 07/12/2015 | PLUMOVATION | MAINTENANCE – PUBLIC FACILITIES | -363.00 |
| EFT18774 | 07/12/2015 | PAULS TYRES | TYRES FOR TOWN UTE | -645.00 |
| EFT18775 | 07/12/2015 | AUSTRALIAN TAXATION OFFICE | BAS NOVEMBER 2015 | -72391.00 |
| EFT18776 | 08/12/2015 | GERALDTON TOYOTA | PURCHASE OF NEW CEO VEHICLE | -7183.76 |
| EFT18777 | 08/12/2015 | AUSTRAL PLUMBING | ONGOING REFURB TO OLD JAIL | -2277.00 |
| EFT18778 | 08/12/2015 | AUSRECORD PTY LTD | STATIONERY | -368.50 |
| EFT18779 | 08/12/2015 | BLACKTOP CONSULTING | CONSULTATION WOODLEIGH-BYRO RD | -10989.00 |
| EFT18780 | 08/12/2015 | BOOKEASY AUSTRALIA PTY LTD | BOOKEASY COMMISSION | -773.16 |
| EFT18781 | 08/12/2015 | DENHAM IGA X-PRESS | MONTHLY ACCOUNT | -797.36 |
| EFT18782 | 08/12/2015 | SHARK BAY SUPERMARKET | MONTHLY ACCOUNT | -490.58 |
| EFT18783 | 08/12/2015 | SHARK BAY FUEL & SERVICE | MONTHLY ACCOUNT | -68.45 |
| EFT18784 | 08/12/2015 | GEARING BUTCHER'S | SUPPLIES FOR OUTSIDE CREW | -126.82 |
| EFT18785 | 08/12/2015 | TOLL IPEC PTY LTD | FREIGHT | -258.52 |
| EFT18786 | 08/12/2015 | ITVISION | TRAINING - D OAKLEY | -1347.50 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|----------------------------------|---|-----------|
| EFT18787 | 08/12/2015 | MCLEODS BARRISTERS | LEGAL ADVICE ON LOCAL LAWS | -932.58 |
| EFT18788 | 08/12/2015 | THE MURRAY HOTEL | ACCOM WALGA STATE COUNCIL - C COWELL | -398.00 |
| EFT18789 | 08/12/2015 | MARTINS TRAILER PARTS | TRAILER REPAIRS | -433.86 |
| EFT18790 | 08/12/2015 | OAKLEY EARTHWORKS PTY LTD | CONCRETE – FOOTPATHS | -23650.00 |
| EFT18791 | 08/12/2015 | PURCHER INTERNATIONAL | PARTS FOR WATER CART | -2823.21 |
| EFT18792 | 08/12/2015 | PLUMOVATION | MAINTENANCE PENSIONER UNIT 12 | -385.00 |
| EFT18793 | 08/12/2015 | PROFESSIONAL PC SUPPORT | REMOTE ASSISTANCE | -35.00 |
| EFT18794 | 08/12/2015 | PHONOGRAPHIC PERFORMANCE | LICENSE FOR HALL CAPACITY | -85.00 |
| EFT18795 | 08/12/2015 | MP ROGERS & ASSOCIATES | ADDITIONAL WORKS ON M/M JETTY. | -2946.55 |
| EFT18796 | 08/12/2015 | RAY WHITE SHARK BAY | RENT ON 34 HUGHES ST | -1127.00 |
| EFT18797 | 08/12/2015 | SHARK BAY TAXI SERVICE | MONTHLY ACCOUNT | -1463.00 |
| EFT18798 | 08/12/2015 | SHARK BAY HOTEL MOTEL | CATERING FOR THANK A VOLUNTEER DAY | -410.00 |
| EFT18799 | 08/12/2015 | SHARK BAY COMMUNITY RESOURCE | REC CENTRE MANAGEMENT NOV 2015 | -4908.00 |
| EFT18800 | 08/12/2015 | SHARK BAY CLEANING SERVICE | MONTHLY ACCOUNT | -18153.41 |
| EFT18801 | 08/12/2015 | SHARK BAY SKIPS | MONTHLY ACCOUNT | -3690.50 |
| EFT18802 | 08/12/2015 | MCKELL FAMILY TRUST | MONTHLY ACCOUNT | -10314.60 |
| EFT18803 | 08/12/2015 | WELLARD CONTRACTING & PLANT HIRE | WATER TRUCK HIRE | -11937.75 |
| EFT18811 | 11/12/2015 | GERALDTON TOYOTA | ALLOY B/BAR AND ACCESSORIES-CEO VEHICLE | -6100.60 |
| EFT18812 | 11/12/2015 | AUSTRALIA POST | MONTHLY POST ACCOUNT | -181.73 |
| EFT18813 | 11/12/2015 | WESTERN AUSTRALIAN ELECTORAL | ELECTION COSTS FOR 2015 LG ELECTION | -2957.51 |
| EFT18814 | 11/12/2015 | HITS RADIO PTY LTD | ADVERTISING ON RADIO FOR SHARK BAY | -242.00 |
| EFT18815 | 11/12/2015 | HAMES SHARLEY PLANNING | PROJECT MANAGEMENT FOR FORESHORE | -8374.03 |
| EFT18816 | 11/12/2015 | SHARK BAY P & C | GRANT ROUND 2 2015/16 | -2616.00 |
| EFT18817 | 11/12/2015 | SHARK BAY COMMUNITY RESOURCE | INSCRIPTION POST | -16.00 |
| EFT18819 | 14/12/2015 | BRIAN JOHN GALVIN | REIMBURSEMENT OF TRAVEL EXPENSES | -94.62 |
| EFT18820 | 14/12/2015 | CHRISTINE WARREN | OVERPAYMENT – REIMBURSED – PENS RENT | -42.80 |
| EFT18821 | 14/12/2015 | GERALDTON AUTO WHOLESALERS | PURCHASE COUNTRY SUPERVISOR UTE | -41251.45 |
| EFT18822 | 14/12/2015 | GERALDTON FUEL COMPANY | MONTHLY ACCOUNT | -20732.37 |
| EFT18823 | 14/12/2015 | MARITIME CONSTRUCTIONS | DESIGN AND CONSTRUCTION OF MM JETTY | -46021.80 |
| EFT18824 | 14/12/2015 | NORMAN FORRESTER | OVERPAYMENT – REIMBURSED – PENS RENT | -16.44 |
| EFT18825 | 14/12/2015 | PRESTIGE INSTALLATIONS | AIR CONDITIONER MAINTENANCE | -2167.00 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|--------------------------------|--|-----------|
| EFT18826 | 14/12/2015 | ROGER WINSTON CHRISTISON | OVERPAYMENT- REIMBURSED – PENS RENT | -252.80 |
| EFT18827 | 14/12/2015 | SHARK BAY BOWLING CLUB INC. | CHRISTMAS FUNCTION - REFRESHMENTS | -2117.50 |
| EFT18828 | 14/12/2015 | WALTER ERNEST SKINN | OVERPAYMENT – REIMBURSED – PENS RENT | -72.80 |
| EFT18829 | 18/12/2015 | TREMOR EARTHMOVING | SUPPLY & DELIVER ROAD BASE | -40920.00 |
| EFT18830 | 18/12/2015 | ALLELECTRIX PTY LTD | PENS UNIT 10 – REFURBISHMENT-REPAIRS | -569.25 |
| EFT18831 | 18/12/2015 | AUSQ TRAINING | TRAFFIC MANAGEMENT TRAINING-12 STAFF | -5520.00 |
| EFT18832 | 18/12/2015 | BLACKWOODS ATKINS | SPILL FIX OIL ABSORBER 20KG | -13.02 |
| EFT18833 | 18/12/2015 | BOC LIMITED | CONTAINER RENTAL | -32.62 |
| EFT18834 | 18/12/2015 | BOLTS R US | PARTS - VEHICLES | -57.41 |
| EFT18835 | 18/12/2015 | CHERYL LORRAINE COWELL | TRAVEL REIMBURSEMENT | -255.58 |
| EFT18836 | 18/12/2015 | CORAL COAST PLUMBING | MAINTENANCE DUMP POINT | -108.90 |
| EFT18837 | 18/12/2015 | CHUBB FIRE & SECURITY LTD | SECURITY MONITORING | -139.67 |
| EFT18838 | 18/12/2015 | COVS AUTOMOTIVE, MINING | FILTERS FOR VARIOUS VEHICLES | -105.60 |
| EFT18839 | 18/12/2015 | GEARING BUTCHER'S | SUPPLIES FOR OUTSIDE CREW | -59.18 |
| EFT18840 | 18/12/2015 | ATOM-GERALDTON INDUSTRIAL | MECHANICAL FUEL METER | -339.90 |
| EFT18841 | 18/12/2015 | GRAY & LEWIS LAND USE PLANNERS | PLANNING ADVICE - GENERAL | -2041.88 |
| EFT18842 | 18/12/2015 | TOLL IPEC PTY LTD | FREIGHT | -178.70 |
| EFT18843 | 18/12/2015 | JASON SIGNMAKERS | TOURIST RADIO SIGN | -275.00 |
| EFT18844 | 18/12/2015 | MARKET CREATIONS | DOMAIN SET UP FEE SHARKBAYVISIT.COM.AU | -154.00 |
| EFT18845 | 18/12/2015 | PEST-A-KILL | PENSIONER UNITS PEST MANAGEMENT | -4593.98 |
| EFT18846 | 18/12/2015 | PROFESSIONAL PC SUPPORT | REMOTE TO UNINSTALL WINDOWS UPDATE | -140.00 |
| EFT18847 | 18/12/2015 | PAULS TYRES | TYRE SUPPLIES AND FITTINGS | -6876.20 |
| EFT18848 | 18/12/2015 | BUCKINGHAM PEWTER | MERCHANDISE PURCHASE | -990.00 |
| EFT18849 | 18/12/2015 | DPAW | MONKEY MIA PASSES | -1800.00 |
| EFT18850 | 18/12/2015 | G & J ROBINS | REIMBURSEMENT - SENIORS XMAS FUNCTION | -727.35 |
| EFT18851 | 18/12/2015 | RICHARD CLAUDE MORONEY | MAINTENANCE SBIC | -32.00 |
| EFT18852 | 18/12/2015 | SHARK BAY TOURISM | SB VISITOR GUIDE 2016 - BACK PAGE | -12115.00 |
| EFT18853 | 18/12/2015 | SHARK BAY NEWSAGENCY | MONTHLY ACCOUNT | -679.45 |
| EFT18854 | 18/12/2015 | SHARK BAY CLEANING SERVICE | MONTHLY ACCOUNT | -18153.41 |
| EFT18855 | 18/12/2015 | SHARK BAY FISHING CLUB INC | RD 2 FINANCIAL ASSIST COMMUNITY GRANT | -1000.00 |
| EFT18856 | 18/12/2015 | STRAYA CONTRACTING PTY LTD | FOOT PATH CONSTRUCTION | -13750.00 |
| EFT18857 | 18/12/2015 | SANTA FE WRIDGWAYS | RELOCATION COSTS LINDA BUTTERLY | -5990.05 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|--------------------------------|--|-----------|
| EFT18858 | 18/12/2015 | SCOOP PUBLISHING | ADVERTISING SCOOP MAGAZINE | -2706.00 |
| EFT18859 | 18/12/2015 | VANGUARD PRESS | SHARK BAY MAPS | -2645.50 |
| EFT18860 | 18/12/2015 | WALGA | SEPTEMBER/OCTOBER REVIEW OF STAFF | -3410.00 |
| EFT18861 | 18/12/2015 | WEST AUSTRALIAN NEWSPAPERS | ADVERT-FOR SALE EX SHIRE VEHICLES | -235.40 |
| EFT18862 | 22/12/2015 | CHILD SUPPORT AGENCY | PAYROLL DEDUCTIONS | -230.58 |
| EFT18863 | 22/12/2015 | SHIRE OF NORTHAMPTON | CONSULTANT-BUILDING AND HEALTH | -13860.00 |
| EFT18864 | 22/12/2015 | BRIGHTHOUSE | BASE FEE FOR BUSINESS CASE | -16500.00 |
| EFT18865 | 22/12/2015 | CHERYL LORRAINE COWELL | TRAVEL EXP FOR RRG –EXMOUTH NOV 2015 | -437.99 |
| EFT18866 | 22/12/2015 | HITACHI CONSTRUCTION MACHINERY | GRADER - INDICATORS, MIRROR & FILTERS | -609.49 |
| EFT18867 | 22/12/2015 | HERITAGE RESORT SHARK BAY | 2016 FUNCTION | -32.23 |
| EFT18868 | 22/12/2015 | TOLL IPEC PTY LTD | FREIGHT | -56.57 |
| EFT18869 | 22/12/2015 | MARKET CREATIONS | COUNCIL WEBSITE DESIGN & DEVELOPMENT | -1072.50 |
| EFT18870 | 22/12/2015 | PARKER BLACK & FORREST | LOCK FOR AIR CON ROOM | -178.42 |
| EFT18871 | 22/12/2015 | THE SHARK BAY ENTERTAINERS | RD 2 FINANCIAL ASSISTANCE GRANTS 2015-16 | -4660.00 |
| EFT18872 | 22/12/2015 | WA HINO | SUPPLY AND DELIVER HINO TRUCK | -35912.41 |
| EFT18873 | 04/01/2016 | LAURENCE BELLOTTIE | MEETING ATTENDANCE FEES | -1931.25 |
| EFT18874 | 04/01/2016 | CHERYL LORRAINE COWELL | PRESIDENT'S FEES | -6370.68 |
| EFT18875 | 04/01/2016 | KEITH MICHAEL CAPEWELL | MEETING ATTENDANCE FEES | -2671.28 |
| EFT18876 | 04/01/2016 | KEVIN LAUNDRY | MEETING ATTENDANCE FEES | -1931.25 |
| EFT18877 | 04/01/2016 | MARGARET PRIOR | MEETING ATTENDANCE FEES | -1931.25 |
| EFT18878 | 04/01/2016 | GREGORY LEON RIDGLEY | MEETING ATTENDANCE FEES | -1931.25 |
| EFT18879 | 04/01/2016 | BRIAN WAKE | MEETING ATTENDANCE FEES | -1931.25 |
| EFT18880 | -18902 | TRUST | | |
| EFT18903 | 06/01/2016 | STATE LIBRARY OF WA | LIBRARY FEES | -30.80 |
| EFT18904 | 06/01/2016 | BURTON TILING MAINTENANCE | REFURBISHMENT - PENS UNIT 12 | -1150.60 |
| EFT18905 | 06/01/2016 | CUTBACK PLUMBING & GAS PTY LTD | REFURBISHMENT -UNITS 10 AND 12 | -383.00 |
| EFT18906 | 06/01/2016 | ETCHED GLASS DESIGN | PURCHASE MERCHANDISE | -462.00 |
| EFT18907 | 06/01/2016 | ATOM-GERALDTON INDUSTRIAL | RETRACTA HOSE REEL | -322.25 |
| EFT18908 | 06/01/2016 | PROFESSIONAL PC SUPPORT | SET UP OF NEW EMCD EMAIL ADDRESS | -35.00 |
| EFT18909 | 06/01/2016 | SHARK BAY CAR HIRE | CAR HIRE- DOCTOR - SILVER CHAIN | -495.00 |
| EFT18910 | 06/01/2016 | TELSTRA CORPORATION LIMITED | MONTHLY ACCOUNT | -2435.94 |
| EFT18911 | -18912 | TRUST | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|---------------------------------|---|-----------|
| EFT18913 | 12/01/2016 | AUSTRALIA POST | MONTHLY POST ACCOUNT | -279.69 |
| EFT18914 | 12/01/2016 | AUSRECORD PTY LTD | STATIONERY | -3560.70 |
| EFT18915 | 12/01/2016 | BUNNINGS BUILDING SUPPLIES | PLASTIC TUBS FOR DEPOT | -227.40 |
| EFT18916 | 12/01/2016 | BOOKEASY AUSTRALIA PTY LTD | BOOKEASY COMMISSION | -686.03 |
| EFT18917 | 12/01/2016 | BOLTS R US | PARTS FOR TOWN BORE FENCE | -140.53 |
| EFT18918 | 12/01/2016 | CDH ELECTRICAL | WEST END GAZEBO LIGHTING | -199.10 |
| EFT18919 | 12/01/2016 | EARTHCARE | DENHAM FORESHORE REVITALISATION | -17050.00 |
| EFT18920 | 12/01/2016 | SHARK BAY SUPERMARKET | MONTHLY ACCOUNT | -117.96 |
| EFT18921 | 12/01/2016 | SHARK BAY FUEL & SERVICE CENTRE | MONTHLY ACCOUNT | -112.35 |
| EFT18922 | 12/01/2016 | GYM CARE | GYM SERVICE AUDIT AND SAFETY CHECK | -2117.50 |
| EFT18923 | 12/01/2016 | GERALDTON MOWER & REPAIRS | POLE SAW REPAIRS | -139.80 |
| EFT18924 | 12/01/2016 | HORIZON POWER-MAIN USAGE | ELECTRICITY ACCOUNT | -2438.90 |
| EFT18925 | 12/01/2016 | HAMES SHARLEY PLANNING N | PROJECT MANAGEMENT FOR FORESHORE | -2112.00 |
| EFT18926 | 12/01/2016 | HTD SURVEYORS AND PLANNERS | UNDERTAKE BOUNDARY RE-ESTABLISHMENT | -2442.00 |
| EFT18927 | 12/01/2016 | TOLL IPEC PTY LTD | FREIGHT | -101.64 |
| EFT18928 | 12/01/2016 | KOMATSU AUSTRALIA | KOMATSU FILTERS & INDICATORS | -607.44 |
| EFT18929 | 12/01/2016 | MCLEODS BARRISTERS | LEGAL COSTS | -767.49 |
| EFT18930 | 12/01/2016 | MIDWEST FIRE PROTECTION SERVICE | QUARTERLY SERVICING | -1809.28 |
| EFT18931 | 12/01/2016 | MARKETFORCE PTY LTD | ADVERT WA NEWSPAPER-FINANCE COORD | -2178.56 |
| EFT18932 | 12/01/2016 | MURRAY VIEWS | PURCHASE MERCHANDISE | -772.15 |
| EFT18933 | 12/01/2016 | PAULS TYRES | REPAIRS TO TYRES P128,P155,P139,P151,P154,P155 | -1953.50 |
| EFT18934 | 12/01/2016 | SHARK BAY FREIGHTLINES | FREIGHT | -121.20 |
| EFT18935 | 12/01/2016 | SUNPRINTS CLOTHING COMPANY | MERCHANDISE PURCHASE SBDC | -4513.08 |
| EFT18936 | 12/01/2016 | TELSTRA CORPORATION LIMITED | TELEPHONE - SMS FOR PUBLIC MESSAGES | -154.17 |
| EFT18937 | 12/01/2016 | THE BLOCK MAKERS | MAINTENANCE FOR 65 BROCKMAN | -1555.18 |
| EFT18938 | 15/01/2016 | ALLELECTRIX PTY LTD | 2 METERS AT THE EMERG SERV BUILDING | -2811.60 |
| EFT18939 | 15/01/2016 | BOC LIMITED | CONTAINER RENTAL | -33.70 |
| EFT18940 | 15/01/2016 | BATTERY MART | BATTERY FOR CHUBB SECURITY SYSTEM | -31.90 |
| EFT18941 | 15/01/2016 | BURTON TILING MAINTENANCE | PENSIONER UNIT MAINTENANCE | -419.65 |
| EFT18942 | 15/01/2016 | DEPARTMENT OF TRANSPORT | MM COMMERCIAL JETTY RENEWAL FEE | -663.75 |
| EFT18943 | 15/01/2016 | DENHAM IGA X-PRESS | MONTHLY ACCOUNT | -339.69 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|---------------------------------|---|-----------|
| EFT18944 | 15/01/2016 | GERALDTON FUEL COMPANY | MONTHLY ACCOUNT | -15731.21 |
| EFT18945 | 15/01/2016 | GREAT NORTHERN FENCING | RECONDITIONING FORESHORE RETIC SUBMAINS | -6600.00 |
| EFT18946 | 15/01/2016 | HORIZON POWER-STREET LIGHTING | MONTHLY ACCOUNT | -3377.47 |
| EFT18947 | 15/01/2016 | HITS RADIO PTY LTD | PROMOTION OF SHARK BAY ON RADIO | -290.40 |
| EFT18948 | 15/01/2016 | TOLL IPEC PTY LTD | FREIGHT | -143.84 |
| EFT18949 | 15/01/2016 | KOORI KIDS PTY LTD | DONATION TO 'NAIDOC SCHOOL INITIATIVE' | -250.00 |
| EFT18950 | 15/01/2016 | MCLEODS BARRISTERS | LEGAL COSTS | -943.03 |
| EFT18951 | 15/01/2016 | MITRE 10 SHARK BAY | MONTHLY ACCOUNT | -1384.55 |
| EFT18952 | 15/01/2016 | PROFESSIONAL PC SUPPORT | REMOTE FIX ON WINDOWS UPDATE | -140.01 |
| EFT18953 | 15/01/2016 | PAPER PLUS OFFICE NATIONAL | STATIONERY | -895.98 |
| EFT18954 | 15/01/2016 | RAY WHITE REAL ESTATE SHARK BAY | RENT ON 34 HUGHES | -1127.00 |
| EFT18955 | 15/01/2016 | SHARK BAY TAXI SERVICE | MONTHLY ACCOUNT | -1177.00 |
| EFT18956 | 15/01/2016 | SHARK BAY COMMUNITY | INSCRIPTION POST | -24.00 |
| EFT18957 | 15/01/2016 | SHARK BAY FREIGHTLINES | FREIGHT | -1429.51 |
| EFT18958 | 15/01/2016 | SHARK BAY SKIPS | MONTHLY ACCOUNTS | -3652.00 |
| EFT18959 | 15/01/2016 | SHARKBAY CARAVAN PARK | REFUND OF DEBTORS ACC PAID TWICE | -138.50 |
| EFT18960 | 15/01/2016 | MCKELL FAMILY TRUST | MONTHLY ACCOUNT | -10984.19 |
| EFT18961 | 15/01/2016 | STATE LAW PUBLISHER | ADVERT OF LOCAL LAWS | -1252.80 |
| EFT18962 | 15/01/2016 | WEST AUSTRALIAN NEWSPAPERS | COUNCIL MEETING DATES 2016 ADVERTISED | -218.40 |
| EFT18963 | | TRUST | | |
| EFT18964 | 18/01/2016 | AUSTRALIAN TAXATION OFFICE | PAYROLL DEDUCTIONS | -53155.00 |
| EFT18966 | 28/01/2016 | EMILY ELIZABETH WARD | REFUNDED FOR A FOUND GYM CARD, | -20.00 |
| EFT18967 | 29/01/2016 | GERALDTON TOYOTA | PROTECTIVE EQUIP FOR NEW VEHICLE | -434.95 |
| EFT18968 | 29/01/2016 | ASHDOWN INGRAM | 76 ML FLEXI DUCTING FOR AIR CONDITIONER | -223.30 |
| EFT18969 | 29/01/2016 | ALLOY & STAINLESS PRODUCTS | PURCHASE LITTER TOOL | -86.42 |
| EFT18970 | 29/01/2016 | AUSRECORD PTY LTD | STATIONERY | -245.30 |
| EFT18971 | 29/01/2016 | BUNNINGS BUILDING SUPPLIES | SMALL TOOL PURCHASE - ROUTER | -249.15 |
| EFT18972 | 29/01/2016 | BURTON TILING MAINTENANCE | MAINTENANCE REC CENTRE | -66.00 |
| EFT18973 | 29/01/2016 | FLAGWORLD | FLAGS | -405.00 |
| EFT18974 | 29/01/2016 | CHILD SUPPORT AGENCY | PAYROLL DEDUCTIONS | -585.66 |
| EFT18975 | 29/01/2016 | COVS AUTOMOTIVE, | VEHICLE PARTS - REPAIRS | -133.69 |
| EFT18976 | 29/01/2016 | CDH ELECTRICAL | REPAIR POWER FAULT AT SERVICE JETTY | -99.00 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|--------------|------------|-----------------------------------|--------------------------------------|---------------------|
| EFT18977 | 29/01/2016 | GERALDTON AUTO WHOLESALERS | PURCHASE 4X4 VEHICLE | -17656.40 |
| EFT18978 | 29/01/2016 | GEARING BUTCHER'S | SUPPLIES FOR OUTSIDE CREW | -277.85 |
| EFT18979 | 29/01/2016 | GYM CARE | REPLACEMENT PARTS FOR EQUIPMENT | -78.06 |
| EFT18980 | 29/01/2016 | ATOM-GERALDTON | HAND CLEANER & CUTTING DISCS | -785.96 |
| EFT18981 | 29/01/2016 | GRAY & LEWIS LAND USE PLANNERS | PLANNING ADVICE - GENERAL | -5332.25 |
| EFT18982 | 29/01/2016 | HORIZON POWER-MAIN USAGE | MONTHLY ACCOUNT EMERGENCY BUILDING | -599.00 |
| EFT18983 | 29/01/2016 | HTD SURVEYORS AND PLANNERS | FIELD SURVEY EMERGENCY SERVICES LOT | -3575.00 |
| EFT18985 | 29/01/2016 | LINDA BUTTERLY | TRAVEL COSTS | -192.16 |
| EFT18986 | 29/01/2016 | LG ASSIST AUSTRALIA | ADVERT FOR FINANCE COORDINATOR | -275.00 |
| EFT18987 | 29/01/2016 | LGIS RISK MANAGEMENT | OSH CONTRACTED SERVICES | -4455.00 |
| EFT18988 | 29/01/2016 | MARKET CREATIONS | DOMAIN NAME REGISTRATION | -99.00 |
| EFT18989 | 29/01/2016 | MATPRINT PTY LTD | VOYAGE OF DISCOVERY MATT x 3 | -754.55 |
| EFT18990 | 29/01/2016 | OUTBACK COAST AUTOMOTIVES | WHEEL ALIGNMENT FOR TOYOTA HILUX | -99.00 |
| EFT18991 | 29/01/2016 | OAKLEY EARTHWORKS PTY LTD | CONCRETE FOR FOOTPATHS | -3355.00 |
| EFT18992 | 29/01/2016 | PLUMOVATION | BURST WATER PIPE IN UNIT 11 | -308.00 |
| EFT18993 | 29/01/2016 | PROFESSIONAL PC SUPPORT | 5 WIRELESS LINKS FOR DEPOT AND SBDC | -3245.00 |
| EFT18994 | 29/01/2016 | PAPER PLUS OFFICE NATIONAL | WHITE BOARD | -348.41 |
| EFT18995 | 29/01/2016 | PAULS TYRES | TYRES FOR VEHICLES-P158,P128, | -2565.00 |
| EFT18996 | 29/01/2016 | DPAW | PASSES MONKEY MIA | -3240.00 |
| EFT18997 | 29/01/2016 | MP ROGERS & ASSOCIATES | REVIEW DESIGN -FORESHORE | -1287.00 |
| EFT18998 | 29/01/2016 | RICHARD CLAUDE MORONEY | MAINTENANCE - SBIC | -64.00 |
| EFT18999 | 29/01/2016 | STATE EMERGENCY SERVICE SHARK BAY | 2ND HALF OF 2015-16 LGGS | -18975.00 |
| EFT19000 | 29/01/2016 | STRAYA CONTRACTING PTY LTD | FOOTPATHS FREYCINET DRIVE | -1100.00 |
| EFT19001 | 29/01/2016 | TELSTRA CORPORATION LIMITED | MONTHLY ACCOUNT | -2592.40 |
| EFT19002 | 29/01/2016 | WALGA | 6 X 2016 DESK PAD CALENDARS | -57.00 |
| EFT19003 | 29/01/2016 | COMFORT INN WENTWORTH PLAZA | LAUNCH OF 2016 WEBSITE L BUTTERLY | -353.00 |
| EFT19004 | 29/01/2016 | YADGALAH ABORIGINAL CORP | HIRE-MINI DIGGER FOR FORESHORE RETIC | -325.00 |
| TOTAL | | | | \$850,131.73 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

SHIRE OF SHARK BAY – TRUST CHEQUE
DECEMBER 2015 – JANUARY 2016
TRUST CHEQUE # 1066-1068

| CHQ | DATE | NAME | DESCRIPTION | AMOUNT |
|--------------|------------|----------------------------|---------------------------|-----------------|
| 1066 | 31/12/2015 | PATRICIA ANDREW | BOOKEASY DECEMBER 2015 | -200.00 |
| 1067 | 08/01/2016 | CONSTRUCTION TRAINING FUND | BCITF DECEMBER 2016 | -51.75 |
| 1068 | 31/01/2016 | BILLABONG ROADHOUSE | TICKET SALES JANUARY 2016 | -162.00 |
| TOTAL | | | | \$413.75 |

SHIRE OF SHARK BAY – TRUST EFT
DECEMBER 2015 – JANUARY 2016
EFT 18631 TO 18727

| EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|------------------------------|-------------------------|----------|
| EFT18728 | -18748 | MUNI | | |
| EFT18749 | 03/12/2015 | INTEGRITY COACH LINES | BOOKEASY NOVEMBER 2015 | -270.60 |
| EFT18750 | -18803 | MUNI | | |
| EFT18804 | -18810 | CANCELLED | | |
| EFT18818 | 11/12/2015 | DONNELLE OAKLEY | REFUND GYM CARD | -20.00 |
| EFT18880 | 31/12/2015 | JAMES SNR POLAND | ART SALES DECEMBER 2015 | -80.00 |
| EFT18881 | 31/12/2015 | MAC ATTACK FISHING CHARTERS | BOOKEASY DECEMBER 2015 | -871.25 |
| EFT18882 | 31/12/2015 | BEST WESTERN HOSPITALITY INN | BOOKEASY DECEMBER 2015 | -126.65 |
| EFT18883 | 31/12/2015 | BAY LODGE MIDWEST OASIS | BOOKEASY DECEMBER 2015 | -308.50 |
| EFT18884 | 31/12/2015 | BLUE LAGOON PEARLS | BOOKEASY DECEMBER 2015 | -178.50 |
| EFT18885 | 31/12/2015 | SHARK BAY COASTAL TOURS | BOOKEASY DECEMBER 2015 | -1960.10 |
| EFT18886 | 31/12/2015 | DENHAM SEASIDE CARAVAN PARK | BOOKEASY DECEMBER 2015 | -221.00 |
| EFT18887 | 31/12/2015 | EMILY ELIZABETH WARD | ART SALES DECEMBER 2015 | -5.56 |
| EFT18888 | 31/12/2015 | HARTOG COTTAGES | BOOKEASY DECEMBER 2015 | -1157.20 |
| EFT18889 | 31/12/2015 | HERITAGE RESORT SHARK BAY | BOOKEASY DECEMBER 2015 | -316.80 |
| EFT18890 | 31/12/2015 | KALBARRI EDGE RESORT | BOOKEASY DECEMBER 2015 | -190.40 |
| EFT18891 | 31/12/2015 | MONKEY MIA YACHT CHARTERS) | BOOKEASY DECEMBER 2015 | -5139.20 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|------------|-------------|---------------------------------|-----------------------------|---------------|
| EFT18728 | -18748 | MUNI | | |
| EFT18892 | 31/12/2015 | MONKEYMIA WILDSIGHTS | BOOKEASY DECEMBER 2015 | -8762.13 |
| EFT18893 | 31/12/2015 | WA OCEAN PARK PTY LTD | BOOKEASY DECEMBER 2015 | -863.60 |
| EFT18894 | 31/12/2015 | SHARK BAY QUAD BIKES | BOOKEASY DECEMBER 2015 | -1377.00 |
| EFT18895 | 31/12/2015 | RAC MONKEY MIA DOLPHIN RESORT | BOOKEASY DECEMBER 2015 | -1427.60 |
| EFT18896 | 31/12/2015 | SHARK BAY HOTEL MOTEL | BOOKEASY DECEMBER 2015 | -318.75 |
| EFT18897 | 31/12/2015 | SHARK BAY AIR CHARTER | BOOKEASY DECEMBER 2015 | -211.20 |
| EFT18898 | 31/12/2015 | SHARKBAY CARAVAN PARK | BOOKEASY DECEMBER 2015 | -544.00 |
| EFT18899 | 31/12/2015 | SHARK BAY FISHING AND ECO TOURS | BOOKEASY DECEMBER 2015 | -425.00 |
| EFT18900 | 31/12/2015 | SHIRE OF SHARK BAY | BOOKEASY COMM DECEMBER 2015 | -4942.66 |
| EFT18901 | 31/12/2015 | TRADEWINDS APARTMENTS | BOOKEASY DECEMBER 2015 | -633.60 |
| EFT18902 | 31/12/2015 | WULA GUDA NYINDA (CAPES) | BOOKEASY DECEMBER 2015 | -6192.25 |
| EFT18911 | 08/01/2016 | DEPARTMENT OF COMMERCE - | BUILDING LEVY DECEMBER 2016 | -283.25 |
| EFT18912 | 08/01/2016 | SHIRE OF SHARK BAY | BCITF FEE DECEMBER 2016 | -33.25 |
| EFT18963 | 15/01/2016 | JOSEPHINE BEECROFT | GYM CARD DEPOSIT REFUND | -20.00 |
| EFT18965 | 28/01/2016 | EMILY ELIZABETH WARD | GYM CARD FEE RETURN | -20.00 |
| EFT18728 | 18803 | MUNI | | |
| EFT19005 | 31/01/2016 | MAC ATTACK FISHING CHARTERS | BOOKEASY JANUARY 2016 | -446.25 |
| EFT19006 | 31/01/2016 | CONSTRUCTION TRAINING FUND | BCITF JANUARY 2016 | -503.50 |
| EFT19007 | 31/01/2016 | BAY LODGE MIDWEST OASIS | BOOKEASY JANUARY 2016 | -641.75 |
| EFT19008 | 31/01/2016 | SHARK BAY COASTAL TOURS | BOOKEASY JANUARY 2016 | -3835.20 |
| EFT19009 | 31/01/2016 | DEPARTMENT OF COMMERCE | BUILDING LEVY JANUARY 2016 | -459.50 |
| EFT19010 | 31/01/2016 | EMILY ELIZABETH WARD | CARD SALE JANUARY 2016 | -5.56 |
| EFT19011 | 31/01/2016 | HAMELIN POOL CARAVAN PARK | BOOKEASY JANUARY 2016 | -18.70 |
| EFT19012 | 31/01/2016 | HERITAGE RESORT SHARK BAY | BOOKEASY JANUARY 2016 | -299.20 |
| EFT19013 | 31/01/2016 | INTEGRITY COACH LINES | BOOKEASY JANUARY 2016 | -84.40 |
| EFT19014 | 31/01/2016 | MONKEY MIA YACHT CHARTERS | BOOKEASY JANUARY 2016 | -3648.48 |
| EFT19015 | 31/01/2016 | MONKEYMIA WILDSIGHTS | BOOKEASY JANUARY 2016 | -6811.02 |
| EFT19016 | 31/01/2016 | WA OCEAN PARK PTY LTD | BOOKEASY JANUARY 2016 | -37.40 |
| EFT19017 | 31/01/2016 | SHARK BAY QUAD BIKES | BOOKEASY JANUARY 2016 | -357.00 |
| EFT19018 | 31/01/2016 | RAC MONKEY MIA DOLPHIN RESORT | BOOKEASY JANUARY 2016 | -2788.72 |
| EFT19019 | 31/01/2016 | SHARK BAY HOTEL MOTEL | BOOKEASY JANUARY 2016 | -743.75 |
| EFT19020 | 31/01/2016 | SHARK BAY AIR CHARTER | BOOKEASY JANUARY 2016 | -211.20 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|------------|-------------|--------------------------|----------------------------|--------------------|
| EFT18728 | -18748 | MUNI | | |
| EFT19021 | 31/01/2016 | SHARKBAY CARAVAN PARK | BOOKEASY JANUARY 2016 | -454.75 |
| EFT19022 | 31/01/2016 | SHIRE OF SHARK BAY | BOOKEASY COMM JANUARY 2016 | -3542.77 |
| EFT19023 | 31/01/2016 | WULA GUDA NYINDA (CAPES) | BOOKEASY JANUARY 2016 | -1742.50 |
| | | | TOTAL | \$63,531.70 |

24 FEBRUARY 2016

12.2 FINANCIAL REPORTS TO 31 DECEMBER 2015
CM00017

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Capewell
Seconded Cr Ridgley

Council Resolution

That the monthly financial report to 31 December 2015 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 December 2015** are attached.

