

Shire of Shark Bay

Minutes of the Ordinary Council meeting 27 February 2013



Cape Peron, Francois Peron National Park





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

The minutes of the Ordinary meeting of the Shark Bay Shire Council held in the Council Chamber at the Shark Bay Recreation Centre, Francis Street, Denham on 27 February 2013 commencing at 9.05 am.

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1. DECLARATION OF OPENING

The President declared the meeting open at 9.05 am.

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

ATTENDANCES

Cr C Cowell	President
Cr J Hanscombe	Deputy President
Cr K Capewell	
Cr J McLaughlin	
Cr M Prior	
Cr B Wake	

Mr P Anderson	Chief Executive Officer
Mr R Towell	Executive Manager Finance and Administration
Ms S Burvill	Executive Manager Community, Tourism and Economic Development
Mr B Galvin	Works Manager
Mrs R Mettam	Executive Assistant

APOLOGIES

Cr G Ridgley	Approved Leave of Absence at Ordinary Council Meeting 27 February 2013 item 5.1
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VISITORS – From 1.26 pm

Mr B Toohey from Aspen Parks and Resorts Property Management
 Mr J Jetten from Aspen Parks and Resorts Property Management
 Mr M Grenside Monkey Mia Dolphin Resort Manager
 Mr S Webster Chief Executive Officer Gascoyne Development Commission
 Ms Karla Tittums Project Officer Gascoyne Development Commission

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

Nil

4. PUBLIC QUESTION TIME

The President opened Public Question Time at 9.05 am and as there were no questions the President closed Public Question Time at 9.05 am.

5. APPLICATIONS FOR LEAVE

5.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR RIDGLEY
CO 511

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Hanscombe

Seconded Cr Capewell

Council Resolution

Councillor Ridgley is granted leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on 27 February 2013.

6/0 CARRIED

Background

Councillor Ridgley has applied for leave of absence from the ordinary meeting of Council scheduled for 27 February 2013. The Council in accordance with Section 2.25 of the ***Local Government Act 1995*** as amended may by resolution grant leave of absence to a member.

Comment

Councillor Ridgley has advised the Chief Executive Officer due to personal commitments he will be unable to attend the Ordinary meeting of Council scheduled to be held on 27 February 2013 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 Ridgley leave of absence but must include the reasons for the refusal for not granting the leave in the resolution.

Legal Implications

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

- (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

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report

7 January 2013

5.2 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR McLAUGHLIN
CO 512

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved

Cr Wake

Seconded

Cr Hanscombe

Council Resolution

Councillor McLaughlin 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 24 April 2013.

6/0 CARRIED

Background

Councillor McLaughlin has applied for leave of absence from the ordinary meeting of Council scheduled for 24 April 2013. 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 McLaughlin has advised the Chief Executive Officer due to personal commitments he will be unable to attend the Ordinary meeting of Council scheduled to be held on 24 April 2013 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 McLughlin leave of absence but must include the reasons for the refusal for not granting the leave in the resolution.

Legal Implications

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

- (1) A council may, by resolution grant leave of absence to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the minister.
- (3) The granting of leave, or refusal to grant leave and reasons for that refusal, is to be recorded in the minutes for the meeting.
- (4) A member who is absent, ***without first obtaining leave of the council***, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council.
- (5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council –
 - 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

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report

19 February 2013

6. **PETITIONS**

Nil

7. **CONFIRMATION OF MINUTES**

7.1 **CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 19 DECEMBER 2012**

Moved Cr Hanscombe
Seconded Cr Wake

Council Resolution

That the minutes of the ordinary council meeting held on 19 December 2012, as circulated to all councillors, be confirmed as a true and accurate record.

6/0 CARRIED

8. **ANNOUNCEMENTS BY THE CHAIR**

That Mr Brendon Toohey, Jason Jetten and Martin Grenshide from Aspen Parks and Resorts Property Management will be attending today's meeting to give Council an address on the Monkey Mia development after the lunch break.

Mayor Troy Pickard would like to visit on the 10 May 2013 if Councillors are available to meet with him on this day.

Gascoyne Development Commission Board vacancy nominations will be addressed in Urgent Business.

A Presentation to Council by Mr Stephen Webster from the Gascoyne Development Commission will also be held after lunch.

9. **PRESIDENT'S REPORT**

PR101

Moved Cr Prior
Seconded Cr Wake

Council Resolution

That the President's January/February 2013 report and activity report be received.

Cr Prior left the Council Chamber at 9.29 am

Cr McLaughlin left the Council Chamber at 9.29 am and returned to the Council Chamber at 9.30 am

5/0 CARRIED

Committee Membership

Board member

Member

Member (President)

Gascoyne Development Commission Board

Gascoyne Revitalisation Steering Committee

Dirk Hartog Commemoration Committee

27 FEBRUARY 2013

Member (Deputy Chair)	Regional Collaboration Group – Gascoyne
Member	Development Assessment Panel
Member/Community Affairs Rep	Gascoyne Regional Planning Committee
Member (President)	Country Local Government Fund
Member	Denham Maritime Facilities Infrastructure Working Group
Deputy Member	Shark Bay Marine Facilities Management Committee

Meeting Attendance

19 December 2012	Shire Council Meeting
20 December	Meeting – Ken Baston, MLC
15 January 2013	Meeting - Minister Marmion and Council
22 January	Gascoyne Infrastructure Coordination Group in Carnarvon
26 January	Attended the Australia Day Breakfast
30 January	Met with Gascoyne Development Commission Project Officers
4 February	Capital Planning Workshop
12 February	Met with Tony Beard, Chair of Gascoyne Revitalisation Steering Committee
12 February	Gascoyne Revitalisation Steering Committee meeting
13 February	Gascoyne Development Commission board meeting
18 February	Met with Tami Maitre and Ken Baston
20 February	Malgana Native Title Working Group meeting
	Australia Day Breakfast. – Slot in order

Date of Report 20 February 2013

10. COUNCILLORS' REPORTS

10.1 Cr Wake
CO513

Moved Cr Capewell
Seconded Cr Hanscombe

Council Resolution

That Councillor Wake's January/February 2013 report on activities as Council representative is received.

5/0 CARRIED

Committee Membership

Member	Shark Bay Pastoral History Book Committee
Deputy Member	Gascoyne Regional Road Group
Deputy Delegate	Gascoyne Zone of Western Australian Local Government Association
Member	Development Assessment Panel

Meeting Attendance

15 January	Attended meeting with Minister for Environment and Water – Hon. William (Bill) Marmion to discuss relationship of community with Department of Environment and Conservation
15 January	Attended Council meeting with Hon. William (Bill) Marmion Minister for Environment and Water
26 January	Attended Australia Day celebration
4 February	Attended Forward Capital Planning workshop
19 February	Meeting with Hon Ken Baston MLA Member for Mining & Pastoral regarding pastoral land tenure, Gascoyne Development Commission and Regional Development
24 February	Attended opening of the new buildings at Overlander Roadhouse

General Matters

22 January	Attended National Rangelands Management Australia workshop at Monkey Mia. Funding is available for projects on pastoral properties ranging from environmental to goat management and much more.
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Date of Report	21 February 2013
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10.2 Cr Capewell
CO 516

No Activities Report

10.3 Cr Hanscombe
CO514

No Activities Report

10.4 Cr McLaughlin
CO512

Moved	Cr Wake
Seconded	Cr Capewell

Council Resolution

That Councillor McLaughlin's January/February 2013 report on activities as Council representative is received.

5/0 CARRIED

Committee Membership

Member	Shark Bay Marine Facilities Management Committee
--------	--

27 FEBRUARY 2013

Delegate	Gascoyne Regional Road Group
Delegate	Gascoyne Zone of Western Australian Local Government Association
Member	Denham Maritime Facilities Infrastructure Working Group
Deputy Member	The Aviation Community Consultation Group
Proxy Member	Development Assessment Panel

Meeting Attendance

19 December 2012	attended electors meeting
15 January 2013	met with minister Marmion
26 January	attended Australia day breakfast
4 February	attended forward capital expenditure workshop
24 February	Opening of the new Buildings at the Overlander Roadhouse

General Matters

I have applied for leave for the April meeting as I will be away, there is a Western Australian Local Government Association Country Zone teleconference on 17 April and someone will need to stand in for me.

Date of Report 19 February 2013

10.5 Cr Ridgley
CO513

No Activities Report

10.6 Cr Prior
CO517

Moved Cr Capewell
Seconded Cr McLaughlin

Council Resolution

That Councillor Prior's January/February 2013 report on activities as Council representative is received.

5/0 CARRIED

Committee Membership

Member	Shark Bay Commerce and Tourism Committee
Member	Shark Bay Arts Council Inc
Member	The Aviation Community Consultation Group

Meeting Attendance

26 January	Attended part of Australia Day breakfast
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General Matters

Nil

Date of Report 19 February 2013

11. ADMINISTRATION REPORT

11.1 ANNUAL ELECTORS MEETING 19 DECEMBER 2012

EL 104

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr McLaughlin

Seconded Cr Cowell

Council Resolution

The minutes of the annual electors meeting held on Wednesday 19 December 2012 be noted.

5/0 CARRIED

Background

The annual general meeting of electors relating to the financial year ended 30 June 2012 was held on Wednesday 19 December 2012. A copy of the minutes of the meeting is attached.

Section 5.32 (b) of the **Local Government Act 1995** requires the Chief Executive Officer to :

Ensure that copies of the minutes are available for inspection by members of the public before the Council meeting at which decisions made at the electors meeting are first considered"

The minutes have been made available for inspection since 21 December 2012.

The act also requires the decisions of the electors meeting to be considered by the Council (section 5.53) at its next ordinary meeting where practicable. The act states

- (1) all decisions made at the electors meeting are to be considered at the next ordinary council meeting or, if that is not practicable,
 - (a) At the next ordinary council meeting after that meeting, or
 - (b) At a special meeting called for that purpose, whichever happens first.
- (2) if at a meeting of the council a local government makes a decision in response to a decision made at an electors meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

Comment

There were no resolutions or decisions adopted at the meeting that required the attention of the Council.

Legal Implications

Local Government Act 1995

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report 7 January 2013



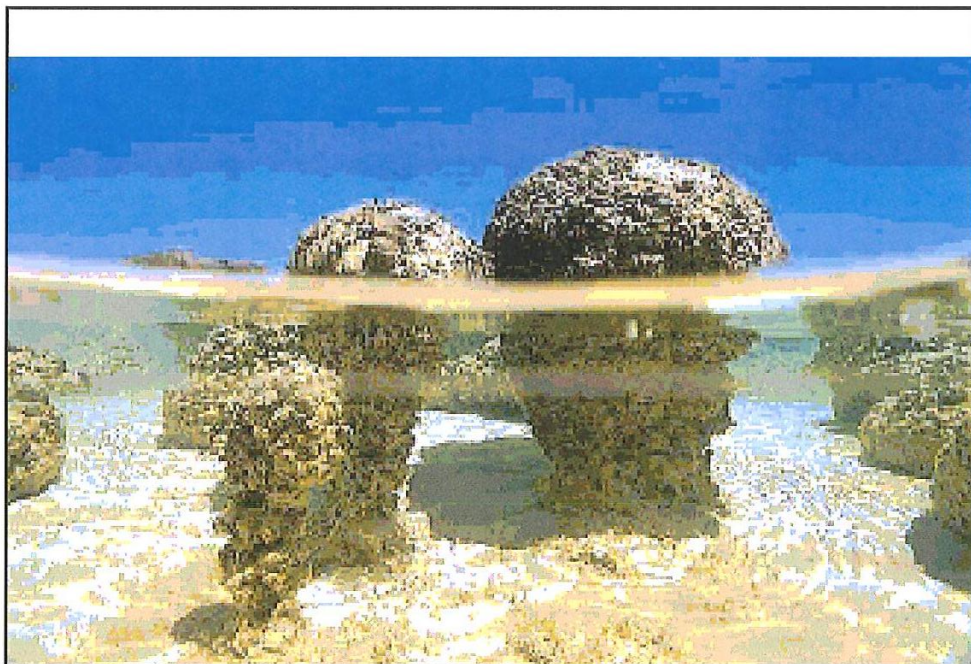
SHIRE OF SHARK BAY ANNUAL ELECTORS' MEETING

Wednesday 19 December 2012

7.00 pm

Denham Shire Hall

MINUTES



P Anderson
CHIEF EXECUTIVE OFFICER

1. Declaration Of Opening

The President declared the Annual Electors meeting open at 7.00 pm.

2. Attendances And Apologies

ATTENDANCES

Cr C Cowell	Shire President
Cr J Hanscombe	Deputy Shire President
Cr J McLaughlin	
Cr M Prior	
Cr G Ridgley	

Mr P Anderson	Chief Executive Officer
Mr R Towell	Executive Manager Finance and Administration
Ms S Burvill	Executive Manager Tourism, Community and Economic Development
Mrs R Mettam	Executive Assistant

APOLOGIES

Cr K Capewell
Cr B Wake
Mr J Borisoff

VISITORS

Jan Arlidge & Brian Smith
Errol & Mo Bartlett-Torre
Coralie Hill
Fay Castling
Jackie Towell
Sandy Bell

3. Receiving Of The Annual Report Of The Shire Of Shark Bay For The Year Ending 30 June 2012

Moved	Cr McLaughlin
Seconded	Mr Bartlett-Torre

Electors Resolution

That the Annual Report, including the Annual Financial Statements, Presidents Report and Auditors Report of the Shire of Shark Bay for the Year ending 30 June 2012 be received.

CARRIED

4. General Business

Ms F Castling asked about the Bus Service that was referred to in last year's minutes.

The Chief Executive Officer, Mr Paul Anderson replied that Silver Chain do a Telehealth Service for health care issues and Sandy Bell elaborated on the Telehealth service.

5. Closure Of Meeting

As there was no further business the President closed the meeting at 7.07 pm.

11.2 SHARK BAY LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

EM105

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved Cr McLaughlin

Seconded Cr Wake

Council Resolution

That the Local Emergency Management Arrangements be approved and endorsed with the President's signature and returned to the State Emergency Management Committee.

5/0 CARRIED

Background

The Shark Bay Local Emergency Management Authority, have compiled the Local Emergency Management Arrangements for the Shark Bay area (Arrangement is attached at the end of this document). This includes Useless Loop Salt Mine, Billabong, Overlander, Hamelin, Nanga, Monkey Mia and Denham.

The Arrangements have been finalised with the Community Emergency Management Officer of the Midwest-Gascoyne Region of the State Emergency Management Committee.

Comment

With the signing of the document by the Shire's President the document will then be put into place as the Emergency Arrangement in the Shire of Shark Bay. The Arrangement will also be placed on Council's website so that it is accessible in times of emergency by anyone in need of information.

The arrangements are a requirement under the ***Emergency Management Act 2005*** and must be reviewed and updated on a regular basis.

Legal Implications

Emergency Management Act 2005 Section 41 (1)

Policy Implications

Nil

Financial Implications

In times of emergency Council staff are always used to implement actions needed in and emergency and the cost is absorbed within the Budget.

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report

15 February 2013

Shire of Shark Bay



LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

Public Version
2013

**SHIRE OF SHARK BAY
LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS**

These arrangements have been produced and issued under the authority of s. 41(1) of the EM Act 2005, endorsed by the Shire of Shark Bay Local Emergency Management Committee (LEMC), and has been to be tabled with the District Emergency Management Committee (DEMC) and an electronic copy will be forwarded to the Secretary of the State Emergency Management Committee (SEMC) by the Regional Community Emergency Management Officer (CEMO).

.....
Chairperson
Shark Bay LEMC

.....
Date

.....
Endorsed by Council
Shire President

.....
Date

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MINUTES ORDINARY COUNCIL MEETING
27 FEBRUARY 2013

DISTRIBUTION LIST

Organisation	Location/Officer	No of Copies
SHIRE OF SHARK BAY		
Shire of Shark Bay	CEO	1
Shire of Shark Bay	EM – Finance & Admin	1
Shire of Shark Bay	EM Community, E & Tourist	1
Shire of Shark Bay	Works Manager	1
LOCAL EMERGENCY MANAGEMENT COMMITTEE		
LEMC	Chairperson	1
WA Police	Shark Bay Police Station	1
Dept. Child Protection	Carnarvon	1
Dept. Child Protection	Geraldton	1
Health Services	Shark Bay Silver Chain Nursing Post	1
Horizon Power	Carnarvon	1
Water Corporation	Carnarvon	1
Water Corporation	Shark Bay	1
St John Ambulance	Shark Bay Volunteers	1
FESA – Fire and Rescue Services	Shark Bay Volunteers	1
FESA – State Emergency Services	Shark Bay Volunteers	1
FESA – State Emergency Services	Useless Loop Volunteers	1
FESA - VMRS	Shark Bay Volunteers	1
FESA Regional Office	Geraldton	1
Shark Bay Primary School	Shark Bay	1
DEC	Shark Bay	1
Fisheries	Shark Bay	1

Organisation	Location/Officer	No of Copies
Monkey Mia Resort	Monkey Mia Road	1
Shark Bay Resources	Useless Loop	1
Shark Bay Airport	Shark Bay	1
ADJOINING SHIRES:		
Shire of Carnarvon	LEMC	1
Shire of Upper Gascoyne	LEMC	1
Shire of Murchison	LEMC	1
Shire of Northampton	LEMC	1

The distribution list is included to enable amendments to be distributed at later dates.