Voting Requirements

Simple Majority Required

Signature

| | |
|-------------------------|-------------------|
| Author | <i>C Wood</i> |
| Chief Executive Officer | <i>P Anderson</i> |
| Date of Report | 19 January 2016 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

SHIRE OF SHARK BAY

MONTHLY FINANCIAL REPORT

For the Period Ended 31 December 2015

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | | | | |
|--|------|--------------------|--------------------|--------------------|------------------|--------------------|----------|
| STATEMENT OF FINANCIAL ACTIVITY | | | | | | | |
| (Statutory Reporting Program) | | | | | | | |
| For the Period Ended 31 December 2015 | | | | | | | |
| | Note | Original Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. |
| | | \$ | \$ | \$ | \$ | % | |
| Operating Revenues | | | | | | | |
| Governance | | 12,605 | 9,605 | 45,944 | 36,339 | 0.00% | ▲ |
| General Purpose Funding - Rates | 9 | 1,214,780 | 1,234,621 | 1,183,701 | (50,920) | (4.1%) | ▼ |
| General Purpose Funding - Other | | 1,961,795 | 982,897 | 570,877 | (412,020) | (41.9%) | ▼ |
| Law, Order and Public Safety | | 93,350 | 70,749 | 31,952 | (38,797) | (55%) | ▼ |
| Health | | 750 | 750 | 751 | 1 | 0.13% | ▲ |
| Housing | | 88,660 | 42,408 | 45,738 | 3,330 | 7.9% | ▲ |
| Community Amenities | | 272,000 | 231,002 | 255,168 | 24,166 | 10.46% | ▲ |
| Recreation and Culture | | 307,900 | 110,098 | 142,629 | 32,531 | 29.5% | ▲ |
| Transport | | 454,556 | 430,146 | 403,199 | (26,947) | (6.3%) | ▼ |
| Economic Services | | 730,107 | 399,067 | 381,118 | (17,949) | (4.5%) | ▼ |
| Other Property and Services | | 25,000 | 12,500 | 21,983 | 9,483 | 75.9% | ▲ |
| Total Operating Revenue | | 5,161,503 | 3,523,843 | 3,083,060 | (440,783) | (12.51%) | ▼ |
| Operating Expense | | | | | | | |
| Governance | | (285,318) | (161,808) | (198,639) | (36,831) | 22.8% | ▼ |
| General Purpose Funding | | (122,096) | (61,796) | (68,530) | (6,734) | 10.9% | ▼ |
| Law, Order and Public Safety | | (334,324) | (199,740) | (252,683) | (52,943) | 26.5% | ▼ |
| Health | | (55,358) | (25,933) | (32,130) | (6,197) | 23.9% | ▼ |
| Housing | | (174,917) | (93,416) | (89,829) | 3,587 | (3.8%) | ▲ |
| Community Amenities | | (639,881) | (335,347) | (288,450) | 46,897 | (14.0%) | ▲ |
| Recreation and Culture | | (1,945,392) | (1,038,435) | (1,007,000) | 31,435 | (3.0%) | ▲ |
| Transport | | (2,028,899) | (1,032,978) | (807,498) | 225,480 | (21.8%) | ▲ |
| Economic Services | | (1,216,609) | (622,159) | (596,282) | 25,877 | (4.2%) | ▲ |
| Other Property and Services | | (25,000) | (30,699) | (150,014) | (119,315) | 388.7% | ▼ |
| Total Operating Expenditure | | (6,827,793) | (3,602,311) | (3,491,055) | 111,256 | (3.1%) | |
| Funding Balance Adjustments | | | | | | | |
| Add back Depreciation | | 2,355,680 | 981,515 | 911,896 | (69,619) | | |
| Adjust (Profit)/Loss on Asset Disposal | 8 | (543) | (543) | 54,894 | 55,437 | | |
| Adjust Provisions and Accruals | | 0 | | 0 | | | |
| Net Cash from Operations | | 688,846 | 902,504 | 558,795 | (343,709) | (38.08%) | |
| Capital Revenues | | | | | | | |
| Grants, Subsidies and Contributions | 11 | 7,582,260 | 293,002 | 661,884 | 368,882 | 125.9% | ▲ |
| Proceeds from Disposal of Assets | 8 | 206,000 | 123,698 | 123,698 | 0 | (0.0%) | ▲ |
| Total Capital Revenues | | 7,788,260 | 416,700 | 785,582 | 368,882 | 88.5% | |
| Capital Expenses | | | | | | | |
| Land Held for Resale | | | | | | | |
| Land and Buildings | 13 | (102,675) | (58,327) | (106,431) | (48,104) | 0.00% | ▼ |
| Infrastructure - Roads | 13 | (1,106,349) | (172,626) | (55,879) | 116,747 | 67.6% | ▲ |
| Infrastructure - Public Facilities | 13 | (7,615,580) | (137,399) | (438,401) | (301,002) | (219.1%) | ▼ |
| Infrastructure - Streetscapes | 13 | (50,000) | (24,699) | (3,709) | 20,990 | 85.0% | ▲ |
| Infrastructure - Footpaths | 13 | (50,000) | (16,668) | (36,089) | (19,421) | (116.5%) | ▼ |
| Infrastructure - Drainage | 13 | (40,000) | (28,003) | (16,468) | 11,535 | 41.2% | ▲ |
| Heritage Assets | 13 | (10,000) | (1,246) | (8,878) | (7,632) | 0.0% | ▼ |
| Plant and Equipment | 13 | (869,000) | (754,000) | (447,721) | 306,279 | 40.6% | ▲ |
| Furniture and Equipment | 13 | (22,000) | (17,000) | (6,550) | 10,450 | 61.5% | ▲ |
| Total Capital Expenditure | | (9,865,604) | (1,209,968) | (1,120,126) | 89,842 | 7.4% | |
| Net Cash from Capital Activities | | (2,077,344) | (793,268) | (334,544) | 458,724 | 57.83% | |
| Financing | | | | | | | |
| Proceeds from New Debentures | | 0 | 0 | 0 | 0 | | |
| Transfer from Reserves | 7 | 1,361,289 | 814,931 | 814,931 | 0 | 0.00% | |
| Repayment of Debentures | 10 | (111,745) | (55,872) | (55,043) | 829 | 1.5% | ▼ |
| Transfer to Reserves | 7 | (519,027) | (448,948) | (448,948) | 0 | 0.0% | |
| Net Cash from Financing Activities | | 730,517 | 310,111 | 310,940 | 829 | (0.27%) | |
| Net Operations, Capital and Financing | | (657,981) | 419,347 | 535,192 | 115,845 | (27.62%) | ▲ |
| Opening Funding Surplus(Deficit) | 3 | 657,981 | 657,981 | 2,432,569 | 1,774,588 | | |
| Closing Funding Surplus(Deficit) | 3 | 0 | 1,077,328 | 2,967,761 | 1,890,433 | (175.47%) | ▲ |

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

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | |
|---|------|--------------------|--------------------|--------------------|
| STATEMENT OF FINANCIAL ACTIVITY | | | | |
| (By Nature or Type) | | | | |
| For the Period Ended 31 December 2015 | | | | |
| | Note | Original Budget | YTD Budget (a) | YTD Actual (b) |
| Operating Revenues | | | | |
| Rates | 9 | \$ 1,206,380 | \$ 1,229,925 | \$ 1,175,466 |
| Operating Grants, Subsidies and Contributions | 11 | 2,382,428 | 1,413,277 | 885,710 |
| Fees and Charges | | 1,231,425 | 715,469 | 732,730 |
| Interest Earnings | | 75,694 | 37,845 | 103,885 |
| Other Revenue | | 237,175 | 98,926 | 134,727 |
| Profit on Disposal of Assets | 8 | 28,401 | 28,401 | 50,542 |
| Total Operating Revenue | | 5,161,503 | 3,523,843 | 3,083,060 |
| Operating Expense | | | | |
| Employee Costs | | (1,938,330) | (998,211) | (1,062,122) |
| Materials and Contracts | | (2,026,612) | (1,058,366) | (1,122,535) |
| Utility Charges | | (158,750) | (79,443) | (61,940) |
| Depreciation on Non-Current Assets | | (2,355,680) | (1,177,818) | (911,896) |
| Interest Expenses | | (20,432) | (10,217) | (4,418) |
| Insurance Expenses | | (129,668) | (129,670) | (149,196) |
| Other Expenditure | | (170,462) | (120,728) | (98,057) |
| Loss on Disposal of Assets | 8 | (27,858) | (27,858) | (80,891) |
| Total Operating Expenditure | | (6,827,793) | (3,602,311) | (3,491,055) |
| Funding Balance Adjustments | | | | |
| Add back Depreciation | | 2,355,680 | 981,515 | 911,896 |
| Adjust (Profit)/Loss on Asset Disposal | 8 | (543) | (543) | 54,894 |
| Adjust Provisions and Accruals | | 0 | 0 | 0 |
| Net Cash from Operations | | 688,846 | 902,504 | 558,795 |
| Capital Revenues | | | | |
| Grants, Subsidies and Contributions | 11 | 7,582,260 | 293,002 | 661,884 |
| Proceeds from Disposal of Assets | 8 | 206,000 | 123,698 | 123,698 |
| Total Capital Revenues | | 7,788,260 | 416,700 | 785,582 |
| Capital Expenses | | | | |
| Land Held for Resale | | 0 | 0 | 0 |
| Land and Buildings | 13 | (102,675) | (58,327) | (106,431) |
| Infrastructure - Roads | 13 | (1,106,349) | (172,626) | (55,879) |
| Infrastructure - Public Facilities | 13 | (7,615,580) | (137,399) | (438,401) |
| Infrastructure - Streetscapes | 13 | (50,000) | (24,699) | (3,709) |
| Infrastructure - Footpaths | 13 | (50,000) | (16,668) | (36,089) |
| Infrastructure - Drainage | 13 | (40,000) | (28,003) | (16,468) |
| Heritage Assets | 13 | (10,000) | (1,246) | (8,878) |
| Plant and Equipment | 13 | (869,000) | (754,000) | (447,721) |
| Furniture and Equipment | 13 | (22,000) | (17,000) | (6,550) |
| Total Capital Expenditure | | (9,865,604) | (1,209,968) | (1,120,126) |
| Net Cash from Capital Activities | | (2,077,344) | (793,268) | (334,544) |
| Financing | | | | |
| Proceeds from New Debentures | | 0 | 0 | 0 |
| Transfer from Reserves | 7 | 1,361,289 | 814,931 | 814,931 |
| Repayment of Debentures | 10 | (111,745) | (55,872) | (55,043) |
| Transfer to Reserves | 7 | (519,027) | (448,948) | (448,948) |
| Net Cash from Financing Activities | | 730,517 | 310,111 | 310,940 |
| Net Operations, Capital and Financing | | (657,981) | 419,347 | 535,192 |
| Opening Funding Surplus(Deficit) | 3 | 657,981 | 657,981 | 2,432,569 |
| Closing Funding Surplus(Deficit) | 3 | 0 | 1,077,328 | 2,967,761 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| SHIRE OF SHARK BAY | |
|---|---|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | |
| For the Period Ended 31 December 2015 | |
| 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 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | | |
|--|--|--|---|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 December 2015 | | | | | |
| 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. | | | | |
| | | | 1 | | |
| | (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 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | | |
|---|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 December 2015 | | | | | |
| 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. | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

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| SHIRE OF SHARK BAY | | | | |
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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 December 2015 | | | | |
| 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

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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 December 2015 | | | | |
| 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 | | | | 18 years |
| Footpaths | | | | 40 to 80 years |
| Drainage Systems | | | | |
| - Drains and Kerbs | | | | 20 to 60 years |
| - Culverts | | | | 60 years |
| - Pipes | | | | 80 years |
| - Pits | | | | 60 years |
| The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period. | | | | |
| An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount. | | | | |
| Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise. | | | | |
| When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus. | | | | |
| 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

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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 December 2015 | | | | | |
| 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. | | | | |

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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 December 2015 | | | | | |
| 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

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| SHIRE OF SHARK BAY | | | | |
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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 December 2015 | | | | |
| 1. | SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | |
| | (I) Financial Instruments (Continued) | | | |
| | <p>The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.</p> | | | |
| | <i>(i) Financial assets at fair value through profit and loss</i> | | | |
| | <p>Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short term profit taking. Assets in this category are classified as current assets. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss.</p> | | | |
| | <i>(ii) Loans and receivables</i> | | | |
| | <p>Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.</p> | | | |
| | <p>Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.</p> | | | |
| | <i>(iii) Held-to-maturity investments</i> | | | |
| | <p>Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Council's management has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.</p> | | | |
| | <p>Held-to-maturity investments are included in current assets where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.</p> | | | |
| | <i>(iv) Available-for-sale financial assets</i> | | | |
| | <p>Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.</p> | | | |
| | <p>They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.</p> | | | |
| | <p>Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available for sale financial assets are classified as non-current.</p> | | | |
| | <i>(v) Financial liabilities</i> | | | |
| | <p>Non-derivative financial liabilities (excl. financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in the profit or loss.</p> | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

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| SHIRE OF SHARK BAY | | | | | |
|--|---|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 December 2015 | | | | | |
| 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

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| SHIRE OF SHARK BAY | | | | | |
|---|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 December 2015 | | | | | |
| 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 obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. | | | | | |
| (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

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| SHIRE OF SHARK BAY | | | | | |
|--|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 December 2015 | | | | | |
| 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

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| Shire of Shark Bay | | | | | |
|---|-----------|-----------|------|-------------------|--|
| EXPLANATION OF MATERIAL VARIANCES | | | | | |
| For the Period Ended 31 December 2015 | | | | | |
| Note 2: EXPLANATION OF MATERIAL VARIANCES | | | | | |
| Reporting Program | Var. \$ | Var. % | Var. | Timing/ Permanent | Explanation of Variance |
| Operating Revenues | \$ | % | | | |
| Governance | 36,339 | 0 | ▲ | Permanent | Insurance reimbursements received. |
| General Purpose Funding - Rates | (50,920) | (4.12%) | ▼ | Permanent | Variance is due to Rates paid in advance being applied to this area. |
| General Purpose Funding - Other | (412,020) | (41.92%) | ▼ | Permanent | the 15-16 FAG being made in June and increase in interest revenue on the WATC investment. |
| Law, Order and Public Safety | (38,797) | (54.84%) | ▼ | Timing | Cyclone Olwyn reimbursement received in June. Further funding to come |
| Health | 1 | 0.13% | ▲ | Permanent | No reportable variance |
| Housing | 3,330 | 7.85% | ▲ | Timing | Pensioner Units rents invoiced in advance |
| Community Amenities | 24,166 | 10.46% | ▲ | Permanent | Refuse site fees and domestic rubbish removal higher than expected. |
| Recreation and Culture | 32,531 | 29.55% | ▲ | Permanent | Increase sales at Shark Bay Discovery Centre and annual Gym fees raised (Timing) |
| Transport | (26,947) | (6.26%) | ▼ | Timing | Payment for final instalment of Useless Loop maintenance funds yet to be received |
| Economic Services | (17,949) | (4.50%) | ▼ | Permanent | Grant for 2016 Celebrations received - unbudgeted and MR Shark Bay Road receipts lower than expected. |
| Other Property and Services | 9,483 | 75.9% | ▲ | Permanent | Diesel fuel rebate and refunds income higher than expected |
| Operating Expense | | | | | |
| Governance | (36,831) | 22.76% | ▼ | Timing | Insurance budget incorrect. |
| General Purpose Funding | (6,734) | 10.90% | ▼ | Permanent | Allocation of overheads greater than expected. |
| Law, Order and Public Safety | (52,943) | 26.51% | ▼ | Permanent | Cyclone Olwyn expenses to be recovered |
| Health | (6,197) | 23.90% | ▼ | Permanent | Health expenses allocation less than expected |
| Housing | 3,587 | (3.84%) | ▲ | Timing | No reportable variance |
| Community Amenities | 46,897 | (13.98%) | ▲ | Timing | Refuse Site operational expenses and Planning Scheme costs less than expected at this time |
| Recreation and Culture | 31,435 | (3.03%) | ▲ | Timing | Council Assistance Program not fully expended and Cape Inscription maintenance not yet started. |
| Transport | 225,480 | (21.83%) | ▲ | Permanent/Timing | Depreciation expense lower than expected and road maintenance greater than expected at this time. (Timing) |
| Economic Services | 25,877 | (4.16%) | ▲ | Timing | Less expenditure in Community Development and Tourism at this time. |
| Other Property and Services | (119,315) | 388.66% | ▼ | Timing | Under recovery in labour and plant overheads |
| Capital Revenues | | | | | |
| Grants, Subsidies and Contributions | 368,882 | 125.90% | ▲ | Timing | Capital Grants received greater than TYD budget |
| Proceeds from Disposal of Assets | 0 | (0.0%) | ▲ | Permanent | No Reportable Variance |
| Capital Expenses | | | | | |
| Land and Buildings | (48,104) | 0.0% | ▼ | Timing | Project carried forward - no YTD budget |
| Infrastructure - Roads | 116,747 | 67.63% | ▲ | Timing | Road projects yet to be commenced |
| Infrastructure - Public Facilities | (301,002) | (219.07%) | ▼ | Timing | Carried Forward Projects have no TYD budgets and Foreshore YTD budget too low |
| Infrastructure - Footpaths | (19,421) | (116.5%) | ▼ | Timing | Footpath project progressing |
| Infrastructure - Drainage | 11,535 | 41.2% | ▲ | Timing | Project progressing |
| Heritage Assets | (7,632) | 0.0% | ▼ | Timing | Carried Forward Project - Old Jail |
| Plant and Equipment | 306,279 | 40.6% | ▲ | Timing | Plant Replacement program will be finished early in New Year |
| Furniture and Equipment | 10,450 | 61.5% | ▲ | Timing | Projects to be completed |
| Financing | | | | | |
| Loan Principal | 829 | 1.48% | ▼ | Timing | No reportable variance |

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

MINUTES OF THE ORDINARY COUNCIL MEETING

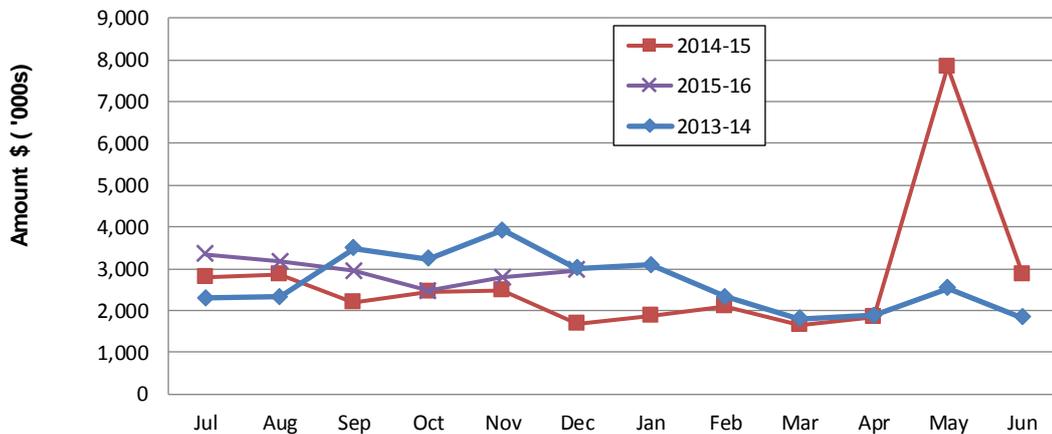
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Shire of Shark Bay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2015

Note 3: NET CURRENT FUNDING POSITION

| | Note | Positive=Surplus (Negative=Deficit) | | |
|-------------------------------------|------|-------------------------------------|------------------|------------------|
| | | YTD 31 Dec 2015 | 30th June 2015 | YTD 31 Dec 2014 |
| | | \$ | \$ | \$ |
| Current Assets | | | | |
| Cash Unrestricted | 4 | 7,901,787 | 2,225,145 | 2,853,756 |
| Cash Restricted | 4 | 1,069,521 | 7,744,335 | 1,994,965 |
| Receivables - Rates | 6 | 347,415 | 12,610 | 336,542 |
| Receivables -Other | 6 | 682,898 | 505,672 | 51,217 |
| Interest / ATO Receivable | | 16,566 | 5,522 | 10,484 |
| Inventories | | 111,506 | 110,379 | 146,545 |
| | | 10,129,693 | 10,603,663 | 5,393,509 |
| Less: Current Liabilities | | | | |
| Payables | | (165,467) | (208,647) | (688,063) |
| Provisions | | (226,944) | (226,944) | (249,152) |
| | | (5,700,000) | (5,700,000) | 0 |
| | | (6,092,411) | (6,135,591) | (937,215) |
| Less: Cash Reserves | 7 | (1,069,521) | (2,035,504) | (1,994,965) |
| Net Current Funding Position | | 2,967,761 | 2,432,569 | 2,461,329 |

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

Liquidity has increased due to funding received in advance for road projects.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 December 2015

Note 4: CASH AND INVESTMENTS

| | Interest Rate | Unrestricted \$ | Restricted \$ | Trust \$ | Total Amount \$ | Institution | Maturity Date |
|---|---------------|------------------|------------------|----------------|------------------|-------------|---------------|
| (a) Cash Deposits | | | | | | | |
| Municipal Bank Account | 0.10% | 127,175 | | | 127,175 | Bankwest | At Call |
| Reserve Bank Account | 0.00% | | 19,521 | | 19,521 | Bankwest | At Call |
| Telenet Saver | 1.80% | 508,632 | | | 508,632 | Bankwest | At Call |
| Trust Bank Account | 0.00% | | | 6,494 | 6,494 | Bankwest | At Call |
| Cash On Hand | | 800 | | | 800 | | On Hand |
| (b) Term Deposits | | | | | | | |
| WATC Grant Funding | 1.95% | 5,765,180 | | | 5,765,180 | WATC | At Call |
| Muni Term Deposit No 2 | 2.60% | 1,000,000 | | | 1,000,000 | Bankwest | Feb 2016 |
| Muni Term Deposit No 3 | 2.90% | 500,000 | | | | Bankwest | Feb 2016 |
| Trust | 2.70% | | | 94,071 | 94,071 | Bankwest | Mar 2016 |
| Reserve Investment Account No 4 | 2.70% | | 1,050,000 | | 1,050,000 | Bankwest | May 2016 |
| | 2.70% | | 600,000 | | 600,000 | Bankwest | 1/03/2016 |
| Total | | 7,901,787 | 1,069,521 | 100,565 | 8,571,873 | | |
| Comments/Notes - Investments | | | | | | | |
| Surplus funds invested for terms conducive to cashflow requirements | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

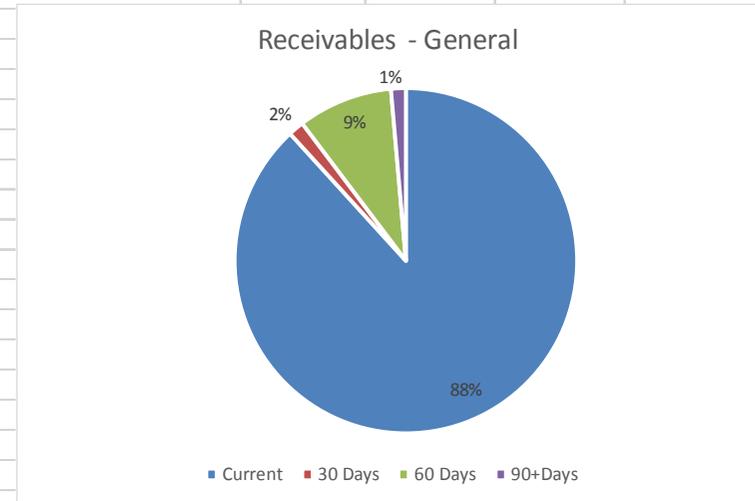
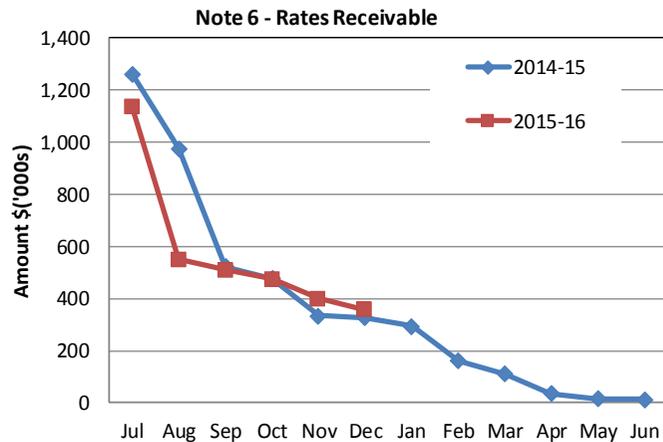
Shire of Shark Bay
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 December 2015

Note 6: RECEIVABLES

| Receivables - Rates Receivable | YTD 31 Dec 2015 | 30 June 2015 |
|--------------------------------|-----------------|--------------|
| | \$ | \$ |
| Opening Arrears Previous Years | 5,744 | 6,217 |
| Levied this year | 1,175,951 | 1,119,537 |
| Less Collections to date | (824,949) | (1,120,010) |
| Equals Current Outstanding | 356,746 | 5,744 |
| Net Rates Collectable | 356,746 | 5,744 |
| % Collected | 69.81% | 99.49% |

| Receivables - General | Current | 30 Days | 60 Days | 90+Days |
|--|---------|---------|---------|----------------|
| | \$ | \$ | \$ | \$ |
| Receivables - General | 599,445 | 10,063 | 60,929 | 9,472 |
| Total Receivables General Outstanding | | | | 679,909 |

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates

Rates collection is slightly lower than last year

No major issues at this time - major debtors are Department of Regional Development, Department of Parks and Wildlife and Main Roads.

MINUTES OF THE ORDINARY COUNCIL MEETING

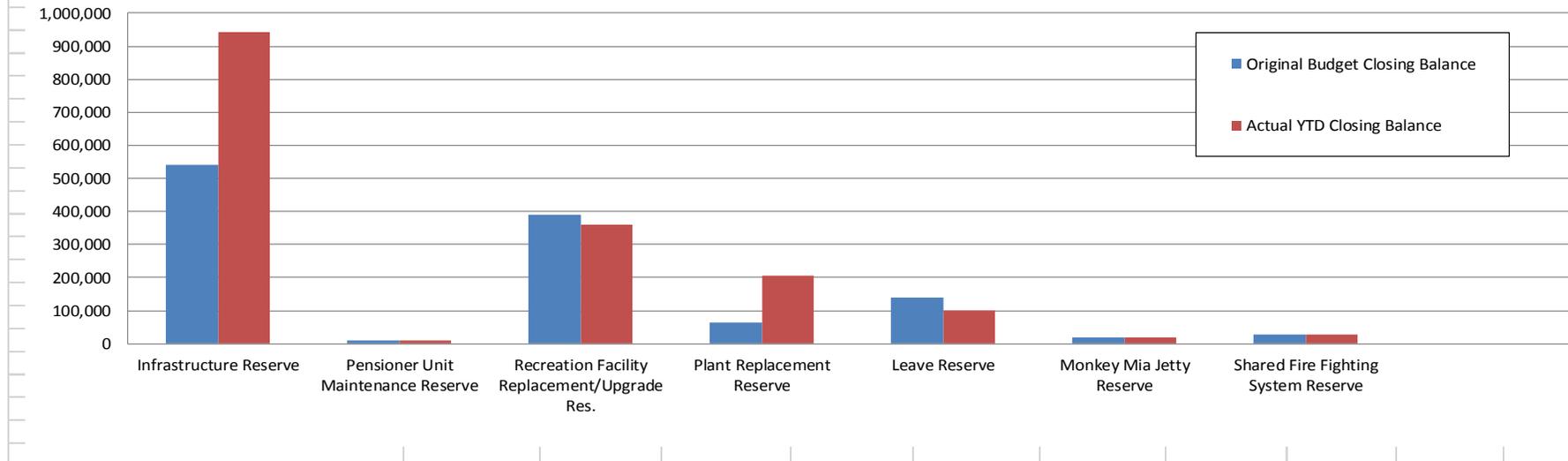
24 FEBRUARY 2016

Shire of Shark Bay
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 December 2015

Note 7: Cash Backed Reserve

| 2015-16 | | Original Budget Interest Earned | Actual Interest Earned | Original Budget Transfers In (+) | Actual Transfers In (+) | Original Budget Transfers Out (-) | Actual Transfers Out (-) | Transfer out Reference | Original Budget Closing Balance | Actual YTD Closing Balance |
|--|------------------|---------------------------------|------------------------|----------------------------------|-------------------------|-----------------------------------|--------------------------|------------------------|---------------------------------|----------------------------|
| Name | Opening Balance | | | | | | | | | |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | | \$ | \$ |
| Infrastructure Reserve | 1,279,923 | 23,880 | 21,735 | 57,781 | 0 | (819,614) | (358,656) | | 541,970 | 943,002 |
| Pensioner Unit Maintenance Reserve | 28,049 | 709 | 632 | 10,000 | 10,000 | (28,675) | (28,675) | | 10,083 | 10,006 |
| Recreation Facility Replacement/Upgrade Res. | 401,657 | 8,505 | 9,060 | 0 | 0 | (20,000) | (49,500) | | 390,162 | 361,217 |
| Plant Replacement Reserve | 152,853 | 3,824 | 3,624 | 400,000 | 400,000 | (493,000) | (350,100) | | 63,677 | 206,377 |
| Leave Reserve | 126,569 | 3,163 | 2,851 | 10,000 | 0 | 0 | (28,000) | | 139,732 | 101,420 |
| Monkey Mia Jetty Reserve | 19,866 | 498 | 447 | 0 | 0 | 0 | 0 | | 20,364 | 20,313 |
| Shared Fire Fighting System Reserve | 26,587 | 667 | 599 | 0 | 0 | 0 | 0 | | 27,254 | 27,186 |
| | 2,035,504 | 41,246 | 38,948 | 477,781 | 410,000 | (1,361,289) | (814,931) | | 1,193,242 | 1,669,521 |

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



MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Shire of Shark Bay | | | | | | | |
|---|------------------|----------------|-----------------|-------------------------------|-----------------------------|----------------------|-----------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | |
| For the Period Ended 31 December 2015 | | | | | | | |
| Note 8 CAPITAL DISPOSALS | | | | | | | |
| Actual YTD Profit/(Loss) of Asset Disposal | | | | | Original Budget | | |
| | | | | | YTD 31 12 2015 | | |
| Cost | Accum Depr | Proceeds | Profit (Loss) | | Annual Budget Profit/(Loss) | Actual Profit/(Loss) | Variance |
| \$ | \$ | \$ | \$ | | \$ | \$ | \$ |
| | | | | Plant and Equipment | | | |
| | | | | Governance | | | |
| 66,264 | (22,112) | 50,909 | 6,757 | CEO Vehicle | 974 | 6,757 | 5,783 |
| | | | | EMFA Vehicle | 5,381 | 0 | (5,381) |
| 160,825 | (90,345) | 0 | (70,480) | Furniture & Equipment | (3,904) | (70,480) | (66,576) |
| | | | | Recreation and Culture | | | |
| 1,921 | (332) | | (1,589) | SBDC Furniture & Equipment | 0 | (1,589) | (1,589) |
| | | | | Transport | | | |
| | | | | Ute - Ranger | 7,318 | 0 | (7,318) |
| 40,050 | (12,703) | 27,789 | 442 | Ute - Country Supervisor | (5,666) | 442 | 6,108 |
| | | | | 5 Tonne Tip Truck | (1,621) | 0 | 1,621 |
| | | | | Truck - Gardeners | (16,843) | 0 | 16,843 |
| 25,000 | (11,260) | 12,000 | (1,740) | Case Tractor | (2,480) | (1,740) | 740 |
| 2,500 | (1,126) | 0 | (1,374) | Slasher | (1,248) | (1,374) | (126) |
| 0 | 0 | 0 | 0 | Road Broom | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | Auger | 0 | 0 | 0 |
| 26,667 | (12,464) | 33,000 | 18,797 | Front end Loader | 11,688 | 18,797 | 7,109 |
| 8,589 | (2,881) | 0 | (5,708) | Plant and Equipment | 0 | (5,708) | (5,708) |
| | | | | Economic Services | | | |
| | | | | EMCD Vehicle | 3,040 | | (3,040) |
| 331,815 | (153,223) | 123,698 | (54,894) | | (3,361) | (54,894) | (51,533) |
| Comments - Capital Disposal/Replacements | | | | | | | |
| Some disposals relate to the tidy up of the assets register, and relate to assets that are no longer held or are of a minor value. eg Furniture and Equipment | | | | | | | |
| These disposals result in a loss on sale. | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Shire of Shark Bay | | | | | | | | | | | |
|---|------------|----------------------|-------------------|-----------------|------------------|---------------|------------------|------------------------|------------------------|---------------------|-------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | | | | | |
| For the Period Ended 31 December 2015 | | | | | | | | | | | |
| NOTE 9: RATING INFORMATION | Rate in \$ | Number of Properties | Rateable Value \$ | Rate Revenue \$ | Interim Rates \$ | Back Rates \$ | Total Revenue \$ | Budget Rate Revenue \$ | Budget Interim Rate \$ | Budget Back Rate \$ | Budget Total Revenue \$ |
| RATE TYPE | | | | | | | | | | | |
| Differential General Rate | | | | | | | | | | | |
| GRV Rateable Property | 8.8769 | 276 | 3,270,517 | 273,135 | | | 273,135 | 290,321 | 1,000 | | 291,321 |
| GRV Vacant | 8.8769 | 22 | 605,530 | 53,752 | | | 53,752 | 53,752 | | | 53,752 |
| GRV - Commercial | 8.8769 | 43 | 2,088,443 | 181,182 | | | 181,182 | 185,389 | | | 185,389 |
| GRV - Industrial/Residential | 8.8769 | 44 | 673,769 | 55,579 | | | 55,579 | 59,810 | | | 59,810 |
| GRV Industrial /Residential Vacant | 8.8769 | 1 | 12,150 | 1,079 | | | 1,079 | 1,079 | | | 1,079 |
| GRV Rural Commercial | 8.8769 | 5 | 316,160 | 28,065 | | | 28,065 | 28,065 | | | 28,065 |
| GRV Resort | 8.8769 | 2 | 1,220,800 | 108,369 | | | 108,369 | 108,369 | | | 108,369 |
| UV General | 19.5858 | 5 | 691,348 | 135,406 | | | 135,406 | 135,406 | 1,000 | | 136,406 |
| UV Mining | 19.5858 | 1 | 21,362 | 4,185 | | | 4,185 | 4,184 | | | 4,184 |
| UV Pastoral | 12.5412 | 12 | 654,760 | 82,115 | | | 82,115 | 82,115 | | | 82,115 |
| UV Exploration | 19.5858 | 10 | 650,624 | 139,593 | | | 139,593 | 142,399 | | | 142,398 |
| Sub-Totals | | 421 | 10,205,463 | 1,062,460 | 0 | 0 | 1,062,460 | 1,090,889 | 2,000 | 0 | 1,092,888 |
| Minimum Payment | | | | | | | | | | | |
| GRV Rateable Property | 800.00 | 91 | 709,717 | 72,800 | | | 72,800 | 72,800 | | | 72,800 |
| GRV Vacant | 800.00 | 82 | 308,670 | 64,800 | | | 64,800 | 65,600 | | | 65,600 |
| GRV - Commercial | 800.00 | 26 | 177,274 | 20,800 | | | 20,800 | 20,800 | | | 20,800 |
| GRV - Industrial/Residential | 800.00 | 4 | 31,263 | 3,200 | | | 3,200 | 3,200 | | | 3,200 |
| GRV Industrial /Residential Vacant | 800.00 | 1 | 7,850 | 800 | | | 800 | 800 | | | 800 |
| Rural Commercial | 800.00 | | 0 | 0 | | | 0 | 0 | | | 0 |
| GRV Resort | 800.00 | | 0 | 0 | | | 0 | 0 | | | 0 |
| UV General | 800.00 | 5 | 7,858 | 4,000 | | | 4,000 | 4,000 | | | 4,000 |
| UV Mining | 800.00 | 3 | 3,063 | 2,400 | | | 2,400 | 2,400 | | | 2,400 |
| UV Pastoral | 800.00 | | 0 | 0 | | | 0 | 0 | | | 0 |
| UV Exploration | | 0 | 0 | 800 | | | 800 | 0 | | | 0 |
| Sub-Totals | | 212 | 1,245,695 | 7,200 | | 0 | 169,600 | 169,600 | | | 169,600 |
| Concessions | | | | | | | (94,577) | | | | (94,577) |
| Amount from General Rates | | | | | | | 1,137,483 | | | | 1,167,911 |
| Specified Area Rates | | | | | | | 38,468 | | | | 38,468 |
| Totals | | | | | | | 1,175,951 | | | | 1,206,379 |
| Comments - Rating Information | | | | | | | | | | | |
| The variance between the budget and the actual amounts is due to the transfer of rates paid in advance in 2014/15 being applied to 2014/15 and reversed in 2015/16. Should the same trend of excess payments continue in 2015/16 then the level of rates received should reach the budgeted amount. | | | | | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Shire of Shark Bay | | | | | | | | |
|--|-----------------------|--------------|-------------------------|--------------------------|--------------------------|--------------------------|------------------------|--------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | | |
| For the Period Ended 31 December 2015 | | | | | | | | |
| 10. INFORMATION ON BORROWINGS | | | | | | | | |
| (a) Debenture Repayments | | | | | | | | |
| Particulars | Principal 1-Jul-15 | New Loans | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
| | | | Actual \$ | Original Budget \$ | Actual \$ | Original Budget \$ | Actual \$ | Original Budget \$ |
| Loan 48 - McCleary Property | 27,749 | 0 | 13,638 | 27,749 | 14,111 | 0 | 0 | 2,373 |
| Loan 48 - Shire Office | 23,638 | 0 | 11,618 | 23,638 | 12,020 | 0 | 0 | 2,021 |
| Loan 53 - Staff Housing | 81,389 | 0 | 9,075 | 18,444 | 72,314 | 62,945 | 86 | 5,559 |
| Loan 56 - Staff Housing | 94,377 | 0 | 7,371 | 14,962 | 87,006 | 79,415 | 2,105 | 6,292 |
| Loan 57 - Monkey Mia Bore | 249,239 | 0 | 13,341 | 26,952 | 235,898 | 222,287 | 2,227 | 10,788 |
| | 476,392 | 0 | 55,043 | 111,745 | 421,349 | 364,647 | 4,418 | 27,033 |

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

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Shire of Shark Bay | | | | |
|---|-----------------------------|-----------------|------------------|------------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 December 2015 | | | | |
| Note 12: TRUST FUND | | | | |
| Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows: | | | | |
| Description | Opening Balance 1 Jul 15 | Amount Received | Amount Paid | Closing Balance 31-Dec-15 |
| | \$ | \$ | \$ | \$ |
| BCITF Levy Income | 0 | 347 | (347) | 0 |
| Library Card Bond | 200 | 350 | (400) | 150 |
| Kerb/Footpath Deposit | 4,200 | 1,000 | (1,700) | 3,500 |
| Election | 0 | 480 | (480) | 0 |
| Bond Key | 2,310 | 820 | (1,340) | 1,790 |
| Police Licensing | 2,386 | 145,813 | (148,199) | 0 |
| Marquee Deposit | 700 | 0 | (700) | 0 |
| Building Licence Levy | 41 | 870 | (664) | 247 |
| Sunter Place - Recreation Reserve | 92,320 | 1,751 | 0 | 94,071 |
| Bookeasy Sales | 0 | 287,231 | (286,609) | 622 |
| | 102,157 | 438,662 | (440,439) | 100,379 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| CAPITAL WORKS PROGRAM 2015/16 | | | | | | | | |
|--|--------------------------|---------------------|------------------------|-----------------|------------------|-----------------------|--------------------------|--|
| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Original Annual Budget | YTD Budget | YTD Actual | Variance (Under)/Over | YTD Actual (Renewal Exp) | Comment |
| Land and Buildings | | | | | | | | |
| Governance | | | | | | | | |
| Admin Office Carpark | 3.7.1 | WKM | (30,000) | (16,821) | (3,936) | (12,885) | 3,936 | Footpath to records room completed |
| Governance Total | | | (30,000) | (16,821) | (3,936) | (12,885) | | |
| Buildings | | | | | | | | |
| Health | | | | | | | | |
| Demolition of Ambulance Building | 3.7.1 | WKM | (10,000) | (10,000) | (11,734) | 1,734 | | Project complete |
| Health Total | | | (10,000) | (10,000) | (11,734) | 1,734 | | |
| Housing | | | | | | | | |
| Staff housing Capital Works | | | | | | | | |
| Staff Housing - 5 Spaven Way | 1.2.4 | CEO | (3,500) | (3,500) | 0 | (3,500) | 0 | |
| Staff Housing - 65 Brockman St | 1.2.4 | EMCD | (3,500) | (1,750) | (1,470) | (280) | 1,470 | |
| Staff Housing - 51 Durlacher St | 1.2.4 | EMFA | (3,500) | (1,750) | (13,405) | 11,655 | 13,405 | Major work done on retaining walls damaged through Cyclone Olwyn |
| Staff Housing - 80 Durlacher St | 1.2.4 | EMCD | (3,500) | (2,500) | (1,859) | (641) | 1,859 | Airconditioner upgrade |
| Pensioner Units Capital | 3.7.1 | EMCD | (28,675) | (14,337) | (28,439) | 14,102 | 28,439 | Project complete |
| Housing Total | | | (42,675) | (23,837) | (45,173) | 21,336 | | |
| Recreation and Culture | | | | | | | | |
| Denham Town Hall - c/fwd | 3.7.1 | EMCD | 0 | 0 | (2,475) | 2,475 | 2,475 | \$10,000 carry forward from 14/15 |
| Denham Town Hall | 3.7.1 | EMCD | (20,000) | (7,669) | 0 | (7,669) | 0 | |
| Overlander Hall - c/fwd | | WKM | 0 | 0 | (355) | 355 | 355 | Carry forward from 14/15 |
| Recreation Centre - Sound Proofing - c/fwd | 3.7.1 | EMCD | 0 | 0 | (40,802) | 40,802 | 40,802 | \$50,000 carry forward from 14/15 - Project complete |
| Recreation and Culture Total | | | (20,000) | (7,669) | (43,632) | 35,963 | | |
| Transport | | | | | | | | |
| Replacement of Depot Air Conditioners | 3.7.1 | WKM | 0 | 0 | (1,956) | 1,956 | 1,956 | |
| Transport Total | | | 0 | 0 | (1,956) | 1,956 | | |
| Land and Buildings Total | | | (102,675) | (58,327) | (106,431) | 48,104 | | |
| Drainage/Culverts | | | | | | | | |
| Transport | | | | | | | | |
| Drainage upgrades | 3.7.1 | WKM | (40,000) | (28,003) | (16,468) | (11,535) | 16,468 | Project progressing |
| Transport Total | | | (40,000) | (28,003) | (16,468) | (11,535) | | |
| Drainage/Culverts Total | | | (40,000) | (28,003) | (16,468) | (11,535) | | |
| Footpaths | | | | | | | | |
| Transport | | | | | | | | |
| Footpath Construction | 3.7.1 | WKM | (50,000) | (16,668) | (36,089) | 19,421 | | Footpath replacement program progressing |
| Transport Total | | | (50,000) | (16,668) | (36,089) | 19,421 | | |
| Footpaths Total | | | (50,000) | (16,668) | (36,089) | 19,421 | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | YTD Budget | YTD Actual | Variance (Under)/Over | YTD Actual (Renewal Exp) | Comment |
|---|--------------------------|---------------------|------------------|------------------|------------------|-----------------------|--------------------------|---|
| Furniture & Office Equip. | | | | | | | | |
| Governance | | | | | | | | |
| Office Furn & Equipment | | EMFA | 0 | 0 | (2,475) | 2,475 | | Airconditioner replacement required |
| Council Chambers - Speaker System | 1.2.1 | EMFA | (12,000) | (12,000) | 0 | (12,000) | | |
| Governance Total | | | (12,000) | (12,000) | (2,475) | (9,525) | | |
| Recreation And Culture | | | | | | | | |
| Discovery Centre - Furniture & Equipment | 2.4.1 | EMCD | (10,000) | (5,000) | (4,075) | (925) | 4,075 | |
| Recreation And Culture Total | | | (10,000) | (5,000) | (4,075) | (925) | | |
| Furniture & Office Equip. Total | | | (22,000) | (17,000) | (6,550) | (10,450) | | |
| Heritage Assets | | | | | | | | |
| Recreation And Culture | | | | | | | | |
| Shade over Velsheda | 2.2.2 | WKM | (10,000) | (1,246) | 0 | (1,246) | 0 | |
| Refurbishment of Old Jail and Stables - c/fwd | 2.2.2 | WKM | 0 | 0 | (8,878) | 8,878 | 8,878 | \$50,000 carry forward from 14/15. Work is progressing on this project. |
| Recreation And Culture Total | | | (10,000) | (1,246) | 0 | (1,246) | | |
| Heritage Assets Total | | | (10,000) | (1,246) | (8,878) | (1,246) | | |
| Plant , Equipment and Vehicles | | | | | | | | |
| Law, Order And Public Safety | | | | | | | | |
| SES Equipment | 3.7.1 | EMFA | (50,000) | (25,000) | 0 | (25,000) | 0 | No allocation for capital from DFES |
| Vehicle - Ranger | 3.7.1 | WKM | (45,000) | (45,000) | 0 | (45,000) | 0 | Replacement in January |
| Law, Order And Public Safety Total | | | (95,000) | (70,000) | 0 | (70,000) | | |
| | | | (189,999) | | | | | |
| Recreation and Culture | | | | | | | | |
| Community Bus | 1.1.6 | WKM | (120,000) | (120,000) | 0 | (120,000) | 0 | |
| Recreation and Culture | | | (120,000) | (120,000) | 0 | (120,000) | | |
| Transport | | | | | | | | |
| CEO Vehicle | 1.1.6 | WKM | (71,000) | (71,000) | (62,993) | (8,007) | 62,993 | Purchase complete |
| EMFA Vehicle | 1.1.6 | WKM | (45,000) | 0 | 0 | 0 | 0 | |
| EMCD Vehicle | 1.1.6 | WKM | (45,000) | 0 | 0 | 0 | 0 | |
| 5 Tonne Truck | 1.1.6 | WKM | (90,000) | (90,000) | 0 | (90,000) | 0 | |
| 3 Tonne Truck | 1.1.6 | WKM | (45,000) | (45,000) | (57,239) | 12,239 | 57,239 | Purchase complete |
| Major Plant Items | 1.1.6 | WKM | (20,000) | (20,000) | 0 | (20,000) | 0 | |
| Bobcat and Trailer | 1.1.6 | WKM | (110,000) | (110,000) | (102,000) | (8,000) | 102,000 | Purchase complete |
| Refuse Site Loader | 1.1.6 | WKM | (180,000) | (180,000) | (187,984) | 7,984 | 187,984 | Purchase complete |
| Utility - Country | 1.1.6 | WKM | (48,000) | (48,000) | (37,505) | (10,495) | 37,505 | Purchase complete |
| Transport Total | | | (654,000) | (564,000) | (447,721) | (116,279) | | |
| Plant , Equipment and Vehicles Total | | | (869,000) | (754,000) | (447,721) | (306,279) | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | YTD Budget | YTD Actual | Variance (Under)/Over | YTD Actual (Renewal Exp) | Comment |
|--|--------------------------|---------------------|--------------------|------------------|------------------|-----------------------|--------------------------|---|
| Public Facilities | | | | | | | | |
| Community Amenities | | | | | | | | |
| Town Oval Bore - c/fwd | 3.7.1 | WKM | 0 | 0 | (27,324) | 27,324 | 27,324 | \$27,500 carried forward from 14/15 |
| Town Oval Bore | 3.7.1 | WKM | (30,000) | (25,733) | 0 | (25,733) | 0 | |
| Refuse Tip and Recycling | 2.4.2 | WKM | (378,341) | 0 | 0 | 0 | | Project manager appointed |
| Community Amenities Total | | | (408,341) | (25,733) | (27,324) | 1,591 | | |
| Recreation And Culture | | | | | | | | |
| Recreation Grounds | 1.6.7 | WKM | (55,000) | 0 | (3,055) | 3,055 | 3,055 | |
| Denham Recreational Boat Ramp | 3.7.1 | WKM | (145,781) | (15,000) | (15,423) | 423 | 15,423 | Preliminary planning started for this project |
| Foreshore Revitalisation | 3.7.1 | CEO | (6,966,458) | (66,666) | (207,541) | 140,875 | 207,541 | Planning and foreshore design costs |
| Western Foreshore Gazebo Reroofing | 3.7.1 | WKM | (10,000) | (10,000) | 0 | (10,000) | 0 | |
| Replacement Gazebo - Nettas c/fwd | | | 0 | 0 | (9,174) | 9,174 | 9,174 | Project complete - Carry forward from 14/15 |
| Replace Shade shelters - Eastern Foreshore | 3.7.1 | WKM | (20,000) | (20,000) | (12,355) | (7,645) | 12,355 | Project progressing |
| Childcare Centre Softfall | 3.7.1 | WKM | (10,000) | 0 | 0 | 0 | 0 | Investigations into appropriate surface continuing |
| Charlie Sappie Park - c/fwd | 3.7.1 | WKM | 0 | 0 | (28,058) | 28,058 | 28,058 | \$10,000 carried forward from 14/15. Project completed. |
| Recreation And Culture Total | | | (7,207,239) | (111,666) | (275,606) | 163,940 | | |
| Transport | | | | | | | | |
| Monkey Mia Jetty - c/fwd | 1.6.5 | WKM | 0 | 0 | (91,731) | 91,731 | 0 | \$92,852 carried forward from 14/15. Project completed. |
| Monkey Mia Boat Ramp Carpark - c/fwd | 1.6.5 | WKM | 0 | 0 | (43,740) | 43,740 | 43,740 | \$44,000 carried forward from 14/15. Project completed |
| Transport Total | | | 0 | 0 | (135,471) | 135,471 | | |
| Public Facilities Total | | | (7,615,580) | (137,399) | (438,401) | 301,002 | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| 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 | | | | | | | | |
| Woodleigh-Bryo Floodway RRG | 1.1.6 | WKM | (137,712) | (82,626) | (11,069) | (71,557) | 11,069 | |
| Useless Loop Road - RRG 14/15 | 1.1.6 | WKM | 0 | 0 | (44,810) | 44,810 | 44,810 | \$75,800 carried forward from 14/15 |
| Useless Loop Road - RRG 15/16 | 1.1.6 | WKM | (279,007) | 0 | 0 | 0 | 0 | Progress will increase in 2016 |
| Hamelin Pool - Repair seal, shoulders etc | 1.1.6 | WKM | (90,000) | (90,000) | 0 | (90,000) | 0 | Main Roads did this work - awaiting invoice |
| Road Projects R2R 14/15 | 1.1.6 | WKM | (199,877) | 0 | 0 | 0 | 0 | Plan has yet to be determined |
| Road Projects R2R 15/16 | 1.1.6 | WKM | (399,753) | 0 | 0 | 0 | 0 | Plan has yet to be determined |
| Transport Total | | | (1,106,349) | (172,626) | (55,879) | (116,747) | | |
| Roads (Non Town) Total | | | (1,106,349) | (172,626) | (55,879) | (116,747) | 0 | |
| Streetscapes | | | | | | | | |
| Economic Services | | | | | | | | |
| Tourism and Information Bay Signage | 2.1.3 | EMCD | (50,000) | (24,699) | (3,709) | (20,990) | | Decals for Overlander Information Bay. Further expenditure dependant on signage concept approval. |
| Economic Services Total | | | (50,000) | (24,699) | (3,709) | (20,990) | | |
| Streetscapes Total | | | (50,000) | (24,699) | (3,709) | (20,990) | | |
| Capital Expenditure Total | | | (9,865,604) | (1,209,968) | (1,120,126) | (98,720) | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| | | | | | |
|---|-----------------------------------|--|--|--|--|
| SHIRE OF SHARK BAY | | | | | |
| MONTHLY FINANCIAL REPORT | | | | | |
| For the Period Ended 31 January 2016 | | | | | |
| LOCAL GOVERNMENT ACT 1995 | | | | | |
| LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 | | | | | |
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MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | | | | |
|--|------|--------------------|--------------------|--------------------|------------------|--------------------|----------|
| STATEMENT OF FINANCIAL ACTIVITY | | | | | | | |
| (Statutory Reporting Program) | | | | | | | |
| For the Period Ended 31 January 2016 | | | | | | | |
| | Note | Original Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. |
| | | \$ | \$ | \$ | \$ | % | |
| Operating Revenues | | | | | | | |
| Governance | | 12,605 | 11,605 | 43,488 | 31,883 | 0.00% | ▲ |
| General Purpose Funding - Rates | 9 | 1,214,780 | 1,231,028 | 1,184,365 | (46,663) | (3.8%) | ▼ |
| General Purpose Funding - Other | | 1,961,795 | 986,397 | 582,480 | (403,917) | (40.9%) | ▼ |
| Law, Order and Public Safety | | 93,350 | 70,799 | 44,768 | (26,031) | (37%) | ▼ |
| Health | | 750 | 750 | 751 | 1 | 0.13% | ▲ |
| Housing | | 88,660 | 50,126 | 50,478 | 352 | 0.7% | ▲ |
| Community Amenities | | 272,000 | 237,669 | 260,846 | 23,177 | 9.75% | ▲ |
| Recreation and Culture | | 307,900 | 127,856 | 157,960 | 30,104 | 23.5% | ▲ |
| Transport | | 454,556 | 432,111 | 392,500 | (39,611) | (9.2%) | ▼ |
| Economic Services | | 730,107 | 448,477 | 386,438 | (62,039) | (13.8%) | ▼ |
| Other Property and Services | | 25,000 | 12,500 | 24,225 | 11,725 | 93.8% | ▲ |
| Total Operating Revenue | | 5,161,503 | 3,609,318 | 3,128,299 | (481,019) | (13.33%) | |
| Operating Expense | | | | | | | |
| Governance | | (285,318) | (159,329) | (228,172) | (68,843) | 43.2% | ▼ |
| General Purpose Funding | | (122,096) | (73,012) | (76,345) | (3,333) | 4.6% | ▼ |
| Law, Order and Public Safety | | (334,324) | (235,435) | (292,759) | (57,324) | 24.3% | ▼ |
| Health | | (55,358) | (27,351) | (35,113) | (7,762) | 28.4% | ▼ |
| Housing | | (174,917) | (107,051) | (102,430) | 4,621 | (4.3%) | ▲ |
| Community Amenities | | (639,881) | (385,369) | (332,497) | 52,872 | (13.7%) | ▲ |
| Recreation and Culture | | (1,945,392) | (1,186,887) | (1,159,872) | 27,015 | (2.3%) | ▲ |
| Transport | | (2,028,899) | (1,198,135) | (874,653) | 323,482 | (27.0%) | ▲ |
| Economic Services | | (1,216,609) | (719,486) | (633,847) | 85,639 | (11.9%) | ▲ |
| Other Property and Services | | (25,000) | (24,167) | (159,524) | (135,357) | 560.1% | ▼ |
| Total Operating Expenditure | | (6,827,793) | (4,116,222) | (3,895,212) | 221,010 | (5.4%) | |
| Funding Balance Adjustments | | | | | | | |
| Add back Depreciation | | 2,355,680 | 981,515 | 1,063,793 | 82,278 | | |
| Adjust (Profit)/Loss on Asset Disposal | 8 | (543) | (543) | 49,253 | 49,796 | | |
| Adjust Provisions and Accruals | | 0 | 0 | 0 | | | |
| Net Cash from Operations | | 688,846 | 474,068 | 346,133 | (127,935) | (26.99%) | |
| Capital Revenues | | | | | | | |
| Grants, Subsidies and Contributions | 11 | 7,582,260 | 1,467,940 | 661,884 | (806,056) | (54.9%) | ▼ |
| Proceeds from Disposal of Assets | 8 | 206,000 | 164,607 | 164,607 | (0) | 0.0% | |
| Total Capital Revenues | | 7,788,260 | 1,632,547 | 826,491 | (806,056) | (49.4%) | |
| Capital Expenses | | | | | | | |
| Land Held for Resale | | | | | | | |
| Land and Buildings | 13 | (102,675) | (69,436) | (110,931) | (41,495) | 0.00% | ▼ |
| Infrastructure - Roads | 13 | (1,106,349) | (346,608) | (127,720) | 218,888 | 63.2% | ▲ |
| Infrastructure - Public Facilities | 13 | (7,615,580) | (653,032) | (505,924) | 147,108 | 22.5% | ▲ |
| Infrastructure - Streetscapes | 13 | (50,000) | (32,932) | (3,709) | 29,223 | 88.7% | ▲ |
| Infrastructure - Footpaths | 13 | (50,000) | (22,224) | (39,390) | (17,166) | (77.2%) | ▼ |
| Infrastructure - Drainage | 13 | (40,000) | (30,004) | (16,468) | 13,536 | 45.1% | ▲ |
| Heritage Assets | 13 | (10,000) | (10,000) | (8,878) | 1,122 | 0.0% | ▲ |
| Plant and Equipment | 13 | (869,000) | (754,000) | (480,139) | 273,861 | 36.3% | ▲ |
| Furniture and Equipment | 13 | (22,000) | (17,000) | (6,550) | 10,450 | 61.5% | ▲ |
| Total Capital Expenditure | | (9,865,604) | (1,935,236) | (1,299,709) | 635,527 | 32.8% | |
| Net Cash from Capital Activities | | (2,077,344) | (302,689) | (473,218) | (170,529) | (56.34%) | |
| Financing | | | | | | | |
| Proceeds from New Debentures | | 0 | 0 | 0 | 0 | | |
| Transfer from Reserves | 7 | 1,361,289 | 814,931 | 814,931 | 0 | 0.00% | |
| Repayment of Debentures | 10 | (111,745) | (90,787) | (90,542) | 245 | 0.3% | ▲ |
| Transfer to Reserves | 7 | (519,027) | (448,948) | (448,948) | 0 | 0.0% | |
| Net Cash from Financing Activities | | 730,517 | 275,196 | 275,441 | 245 | (0.09%) | |
| Net Operations, Capital and Financing | | (657,981) | 446,575 | 148,356 | (298,219) | 66.78% | ▼ |
| Opening Funding Surplus(Deficit) | 3 | 657,981 | 657,981 | 2,432,569 | 1,774,588 | | |
| Closing Funding Surplus(Deficit) | 3 | 0 | 1,104,556 | 2,580,925 | 1,476,369 | (133.66%) | ▲ |

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

MINUTES OF THE ORDINARY COUNCIL MEETING

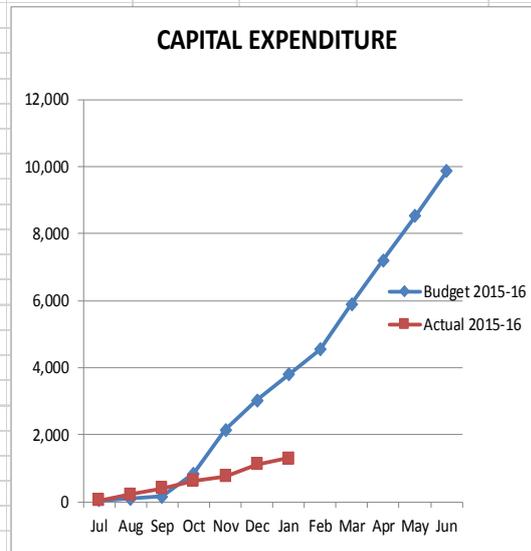
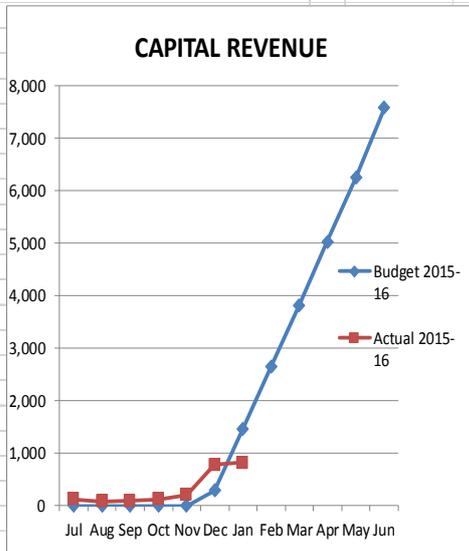
24 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | |
|---|-------------|------------------------|-------------------------------|-------------------------------|
| STATEMENT OF FINANCIAL ACTIVITY | | | | |
| (By Nature or Type) | | | | |
| For the Period Ended 31 January 2016 | | | | |
| | | | YTD Budget (a) | YTD Actual (b) |
| | Note | Original Budget | | |
| Operating Revenues | | | | |
| Rates | 9 | \$ 1,206,380 | \$ 1,225,916 | \$ 1,175,466 |
| Operating Grants, Subsidies and Contributions | 11 | 2,382,428 | 1,413,277 | 904,367 |
| Fees and Charges | | 1,231,425 | 795,474 | 758,136 |
| Interest Earnings | | 75,694 | 40,678 | 114,584 |
| Other Revenue | | 237,175 | 105,572 | 142,673 |
| Profit on Disposal of Assets | 8 | 28,401 | 28,401 | 31,638 |
| Total Operating Revenue | | 5,161,503 | 3,609,318 | 3,126,864 |
| Operating Expense | | | | |
| Employee Costs | | (1,938,330) | (1,145,055) | (1,192,035) |
| Materials and Contracts | | (2,026,612) | (1,215,005) | (1,191,277) |
| Utility Charges | | (158,750) | (92,462) | (66,274) |
| Depreciation on Non-Current Assets | | (2,355,680) | (1,374,121) | (1,063,793) |
| Interest Expenses | | (20,432) | (10,217) | (9,118) |
| Insurance Expenses | | (129,668) | (129,670) | (149,196) |
| Other Expenditure | | (170,462) | (121,834) | (141,193) |
| Loss on Disposal of Assets | 8 | (27,858) | (27,858) | (80,891) |
| Total Operating Expenditure | | (6,827,793) | (4,116,222) | (3,893,777) |
| Funding Balance Adjustments | | | | |
| Add back Depreciation | | 2,355,680 | 981,515 | 1,063,793 |
| Adjust (Profit)/Loss on Asset Disposal | 8 | (543) | (543) | 49,253 |
| Adjust Provisions and Accruals | | 0 | 0 | 0 |
| Net Cash from Operations | | 688,846 | 474,068 | 346,133 |
| Capital Revenues | | | | |
| Grants, Subsidies and Contributions | 11 | 7,582,260 | 1,467,940 | 661,884 |
| Proceeds from Disposal of Assets | 8 | 206,000 | 164,607 | 164,607 |
| Total Capital Revenues | | 7,788,260 | 1,632,547 | 826,491 |
| Capital Expenses | | | | |
| Land Held for Resale | | 0 | 0 | 0 |
| Land and Buildings | 13 | (102,675) | (69,436) | (110,931) |
| Infrastructure - Roads | 13 | (1,106,349) | (346,608) | (127,720) |
| Infrastructure - Public Facilities | 13 | (7,615,580) | (653,032) | (505,924) |
| Infrastructure - Streetscapes | 13 | (50,000) | (32,932) | (3,709) |
| Infrastructure - Footpaths | 13 | (50,000) | (22,224) | (39,390) |
| Infrastructure - Drainage | 13 | (40,000) | (30,004) | (16,468) |
| Heritage Assets | 13 | (10,000) | (10,000) | (8,878) |
| Plant and Equipment | 13 | (869,000) | (754,000) | (480,139) |
| Furniture and Equipment | 13 | (22,000) | (17,000) | (6,550) |
| Total Capital Expenditure | | (9,865,604) | (1,935,236) | (1,299,709) |
| Net Cash from Capital Activities | | (2,077,344) | (302,689) | (473,218) |
| Financing | | | | |
| Proceeds from New Debentures | | 0 | 0 | 0 |
| Transfer from Reserves | 7 | 1,361,289 | 814,931 | 814,931 |
| Repayment of Debentures | 10 | (111,745) | (90,787) | (90,542) |
| Transfer to Reserves | 7 | (519,027) | (448,948) | (448,948) |
| Net Cash from Financing Activities | | 730,517 | 275,196 | 275,441 |
| Net Operations, Capital and Financing | | (657,981) | 446,575 | 148,356 |
| Opening Funding Surplus(Deficit) | 3 | 657,981 | 657,981 | 2,432,569 |
| Closing Funding Surplus(Deficit) | 3 | 0 | 1,104,556 | 2,580,925 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | | | | | |
|---|------|-----------------------------------|---|--------------------------------------|-------------------|------------------|-----------------------|--|
| STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING | | | | | | | | |
| For the Period Ended 31 January 2016 | | | | | | | | |
| Capital Acquisitions | Note | YTD Actual New /Upgrade (a) | YTD Actual (Renewal Expenditure) (b) | YTD Actual Total (c) = (a)+(b) | YTD Budget (d) | Original Budget | Variance (d) - (c) | |
| | | \$ | \$ | \$ | \$ | \$ | \$ | |
| Land and Buildings | 13 | 11,734 | 99,197 | 110,931 | 69,436 | 102,675 | (41,495) | |
| Infrastructure Assets - Roads | 13 | 0 | 127,720 | 127,720 | 346,608 | 1,106,349 | 218,888 | |
| Infrastructure Assets - Public Facilities | 13 | 92,901 | 413,023 | 505,924 | 653,032 | 7,615,580 | 147,108 | |
| Infrastructure Assets - Footpaths | 13 | 39,390 | 0 | 39,390 | 22,224 | 50,000 | (17,166) | |
| Infrastructure Assets - Drainage | 13 | 0 | 16,468 | 16,468 | 30,004 | 40,000 | 13,536 | |
| Infrastructure Assets - Streetscapes | 13 | 3,709 | 0 | 3,709 | 32,932 | 50,000 | 29,223 | |
| Heritage Assets | 13 | 0 | 8,878 | 8,878 | 10,000 | 10,000 | 1,122 | |
| Plant and Equipment | 13 | 0 | 480,139 | 480,139 | 754,000 | 869,000 | 273,861 | |
| Furniture and Equipment | 13 | 0 | 6,550 | 6,550 | 17,000 | 22,000 | 10,450 | |
| Capital Expenditure Totals | | 147,734 | 1,151,975 | 1,299,709 | 1,935,236 | 9,865,604 | 635,527 | |



MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| SHIRE OF SHARK BAY | |
|---|---|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | |
| For the Period Ended 31 January 2016 | |
| 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 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | | |
|--|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 January 2016 | | | | | |
| 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 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | | |
|---|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 January 2016 | | | | | |
| 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. | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | |
|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 January 2016 | | | | |
| 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 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | |
|--|--|------------------|--|-----------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 January 2016 | | | | |
| 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 | | | 18 years |
| | Footpaths | | | 40 to 80 years |
| | Drainage Systems | | | |
| | - Drains and Kerbs | | | 20 to 60 years |
| | - Culverts | | | 60 years |
| | - Pipes | | | 80 years |
| | - Pits | | | 60 years |
| | The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period. | | | |
| | An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount. | | | |
| | Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise. | | | |
| | When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus. | | | |
| | 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. | | | |

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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 January 2016 | | | | | |
| 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. | | | | |

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|--|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 January 2016 | | | | | |
| 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. | | | | | |

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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 January 2016 | | | | |
| 1. | SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | |
| | (I) Financial Instruments (Continued) | | | |
| | <p>The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.</p> | | | |
| | <i>(i) Financial assets at fair value through profit and loss</i> | | | |
| | <p>Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short term profit taking. Assets in this category are classified as current assets. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss.</p> | | | |
| | <i>(ii) Loans and receivables</i> | | | |
| | <p>Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.</p> | | | |
| | <p>Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.</p> | | | |
| | <i>(iii) Held-to-maturity investments</i> | | | |
| | <p>Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Council's management has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.</p> | | | |
| | <p>Held-to-maturity investments are included in current assets where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.</p> | | | |
| | <i>(iv) Available-for-sale financial assets</i> | | | |
| | <p>Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.</p> | | | |
| | <p>They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.</p> | | | |
| | <p>Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available for sale financial assets are classified as non-current.</p> | | | |
| | <i>(v) Financial liabilities</i> | | | |
| | <p>Non-derivative financial liabilities (excl. financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in the profit or loss.</p> | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

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| SHIRE OF SHARK BAY | | | | | |
|--|---|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 January 2016 | | | | | |
| 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. | | | | |

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|---|---|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 January 2016 | | | | | |
| 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 obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. | | | | |
| (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

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| SHIRE OF SHARK BAY | | | | | |
|--|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 January 2016 | | | | | |
| 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

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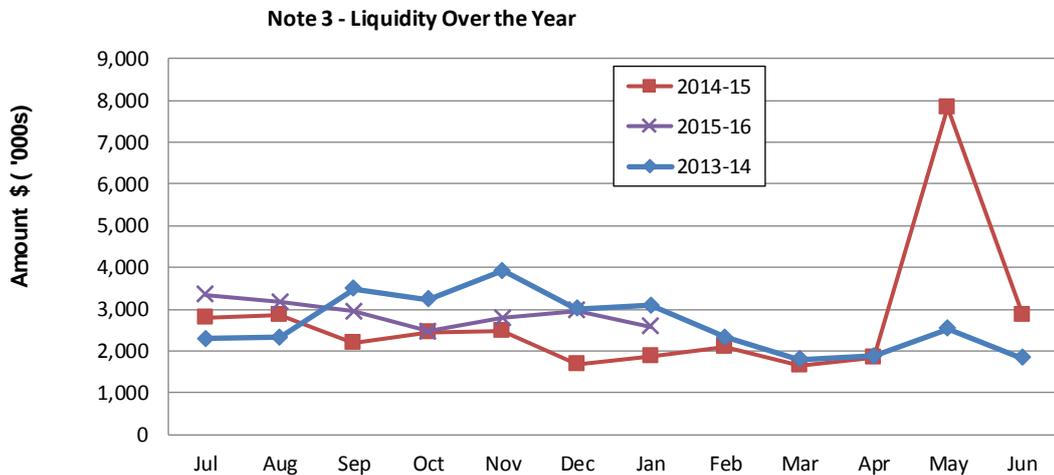
| Shire of Shark Bay | | | | | |
|---|-----------|----------|------|-------------------|--|
| EXPLANATION OF MATERIAL VARIANCES | | | | | |
| For the Period Ended 31 January 2016 | | | | | |
| Note 2: EXPLANATION OF MATERIAL VARIANCES | | | | | |
| Reporting Program | Var. \$ | Var. % | Var. | Timing/ Permanent | Explanation of Variance |
| Operating Revenues | \$ | % | | | |
| Governance | 31,883 | 0 | ▲ | Permanent | Insurance reimbursements received. |
| General Purpose Funding - Rates | (46,663) | (3.79%) | ▼ | Permanent | Variance is due to Rates paid in advance being applied to this area. |
| General Purpose Funding - Other | (403,917) | (40.95%) | ▼ | Permanent | Variance is due to the prepayment of half of the 15-16 FAG being made in June and increase in interest revenue on the WATC investment. |
| Law, Order and Public Safety | (26,031) | (36.77%) | ▼ | Timing | Cyclone Olwyn reimbursement received in June. Further funding to come |
| Health | 1 | 0.13% | ▲ | Permanent | No reportable variance |
| Housing | 352 | 0.70% | ▲ | Timing | No reportable variance |
| Community Amenities | 23,177 | 9.75% | ▲ | Permanent | Refuse site fees and domestic rubbish removal higher than expected. |
| Recreation and Culture | 30,104 | 23.55% | ▲ | Permanent | Increase sales at Shark Bay Discovery Centre and annual Gym fees raised (Timing) |
| Transport | (39,611) | (9.17%) | ▼ | Timing | Payment for final instalment of Useless Loop maintenance funds yet to be received |
| Economic Services | (62,039) | (13.83%) | ▼ | Permanent | Grant for 2016 Celebrations received - unbudgeted and MR Shark Bay Road receipts lower than expected. |
| Other Property and Services | 11,725 | 93.8% | ▲ | Permanent | Diesel fuel rebate and refunds income higher than expected |
| Operating Expense | | | | | |
| Governance | (68,843) | 43.21% | ▼ | Permanent | Insurance budget incorrect and loss on sale |
| General Purpose Funding | (3,333) | 4.57% | ▼ | Permanent | No reportable variance |
| Law, Order and Public Safety | (57,324) | 24.35% | ▼ | Permanent | Cyclone Olwyn expenses to be recovered |
| Health | (7,762) | 28.38% | ▼ | Permanent | Health expenses allocation less than expected |
| Housing | 4,621 | (4.32%) | ▲ | Timing | No reportable variance |
| Community Amenities | 52,872 | (13.72%) | ▲ | Timing | Refuse Site operational expenses and Planning Scheme costs less than expected at this time |
| Recreation and Culture | 27,015 | (2.28%) | ▲ | Timing | Council Assistance Program not fully expended and Cape Inscription maintenance not yet started. |
| Transport | 323,482 | (27.00%) | ▲ | Permanent/Timing | Depreciation expense lower than expected and town maintenance greater than expected at this time. (Timing) |
| Economic Services | 85,639 | (11.90%) | ▲ | Timing | Less work on Shark Bay Road for MR and decrease in tourism expenditure |
| Other Property and Services | (135,357) | 560.09% | ▼ | Timing | Under recovery in labour and plant overheads |
| Capital Revenues | | | | | |
| Grants, Subsidies and Contributions | (806,056) | (54.91%) | ▼ | Timing | Less capital grants received for road works |
| Proceeds from Disposal of Assets | (0) | 0.0% | ▲ | Permanent | No Reportable Variance |
| Capital Expenses | | | | | |
| Land and Buildings | (41,495) | 0.0% | ▼ | Timing | Project carried forward - no YTD budget |
| Infrastructure - Roads | 218,888 | 63.15% | ▲ | Timing | Road projects yet to be commenced |
| Infrastructure - Public Facilities | 147,108 | 22.53% | ▲ | Timing | Carried Forward Projects have no TYD budgets |
| Infrastructure - Footpaths | (17,166) | (77.2%) | ▼ | Timing | Footpath project progressing |
| Infrastructure - Drainage | 13,536 | 45.1% | ▲ | Timing | Project progressing |
| Heritage Assets | 1,122 | 0.0% | ▲ | Timing | No reportable variance |
| Plant and Equipment | 273,861 | 36.3% | ▲ | Timing | Plant Replacement program will be finished in next few months |
| Furniture and Equipment | 10,450 | 61.5% | ▲ | Timing | Projects to be completed |
| Financing | | | | | |
| Loan Principal | 245 | 0.27% | ▼ | Timing | No reportable variance |

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

MINUTES OF THE ORDINARY COUNCIL MEETING

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| Shire of Shark Bay | | | | |
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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 31 January 2016 | | | | |
| Note 3: NET CURRENT FUNDING POSITION | | | | |
| | | Positive=Surplus (Negative=Deficit) | | |
| | Note | YTD 31 Jan 2016 | 30th June 2015 | YTD 31 Jan 2015 |
| | | \$ | \$ | \$ |
| Current Assets | | | | |
| Cash Unrestricted | 4 | 7,621,714 | 2,225,145 | 1,610,503 |
| Cash Restricted | 4 | 1,069,521 | 7,744,335 | 1,682,003 |
| Receivables - Rates | 6 | 314,330 | 12,610 | 274,872 |
| Receivables -Other | 6 | 643,557 | 505,672 | 194,758 |
| Interest / ATO Receivable | | 16,566 | 5,522 | 15,726 |
| Inventories | | 111,506 | 110,379 | 144,100 |
| | | 9,777,194 | 10,603,663 | 3,921,961 |
| Less: Current Liabilities | | | | |
| Payables | | (199,804) | (208,647) | (118,490) |
| Provisions | | (226,944) | (226,944) | (249,152) |
| | | (5,700,000) | (5,700,000) | 0 |
| | | (6,126,748) | (6,135,591) | (367,641) |
| Less: Cash Reserves | 7 | (1,069,521) | (2,035,504) | (1,682,003) |
| Net Current Funding Position | | 2,580,925 | 2,432,569 | 1,872,317 |



Comments - Net Current Funding Position

Liquidity has declined as awaiting funding for finished projects.