Contact addresses at Appendix 9.

RECORD OF AMENDMENTS

Suggestions and comments from the community and stakeholders can help improve these arrangements and subsequent amendments.

Feedback can include:

- What you do and / or don't like about the arrangements;
- Unclear or incorrect expression;
- Out of date information or practices;
- Inadequacies; and
- Errors, omissions or suggested improvements.

To forward feedback, copy the relevant section, mark the proposed changes and forward to:

Chairperson
Local Emergency Management Committee
Shire of Shark Bay
PO Box 126
DENHAM WA 6537

The Chairperson will refer any correspondence to the LEMC for consideration and/or approval.

Amendments promulgated are to be certified in the following table, when updated.

Amendment		Details of Amendment	Amended by
No.	Date		Initial/Date

NOTE - *The person receiving the amendments should be responsible for replacing the pages as appropriate and also for completing the amendment record.

GLOSSARY OF TERMS

For additional information in regards to the Glossary of Terms, refer to the current Emergency Management Western Australia Glossary.

AUSTRALASIAN INTERSERVICE INCIDENT MANAGEMENT SYSTEM (AIIMS) – A nationally adopted structure to formalize a coordinated approach to emergency incident management.

AIIMS STRUCTURE – The combination of facilities, equipment, personnel, procedures and communications operating within a common organizational structure with responsibility for the management of allocated resources to effectively accomplish stated objectives relating to an incident (AIIMS)

COMBAT - take steps to eliminate or reduce the effects of a hazard on the community.

COMBAT AGENCY – A combat agency prescribed under subsection (1) of the Emergency Management Act 2005 is to be a public authority or other person who or which, because of the agency's functions under any written law or specialized knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.

COMMUNITY EMERGENCY RISK MANAGEMENT – See **RISK MANAGEMENT**.

COMPREHENSIVE APPROACH – The development of emergency and disaster arrangements to embrace the aspects of prevention, preparedness, response, and recovery (PPRR). PPRR are aspects of emergency management, not sequential phases. Syn. 'disaster cycle', 'disaster phases' and 'PPRR'

COMMAND – The direction of members and resources of an organisation in the performance of the organisation's role and tasks. Authority to command is established in legislation or by agreement with an organisation. Command relates to organisations and operates vertically within an organisation. See also **COMMAND** and **COORDINATION**.

CONTROL – The overall direction of emergency management activities in an emergency situation. Authority for control is established in legislation or in an emergency plan, and carries with it the responsibility for tasking and coordinating other organisations in accordance with the needs of the situation. Control relates to situations and operates horizontally across organisations. See also **COMMAND** and **COORDINATION**.

CONTROLLING AGENCY – An agency nominated to control the response activities to a specified type of emergency.

COORDINATION – The bringing together of organisations and elements to ensure an effective response, primarily concerned with the systematic acquisition and application of resources (organisation, manpower and equipment) in accordance with the requirements imposed by the threat or impact of an emergency. Coordination relates primarily to resources, and operates, vertically, within an organisation, as a function of the authority to command, and horizontally, across organisations, as a function of the authority to control. See also **CONTROL** and **COMMAND**.

DISTRICT – means the municipality of the Shire of Shark Bay.

EMERGENCY – An event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which requires a significant and coordinated response.

EMERGENCY MANAGEMENT – The management of the adverse effects of an emergency including:

Prevention – the mitigation or prevention of the probability of the occurrence of and the potential adverse effects of an emergency.

Preparedness – preparation for response to an emergency

Response – the combating of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage and help to speed recovery and

Recovery – the support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.

EMERGENCY MANAGEMENT AGENCY – A hazard management agency (HMA), a combat agency or a support organisation.

EMERGENCY RISK MANAGEMENT – A systematic process that produces a range of measures which contribute to the well-being of communities and the environment.

SES –State Emergency Service.

VFRS –Volunteer Fire & Rescue Service.

VMR –Volunteer Marine Rescue.

FESA – Fire & Emergency Services Authority of WA.

BFB – Bush Fire Brigade – established by a local government under the Bush Fires Act 1954.

HAZARD

- (a) a cyclone, earthquake, flood, storm, tsunami or other natural event
- (b) a fire
- (c) a road, rail or air crash
- (d) a plague or an epidemic
- (e) a terrorist act as defined in The Criminal Code section 100.1 set out in the Schedule to the Criminal Code Act 1995 of the Commonwealth
- (f) any other event, situation or condition that is capable or causing or resulting in
 - (i) loss of life, prejudice to the safety or harm to the health of persons or animals or
 - (ii) destruction of or damage to property or any part of the environment and is prescribed by the regulations

HAZARD MANAGEMENT AGENCY (HMA) – A public authority or other person, prescribed by regulations because of that agency's functions under any written law or because of its specialized knowledge, expertise and resources, to be responsible for the emergency management or an aspect of emergency management of a hazard for a part or the whole of the State.

INCIDENT – An event, accidentally or deliberately caused, which requires a response from one or more of the statutory emergency response agencies.

A sudden event which, but for mitigating circumstances, could have resulted in an accident.

An emergency event or series of events which requires a response from one or more of the statutory response agencies. See also **ACCIDENT**, **EMERGENCY** and **DISASTER**.

INCIDENT AREA (IA) – The area defined by the Incident Controller for which they have responsibility for the overall management and control of an incident.

INCIDENT CONTROLLER – The person appointed by the Hazard Management Agency for the overall management of an incident within a designated incident area

INCIDENT MANAGER – See **INCIDENT CONTROLLER**

INCIDENT MANAGEMENT TEAM (IMT) – A group of incident management personnel comprising the incident controller, and the personnel he or she appoints to be responsible for the functions of operations, planning and logistics. The team headed by the incident manager which is responsible for the overall control of the incident.

INCIDENT SUPPORT GROUP (ISG) – A group of agency/organisation liaison officers convened and chaired by the Incident Controller to provide agency specific expert advice and support in relation to operational response to the incident.

LG – Local Government meaning the Shire of Shark Bay.

LIFELINES – The public facilities and systems that provide basic life support services such as water, energy, sanitation, communications and transportation. Systems or networks that provide services on which the well-being of the community depends.

LOCAL EMERGENCY COORDINATOR (LEC) - That person designated by the Commissioner of Police to be the Local Emergency Coordinator with responsibility for ensuring that the roles and functions of the respective Local Emergency Management Committee are performed, and assisting the Hazard Management Agency in the provision of a coordinated multi-agency response during Incidents and Operations.

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) – Based on either local government boundaries or emergency management sub-districts. Chaired by the Shire President (or a delegated person) with the Local Emergency Coordinator, whose jurisdiction covers the local government area concerned, as the Deputy Chair, Executive support should be provided by the local government.

MUNICIPALITY – Means the district of the Shire of Shark Bay.

OPERATIONS – The direction, supervision and implementation of tactics in accordance with the Incident Action Plan. See also **EMERGENCY OPERATION**.

OPERATIONAL AREA (OA) – The area defined by the Operational Area Manager for which they have overall responsibility for the strategic management of an emergency. This area may include one or more Incident Areas.

PREVENTION – Regulatory and physical measures to ensure that emergencies are prevented, or their effects mitigated. Measures to eliminate or reduce the incidence or severity of emergencies. See also **COMPREHENSIVE APPROACH**.

PREPAREDNESS – Arrangements to ensure that, should an emergency occur, all those resources and services which are needed to cope with the effects can be efficiently mobilised and deployed. Measures to ensure that, should an emergency occur, communities, resources and services are capable of coping with the effects. See also **COMPREHENSIVE APPROACH**.

RESPONSE – Actions taken in anticipation of, during, and immediately after an emergency to ensure that its effects are minimised and that people affected are given immediate relief and support. Measures taken in anticipation of, during and immediately after an emergency to ensure its effects are minimised. See also **COMPREHENSIVE APPROACH**.

RECOVERY – The coordinated process of supporting emergency-affected communities in reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical well-being.

RISK – A concept used to describe the likelihood of harmful consequences arising from the interaction of hazards, communities and the environment.

The chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood.

A measure of harm, taking into account the consequences of an event and its likelihood. For example, it may be expressed as the likelihood of death to an exposed individual over a given period.

Expected losses (of lives, persons injured, property damaged, and economic activity disrupted) due to a particular hazard for a given area and reference period. Based on mathematical calculations, risk is the product of hazard and vulnerability

RISK MANAGEMENT – The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, evaluating, treating and monitoring risk.

RISK REGISTER – A register of the risks within the local government, identified through the Community Emergency Risk Management process.

RISK STATEMENT – A statement identifying the hazard, element at risk and source of risk.

SUPPORT ORGANISATION – A public authority or other person who or which, because of the agency's functions under any written law or specialized knowledge, expertise and resources is responsible for providing support functions in relation to that agency.

TELECOMMUNICATIONS – The transmission of information by electrical or electromagnetic means including, but not restricted to, fixed telephones, mobile phones, satellite phones, e-mail and radio.

TREATMENT OPTIONS – A range of options identified through the emergency risk management process, to select appropriate strategies' which minimize the potential harm to the community.

VULNERABILITY – The degree of susceptibility and resilience of the community and environment to hazards. *The degree of loss to a given element at risk or set of such elements resulting from the occurrence of a phenomenon of a given magnitude and expressed on a scale of 0 (no damage) to 1 (total loss).

WELFARE CENTRE – Location where temporary accommodation is actually available for emergency affected persons containing the usual amenities necessary for living and other welfare services as appropriate.

GENERAL ACRONYMS USED IN THESE ARRANGEMENTS

BFS	Bush Fire Service
CEO	Chief Executive Officer
DCP	Department for Child Protection
DEC	Department of Environment and Conservation
DEMC	District Emergency Management Committee
ECC	Emergency Coordination Centre
FESA	Fire and Emergency Services Authority
FRS	Fire and Rescue Service
HMA	Hazard Management Agency
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LRC	Local Recovery Coordinator
LRCC	Local Recovery Coordinating Committee
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SOP	Standard Operating Procedures

Part 1: INTRODUCTION**1.1 Authority for Preparation**

These arrangements have been prepared in accordance with the *Emergency Management Act 2005* and endorsed by the Shark Bay Local Emergency Management Committee and approved by the Shire of Shark Bay.

1.2 Community Consultation

The community has been consulted through other forums and through the LEMC committee members.

1.3 Documentation Availability

Copies of these Arrangements shall be distributed to the following and shall be free of charge during office hours:

- Shire's Administration Office
65 Knight Terrace
DENHAM WA 6537
- Shire's Website in PDF format
- Stakeholder and LEMC agencies and organisations
- Related committees
- FESA Regional Office
- District Emergency Management Committee
- State Emergency Management Committee (Secretary) – electronic format

1.4 Physical and Social Geography**The Locality**

Shark Bay is a place of unique natural wonders, but its cultural heritage is also rich. Over thousands of years people have come to this land: indigenous Malgana, Nhanda and Yingkarta; Dutch traders; French explorers; English entrepreneurs; workers from Asia and the Pacific; tourists from all over the world. Over thousands of years people have left traces of meaning and memory on this land, physical and psychological. They range from ancient campsites, middens and quarries to shipwrecks, sheds, and landmarks named for scientists and surveyors.

Aboriginal Heritage

Shark Bay is the traditional country of three Aboriginal language groups; the Malgana, Nhanda and Yingkarta. They have lived in Shark Bay for some 30,000 years. Yet this ancient place is also a place of beginnings. Shark Bay is probably the site where indigenous Australians met Europeans for the first time. Since European colonisation, the fortunes of Shark Bay's Aboriginal people have fluctuated. Many have suffered exploitation and injustice. Today the history, traditions and achievements of Aboriginal people are recognised and celebrated, encouraging a resurgence of pride in identity, culture and language.

The Malgana name for Shark Bay is Gathaagudu, which means "two bays".

European Heritage

Shark Bay is also a place of significance in the European history of Australia. It is the earliest recorded site of European landfall in Western Australia. It is the place where the oldest European artefact, a Dutch explorer's engraved pewter plate, was recovered from Australian soil. It is where the first scientific collection of plants was made. It is a place of shipwrecks, territorial claims, exploration and adventure. It is also a place of hard work, and often hard times.

The Zuytdorp ("South Land") was a Dutch East India Company merchant ship smashed against Shark Bay's coastal cliffs in June 1712 whilst voyaging to Batavia (Jakarta, Indonesia). Aboard the Zuytdorp were about 200 passengers and crew and a rich cargo, including 248,000 silver coins. The precise circumstances of the wreck remain a mystery, because no survivors reached Batavia to tell the tale. Some did live for a time in Shark Bay, however, where they were helped by local Aboriginal people. This contact with Europeans was probably the first ever made by Australia's indigenous people.

Shark Bay was listed as a World Heritage Area for its outstanding natural values, but it is also significant in the history of the early European settlement of Australia.

1.5 Purpose of the Arrangements

The purpose of this document is to detail:

- The Shire of Shark Bay's policies for emergency management;
- The roles and responsibilities of public authorities and other persons involved in emergency management in the district;
- Procedures for the coordination of emergency management operations and activities;
- A description of emergencies that could occur in the Shire of Shark Bay;
- Strategies and priorities for emergency management in the Shire of Shark Bay;
- Other matters about emergency management in the Shire of Shark Bay prescribed by the regulations; and
- Other matters about emergency management in the Shire of Shark Bay the local government considers appropriate. [s. 41(2) of the EM Act 2005]

1.6 Scope of the Arrangements

These arrangements are to ensure there are suitable plans in place to deal with the identified emergencies should they arise. It is not the intent of this document to detail the procedures for Hazard Management Agencies (HMA's) in dealing with an emergency. These should be detailed in the HMA's individual plan.

Furthermore:

- a. This document applies to the local government district of the Shire of Shark Bay;
- b. This document covers areas where the Shire of Shark Bay provides support to HMA's in the event of an incident;

- c. This document details the Shire of Shark Bay's capacity to provide resources in support of an emergency, while still maintaining business continuity; and
- d. The Shire of Shark Bay's responsibility in relation to recovery management.

1.7 Related Documents and Arrangements

1.7.1 Formal Local Emergency Management Policies

The Shire of Shark Bay currently has one policy that relates specifically to emergency management, unique to this local government area.

1.7.2 Existing Plans and Arrangements

Local Plans

Document	Owner	Location	Date
Paid Leave to staff when volunteering	Shire of Shark Bay	Admin Office	Current

Table 1.7.2

1.7.3 Agreements, Understandings & Commitments

This is a list of formal agreements or MOUs that are in between the Shire of Shark Bay and other local governments, organisations or industries in relation to the provision of assistance during times of need that are in place.

Parties to the Agreement		Summary of the Agreement	Special Considerations
Shire of Shark Bay	Shark Bay Primary School	Use of the Pre-primary facility as an Evacuation Centre, if required.	Work party will be required to clear the facility and then make good at the completion of the incident

Table 1.7.3

1.8 Special Considerations

There are special considerations that need to be documented in relation to when planning for an emergency situation:

- Major influxes of tourists all school holidays and from April to September when "Grey Nomads" are moving around Australia
- The Shire of Shark Bay is susceptible to seasonal conditions i.e. bushfires, cyclones, local flooding.
- The townsite of Denham, particularly Knight Terrace, is subject to flooding at "king high tide" and can isolate the only fuel outlets in town
- Denham and Monkey Mia may be subjected to isolation due to flooding and/or high tide at Goulet Bluff, 37 km on the Shark Bay Road.

- Useless Loop is may be subject to isolation due to flooding, high tides and damage to the Useless Loop Road.
- The camping areas within the Steep Point area will be of a concern during certain events due to inaccessibility and poor communications.
- Pastoral Properties, with occupant's in-situ shall be classed as "isolated communities" in certain emergencies.
- There are several small communities that can be isolated by seasonal activities:
 - Nanga Bay Resort
 - Hamlin Pool
 - Billabong Roadhouse
 - Overland Roadhouse
 - Dirk Hartog Island

1.9 Availability of Resources

The Hazard Management Agency (HMA) is responsible for the determination of resources required to combat the hazards for which they have responsibility. The Shire of Shark Bay has conducted a broad analysis of resources available within the Shire of Shark Bay including the pastoral properties and collated these in the Shire of Shark Bay Emergency Resources Register at **Appendix 1** or **Appendix 8** for the pastoral properties.