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Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 January 2016

Note 4: CASH AND INVESTMENTS

| | Interest Rate | Unrestricted \$ | Restricted \$ | Trust \$ | Total Amount \$ | Institution | Maturity Date |
|---|---------------|------------------|------------------|----------------|------------------|-------------|---------------|
| (a) Cash Deposits | | | | | | | |
| Municipal Bank Account | 0.10% | 36,654 | | | 36,654 | Bankwest | At Call |
| Reserve Bank Account | 0.00% | | 19,521 | | 19,521 | Bankwest | At Call |
| Telenet Saver | 1.80% | 309,532 | | | 309,532 | Bankwest | At Call |
| Trust Bank Account | 0.00% | | | 6,494 | 6,494 | Bankwest | At Call |
| Cash On Hand | | 800 | | | 800 | | On Hand |
| (b) Term Deposits | | | | | | | |
| WATC Grant Funding | 1.95% | 5,774,728 | | | 5,774,728 | WATC | At Call |
| Muni Term Deposit No 2 | 2.60% | 1,000,000 | | | 1,000,000 | Bankwest | Feb 2016 |
| Muni Term Deposit No 3 | 2.90% | 500,000 | | | 500,000 | Bankwest | Feb 2016 |
| Trust | 2.70% | | | 94,071 | 94,071 | Bankwest | Mar 2016 |
| Reserve Investment No 4 | 2.70% | | 1,050,000 | | 1,050,000 | Bankwest | May 2016 |
| Reserve Investment No 5 | 2.70% | | 600,000 | | 600,000 | Bankwest | May 2016 |
| Total | | 7,621,714 | 1,069,521 | 100,565 | 8,791,800 | | |
| Comments/Notes - Investments | | | | | | | |
| Surplus funds invested for terms conducive to cashflow requirements | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

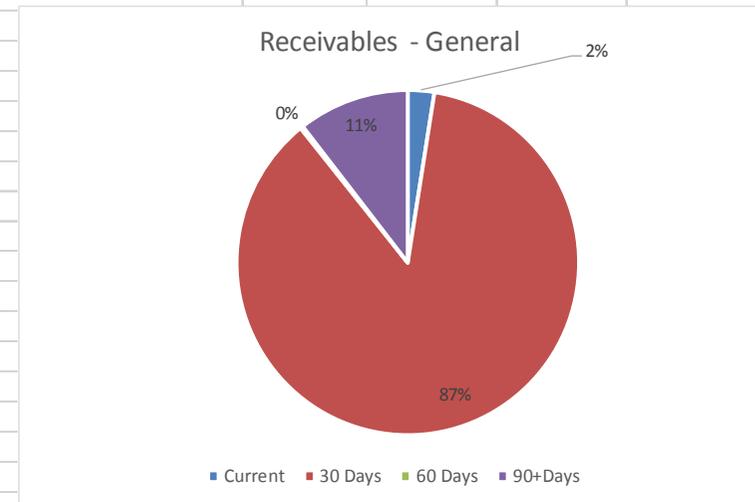
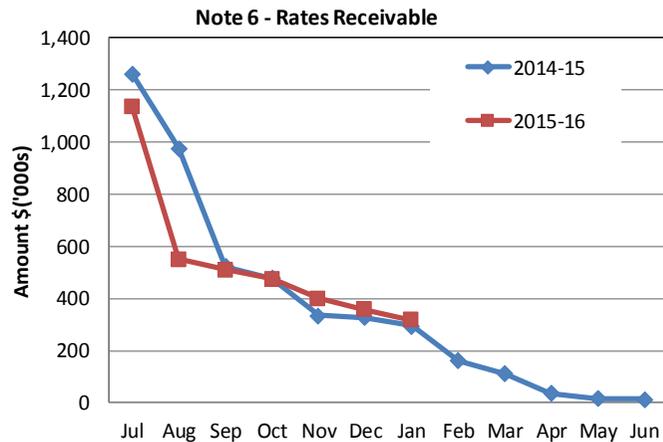
For the Period Ended 31 January 2016

Note 6: RECEIVABLES

| Receivables - Rates Receivable | YTD 31 Jan 2016 | 30 June 2015 |
|--------------------------------|-----------------|--------------|
| | \$ | \$ |
| Opening Arrears Previous Years | 5,744 | 6,217 |
| Levied this year | 1,175,951 | 1,119,537 |
| Less Collections to date | (865,424) | (1,120,010) |
| Equals Current Outstanding | 316,271 | 5,744 |
| Net Rates Collectable | 316,271 | 5,744 |
| % Collected | 73.24% | 99.49% |

| Receivables - General | Current | 30 Days | 60 Days | 90+Days |
|--|---------|---------|---------|----------------|
| | \$ | \$ | \$ | \$ |
| Receivables - General | 16,021 | 556,405 | 1,613 | 67,521 |
| Total Receivables General Outstanding | | | | 641,560 |

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates

Rates collection is at a similar level to last year

No major issues at this time - major debtors are Department of Regional Development, Department of Parks and Wildlife and Main Roads.

MINUTES OF THE ORDINARY COUNCIL MEETING

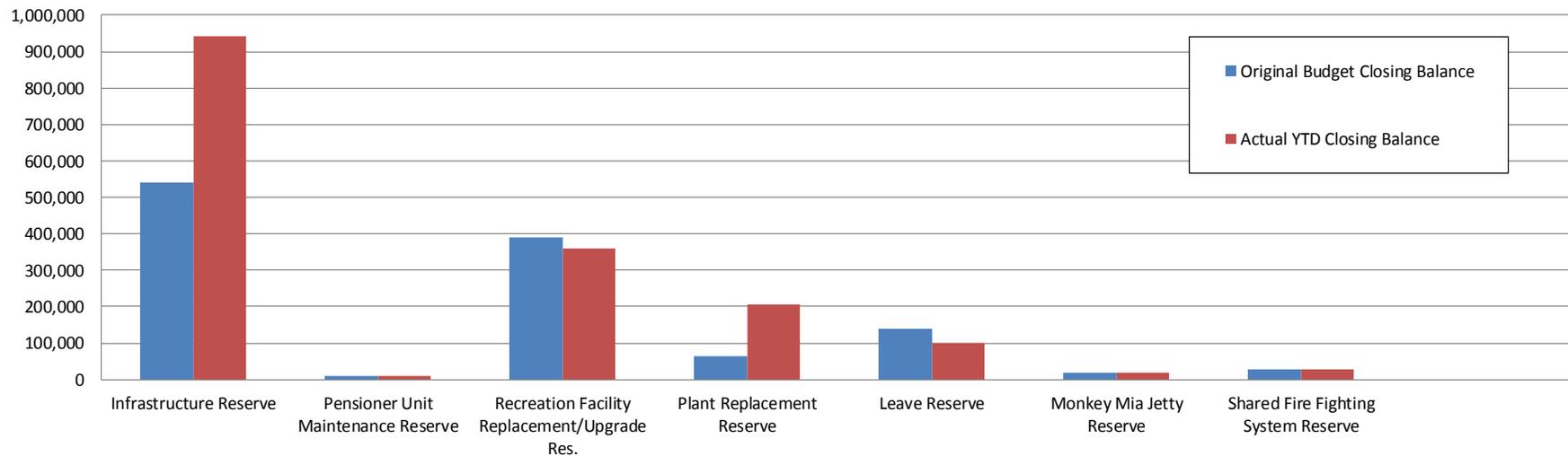
24 FEBRUARY 2016

Shire of Shark Bay
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 January 2016

Note 7: Cash Backed Reserve

| 2015-16 | | Original Budget Interest Earned | Actual Interest Earned | Original Budget Transfers In (+) | Actual Transfers In (+) | Original Budget Transfers Out (-) | Actual Transfers Out (-) | Transfer out Reference | Original Budget Closing Balance | Actual YTD Closing Balance |
|--|------------------|---------------------------------|------------------------|----------------------------------|-------------------------|-----------------------------------|--------------------------|------------------------|---------------------------------|----------------------------|
| Name | Opening Balance | | | | | | | | | |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | | \$ | \$ |
| Infrastructure Reserve | 1,279,923 | 23,880 | 21,735 | 57,781 | 0 | (819,614) | (358,656) | | 541,970 | 943,002 |
| Pensioner Unit Maintenance Reserve | 28,049 | 709 | 632 | 10,000 | 10,000 | (28,675) | (28,675) | | 10,083 | 10,006 |
| Recreation Facility Replacement/Upgrade Res. | 401,657 | 8,505 | 9,060 | 0 | 0 | (20,000) | (49,500) | | 390,162 | 361,217 |
| Plant Replacement Reserve | 152,853 | 3,824 | 3,624 | 400,000 | 400,000 | (493,000) | (350,100) | | 63,677 | 206,377 |
| Leave Reserve | 126,569 | 3,163 | 2,851 | 10,000 | 0 | 0 | (28,000) | | 139,732 | 101,420 |
| Monkey Mia Jetty Reserve | 19,866 | 498 | 447 | 0 | 0 | 0 | 0 | | 20,364 | 20,313 |
| Shared Fire Fighting System Reserve | 26,587 | 667 | 599 | 0 | 0 | 0 | 0 | | 27,254 | 27,186 |
| | 2,035,504 | 41,246 | 38,948 | 477,781 | 410,000 | (1,361,289) | (814,931) | | 1,193,242 | 1,669,521 |

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



MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Shire of Shark Bay | | | | | | | |
|--|------------------|----------------|-----------------|-------------------------------|-----------------------------|----------------------|-----------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | |
| For the Period Ended 31 January 2016 | | | | | | | |
| Note 8 CAPITAL DISPOSALS | | | | | | | |
| Actual YTD Profit/(Loss) of Asset Disposal | | | | | Original Budget | | |
| Cost | Accum Depr | Proceeds | Profit (Loss) | | YTD 31 01 2016 | | |
| \$ | \$ | \$ | \$ | | Annual Budget Profit/(Loss) | Actual Profit/(Loss) | Variance |
| | | | | Plant and Equipment | \$ | \$ | \$ |
| | | | | Governance | | | |
| 66,264 | (22,112) | 50,909 | 6,757 | CEO Vehicle | 974 | 6,757 | 5,783 |
| | | | | EMFA Vehicle | 5,381 | 0 | (5,381) |
| 160,825 | (90,345) | 0 | (70,480) | Furniture & Equipment | (3,904) | (70,480) | (66,576) |
| | | | | Recreation and Culture | | | |
| 1,921 | (332) | | (1,589) | SBDC Furniture & Equipment | 0 | (1,589) | (1,589) |
| | | | | Transport | | | |
| 26,134 | (13,452) | 16,364 | 3,682 | Ute - Ranger | 7,318 | 3,682 | (3,636) |
| 40,050 | (12,703) | 27,789 | 442 | Ute - Country Supervisor | (5,666) | 442 | 6,108 |
| | | | | 5 Tonne Tip Truck | (1,621) | 0 | 1,621 |
| 43,757 | (21,171) | 24,545 | 1,959 | Truck - Gardeners | (16,843) | 1,959 | 18,802 |
| 25,000 | (11,260) | 12,000 | (1,740) | Case Tractor | (2,480) | (1,740) | 740 |
| 2,500 | (1,126) | 0 | (1,374) | Slasher | (1,248) | (1,374) | (126) |
| 0 | 0 | 0 | 0 | Road Broom | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | Auger | 0 | 0 | 0 |
| 26,667 | (12,464) | 33,000 | 18,797 | Front end Loader | 11,688 | 18,797 | 7,109 |
| 8,589 | (2,881) | 0 | (5,708) | Plant and Equipment | 0 | (5,708) | (5,708) |
| | | | | Economic Services | | | |
| | | | | EMCD Vehicle | 3,040 | | (3,040) |
| 401,706 | (187,846) | 164,607 | (49,253) | | (3,361) | (49,253) | (45,892) |
| Comments - Capital Disposal/Replacements | | | | | | | |
| Some disposals relate to the tidy up of the assets register, and relate to assets that are no longer held or are of a minor value. eg Furniture and Equipment. These disposals result in a loss on sale. | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Shire of Shark Bay | | | | | | | | | | | |
|---|----------------------|-------------------|-------------------|------------------|---------------|------------------|------------------------|------------------------|---------------------|-------------------------|------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | | | | | |
| For the Period Ended 31 January 2016 | | | | | | | | | | | |
| Rate in \$ | Number of Properties | Rateable Value \$ | Rate Revenue \$ | Interim Rates \$ | Back Rates \$ | Total Revenue \$ | Budget Rate Revenue \$ | Budget Interim Rate \$ | Budget Back Rate \$ | Budget Total Revenue \$ | |
| Note 9: RATING INFORMATION | | | | | | | | | | | |
| RATE TYPE | | | | | | | | | | | |
| Differential General Rate | | | | | | | | | | | |
| GRV Rateable Property | 8.8769 | 276 | 3,270,517 | 273,135 | | 273,135 | 290,321 | 1,000 | | 291,321 | |
| GRV Vacant | 8.8769 | 22 | 605,530 | 53,752 | | 53,752 | 53,752 | | | 53,752 | |
| GRV - Commercial | 8.8769 | 43 | 2,088,443 | 181,182 | | 181,182 | 185,389 | | | 185,389 | |
| GRV - Industrial/Residential | 8.8769 | 44 | 673,769 | 55,579 | | 55,579 | 59,810 | | | 59,810 | |
| GRV Industrial /Residential Vacant | 8.8769 | 1 | 12,150 | 1,079 | | 1,079 | 1,079 | | | 1,079 | |
| GRV Rural Commercial | 8.8769 | 5 | 316,160 | 28,065 | | 28,065 | 28,065 | | | 28,065 | |
| GRV Resort | 8.8769 | 2 | 1,220,800 | 108,369 | | 108,369 | 108,369 | | | 108,369 | |
| UV General | 19.5858 | 5 | 691,348 | 135,406 | (485) | 134,921 | 135,406 | 1,000 | | 136,406 | |
| UV Mining | 19.5858 | 1 | 21,362 | 4,185 | | 4,185 | 4,184 | | | 4,184 | |
| UV Pastoral | 12.5412 | 12 | 654,760 | 82,115 | | 82,115 | 82,115 | | | 82,115 | |
| UV Exploration | 19.5858 | 10 | 650,624 | 139,593 | | 139,593 | 142,399 | | | 142,398 | |
| Sub-Totals | | 421 | 10,205,463 | 1,062,460 | (485) | 0 | 1,061,975 | 1,090,889 | 2,000 | 0 | 1,092,888 |
| Minimum Payment | | | | | | | | | | | |
| GRV Rateable Property | 800.00 | 91 | 709,717 | 72,800 | | 72,800 | 72,800 | | | 72,800 | |
| GRV Vacant | 800.00 | 82 | 308,670 | 64,800 | | 64,800 | 65,600 | | | 65,600 | |
| GRV - Commercial | 800.00 | 26 | 177,274 | 20,800 | | 20,800 | 20,800 | | | 20,800 | |
| GRV - Industrial/Residential | 800.00 | 4 | 31,263 | 3,200 | | 3,200 | 3,200 | | | 3,200 | |
| GRV Industrial /Residential Vacant | 800.00 | 1 | 7,850 | 800 | | 800 | 800 | | | 800 | |
| Rural Commercial | 800.00 | | 0 | 0 | | 0 | 0 | | | 0 | |
| GRV Resort | 800.00 | | 0 | 0 | | 0 | 0 | | | 0 | |
| UV General | 800.00 | 5 | 7,858 | 4000 | | 4,000 | 4,000 | | | 4,000 | |
| UV Mining | 800.00 | 3 | 3,063 | 2,400 | | 2,400 | 2,400 | | | 2,400 | |
| UV Pastoral | 800.00 | | 0 | 0 | | 0 | 0 | | | 0 | |
| UV Exploration | | 0 | 0 | 800 | | 800 | 0 | | | 0 | |
| Sub-Totals | | 212 | 1,245,695 | 7,200 | | 0 | 169,600 | 169,600 | | | 169,600 |
| Concessions | | | | | | | (94,577) | | | (94,577) | |
| Amount from General Rates | | | | | | | 1,136,998 | | | 1,167,911 | |
| Specified Area Rates | | | | | | | 38,468 | | | 38,468 | |
| Totals | | | | | | | 1,175,466 | | | 1,206,379 | |
| Comments - Rating Information | | | | | | | | | | | |
| The variance between the budget and the actual amounts is due to the transfer of rates paid in advance in 2014/15 being applied to 2014/15 and reversed in 2015/16. Should the same trend of excess payments continue in 2015/16 then the level of rates received should reach the budgeted amount. | | | | | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Shire of Shark Bay | | | | | | | | |
|--|-----------------------|--------------|-------------------------|--------------------------|--------------------------|--------------------------|------------------------|--------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | | |
| For the Period Ended 31 January 2016 | | | | | | | | |
| 10. INFORMATION ON BORROWINGS | | | | | | | | |
| (a) Debenture Repayments | | | | | | | | |
| Particulars | Principal 1-Jul-15 | New Loans | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
| | | | Actual \$ | Original Budget \$ | Actual \$ | Original Budget \$ | Actual \$ | Original Budget \$ |
| Loan 48 - McCleary Property | 27,749 | 0 | 27,749 | 27,749 | 0 | 0 | 530 | 2,373 |
| Loan 48 - Shire Office | 23,638 | 0 | 23,638 | 23,638 | 0 | 0 | 452 | 2,021 |
| Loan 53 - Staff Housing | 81,389 | 0 | 18,444 | 18,444 | 62,945 | 62,945 | 2,649 | 5,559 |
| Loan 56 - Staff Housing | 94,377 | 0 | 7,371 | 14,962 | 87,006 | 79,415 | 2,444 | 6,292 |
| Loan 57 - Monkey Mia Bore | 249,239 | 0 | 13,341 | 26,952 | 235,898 | 222,287 | 3,043 | 10,788 |
| | 476,392 | 0 | 90,543 | 111,745 | 385,849 | 364,647 | 9,118 | 27,033 |
| All debenture repayments are financed by general purpose revenue except Loan 57 which is funded through a Specified Area Rate. Loan 48 will finish this financial year. | | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Shire of Shark Bay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2016

Note 11: GRANTS AND CONTRIBUTIONS

| Program/Details | Grant Provider | Approval | 2015-16 Original Budget | Variations Additions (Deletions) | Operating | Capital | Recoup Status | |
|--|--|----------|-------------------------------|--|------------------|------------------|------------------|------------------|
| | | | | | | | Received | Not Received |
| | | (Y/N) | \$ | \$ | \$ | \$ | \$ | \$ |
| GENERAL PURPOSE FUNDING | | | | | | | | |
| Grants Commission - General | WALGGC | Y | 1,456,000 | 0 | 1,456,000 | 0 | 360,476 | 1,095,524 |
| Grants Commission - Roads | WALGGC | Y | 418,501 | 0 | 418,501 | 0 | 96,363 | 322,138 |
| LAW, ORDER, PUBLIC SAFETY | | | | | | | | |
| FESA Grant - Operating Bush Fire Brigade | Dept. of Fire & Emergency Serv. | Y | 7,000 | 0 | 7,000 | 0 | 4,065 | 2,935 |
| Grant FESA - SES | Dept. of Fire & Emergency Serv. | Y | 35,000 | 0 | 35,000 | 0 | 18,088 | 16,912 |
| FESA SES Capital Grants | Dept. of Fire & Emergency Serv. | Y | 50,000 | 0 | | 50,000 | 0 | 50,000 |
| RECREATION AND CULTURE | | | | | | | | |
| Foreshore Revitalisation | Royalties for Regions | Y | 6,450,000 | 0 | 0 | 6,450,000 | 500,000 | 5,950,000 |
| Community Bus | Lotterywest | N | 120,000 | 0 | 0 | 120,000 | 0 | 120,000 |
| TRANSPORT | | | | | | | | |
| Road Preservation Grant | State Initiative | Y | 91,900 | 0 | 91,900 | 0 | 91,900 | 0 |
| Useless Loop Road - Mtce | Main Roads WA | Y | 300,000 | 0 | 300,000 | 0 | 240,000 | 60,000 |
| Contributions - Road Projects | Pipeline | N | 8,500 | 0 | 8,500 | 0 | 8,000 | 500 |
| Roads To Recovery Grant - Cap | Roads to Recovery | Y | 599,630 | 0 | 0 | 599,630 | 0 | 599,630 |
| RRG Grants - Capital Projects | Regional Road Group | Y | 246,005 | 0 | 0 | 246,005 | 161,884 | 84,121 |
| Denham Recreational Boat Ramp | Recreational Boating Facilities Scheme | Y | 116,625 | 0 | 0 | 116,625 | 0 | 116,625 |
| ECONOMIC SERVICES | | | | | | | | |
| Contributions-Seniors Projects | Council of the Aged WA | N | 800 | 0 | 800 | 0 | 0 | 800 |
| Grants - Community Activities | Dept. of Communities | N | 2,000 | 0 | 2,000 | 0 | 0 | 2,000 |
| Contribution - Monkey Mia | Dept. of Parks and Wildlife | Y | 50,000 | 0 | 50,000 | 0 | 50,475 | (475) |
| Contribution - Signage | Gascoyne Development Commission | N | 12,727 | 0 | 12,727 | 0 | 0 | 12,727 |
| Grants - 2016 Celebrations | Dept Premier and Cabinet | Y | 0 | 0 | 0 | 0 | 35,000 | |
| TOTALS | | | 9,964,688 | 0 | 2,382,428 | 7,582,260 | 1,566,251 | 8,433,437 |
| | | | | | | | | |
| | | | Operating | | 2,382,428 | | 904,367 | |
| | | | Non-operating | | 7,582,260 | | 661,884 | |
| | | | | | 9,964,688 | | 1,566,251 | |

Comments - Operating and Non Operating Grants

The Shire received an advance payment of its total allocation (\$948,945) for 2015/16 at the end of 2014/15. Therefore the amount which will be reflected in this report for the year will be \$913,679 being the balance of the Shire's allocation. There was also a prepayment of the SES grant for 2015/16 received in 2014/15. This totalled \$10,657.50 and represents a quarter of the annual allocation.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Shire of Shark Bay | | | | | |
|---|-----------------------------|-----------------|------------------|------------------------------|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| For the Period Ended 31 January 2016 | | | | | |
| Note 12: TRUST FUND | | | | | |
| Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows: | | | | | |
| Description | Opening Balance 1 Jul 15 | Amount Received | Amount Paid | Closing Balance 31-Jan-16 | |
| | \$ | \$ | \$ | \$ | |
| BCITF Levy Income | 0 | 867 | (867) | 0 | |
| Library Card Bond | 200 | 350 | (400) | 150 | |
| Kerb/Footpath Deposit | 4,200 | 1,000 | (1,700) | 3,500 | |
| Election | 0 | 480 | (480) | 0 | |
| Bond Key | 2,310 | 1,000 | (1,380) | 1,930 | |
| Police Licensing | 2,386 | 166,387 | (164,694) | 4,079 | |
| Marquee Deposit | 700 | 0 | (700) | 0 | |
| Building Licence Levy | 41 | 1,411 | (1,451) | 0 | |
| Sunter Place - Recreation Reserve | 92,320 | 1,751 | 0 | 94,071 | |
| Billabong Tickets | 0 | 180 | (180) | 0 | |
| Bookeasy Sales | 0 | 312,224 | (312,224) | 0 | |
| | 102,157 | 485,650 | (484,076) | 103,730 | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| CAPITAL WORKS PROGRAM 2015/16 | | | | | | | | |
|--|--------------------------|---------------------|------------------------|-----------------|------------------|-----------------------|--------------------------|--|
| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Original Annual Budget | YTD Budget | YTD Actual | Variance (Under)/Over | YTD Actual (Renewal Exp) | Comment |
| Land and Buildings | | | | | | | | |
| Governance | | | | | | | | |
| Admin Office Carpark | 3.7.1 | WKM | (30,000) | (20,928) | (3,936) | (16,992) | 3,936 | Footpath to records room completed |
| Governance Total | | | (30,000) | (20,928) | (3,936) | (16,992) | | |
| Buildings | | | | | | | | |
| Health | | | | | | | | |
| Demolition of Ambulance Building | 3.7.1 | WKM | (10,000) | (10,000) | (11,734) | 1,734 | | Project complete |
| Health Total | | | (10,000) | (10,000) | (11,734) | 1,734 | | |
| Housing | | | | | | | | |
| Staff housing Capital Works | | | | | | | | |
| Staff Housing - 5 Spaven Way | 1.2.4 | CEO | (3,500) | (3,500) | 0 | (3,500) | 0 | |
| Staff Housing - 65 Brockman St | 1.2.4 | EMCD | (3,500) | (1,750) | (5,790) | 4,040 | 5,790 | Major work done on retaining walls damaged through Cyclone Olwyn |
| Staff Housing - 51 Durlacher St | 1.2.4 | EMFA | (3,500) | (1,750) | (13,585) | 11,835 | 13,585 | Airconditioner upgrade |
| Staff Housing - 80 Durlacher St | 1.2.4 | EMCD | (3,500) | (2,500) | (1,859) | (641) | 1,859 | |
| Pensioner Units Capital | 3.7.1 | EMCD | (28,675) | (19,116) | (28,439) | 9,323 | 28,439 | Project complete |
| Housing Total | | | (42,675) | (28,616) | (49,673) | 21,057 | | |
| Recreation and Culture | | | | | | | | |
| Denham Town Hall - c/fwd | 3.7.1 | EMCD | 0 | 0 | (2,475) | 2,475 | 2,475 | \$10,000 carry forward from 14/15 |
| Denham Town Hall | 3.7.1 | EMCD | (20,000) | (9,892) | 0 | (9,892) | 0 | |
| Overlander Hall - c/fwd | | WKM | 0 | 0 | (355) | 355 | 355 | Carry forward from 14/15 |
| Recreation Centre - Sound Proofing - c/fwd | 3.7.1 | EMCD | 0 | 0 | (40,802) | 40,802 | 40,802 | \$50,000 carry forward from 14/15 - Project complete |
| Recreation and Culture Total | | | (20,000) | (9,892) | (43,632) | 33,740 | | |
| Transport | | | | | | | | |
| Replacement of Depot Air Conditioners | 3.7.1 | WKM | 0 | 0 | (1,956) | 1,956 | 1,956 | |
| Transport Total | | | 0 | 0 | (1,956) | 1,956 | | |
| Land and Buildings Total | | | (102,675) | (69,436) | (110,931) | 41,495 | | |
| Drainage/Culverts | | | | | | | | |
| Transport | | | | | | | | |
| Drainage upgrades | 3.7.1 | WKM | (40,000) | (30,004) | (16,468) | (13,536) | 16,468 | Project progressing |
| Transport Total | | | (40,000) | (30,004) | (16,468) | (13,536) | | |
| Drainage/Culverts Total | | | (40,000) | (30,004) | (16,468) | (13,536) | | |
| Footpaths | | | | | | | | |
| Transport | | | | | | | | |
| Footpath Construction | 3.7.1 | WKM | (50,000) | (22,224) | (39,390) | 17,166 | | Footpath replacement program progressing |
| Transport Total | | | (50,000) | (22,224) | (39,390) | 17,166 | | |
| Footpaths Total | | | (50,000) | (22,224) | (39,390) | 17,166 | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | YTD Budget | YTD Actual | Variance (Under)/Over | YTD Actual (Renewal Exp) | Comment |
|---|--------------------------|---------------------|------------------|------------------|------------------|-----------------------|--------------------------|---|
| Furniture & Office Equip. | | | | | | | | |
| Governance | | | | | | | | |
| Office Furn & Equipment | | EMFA | 0 | 0 | (2,475) | 2,475 | | Airconditioner replacement required |
| Council Chambers - Speaker System | 1.2.1 | EMFA | (12,000) | (12,000) | 0 | (12,000) | | |
| Governance Total | | | (12,000) | (12,000) | (2,475) | (9,525) | | |
| Recreation And Culture | | | | | | | | |
| Discovery Centre - Furniture & Equipment | 2.4.1 | EMCD | (10,000) | (5,000) | (4,075) | (925) | 4,075 | |
| Recreation And Culture Total | | | (10,000) | (5,000) | (4,075) | (925) | | |
| Furniture & Office Equip. Total | | | (22,000) | (17,000) | (6,550) | (10,450) | | |
| Heritage Assets | | | | | | | | |
| Recreation And Culture | | | | | | | | |
| Shade over Velsheda | 2.2.2 | WKM | (10,000) | (10,000) | 0 | (10,000) | 0 | |
| Refurbishment of Old Jail and Stables - c/fwd | 2.2.2 | WKM | 0 | 0 | (8,878) | 8,878 | 8,878 | \$50,000 carry forward from 14/15. Work is progressing on this project. |
| Recreation And Culture Total | | | (10,000) | (10,000) | 0 | (10,000) | | |
| Heritage Assets Total | | | (10,000) | (10,000) | (8,878) | (10,000) | | |
| Plant , Equipment and Vehicles | | | | | | | | |
| Law, Order And Public Safety | | | | | | | | |
| SES Equipment | 3.7.1 | EMFA | (50,000) | (25,000) | 0 | (25,000) | 0 | No allocation for capital from DFES |
| Vehicle - Ranger | 3.7.1 | WKM | (45,000) | (45,000) | (32,418) | (12,582) | 32,418 | Replacement in January |
| Law, Order And Public Safety Total | | | (95,000) | (70,000) | (32,418) | (37,582) | | |
| | | | (189,999) | | | | | |
| Recreation and Culture | | | | | | | | |
| Community Bus | 1.1.6 | WKM | (120,000) | (120,000) | 0 | (120,000) | 0 | |
| Recreation and Culture Total | | | (120,000) | (120,000) | 0 | (120,000) | | |
| Transport | | | | | | | | |
| CEO Vehicle | 1.1.6 | WKM | (71,000) | (71,000) | (62,993) | (8,007) | 62,993 | Purchase complete |
| EMFA Vehicle | 1.1.6 | WKM | (45,000) | 0 | 0 | 0 | 0 | |
| EMCD Vehicle | 1.1.6 | WKM | (45,000) | 0 | 0 | 0 | 0 | |
| 5 Tonne Truck | 1.1.6 | WKM | (90,000) | (90,000) | | (90,000) | 0 | |
| 3 Tonne Truck | 1.1.6 | WKM | (45,000) | (45,000) | (57,239) | 12,239 | 57,239 | Purchase complete |
| Major Plant Items | 1.1.6 | WKM | (20,000) | (20,000) | 0 | (20,000) | 0 | |
| Bobcat and Trailer | 1.1.6 | WKM | (110,000) | (110,000) | (102,000) | (8,000) | 102,000 | Purchase complete |
| Refuse Site Loader | 1.1.6 | WKM | (180,000) | (180,000) | (187,984) | 7,984 | 187,984 | Purchase complete |
| Utility - Country | 1.1.6 | WKM | (48,000) | (48,000) | (37,505) | (10,495) | 37,505 | Purchase complete |
| Transport Total | | | (654,000) | (564,000) | (447,721) | (116,279) | | |
| Plant , Equipment and Vehicles Total | | | (869,000) | (754,000) | (480,139) | (273,861) | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | YTD Budget | YTD Actual | Variance (Under)/Over | YTD Actual (Renewal Exp) | Comment |
|--|--------------------------|---------------------|--------------------|------------------|------------------|-----------------------|--------------------------|---|
| Public Facilities | | | | | | | | |
| Community Amenities | | | | | | | | |
| Town Oval Bore - c/fwd | 3.7.1 | WKM | 0 | 0 | (27,500) | 27,500 | 27,500 | \$27,500 carried forward from 14/15 |
| Town Oval Bore | 3.7.1 | WKM | (30,000) | (26,444) | (3,750) | (22,694) | 3,750 | |
| Refuse Tip and Recycling | 2.4.2 | WKM | (378,341) | (63,057) | 0 | (63,057) | | Project manager appointed |
| Community Amenities Total | | | (408,341) | (89,501) | (31,250) | (58,251) | | |
| Recreation And Culture | | | | | | | | |
| Recreation Grounds | 1.6.7 | WKM | (55,000) | (9,167) | (3,055) | (6,112) | 3,055 | |
| Denham Recreational Boat Ramp | 3.7.1 | WKM | (145,781) | (15,000) | (15,840) | 840 | 15,840 | Preliminary planning started for this project |
| Foreshore Revitalisation | 3.7.1 | CEO | (6,966,458) | (509,364) | (269,551) | (239,813) | 269,551 | Planning and foreshore design costs |
| Western Foreshore Gazebo Reroofing | 3.7.1 | WKM | (10,000) | (10,000) | 0 | (10,000) | 0 | |
| Replacement Gazebo - Nettas c/fwd | | | 0 | 0 | (9,174) | 9,174 | 9,174 | Project complete - Carry forward from 14/15 |
| Replace Shade shelters - Eastern Foreshore | 3.7.1 | WKM | (20,000) | (20,000) | (12,355) | (7,645) | 12,355 | Project progressing |
| Childcare Centre Softfall | 3.7.1 | WKM | (10,000) | 0 | 0 | 0 | 0 | Investigations into appropriate surface continuing |
| Charlie Sappie Park - c/fwd | 3.7.1 | WKM | 0 | 0 | (28,058) | 28,058 | 28,058 | \$10,000 carried forward from 14/15. Project completed. |
| Recreation And Culture Total | | | (7,207,239) | (563,531) | (338,033) | (225,498) | | |
| Transport | | | | | | | | |
| Monkey Mia Jetty - c/fwd | 1.6.5 | WKM | 0 | 0 | (92,901) | 92,901 | 0 | \$92,852 carried forward from 14/15. Project completed. |
| Monkey Mia Boat Ramp Carpark - c/fwd | 1.6.5 | WKM | 0 | 0 | (43,740) | 43,740 | 43,740 | \$44,000 carried forward from 14/15. Project completed |
| Transport Total | | | 0 | 0 | (136,641) | 136,641 | | |
| Public Facilities Total | | | (7,615,580) | (653,032) | (505,924) | (147,108) | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| 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 | | | | | | | | |
| Woodleigh-Bryo Floodway RRG | 1.1.6 | WKM | (137,712) | (110,168) | (11,069) | (99,099) | 11,069 | |
| Useless Loop Road - RRG 14/15 | 1.1.6 | WKM | 0 | 0 | (75,800) | 75,800 | 75,800 | \$75,800 carried forward from 14/15 |
| Useless Loop Road - RRG 15/16 | 1.1.6 | WKM | (279,007) | (46,501) | (17,944) | (28,557) | 17,944 | Progress will increase in 2016 |
| Hamelin Pool - Repair seal, shoulders etc | 1.1.6 | WKM | (90,000) | (90,000) | (22,907) | (67,093) | 22,907 | Project complete |
| Road Projects R2R 14/15 | 1.1.6 | WKM | (199,877) | (33,313) | 0 | (33,313) | 0 | Plan being developed |
| Road Projects R2R 15/16 | 1.1.6 | WKM | (399,753) | (66,626) | 0 | (66,626) | 0 | Plan being developed |
| Transport Total | | | (1,106,349) | (346,608) | (127,720) | (218,888) | | |
| Roads (Non Town) Total | | | (1,106,349) | (346,608) | (127,720) | (218,888) | 0 | |
| Streetscapes | | | | | | | | |
| Economic Services | | | | | | | | |
| Tourism and Information Bay Signage | 2.1.3 | EMCD | (50,000) | (32,932) | (3,709) | (29,223) | | Decals for Overlander Information Bay. Further expenditure dependant on signage concept approval. |
| Economic Services Total | | | (50,000) | (32,932) | (3,709) | (29,223) | | |
| Streetscapes Total | | | (50,000) | (32,932) | (3,709) | (29,223) | | |
| Capital Expenditure Total | | | (9,865,604) | (1,935,236) | (1,299,709) | (644,405) | | |

24 FEBRUARY 2016

12.4 BUDGET REVIEW 2015/2016
FM00005

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Prior
Seconded Cr Laundry

Audit Committee Recommendation

That Council -

- 1. Accepts the budget review as presented;**
- 2. Adopts the revised budget figures as budget amendments for the year ending 30 June 2016; and**
- 3. Adopts the amended transfers to and from reserves for the year ended 30 June 2016.**

7/0 CARRIED BY ABSOLUTE MAJORITY

Background

Local Governments are required to conduct a budget review between 1 January and 31 March each financial year. This is a requirement covered by Regulation 33A of the *Local Government (Financial Management) Regulations 1996*. The intention of the legislation is to ensure Local Governments conduct at least one budget review between six and nine months into a financial year.