1.10 Roles and Responsibilities

1.10.1 Local Emergency Coordinator

The Local Emergency Coordinator (LEC) for a local government district is appointed by the State Emergency Coordinator (Commissioner of Police) and has the following functions [s. 37(4) of the EM Act 2005]:

- to provide advice and support to the LEMC for the district in the development and maintenance of emergency management arrangements for the district;
- to assist hazard management agencies in the provision of a coordinated response during an emergency in the district; and
- to carry out other emergency management activities in accordance with the directions of the State Emergency Coordinator.

1.10.2 Chairperson Local Emergency Management Committee

The Chairperson of the LEMC is appointed by the local government (s. 38 of the EM Act 2005). Refer to **Appendix 9** for details.

The Chairperson of the LEMC has the following roles in relation to the operation of the meeting:

- Chair the Local Emergency Management Committee;
- Manage the development and maintenance of the Local Emergency Management Arrangement within the district;
- Ensure the development of the committees reporting requirements in accordance with legislative and policy requirements; and

- Ensure the effective operation of the committee in accordance with legislation.

The Chairperson is responsible for the **process** of the meeting and usually works closely with the Executive Officer (XO) on the organisation of the agenda and contents of the notes.

The Chairperson ensures that the meeting is running smoothly and invites the participation of the participants.

The Chairperson undertakes the following tasks:

- Oversees the preparation of the agenda in consultation with the XO;
- Opens the meeting;
- Welcomes and introduces members and guests;
- Keeps individuals focused on the topics being discussed;
- Makes sure that members are aware of decisions that are made;
- Keeps track of the time; and
- Closes the meeting.

The Deputy Chairperson of the LEMC has the following roles:

- Acts as Chairperson to the committee in the absence of the Chairperson;
- Provides such assistance and advice as requested by the Chairperson;
- Undertake the role of Chairperson to committee working groups, as required;
- Facilitate the provision of relevant emergency management advice to the Chairperson and committee, as required;
- Provide support and direction to the XO, as required; and
- Understudy the roles and responsibilities of the Chairperson.

1.10.3 LEMC Executive Officer

The LEMC Executive Officer (XO) is responsible for taking notes and writing the record of the meeting, and works closely with the Chairperson. The XO may delegate the taking of notes and record meeting details to a support officer. The XO focuses on the **content** of the meeting while the Chairperson is concerned with the **process**.

The XO also takes responsibility for communicating with members outside meetings through the distribution of the agenda and the circulation of the meeting notes. At times there may be out-of-session matters that have to be addressed, and the XO contacts members in such instances.

The Executive Officer typically undertakes the following tasks:

- Calls for agenda items prior to the meeting allowing sufficient time for members to respond;
- Prepares and writes the agenda, a joint responsibility with the Chairperson;

- Distributes the agenda and papers prior to the meeting allowing adequate time for members to read them;
- Organises catering arrangements and acts on instructions about equipment that may be required for the meeting;
- Takes notes at the meeting;
- Prepares draft Minutes from the notes taken;
- Finalises the Minutes in consultation with the Chairperson;
- Circulates the Minutes;
- Keeps a complete record of meetings and documentation; and
- Develops a system of archiving notes and documents.

1.10.4 Local Emergency Management Committee

The Shire of Shark Bay has established a Local Emergency Management Committee (LEMC) to oversee, plan and test the local emergency management arrangements (s. 39 of the EM Act 2005).

The LEMC includes representatives from agencies, organisations and community groups that are relevant to the identified risks and emergency management arrangements for the community.

The LEMC is not an operational committee but rather the organisation established by the local government to ensure that local emergency management arrangements are written and placed into effect for its district.

The LEMC membership must include at least one local government representative and the identified Local Emergency Coordinator (LEC). Relevant government agencies and other statutory authorities will nominate their representatives to be members of the LEMC.

The term of appointment of LEMC members shall be determined by the local government in consultation with the parent organisation of the members.

1.10.5 The Function of the LEMC

It is the function of the LEMC to (s. 39 of the EM Act 2005):

- to advise and assist the local government in establishing local emergency managements for the district;
- to liaise with public authorities and other persons in the development, review and testing of the local emergency management arrangements; and
- to carry out other emergency management activities as directed by SEMC or prescribed by regulations.

Various State Emergency Management Plans (WESTPLANS) and State Emergency Management Policies (SEMP) place responsibilities on LEMC's. The below identified functions relate to areas not covered in other areas of these arrangements:

- the LEMC should provide advice and assistance to communities that can be isolated due to hazards such as cyclone or flood to develop a local plan to manage the ordering, receiving and

distributing of essential supplies. (WESTPLAN - *Freight Subsidy Plan*)

- the LEMC may provide advice and assistance to the SES and FESA to develop a Local Tropical Cyclone Emergency Plan. (WESTPLANS – *Cyclone, Flood and Tsunami*)

1.10.6 Local Government

It is a function of a local government —

- subject to the Emergency Management Act is to ensure that effective local emergency management arrangements are prepared and maintained for its district;
- to manage recovery following an emergency affecting the community in its district; and
- to perform other functions given to the local government under the Emergency Management Act.

1.10.7 Controlling Agency

A Controlling Agency is an agency nominated to control the response activities to a specified type of emergency.

The function of a Controlling Agency is to:

- to undertake all responsibilities as prescribed in Agency specific legislation for Prevention and Preparedness;
- to control all aspects of the response to an incident; and
- during Recovery the Controlling Agency will ensure effective transition to Recovery by Local Government.

1.10.8 Hazard Management Agency

A Hazard Management Agency (HMA) is '*to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for emergency management, or the prescribed emergency management aspect, in the area prescribed of the hazard for which it is prescribed.*' (s. 4 of the EM Act 2005)

The HMA's are prescribed in the *Emergency Management Regulations 2006*.

The functions of the HMAs are to:

- Undertake responsibilities where prescribed in the *Emergency Management Regulations 2006* for these aspects.
- Appointment of Hazard Management Officers (s.55 of the EM Act 2005)
- Declare / Revoke Emergency Situation (s.50 and 53 of the EM Act 2005)

- Coordinate the development of the WESTPLAN for that hazard
SEMP No 2.2 *Development and Review of State Emergency Management Plans*
- Ensure effective transition to recovery by Local Government

1.10.9 Combat Agencies

A combat agency is *'to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for performing an emergency management activity by the regulations in relation to that agency.'* (EMWA Glossary)

1.10.10 Support Organisation

A support organisation is *'to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for providing support functions in relations to that agency.'* (EMWA Glossary) An example may be the Salvation Army providing meals to welfare centre.

1.10.11 Public Authorities and Others

The roles and responsibilities of public authorities and other persons involved in emergency management in the local government district' [EM Act 2005 s 41(2)(b)].

The allocation of roles and responsibilities to Public Authorities should, as far as possible, follow the State Emergency Management Arrangements.

As the Department for Child Protection (DCP), who do not have a permanent presence in the town, therefore in the case of an emergency incident, where welfare is required, the Shire of Shark Bay will provide the welfare role until DCP arrives.

Part 2: PLANNING

The Shire of Shark Bay, under s. 38 of the *Emergency Management Act 2005*, has established a Local Emergency Management Committee (LEMC) to plan, manage and exercise the local emergency arrangements. Membership of the LEMC is a representative of agencies, community groups, non-government organisations and expertise relevant to the identification of community hazards and emergency management arrangements.

2.1 Planning (LEMC Administration)

This section outlines the minimum administration and planning requirements of the LEMC under the *Emergency Management Act 2005* and policies.

2.2 LEMC Membership

The Shire of Shark Bay LEMC is comprised of and is reflective of the community:

- A Chairperson, as appointed by the Shire of Shark Bay
- The Local Emergency Coordinator (LEC), as appointed by the State Emergency Coordinator (SEC)
- Local Recovery Coordinator
- At least one local government representative
- Representatives from local emergency management agencies located in the Shire of Shark Bay
- Welfare support agencies
- State Government agencies
- Local Industry representatives
- Local Indigenous or CALD representatives
- Special needs Group representatives
- Any other representatives as determined by the Shire of Shark Bay (e.g. community champions)
- Secretarial and administration support will be provided by the Shire of Shark Bay.

A comprehensive list of LEMC Members and contact details, can be found at **Appendix 9**.

2.3 Meeting Schedule

The LEMC shall meet every three (3) months and as required (SEMP No 2.5 para 21).

2.4 LEMC Constitution and Procedures

At each meeting of the LEMC should consider, but not be restricted to, the following matters, as appropriate:

2.4.1 Every Meeting:

- Confirmation of LEMA Contact Details and Key Stakeholders;
- Review any of Post-Incident Reports and Post Exercise Reports generated since last meeting;
- Progress of ERM process;

- Progress of Treatment Strategies arising from ERM process;
- Progress of development or review of LEMA; and
- Other matters as determined by the Local Government.

2.4.2 First Calendar Quarter:

- Development and approval of next financial year LEMC exercise schedule (to be forwarded to relevant DEMC);
- Begin developing annual business plan.

2.4.3 Second Calendar Quarter:

- Preparation of LEMC annual report (to be forwarded to relevant DEMC for inclusion in the SEMC annual report);
- Finalisation and approval of annual business plan.

2.4.4 Third Calendar Quarter:

- Identify emergency management projects for possible grant funding.

2.4.5 Fourth Calendar Quarter:

- National and State funding nominations.

The LEMC shall determine other procedures as it considers necessary.

2.5 LEMC Annual Report

A signed hard copy of the Annual Report for the Shire of Shark Bay' LEMC shall be completed and submitted to the Executive Officer of the Midwest-Gascoyne DEMC within (2) weeks of the end of the financial year for which the annual report is prepared.

The LEMC Annual Report is to contain, for the reporting period:

- a description of the area covered by the LEMC,
- a description of activities undertaken by it, including:
 - the number of LEMC meetings and the number of meetings each member, or their deputy, attended;
 - a description of emergencies within the area covered by the LEMC involving the activation of an Incident Support Group (ISG);
 - a description of exercises that exercised the local emergency management arrangements for the area covered by the LEMC;
 - the level of development of the local emergency management arrangements for the area covered by the LEMC (e.g. draft, approved 2007, under review, last reviewed 2007);
 - the level of development of the local recovery plan for the area covered by the LEMC;

- the progress of establishing a risk register for the area covered by the LEMC;
- a description of major achievements against the LEMC Annual Business Plan;
- the text of any direction given to it by;
- the local government that established it; and
- the major objectives of the Annual Business Plan of the LEMC for the next financial year.

2.6 Annual Business Plan

State Emergency Management Policy No 2.6 – *Annual Reporting*, states that each LEMC will complete and submit to the DEMC, an annual report at the end of each financial year. One of the requirements of the Annual Report is to have a Business Plan. [SEMP 2.6 s. 25 (b)(vii) & s. 25(d)]

From time to time the SEMC will establish a template for the Annual Business Plan that can be used by LEMC's.

2.7 Emergency Risk Management

The Emergency Risk Management (ERM) process forms the foundation of local emergency management arrangements. The ERM process supports the negotiation and development of shared responsibilities necessary for the establishment of effective arrangements within local government.

Emergencies cause great damage to property and cause even greater economic loss through damage to infrastructure, crops and livestock. ERM is an essential part of a community's ability to identify what risks exist within the community and how these risks should be dealt with to minimise future harm to the community.

As part of the ERM process it is essential that community stakeholders are consulted when developing measures that reflect the ERM project being conducted. Through the development of related mitigation initiatives the community is then able to work towards reducing the likelihood and/or consequence of further emergencies order to develop a more sustainable community.

One of the ERM outputs should be to identify critical infrastructure in the community and its vulnerability to hazards.

For details of the Risk Register refer to **Appendix 2.**

Part 3: SUPPORT TO RESPONSE**3.1 Risks – Emergencies Likely to Occur**

The following is a table of emergencies that are likely to occur within the Local Government area which have been derived through the Emergency Risk Management process:

Hazard	Controlling Agency	HMA	Local Combat Role	Local Support Role	WESTPLAN	Local Plan Date
Air Transport Emergencies		WA Police	Shark Bay Police	Shark Bay FRS St John Ambulance	Air crash (2009)	
Animal and Plant Biosecurity		Department of Agriculture			Animal and Plant Biosecurity (2009)	
Bushfire (LG)		LG/FESA	Shark Bay FRS, BFB's	Horizon Power	Bushfire (2011)	
Bushfire (DEC Lands)		DEC	DEC, BFB's, Shark Bay FRS	Horizon Power	Bushfire (2011)	
Earthquake		FESA	Shark Bay / Useless Loop SES	Horizon PowerWater Corp	Earthquake (2011)	
Fire Urban		FESA	Shark Bay FRS	Horizon Power	Urban Fire (2000)	
Hazardous Materials Incident		FESA	Shark Bay FRS		HAZMAT (2010)	
Human Epidemic		Department of Health			Human Epidemic (2010)	
Land Search		WA Police	Shark Bay / Useless Loop SES		Land SAR (2007)	
Road Transport Emergency		WA Police	Shark Bay Police	Shark Bay FRS St John Ambulance	Road Crash (2010)	
Storm/Tempest		FESA	Shark Bay / Useless Loop SES	Horizon Power	Storm(2004)	

Table 3.1

These arrangements are based on the premise that the HMA responsible for the above risks will develop, test and review appropriate emergency management plans for their hazard.

It is recognised that the HMA's and Combat agencies may require Shire of Shark Bay resources and assistance in emergency management. The Shire of Shark Bay is committed to providing assistance/support if the required resources are available through the Incident Support Group when and if formed.

3.2 Incident Support Group (ISG)

The ISG is convened by the HMA or the Local Emergency Coordinator, in consultation with the HMA, to assist in the overall coordination of services and information during a major incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources.

3.2.1 Role of the ISG

The role of the ISG is to provide support to the incident management team. The ISG is a group of people represented by the different agencies who may have involvement in the incident.

3.2.2 Triggers for the Activation of an ISG

The activation of an ISG should be considered when the incident escalates to an operational **Level 2** which is when one or more of the following occur:

- Requires multi-agency response;
- Protracted duration;
- Requires coordination multi-agency resources;
- Resources required from outside the local area;
- Some impact on critical infrastructure;
- Has a medium level of complexity;
- Has a medium impact on the routine functioning of the community;
- Has potential to be declaration of an "Emergency Situation"; and/or
- Consists of multiple hazard.

3.2.3 Membership of an ISG

The ISG is made up of agencies/representatives that provide support to the HMA. As a general rule, the Local Recovery Coordinator (LRC) should be a member of the ISG from the onset, to ensure consistency of information flow and transition into recovery.

The representation on this group may change regularly depending upon the nature of the incident, agencies involved and the consequences caused by the emergency.

Agencies supplying staff for the ISG must ensure that the representative(s) have the authority to commit resources and/or direct tasks.

3.2.4 Frequency of ISG Meetings

Frequency of meetings will be determined by the Incident Controller and will generally depend on the nature and complexity of the incident. As a minimum, there should be at least one meeting per incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources.

3.2.5 Locations for ISG Meetings

The Incident Support Group meets during an emergency and provides a focal point for a coordinated approach of all available resources to an emergency.

Appendix 3 identifies suitable locations and contact details for opening, where the ISG can meet within the Local Government District.

3.5 Media Management and Public Information

Communities threatened or impacted by emergencies have an urgent and vital need for information and direction. Such communities require adequate, timely information and instructions in order to be aware of the emergency and to take appropriate actions to safeguard life and property. The provision of this information is the responsibility of the HMA however at the time of handover, the responsibility of sign-off of communication material is handed over to the Local Recovery Coordinator.

3.6 Critical Infrastructure

During the emergency risk management assessment process, local government will identify critical infrastructure within the local government area that if affected by a hazard would have a negative and prolonged impact on the community.

Refer to **Appendix5**, for details.

Part 4: EVACUATION

4.1 Evacuation

Evacuation is a risk management strategy which may need to be implemented, particularly in regards to cyclones, flooding and bush fires. The decision to evacuate will be based on an assessment of the nature and extent of the hazard, the anticipated speed of onset, the number and category of people to be evacuated, evacuation priorities and the availability of resources.

These considerations should focus on providing all the needs of those being evacuated to ensure their safety and on-going welfare.

The HMA will make decisions on evacuation and ensure that community members have appropriate information to make an informed decision as to whether to stay or go during an emergency.

4.2 Evacuation Planning Principles

The decision to evacuate will only be made by a HMA or an authorised officer when the members of the community at risk do not have the capability to make an informed decision or when it is evident that loss of life or injury is imminent.

Under the *Emergency Management Act 2005* (s. 67), a hazard management officer or authorised officer during an emergency situation or state of emergency may do all or any of the following:

- Direct or by direction prohibit the movement of persons, animals and vehicles within, into, out of or around an emergency area or any part of the emergency area;
- Direct the evacuation and removal of persons or animals from the emergency area or any part of the emergency area;
- Close any road, access route or area of water in, or leading to the emergency area.