A budget review is a detailed comparison of the year to date actual results with the adopted budget. It determines whether the budget figures adopted by Council in July are still relevant and amends these figures to reflect the change in circumstances over the last 6 months.

Regulation 33A (2) and (3) of the Financial Management Regulations requires the results of the budget review to be submitted to Council within 30 days of the review. Council is then to consider the review and determine whether or not to adopt the review.

Regulation 33A(4) states that within 30 days after Council has made a determination, a copy of the review and determination is to be provided to the Department of Local Government.

Comment

The budget has been reviewed to continue to deliver on strategies adopted by the Council and the maintenance of a high level of service across all programs. Attached is a report on the budget changes for Council's information.

The actual opening surplus on the statement of financial activity as at 1 July 2015 was \$2,432,569, which is \$1,774,588 greater than the estimated opening surplus of

24 FEBRUARY 2016

\$657,981. This predominantly occurred due to the prepayment of Financial Assistance Grants (\$960,822) and unspent grants, including Council's contribution, (\$813,766) at the year end.

Operating Revenue

Amendments to the original operating revenue budget resulted in an overall decrease in revenue of \$991,042. This is mainly due to the prepayment of the Financial Assistance Grants (960,823) which reduces the amount which will be received this year and the transfer from Trust for the Recreation Reserve associated with the Sunter Place purchase which will now occur in 2016/2017.

Operating Expenditure

Overall the review has increased the operating expenditure budget by \$201,076. This is due to an increase in one off costs such as the loss on sale of obsolete items from the asset register of \$54,991 – this however is a non cash item. Further increases include the recognition of the level of funds attributed to the 2016 Celebrations (\$120,000) and costs associated with gaining further funding for the event (\$15,000) and contribution towards the upgrade to the museum (\$25,000).

Employee Costs have increased by \$66,280 and this reflects the payment of annual and long service leave as staff utilise their entitlements and the carry forward from 2014/2015 of road maintenance funding. Materials and contracts have increased by \$137,113 which is due to the cost of property valuations, fair value valuations, Cyclone Olwyn expenses, 2016 Celebration expenses and plant maintenance.

Decreases in expenditure are predominantly depreciation charges for infrastructure which has been reviewed in line with recommendations from our auditors and utility costs of \$10,000 as the installation of solar panels on Council buildings continues to pay dividends to the Shire.

Capital Revenue

Capital revenue has decreased by \$49,650. This is mainly due to the reduced level of capital grants from the Department of Fire and Emergency Services for State Emergency Service and an increase in the level of proceeds of sale associated with plant replacement program.

Capital Expenditure

Capital expenditure has increased by \$307,843. This is mainly due to the carry forward projects from 2014/2015 of \$368,850 and the reduced capital budget for the State Emergency Service of \$50,000.

Note 13 of the attached report shows the detail of the capital expenditure.

Financing

The area focuses mainly on transfer to and from reserves and this shows a net gain of \$142,963. This is due to an increase of \$197,200 for the transfer from reserves and this reflects carry forward projects which were to be funded from reserves in 2014/2015.

The transfer to reserves has increased by \$340,163 which is the balance of funds

24 FEBRUARY 2016

remaining from 2014/2015 and which is transferred to the infrastructure reserve for future projects.

Note 7 in the attached report shows the amended budget for reserve action for 2015/2016.

Overall the closing funds will remain balanced with a nil surplus/deficit as a result of this budget review.

Legal Implications

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires a Local Government to conduct a budget review between 1 January and 31 March each financial year.

Policy Implications

There are no policy implications associated with this report.

Financial Implications

The amendments result in a nil surplus and more accurately reflect the predicted revenue and expenditure on projects.

Strategic Implications

The budget review has been developed, taking into account the objectives of the Shire of Shark Bay's Strategic Community Plan 2011 and Corporate Business Plan. There are no new initiatives in this budget review which requires an amendment to the Corporate Business Plan.

Risk Management

There is a requirement under the *Local Government (Financial Management) Regulations 1996* that a budget review be undertaken and therefore the Committee needs to make a recommendation to Council so that Council can comply with the legislation. Therefore to not adopt a recommendation would present a high risk to Council.

Voting Requirements

Absolute Majority Required

Signatures

| | |
|-------------------------|-------------------|
| Author | <i>C Wood</i> |
| Chief Executive Officer | <i>P Anderson</i> |
| Date of Report | 5 February 2016 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

SHIRE OF SHARK BAY
STATEMENT OF FINANCIAL ACTIVITY
February 2016

| | Note | Original Budget | Actual to 31 December 2015 | Amended Annual Budget | Variance | Comments |
|--|------|--------------------|----------------------------|-----------------------|--------------------|--|
| Operating Revenues | | \$ | \$ | \$ | | |
| Governance | | 12,605 | 45,944 | 50,388 | 37,783 | Increase in insurance rebates |
| General Purpose Funding - Rates | 9 | 1,214,780 | 1,183,701 | 1,214,780 | 0 | No change |
| General Purpose Funding - Other | | 1,961,795 | 570,877 | 1,000,972 | (960,823) | June |
| Law, Order and Public Safety | | 93,350 | 31,952 | 85,125 | (8,225) | First payment of DFES Grants received in June |
| Health | | 750 | 751 | 750 | 0 | No change |
| Housing | | 88,660 | 45,738 | 86,110 | (2,550) | Reduction in rental on houses |
| Community Amenities | | 272,000 | 255,168 | 282,000 | 10,000 | Increase in fees at Refuse Site |
| Recreation and Culture | | 307,900 | 142,629 | 222,900 | (85,000) | No transfer from Trust for Foreshore in 15/16 and increase in SBDC commissions |
| Transport | | 454,556 | 403,199 | 464,056 | 9,500 | Increase in profit on sale of assets |
| Economic Services | | 730,107 | 381,118 | 738,380 | 8,273 | Increase for grant received for 2016 celebrations and decrease for signage grant received in 15/16 and reduced rental on shop. |
| Other Property and Services | | 25,000 | 21,983 | 25,000 | 0 | No change |
| Total Operating Revenue | | 5,161,503 | 3,083,060 | 4,170,461 | (991,042) | |
| Operating Expense | | | | | | |
| Governance | | (304,825) | (198,639) | (342,993) | (38,168) | Increases for insurance costs and loss on sale of assets on removal of obsolete items from the assets register |
| General Purpose Funding | | (122,096) | (68,530) | (138,795) | (16,699) | Increase for property valuations charges |
| Law, Order and Public Safety | | (334,324) | (252,683) | (359,490) | (25,166) | Decrease in depreciation and increase in cyclone costs |
| Health | | (55,358) | (32,130) | (69,355) | (13,997) | Reallocation of Health overheads to Building |
| Housing | | (174,917) | (89,829) | (191,106) | (16,189) | Reallocation of 34 Hughes unit costs |
| Community Amenities | | (639,881) | (288,450) | (604,665) | 35,216 | Decrease in tip operating costs and decrease in carry forward for planning scheme |
| Recreation and Culture | | (1,932,180) | (1,007,000) | (2,058,824) | (126,644) | Increase in operating costs of SBDC; contribution to museum improvements and increase in depreciation |
| Transport | | (2,028,899) | (807,498) | (1,490,829) | 538,070 | Decrease in depreciation and decrease in costs for Denham Marine Facilities |
| Economic Services | | (1,210,314) | (596,282) | (1,345,660) | (135,346) | Reallocation of housing costs to Community Development; increase in 2016 event budget through extra funding and budget for business case |
| Other Property and Services | | (25,000) | (150,014) | (25,000) | 0 | No change |
| Total Operating Expenditure | | (6,827,793) | (3,491,055) | (6,626,717) | 201,076 | |
| Funding Balance Adjustments | | | | | | |
| Add back Depreciation | | 2,355,680 | 911,896 | 1,831,805 | (523,875) | Depreciation levels reassessed as part of valuations |
| Adjust (Profit)/Loss on Asset Disposal | 8 | (543) | 54,894 | 39,165 | 39,708 | Increased loss on sale as items on asset register are removed if no longer relevant |
| Net Cash from Operations | | 688,846 | 558,795 | (585,286) | (1,274,132) | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| | | | | | | |
|--|----|--------------------|--------------------|---------------------|--------------------|---|
| Capital Revenues | | | | | | |
| Grants, Subsidies and Contributions | 11 | 7,582,260 | 661,884 | 7,488,610 | (93,650) | No allocation for SES capital and reduction in RRG Grants due to project being done by Main Roads |
| Proceeds from Disposal of Assets | 8 | 206,000 | 123,698 | 250,000 | 44,000 | Increase in sale returns on plant and equipment |
| Total Capital Revenues | | 7,788,260 | 785,582 | 7,738,610 | (49,650) | |
| Capital Expenses | | | | | | |
| Land and Buildings | 13 | (102,675) | (106,431) | (175,675) | (73,000) | Increase in housing and pensioner unit improvements and carry forward project |
| Infrastructure - Roads | 13 | (1,106,349) | (55,879) | (1,146,642) | (40,293) | Carry forward project and reduction in Hamelin Pool allocation - work done by Main Roads |
| Infrastructure - Public Facilities | 13 | (7,615,580) | (438,401) | (7,817,630) | (202,050) | Carry forward projects |
| Infrastructure - Streetscapes | 13 | (50,000) | (3,709) | (50,000) | 0 | No change |
| Infrastructure - Footpaths | 13 | (50,000) | (36,089) | (50,000) | 0 | No change |
| Infrastructure - Drainage | 13 | (40,000) | (16,468) | (40,000) | 0 | No change |
| Heritage Assets | 13 | (10,000) | (8,878) | (50,000) | (40,000) | Carry forward project |
| Plant and Equipment | 13 | (869,000) | (447,721) | (819,000) | 50,000 | No allocation for SES capital |
| Furniture and Equipment | 13 | (22,000) | (6,550) | (24,500) | (2,500) | New airconditioner required |
| Total Capital Expenditure | | (9,865,604) | (1,120,126) | (10,173,447) | (307,843) | |
| Net Cash from Capital Activities | | (2,077,344) | (334,544) | (2,434,837) | (357,493) | |
| Financing | | | | | | |
| Proceeds from New Debentures | | 0 | 0 | 0 | 0 | |
| Transfer from Reserves | 7 | 1,361,289 | 814,931 | 1,558,489 | 197,200 | Carry Forward transfers |
| Repayment of Debentures | 10 | (111,745) | (55,043) | (111,745) | 0 | No change |
| Transfer to Reserves | 7 | (519,027) | (448,948) | (859,190) | (340,163) | Increase in Transfer to Infrastructure Reserve |
| Net Cash from Financing Activities | | 730,517 | 310,940 | 587,554 | (142,963) | |
| Net Operations, Capital and Financing | | (657,981) | 535,192 | (2,432,569) | (1,774,588) | |
| Opening Funding Surplus(Deficit) | 3 | 657,981 | 2,432,569 | 2,432,569 | 1,774,588 | Actual result |
| Closing Funding Surplus(Deficit) | 3 | 0 | 2,967,761 | 0 | (0) | |
| NOTE: Note 5 shows the detail of changes to budgets. | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | | |
|---|------|--------------------|----------------------------|-----------------------|--------------------|
| STATEMENT OF BUDGET AMENDMENTS | | | | | |
| February 2016 | | | | | |
| | Note | Annual Budget | Actual to 31 December 2015 | Amended Annual Budget | Variance |
| Operating Revenues | | \$ | | \$ | \$ |
| Rates | 9 | 1,206,380 | 1,175,466 | 1,206,379 | (1) |
| Operating Grants, Subsidies and Contributions | 11 | 2,382,428 | 885,710 | 1,431,854 | (950,574) |
| Fees and Charges | | 1,231,425 | 732,730 | 1,203,675 | (27,750) |
| Interest Earnings | | 75,694 | 103,885 | 75,694 | 0 |
| Other Revenue | | 237,175 | 134,727 | 209,175 | (28,000) |
| Profit on Disposal of Assets | 8 | 28,401 | 50,542 | 43,684 | 15,283 |
| Total Operating Revenue | | 5,161,503 | 3,083,060 | 4,170,461 | (991,042) |
| Operating Expense | | | | | |
| Employee Costs | | (1,938,330) | (1,062,122) | (2,004,610) | (66,280) |
| Materials and Contracts | | (2,026,612) | (1,122,535) | (2,163,725) | (137,113) |
| Utility Charges | | (158,750) | (61,940) | (148,750) | 10,000 |
| Depreciation on Non-Current Assets | | (2,355,680) | (911,896) | (1,831,805) | 523,875 |
| Interest Expenses | | (20,432) | (4,418) | (20,433) | (1) |
| Insurance Expenses | | (129,668) | (149,196) | (158,178) | (28,510) |
| Other Expenditure | | (170,462) | (98,057) | (216,367) | (45,905) |
| Loss on Disposal of Assets | 8 | (27,858) | (80,891) | (82,849) | (54,991) |
| Total Operating Expenditure | | (6,827,793) | (3,491,055) | (6,626,717) | 201,076 |
| Funding Balance Adjustments | | | | | |
| Add back Depreciation | | 2,355,680 | 911,896 | 1,831,805 | (523,875) |
| Adjust (Profit)/Loss on Asset Disposal | 8 | (543) | 54,894 | 39,165 | 39,708 |
| Adjust Provisions and Accruals | | 0 | 0 | 0 | 0 |
| Net Cash from Operations | | 688,846 | 558,795 | (585,286) | (1,274,132) |
| Capital Revenues | | | | | |
| Grants, Subsidies and Contributions | 11 | 7,582,260 | 661,884 | 7,488,610 | (93,650) |
| Proceeds from Disposal of Assets | 8 | 206,000 | 123,698 | 250,000 | 44,000 |
| Total Capital Revenues | | 7,788,260 | 785,582 | 7,738,610 | (49,650) |
| Capital Expenses | | | | | |
| Land and Buildings | 13 | (102,675) | (106,431) | (175,675) | (73,000) |
| Infrastructure - Roads | 13 | (1,106,349) | (55,879) | (1,146,642) | (40,293) |
| Infrastructure - Public Facilities | 13 | (7,615,580) | (438,401) | (7,817,630) | (202,050) |
| Infrastructure - Streetscapes | 13 | (50,000) | (3,709) | (50,000) | 0 |
| Infrastructure - Footpaths | 13 | (50,000) | (36,089) | (50,000) | 0 |
| Infrastructure - Drainage | 13 | (40,000) | (16,468) | (40,000) | 0 |
| Heritage Assets | 13 | (10,000) | (8,878) | (50,000) | (40,000) |
| Plant and Equipment | 13 | (869,000) | (447,721) | (819,000) | 50,000 |
| Furniture and Equipment | 13 | (22,000) | (6,550) | (24,500) | (2,500) |
| Total Capital Expenditure | | (9,865,604) | (1,120,126) | (10,173,447) | (307,843) |
| Net Cash from Capital Activities | | (2,077,344) | (334,544) | (2,434,837) | (357,493) |
| Financing | | | | | |
| Proceeds from New Debentures | | 0 | 0 | | |
| Transfer from Reserves | 7 | 1,361,289 | 814,931 | 1,558,489 | 197,200 |
| Repayment of Debentures | 10 | (111,745) | (55,043) | (111,745) | 0 |
| Transfer to Reserves | 7 | (519,027) | (448,948) | (859,190) | (340,163) |
| Net Cash from Financing Activities | | 730,517 | 310,940 | 587,554 | (142,963) |
| Net Operations, Capital and Financing | | (657,981) | 535,192 | (2,432,569) | (1,774,588) |
| Opening Funding Surplus(Deficit) | | 657,981 | 2,432,569 | 2,432,569 | 1,774,588 |
| Closing Funding Surplus(Deficit) | | 0 | 2,967,761 | 0 | (0) |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | |
|---|------|---------------------|--------------------|--|
| STATEMENT OF BUDGET AMENDMENTS | | | | |
| February 2016 | | | | |
| Capital Acquisitions | Note | Amended Budget | Annual Budget | |
| | | \$ | \$ | |
| Land and Buildings | 13 | (175,675) | (102,675) | |
| Infrastructure Assets - Roads | 13 | (1,146,642) | (1,106,349) | |
| Infrastructure Assets - Public Facilities | 13 | (7,817,630) | (7,615,580) | |
| Infrastructure Assets - Footpaths | 13 | (50,000) | (50,000) | |
| Infrastructure Assets - Drainage | 13 | (40,000) | (40,000) | |
| Infrastructure Assets - Streetscapes | 13 | (50,000) | (50,000) | |
| Heritage Assets | 13 | (50,000) | (10,000) | |
| Plant and Equipment | 13 | (819,000) | (869,000) | |
| Furniture and Equipment | 13 | (24,500) | (22,000) | |
| Capital Expenditure Totals | | (10,173,447) | (9,865,604) | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| SHIRE OF SHARK BAY | |
|--|---|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | |
| 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 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | | |
|--|--|--|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| 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 FEBRUARY 2016

| SHIRE OF SHARK BAY | | | | | |
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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| 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. | | | | | |

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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| 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. | | | | | |

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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | |
| 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 | | | 18 years |
| Footpaths | | | 40 to 80 years |
| Drainage Systems | | | |
| - Drains and Kerbs | | | 20 to 60 years |
| - Culverts | | | 60 years |
| - Pipes | | | 80 years |
| - Pits | | | 60 years |
| The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period. | | | |
| An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount. | | | |
| Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise. | | | |
| When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus. | | | |
| 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. | | | |

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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | |
| 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. | | | | | | |

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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | |
| 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. | | | | | | |

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

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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| 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. | | | | | |

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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| 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 obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. | | | | | |
| (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. | | | | | |

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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | |
| 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. | | | | | |

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| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | |
| February 2016 | | | | | | | |
| Note 5: BUDGET AMENDMENTS | | | | | | | |
| Program | Ledger No. | Description | Non Cash Adjustment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance | |
| | | | \$ | \$ | \$ | \$ | |
| OPERATING | | Opening Surplus | | | 1,774,588 | 1,774,588 | |
| General Purpose Funding | Rates | 00101600 Governance overheads | | | (1,111) | 1,773,477 | |
| | | 00102900 Valuation expenses | | | (14,000) | 1,759,477 | |
| | General Purpose Income | 00203245 Grants Commission General | | | (735,048) | 1,024,429 | |
| | | 00203246 Grants Commission Roads | | | (225,774) | 798,655 | |
| | Other General Purpose Income | 00401600 Governance overheads | | | (1,587) | 797,068 | |
| Governance | Members of Council | 05101060 Meeting fees | | | (2,805) | 794,263 | |
| | | 05101091 Public Receptions | | | (7,000) | 787,263 | |
| | | 05101282 Local Law Review | | | (7,000) | 780,263 | |
| | | 05101470 Insurance Members | | 4,750 | | 785,013 | |
| | | 05101600 Governance Overheads | | | (982) | 784,031 | |
| | | 05102480 Election Expenses | | 7,500 | | 791,531 | |
| | Administration Other | 05200001 Staff Housing Costs | | | (16,276) | 775,255 | |
| | | 05200612 Contract Staff | | 20,000 | | 795,255 | |
| | | 05200615 Performance Review | | 4,500 | | 799,755 | |
| | | 05200672 Conference Expenses | | | (3,100) | 796,655 | |
| | | 05200685 Insurance - Workers Compensation | | 4,900 | | 801,555 | |
| | | 05200860 Vehicle Running Costs - CEO | | | (5,000) | 796,555 | |
| | | 05200862 Vehicle Running Costs - EMFA | | | (5,500) | 791,055 | |
| | | 05200927 Long Term Financial Plan | | 7,000 | | 798,055 | |
| | | 05200930 Computer Software Support | | 9,000 | | 807,055 | |
| | | 05200931 Computer Licence Fees | | | (9,000) | 798,055 | |
| | | 05201300 Fair Value Valuations | | | (13,000) | 785,055 | |
| | | 05201302 Depreciation Furniture and Equipment | 4,500 | | | | |
| | | 05201303 Depreciation Buildings | 53,925 | | | | |
| | | 05201470 Insurance - General | | | (32,000) | 753,055 | |
| | | 05201501 Loss on Sale of Asset | (70,500) | | | | |
| | | 05201605 Governance Overheads Recovered | | 27,920 | | 780,975 | |
| | | 05203650 Reimbursements other | | 3,000 | | 783,975 | |
| | | 05204250 Profit on sale of asset | 5,783 | | | | |
| | | 05204405 Insurance Reimbursement | | 29,000 | | 812,975 | |
| | | 05220731 Maintenance of Shire Office | | | (10,000) | 802,975 | |

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|------------------------------|------------------------------------|----------------------|--|----------------------------------|----------|----------|---------|
| Law, Order and Public Safety | Fire Prevention | 10101301 | Depreciation Plant and Equipment | (1,300) | | | |
| | | 10101600 | Governance Overheads | | (891) | 802,084 | |
| | | | 10102496 | Fire Fighting | | (3,936) | 798,148 |
| | | | 10102501 | Fire Prevention | 4,600 | | 802,748 |
| | | | 10103218 | FESA Grant - Operating Bush Fire | | (900) | 801,848 |
| | Animal Control | 10202580 | Legal Expenses | | 1,500 | | 803,348 |
| | | 10203858 | Dog Registration Fees | | 1,800 | | 805,148 |
| | Other Law, Order and Public Safety | | 10301301 | Depreciation Plant and Equipment | 11,500 | | |
| | | | 10301600 | Governance Overheads | | 360 | 805,508 |
| | | | 10302426 | Cyclone Clean Up | | (5,000) | 800,508 |
| | | | 10302430 | Cyclone Olwyn Infrastructure | | 15,000 | 815,508 |
| | | | 10302432 | Cyclone Olwyn - Records | | (42,000) | 773,508 |
| | | | 10302433 | Cyclone Olwyn - Depot | | (5,000) | 768,508 |
| | | | 10303218 | Grant FESA - SES | | (9,125) | 759,383 |
| | | 10303220 | FESA SES Capital Grant | | (50,000) | 709,383 | |
| Health | Health Inspection | 15100680 | Health Inspection - Travel and Accommodation | | (1,000) | 708,383 | |
| | | 15101600 | Governance Overheads | | (602) | 707,781 | |
| | | 15101615 | Health Overheads Recovered | | (11,840) | 695,941 | |
| | Other Health | 15301600 | Governance Overheads | | (556) | 695,385 | |
| Housing | Staff Housing | 09100001 | Depreciation -5 Spaven Way | (9,975) | | | |
| | | 09100020 | Depreciation - 65 Brockman Street | (9,800) | | | |
| | | 09100040 | Depreciation -80 Durlacher Street | (7,695) | | | |
| | | 09100050 | Depreciation - 51 Durlacher Street | (9,830) | | | |
| | | 09100060 | Depreciation - 16A Sunter Place | (13,212) | | | |
| | | 09100070 | Depreciation - 16B Sunter Place | (13,212) | | | |
| | | 09100090 | Depreciation Sunter Place | | 26,425 | | 721,810 |
| | | 09100100 | Staff Housing Costs Allocated to Services | | 14,158 | | 735,968 |
| | | 09100101 | Unit 6 Hughes Street Allocated | | 5,000 | | 740,968 |
| | | 09110532 | Rental 16B Sunter Place | | | (2,550) | 738,418 |
| | Pensioner Units | 25100799 | Utilities | | 3,000 | | 741,418 |
| 25101600 | | Governance Overheads | | | (1,048) | 740,370 | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| | | | | | | | | | |
|-------------------------|---------------------------|------------------------------|---------------------------------|--|---------|----------|----------|---------|--|
| Community Amenities | Household Rubbish | 30101304 | Depreciation | 1,200 | | | | | |
| | | 30101600 | Governance Overheads | | | (731) | 739,639 | | |
| | | 30102196 | Refuse Site Maintenance | | 12,380 | | | 752,019 | |
| | | | 30102211 | Refuse Site Operations | | 16,220 | | 768,239 | |
| | Sanitation Other | 30201304 | Depreciation | 700 | | | | | |
| | | 30201600 | Governance Overheads | | | | (825) | 767,414 | |
| | | 30203702 | Refuse Site Fees | | 10,000 | | | 777,414 | |
| | Town Planning | 30301600 | Governance Overheads | | | | (1,268) | 776,146 | |
| | | 30302859 | Northern Planning Program | | 13,375 | | | 789,521 | |
| | Other Community Amenities | 30400731 | Maintenance Public Conveniences | | | | (3,660) | 785,861 | |
| | | 30401600 | Governance Overheads | | | | (665) | 785,196 | |
| | | 30411470 | Insurance | | | | (1,511) | 783,685 | |
| | Recreation and Culture | Public Halls & Civic Centres | 35101310 | Depreciation | 5,500 | | | | |
| 35101452 | | | Insurance | | | (10,000) | 773,685 | | |
| 35101600 | | | Governance Overheads | | | | (762) | 772,923 | |
| 35110732 | | | Maintenance - Denham Hall | | | | (2,412) | 770,511 | |
| 35130732 | | | Maintenance - CRC | | 2,000 | | | 772,511 | |
| Foreshore | | 35201304 | Depreciation | (16,290) | | | | | |
| | | 35201600 | Governance Overheads | | | | (762) | 771,749 | |
| | | 35202061 | Maintenance BBQ Facilities | | 1,900 | | | 773,649 | |
| | | 35202206 | Seaweed Removal | | 2,400 | | | 776,049 | |
| | | 35203331 | Recreation Reserve Transfer | | | | (90,000) | 686,049 | |
| | | Other Recreation and Sport | 35301301 | Depreciation - Plant and Equipment | (6,550) | | | | |
| | | | 35301302 | Depreciation - Furniture and Equipment | 2,600 | | | | |
| 35301304 | | | Depreciation - Public Facility | (48,600) | | | | | |
| 35301475 | | | Insurance | | 10,000 | | | 696,049 | |
| 35301501 | | | Loss on Sale of Asset | (5,000) | | | | | |
| | | | 35301600 | Governance Overheads | | | (1,111) | 694,938 | |
| | | | 35302281 | Maintenance Walk Trails | | 4,950 | | 699,888 | |
| | | | 35312161 | Town Parks | | | (8,200) | 691,688 | |
| | | | 35312162 | Foreshore Parks | | 20,900 | | 712,588 | |
| TV & Radio Broadcasting | | 35401600 | Governance Overheads | | | | (411) | 712,177 | |
| Libraries | | 35501600 | Governance Overheads | | | | (1,365) | 710,812 | |
| Other Culture | | 35601200 | Historical Projects | | | | (5,000) | 705,812 | |
| | 35602080 | Maintenance - Heritage | | 3,500 | | | 709,312 | | |
| Museum | 35701600 | Governance Overheads | | | | (317) | 708,995 | | |
| | 35705128 | Contribution to Museum | | | | (25,000) | 683,995 | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| | | | | | | | |
|-----------|-------------------------------|----------|------------------------------------|-----------|--------|----------|---------|
| | World Heritage | 36000611 | Salaries and Wages | | | (15,438) | 668,557 |
| | | 36000675 | Superannuation | | | (5,739) | 662,818 |
| | | 36000683 | Staff Housing Costs | | | (23,212) | 639,606 |
| | | 36000731 | Maintenance | | | | |
| | | 36000776 | Utilities | | 5,000 | | 644,606 |
| | | 36000901 | Merchant Fees | | | (2,500) | 642,106 |
| | | 36000902 | Commission Expense | | | (6,900) | 635,206 |
| | | 36001302 | Depreciation - F & E | (106,000) | | | |
| | | 36001303 | Depreciation - Buildings | 105,000 | | | |
| | | 36001501 | Loss on Sale of Asset | (2,000) | | | |
| | | 36001600 | Governance Overheads | | | (825) | 634,381 |
| | | 36002689 | DPAW Passes | | | (10,000) | 624,381 |
| | | 36002699 | Merchandise Purchases | | 14,000 | | 638,381 |
| | | 36003770 | Merchandise Sales | | | (15,000) | 623,381 |
| | | 36003772 | DPAW Passes - Sales | | | (10,000) | 613,381 |
| | | 36003791 | Booking Commission | | 30,000 | | 643,381 |
| | | | | | | | |
| Transport | Streets, Roads and Depot | 45100776 | Utilities Depot | | | (3,000) | 640,381 |
| | | 45101301 | Depreciation - Plant and Equipment | 2,515 | | | |
| | | 45101303 | Depreciation - Building | 2,000 | | | |
| | | 45101305 | Depreciation - Country Roads | 530,000 | | | |
| | | 45101306 | Depreciation - Town Streets | 117,000 | | | |
| | | 45101308 | Depreciation - Drainage | (31,900) | | | |
| | | 45101600 | Governance Overheads | | | (1,174) | 639,207 |
| | | 45103365 | RRG - Capital Grants | | | (43,650) | 595,557 |
| | | 45112246 | Maintenance Town Streets | | | (40,200) | 555,357 |
| | | 45121946 | Useless Loop Maintenance | | | (71,000) | 484,357 |
| | Road Plant Purchases | 45201501 | Loss on Sale of Assets | 22,509 | | | |
| | | 45201600 | Governance Overheads | | | (633) | 483,724 |
| | | 45204250 | Profit on Sale of Assets | 9,500 | | | |
| | Monkey Mia Boating Facilities | 45401304 | Depreciation | (8,000) | | | |
| | | 45401600 | Governance Overheads | | | (317) | 483,407 |
| | | 45402111 | Maintenance | | 1,930 | | 485,337 |
| | Denham Marine Facilities | 45501600 | Governance Overheads | | | (539) | 484,798 |
| | | 45501960 | Marina Monitoring | | 2,000 | | 486,798 |
| | | 45501981 | Maintenance Recreation Jetty | | 3,630 | | 490,428 |
| | | 45501991 | Maintenance Service Jetty | | 6,450 | | 496,878 |
| | | 45501994 | Maintenance Slipway | | 3,000 | | 499,878 |
| | | 45502091 | General Maintenance | | 3,800 | | 503,678 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| | | | | | | | | |
|-----------------------------|----------------------------|-----------------------------|--------------------------------------|----------|-------------|-----------|---------|---------|
| Economic Services | Community Development | 50100770 | Staff Housing Costs | | | (16,095) | 487,583 | |
| | | 50100862 | Vehicle Costs - EMCD | | | (2,750) | 484,833 | |
| | | 50101600 | Governance Overhead | | | (665) | 484,168 | |
| | | 50102748 | Community Grants | | | (2,000) | 482,168 | |
| | | 50102755 | Event Development | | | (15,000) | 467,168 | |
| | Tourism and Area Promotion | 50201428 | Loan 57 Interest | | 9,710 | | | 476,878 |
| | | 50201600 | Governance Overhead | | | (919) | 475,959 | |
| | | 50202395 | 2016 Celebrations | | | (120,000) | 355,959 | |
| | | 50202852 | Knight Terrace Promotional Materials | | 5,000 | | | 360,959 |
| | | 50202856 | Grant to ND5 | | | (15,000) | 345,959 | |
| | | 50203860 | Signage Style Guide - Grant | | | (12,727) | 333,232 | |
| | Building Control | 50203862 | Grants - 2016 Celebrations | | 35,000 | | | 368,232 |
| | | 50301600 | Governance Overhead | | | (762) | 367,470 | |
| | | 50301610 | Health Overheads | | 11,840 | | | 379,310 |
| | Other Economic Services | 50401303 | Depreciation Buildings | 9,800 | | | | |
| | | 50401428 | Loan 57 Interest | | | (9,710) | 369,600 | |
| | | 50401600 | Governance Overhead | | | (793) | 368,807 | |
| | | 50403930 | Rental Shop 4 | | | (12,000) | 356,807 | |
| | | 50410731 | Maintenance McCleary Property | | 5,000 | | | 361,807 |
| 50410777 | | Utilities McCleary Property | | 5,000 | | | 366,807 | |
| Other Property and Services | Public Works Overheads | 55100510 | Long Service Leave | | | (23,000) | 343,807 | |
| | | 55100640 | Staff Medicals | | 1,000 | | 344,807 | |
| | | 55100676 | Superannuation | | | (2,500) | 342,307 | |
| | | 55100685 | Insurance - Workers Compensation | | 5,173 | | 347,480 | |
| | | 55101580 | Public Works Allocated to Services | | 23,986 | | 371,466 | |
| | Plant Operation Costs | 55101600 | Governance Overheads | | | (4,660) | 366,806 | |
| | | 55201585 | Plant Costs Allocated to Services | | 66,359 | | 433,165 | |
| | | 55201600 | Governance Overheads | | | (1,998) | 431,167 | |
| | | 55201623 | Depreciation | (40,000) | | | | |
| | | 55201635 | Repairs | | | (24,361) | 406,806 | |
| | | | | 524,916 | (1,892,698) | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| | | | | | | | |
|-------------------------|--|----------|----------------------------------|---------|---------|-------------|-----------|
| CAPITAL | | | | | | | |
| Land and Buildings | | 15305301 | Demolition of Ambulance Building | | | (2,000) | 404,806 |
| | | 09128020 | 65 Brockman Street | | | (6,500) | 398,306 |
| | | 09128050 | 51 Durlacher Street | | | (6,500) | 391,806 |
| | | 25104785 | Pensioner Units | | | (15,000) | 376,806 |
| | | 35304736 | Recreation Centre | | | (41,000) | 335,806 |
| | | 45104713 | Depot Building - Air Conditioner | | | (2,000) | 333,806 |
| Furniture and Equipment | | 05204975 | Air Conditioner Office | | | (2,500) | 331,306 |
| Heritage Assets | | 35605180 | Velsheda Capital | 10,000 | | | 341,306 |
| | | 35705126 | Old Jail and Stables | | | (50,000) | 291,306 |
| Plant and Equipment | | 10305305 | SES Capital | 50,000 | | | 341,306 |
| Public Facilities | | 35305578 | Town Oval Bore | | | (27,500) | 313,806 |
| | | 35205525 | Replacement Gazebo - Nettas | | | (9,200) | 304,606 |
| | | 35305586 | Charlie Sappie Park | | | (28,500) | 276,106 |
| | | 45405551 | Monkey Mia Jetty | | | (92,850) | 183,256 |
| | | 45405550 | Monkey Mia Carpark | | | (44,000) | 139,256 |
| Roads (Non Town) | | 45150025 | RRG 14/15 Useless Loop | | | (75,800) | 63,456 |
| | | 45150028 | RRG 15/16 Useless Loop | | | (24,493) | 38,963 |
| | | 45150070 | Hamelin Pool | 60,000 | | | 98,963 |
| Reserves | | | Transfer to Reserves | | | (340,163) | (241,200) |
| | | | Transfer from Reserves | 197,200 | | | (44,000) |
| Sale of Assets | | | Proceeds from sale | 44,000 | | | 0 |
| | | | | 0 | 361,200 | (768,006) | |
| | | | | | 886,116 | (2,660,704) | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Shire of Shark Bay | | | | | | | | | |
|--|------------------|---------------------------------|--------------------------------|----------------------------------|---------------------------------|-----------------------------------|----------------------------------|---------------------------------|--------------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | | | |
| February 2016 | | | | | | | | | |
| <u>Note 7: Cash Backed Reserve</u> | | | | | | | | | |
| #REF! | | | | | | | | | |
| Name | Opening Balance | Original Budget Interest Earned | Amended Budget Interest Earned | Original Budget Transfers In (+) | Amended Budget Transfers In (+) | Original Budget Transfers Out (-) | Amended Budget Transfers Out (-) | Original Budget Closing Balance | Amended Budget Closing Balance |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Infrastructure Reserve | 1,279,923 | 23,880 | 23,880 | 57,781 | 397,944 | (819,614) | (938,614) | 541,970 | 763,133 |
| Pensioner Unit Maintenance Reserve | 28,049 | 709 | 709 | 10,000 | 10,000 | (28,675) | (28,675) | 10,083 | 10,083 |
| Recreation Facility Replacement/Upgrade Res. | 401,657 | 8,505 | 8,505 | 0 | 0 | (20,000) | (70,200) | 390,162 | 339,962 |
| Plant Replacement Reserve | 152,853 | 3,824 | 3,824 | 400,000 | 400,000 | (493,000) | (493,000) | 63,677 | 63,677 |
| Leave Reserve | 126,569 | 3,163 | 3,163 | 10,000 | 10,000 | 0 | (28,000) | 139,732 | 111,732 |
| Monkey Mia Jetty Reserve | 19,866 | 498 | 498 | 0 | 0 | 0 | 0 | 20,364 | 20,364 |
| Shared Fire Fighting System Reserve | 26,587 | 667 | 667 | 0 | 0 | 0 | 0 | 27,254 | 27,254 |
| | 2,035,504 | 41,246 | 41,246 | 477,781 | 817,944 | (1,361,289) | (1,558,489) | 1,193,242 | 1,336,205 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

February 2016

Note 8 CAPITAL DISPOSALS

| Actual YTD Profit/(Loss) of Asset Disposal | | | | | Amended Budget | | | Comments |
|--|------------------|----------------|-----------------|-------------------------------|-------------------------------------|----------------------|-----------------|----------|
| Cost | Accum Depr | Proceeds | Profit (Loss) | | Amended Annual Budget Profit/(Loss) | Actual Profit/(Loss) | Variance | |
| \$ | \$ | \$ | \$ | | \$ | \$ | \$ | |
| | | | | Plant and Equipment | | | | |
| | | | | Governance | | | | |
| 66,264 | (22,112) | 50,909 | 6,757 | CEO Vehicle | 6,757 | 6,757 | 0 | |
| | | | | EMFA Vehicle | 5,381 | 0 | (5,381) | |
| 160,825 | (90,345) | 0 | (70,480) | Furniture & Equipment | (70,500) | (70,480) | 20 | |
| | | | | Recreation and Culture | | | | |
| 1,921 | (332) | 0 | (1,589) | SBDC Furniture & Equipment | (2,000) | (1,589) | 411 | |
| | | | | Transport | | | | |
| | | | | Ute - Ranger | 7,318 | 0 | (7,318) | |
| 40,050 | (12,703) | 27,789 | 442 | Ute - Country Supervisor | 440 | 442 | 2 | |
| | | | | 5 Tonne Tip Truck | (1,621) | 0 | 1,621 | |
| 43,757 | (21,171) | 24,545 | 1,960 | Truck - Gardeners | 1,960 | 1,960 | (0) | |
| 25,000 | (11,260) | 12,000 | (1,740) | Case Tractor | (2,480) | (1,740) | 740 | |
| 2,500 | (1,126) | 0 | (1,374) | Slasher | (1,248) | (1,374) | (126) | |
| 0 | 0 | 0 | 0 | Road Broom | 0 | 0 | 0 | |
| 0 | 0 | 0 | 0 | Auger | 0 | 0 | 0 | |
| 26,667 | (12,464) | 33,000 | 18,797 | Front end Loader | 18,788 | 18,797 | 9 | |
| 8,589 | (2,881) | 0 | (5,708) | Misc Plant and Equipment | (5,000) | (5,708) | (708) | |
| | | | | Economic Services | | | | |
| | | | | EMCD Vehicle | 3,040 | | (3,040) | |
| 375,572 | (174,393) | 148,244 | (52,935) | | (39,165) | (52,935) | (13,770) | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Shire of Shark Bay | | | | | | | | | | | |
|--|------------|----------------------|-------------------|-----------------|------------------|---------------|------------------|--------------------------------|--------------------------------|-----------------------------|---------------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | | | | | |
| February 2016 | | | | | | | | | | | |
| Note 9: RATING INFORMATION | Rate in \$ | Number of Properties | Rateable Value \$ | Rate Revenue \$ | Interim Rates \$ | Back Rates \$ | Total Revenue \$ | Amended Budget Rate Revenue \$ | Amended Budget Interim Rate \$ | Amended Budget Back Rate \$ | Amended Budget Total Revenue \$ |
| RATE TYPE | | | | | | | | | | | |
| Differential General Rate | | | | | | | | | | | |
| GRV Rateable Property | 8.8769 | 276 | 3,270,517 | 273,135 | | | 273,135 | 290,321 | 1,000 | | 291,321 |
| GRV Vacant | 8.8769 | 22 | 605,530 | 53,752 | | | 53,752 | 53,752 | | | 53,752 |
| GRV - Commercial | 8.8769 | 43 | 2,088,443 | 181,182 | | | 181,182 | 185,389 | | | 185,389 |
| GRV - Industrial/Residential | 8.8769 | 44 | 673,769 | 55,579 | | | 55,579 | 59,810 | | | 59,810 |
| GRV Industrial /Residential Vacant | 8.8769 | 1 | 12,150 | 1,079 | | | 1,079 | 1,079 | | | 1,079 |
| GRV Rural Commercial | 8.8769 | 5 | 316,160 | 28,065 | | | 28,065 | 28,065 | | | 28,065 |
| GRV Resort | 8.8769 | 2 | 1,220,800 | 108,369 | | | 108,369 | 108,369 | | | 108,369 |
| UV General | 19.5858 | 5 | 691,348 | 135,406 | | | 135,406 | 135,406 | 1,000 | | 136,406 |
| UV Mining | 19.5858 | 1 | 21,362 | 4,185 | | | 4,185 | 4,184 | | | 4,184 |
| UV Pastoral | 12.5412 | 12 | 654,760 | 82,115 | | | 82,115 | 82,115 | | | 82,115 |
| UV Exploration | 19.5858 | 10 | 650,624 | 139,593 | | | 139,593 | 142,399 | | | 142,398 |
| Sub-Totals | | 421 | 10,205,463 | 1,062,460 | 0 | 0 | 1,062,460 | 1,090,889 | 2,000 | 0 | 1,092,888 |
| Minimum Payment | | | | | | | | | | | |
| GRV Rateable Property | 800.00 | 91 | 709,717 | 72,800 | | | 72,800 | 72,800 | | | 72,800 |
| GRV Vacant | 800.00 | 82 | 308,670 | 64,800 | | | 64,800 | 65,600 | | | 65,600 |
| GRV - Commercial | 800.00 | 26 | 177,274 | 20,800 | | | 20,800 | 20,800 | | | 20,800 |
| GRV - Industrial/Residential | 800.00 | 4 | 31,263 | 3,200 | | | 3,200 | 3,200 | | | 3,200 |
| GRV Industrial /Residential Vacant | 800.00 | 1 | 7,850 | 800 | | | 800 | 800 | | | 800 |
| Rural Commercial | 800.00 | | 0 | 0 | | | 0 | 0 | | | 0 |
| GRV Resort | 800.00 | | 0 | 0 | | | 0 | 0 | | | 0 |
| UV General | 800.00 | 5 | 7,858 | 4000 | | | 4,000 | 4,000 | | | 4,000 |
| UV Mining | 800.00 | 3 | 3,063 | 2,400 | | | 2,400 | 2,400 | | | 2,400 |
| UV Pastoral | 800.00 | | 0 | 0 | | | 0 | 0 | | | 0 |
| UV Exploration | | 0 | 0 | 800 | | | 800 | 0 | | | 0 |
| Sub-Totals | | 212 | 1,245,695 | 7,200 | | 0 | 169,600 | 169,600 | | | 169,600 |
| Concessions | | | | | | | (94,577) | | | | (94,577) |
| Amount from General Rates | | | | | | | 1,137,483 | | | | 1,167,911 |
| Specified Area Rates | | | | | | | 38,468 | | | | 38,468 |
| Totals | | | | | | | 1,175,951 | | | | 1,206,379 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Shire of Shark Bay | | | | | | | | | | | |
|--|-----------------------|--------------|-------------------------|--------------------------|-------------------------|--------------------------|--------------------------|-------------------------|------------------------|--------------------------|-------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | | | | | |
| February 2016 | | | | | | | | | | | |
| 10. INFORMATION ON BORROWINGS | | | | | | | | | | | |
| (a) Debenture Repayments | | | | | | | | | | | |
| Particulars | Principal 1-Jul-15 | New Loans | Principal Repayments | | | Principal Outstanding | | | Interest Repayments | | |
| | | | Actual \$ | Original Budget \$ | Amended Budget \$ | Actual \$ | Original Budget \$ | Amended Budget \$ | Actual \$ | Original Budget \$ | Amended Budget \$ |
| Loan 48 - McCleary Property | 27,749 | 0 | 13,638 | 27,749 | 27,749 | 14,111 | 0 | 0 | 0 | 2,373 | 2,373 |
| Loan 48 - Shire Office | 23,638 | 0 | 11,618 | 23,638 | 23,638 | 12,020 | 0 | 0 | 0 | 2,021 | 2,021 |
| Loan 53 - Staff Housing | 81,389 | 0 | 9,075 | 18,444 | 18,444 | 72,314 | 62,945 | 62,945 | 86 | 5,559 | 5,559 |
| Loan 56 - Staff Housing | 94,377 | 0 | 7,371 | 14,962 | 14,962 | 87,006 | 79,415 | 79,415 | 2,105 | 6,292 | 6,292 |
| Loan 57 - Monkey Mia Bore | 249,239 | 0 | 13,341 | 26,952 | 26,952 | 235,898 | 222,287 | 222,287 | 2,227 | 10,788 | 10,788 |
| | 476,392 | 0 | 55,043 | 111,745 | 111,745 | 421,349 | 364,647 | 364,647 | 4,418 | 27,033 | 27,033 |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Shire of Shark Bay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
February 2016

Note 11: GRANTS AND CONTRIBUTIONS

| Program/Details | Grant Provider | Original Budget | Amended Budget | Operating | Capital |
|--|--|------------------|------------------|-----------------------|------------------|
| | | \$ | \$ | \$ | \$ |
| GENERAL PURPOSE FUNDING | | | | | |
| Grants Commission - General | WALGGC | 1,456,000 | 720,952 | 720,952 | 0 |
| Grants Commission - Roads | WALGGC | 418,501 | 192,727 | 192,727 | 0 |
| LAW, ORDER, PUBLIC SAFETY | | | | | |
| FESA Grant - Operating Bush Fire Brigade | Dept. of Fire & Emergency Serv. | 7,000 | 6,100 | 6,100 | 0 |
| Grant FESA - SES | Dept. of Fire & Emergency Serv. | 35,000 | 25,875 | 25,875 | 0 |
| FESA SES Capital Grants | Dept. of Fire & Emergency Serv. | 50,000 | 0 | 0 | 0 |
| RECREATION AND CULTURE | | | | | |
| Foreshore Revitalisation | Royalties for Regions | 6,450,000 | 6,450,000 | 0 | 6,450,000 |
| Community Bus | Lotterywest | 120,000 | 120,000 | 0 | 120,000 |
| TRANSPORT | | | | | |
| Road Preservation Grant | State Initiative | 91,900 | 91,900 | 91,900 | 0 |
| Useless Loop Road - Mtce | Main Roads WA | 300,000 | 300,000 | 300,000 | 0 |
| Contributions - Road Projects | Pipeline | 8,500 | 8,500 | 8,500 | 0 |
| Roads To Recovery Grant - Cap | Roads to Recovery | 599,630 | 599,630 | 0 | 599,630 |
| RRG Grants - Capital Projects | Regional Road Group | 246,005 | 202,355 | 0 | 202,355 |
| Denham Recreational Boat Ramp | Recreational Boating Facilities Scheme | 116,625 | 116,625 | 0 | 116,625 |
| ECONOMIC SERVICES | | | | | |
| Contributions-Seniors Projects | Council of the Aged WA | 800 | 800 | 800 | 0 |
| Grants - Community Activities | Dept. of Communities | 2,000 | 0 | 0 | 0 |
| Contribution - Monkey Mia | Dept. of Parks and Wildlife | 50,000 | 50,000 | 50,000 | 0 |
| Contribution - Signage | Gascoyne Development Commission | 12,727 | 0 | 0 | 0 |
| Grants - 2016 Celebrations | Dept Premier and Cabinet | 0 | 35,000 | 35,000 | 0 |
| TOTALS | | 9,964,688 | 8,920,464 | 1,431,854 | 7,488,610 |
| | | | | Amended Budget | |
| | | | | Operating | 1,431,854 |
| | | | | Non-operating | 7,488,610 |
| | | | | | 8,920,464 |

MINUTES OF THE ORDINARY COUNCIL MEETING

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| CAPITAL WORKS PROGRAM 2015/16 | | | | | | |
|--|--------------------------|---------------------|------------------------|-----------------------|-----------------------|---------------------------------|
| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Original Annual Budget | Actual to 31 December | Amended Annual Budget | Comments |
| Land and Buildings | | | | | | |
| Governance | | | | | | |
| Admin Office Carpark | 3.7.1 | WKM | (30,000) | (3,936) | (30,000) | No change |
| Governance Total | | | (30,000) | (3,936) | (30,000) | |
| Buildings | | | | | | |
| Health | | | | | | |
| Demolition of Ambulance Building | 3.7.1 | WKM | (10,000) | (11,734) | (12,000) | Higher cost than expected |
| Health Total | | | (10,000) | (11,734) | (12,000) | |
| Housing | | | | | | |
| Staff housing Capital Works | | | | | | |
| Staff Housing - 5 Spaven Way | 1.2.4 | CEO | (3,500) | 0 | (3,500) | No change |
| Staff Housing - 65 Brockman St | 1.2.4 | EMCD | (3,500) | (1,470) | (10,000) | Retaining Walls |
| Staff Housing - 51 Durlacher St | 1.2.4 | EMFA | (3,500) | (13,405) | (10,000) | Retaining Walls |
| Staff Housing - 80 Durlacher St | 1.2.4 | EMCD | (3,500) | (1,859) | (3,500) | No change |
| Pensioner Units Capital | 3.7.1 | EMCD | (28,675) | (28,439) | (43,675) | Increase for continuing upgrade |
| Housing Total | | | (42,675) | (45,173) | (70,675) | |
| Recreation and Culture | | | | | | |
| Denham Town Hall - c/fwd | 3.7.1 | EMCD | 0 | | | Not Required |
| Denham Town Hall | 3.7.1 | EMCD | (20,000) | (2,475) | (20,000) | No change |
| Overlander Hall - c/fwd | | WKM | 0 | (355) | 0 | |
| Recreation Centre - Sound Proofing - c/fwd | 3.7.1 | EMCD | 0 | (40,802) | (41,000) | Carry Forward 14/15 |
| Recreation and Culture Total | | | (20,000) | (43,632) | (61,000) | |
| Transport | | | | | | |
| Replacement of Depot Air Conditioners | 3.7.1 | WKM | 0 | (1,956) | (2,000) | Replacement of Air conditioners |
| Transport Total | | | 0 | (1,956) | (2,000) | |
| Land and Buildings Total | | | (102,675) | (106,431) | (175,675) | |
| Drainage/Culverts | | | | | | |
| Transport | | | | | | |
| Drainage upgrades | 3.7.1 | WKM | (40,000) | (16,468) | (40,000) | No change |
| Transport Total | | | (40,000) | (16,468) | (40,000) | |
| Drainage/Culverts Total | | | (40,000) | (16,468) | (40,000) | |
| Footpaths | | | | | | |
| Transport | | | | | | |
| Footpath Construction | 3.7.1 | WKM | (50,000) | (36,089) | (50,000) | No change |
| Transport Total | | | (50,000) | (36,089) | (50,000) | |
| Footpaths Total | | | (50,000) | (36,089) | (50,000) | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | Actual to 31 December | Amended Annual Budget | Comments |
|---|--------------------------|---------------------|------------------|-----------------------|-----------------------|--------------------------------|
| Furniture & Office Equip. | | | | | | |
| Governance | | | | | | |
| Office Furn & Equipment | | EMFA | 0 | (2,475) | (2,500) | Replacement of Air conditioner |
| Council Chambers - Speaker System | 1.2.1 | EMFA | (12,000) | 0 | (12,000) | No change |
| Governance Total | | | (12,000) | (2,475) | (14,500) | |
| Recreation And Culture | | | | | | |
| Discovery Centre - Furniture & Equipment | 2.4.1 | EMCD | (10,000) | (4,075) | (10,000) | No change |
| Recreation And Culture Total | | | (10,000) | (4,075) | (10,000) | |
| Furniture & Office Equip. Total | | | (22,000) | (6,550) | (24,500) | |
| Heritage Assets | | | | | | |
| Recreation And Culture | | | | | | |
| Shade over Velsheda | 2.2.2 | WKM | (10,000) | 0 | 0 | Will not happen 15/16 |
| Refurbishment of Old Jail and Stables - c/fwd | 2.2.2 | WKM | 0 | (8,878) | (50,000) | Carry Forward 14/15 |
| Recreation And Culture Total | | | (10,000) | (8,878) | (50,000) | |
| Heritage Assets Total | | | (10,000) | (8,878) | (50,000) | |
| Plant , Equipment and Vehicles | | | | | | |
| Law, Order And Public Safety | | | | | | |
| SES Equipment | 3.7.1 | EMFA | (50,000) | 0 | 0 | No budget allocated by Dfes |
| Vehicle - Ranger | 3.7.1 | WKM | (45,000) | 0 | (45,000) | No change |
| Law, Order And Public Safety Total | | | (95,000) | 0 | (45,000) | |
| Recreation and Culture | | | | | | |
| Community Bus | 1.1.6 | WKM | (120,000) | 0 | (120,000) | No change |
| Recreation and Culture | | | (120,000) | 0 | (120,000) | |
| Transport | | | | | | |
| CEO Vehicle | 1.1.6 | WKM | (71,000) | (62,993) | (71,000) | No change |
| EMFA Vehicle | 1.1.6 | WKM | (45,000) | 0 | (45,000) | No change |
| EMCD Vehicle | 1.1.6 | WKM | (45,000) | 0 | (45,000) | No change |
| 5 Tonne Truck | 1.1.6 | WKM | (90,000) | 0 | (90,000) | No change |
| 3 Tonne Truck | 1.1.6 | WKM | (45,000) | (57,239) | (45,000) | No change |
| Major Plant Items | 1.1.6 | WKM | (20,000) | 0 | (20,000) | No change |
| Bobcat and Trailer | 1.1.6 | WKM | (110,000) | (102,000) | (110,000) | No change |
| Refuse Site Loader | 1.1.6 | WKM | (180,000) | (187,984) | (180,000) | No change |
| Utility - Country | 1.1.6 | WKM | (48,000) | (37,505) | (48,000) | No change |
| Transport Total | | | (654,000) | (447,721) | (654,000) | |
| Plant , Equipment and Vehicles Total | | | (869,000) | (447,721) | (819,000) | |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | Actual to 31 December | Amended Annual Budget | Comments |
|--|--------------------------|---------------------|--------------------|-----------------------|-----------------------|---------------------|
| Public Facilities | | | | | | |
| Community Amenities | | | | | | |
| Town Oval Bore - c/fwd | 3.7.1 | WKM | 0 | (27,324) | (27,500) | Carry forward 14/15 |
| Town Oval Bore | 3.7.1 | WKM | (30,000) | 0 | (30,000) | No change |
| Refuse Tip and Recycling | 2.4.2 | WKM | (378,341) | 0 | (378,341) | No change |
| Community Amenities Total | | | (408,341) | (27,324) | (435,841) | |
| Recreation And Culture | | | | | | |
| Recreation Grounds | 1.6.7 | WKM | (55,000) | (3,055) | (55,000) | No change |
| Denham Recreational Boat Ramp | 3.7.1 | WKM | (145,781) | (15,423) | (145,781) | No change |
| Foreshore Revitalisation | 3.7.1 | CEO | (6,966,458) | (207,541) | (6,966,458) | No change |
| Western Foreshore Gazebo Reroofing | 3.7.1 | WKM | (10,000) | 0 | (10,000) | No change |
| Replacement Gazebo - Nettas c/fwd | | | 0 | (9,174) | (9,200) | Carry forward 14/15 |
| Replace Shade shelters - Eastern Foreshore | 3.7.1 | WKM | (20,000) | (12,355) | (20,000) | No change |
| Childcare Centre Softfall | 3.7.1 | WKM | (10,000) | 0 | (10,000) | No change |
| Charlie Sappie Park - c/fwd | 3.7.1 | WKM | 0 | (28,058) | (28,500) | Carry forward 14/15 |
| Recreation And Culture Total | | | (7,207,239) | (275,606) | (7,244,939) | |
| Transport | | | | | | |
| Monkey Mia Jetty - c/fwd | 1.6.5 | WKM | 0 | (91,731) | (92,850) | Carry forward 14/15 |
| Monkey Mia Boat Ramp Carpark - c/fwd | 1.6.5 | WKM | 0 | (43,740) | (44,000) | Carry forward 14/15 |
| Transport Total | | | 0 | (135,471) | (136,850) | |
| Public Facilities Total | | | (7,615,580) | (438,401) | (7,817,630) | |

MINUTES OF THE ORDINARY COUNCIL MEETING

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| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | Actual to 31 December | Amended Annual Budget | Comments |
|---|--------------------------|---------------------|--------------------|-----------------------|-----------------------|-------------------------|
| Roads (Non Town) | | | | | | |
| Transport | | | | | | |
| Woodleigh-Bryo Floodway RRG | 1.1.6 | WKM | (137,712) | (11,069) | (137,712) | No change |
| Useless Loop Road - RRG 14/15 | 1.1.6 | WKM | 0 | (44,810) | (75,800) | Carry forward 14/15 |
| Useless Loop Road - RRG 15/16 | 1.1.6 | WKM | (279,007) | 0 | (303,500) | Increased funding |
| Hamelin Pool - Repair seal, shoulders etc | 1.1.6 | WKM | (90,000) | 0 | (30,000) | Work done by Main Roads |
| Road Projects R2R 14/15 | 1.1.6 | WKM | (199,877) | 0 | (199,877) | No change |
| Road Projects R2R 15/16 | 1.1.6 | WKM | (399,753) | 0 | (399,753) | No change |
| Transport Total | | | (1,106,349) | (55,879) | (1,146,642) | |
| Roads (Non Town) Total | | | (1,106,349) | (55,879) | (1,146,642) | |
| Streetscapes | | | | | | |
| Economic Services | | | | | | |
| Tourism and Information Bay Signage | 2.1.3 | EMCD | (50,000) | (3,709) | (50,000) | No change |
| Economic Services Total | | | (50,000) | (3,709) | (50,000) | |
| Streetscapes Total | | | (50,000) | (3,709) | (50,000) | |
| Capital Expenditure Total | | | (9,865,604) | (1,120,126) | (10,173,447) | |

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13. TOWN PLANNING REPORT

13.1 PROPOSED RETAINING WALL – RESERVE 40493, LOT 297 DAMPIER ROAD, DENHAM RES40493 P 4057

AUTHOR

Liz Bushby

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Gray and Lewis

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire – Section 5.60A and Section 5.70 of *Local Government Act 1995*

Declaration of Interest: Cr Laundry

Nature of Interest: Financial Interest as is a Draftsperson

Cr Laundry left Council Chambers at 3.35pm

Moved Cr Ridgley
Seconded Cr Capewell

Council Resolution

That Council:

1. **Approve the planning application for a retaining wall on Reserve 40493, Lot 297 Dampier Road, Denham subject to the following conditions;**
 - (i). **The plans lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved in writing by the Shire Chief Executive Officer.**
 - (ii). **All drainage to be fully contained within the property boundaries with no water discharge into adjacent land.**
 - (iii). **All works are to be fully contained within the lot boundaries as stated in the application.**
 - (iv). **If the works subject of this approval are not substantially commenced within a period of 2 years from the date of this approval, the approval shall lapse and be of no further effect.**
2. **Includes advice notes on the approval as follows:**
 - (a) **This is planning consent only, and is not authorisation to commence any on site construction. You are required to obtain a separate building permit prior to any works commencing. Additional information on the type of construction may be required for any building permit.**

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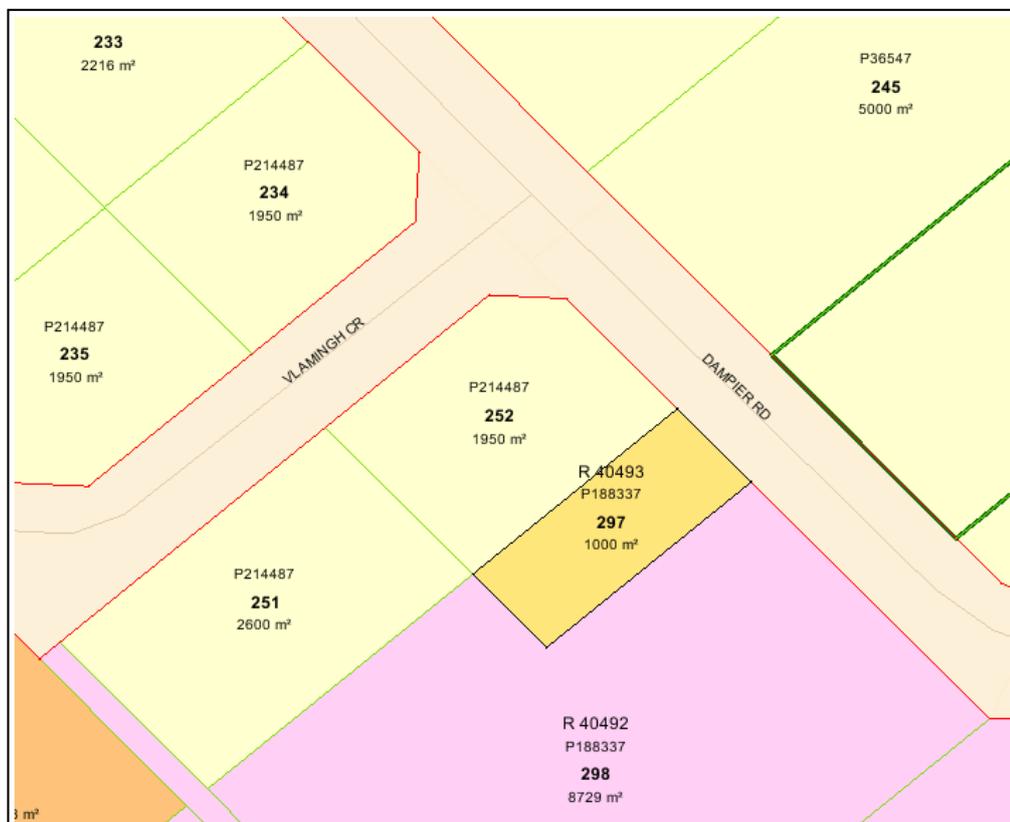
3. **Resolve not to charge any planning application fee for the proposed retaining wall in recognition of the important role that the Shark Bay Fire and Emergency Services plays in the local community.**

6/0 CARRIED

Cr Laundry entered Council Chambers at 3.37pm

BACKGROUND

There is a Management Order over Reserve 40493 to the Department of Fire and Emergency Services. The reserve is zoned 'Industrial' under the Shire of Shark Bay Local Planning Scheme No 3.



COMMENT

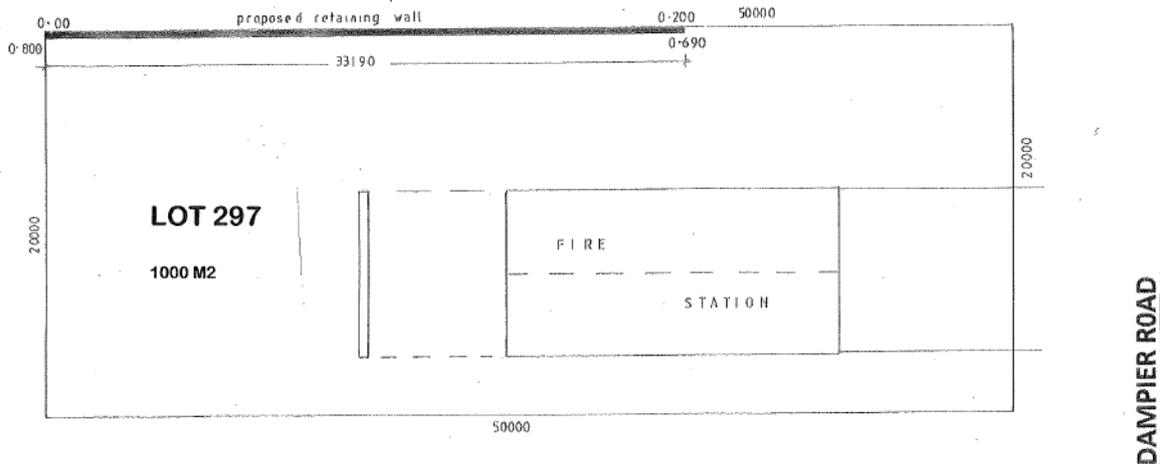
- *Description of Application*

The application proposes a retaining wall along a portion of the north west boundary shared with adjacent Lot 252.

The retaining wall height ranges between approximately 490 to 800 millimetres.

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The owner of adjacent Lot 252 has provided a letter of non objection.

The proposed development is ancillary, will not have any negative impacts and support is recommended.

- *Planning Application fee*

In accordance with the *Planning and Development Act 2005* there are maximum planning application fees that may be charged by the Shire.

As the proposed development is of a minor nature and is for the local Shark Bay Fire and Emergency Services, it is recommended that Council waive the requirement for any planning application fee (\$147.00).

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

It is recommended that no planning application fee be required for the proposed development.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk report to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author
Chief Executive Officer
Date of Report

L Bushby
P Anderson
2 February 2016

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13.2 GENERAL INFORMATION – BUSHFIRE PRONE AREAS
ES00002

AUTHOR
LIZ BUSHBY

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Gray and Lewis

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire – Section 5.60A and Section 5.70 of *Local Government Act 1995*

Moved Cr Ridgley
Seconded Cr Laundry

Council Resolution

That Council:

1. **Note that there are a number of planning reform documents that will introduce new planning and building requirements for dwellings, habitable buildings and associated outbuildings/decks on lots identified as being in a Bush Fire prone area.**
2. **Authorise the Chief Executive Officer to provide comments on the bush fire prone mapping review to the Office of Bushfire Management with the objective of reducing the impact of existing residential areas in Denham.**
3. **Authorise the Chief Executive Officer to publish general information (drafted by Gray & Lewis) on the new fire requirements in a local newsletter to increase public awareness that new building requirements will commence on 8 April 2016.**

7/0 CARRIED

BACKGROUND

A package of bushfire planning reforms were announced on the 6 December 2015, and include the following documents:

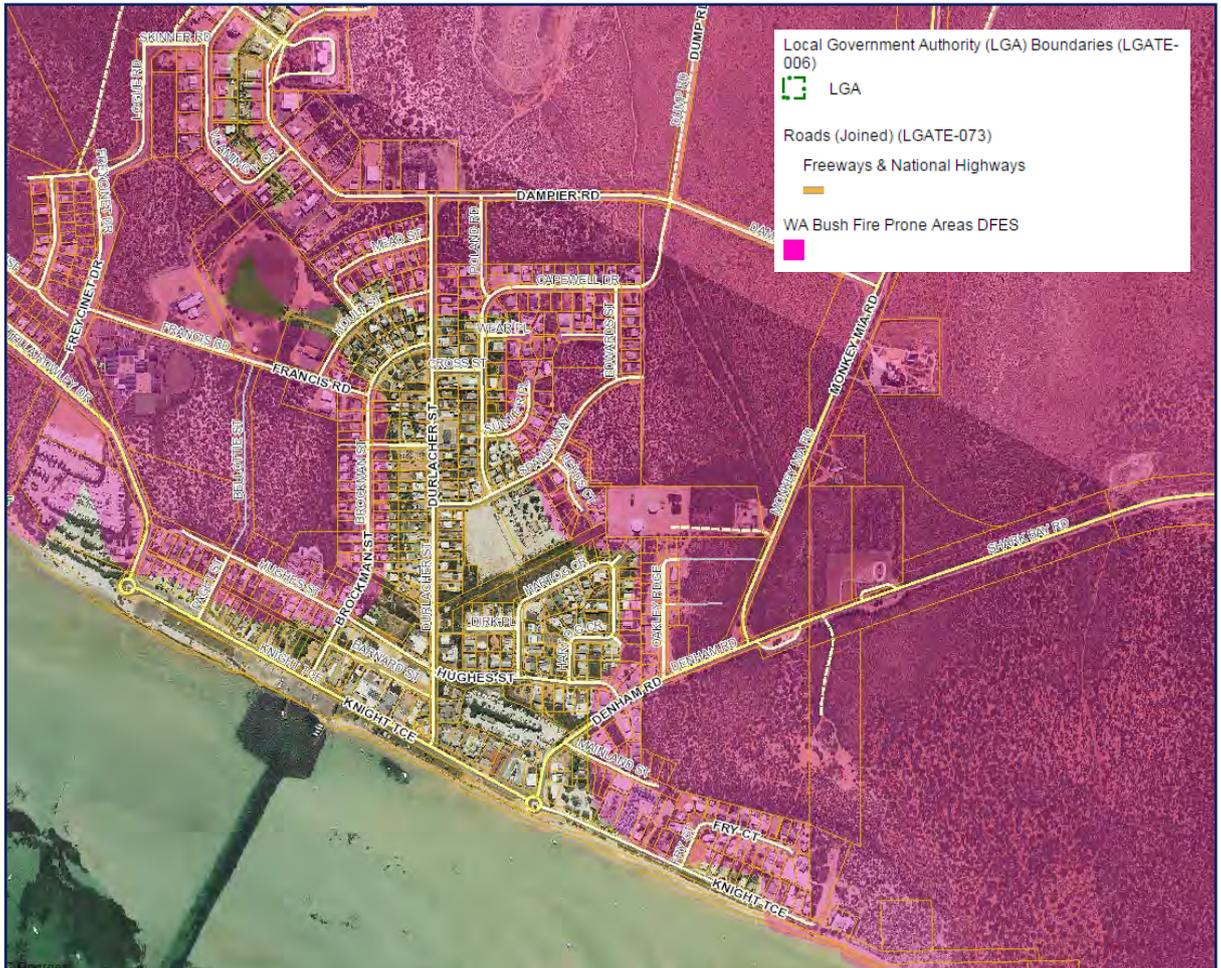
1. Planning and Development (Local Planning Schemes) Amendment Regulations 2015;
2. *State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7)*;
3. *Guidelines for Planning in Bushfire Prone Areas (the Guidelines)*;
4. Planning Bulletin No 111/2015 Planning in Bushfire Prone Areas;
5. Fact Sheets to assist in implementation of the reforms;
6. Creation of bushfire prone mapping by order of the Fire and Emergency Services Commissioner.

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

COMMENT

• ***Bush Fire Prone Mapping***

There is on line mapping which identifies all land in bushfire prone areas for the whole of Western Australia – available on www.dfes.wa.gov.au
An extract of the map as it applies to Denham is included below.



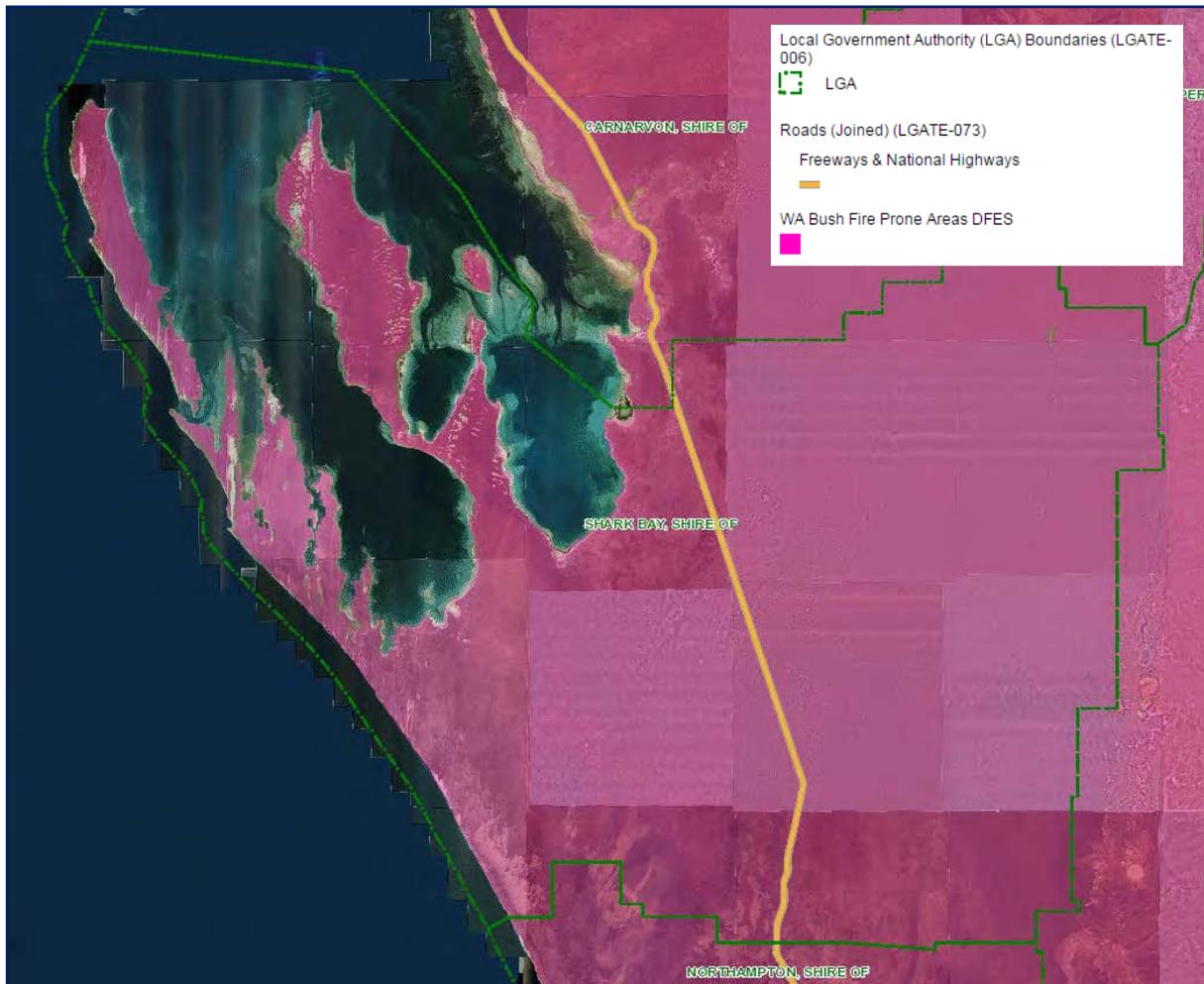
The bush fire prone areas have been designated by the Fire and Emergency Services Commissioner.

Council should note as follows:

- The maps have been prepared in accordance with a mapping standard. Generally it identifies any land within 100 metres of any bushfire prone vegetation, particularly where the vegetated area is one hectare or greater.
- Under the mapping standards the only vegetation that is not considered bushfire prone is 'managed grasslands'.
- The maps will be updated annually.