The evacuation plan will rely heavily on effective communication with the community. It will be essential to involve community representatives in the planning process so they are aware of and are informed about what they might face during an evacuation.

Community members should have an understanding of the local community's evacuation principles and procedures. Community awareness and education are critical to the successful implementation of an evacuation plan.

Depending on the risk, the need for long or short-term evacuation and immediate or planned evacuation may be necessary. The general policy of the State's emergency management organisation is that:

- Community members should be involved in the decision to stay or evacuate when threatened by an emergency, as much as practicable; and
- The decision to evacuate will only be made by a HMA or an authorised officer when the members of the community at risk do not have the capability to

make an informed decision or when it is evident that loss of life or injury is imminent

- In consultation with the community and the DCP, the HMA is responsible for ensuring arrangements are in place for the care of evacuees until such time as they can return.

State Emergency Management Policy No. 4.7 – *Community Evacuation* should be consulted when planning evacuation.

4.3 Evacuation Management

The responsibility for managing evacuation rests with the HMA. The HMA is responsible for planning, communicating and effecting the evacuation and ensuring the welfare of the evacuees is maintained. The HMA is also responsible for ensuring the safe return of evacuees. These aspects also incorporate the financial costs associated with the evacuation unless prior arrangements have been made.

Schools, hospitals, nursing homes, child care facilities etc. should each have separate emergency evacuation plans, which show where their populations will assemble for transportation. It is important that this information is captured for an overall understanding of where people will be congregating in an emergency.

In most cases the WA Police may be the 'combat agency' for carrying out the evacuation and they may use the assistance of other agencies such as the SES.

Whenever evacuation is being considered the Department for Child Protection (DCP) must be consulted during the planning stages. This is because DCP have responsibility under state arrangements to maintain the welfare of evacuees under WESTPLAN- *Welfare*.

4.4 Special Needs Groups

This section lists 'at risk' groups within the community and the purpose behind this is so that a Controlling Agency planning for an evacuation will be able to identify locations that require special attention or resources.

For details of Special Need Groups refer to **Appendix6**.

4.5 Evacuation / Welfare Centres

For a detailed list of evacuation / welfare centres refer to **Appendix4**.

4.6 Refuge Sites

A refuge site may be identified in advance for specific hazards (such as fire which are fast moving) in areas the community identify as high risk. This may be due to single access etc.

4.7 Routes and Maps

The main routes through the Shire of Shark Bay are as follows:

- North West Coastal Highway – main north/south access through the Shire.
- Shark Bay Road – access into Denham, Monkey Mia and Useless Loop.

- Useless Loop Road (formed gravel road) – access into Useless Loop and Steep Point from the Shark Bay Road.
- Butchers Track (formed gravel road) – east/west access between the North West Coastal Highway and the Carnarvon-Mullewa Road.
- Woodleigh – Byro Road (formed gravel road) – east/west access between the North West Coastal Highway and the Carnarvon-Mullewa Road.

Refer to **Appendix 7**. This section provides a map of the locality and identifies any issues and local land marks.

Part 5: WELFARE

5.1 Welfare Management

In emergency management terminology, Welfare is defined as providing immediate and ongoing supportive services to alleviate as far as practicable the effects on persons affected by an emergency.

The role of managing welfare function during an emergency has been delegated to the Department for Child Protection (DCP). DCP will develop a Local Welfare Emergency Support Management Plan that will be used to coordinate the management of the welfare centre(s) for the Shark Bay LEMC.

5.2 Local Welfare Coordinator

The Local Welfare Coordinator is appointed by the DCP District Director to

- establish, chair and manage the activities of the Local Welfare Emergency Committee (LWEC), where determined appropriate by the DCP District Director;
- prepare, promulgate, test and maintain the Local Welfare Plans;
- represent the department and the emergency welfare function on the LEMC and the Local Recovery Committee;
- establish and maintain the Local Welfare Emergency Coordination Centre;
- ensure personnel and organisations are trained and exercised in their welfare responsibilities;
- provide training and support to Local Welfare Liaison Officers in Local Governments;
- coordinate the provision of emergency welfare services during response and recovery phases of an emergency; and
- represent the department on the Incident Management Group when required

Nominated in Contacts Register, refer to **Appendix 9.**

5.3 Local Welfare Liaison Officer

Local Government shall appoint a Local Welfare Liaison Officer who has the responsibility to provide support and assistance to the Local Evacuation / Welfare Centre, including the management of emergency evacuation /welfare centres, such as building opening, closing, security and maintenance.

It is important to identify what initial arrangements for welfare will be required, particularly in remote areas, where it may take some time for DCP to arrive. With the delay in DCP arriving, it may be necessary for the Local Welfare Liaison Officer to activate the Local Welfare Support Plan or components thereof, with authority of the Local Welfare Coordinator.

Nominated in Contacts Register, refer to **Appendix9.**

5.4 State and National Registration and Enquiry

When a large scale emergency occurs and people are evacuated or become displaced, one of the areas the Department for Child Protection (DCP) has responsibility for is recording who has been displaced and placing the information onto a State or National Register. This primarily allows friends or relatives to locate each other but also has many further applications. Because of the nature of the work involved DCP have reciprocal arrangements with the Red Cross to assist with the registration process.

5.5 Animals (including assistance animals)

The Shire will provide support only to assistance animals that come into Evacuation Centres therefore the general community will have to make arrangements for their own animals.

5.6 Evacuation / Welfare Centres

For a detail list of evacuation / welfare centres refer to **Appendix 4.**

Part 6: RECOVERY

6.1 The Recovery Process

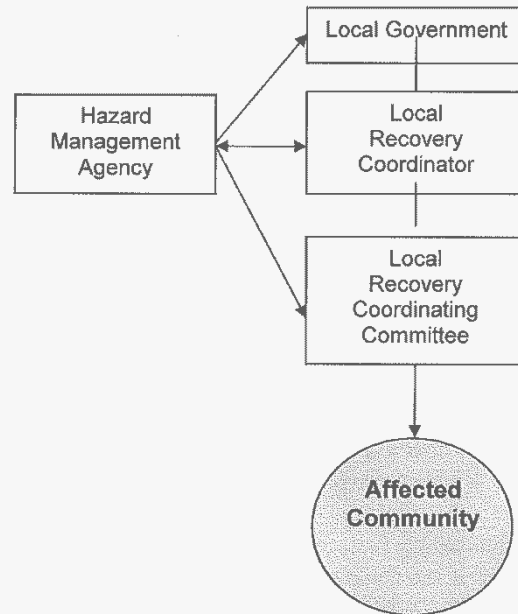
Recovery is defined as the coordinated support given to emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.

The recovery process will be detailed in the Shire of Shark Bay Local Recovery Plan which will be in support of this document.

The purpose of this plan is to ensure recovery is managed and planned for in a structured manner. For the plan to be effective, members of the LEMC, the Local Recovery Coordinating Committee (LRCC), relevant Shire staff and the community require an understanding of the recovery process. LEMC members, LRCC members and Shire staff who participate in recovery training, familiarize themselves with the relevant SEMC Policies and read the Australian Emergency Manual Series No 10 - *Recovery*, will benefit highly with their overall contribution to the recovery process. This will ultimately result in a higher level of awareness and knowledge in the community

However, recovery is more than simply replacing what has been destroyed and the rehabilitation of those affected. It is a complex, dynamic and potentially protracted process rather than just a remedial process. The manner in which recovery processes are undertaken is critical to their success.

Recovery is best achieved when the affected community is able to exercise a high degree of self-determination.



6.2 Aim of Recovery

The aim of providing recovery services is to assist the affected community towards management of its own recovery. It is recognised that where a community experiences a significant emergency there is a need to supplement the personal, family and community structures which have been disrupted.

6.3 Principles of Recovery

Recovery from emergencies is most effective when:

- Recovery from an emergency is an enabling and supportive process, which allows individuals, families and communities to attain a proper level of functioning through the provision of information, specialist services and resources.
- Agreed plans and management arrangements, which are accepted and understood by recovery agencies, combat agencies and the community, have been established.
- Recovery arrangements recognise the complex, dynamic and protracted nature of recovery processes and the changing needs of affected individuals, families and groups within the community over time.
- Human service agencies play a major role in all levels of key decision-making which may influence the well-being and recovery of the affected community.
- The recovery process begins from the moment the emergency impacts.

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- Planning and management arrangements are supported by training programs and exercises which ensure that recovery agencies and personnel are properly prepared for their role.

Recovery management arrangements provide a comprehensive and integrated framework for managing all potential emergencies and disasters and where assistance measures are provided in a timely, fair and equitable manner and are sufficiently flexible to respond to a diversity of community needs.

6.4 Recovery Concepts

Recovery management principles are supported by the following concepts which provide a basis for effective recovery management.

- Community Involvement: Recovery processes are most effective when affected communities actively participate in their own recovery.
- Local Level Management: Recovery services should be managed to the extent possible at the local level.
- Affected Community: The identification of the affected community needs to include all those who are affected in any significant way whether defined by geographical location or as a dispersed population.
- Differing Effects: The ability of individuals, families and communities to recover depends upon capacity, specific circumstances of the event and its effects.
- Empowerment: Recovery services should empower communities to manage their own recovery through support and maintenance of identity, dignity and autonomy.
- Resourcefulness: Recognition needs to be given to the level of resourcefulness evident within an affected community and self-help should be encouraged
- Responsiveness, Flexibility, Adaptability and Accountability: Recovery services need to be responsive, flexible and adaptable to meet the rapidly changing environment, as well as being accountable
- Integrated Services: Integration of recovery service agencies, as well as with response agencies, is essential to avoid overlapping services and resource wastage.
- Coordination: Recovery services are most effective when coordinated by a single agency.
- Planned Withdrawal: Planned and managed withdrawal of external services is essential to avoid gaps in service delivery and the prevention of leaving before the task has been completed.

6.5 Transition from Response to Recovery

Response and recovery activities will overlap and may compete for the same limited resources. Such instances should normally be resolved through negotiation between the Hazard Management Agency's Incident Controller (IC), Local Recovery Coordinator (LRC) and the Local Emergency Coordinator (LEC). However, where an agreement cannot be achieved, preference is to be given to the response requirements.

The decision to announce that emergency response is over is just as important as determining whether an issue or incident constitutes an emergency in the first place. The decision to formally announce that the emergency is over will send an important message to all stakeholders and will trigger the commencement of recovery operations by government, community and private sector business.

The effect of prematurely announcing that an emergency is over may create the perception among stakeholders that the Shire of Shark Bay is being insensitive to, or is unaware of the broader issues, which may reflect poorly on the Shire. The LRC and the Shire of Shark Bay CEO should jointly determine when the emergency response is over in consultation with Emergency Services and field response operations.

6.6 Local Recovery Coordinator

Nominated in Contacts Register, refer to **Appendix 9**.

6.7 Local Recovery Coordinator Roles and Responsibilities

The responsibilities of the LRC(s) may include any or all of the following:

- Prepare, maintain and test the Local Recovery Plan;
- Assess the community recovery requirements for each event, in consultation with the HMA, LEC and other responsible agencies, for;
- Advice to the Shire President/CEO on the requirement to activate the plan and convene the LRCC; and
- Initial advice to the LRCC, if convened.

Undertake the functions of the Executive Officer (XO) to the LRCC;

- Assess the LRCC requirements for the restoration of services and facilities with the assistance of the responsible agencies where appropriate, including determination of the resources required for the recovery process in consultation with the HMA during the initial stages of recovery implementation;
- Coordinate local recovery activities for a particular event, in accordance with plans, strategies and policies determined by the LRCC;
- Monitor the progress of recovery and provide periodic reports to the LRCC;
- Liaise with the Chair of the State Recovery Coordinating Committee (SRCC) or the State Recovery Coordinator, where appointed, on issues where State level support is required or where there are problems with services from government agencies locally;

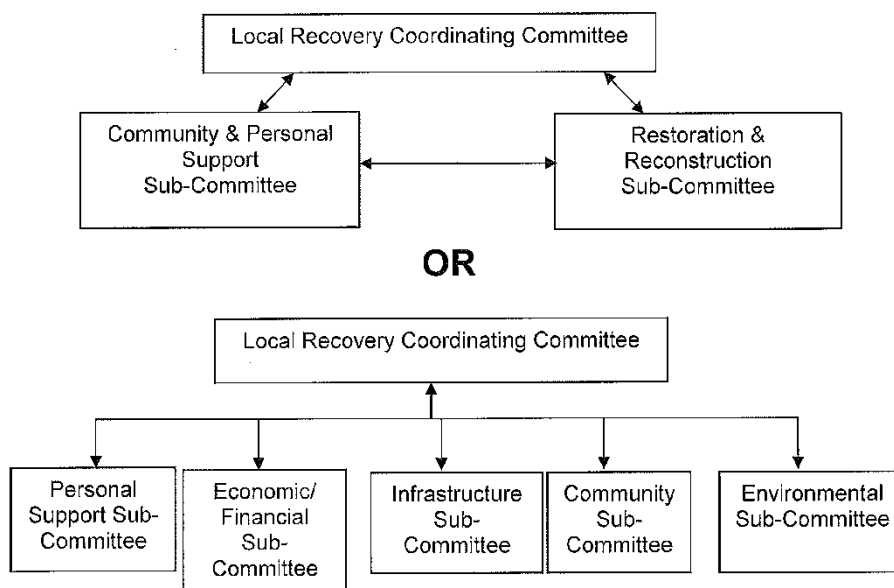
- Ensure that regular reports are made to the SRCC on the progress of recovery; and
- Arrange for the conduct of a debriefing of all participating agencies and organizations as soon as possible after stand down.

6.8 Recovery Committee

The Local Recovery Coordinating Committee (LRCC) can expand or contract as the emergency management process requires. When forming the LRCC, the LRC will organise the team based on the nature, location and severity of the event as well as considering the availability of designated members. The LRC will also ensure that the LRCC has the technical expertise and operational knowledge required to respond to the situation.

Recovery Committee Structures

Following handover from HMA to LRC (depending upon community impact and complexity of event)



6.9 Composition of the Recovery Committee

Position	Suggested Representative
Chairperson	Shire of Shark Bay President, Deputy or Councilor
Local Recovery Coordinator	CEO – Shire of Shark Bay
Secretary/Executive Officer	Shire of Shark Bay
Committee Members	Technical and operational expertise knowledge required to respond to the situation from Local Government and relevant State Government Departments

Table 6.9

6.10 Role and Responsibilities of the Recovery Committee

The LRCC has the role to coordinate and support the local management of the recovery processes within the community subsequent to a major emergency in accordance with SEMC Policies, local plans and arrangements.

The LRCC responsibilities may include any or all of the following:

- Appointment of key positions within the committee and, when established, the sub-committees;
- Establishing sub-committees, as required and appointing appropriate chairpersons for those sub-committees;
- Assessing the requirements for recovery activities with the assistance of the responsible agencies, where appropriate;
- Develop strategic plans for the coordination of recovery processes;
- Activation and coordination of the ECC, if required;
- Negotiating the most effective use of available resources;
- Ensuring a coordinated multi-agency approach to community recovery; and
- Making appropriate recommendations, based on lessons learned, the LEMC to improve the community's recovery preparedness.

6.11 Priorities for Recovery

The priorities for the LRCC during the period of recovery management are:

1. Health and safety of individuals and the Community
2. Social recovery
3. Economic recovery
4. Physical recovery

6.12 Financial Management in Recovery

Funding is not available for Recovery planning, however there are funding arrangements for recovery assistance following an emergency. The primary responsibility for safeguarding and restoring public and private assets affected by an emergency rests with the owner. However, government recognises that communities and individuals do not always have the resources to provide for their own recovery and financial assistance is available in some circumstances.

Relief programs include:

- Western Australian Natural Disaster Relief and Recovery Arrangements (WANDRRA)
- Commonwealth Natural Disaster Relief Arrangements (NDRA)
- CenterLink
- Lord Mayor's Distress Relief Fund (LMDRF)

Information on these relief arrangements can be found in the State Emergency Management Plan for State Level Recovery Coordination (WESTPLAN –*Recovery Coordination*).

Part 7: EXERCISING AND REVIEWING

7.1 The Aim of Exercising

Testing and exercising are essential to ensure that the emergency management arrangements are workable and effective for the LEMC. The testing and exercising is also important to ensure that individuals and organisations remain appropriately aware of what is required of them during an emergency response situation.

The exercising of a HMA's response to an incident is a HMA responsibility however it could be incorporated into the LEMC exercise.

Exercising the emergency management arrangements will allow the LEMC to:

- Test the effectiveness of the local arrangements
- Bring together members of emergency management agencies and give them knowledge of, and confidence in, their roles and responsibilities
- Help educate the community about local arrangements and programs
- Allow participating agencies an opportunity to test their operational procedures and skills in simulated emergency conditions
- Test the ability of separate agencies to work together on common tasks, and to assess effectiveness of co-ordination between them.