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The majority of the Shire has been identified as being bushfire prone, including Dirk Hartog Island, Nanga and Monkey Mia – refer map below.



- ***Bush Fire Prone Mapping Review***

The Shire has received correspondence by the Department of Fire and Emergency Services inviting comments on the next edition of the Map of Bushfire Prone Mapping scheduled for release in early May 2016 – Attachment at the end of this report.

Comments to THE Department of Fire and Emergency Services are due by the 18 March 2016. It is recommended that Council authorise the Shire's Chief Executive Officer to provide comment on the draft new mapping.

The Department of Fire and Emergency Services has indicated they can offer technical support as the mapping is available for viewing online.

- ***State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7)***

A new State Planning Policy, *State Planning Policy 3.7 Planning in Bushfire Prone Areas* (SPP 3.7) was gazetted on Monday 7 December 2016 and is effective now.

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SPP 3.7 directs how land use should address bushfire risk management in Western Australia. It applies to all land which has been designated as bushfire prone by the Fire and Emergency Services Commissioner as highlighted on the Map of Bush Fire Prone Areas.

It applies to all higher order strategic planning documents, strategic planning proposals, subdivision and development applications located in designated bushfire prone areas (unless exemptions apply).

The accompanying *Guidelines for Planning in Bushfire Prone Areas* provide supporting information to assist in the interpretation of the objectives and policy measures outlined in SPP 3.7. They provide advice on how bushfire risk is to be addressed when planning, designing or assessing a planning proposal within a designated bushfire prone area.

- ***Bushfire Attack Level assessment and Bushfire Attack Level ratings***

A Bushfire Attack Level assessment is a site specific assessment which takes into account the lot location, types of vegetation within 100 metres, distance to vegetation, slope, and sets a Bushfire Attack Level rating in accordance with Australian Standard 3959.

The assigned Bushfire Attack Level determines the level of bush fire resistant construction required for the building. There are six Bushfire Attack Level ratings that can be applied as follows:

Table 2: BAL and corresponding descriptions of the predicted levels of exposure and heat flux exposure thresholds

| BAL | DESCRIPTION (Source: AS 3959-2009, Appendix G) |
|---------------------|--|
| BAL-LOW | The risk is considered to be VERY LOW. There is insufficient risk to warrant any specific construction requirements but there is still some risk. |
| BAL-12.5 | The risk is considered to be LOW. There is a risk of ember attack. The construction elements are expected to be exposed to a heat flux not greater than 12.5kW/m ² . |
| BAL-19 | The risk is considered to be MODERATE. There is a risk of ember attack and burning debris ignited by wind-borne embers and a likelihood of exposure to radiant heat. The construction elements are expected to be exposed to a heat flux not greater than 19kW/m ² . |
| BAL-29 | The risk is considered to be HIGH. There is an increased risk of ember attack and burning debris ignited by wind-borne embers and a likelihood of exposure to an increased level of radiant heat. The construction elements are expected to be exposed to a heat flux not greater than 29kW/m ² . |
| BAL-40 | The risk is considered to be VERY HIGH. There is a much increased risk of ember attack and burning debris ignited by wind-borne embers, a likelihood of exposure to a high level of radiant heat and some likelihood of direct exposure to flames from the fire front. The construction elements are expected to be exposed to a heat flux not greater than 40kW/m ² . |
| BAL-Flame Zone (FZ) | The risk is considered to be EXTREME. There is an extremely high risk of ember attack and burning debris ignited by wind-borne embers, and a likelihood of exposure to an extreme level of radiant heat and direct exposure to flames from the fire front. The construction elements are expected to be exposed to a heat flux greater than 40kW/m ² . |

An example of a Bushfire Attack Level map and contour map is included overpage.

| | | | | | | | | |
|---|----------|--------------|---------------------------|----------------------|---|------------------|----------------------------|------------|
| Guidelines for Planning in Bushfire Prone Areas | Contents | 1 | 2 | 3 | 4 | 5 | 6 | Appendices |
| | | Introduction | Policy framework overview | Bushfire prone areas | Assessing bushfire risk in the planning context | Applying SPP 3.7 | Roles and responsibilities | |
| 52 | | | | | | | | |

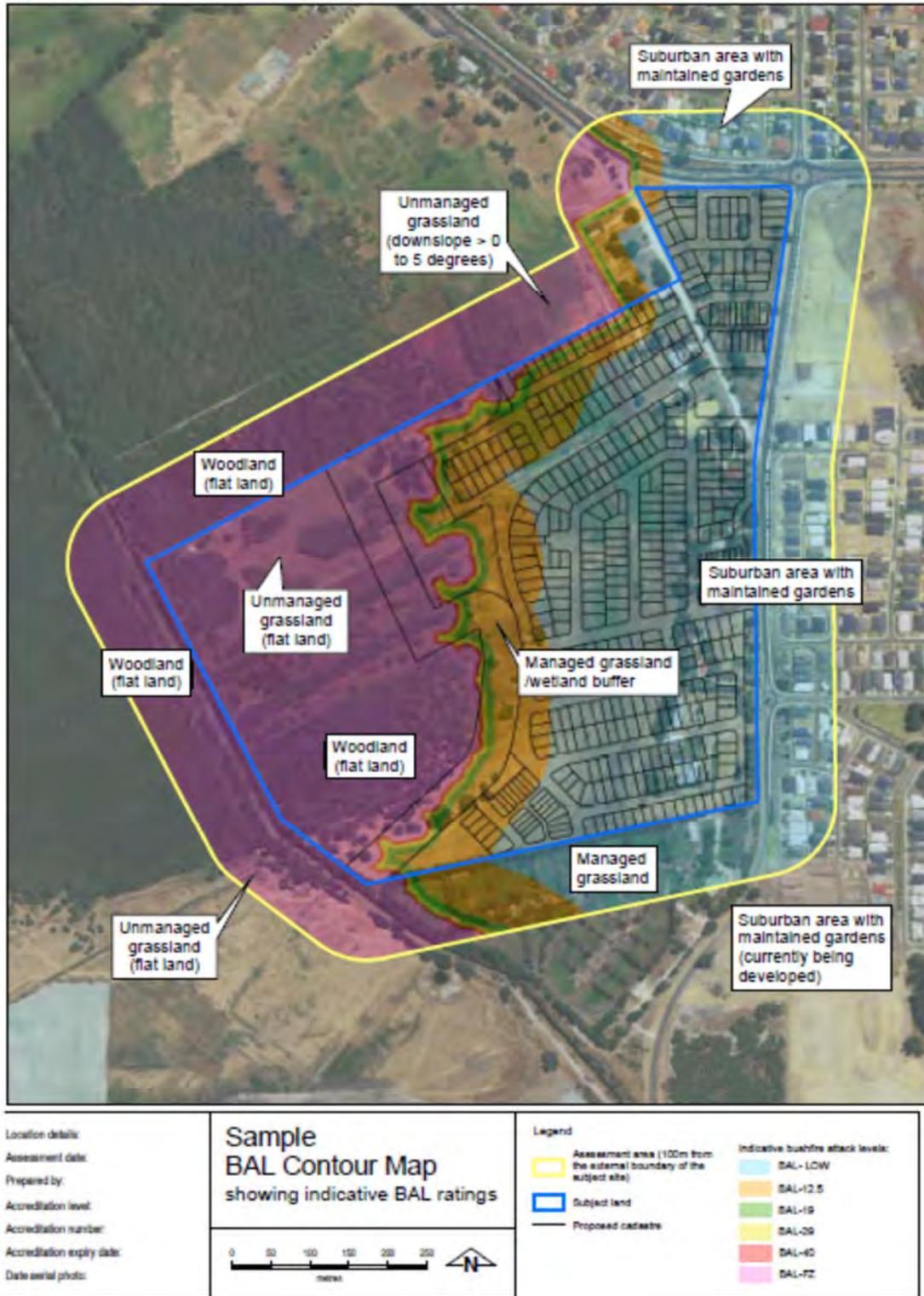
Figure 10: Sample Bushfire Hazard Level assessment map



| | | | | | | | | |
|---|----------|--------------|---------------------------|----------------------|---|------------------|----------------------------|------------|
| Guidelines for Planning in Bushfire Prone Areas | Contents | 1 | 2 | 3 | 4 | 5 | 6 | Appendices |
| | | Introduction | Policy framework overview | Bushfire prone areas | Assessing bushfire risk in the planning context | Applying SPP 3.7 | Roles and responsibilities | |

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Figure 11: Sample BAL Contour Map



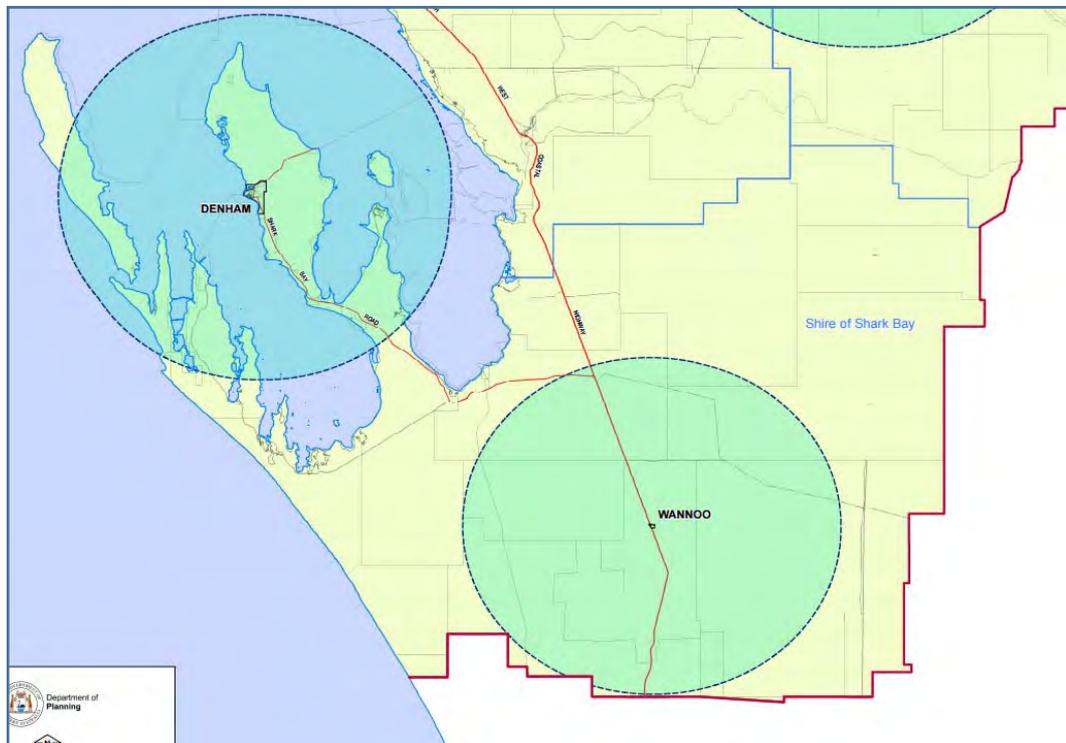
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- **Key planning and building issues**

The key issues for planning and building in bushfire prone areas include:

- Owners/applicants seeking to construct a new dwelling or ancillary outbuilding/deck on a lot identified as 'bush fire prone' will have to provide a Bushfire Attack Level assessment either as part of a planning or building application.
- Australian Standard AS 3959 - Construction of buildings in bushfire-prone areas provides methods for measuring the severity of the building's potential exposure to ember attack, radiant heat and direct flame contact
- Where a Bushfire Attack Level rating between 12.5 and 29 is identified, there may also be a requirement for a Bushfire Management Plan to be endorsed jointly by the Shire and state authority for emergency services.
- The Bushfire Attack Level determines the construction standard required. The higher the BAL, the higher the construction standard (and cost of construction).
- The Building Code of Australia contains bushfire construction requirements for most classes of residential buildings (Class 1, 2, 3 and associated Class 10a outbuildings and decks).
- There are guidelines that will apply to vulnerable landuses (such as nursing homes and tourist accommodation) which present evacuation challenges, and high risk landuses such as service stations and landfill sites. A Bushfire Management Plan will be required for these types of landuses.
- In remote areas where a proposed new single house or ancillary dwelling will be located outside a 50 km radius of a gazetted townsite, a property owner may be able to complete their own Bushfire Attack Level assessment.

The map below shows the 50km radius around Denham and Wannoo.



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- *Bushfire Attack Level Assessors*

The Fire Protection Association Australia is the first training and currently only accrediting body for Level 1 Bushfire Attack Level Assessors recognised by the State Government.

One of the issues for Shark Bay (and other regional areas) is the lack of available Bushfire Attack Level assessors working in this region. Only a limited number of training courses have been held this year. The next training course for a Level 1 Bushfire Attack Level assessor is scheduled for March 2016 and is already full.

Gray & Lewis has liaised with the City of Geraldton, and their Building Department may provide a BAL service to customers in Shark Bay, however only one of their officers has completed the training course thus far.

- *Strategic Bush Fire Planning*

The writer of this report has registered for the Bushfire Attack Level training course, however the next course dates have not been set. Once the training course has been completed, Gray & Lewis will be in a better position to advise the Shire on any future options for a more strategic approach to Bushfire Attack Level ratings, particularly for Denham.

LEGAL IMPLICATIONS

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

Part 10A outlines requirements for development on land identified as bushfire prone.

Development applications in a designated Bushfire Prone Area are to be accompanied by a Bushfire Attack Level assessment. Some developments, such as tourist accommodation, will require lodgement of a Bushfire Management Plan.

The Regulations include transitional provisions as they only apply once land has been identified on a bushfire prone map for four months (8 April 2016).

Planning approval will be required for any dwelling or habitable building where the Bushfire Attack Level is identified as Bushfire Attack Level 40 or Bushfire Attack Level –Flame Zone.

Building Code of Australia – The Building Code of Australia contains bushfire construction requirements that are applied to residential classes of development, including Class 1, 2, 3 and associated Class10a buildings or decks in designated bushfire prone areas.

A Bushfire Attack Level assessment will be required for single houses, habitable buildings and any associated outbuildings / decks if the land is identified as being in a bushfire prone area.

POLICY IMPLICATIONS

There are no policy implication relative to this report.

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FINANCIAL IMPLICATIONS

If the Shire funds officers to undertake the Level 1 Bushfire Attack Level training course, then there is future opportunity for the Shire to provide and charge for Bushfire Attack Level assessments. The Level 1 Bushfire Attack Level training course costs \$2,500.00, however a subsidy is available for local government employees.

There will be an increase of costs associated with the planning / building process, with potential increased construction costs on lots within the bushfire prone areas.

STRATEGIC IMPLICATIONS

The Shire may consider feasibility of strategically mapping the Bushfire Attack Level ratings for vegetation adjacent to Denham townsite.

RISK MANAGEMENT

The Shire is required to comply with the new legislative requirements to reduce bushfire risk.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

4 February 2016

24 FEBRUARY 2016



Government of **Western Australia**
Department of **Fire & Emergency Services**
Office of **Bushfire Risk Management**



Mr Paul Anderson
Chief Executive Officer
Shire of Shark Bay
PO Box 126
DENHAM WA 6537

Dear Mr Anderson

DEVELOPMENT OF THE MAP OF BUSH FIRE PRONE AREAS 2016

I am writing to invite and encourage your contribution to the development of the next edition of the *Map of Bush Fire Prone Areas* scheduled for release in May 2016.

The *Map of Bush Fire Prone Areas* identifies areas of Western Australia that have been designated as bush fire prone by the Fire and Emergency Services Commissioner. The inaugural edition of the Map, released on 7 December 2015, is available from www.dfes.wa.gov.au/bushfireproneareas.

Additional planning and building requirements may apply to new developments within designated areas, in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*, *State Planning Policy 3.7 Planning in Bushfire Prone Areas* and supporting Guidelines, and the Building Code of Australia. In this way, the Map is an important component of the State Government response to the Keely Report '*A Shared Responsibility – the report of the Perth Hills Bushfire February 2011 Review*'.

Whilst the Office of Bushfire Risk Management (OBRM) is responsible for preparing, maintaining and administering the *Map of Bush Fire Prone Areas*, all local governments have an important role in the ongoing review of bush fire prone areas within their boundaries. This will ensure that the Map accurately and consistently reflects local circumstances at the time the review is undertaken. The initial review and publication of the Map will be done within six months and then on an annual basis.

We note that the Shire of Shark Bay did not participate in the development of the 2015 Map and, as such, has been categorised in our highest priority group for review. The OBRM GIS Officer will shortly be contacting your office to discuss specific requirements, including the mechanism for data provision, preferences for data editing, and any technical support required. Alternatively, to make arrangements sooner, contact us via email at OBRM@dfes.wa.gov.au or on (08) 9395 9538.

Each local government will have 60 days to review their data with all amendment requests to be submitted to OBRM by **18 March 2016**. Local governments should consider prioritising the review of areas of anticipated development and gazetted town sites. OBRM has published an updated *Mapping Standard for Bush Fire Prone Areas* to guide local government in undertaking the review. The Mapping Standard and additional supporting information is available from www.dfes.wa.gov.au/bushfireproneareas.

We look forward to working with you on this important initiative.

Yours sincerely

MURRAY CARTER
DIRECTOR OBRM

21 December 2015

Emergency Services Complex, 20 Stockton Bend, Cockburn Central WA 6164, PO Box P1174 Perth WA 6844
Tel (08) 9395 9538 obrm@dfes.wa.gov.au www.dfes.wa.gov.au/OBRM

24 FEBRUARY 2016

14. **BUILDING REPORT**

There was no building report for this meeting.

15. **HEALTH REPORT**

There was no health report for this meeting.

16. **WORKS REPORT**

There was no works report for this meeting.

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

17.1 **AUSTRALIA DAY BREAKFAST 2016**
RC00012

AUTHOR

COMMUNITY DEVELOPMENT OFFICER

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as Daughter is involved

Moved Cr Prior
Seconded Cr Capewell

Council Resolution

That the Australia Day Breakfast report be noted and that \$1,600 be included in the draft 2016/2017 Budget Deliberations.

7/0 CARRIED

BACKGROUND

The Shire of Shark Bay host the Australia Day Breakfast on the 26 January. The event is funded by the Shire and as in previous years between 80 and 120 community members have been in attendance.

COMMENT

Australia Day 2016 was celebrated on the 26 January at the Shark Bay Recreation Centre on Francis Street. The event attracted over eighty people. The event was advertised through posters, SMS mobile phone messages and on the Facebook page – Shark Bay Buy and Sell.

The recipients of the Premiers Active Citizenship Awards were announced and awarded at the event. The Shark Bay Entertainers were recipients in the group category, for their inclusive theatre productions during 2015 and their community spirit. The winner in the individual category was Brian McKellar for his ongoing efforts with the Shark Bay State Emergency Service.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

The format of the ceremony allowed for the use of the television in the Recreation Centre Meeting Room. The meeting room was set up with chairs and the Shire's lectern. Breakfast was served in the undercover outdoor area. Tables were not provided, this allowed more social interaction with the attendees able to eat their breakfast sandwiches whilst standing.

Mullet, always a welcome staple at the Australia Day Breakfast, was donated by the Shark Bay Fish Factory.

The 2016 Australia Day Awards and Breakfast event is a great success and the event will be expanded in 2016 to encourage further attendance from the community.

LEGAL IMPLICATIONS

There are no legal implications relevant to this report.

POLICY IMPLICATIONS

There are no policy implications relevant to this report.

FINANCIAL IMPLICATIONS

The cost to hold the Australia Day Breakfast event was approximately \$1,600.

It is recommended that \$1,600 be included in the 2016/2017 budget for the event to be held in 2017, this amount allows for growth of the event with further promotion and increased attendance.

STRATEGIC IMPLICATIONS

3.3.2 Promote the assets and lifestyle to the local community

RISK MANAGEMENT

There are no risk management implications relevant to this report.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Butterly

Chief Executive Officer

P Anderson

Date of Report

15 February 2016

24 FEBRUARY 2016

17.2 PERTH MINT – DIRK HARTOG COMMEMORATIVE COIN
ED00005

AUTHOR

Executive Manager Community Development

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Ridgley
Seconded Cr Bellottie

Council Resolution

That Council review and endorse the wording of the following items relating to the launch of the limited edition (3,000) Dirk Hartog 400th Anniversary 1oz silver coin:

- **Certificate of Authenticity**
- **Certificate design**
- **Shipper design**

7/0 CARRIED

BACKGROUND

As part of the Dirk Hartog 400th Anniversary Commemorations, the Perth Mint were charged with the design and production of a commemorative coin. The coin design was reviewed by Shire administration and has since been approved by Federal Treasury.

Included in this Report are copies of:

- Coin design – This will be a 1oz silver high relief (concave reverse and obverse tables) Australian legal tender coin.
- Certificate copy – this is not the final version and the designer is still working on some details
- Certificate design – not the final version
- Shipper design (packaging) – not the final version.

COMMENT

Perth Mint usually release products 3-4 months before an anniversary date and therefor the coin is due to be launched into the marketplace by 7 June 2016. They have agreed to submit all marketing materials to Council for approval should they use the logo on the packaging along with a courtesy line.

- Wholesale (required to be finalised 8 weeks prior to launch)
- Retail (required to be finalised 4-5 weeks prior to launch)

The coins can be sold to any of the 250 distributors throughout the world, including the Netherlands, although it is likely to be primarily of Australian interest.

There is potential for Council to become a wholesale customer of the coin with the coins being sold at a wholesale premium + prevailing metal price at the time of order. A distribution agreement can be entered into through the Mint's Australian Wholesale Centre.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

LEGAL IMPLICATIONS

There are no legal implication relative to this report.

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

Council has the opportunity to purchase some coins at wholesale price + prevailing metal price at time of order (For example: \$40/coin + metal price on order (approx., \$24) bringing approximate wholesale price to around \$64/coin. Perth Mint provide a recommended retail price – potentially up \$109/coin. A 40-50% profit margin.)

There are financial implications relating to Council purchasing coins for resale through the Discovery Centre and not realising full sales. Therefore having surplus and outdated stock.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

The risk management relevant to the purchase of these specially minted coins lies in the decision on the number of coins purchased by Council, our ability to sell all coins, recover costs and make a profit.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Butterly

Chief Executive Officer

P Anderson

Date of Report

16 February 2016

24 FEBRUARY 2016

Hi Linda,

It was nice to speak with you last week and again today.

Please see attached the following components of the Dirk Hartog coin product:

1. Coin design - This will be a 1oz silver high relief (concave reverse and obverse tables) Australian legal tender coin.
2. Certificate copy - We seek your review and approval.
3. Certificate design - This is not the final version as the designer is still tweaking some detail but we welcome your review and comments.
4. Shipper design - This is not the final version as the designer is still tweaking some detail but we welcome your review and comments.

Launch - The coin design was reviewed by Gayna in the past and has since been approved by Federal Treasury. We have plans to release the coin on 7 June as we usually release product 3 - 4 months before an anniversary date. Previously we did look at tying in with any events you have but we pulled away from any launch events due to budget restrictions on our side.

Marketing materials – we would submit all marketing materials to you for your approval if we use the logo on the packaging along with a courtesy line, which hasn't yet been identified. Marketing materials will include:

- Wholesale (required to be finalised 8 weeks prior to launch)
 - Product information sheet to wholesale customers, POS materials & Cashing In flyer (Cashing In is an information leaflet which acts as a sales tool for staff in Australia Post outlets).
- Retail (required to be finalised 4 - 5 weeks prior to launch)
 - Web page
 - Catalogue page
 - EDM
 - Online advertising
 - Social media – The Perth Mint FB, Twitter, Pinterest, YouTube accounts.

Distribution – the coins can be sold to any of our 250 distributors throughout the world, including one in the Netherlands, although this is likely to be primarily of Australian interest. We have a very good relationship with Australia Post and they will likely stock these coins in some of their outlets.

Wholesale arrangement - There is potential for you to become a wholesale customer of this coin. The coins are sold at a wholesale premium + prevailing metal price at the time of order and you can collect the retail margin. One thing to consider is the safe storage of the coins. Everything can be explained further by our Australian Wholesale Manager, Irina Kizitskaya, who can send you a copy of our distribution agreement.

Thanks,
Tina
08 9421 7326

24 FEBRUARY 2016

CERTIFICATE OF AUTHENTICITY
DIRK HARTOG 400TH ANNIVERSARY FIRST LANDING IN AUSTRALIA
2016 1oz SILVER PROOF HIGH RELIEF COIN

This certificate accompanies a silver high relief coin commemorating the 400th anniversary of Dirk Hartog's landing in Australia. Struck by The Perth Mint from 1oz of 99.9% pure silver in proof quality, the coin is issued as legal tender under the Australian *Currency Act 1965*.

Dirk Hartog (1580 – 1621) was a seventeenth century Dutch seaman and explorer. After working as a private merchant in the Baltic and Mediterranean seas, he was employed by the Dutch East India Company (VOC), and was appointed master of a ship called the *Eendracht*, in a fleet that would voyage from the Netherlands to the Dutch East Indies.

After setting sail in January 1616, the *Eendracht* became separated from the fleet in a storm and ended up at the Cape of Good Hope, which would later become Cape Town, South Africa. After leaving the Cape, Hartog sailed across the Indian Ocean bound for Batavia, now known as Jakarta. However, he sailed further east than he meant to and on the 25 October 1616 he landed on an island off the coast of Shark Bay, Western Australia. That island is now known as Dirk Hartog Island.

Hartog's expedition to Australia was only the second recorded European expedition down under, and the first to Western Australia. When he arrived he left a pewter plate inscribed with a record of his visit, nailed to a post in a rock cleft on the northernmost end of the cape, now known as the Cape Inscription Area. The plate is the oldest known record of Western Australian history and is now preserved in a museum in Amsterdam.

The coin's reverse depicts a compass alongside Dirk Hartog's boat, the *Eendracht*, sailing across the ocean. The design includes the inscription DIRK HARTOG FIRST LANDING OCTOBER 1616, a map of Australia, and The Perth Mint's 'P' mintmark.

The Ian Rank-Broadley effigy of Her Majesty Queen Elizabeth II, the monetary denomination, and the 2016 year-date are depicted on the coin's obverse.

The Perth Mint will release no more than 3,000 of the Dirk Hartog 400TH Anniversary First Landing in Australia 2016 1oz Silver Proof High Relief Coin.

TECHNICAL NOTES

The coin's high relief reverse and obverse are minted on concave surfaces to ensure the optimum flow of metal is achieved by the strike of the die.

TECHNICAL SPECIFICATIONS

| | |
|-----------------------------|---------------|
| Silver Content (Troy oz) | 1 |
| Monetary Denomination (AUD) | 1 |
| Fineness (% purity) | 99.9 |
| Minimum Gross Weight (g) | 31.135 |
| Maximum Diameter (mm) | 32.60 |
| Maximum Thickness (mm) | 6.00 |
| Maximum Mintage | 3,000 |
| Designer | Wade Robinson |

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

OBV. | REV.

SAMPLE DATE:

REVISED:



| CONCEPT APPROVAL | |
|---|-------------|
| DATE / / | VERSION NO. |
| NOTES: | |
| <input type="checkbox"/> AMEND SIGN: | |
| <input type="checkbox"/> APPROVED | |



Actual Size -32mm

| | | | | | |
|-----------------------------|-----------------------|---------------|--------------------|----------------|----|
| JOB TITLE: Dirk Harthog | | | DESIGN TEAM: OK WR | | |
| > CONCEPT DESIGN | SIZE/WEIGHT: 1oz 32mm | Finish: Proof | METAL: Ag | EDGE: C Milled | 3D |

24 FEBRUARY 2016



MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

AO 1616, DEN 25STEN OCTOBER, IS HIER VANGECOMMEN HET SCHIP DE EENDRACHT VAN AMSTERDAM, DEN OPPERCOOPMEN GILLES MIBAIS VAN LUYCK; SCHIPPER DIRK HARTOG, VAN AMSTERDAM, DEN 27STEN, DITO T' ZEIJL GEGAEN NA BANTAM, DEN ONDERCOOPMAN JAN STOYN, OPPERSTIERMAN PIETER DOCKES, VAN BIL, AO 1616.

Technical Specifications

| | | |
|-----------------------|------------|---------------|
| Silver Content | (Troy oz) | 1 |
| Monetary Denomination | (AUD) | 1 |
| Fineness | (% purity) | 99.99 |
| Minimum Gross Weight | (g) | 31.135 |
| Maximum Diameter | (mm) | 32.60 |
| Maximum Thickness | (mm) | 6.00 |
| Maximum Mintage | | 3,000 |
| Designer | | Wade Robinson |

CERTIFICATE OF AUTHENTICITY

1oz SILVER PROOF COIN

ON THE 25TH OCTOBER, ARRIVED HERE THE SHIP EENDRACHT OF AMSTERDAM; THE FIRST MERCHANT, GILLES MIBAIS, OF LUYCK; CAPTAIN DIRK HARTOG; OF AMSTERDAM; THE 27TH DITTO SET SAIL FOR BANTAM; UNDERMERCHANT JAN STOYN, UPPER STEERSMAN, PIETER DOCKES, FROM BIL, AO, 1616.

Produced and Inspected by The Perth Mint
310 Hay Street, East Perth, WA 6004, Australia
www.perthmint.com.au

COIN NUMBER

24 FEBRUARY 2016

18. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There were no motions of which previous notice has been give.

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

Moved Cr Bellottie
Seconded Cr Cowell

Council Resolution

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

- 19.1 Application for Leave of Absence – Councillor Prior**
- 19.2 Denham Maritime Facility Management Responsibility**
- 19.3 Denham Maritime Facility Pen Allocations**

7/0 CARRIED

19.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR PRIOR
GV00006

Author
Executive Assistant

Disclosure of Any Interest
Nil

Moved Cr Laundry
Seconded Cr Wake

Council Resolution

Councillor Prior is granted leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on 30 March 2016.

7/0 CARRIED

Background

Councillor Prior has applied for leave of absence from the ordinary meeting of Council scheduled for 30 March 2016. The Council in accordance with Section 2.25 of the ***Local Government Act 1995*** as amended may by resolution grant leave of absence to a member.

Comment

Councillor Prior has advised the Chief Executive Officer due to work commitments will be unable to attend the Ordinary meeting of Council scheduled to be held on 30 March 2016 and has requested leave of absence be granted by Council for this meeting.

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

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

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Legal Implications

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

- (1) A council may, by resolution grant leave of absence to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the minister.
- (3) The granting of leave, or refusal to grant leave and reasons for that refusal, is to be recorded in the minutes for the meeting.
- (4) A member who is absent, without first obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council.
- (5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council –
 - a) If no meeting of the council at which a quorum is present is actually held on that day; or
 - b) If the non attendance occurs while –
 - i. the member has ceased to act as a member after written notice has been given to the member under section 2.27(3) and before written notice has been given to the member under section 2.27(5)
 - ii. while proceedings in connection with the disqualification of the member have been commenced or are pending; or
 - iii. while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending

Policy Implications

There are no policy implications relative to this report.

Financial Implications

There are no financial implications relative to this report.

Strategic Implications

There are no strategic implications relative to this report.

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer *P Anderson*

Date of Report 22 February 2016

24 FEBRUARY 2016

19.2 DENHAM MARITIME FACILITY MANAGEMENT RESPONSIBILITY
LS00055

AUTHOR
CHIEF EXECUTIVE OFFICER

DISCLOSURE OF ANY INTEREST
Declaration of Interest: Cr Ridgley
Nature of Interest: Proximity Interest as office is across the road.

Cr Ridgley left Council Chambers at 4.06pm

Moved Cr Prior
Seconded Cr Laundry

Council Resolution
That Council:

- 1. Note and endorse the Department of Transports proposed agreement in regard to the future management responsibility of the Denham Maritime Facility following the completion of the redevelopment works in October 2016.**
- 2. Authorise the Chief Executive Officer to sign the Denham Maritime Facility Management Responsibility Agreement.**

6/0 CARRIED

Cr Ridgley returned to Council Chambers at 4.15pm

BACKGROUND

The Foreshore Revitalisation project incorporates an area of reserve that is vested in the Department of Transport refer attached map.

The Shire in a Lease Agreement with the Department of Transport assumed the management responsibility of this area in July 2001, this collection of revenue and included the maintenance of all land assets and the marine infrastructure and the Shire could collect all revenue from the facilities.

This lease expired on 31 June 2011, and discussions commenced in 2009 regarding the ongoing management of the facilities at the expiration of the lease. The Shire has continued to undertake the management of the facility since the expiration of the lease.

Discussions have been progressing since late 2010 regarding the ongoing arrangements to manage the facility. This has now resulted in the Department of Transport agreeing to resume management of an amended reserve area that encompasses all their assets.

Incorporated in the Department of Transport management area is the jinker shed and the slipway.

Department of Transport have consistently advised the Shire that they intend to cease the jinker operations and have always intended to remove the current jinker system without any consideration of a replacement.

The original proposal from the Department of Transport was for vessels to travel to other harbours either north or south of Denham.

24 FEBRUARY 2016

In recognition of this issue the Council in the foreshore redevelopment proposal funding, separately allocated funding towards the purchase of a mobile jinker with the Council continuing to undertake the operations of this service.

COMMENT

The correspondence from the Department of Transport (attached at the end of this item) outlines the proposed management arrangement with the Department of Transport assuming the management responsibility for their assets in Denham at the completion of the redevelopment works, expected to be in early October 2016.

The draft agreement includes the Department of Transport assuming responsibility for ongoing maintenance and asset management for the land based infrastructure (including the ablution facilities) and the waterside infrastructure comprising of the recreational boat ramp, service jetty, recreational jetty (including the pens) and the groyne.

As part of the agreement the Shire will continue to manage the relocated fish cleaning table and the cleaning of the current ablution facilities.

An issue that the Department of Transport would like to discuss further would be the day to day management. The initial discussions centred on an arrangement similar to police licensing with the Shire undertaking the receipting, maintenance requests and general enquiries regarding the facility and receiving a commission for providing this service.

Whilst it would be beneficial to have a Department of Transport employee domiciled in Denham and undertaking the tasks, the Shire could undertake the service and recoup costs associated without having the overall responsibility for the service.

A major component of the Foreshore Redevelopment is the removal of the current jinker buildings and equipment, with the slipway remaining in place.

The draft agreement with Department of Transport and in accordance with Council's previous discussions recognises the importance of the continuation of a system to enable vessels to be slipped for inspection and maintenance at Denham.

It should also be noted that the draft agreement includes the provision that Department of Transport will grant a lease area to the Shire to undertake the jinker operations, with heavy maintenance operations to be undertaken offsite.

The Council has previously discussed and supported the option to purchase a jinker to ensure that the ability to service vessels remains in Denham. The purchase of a jinker that has the ability to take vessels offsite if required, may also provide an opportunity for local and new industries to be developed around providing repairs and maintenance to the boating industry both commercial and recreational.

The issue with taking vessels offsite can be accommodated with a mobile jinker and the future establishment of a storage/maintenance facility at the rear of the Shire depot.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Investigations are ongoing as to the options for a jinker that could be suitable for the various vessels and situations that would be required, and further information will be provided to council

LEGAL IMPLICATIONS

There are no policy implications relative to this report

POLICY IMPLICATIONS

There are no policy implications relative to this report

FINANCIAL IMPLICATIONS

The Shire in accordance with the expired lease received all income from the operations of the facility, but also has the responsibility to undertake maintenance.

The 2015/2016 budget has an estimated loss of \$37,410, this is usually dependent upon the degree of maintenance undertaken and historically the Shire has not undertaken a programmed schedule of maintenance.

The redevelopment of the facilities will reduce the required maintenance in the short term, however in the harsh marine environment a proactive maintenance programme needs to be in place and undertaken to minimise any long term issues.

It is proposed that the jinker operations be undertaken by Council staff on a user pays basis with the charges to be established by the Council in the annual budget.

As outlined in the correspondence from the Department of Transport they can provide advice on reasonable charges, however the final determination in regard to the amount to utilise the service is determined by the Council.

STRATEGIC IMPLICATIONS

Addresses Council's objective Outcome 1.6

To enhance the provision of adequate boating/recreational facilities that meets the needs of the general community.

RISK MANAGEMENT

The risk to Council is mitigated by the Department of Transport resuming management responsibility and ongoing maintenance liability for their assets.

The Council has been assuming significant risk factors in a number of areas with the current jinker operation.

Any new jinker operations will be structured to significantly reduce the risk to Council and the community associated with the operations of the facility.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Chief Executive Officer

P Anderson

Date of Report

19 February 2016

24 FEBRUARY 2016

I-CR-20816 L500055



Government of **Western Australia**
Department of **Transport**
Office of the Director General

RECEIVED

16 FEB 2016

~~SHIRE OF SHARK BAY~~

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

Dear Paul,

Denham Maritime Facility: Management Responsibility

I am writing following your meeting on 23 December 2015 with Department of Transport (DoT) officers Donna West and Shelley Grice regarding future management arrangements for the Denham Maritime Facility (Denham) at the completion of redevelopment works in 2016. This is in accordance with requirements of the Financial Assistance Agreement for the Denham foreshore and existing marina facility improvements, between the State of WA and the Shire of Shark Bay (Shire), Schedule 4, clause 5.6 on asset ownership (Attachment One).