7.2 Frequency of Exercises

The SEMC Policy No 2.5 – *Emergency Management in Local Government Districts*, requires the LEMC to exercise their arrangements on an annual basis.

7.3 Types of Exercises

Some examples of exercises types include:

- Desktop/Discussion
- A phone tree recall exercise
- Opening and closing procedures for evacuation centres or any facilities that might be operating in an emergency
- Operating procedures of an Emergency Coordination Centre
- Locating and activating resources on the Emergency Resources Register

7.4 Reporting of Exercises

Exercises shall be reported to the DEMC via the LEMC Annual Report using the format as detailed in SEMC Policy No 2.6 – *Annual Reporting*.

7.5 Review of Local Emergency Management Arrangements

The Local Emergency Management Arrangements (LEMA) shall be reviewed and amended in accordance with SEMC Policy No 2.5 – *Emergency Management in Local Government Districts* and replaced whenever the local government considers it appropriate (s.42 of the EM Act).

According to SEMC Policy No 2.5 – *Emergency Management in Local Government Districts*, the LEMA (including recovery plans) are to be reviewed and amended as follows:

- contact lists are reviewed and updated quarterly;
- a review is conducted after training that exercises the arrangements;
- an entire review is undertaken every five (5) years, as risks might vary due to climate, environment and population changes; and
- circumstances may require more frequent reviews.

7.6 Review of Local Emergency Management Committee Positions

The Shire of Shark Bay in consultation with parent organisation of members shall determine the term and composition of LEMC positions.

7.7 Review of Resources Register

The Chairperson shall have the Resources Register checked and updated on an annual basis, however ongoing amendments may occur at any LEMC meeting.

Appendix1.
to Shark Bay LEMA

Resource Register

Name of Organisation **Shire of Shark Bay**
Location: **Shark Bay**

Plant and Equipment Resources:

Contact	Position	Phone/Mobile
Brian Galvin	Works Manager	0428 178 501
Paul Anderson	CEO	0427 948 925

Item Description	Size	No of Items
6 Wheel Tip Truck	18 Tonne	1
Ford Tractor – Slasher	Ford 4000	1
Tip Truck	3.5 Tonne	1
6 Wheel Water Truck	4500Lts	1
Water Truck	3.5 Tonne	1
Ride-on Mower		1
Backhoe	1 Tonne	1
Forklift		1
Community Bus	21 Seats	1
Cat 140H Grader	14 Ft Blade	1
Cat 926 Front End Loader	1 ½ cubic meters	1
Cat Skid Steer Loader	226B	1
Generator	3KVA	1
Chainsaw		1
Fire Lighter (Back burning)		1
Single Mattresses		32

Name of Organisation **Shark Bay Resources**
Location: **Useless Loop**

Plant and Equipment Resources:

Contact	Position	Phone/Mobile
Ken Grinter	Production Manager	0899480214
	Registered Manager	0899480201
Bradley Daly	Safety Officer	0899480268

Item Description	Size	No of Items
6 Wheel Tip Truck	18 Tonne	1
Cat Bulldozer	D8	1
Prime Mover – Kenworth	Road Train	1
6 Wheel Water Truck	4500Lts	1
Water Truck	3.5 Tonne	1
Franna Crane	12 tonne	1
Grader – John Deere		1
Fire Tender - Landcruiser		1
Landcruiser Troopcarrier – SES (8 persons)		1

PLEASE NOTE:

Shark Bay Resources (SBR) equipment is non-road registered equipment and therefore will require Police approval to mobilise on registered roads.

SBR have two permanent earthmoving contractors on site who have licensed equipment, Kym Magor – water cart, 6 wheel water cart, and a loader and Them Earthmoving who have a dozer and a low loader.

SBR's preference would be for FESA to utilise the contractors equipment first which SBR would make available.

Appendix 2.
to Shark Bay LEMA

Risk Register Schedule

Insert when information is available

Appendix 3.
to Shark Bay LEMA

ISG Meeting Locations

Location One: **Shark Bay Police Station**
Address: Durlacher Street, Denham

	Name	Phone	Mobile Phone
1 st Contact	OIC	9948 9500	0429 575 506
2 nd Contact	Station	9948 1201	

Location Two: **Shire of Shark Bay – Town Hall**
Address: Hughes Street, Denham

	Name	Phone	Mobile Phone
1 st Contact	CEO	9948 1218	0427 948 925
2 nd Contact	EM – Finance & Admin	9948 1218	

Location Three: **Hamlin Pool Station**
Address: Shark Bay Road

	Name	Phone	Mobile Phone
1 st Contact	Brian Wake	9942 5914	
2 nd Contact			

Location Four: **Shark Bay Resources**
Address: Useless Loop

	Name	Phone	Mobile Phone
1 st Contact	Registered Manager	9948 0201	0419 917 097
2 nd Contact	Bradley Daly	9948 0268	

**Appendix4.
to Shark Bay LEMA**

Evacuation / Welfare Centre Information

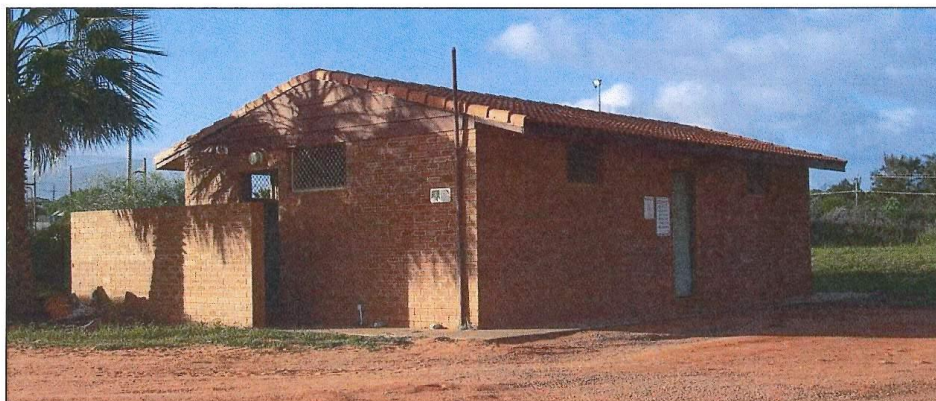
	Details
Establishment/Facility:	Shark Bay Recreation Centre
Physical Address	Francis Road, Denham
General Description of the Complex	New purpose sports centre with a large air conditioned indoor basketball court, gym and a multi-purpose facility.
Site Limitations	Small kitchen
Telephone No	9948 3507
Fax No	
Email Address	recctr@sharkbay.wa.gov.au

Contacts

Name	Position	Work Contact	A/Hrs Contact
Paul Anderson	CEO	99481218	0427 948 925



Shark Bay Recreation Centre



Oval Toilet Block

Access Details

	Details
Keys	Shire
Alarm	No
Security	CCTV
Universal Access	Yes

Accommodation Numbers – as per Health Regulations

	Details
Sitting / Standing	200
Sleeping	150
Duration	48-72 hours

Ablution Amenities – Main Area

Item	Yes/No	Notes
<u>Male Toilets:</u>		
Toilets	Yes	2 x standard pans

Urinal	Yes	3 x wall hung urinals
Shower	Yes	3 x shower cubicles
Hand Basins	Yes	3 off
Female Toilets:		
Toilets	Yes	4 x standard pans
Shower	Yes	3 x shower cubicles
Hand Basin	Yes	3 off
Baby Change Table	No	
Disabled Toilet:		
Toilet	Yes	Standard disabled pan
Hand Basin	Yes	
Shower	Yes	With fold-down bench
Male Changeroom:		
Showers		

General Amenities

Item	Yes/No	Notes
Kitchen Facilities:		
Stoves (types)	Yes	6 x burner gas commercial with oven
Ranghood	Yes	Commercial over stove
Refrigeration	Yes	2 x glass door commercial
Dishwasher	Yes	Commercial unit
Microwave	Yes	
Serving Shutter	Yes	To external of building
Dining Facilities:		
Tables	??	Nothing at this stage
Chairs	??	Nothing at this stage
Cutlery and Crockery	??	Nothing at this stage
General Facilities:		
Rooms		See below
RCD Protected	Yes	
Power Points	Yes	
Generator Port	??	
Fire Equipment	Yes	Fire booster system
Air Conditioning (type)	Yes	See room details
Heating	Yes	Reverse cycle air conditioning
Ceiling Fans	No	
Lighting (internal)	Yes	
Lighting (external)	Yes	

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

Telephone Lines	Yes	Communications panel in foyer area
Internet Access	Yes	
Water Cooler	No	
Hot Water System (type)		Solar
Bins	Yes	
Sewerage	Yes	Pumping station in carpark west of building
Multi-Purpose Room:		
Carpet		
Air Conditioned		
Opens to external of building		
Sports Hall:		
Sprung sports floor		
Air Conditioned		
Gymnasium:		
Carpet	Yes	
Air Conditioned	Yes	Refrigerated
Office	Yes	
Store	Yes	
Disabled Toilet	Yes	
Amenities Areas:		
Enclosed Covered Areas	No	Good verandah overlooking oval
Outside Children's Play Area	No	
Recreation Rooms		Could use Multi-purpose room
BBQs	Yes	External – south of kitchen
Conference Rooms		Could use Multi-purpose room
Meeting Rooms		Could use Multi-purpose room
Swimming Pool	No	
Oval	Oval	This facility over looks town oval to the West Shelters/tables located around oval
Netball/Basketball Court		To the East of the oval with lights
Tennis Court		To the East of the oval with lights
External Facilities:		
Power Outlets	No	
Water	Yes	
Parking	Yes	
Area for Tents	Yes	On the oval
Toilets	Yes	See below
Caravan/Articulated Vehicles	Yes	On and around the oval
Other:		

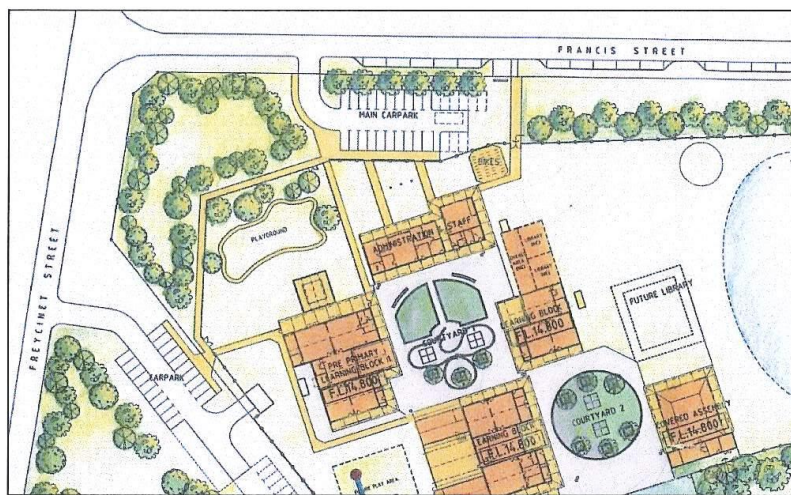
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Mobile Phone Coverage	Yes	
Storage	Yes	4 x small internal on the West elevation of the Hall
First Aid Room	Yes	On West elevation of the Hall
Pet friendly		Shire's prerogative
Main Electrical Board Location		In the foyer of the facility
Water Stop Cock Location		At the entry to the carpark of the facility
Surrounded by Bush		Some
Built on a Flood Plain		No
Positioned on Coast		Yes
Site Access		Good
Timeframe before pump out of septic		Pump facility will require monitoring
Oval Public Toilet Block –East of Oval – no hot water		
<u>Male Toilets:</u>		
Toilets	Yes	2 x standard pans
Urinal	Yes	1.2m SS stall
Shower	Yes	1 x shower cubicles
Hand Basins	Yes	2 off
<u>Female Toilets:</u>		
Toilets	Yes	4 x standard pans 1 x sanitary bin
Shower	Yes	2 x shower cubicles
Hand Basin	Yes	4 off
Baby Change Table	No	

	Details
Establishment/Facility:	Shark Bay School
Physical Address	Francis Road, Denham
General Description of the Complex	This is a purpose built self-contained double pre-primary classrooms with its own kitchen, ablutions and enclosed play area. A MOU will be required.
Site Limitations	Requires work party to set up facility before occupation and to make good before return back to Education. Limited due to ablutions.
Telephone No	9948 0000
Fax No	99481266
Email Address	Sharkbay.ps@education.wa.edu.au

Contacts

Name	Position	Work Contact	A/Hrs Contact
Kay Mack	Principal	9948 0000	0427 481 207
Rebecca Moroney	Registrar	9948 0000	0409 331 728

**Access Details**

	Details
Keys	School. Police have a set of school keys
Alarm	Yes – Fire Alarm

Security	No
Universal Access	Yes

Accommodation Numbers – as per Health Regulations

	Details
Sitting / Standing	150
Sleeping	70-100
Duration	24-48hrs – no showers

Ablution Amenities

Item	Yes/No	Notes
There are toilets in the facility but they are more suited to small children however there is one adult toilet. No showers are available.		

General Amenities

Item	Yes/No	Notes
Kitchen Facilities: Limited		
Stoves (types)	Yes	4 x burner domestic stove
Refrigeration	Yes	3 x door domestic fridge
Dining Facilities:		
Tables	No	Small chd's tables and chairs
Chairs	No	
Cutlery and Crockery	No	
General Facilities:		
Rooms		
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	No	
Air Conditioning (type)	Yes	
Heating	Yes	
Ceiling Fans	Yes	
Lighting (internal)	Yes	
Lighting (external)	Yes	

Telephone Lines	Yes	
Internet Access	Yes	
Water Cooler	Yes	Outside building
Hot Water System (type)	Yes	Electric
Bins	Yes	
Deep Sewerage	Yes	
Amenities Areas:		
Enclosed Covered Areas	Yes	Covered area at front of building. Fenced
Outside Children's Play Area	Yes	Fenced
Recreation Rooms	No	
BBQs	No	
Conference Rooms	No	
Meeting Rooms	No	
Swimming Pool	No	
Oval	Yes	Part of the School precinct
Netball/Basketball Court	Yes	Part of the School precinct
Tennis Court	Yes	Part of the School precinct
External Facilities:		
Power Outlets	Yes	
Water	Yes	
Parking	Yes	Limited
Area for Tents	No	
Toilets	Yes	Outside building
Caravan/Articulated Vehicles	No	
Other:		
Mobile Phone Coverage	Yes	
Storage	No	
Pet friendly		No – Education policy
Main Electrical Board Location		External at the rear of the building
Water Stop Cock Location	Yes	Outside school grounds on Francis Road
Surrounded by Bush	No	
Built on a Flood Plain	No	
Positioned on Coast	Yes	
Site Access		Limited due to fencing

Appendix5.
to Shark Bay LEMA

Critical Infrastructure

The infrastructure scheduled below is those that the community considers to be critical within the Shire of Shark Bay and therefore should be treated as such in an emergency:

INFRASTRUCTURE	AGENCY RESPONSIBLE
• Shark Bay Health Centre	Silver Chain/Department of Health
• Power Generation	Horizon Power
• Power Reticulation	Horizon Power
• Wind Turbines	Verve Energy
• North West Coastal Highway	Main Roads
• Shark Bay Road	Main Roads / Shire
• Useless Loop Road	Shire
• Butchers Track	Shire
• Shark Bay School	Dept of Education
• Water Supply	Water Corporation
• Waste Water Treatment	Water Corporation
• Shark Bay Airport	Aspen Parks
• Communication Towers	Various providers
• Evacuation Centres	Shire
• Shire Administration Centre	Shire
• Police Station	WA Police

Appendix6.
to Shark Bay LEMA

Special Need Groups

Name	Address	Contact 1	Contact 2	No People	Have they got an evacuation plan?
Shark Bay School	Francis Road	Kay Mack Principal 9948 0000 0427 481 207	Rebecca Moroney Registrar 9948 0000 0409 331 728		Yes
Shark Bay Health Centre	Hughes Street	9948 1213			Yes
Home Based Medical Support	Various	Health Centre/HAAC			

Appendix 7.
to Shark Bay LEMA

Local District Maps



DENHAM



USELESS LOOP

Appendix8.
to Shark Bay LEMAC

Pastoral Stations – Resource Register

Carbla Station
Carrarang Station
Coburn Station
Dirk Hartog Island
Faure Island
Gilroyd Station
Hamelin Pool Station
Meadow Station
Nanga Station
Nerren Nerren Station
Talisker Station
Tamala Station
Woodleigh Station
Yalardy Station

DETAILS NOT FOR PUBLIC DISSEMINATION

Should you wish to obtain information, that may be contained in this Appendix, please contact the Chairperson of the LEMC, through the Shire.

Appendix9.
To Shark Bay LEMA

LEMC Membership and Contact Details
(RESTRICTED)

DETAILS NOT FOR PUBLIC DISSEMINATION
Should you wish to obtain information that may,be contained in this
Appendix, please contact the Chairperson of the LEMC, through the Shire.

11.3 APPLICATION TO KEEP MORE THAN TWO DOGS ON A PROPERTY
P1476

Author

Executive Manager

Tourism, Community and Economic Development

Disclosure of Any Interest

Nil

Moved

Cr Hanscombe

Seconded

Cr Cowell

Council Resolution

That Mr Mathew Clive be given permission to keep three dogs at 33 Hughes Street Denham on the following conditions:

All of the dogs are to maintain Shire registration.

That when the number of dogs is reduced to two due to natural attrition, the third dog not be replaced.

5/0 CARRIED

Background

Mr Clive and his family have recently moved from Perth to Denham and currently have three female dogs.

Comment

Mr Clive's property is well fenced and all three of the dogs are sterilised. The property has no immediate neighbours and the dogs that are currently registered are a daschund and a bullmastiff. The application relates to a 7 year old sterilised female Jack Russel.

Policy Implications

Nil

Financial Implications

Nil

Legal Implications

The ***Western Australian Dog Act 1976*** makes the following provision for keeping more than two dogs at a premise:

26. *Limitation as to numbers*

- (1) The provisions of this Part shall not operate to prevent the keeping on any premises of 2 dogs over the age of 3 months and the young of those dogs under that age.
- (2) Subject to subsection (1), a local government, pursuant to local laws, may limit the number of dogs over the age of 3 months, or the number of such dogs of any specified breed or kind, that may be kept on any premises situate in a specified area to which those local laws apply unless those premises are licensed as an approved kennel establishment or are exempt.

- (3) Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified area but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption —
- (a) may be made subject to conditions, including a condition that it applies only to the dogs specified therein;
 - (b) shall not operate to authorise the keeping of more than 6 dogs on those premises; and
 - (c) may be revoked or varied at any time.

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report

14 February 2013

27 FEBRUARY 2013

1-CR-13213 / 00101

Mr Mathew Clive
33 Hughes Street,
Denham W.A. 6537
0439 319 399

Mr Paul Anderson
CEO
Shire of Shark Bay
65 Knight Terrace,
Denham W.A. 6537

RECEIVED

31 MAR 2013

Shire of Shark Bay

Re: Dog Registration

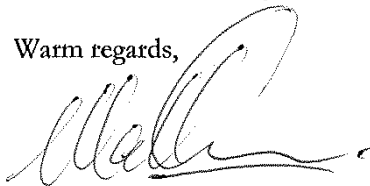
Paul,

We have recently relocated from Perth to Denham and have with us our three female dogs. I have been made aware that we are permitted to have two dogs registered, and write to you to request the registration of our third. I wish to advise that my property has extensive fencing to house the dogs, and I do not foresee any issues with them being of nuisance to neighbours and the like.

The female dog we request the additional registration for is "Kerfuffle" and she belongs to my 12 year old son. She is 7 years old and sterilised.

I thank you in advance for your assistance, and look forward to hearing from you. I understand there is a shire meeting in the next few weeks, and this application will be discussed then.

Warm regards,



Mathew Clive

12. FINANCE REPORT

12.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED

Author

Finance Officer / Accounts Payable

Disclosure of any interest

Nil

Moved Cr Capewell

Seconded Cr McLaughlin

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$1,364,633.13 be accepted.

5/0 CARRIED

Comment

The schedules of accounts for payment covering Municipal fund account cheque numbers 26292-26341 totalling \$51,966.10

Municipal fund account electronic payment numbers 12843-13139 totalling \$1,010,964.48

Municipal fund account for payroll period beginning 2/12/2012 ending 30/12/2012 totalling \$121,948 and period beginning 13/01/2013 ending 27/01/2013 totalling \$86,251.

NOTE: January period is higher than usual because there is a forward payment for annual leave for four weeks pay.

Trust fund account cheque numbers 901-906 totalling \$1,031.60

Trust fund account electronic payment numbers 12843-13139 totalling \$58,755.20 and

Trust fund Police Licensing for December 2012 totalling \$15,889.55 and for January 2013 totalling \$17,827.20.

The schedule of accounts submitted to each member of Council on 22 February 2013 has been checked and are fully supported by vouchers and invoices. All vouchers and invoices have been duly certified as to the receipt of goods and services and the cost of goods and services received.

Date of Report

20 February 2013

**SHIRE OF SHARK BAY
ORDINARY COUNCIL MEETING 27 FEBRUARY 2013
MUNI CHQS 26292-26341**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
26292	13/12/2012	ELGAS LIMITED	REFUSE SITE GATE- GAS BOTTLE	-150.00
26293	13/12/2012	TELSTRA CORPORATION LIMITED	1300 PHONE # SBIC	-29.26
26294	18/12/2012	PIVOTEL SATELLITE PTY LTD	DENHAM SES SATELLITE PHONE	-25.00
26295	18/12/2012	MP ROGERS & ASSOCIATES	PLANNING -UPGRADE MM JETTY	-4033.92
26297	19/12/2012	SHARK BAY SUPERMARKET	XMAS LIGHTS PRIZE WINNER	-200.00
26298	19/12/2012	JUDITH VALERIE BRITZA	XMAS LIGHTS - PRIZE WINNER	-50.00
26299	19/12/2012	JACQUELINE JOYCE FITZPATRICK	XMAS LIGHTS - PRIZE WINNER	-50.00
26300	19/12/2012	JUDY RUSSELL	XMAS LIGHTS-PRIZE WINNER	-200.00
26301	20/12/2012	BOOLBARDIE COUNTRY CLUB	ROUND ONE DONATION 2012-13	-5860.00
26302	20/12/2012	SHARK BAY NEWSAGENCY	STATIONERY AUG 2012	-1412.06
26303	03/01/2013	STEWART & HEATON CLOTHING	UNIFORMS	-737.40
26304	03/01/2013	SHIRE OF SHARK BAY	ADJ RATES PAYMENT ARRANGEMENTS	-650.00
26305	03/01/2013	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-362.88
26306	03/01/2013	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	-406.39
26307	03/01/2013	AXA AUSTRALIA	SUPERANNUATION CONTRIBUTIONS	-497.11
26308	03/01/2013	BT BUSINESS SUPER	SUPERANNUATION CONTRIBUTIONS	-484.95
26309	03/01/2013	ONE STEP SUPER	SUPERANNUATION CONTRIBUTIONS	-497.73
26310	03/01/2013	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1727.15
26311	03/01/2013	WESTPAC SECURITIES	SUPERANNUATION CONTRIBUTIONS	-502.79
26312	03/01/2013	REST	SUPERANNUATION CONTRIBUTIONS	-1105.98
26313	03/01/2013	SHIRE OF SHARK BAY	PAYROLL DEDUCTIONS	-1265.00
26314	03/01/2013	TELSTRA CORPORATION LIMITED	ANTENNA - TRANSMITTER	-1909.87
26315	03/01/2013	WATER CORPORATION	HALL AT HUGHES ST	-3334.05
26316	04/01/2013	TELSTRA CORPORATION LIMITED	MOBILE PHONE ACCOUNT -BG	-241.79
26317	04/01/2013	WATER CORPORATION	FISH CLEANING FACILITIES	-3408.55
26318	08/01/2013	WATER CORPORATION	FLATS AT HUGHES ST	-183.05
26319	09/01/2013	FLIGHTLINE TRAVEL	BORNEO EXHIBITION GROUP	-2400.00

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
26320	09/01/2013	TELSTRA CORPORATION LIMITED	1300 PHONE #	-30.69
26321	14/01/2013	ILUKA RESOURCES LTD	RATES REFUND-A4363 DEAD TENEMENT	-627.61
26322	15/01/2013	PIVOTEL SATELLITE PTY LTD	SATELLITE SES DENHAM	-35.00
26323	24/01/2013	AUSTRALIAN COMMUNICATIONS	ANNUAL FEE	-160.00
26324	24/01/2013	DEPT OF TRANSPORT	LICENCE FOR TRAILER 1TMW486-SES	-21.30
26325	24/01/2013	MP ROGERS & ASSOCIATES	NEW BOAT RAMP CONSULTANCY	-6723.20
26326	24/01/2013	TELSTRA	MONTHLY MOBILE ACCOUNT	-226.99
26327	30/01/2013	SHIRE OF CAPEL	MICHELLE PLUME LSL	-5481.64
26328	30/01/2013	TELSTRA	MONTHLY ACCOUNT	-1619.13
26329	31/01/2013	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-221.90
26330	31/01/2013	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	-240.66
26331	31/01/2013	AXA AUSTRALIA	SUPERANNUATION CONTRIBUTIONS	-343.28
26332	31/01/2013	BT BUSINESS SUPER	SUPERANNUATION CONTRIBUTIONS	-337.70
26333	31/01/2013	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-371.72
26334	31/01/2013	ONE STEP SUPER	SUPERANNUATION CONTRIBUTIONS	-335.42
26335	31/01/2013	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1246.42
26336	31/01/2013	WESTPAC SECURITIES	SUPERANNUATION CONTRIBUTIONS	-343.28
26337	31/01/2013	SHIRE OF SHARK BAY	PAYROLL DEDUCTIONS	-640.00
26338	05/02/2013	COLLEEN TITTUMS	REFUND BOOKING CANCELLED	-275.00
26339	05/02/2013	TELSTRA CORPORATION LIMITED	ANTENNA - TRANSMITTER	-595.73
26340	06/02/2013	ROBERT LEO PEDERSEN	CROSSOVER - 12 TERRY DESCHAMPS	-216.00
26341	11/02/2013	AUSTRAL PLUMBING	INSPECTION-CLADDING – S & R CENTRE	-148.50
TOTAL				\$51,966.10

**SHIRE OF SHARK BAY
ORDINARY COUNCIL MEETING 27 FEBRUARY 2013
MUNI EFTS12843-13139**

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT12843	04/12/2012	MCKELL FAMILY TRUST	RUBBISH COLLECTION-NOV 2012	-10049.18
EFT12844	10/12/2012	CUTBACK PLUMBING & GAS	REPAIRS - PENS UNIT 9	-418.00
EFT12845	10/12/2012	FESA	ESL ADJUSTMENT	-1095.82
EFT12846	10/12/2012	FIRE RESCUE SAFETY AUSTRALIA	SAFETY EQUIPMENT	-2216.50
EFT12847	10/12/2012	HERITAGE RESORT SHARK BAY	REFRESHMENTS-VOLUNTEERS EVENT	-338.85
EFT12848	10/12/2012	LANDMARK ENGINEER & DESIGN	NEW FORESHORE TOILET	-29623.00
EFT12849	10/12/2012	OAKLEY EARTHWORKS PTY LTD	EARTHWORKS AND MONITORING	-1858.45
EFT12850	10/12/2012	PURCHER INTERNATIONAL	REPAIRS -WHEEL NUTS	-126.28
EFT12851	10/12/2012	PAULS TYRES	FITTING - NEW TYRES PRIME MOVER	-569.00
EFT12852	10/12/2012	RAY WHITE SHARK BAY	RENT ON 34 HUGHES ST	-1105.00
EFT12853	10/12/2012	DOGTIDY COMPANY	DOG BAGS	-319.00
EFT12854	11/12/2012	INNOVA GROUP PTY LTD	FURNITURE FOR COUNCIL CHAMBERS	-9295.88
EFT12855	11/12/2012	AUSTRALIA POST	LOCAL POST	-332.80
EFT12856	11/12/2012	BOOEASY AUSTRALIA PTY LTD	BOOEASY	-198.00
EFT12857	11/12/2012	BOC LIMITED	CONTAINER RENTAL	-69.34
EFT12858	11/12/2012	DENHAM IGA X-PRESS	MONTHLY ACCOUNT	-341.47
EFT12859	11/12/2012	SHARK BAY SUPERMARKET	MONTHLY ACCOUNT	-220.25
EFT12860	11/12/2012	SHARK BAY FUEL & SERVICE	MONTHLY ACCOUNT	-207.03
EFT12861	11/12/2012	HORIZON POWER-SBIC	SBIC ELECTRICITY	-10455.52
EFT12862	11/12/2012	HORIZON -STREET LIGHTING	LIGHTS	-2747.53
EFT12863	11/12/2012	HORIZON -MAIN USAGE	ELECTRICITY ACCOUNT	-287.23
EFT12864	11/12/2012	HERITAGE RESORT SHARK BAY	ACCOM - GLENN BANGAY	-459.00
EFT12865	11/12/2012	TOLL IPEC PTY LTD	FREIGHT	-116.98
EFT12866	11/12/2012	JTAGZ PTY LTD	DOG TAGS	-294.80
EFT12867	11/12/2012	KEN'S TENDER JOINT	SUPPLIES OUTSIDE CREW	-124.15
EFT12868	11/12/2012	LANDGATE	GRV VALUATION	-59.65
EFT12869	11/12/2012	MCLEODS	LEGAL EXPENSES 32657-SILVER CHAIN	-2413.90
EFT12870	11/12/2012	PHONOGRAPHIC PERFORMANCE	ANNUAL PAYMENT	-80.19

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT12871	11/12/2012	SHARK BAY RESOURCE CENTRE	INSCRIPTION POSTS	-12.00
EFT12872	11/12/2012	SHARK BAY FREIGHTLINES	FREIGHT	-655.30
EFT12873	11/12/2012	SHARK BAY CAR HIRE	CAR HIRE TO TRANSPORT DOCTOR	-495.00
EFT12874	11/12/2012	SITECH (WA) PTY LTD	STELLA ROWLEY DRIVE	-4928.00
EFT12875	11/12/2012	SALTWATER CAFE	REFRESHMENTS-VOLUNTEER DAY	-495.00
EFT12876	11/12/2012	YADGALAH ABORIGINAL CORP	SHIRE GRANT ASSISTANCE	-2000.00
EFT12878	13/12/2012	BAJA DATA & ELECTRICAL	REPAIRS – DENHAM HALL	-99.00
EFT12879	13/12/2012	BRIGHTHOUSE	BUSINESS CASE STUDY NEXT G	-6589.00
EFT12880	13/12/2012	BATTERY MART	BATTERIES - PLANT	-748.00
EFT12881	13/12/2012	DENHAM VILLAS	ACCOMMODATION FOR GYM INSTALLERS	-495.00
EFT12882	13/12/2012	GERALDTON FUEL COMPANY	MONTHLY FUEL CARD	-742.59
EFT12883	13/12/2012	GOLDEN WEST NETWORK	ADVERTISING ON GWN	-1454.20
EFT12884	13/12/2012	HITS RADIO PTY LTD	ADVERTISING-RADIO FOR SHARK BAY	-496.65
EFT12885	13/12/2012	MCLEODS BARRISTERS	LEGAL EXPENSES 32577-BRIKLAY	-9789.15
EFT12886	13/12/2012	MITRE 10 SHARK BAY	HARDWARE	-1294.35
EFT12887	13/12/2012	OAKLEY EARTHWORKS PTY LTD	SUPPLY PLACE CONCRETE – MM BOAT RAMP	-15910.13
EFT12888	13/12/2012	PEST-A-KILL	MONTHLY SERVICE	-242.00
EFT12889	13/12/2012	REPCO AUTO PARTS	SERVICE FEE ON ACCOUNT	-2.20
EFT12890	13/12/2012	RAY STENT	BUILD SURVEYOR – COMP CERT- REC CENTRE	-1815.00
EFT12891	13/12/2012	SKIPPERS AVIATION	FLIGHTS - PERTH -REIMBURSED	-305.00
EFT12892	13/12/2012	SHARK BAY SKIPS	SUPPLY AND LIFT OF SKIP BINS	-1916.00
EFT12893	13/12/2012	SHIRE OF SHARK BAY	SHARK BAY SCHOOL –BUS USE	-62.40
EFT12894	13/12/2012	WREN OIL	OIL REMOVAL	-462.83
EFT12895	18/12/2012	GRAY & LEWIS	CONSULTING SERVICES FOR NOV 2012	-9047.50
EFT12896	18/12/2012	UHY HAINES NORTON	AUDIT CERT PENS DEFERRED RATES	-440.00
EFT12897	19/12/2012	AUSTRALIAN TAXATION OFFICE	PAYROLL DEDUCTIONS	-27071.00
EFT12898	19/12/2012	PRESTIGE INSTALLATIONS	TO REPLACE FUJITSU AIR CONDITIONER	-3151.50
EFT12899	19/12/2012	TRISH MILBURN PHOTOGRAPHY	SBIC ADVERTISING	-330.00
EFT12900	TRUST	EFT USED IN TRUST		
EFT12901	20/12/2012	STATE LIBRARY OF WA	LIBRARY BOOK	-6.60
EFT12902	20/12/2012	PRIORITY SHARK BAY PTY LTD	COUNCILLORS SB TO CARN RETURN	-613.60
EFT12903	20/12/2012	AUSQ TRAINING	TRAFFIC MANAGEMENT TRAINING FOR	-4340.00
EFT12904	20/12/2012	CHERYL COWELL	MEETING ATTENDANCES	-1362.00
EFT12905	20/12/2012	CUMMINS SOUTH PACIFIC	FILTERS X 7 - PLANT	-734.53