DoT agrees to the following outcomes:-

- DoT will assume management responsibility for Denham on completion of the redevelopment works, expected to be in early October 2016.
- As part of this agreement, DoT will assume the responsibility for ongoing maintenance and asset management of the maritime and land based infrastructure (including the ablution facilities) and set and invoice all fees and charges.
- The waterside facilities to be included are the boat ramp, service jetty, recreational jetty (including the pens) and the groyne (if constructed).
- DoT will work with the Shire to agree on and make adjustments to the existing eastern and western harbour boundaries to take into account the locations of the foreshore and facility improvements (the existing landside harbour boundary superimposed with the improvement works is shown in Attachment Two). It is agreed that the fish cleaning table would be excluded from the harbour boundary.
- The Shire intends to purchase a jinker to enable boat repairs to continue at Denham. DoT will grant a lease area to the Shire to carry out jinker operations, with heavy maintenance activities to be undertaken off-site. As requested by the

140 William Street Perth Western Australia 6000
Telephone (08) 6551 6000 Facsimile (08) 9435 7805
www.transport.wa.gov.au ABN 27 285 643 255

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

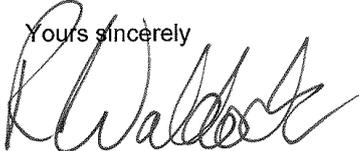
Shire, DoT would assist the shire in establishing appropriate fees for the Denham jinker operations.

- DoT would like to enter into further detailed discussions regarding establishing a management arrangement with the Shire to undertake day to day harbour management activities on behalf of DoT, with the Shire also committing to the continuation of the cleaning of the ablution facilities.

If you have any queries in relation to this matter, please do not hesitate to contact Donna West on (08) 9435 7541.

Should you agree to the outcomes as detailed above, please sign where indicated and return to this office as soon as possible.

Yours sincerely



Reece Waldock
Director General

B 12/2016

Signed by Mr Paul Anderson

CEO

Shire of Shark Bay

Paul Anderson

In the presence of: _____ Date: _____

Witness Signature: _____

24 FEBRUARY 2016

Attachment One



Government of Western Australia
Department of Regional Development



ROYALTIES
FOR REGIONS

FINANCIAL ASSISTANCE AGREEMENT

ROYALTIES FOR REGIONS PROJECT

STATE OF WESTERN AUSTRALIA

AND

SHIRE OF SHARK BAY

ABN 76 409 342 873

Regional Infrastructure and Headworks fund

Gascoyne Development Plan

**DENHAM FORESHORE
& EXISTING MARINA FACILITY IMPROVEMENTS**

Doc Ref: A5351843

Version 1.1 2014-15

Schedule 4
(excerpt)

5.5. *Project Governance*

The Recipient and the Department of Transport will form a Project Working Group for the duration of the Project and comprising of Shire Councillors and senior staff from both the Recipient's organisation and the Department of Transport.

5.6. *Asset ownership*

Prior to 1 March 2016 the Recipient and the Department of Transport will exchange formal correspondence which clearly articulates the asset ownership arrangements on completion of works associated with and contained within the reserve area vested in the Department of Transport and the responsibilities for ongoing management and maintenance associated with the asset ownership.

Schedule 4
(excerpt)

5.5. *Project Governance*

The Recipient and the Department of Transport will form a Project Working Group for the duration of the Project and comprising of Shire Councillors and senior staff from both the Recipient's organisation and the Department of Transport.

5.6. *Asset ownership*

Prior to 1 March 2016 the Recipient and the Department of Transport will exchange formal correspondence which clearly articulates the asset ownership arrangements on completion of works associated with and contained within the reserve area vested in the Department of Transport and the responsibilities for ongoing management and maintenance associated with the asset ownership.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Attachment Two



| | | | |
|-----|----------|--|-----|
| B | 07.02.15 | IMPROVED CAR PARK | BS |
| F | 12.02.15 | IMPROVED CAR PARK AND PEDESTRIAN ACCESS | BS |
| E | 21.04.15 | ISSUED FOR COMMENT-OIL SPILL RESPONSE UNIT ADDED | BS |
| D | 18.03.15 | ISSUED FOR COMMENT CAR PARK ADDED | BS |
| C | 18.12.14 | ISSUED FOR COMMENT CAR PARK ADDED | BS |
| B | 28.11.14 | ISSUED FOR COMMENT ORDEE AREAS ADDED | BS |
| A | 12.11.14 | ISSUED FOR COMMENT | BS |
| REV | DATE | BY | CHK |
| A1 | | | |

GENERAL NOTES
 1 DENHAM_HAVEN_AIR_READERS_JAH_2015_HISAKI AERIAL PHOTOGRAPHY.

| | |
|-----------|---|
| SCALE: | 1:400 @ A1 |
| PROJECT: | SHARK BAY - DENHAM REDEVELOPMENT OF FORESHORE |
| DESIGNER: | B STEPHENS |
| APPROVED: | L ADAMS |

| | |
|------------------------------|----------------|
| Department of Transport | |
| SHARK BAY - DENHAM | |
| REDEVELOPMENT OF FORESHORE | |
| ULTIMATE CONCEPT - OPTION 2C | |
| DRAWING NUMBER: | 1560 - 06 - 01 |
| 6 | |

24 FEBRUARY 2016

19.3 Denham Maritime Facility Pen Allocations
LS00055

AUTHOR

Chief Executive Officer

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Ridgley

Nature of Interest: Impartiality Interest as Commodore of Volunteer Marine Rescue

Officer Recommendation

That Council:

Note the reallocation of the three pens at the Denham Maritime facility to the following Owners/Vessels

- | | |
|----------------------------|-------------|
| 1. Mr R McMillian | Alex Mac |
| 2. Volunteer Marine Rescue | Tamala Rose |
| 3. Mr H Francis | Equador |

Approve the allocation of the three remaining pens at the Denham Maritime facility to the following Owners/Vessels

- 1.
- 2.
- 3.

The President ordered that the recommendation be broken down to two parts in accordance with the Standing Orders Local Law section 10.5.

Moved Cr Ridgley
Seconded Cr Prior

Council Resolution

That Council:

Note the reallocation of the three pens at the Denham Maritime facility to the following Owners/Vessels

- | | |
|-----------------------------------|--------------------|
| 1. Mr R McMillian | Alex Mac |
| 2. Volunteer Marine Rescue | Tamala Rose |
| 3. Mr H Francis | Equador |

7/0 CARRIED

24 FEBRUARY 2016

Moved Cr Cowell
Seconded Cr Laundry

Council Resolution

That Council suspend Standing Orders, clause 9.5 Limitation on number speeches at 4.12 pm for open discussion on Denham Maritime Facility Pen Allocations.

7/0 CARRIED

Moved Cr Capewell
Seconded Cr Prior

Council Resolution

That standing orders be reinstated at 4.22pm.

7/0 CARRIED

Moved Cr Capewell
Seconded Cr Laundry

Council Resolution

Approve the allocation of the three remaining pens at the Denham Maritime facility to the following Owners:

- | | |
|-------------------------|------------------------|
| 1. Mr E Gobby | No Rehearsal |
| 2. Mr J McGovern | To Be Confirmed |
| 3. Mr K Troy | To Be Confirmed |

7/0 CARRIED

BACKGROUND

The final modifications to the pens associated with the recreational jetty have now been finalised and vessels can be allowed back in their allocated area.

There has been an increase from 4 pens to 6 pens. All vessels that were in the pens previously were previously advised that they have a right to retain a pen allocation.

This includes the following

| | |
|-------------------------|---------------|
| Mr R McMillian | Alex Mac |
| Volunteer Marine Rescue | Tamala Rose |
| Mr H Francis | Equador |
| Mr A Hipper | Providence II |

All owners were contacted and three have indicated they wish to retain their pen with Mr Hipper advising they did not wish to retain the pen for Providence II.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

There is also correspondence (attached) from Mrs G Francis, referring to a first pen, from which a pontoon for the pearl farm was built in 1993/94. The photographs provided appears to indicate an area adjacent to the revetment wall outside of the designated pen area. The shire only took over the management of the maritime facilities in 2000 so it is unclear as to what permissions to utilise this area were in place. There is also a reference to previously having the two pens with Woomerangee in the first and Equador in the second.

It would appear that a tie off point (bollard) was installed on the revetment wall to secure the vessel being referred (Woomerangee) to as in the first pen.

This has now been removed.

There is also some correspondence and discussions at the Maritime facilities committee meeting regarding the utilisation of the area by Mr Francis vessels and a charge was subsequently raised by the administration to Mr Francis.

The council has adopted the practise of leasing the pen to a specific vessel/owner and has not permitted the subleasing or utilisation of the pen of any other vessel.

The council has since taking over the management of the pens has maintained a list of individuals in date order that requested to lease a pens, the current updated list is as follows

| Name | Boat Name | Date |
|-----------------------------|-----------------|------------|
| Mr E Gobby | No Rehearsal | 01/01/2000 |
| Mr J McGovern | To be Confirmed | 01/01/2000 |
| Mr K Troy | To be Confirmed | 07/11/2012 |
| Mr J McLeary | To be Confirmed | 11/01/2013 |
| Mr G Dix | To be Confirmed | 28/05/2013 |
| Mr G Hawes | To be Confirmed | 23/09/2014 |
| Mr R Smith | Shezdon | 01/10/2014 |
| Mr C Cooper | Stargazer | 23/03/2015 |
| Mr Gascoyne Offshore Marine | Mac Attack | 10/04/2015 |
| Mr J Stewart | Just4Play | 28/07/2015 |
| Mr H Francis | Sea Jay | 19/08/2015 |

COMMENT

The allocation of pens has previously been presented to the Shark Bay Marine Facilities Management Committee for consideration and recommendation to Council for the final decision in accordance with the agreement with the Department of Transport.

This committee currently does not have a full membership and Council will dependent upon the ongoing management of the maritime area will need to reconsider the ongoing purpose and objectives of the committee.

24 FEBRUARY 2016

The process adopted by the committee appears to have been to allocate according to the requests from individuals in the order the request was received, or to allocate a pen to a vessel under circumstances the committee deemed that were relevant at the time. This was the case in regard to the pen allocation for the Volunteer Marine Rescue vessel.

There also appears to have been some issues with the allocation for pens for Mr E Francis and the vessel Woomerangee utilising what has been referred to as the front pen.

There is correspondence (attached) from Mrs Francis advising that that a pearl farm pontoon was built in the area between the pens and the revetment wall, following which they requested if they could utilise the area for the Vessel Woomerangee.

In February 2009 the Council received a request from Mr Francis (attached) which was discussed at the committee meeting held in May 2009, the recommendation was that the pen be allocated in accordance with the approved Council waiting list.

Correspondence was sent on 29 October 2009 advising of pens fees for Woomerangee and that Equador would remain on the waiting list and should be put back on the mooring. Further correspondence was sent on 30 November 2009 asking to remove Equador from a pen that had been allocated to another vessel.

On the 8 June 2010 the committee recommended that three vacant pens be allocated to Volunteer Marine Rescue- with charges to commence from 01/01/2010, Equador-with charges to commence from 01/07/2009 (back dated 12 months) and Providence II.

Alex Mac was occupying the fourth available pen.

Correspondence received on 19 February 2012 from Mr H Francis indicates that they had the *first pen which was used by both Equador and Woomerangee until this pen was taken off them and Equador went into the second pen.*

This aligns with the allocation by the committee at the meeting of 8 June 2010 of a pen to Equador and the back dated charges that were applied.

It would appear based on the available documented information available that the vessels occupied an area with Equador and Woomerangee, (pen 1), which was outside the actual designated 4 pens area.

The administration have charged a pen fee for Woomerangee from the 2003/04 year until the 2009/2010 year at which time the fee raised was reversed due to no useable pen being available.

Equador has continued to be charged the relevant pen fees.

LEGAL IMPLICATIONS

There are no policy implications relative to this report

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

POLICY IMPLICATIONS

The council has no policy in place relative to this area of operations.

FINANCIAL IMPLICATIONS

There are no financial policy implications relative to this report

The Shire receives fees for leasing of the pens areas.

STRATEGIC IMPLICATIONS

Addresses Council's objective Outcome 1.6

To enhance the provision of adequate boating/recreational facilities that meets the needs of the general community.

RISK MANAGEMENT

Any approvals to utilise areas not designated, engineered or fit for purpose poses a significant ongoing risk to the council.

Any risk associated with the management of the facility may be mitigated by the Department of Transport resuming management responsibility and ongoing maintenance liability for their assets.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Chief Executive Officer

P Anderson

Date of Report

23 February 2016

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Mr Paul Anderson
CEO Shark Bay Shire,
63 Knight Tce,
DENHAM 6537

Dear Paul

In answer to your correspondence re Pens. Dated 22nd October 2015

Initially the front pen storage areas what ever it is called we built a pontoon for our pearl farm in this pen. That was 1993 or 1994. We requested that after it was built we could put Woomerangee in the pen . We were told that Mr Les Fewster owner of Sea Eagle fishing charter boat was next in line for a pen. The Shire then informed us that once the pontoon was built that we would have to vacate the pen and Les got the pen and paid pen fees. We were told when a pen became available we were next in line. Pen 5 became available and Woomerangee went in there Being the last pen and Wooma being a small vessel it was getting battered so once sea eagle left we requested and got the first pen We had Woomerangee in that pen many years. We then added Equador to our business in 2009 and had both boats in the pen and paid for the two boats Once a second pen became available after much discussion with the Shire (Rhonda at that meeting) and Dept of transport with Aiden Tanzin he said that if we had being paying for two boat pens we should have two boat pens and Equador moved into the next pen. Then over the time the front pen silted up and the Shire lacked the finance to dredge so Wooma was removed to the mooring and was advised once a pen became available Woomerangee would be next in line. It is common knowledge that Equador and Woomerangee had a pen also with the owners of the other pens Macca, Barry Beales (who had a pen until his boat sank) this Pen was then taken by fisheries. I am sure Les Fewster will be able to confirm also. Barry Edwards also would be able to confirm this.

John Hanscombe ex Councillor also knows that Woomerangee and Equador were in the front pens.

We are the longest running business occupying the pens in Denham.

Unfortunately Errol is unwell in hospital in Perth I am sure on his return we will be able to supply more evidence of the above with Photographic evidence also .I have included some Photos of Woomerangee high and dry and of Equador in the first pen area.

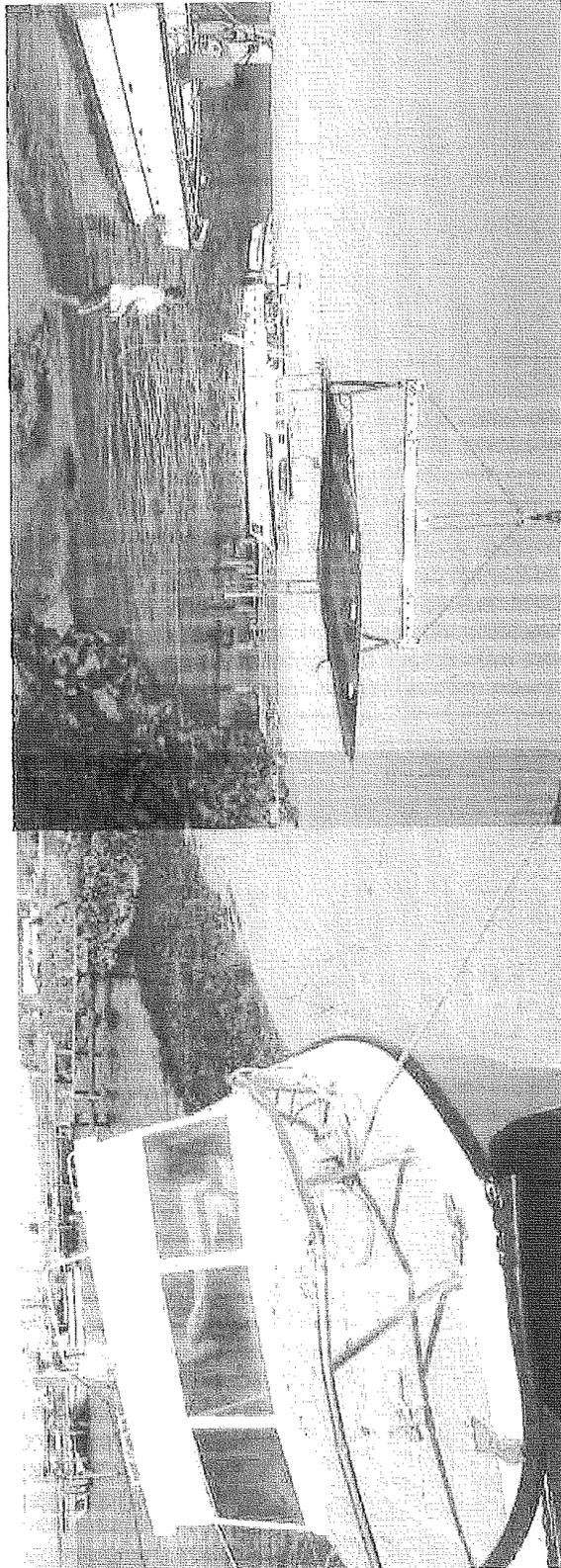
I am sure the Shire would have a copy of the meeting with Aiden Tanzin I can contact him if you require and see if Dept of Transport have records of this also.

Kind regards



Glenda Francis

29th October 2015-10-29



24 FEBRUARY 2016

RC00003 / O-CR-15289
Paul Anderson

22 October 2015

GK FRANCIS
PO BOX 421
DENHAM WA 6537

Dear Glenda

PEN ALLOCATIONS

I refer to your correspondence regarding a pen allocation for your vessel Woomerangee.

The Shire's records indicate that Woomerangee was occupying an area that was not a designated pen following the relinquishment of the allocated pen to Equador and as such has not been allocated a pen in the new facility construction.

If you have any further information that clearly indicates that Woomerangee was occupying one of the 4 previous designated pen areas following the allocation of a pen to Equador it would be appreciated if you could forward it for consideration.

Yours sincerely

Paul Anderson
CHIEF EXECUTIVE OFFICER

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

Rhonda Mettam

From: Glenda Francis <glendafrancis@westnet.com.au>
Sent: Wednesday, 30 September 2015 1:32 PM
To: Rhonda Mettam
Subject: re Pens

Hello Paul. I am emailing yourself re the Pens. Woomerangee has always had the first pen I believe that we have to confirm in writing that we still require the Pen We have the two pens Woomerangee in the first and Equador in the second. So I am confirming that we still require the two pens The pen fees were paid even though we were unable to use the pen once it stilted up.
Kind regards Errol and Glenda Francis

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

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

O-FM-4272 MA100-04

MA100.04 – I-FM-10232
Paul Anderson

2 March 2012

Mr H Francis
Unreal Fishing Charters
PO Box 421
DENHAM WA 6537

Dear Heath

RE: DENHAM MARINE FACILITIES

I refer to your correspondence in regard to the pen and fees, and can advise that the Shire of Shark Bay is not the body responsible for the dredging of marine water ways. This is the responsibility of the Department of Transport.

I can advise that a dredging program was undertaken in January 2004 and is carried out every 7-10 years. I understand a dredging program is scheduled in the 2013 calendar year, however it is anticipated that the dredging may occur in conjunction with the replacement of the timber recreational jetty in late 2012.

I will raise your concerns with the Department of Transport to endeavour to have this addressed at the earliest opportunity.

If as you advise your current pen is not suitable for your boat can you please advise if you wish to relinquish the pen and a pro-rata refund will be made.

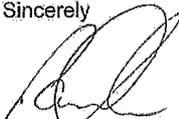
If you do not wish to relinquish the pen, options may be explored by the Shark Bay Marine Facilities Management Committee to reallocate the pens to alleviate your concern.

However any reallocation would be dependent upon the cooperation of the other users.

I can also advise the Shark Bay Marine Facilities Management Committee will be reviewing the fees associated with the overall facility which will be presented to the Council for consideration in the 2012/2013 budget deliberations.

If you require any further information relative to the above, please contact the undersigned at Council's administration office.

Yours Sincerely



Paul Anderson
CHIEF EXECUTIVE OFFICER

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

1-FM-10232 MA100.04

Heath Francis
Unreal fishing Charters
P.O Box 421
Denham W.A 6537

19February2012

RECEIVED

24 FEB 2012

Shire of Shark Bay

Dear Mr Paul Anderson,

I am writing to you regarding the Pen and Fees

Firstly, our pen is in desperate need of dredging, our boat Equador is sitting on the bottom as is all the boats in the pens. This is affecting the underneath of the vessels anti fowling and more importantly the rudder and steering. The pens have not been dredged for many years. We had the first pen for many years and were charged for two pens as we had both Woomerangee and Equador in it. Then the first pen was taken off us and Equador went into the second pen. We should have been entitled to two pens as we had paid for two pens. The first pen is still being used by a small vessel, which I assume they would be charged as we were for many years.

The fee has increased by 50% over the past 3 years and nothing has been done to justify this price increase. The pens need immediate dredging. We operate a Tourism marine business in Denham and have done for the past 15 years and the exposure from the pen is imperative to our business. We are coming into the high tourist season and some days we are unable to remove the boat from the pen.

The increase of fees while the facilities do not improve is unjustified and we are asking the Shire to dredge the pens as soon as possible while the tides are lower so that we can access our pen

Regards



Heath Francis
Unreal Fishing Charters

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

SHARK BAY MARINE FACILITIES MANAGEMENT COMMITTEE
MINUTES – 8 JUNE 2010

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MF 5.3 REVIEW OF ALLOCATION OF PENS

Author

Senior Finance Officer

Disclosure of Any Interest

Nil

Moved P Tiggemann
Seconded P Ferrick

Recommendation

That the Shark Bay Marine Facilities Management Committee Allocate Vacant Pens to:

1. **VMR - Charges to commence from the 1 July 2010**
2. **Equador - Charges to commence from 1 July 2009**

And

3. **Providence II.**

The motion was put forward and declared.

5/0 Carried

Background

At the December 2009 meeting the committee was advised that three pens were vacant. This was incorrect as only two pens were vacant. The Shark Bay Marine Facilities Management Meeting held on the 20 May 2009 allocated a pen to No Rehersal.

Comment

The Committee now has to rescind the motion of the 14 December 2009 and re allocate the pens as recommended, deciding to either allocate the pen to No Rehersal or Bandelero

Equador charges are being applied from 1 July 2009 as Equador has had the use of the pen since this time. VMR will be charged from the 1 July 2010, No Rehersal has been utilising the pen for the last month and will be charged casual pen fees for that usage.

Legal Implications

Nil

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

SHARK BAY MARINE FACILITIES MANAGEMENT COMMITTEE MEETING MINUTES
14 DECEMBER 2009

PAGE 4

Strategic Implications

Nil at this stage

Voting Requirements

Simple Majority Required.

Date of Report 5 May 2011

MF 5.2 Pen Allocations

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved P Tiggemann
Seconded K J Matthews

Recommendation

That the Shark Bay Marine Facilities Committee recommend to Council that the available vacant pens at the Recreation Jetty be allocated to –

- 1.VMR Vessel**
- 2.Ecuador**
- 3.Bandeloro**

The motion was put and declared

CARRIED UNANIMOUSLY

Background

The Committee are advised that two pens have become available for allocation in accordance with the prescribed process normally undertaken by the Committee. The Waiting List for the allocation of pens by name and vessel is as follows –

1. *John Webster - Bandeloro*
2. *Tony Laraia - Attooma Makata*
3. *Gregg Cliff - Warada*
4. *Errol Francis - Ecuador*
5. *VMR - VMR New Vessel*
6. *Adrian Hipper - Providence II*
7. *Jim Moore - 50 Foot Vessel in Process of buying*

Comment

The Committee can recommend to Council those vessels on the waiting list in the priority order as appears in the above background or allocate any pen to a vessel under circumstances the Committee determine are relevant to the requirement.

The Committee are advised that Council has received written request(s) from Shark Bay Volunteer Marine Rescue (VMR) and from Prague Holdings (Mr Errol Francis). VMR have advised that their new vessel will be available for by March 2010 while Mr Francis has made several previous applications to Council for pen allocation of Equador.

Legal Implications

Nil

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

MA100
Kelvin Matthews

30 November 2009

Mr E Francis
PO Box 421
DENHAM WA. 6537

Dear Mr Francis

PEN ALLOCATION FOR EQUADOR

I refer to Council's previous letter dated 29 October 2009, asking for the removal of Equador from Council's Boating Pens.

Equador remains in the pen and you are once again requested to remove the vessel by the 7 December 2009, as the pen has been allocated to another vessel.

As Council's previous letter states, you will remain on the wait list for a pen and as soon as the Marine Facilities meeting has been held you will be advised of your position and when you will have access to a pen for Equador.

If you require any further information, please do not hesitate to contact Mrs Rhonda Mettam at this office.

Yours sincerely

K J Matthews
CHIEF EXECUTIVE OFFICER

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

MA100
Kelvin Matthews

29 October 2009

Mr E Francis
PO Box 421
DENHAM WA 6537

Dear Mr Francis

Please find attached invoice number 6464 for \$1,052.10 being pen fees for Woomerangee from 1 October 2009 to 30 June 2010,

Also attached is invoice number 6447 for \$474.53 being for Denham annual jetty fees for Equador from 1 October 2009 to June 2010.

Equador is no longer being charged for the use of any pen (which includes the pen the Woomerangee is presently using). Equador remains on the reservations waiting list and will be allocated a pen in accordance with the priority order of the list and as determined by the Denham Marine Facilities Management Committee. For this reason Equador should be placed back on her mooring.

If you require any further information, please do not hesitate to contact this office.

Yours Sincerely

K J Matthews
CHIEF EXECUTIVE OFFICER

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

SHARK BAY MARINE FACILITIES MANAGEMENT COMMITTEE
MINUTES - 20 MAY 2009

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MF 1.0 DECLARATION OF OPENING

The Chair Cr D Hoult declared the meeting open at 5:30pm

MF 2.0 RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE GRANTED

| | | |
|-------------|-----------------------|--------------------------------------|
| Attendances | Cr D O Hoult | Chair |
| | Cr R G Blennerhassett | |
| | Cr T W Hargreaves | (General Deputy) |
| | Mr M Sewell | |
| | Mr K J Matthews | Chief Executive Officer |
| | Mr G Brown | Works Manager |
| | Mrs R Mettam | Finance Officer |
| | Mrs K Blackman | Minute Taker |
| | Peter Tiggemann | Deputy Chief Executive Officer |
| Apologies | Nich Grundy | Dept for Planning and Infrastructure |
| | Cr B Eddington | Shire President |
| | Mr A Tansey | Regional Services Manager Carnarvon |
| | | Dept for Planning and Infrastructure |
| | Mr P Ferrick | |
| Visitors | Errol Francis | |

MF 3.0 PUBLIC QUESTION TIME

MF3.1 Errol Francis – I am still paying for 2 boat pens. I would like to know what the situation with the pens is.

Cr D Hoult – Question will be dealt with in the Agenda.

The public question time commenced at 5:30 pm. Public question time ceased at 5:34 pm.

MF 4.0 CONFIRMATION OF MINUTES

MF 4.1 Confirmation of the Minutes of the Denham Marine Facilities Management Committee meeting held on Tuesday 23 October 2008.

Moved Cr R Blennerhassett
Seconded K Matthews

Recommendation

That the minutes of the Denham Marine Facilities Management Committee meeting held on 23 October 2008 as circulated to all Committee members, be confirmed as a true and accurate record.

The motion was put forward and declared

CARRIED

MF 5.0 MATTERS FOR DISCUSSION

MF 5.1 Marine Facilities Fees and Charges 2009/2010

BU 101 MA 100

Author
Deputy Chief Executive Officer

Disclosure of Any Interest

Nil

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

SHARK BAY MARINE FACILITIES MANAGEMENT COMMITTEE
MINUTES - 20 MAY 2009

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Background

The Shark Bay Marine Facilities Management Committee will be aware that some time ago it was proposed a specific Steering Committee be formed to address the issue of future marine facilities development in Denham. Due to change of State Government in late 2008 the proposal has not progressed any further.

Comment

DPI Marine Officer's have indicated (and apologised) their unavailability to attend this meeting and have suggested that a Special Meeting be convened to address this specific issue. The officer's have indicated mid/late June 2009 to convene the Special Meeting for their attendance.

Legal Implications

Nil

Policy Implications

Nil to Council at this stage

Financial Implications

Dependent on outcome of condition report but nil to Council due to ownership of recreation by DPI Marine

Strategic Implications

Relevant to future proposed marine facilities development in Denham dependent on proposed Steering Committee outcome(s)

Voting Requirements

Simple Majority Required.

Date of Report 14 May 2009

MF 6.1 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Moved R Mettam
Seconded Cr D Hoult

Recommendation

That the issue of Pen Allocation be included in the agenda as an urgent matter of business.

The motion was put forward and declared

CARRIED

MF 6.1 Pen Allocations

Moved M Sewell
Seconded G Brown

Recommendation

That the current vacant pen be allocated in accordance with the approved council waiting list and that the matter of silting up of the first pen be raised with Department for Planning and Infrastructure for action before 30/06/09

The motion was put forward and declared

CARRIED

24 FEBRUARY 2016

Mr Kelvin Matthews
Shire of Shark Bay
P O.Box 126
DENHAM 6537

10TH February 2009

Mr Errol Francis
P O Box 421
DENHAM 6537

Dear Mr Matthews

I am writing to you to ask for consideration re the Boat Pens.
As you are aware we have the front boat pen which
unfortunately is not accessible to us because of the sand build
up and the low tides and we have had to remove Woomerangee
to avoid damage to the hull.

Mr Edwards has sold Spaniard and no longer requires a pen and
he suggested that we approach you for this vacant pen, as we are
unable to at this stage access ours and are paying for a service.

Looking forward to your reply



ERROL FRANCIS

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

SHARK BAY MARINE FACILITIES MANAGEMENT COMMITTEE MINUTES
23 OCTOBER 2008

PAGE 6

Background

The committee is advised that the commercial use of the "finger" jetty by Aqua Rush for loading/unloading passengers has been occurring for some time. Approaches have been made to the proprietor of the Aqua Rush in regard to payment of fees for use of the finger jetty as a commercial activity. The finger jetty is not utilised for any other commercial activity (at this stage) and the proprietor disputes whether he should incur any fees for the use of the finger jetty. Council's fees and charges (as per budget) are for the *Denham Marina* but does not specifically classify the "finger" jetty. The fee applied to the Aqua Rush is at the annual fee.

Comment

Nil

Legal Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority Required.

Date of Report 5 May 2011

MF 5.4 USE OF RECREATION JETTY

MF 5.4.1 VACANT ALLOCATED PEN

File No MA100

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved Cr Robert Blennerhassett
Seconded Kelvin Matthews

Recommendation

That the Shark Bay Marine Facilities Management Committee recommends to Council that use of an allocated temporary vacant pen be permitted providing permission is given by council and that the prescribed fee is applied for such time the pen is used.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

SHARK BAY MARINE FACILITIES MANAGEMENT COMMITTEE MINUTES
23 OCTOBER 2008

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The motion was put and declared

CARRIED

Background

Council has received a written request from the proprietor of *Woomeragee* to use the pen allocated to *Ocean Invader* that is currently vacant. The CEO has replied to the written request advising that the matter will be raised and discussed at this meeting.

Council has no specific policy in regard to the matter other than the Code of Conduct applicable to users of the facility. This however governs more the use of the jetty facilities rather than addressing any specific policy position the committee (and council) may have in regard to the use of the facilities. It is noted and recommended in item 5.7 below that council address the matter of having no specific policy for the use of the Shark Bay Marina facilities (such as exists for the Monkey Mia jetty).

Accordingly it is recommended that the use of a vacant pen to another allocated user be by written permission from that owner where the pen is allocated and that a casual daily fee applies.

Comment

Nil

Legal Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority Required.

Date of Report 5 May 2011

MF 5.4.2 USE OF JETTY FOR TYING VESSELS

File No MA100

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved Cr Robert Blennerhassett
Seconded Mark Sewell

- 8 Rubbish must be placed in correct bins – ie oil in tanks, oil filters in drums, rubbish in trailer for general dry goods, offal to offal pit.
- 9 Any rubbish left on jetty will be removed and vessel charged \$50.00.
- 10 Parking in car park as per signs.
- 11 No vehicle parking on jetty unless directly loading or unloading goods. Beware of pedestrians, bikes etc.
- 12 Maximum of 5 knots in channel and basin. Also reduce speed within 300 metres of moored boats to prevent damage.
- 13 Your assistance is encouraged to help implement this code of conduct.

Code of Conduct number 14 could include breakdown of vessels not paying annual jetty fees to be levied a fee for the duration of the breakdown. This should clearly distinguish between genuine short term emergency breakdown and long term refits.

Legal Implications
Nil.

Policy Implications
Nil.

Financial Implications
Nil.

Strategic Implications
Nil.

Recommendation

That the Denham Marine Facilities Management Committee recommends to Council that Council amend the Code of Conduct for the Maritime Facility at Denham to include the following as Code of Conduct number 14 and vessels that are broken down and do not pay an annual jetty fee be levied a fee for the duration of the breakdown.

Voting Requirements
Simple Majority Required.

Date of Report 12 April 2007

Moved Cr Hoult

Seconded Mr Matthews

That the Denham Marine Facilities Management Committee recommends to Council that Council amend the Code of Conduct for the Maritime Facility at Denham to include the following as Code of Conduct number 14 –

- 14 In the event of any vessels that are broken down and that do not pay an annual jetty fee, a daily fee of \$100.00 (or part thereof) is to be levied for the duration of the breakdown and that this fee be included in Council's 2007/08 budget.***

CARRIED UNANIMOUSLY

MF 5.4 Allocation of Vacant Pen

MA 100

Author
Chief Executive Officer

Disclosure of Any Interest
Nil

Background

Mr Barry Beales has indicated that he will no longer require his boat pen as from the 30 June 2007.

Comment

There are nine (9) applicants for this pen.

- 1 Jim Moore *
- 2 Aqualib Marine Charters *
- 3 Fisheries WA *
- 4 Eddie Gobby
- 5 John Webster
- 6 Tony Laraia
- 7 Gregg Cliff
- 8 Errol Francis *
- 9 Volunteer Marine Rescue *

* Is for further clarification to be provided at the Denham Marine Facilities Management Meeting.

Legal Implications

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Nil.

Recommendation

That the Denham Marine Facilities Management Committee recommends to Council that -

- 1 Fisheries WA (Shark Bay) is offered the boat pen currently utilised by Mr Barry Beales when it becomes available after 30 June 2007.
- 2 That the waiting list be updated and done on an annual basis.

Voting Requirements

Simple Majority Required.

Date of Report 12 April 2007

Moved Mr Matthews

Seconded Mr Ridgely

That the recommendation be adopted.

CARRIED UNANIMOUSLY

MF 5.5 Denham Marine Facilities Fuel Lease - Oregon Nominees Pty Ltd MA 100

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Background

The Denham Marine Facilities fuel lease was discussed at the previous meeting on the 1 December 2006. Work needed to be completed on the fuel facility area

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

SHARK BAY MARINE FACILITIES MANAGEMENT COMMITTEE MINUTES
12 DECEMBER 2007

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MF 7.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

MF 7.1 Pen Facility for Shark Bay Volunteer Marine Rescue

It was agreed that when a pen becomes vacant that this be advertised and expressions of interest be called for the Shark Bay Marine Facilities Management Committee to recommend to Council the allocation of the vacant pen.

Recommendation

That the Shark Bay Marine Facilities Management Committee recommends to Council that when a pen becomes available that this be advertised for expressions of interest with the Shark Bay Marine Facilities Management Committee making recommendation to Council the allocation of the pen.

Voting Requirements

Simple Majority Required.

Moved Cr Blennerhassett

Seconded Mr Ferrick

That the recommendation be adopted.

CARRIED UNANIMOUSLY

MF 8.0 NEXT MEETING

MF 8.1 The next meeting of the Shark Bay Marine Facilities Management Committee will be held in the Meeting Room in the Shire Office on a date to be decided.

MF 9.0 CLOSE

The meeting closed at 6.47 pm.

24 FEBRUARY 2016

20. MATTERS BEHIND CLOSED DOORS

Moved Cr Ridgley
Seconded Cr Laundry

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

20.1 APPOINTMENT OF AUDITORS FOR THE PERIOD 1 JULY 2016 TO 30 JUNE 2019
FM00003

Author
Executive Manager Finance and Administration

Disclosure of Any Interest

Declaration of Interest: Cr Bellottie
Nature of Interest: Impartiality Interest as AMD does Cr Bellottie's tax returns.

Moved Cr Ridgley
Seconded Cr Prior

Council Resolution

That:

- i. Greg Godwin – registered company auditor 310219**
- ii. David Tomasi – registered company auditor 15724**
- iii. Wen-Shien Chai – registered company auditor 229761**

of Moore Stephens be appointed as the Shire of Shark Bay's auditors for the 2016/17, 2017/18 and 2018/19 financial years.

6/1 CARRIED

Moved Cr Ridgley
Seconded Cr Laundry

Council Resolution

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

7/0 CARRIED

At 4.44pm the President read aloud the Council decision that had been taken during the time the meeting was closed to the public in accordance with Council's Local Laws relating to Standing Orders clause 12.7(3)(a)(b)(c)(d)(e).

MINUTES OF THE ORDINARY COUNCIL MEETING

24 FEBRUARY 2016

21. DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 30 March 2016 commencing at 3.00 pm.

22. CLOSURE OF MEETING

As there was no further business the President closed the Ordinary Council meeting at 4.48pm.