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT12906	20/12/2012	CORPORATE EXPRESS	1 DRAFTING CHAIR	-295.00
EFT12907	20/12/2012	CHUBB FIRE & SECURITY LTD	SECURITY MONITORING	-139.67
EFT12908	20/12/2012	CAMPERVAN AND MOTORHOME	SIGNAGE FOR NEW DUMP POINT	-225.00
EFT12909	20/12/2012	DEXION BALCATTA	4 DRAW FIRE RESISTANT CABINET	-1870.00
EFT12910	20/12/2012	DESIGN FARM (WA) PTY LTD	CHAIRS FOR COUNCIL CHAMBERS	-9724.00
EFT12911	20/12/2012	HODGE COLLARD PRESTON	STRUCTURAL ENGINEERS FEES	-550.00
EFT12912	20/12/2012	JOHN JOSEPH HANSCOMBE	MEETING ATTENDANCE	-548.50
EFT12913	20/12/2012	TOLL IPEC PTY LTD	FREIGHT	-133.94
EFT12914	20/12/2012	JJ HAWKINS	FREIGHT- GRASS	-4713.50
EFT12915	20/12/2012	KEITH MICHAEL CAPEWELL	MEETING ATTENDANCE FEE	-396.00
EFT12916	20/12/2012	KELLY MCCOSKER	ERROR IN GYM FEES - CORRECTION	-45.00
EFT12917	20/12/2012	KEN'S TENDER JOINT	STAFF FUNCTION FRIDAY 14 DECEMBER	-328.20
EFT12918	20/12/2012	MIDWEST FIRE PROTECTION	SUPPLY & INSTALL FIRE PROTECTION PLAN SPORT AND REC CENTRE	-36589.28
EFT12919	20/12/2012	JOSEPH JOHN MCLAUGHLIN	MEETING ATTENDANCE	-396.00
EFT12920	20/12/2012	OUTBACK COAST AUTOMOTIVE	NEW TYRES-TOWN UTE	-996.00
EFT12921	20/12/2012	MARGARET PRIOR	MEETING ATTENDANCE FEE	-396.00
EFT12922	20/12/2012	PAPER PLUS OFFICE NATIONAL	PRINTER CARTRIDGES	-894.82
EFT12923	20/12/2012	ROBBRO WA PTY LTD	SUB CONT ROAD WORKS SHARK BAY RD	-49156.65
EFT12924	20/12/2012	GREGORY LEON RIDGLEY	MEETING ATTENDANCE FEES	-396.00
EFT12925	20/12/2012	SHARK BAY CLEANING SERVICE	CLEANING CONTRACT	-5621.25
EFT12926	20/12/2012	SHIRE OF SHARK BAY	COMMUNITY BUS HIRE	-89.60
EFT12927	20/12/2012	SALTWATER CAFE	SALADS FOR STAFF FUNCTION	-286.00
EFT12928	20/12/2012	VISITOR CENTRE ASSOCIATION	FLAGS	-204.91
EFT12929	20/12/2012	BRIAN WAKE	MEETING ATTENDANCES	-396.00
EFT12930	21/12/2012	HORIZON POWER-MAIN USAGE	ELECTRICITY	-8570.52
EFT12931	03/01/2013	ARTCRAFT PTY LTD	WORLD HERITAGE DRIVE SIGN	-561.00
EFT12932	03/01/2013	RUSSELL TODD CHAMBERLAIN	RENT - 39 DURLACHER STREET	-1042.25
EFT12933	03/01/2013	TOLL IPEC PTY LTD	FREIGHT	-35.38
EFT12934	03/01/2013	PRECEDENT COMMUNICATIONS	WEBSITE SUPPORT MONTHLY ACCOUNT	-22.00
EFT12935	03/01/2013	PROFESSIONAL PC SUPPORT	IRONPORT SPAM FILTER RENEWAL	-1320.00
EFT12936	03/01/2013	SALTWATER CAFE	COUNCIL LUNCH WED 19.12.2012	-203.00
EFT12937	03/01/2013	BRIAN WAKE	MEMBER TRAVEL	-396.04
EFT12938	03/01/2013	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-147.96

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT12939	03/01/2013	AUSTSAFE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-154.76
EFT12940	03/01/2013	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-1042.08
EFT12941	03/01/2013	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-2032.95
EFT12942	03/01/2013	WA LOCAL GOV SUPER	SUPERANNUATION CONTRIBUTIONS	-9572.94
EFT12943	03/01/2013	SMA SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-355.02
EFT12944	03/01/2013	AUSTRALIANSUPER	SUPERANNUATION CONTRIBUTIONS	-493.32
EFT12945	-12962	TRUST EFT USED IN TRUST		
EFT12963	03/01/2013	BAJA DATA & ELECTRICAL	SUPPLY AND INSTALL ELECT INFO BAY	-5522.00
EFT12964	03/01/2013	DENHAM PAPER AND CHEMICAL	SUPPLIES FOR REST ROOMS	-146.51
EFT12965	03/01/2013	TOLL IPEC PTY LTD	FREIGHT	-15.82
EFT12966	03/01/2013	LANDGATE (WA LAND	GRV VALUATION	-34.95
EFT12967	03/01/2013	SHARK BAY CLEANING SERVICE	CLEANING CONTRACT	-8059.41
EFT12968	03/01/2013	WALGA	ASSET DISPOSAL, 2011 VX PRADO	-544.50
EFT12969	04/01/2013	PROFESSIONAL PC SUPPORT	REMOTE WORK ON MAIN SERVER	-90.00
EFT12970	04/01/2013	SHARK BAY CLEANING SERVICE	CLEANING CONTRACT FOR SBIC	-2905.80
EFT12971	04/01/2013	MCKELL FAMILY TRUST	ST SWEEPING & RUBBISH COLLECTION DEC 12	-9452.67
EFT12972	-12987	TRUST EFT USED IN TRUST		
EFT12988	08/01/2013	HORIZON -STREET LIGHTING	LIGHTS	-2839.09
EFT12989	08/01/2013	MCLEODS BARRISTERS	LEGAL EXPENSES 71594-LOT 55 DURLACHER	-729.30
EFT12990	08/01/2013	RAY WHITE SHARK BAY	RENT ON 34 HUGHES ST	-1105.00
EFT12991	09/01/2013	BOOEASY AUSTRALIA PTY LTD	BOOEASY	-228.60
EFT12992	09/01/2013	DEC	ADULT DAY PASSES	-5040.00
EFT12993	09/01/2013	DENHAM PAPER AND CHEMICAL	HAND CLEANER	-26.56
EFT12994	09/01/2013	SHARK BAY SUPERMARKET	MONTHLY ACCOUNT	-214.61
EFT12995	09/01/2013	HITS RADIO PTY LTD	ADVERTISING - RADIO FOR SHARK BAY	-508.20
EFT12996	09/01/2013	MCLEODS BARRISTERS	LEGAL EXPENSES 71561- BRIKLAY	-2461.25
EFT12997	09/01/2013	MIDWEST FIRE PROTECTION	QUARTERLY SERVICE ALARM SYSTEM	-275.00
EFT12998	09/01/2013	PAPER PLUS OFFICE NATIONAL	CLEAR BINDING COVERS PKTS	-170.92
EFT12999	09/01/2013	RICHARD CLAUDE MORONEY	MAINTENANCE SBIC	-60.00
EFT13000	11/01/2013	SHIRE OF NORTHAMPTON	CONSULTANT - GLEN BANGAY	-5296.50
EFT13001	11/01/2013	P.G & S. J WOOD	PHONE LINES TO THE REC CENTRE	-824.65
EFT13002	11/01/2013	STATE LIBRARY OF WA	LOST BOOK	-37.40
EFT13003	11/01/2013	AUSTRALIA POST	LOCAL POST	-282.55
EFT13004	11/01/2013	BOC LIMITED	CONTAINER RENTAL	-69.34

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT13005	11/01/2013	DENHAM IGA X-PRESS	MONTHLY ACCOUNT	-782.59
EFT13006	11/01/2013	SHARK BAY FUEL	FUEL	-16.09
EFT13007	11/01/2013	HORIZON POWER-SBIC	SBIC ELECTRICITY - MONTHLY ACCOUNT	-2211.71
EFT13008	11/01/2013	LANDGATE	DEPOSITED PLAN – LAND INDUST AREA	-23.75
EFT13009	11/01/2013	MITRE 10 SHARK BAY	HARDWARE	-2274.36
EFT13010	11/01/2013	PRECEDENT COMMUNICATIONS	WEBSITE SUPPORT MONTHLY ACCOUNT	-22.00
EFT13011	11/01/2013	SHARK BAY TAXI SERVICE	SHIRE/OVERLANDER RUN	-1441.00
EFT13012	11/01/2013	SHARKBAY CARAVAN PARK	ACCOM SUB CONTRACTORS	-1800.00
EFT13013	11/01/2013	SHARK BAY CAR HIRE	CAR HIRE TO TRANSPORT DOCTOR	-495.00
EFT13014	14/01/2013	GERALDTON FUEL COMPANY	FUEL BULK	-14930.83
EFT13015	14/01/2013	SHIRE OF CARNARVON	GASCOYNE DISPLAY SHARE OF COST	-2750.00
EFT13016		TRUST EFT USED IN TRUST		
EFT13017	15/01/2013	BAJA DATA & ELECTRICAL	SET UP GENERATOR BACK UP SYSTEM	-6917.60
EFT13018	15/01/2013	GYM CARE	INSTALLATION OF GYM EQUIPMENT	-9350.00
EFT13019	15/01/2013	GOLDEN WEST NETWORK	ADVERTISING ON GWN	-1021.90
EFT13020	15/01/2013	HODGE COLLARD PRESTON	ADMINISTRATION CONTRACT	-4378.00
EFT13021	15/01/2013	HISCO PTY LTD	EQUIPMENT FOR SPORT & REC CENTRE	-1186.34
EFT13022	15/01/2013	GM & J LOMBARDI PTY LTD	REPAIRS-CAM BUSHES PLANT	-147.30
EFT13023	15/01/2013	MARKET CREATIONS	BROCHURE - FREIGHT	-382.99
EFT13024	15/01/2013	SHARK RESOURCE CENTRE	PHOTOS - SEARCH	-36.08
EFT13025	15/01/2013	SHARK BAY TOWING SERVICES	PICK UP ABANDONED CAR-SHARK BAY RD	-227.50
EFT13026	15/01/2013	TRAFFIC MANAGE-SOUTH WEST	TMP FOR ROADWORKS	-660.00
EFT13027	15/01/2013	WEST-OZ WEB SERVICES	COMPLETED BOOKINGS MARKETING FEE	-72.00
EFT13028	18/01/2013	AUSTRALIAN TAXATION OFFICE	PAYROLL DEDUCTIONS	-22426.56
EFT13029	22/01/2013	ROBBRO WA PTY LTD	SHARK BAY ROAD SHOULDERING	-29246.25
EFT13030	24/01/2013	CHERYL COWELL	MEETING ATTENDANCES	-1362.00
EFT13031	24/01/2013	CORAL COAST PLUMBING	ANNUAL BACK FLOW TEST	-693.00
EFT13032	24/01/2013	CLEAN CLOTH COTTON TRADERS	BAGS CLEAN CLOTH	-185.46
EFT13033	24/01/2013	COVENTRYS	SMALL HOSE CLAMPS	-113.53
EFT13034	24/01/2013	CUTBACK PLUMBING & GAS	5HRS - DIGGER HIRE	-374.00
EFT13035	24/01/2013	RUSSELL TODD CHAMBERLAIN	RENT - 39 DURLACHER STREET	-1042.25
EFT13036	24/01/2013	DAVRIC AUSTRALIA PTY LTD	SOUVENIR REPLACEMENT STOCK	-945.12
EFT13037	24/01/2013	RED DIRT ARTS	MERCHANDISE - POSTCARDS	-127.65
EFT13038	24/01/2013	GRAY & LEWIS	CONSULTANT - PLANNING	-4629.90

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT13039	24/01/2013	JOHN JOSEPH HANSCOMBE	MEETING ATTENDANCE	-548.50
EFT13040	24/01/2013	HERITAGE RESORT SHARK BAY	REFRESHMENTS STAFF FUNCTION	-345.88
EFT13041	24/01/2013	TOLL IPEC PTY LTD	FREIGHT	-51.43
EFT13042	24/01/2013	KEITH MICHAEL CAPEWELL	MEETING ATTENDANCE FEE	-396.00
EFT13043	24/01/2013	KEN'S TENDER JOINT	STAFF FUNCTION	-323.00
EFT13044	24/01/2013	MC MOBILE CONNECTION	1 X 32GB APPLE IPHONE	-990.00
EFT13045	24/01/2013	JOSEPH JOHN MCLAUGHLIN	MEETING ATTENDANCE	-396.00
EFT13046	24/01/2013	OUTBACK COAST AUTOMOTIVE	NEW TYRE-PLANT	-289.00
EFT13047	24/01/2013	MARGARET PRIOR	MEETING ATTENDANCE FEE	-396.00
EFT13048	24/01/2013	GREGORY LEON RIDGLEY	MEETING ATTENDANCE FEES	-396.00
EFT13049	24/01/2013	SHARK BAY CLEANING SERVICE	CLEANING CONTRACT	-5482.35
EFT13050	24/01/2013	SHARK BAY SKIPS	SUPPLY AND LIFT SKIP BINS	-3390.00
EFT13051	24/01/2013	SALTWATER CAFE	LUNCHEON MINISTER OF ENVIRONMENT	-379.50
EFT13052	24/01/2013	VISITOR CENTRE ASSOCIATION	VOUCHER BOOKS	-79.02
EFT13053	24/01/2013	WALGA	LOCAL GOV DESK CALENDAR PADS 2013	-45.40
EFT13054	24/01/2013	BRIAN WAKE	MEETING ATTENDANCES	-396.00
EFT13055	30/01/2013	BOB MAGOR	MERCHANDISE BOOKS & POSTAGE	-145.00
EFT13056	30/01/2013	DEC	HOLIDAY PARK PASSES	-719.84
EFT13057	30/01/2013	TOLL IPEC PTY LTD	FREIGHT -GREENPLATE	-158.77
EFT13058	30/01/2013	OAKLEY EARTHWORKS PTY LTD	MM BOAT RAMP	-1760.00
EFT13059	30/01/2013	SHARK BAY CLEANING SERVICE	PAPERBAGS	-16.50
EFT13060	31/01/2013	AUSTSAFE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-197.48
EFT13061	31/01/2013	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-897.06
EFT13062	31/01/2013	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1366.10
EFT13063	31/01/2013	WA LOCAL GOV SUPER	SUPERANNUATION CONTRIBUTIONS	-6414.99
EFT13064	31/01/2013	REST	SUPERANNUATION CONTRIBUTIONS	-828.74
EFT13065	31/01/2013	SMA SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-245.02
EFT13066	31/01/2013	AUSTRALIANSUPER	SUPERANNUATION CONTRIBUTIONS	-355.57
EFT13067	-13067	TRUST EFT USED IN TRUST		
EFT13090	05/02/2013	AVAN LLOYAL DAVEY	REIMBURSEMENT OF COSTS	-89.01
EFT13091	05/02/2013	BAJA DATA & ELECTRICAL	SUPPLY AND INSTALL-REMOTE READER	-3256.00
EFT13092	05/02/2013	CARROLL AND RICHARDSON	2 BANNERS - SHIRE OF SB & AUST FLAG	-788.00
EFT13093	05/02/2013	DENHAM PAPER AND CHEMICAL	BIN LINERS	-30.80
EFT13094	05/02/2013	HERITAGE RESORT SHARK BAY	ACCOMMODATION TOM LACHLAN	-306.00

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT13095	05/02/2013	PAPER PLUS OFFICE NATIONAL	STATIONERY	-28.50
EFT13096	05/02/2013	ROBBRO WA PTY LTD	SHOULDER WORK - M. MIA RD	-39374.50
EFT13097	05/02/2013	RAY WHITE SHARK BAY	RENT ON 34 HUGHES ST	-1105.00
EFT13098	05/02/2013	MCKELL FAMILY TRUST	FOR JANUARY 2013	-10049.17
EFT13099	05/02/2013	TRADEWINDS APARTMENTS	CONTRACTOR ACCOM	-13600.00
EFT13100	06/02/2013	BEST WESTERN CARNARVON	DOT TRAINING ACCOM & MEALS	-1076.10
EFT13101	06/02/2013	HORIZON -STREET LIGHTING	LIGHTS	-2839.09
EFT13102	06/02/2013	TOLL IPEC PTY LTD	FREIGHT	-76.08
EFT13103	06/02/2013	PAPER PLUS OFFICE NATIONAL	STATIONERY	-175.51
EFT13104	06/02/2013	SHARK BAY FREIGHTLINES	FREIGHT	-1037.14
EFT13105	06/02/2013	SHARK BAY CAR HIRE	CAR HIRE TO TRANSPORT DOCTOR	-495.00
EFT13106	06/02/2013	TOYOTAWAYS ROCKINGHAM	NEW VEHICLE-CEO	-17715.84
EFT13107	06/02/2013	WALGA	LG JOBS ADVERT -FINANCE OFFICER	-181.50
EFT13108	06/02/2013	KEITH EDWARD BACKHOUSE	REIMB-DENHAM HALL	-114.15
EFT13109	06/02/2013	DENHAM IGA X-PRESS	MONTHLY ACC OUNT	-2918.56
EFT13110	06/02/2013	LEANNE WHALLEY	CARNARVON TRAINING	-56.64
EFT13111	06/02/2013	ROB SKELTON PLUMBING	REPAIRS TO FORESHORE MEN'S TOILETS	-259.20
EFT13112	06/02/2013	SALTWATER CAFE	CATERING FOR TRAINING	-513.75
EFT13113	07/02/2013	AUSTRALIA POST	LOCAL POST	-340.26
EFT13114	07/02/2013	SHARK BAY BAKERY	AUST DAY SUPPLIES	-40.00
EFT13115	07/02/2013	BATAVIA FURNITURE & BEDDING	BED FOR 1 ST AID ROOM SPORT & REC	-307.00
EFT13116	07/02/2013	SHARK BAY SUPERMARKET	CAMP KITCHEN-EQUIPMENT	-249.54
EFT13117	07/02/2013	SHARK BAY FUEL	GAS BOTTLE REFILL	-195.80
EFT13118	07/02/2013	UHY HAINES NORTON	AUDIT-SB SPORT AND REC CENTRE	-5940.00
EFT13119	07/02/2013	SHARK BAY TAXI SERVICE	SHIRE/OVERLANDER RUN	-1144.00
EFT13120	07/02/2013	SHARK BAY CLEANING SERVICE	ANNUAL CLEANING CONTRACT FOR SBIC	-10176.57
EFT13121	11/02/2013	THE AUSTRALIAN SENIOR	ADVERTISING	-271.70
EFT13122	11/02/2013	BAJA DATA & ELECTRICAL	FITTING OF SHARP TV TO MEETING ROOM	-2164.58
EFT13123	11/02/2013	BITUMEN SURFACING	SUPPLY AND SPRAY - OCEAN PARK RD	-271790.20
EFT13124	11/02/2013	PURCHER INTERNATIONAL	REAR GLASS - PLANT	-503.91
EFT13125	11/02/2013	PAPER PLUS OFFICE NATIONAL	PRINTER CARTRIDGES	-438.34
EFT13126	11/02/2013	ROBBRO WA PTY LTD	S/BAY RD SHOULDER WORK	-72682.50
EFT13127	11/02/2013	BAJA DATA & ELECTRICAL	INSTALL AND SUPPLY OF CCTV SYSTEM	-6177.60
EFT13128	11/02/2013	BOOEASY AUSTRALIA PTY LTD	BOOEASY	-198.00

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT13129	11/02/2013	DUN & BRADSTREET	DEBT RECOVER	-264.68
EFT13130	11/02/2013	DENHAM VILLAS	ACCOMMODATIO FOR RUSSELL BARNES	-260.00
EFT13131	11/02/2013	GERALDTON FUEL COMPANY	DEPOT FUEL	-38482.06
EFT13132	11/02/2013	HITS RADIO PTY LTD	ADVERTISING ON RADIO FOR SHARK BAY	-438.90
EFT13133	11/02/2013	TOLL IPEC PTY LTD	FREIGHT	-20.04
EFT13134	11/02/2013	NORTHERN GUARDIAN	NORTH GUARDIAN – FINANCE OFFICER	-322.71
EFT13135	11/02/2013	SKIPPERS AVIATION	TRAVEL CARAVAN AND CAMPING SHOW	-305.00
EFT13136	11/02/2013	SHARK BAY FREIGHTLINES	FREIGHT	-982.55
EFT13137	11/02/2013	MITRE 10 SHARK BAY MARINE	HARDWARE	-1080.79
EFT13138	11/02/2013	PAUL GREGORY ANDERSON	TRAVEL	-10.80
EFT13139	TRUST	EFT USED IN TRUST		
TOTAL				\$1,010,964.48

**SHIRE OF SHARK BAY
ORDINARY COUNCIL MEETING 27 FEBRUARY 2013
TRUST CHQS 901-906**

Chq	Date	Name	Description	Amount
901	17/12/2012	DAVE CHRIST	GYM KEY REFUND	-20.00
902	03/01/2013	SHIRE OF SHARK BAY	OVERPAYMENT OVERSEAS REFUND	-274.00
903	03/01/2013	CHRISTINE WEAR	HALL BOND REFUND	-270.00
904	04/01/2013	HOWARD COCK	ART SALES DEC 12	-48.00
905	04/02/2013	COLLEEN TITTUMS	REFUND HALL CLEANING FEE	-270.00
906	05/02/2013	CARNARVON BEACH RETREAT	BOOEASY JAN 13	-149.60
TOTAL				\$1,031.60

**SHIRE OF SHARK BAY
ORDINARY COUNCIL MEETING 27 FEBRUARY 2013
TRUST EFTS12843-13139**

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT12900	19/12/2012	SHIRE OF SHARK BAY	CARD LOST REFUND TO MUNI	-20.00
EFT12945	03/01/2013	BAY LODGE	BOOKEASY DEC 12	-299.20
EFT12946	03/01/2013	SHARK BAY COASTAL TOURS	BOOKEASY DEC 12	-160.65
EFT12947	03/01/2013	DENHAM SEASIDE TOURIST VILLAGE	BOOKEASY DEC 12	-629.40
EFT12948	03/01/2013	DENHAM VILLAS	BOOKEASY DEC 12	-1045.50
EFT12949	03/01/2013	GASCOYNE OFFSHORE AND MARINE	MAC ATTACK DEC 12	-280.50
EFT12950	03/01/2013	HARTOG COTTAGES	BOOKEASY DEC 12	-3273.75
EFT12951	03/01/2013	HAMELIN POOL CARAVAN PARK	BOOKEASY DEC 12	-9.35
EFT12952	03/01/2013	MONKEY MIA YACHT CHARTERS	BOOKEASY DEC 12	-170.00
EFT12953	03/01/2013	ASPEN MONKEY MIA PTY LTD	BOOKEASY DEC 12	-308.55
EFT12954	03/01/2013	MONKEYMIA WILDSIGHTS	4WD TOURS DEC 12	-681.70
EFT12955	03/01/2013	OCEANSIDE VILLAGE	BOOKEASY DEC 12	-306.00
EFT12956	03/01/2013	SHARK BAY HOTEL MOTEL	BOOKEASY DEC 12	-841.50
EFT12957	03/01/2013	SHARK BAY HOLIDAY COTTAGES	BOOKEASY DEC 12	-153.00
EFT12958	03/01/2013	SHARK BAY AIR CHARTER	BOOKEASY DEC 12	-253.30
EFT12959	03/01/2013	SHARKBAY CARAVAN PARK	BOOKEASY DEC 12	-862.75
EFT12960	03/01/2013	SHIRE OF SHARK BAY	COMM BOOKEASY DEC 12	-1827.10
EFT12961	03/01/2013	TRADEWINDS APARTMENTS	BOOKEASY DEC 12	-707.75
EFT12962	03/01/2013	UNREAL FISHING CHARTERS	BOOKEASY DEC 12	-425.00
EFT12972	04/01/2013	PRIORITY SHARK BAY PTY LTD	TOURS DEC 12	-913.50
EFT12973	04/01/2013	SHARK BAY COASTAL TOURS	TOURS DEC 12	-1924.44
EFT12974	04/01/2013	GASCOYNE OFFSHORE AND MARINE	TOURS DEC 12	-1148.40
EFT12975	04/01/2013	HURLOCK HOLDINGS	TOURS DEC 12	-104.40
EFT12976	04/01/2013	MONKEY MIA YACHT CHARTERS	TOURS DEC 12	-4057.68
EFT12977	04/01/2013	MONKEYMIA WILDSIGHTS	TOURS DEC 12	-5070.36
EFT12978	04/01/2013	WA OCEAN PARK PTY LTD	TOURS DEC 12	-626.40
EFT12979	04/01/2013	PAULS GALLERY	ART SALES DEC 12	-60.90
EFT12980	04/01/2013	SHARK BAY PHARMACY	BOOKINGS DEC 12	-652.50
EFT12981	04/01/2013	ROGER WINSTON CHRISTISON	ART SALES DEC 12	-96.00
EFT12982	04/01/2013	RACHAEL NOVAK	GYM KEY REFUND	-20.00

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT12983	04/01/2013	SHIRE OF SHARK BAY	COMM TOURS DEC 12	-2808.67
EFT12984	04/01/2013	SHARK BAY SCENIC QUAD BIKE	TOURS DEC 12	-465.45
EFT12985	04/01/2013	TRISH MILBURN ART	ART SALES DEC 12	-36.00
EFT12986	04/01/2013	UNREAL FISHING CHARTERS	TOURS DEC 12	-1957.50
EFT12987	04/01/2013	WULA GUDA NYINDA (CAPES)	TOURS DEC 12	-1513.80
EFT13016	15/01/2013	JANE BURNS	REFUND LIBRARY BOND	-50.00
EFT13067	01/02/2013	PRIORITY SHARK BAY PTY LTD	TOURS JAN 13	-762.99
EFT13068	01/02/2013	SHARK BAY COASTAL TOURS	TOURS JAN 13	-657.72
EFT13069	01/02/2013	GASCOYNE OFFSHORE AND MARINE	TOURS JAN 13	-574.20
EFT13070	01/02/2013	HURLOCK HOLDINGS	TOUR JAN 13	-52.20
EFT13071	01/02/2013	MONKEY MIA YACHT CHARTERS	TOURS JAN 13	-3143.14
EFT13072	01/02/2013	MONKEYMIA WILDSIGHTS	TOURS JAN 13	-6810.36
EFT13073	01/02/2013	WA OCEAN PARK PTY LTD	TOURS JAN 13	-783.00
EFT13074	01/02/2013	PAULS GALLERY	ART SALES JAN 13	-152.00
EFT13075	01/02/2013	SHARK BAY COACHES	TOURS JAN 13	-174.00
EFT13076	01/02/2013	SHIRE OF SHARK BAY	COMM TOURS JAN 13	-2212.34
EFT13077	01/02/2013	SHARK BAY SCENIC QUAD BIKE	TOURS JAN 13	-717.75
EFT13078	01/02/2013	TRISH MILBURN ART	TOURS JAN 13	-144.00
EFT13079	01/02/2013	UNREAL FISHING CHARTERS	TOURS JAN 13	-217.50
EFT13080	01/02/2013	WULA GUDA NYINDA (CAPES)	TOURS JAN 13	-417.60
EFT13081	05/02/2013	BAY LODGE	BOOEASY JAN 13	-365.50
EFT13082	05/02/2013	DENHAM VILLAS	BOOEASY JAN 13	-2397.00
EFT13083	05/02/2013	HARTOG COTTAGES	BOOEASY JAN 13	-1087.74
EFT13084	05/02/2013	HERITAGE RESORT SHARK BAY	BOOEASY JAN 13	-170.00
EFT13085	05/02/2013	ASPEN MONKEY MIA PTY LTD	BOOEASY JAN 13	-45.90
EFT13086	05/02/2013	SHARK BAY HOTEL MOTEL	BOOEASY JAN 13	-654.50
EFT13087	05/02/2013	SHIRE OF SHARK BAY	COMM BOOEASY JAN 13	-1440.76
EFT13088	05/02/2013	TRADEWINDS APARTMENTS	BOOEASY JAN 13	-1691.50
EFT13089	05/02/2013	UNREAL FISHING CHARTERS	BOOEASY JAN 13	-212.50
EFT13139	13/02/2013	SHIRE OF SHARK BAY	TSF TRUST TO MUNI	-60.00
TOTAL				\$58,755.20

12.2 FINANCIAL REPORTS TO 31 DECEMBER 2012

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Capewell

Seconded Cr Cowell

Council Resolution

That the monthly financial reports to 31 December 2012 as attached be received.

5/0 CARRIED

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **DECEMBER 2012** are attached.

Voting Requirements

Absolute Majority Required.

Date of Report

20 February 2013

SHIRE OF SHARK BAY
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

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Material Variance Report	Attachment
Capital Expenditure Report	Attachment

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

Shire of Shark Bay
Operating Statement Reported by Nature & Type
FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

	Year To Date Ended 31-Dec-12 \$	Full Year 2012/13 Budget \$
Revenues - Classified according to Nature & Type		
Rates	1,022,342	1,028,574
User Fees & Charges	568,426	1,351,075
Grants & Subsidies - Operating	885,032	1,785,358
Grants & Subsidies - Capital	1,332,206	6,500,124
Interest	61,677	140,242
Other	69,125	124,530
Profit on Sale of Assets	16,122	105,000
Total Revenues	3,964,931	11,044,903
Expenses - Classified according to Nature & Type		
Employee Costs	619,305	1,968,357
Materials & Contracts	746,372	1,884,944
Utility Charges	86,181	218,050
Interest/Debt Servicing	8,701	35,152
Other Expenses	53,428	93,130
Insurance	126,937	123,466
Depreciation Non-Current Assets	883,040	1,789,765
Loss on Sale of Assets	1,840	4,500
Total Expenses	2,525,804	6,117,364
Net Result from Operations	1,439,127	4,927,539

Shire of Shark Bay
Operating Statement Reported by Program
FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

	Year To Date Ended 31-Dec-12 \$	Full Year 2012/13 Budget \$
Revenues		
General Purpose Funding	1,503,880	1,983,463
Governance	12,599	671,980
Law, Order, Public Safety	33,158	515,664
Health	1,169	2,325
Housing	39,810	93,780
Community Amenities	183,717	635,418
Recreation and Culture	479,497	2,665,700
Transport	1,470,237	3,322,885
Economic Services	235,911	1,153,678
Other Property & Services	4,952	-
Total Revenues	3,964,931	11,044,903
Expenses		
General Purpose Funding	45,316	107,459
Governance	152,337	318,768
Law, Order, Public Safety	88,866	190,923
Health	34,588	73,064
Housing	57,186	120,326
Community Amenities	265,299	530,926
Recreation and Culture	692,693	1,559,277
Transport	850,147	2,153,606
Economic Services	356,407	1,033,016
Other Property & Services	(17,034)	30,000
Total Expenses	2,525,804	6,117,364
Net Result from Operations	1,439,127	4,927,539

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

SHIRE OF SHARK BAY
RATE SETTING STATEMENT
FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

	NOTE	31 Dec 2012 Actual \$	31 Dec 2012 Y-T-D Budget \$	2012/13 Budget \$	Variances Budget to Actual Y-T-D \$	Variances Budget to Actual Y-T-D %
<u>Operating</u>						
Revenues/Sources	1,2					
General Purpose Funding		481,538	476,739	954,889	4,799	1.01%
Governance		12,599	335,953	671,990	(323,354)	-96.25%
Law, Order, Public Safety		33,158	257,818	515,664	(224,660)	-87.14%
Health		1,169	1,152	2,325	17	1.48%
Housing		39,810	46,884	93,780	(7,074)	-15.09%
Community Amenities		183,717	392,540	635,418	(208,823)	-53.20%
Recreation and Culture		479,497	1,439,794	2,665,700	(960,297)	-66.70%
Transport		1,470,237	1,966,833	3,322,885	(496,596)	-25.25%
Economic Services		235,911	438,282	1,153,678	(202,371)	-46.17%
Other Property and Services		4,952	0	0	4,952	100.00%
		<u>2,942,589</u>	<u>5,355,995</u>	<u>10,016,329</u>	<u>(2,413,406)</u>	<u>-45.06%</u>
(Expenses)/(Applications)	1,2					
General Purpose Funding		(45,316)	(53,718)	(107,459)	8,402	-15.64%
Governance		(152,337)	(180,296)	(318,768)	27,959	-15.51%
Law, Order, Public Safety		(88,866)	(87,544)	(190,923)	(1,322)	1.51%
Health		(34,588)	(36,510)	(73,064)	1,922	-5.26%
Housing		(57,186)	(59,874)	(120,326)	2,688	-4.49%
Community Amenities		(265,299)	(265,462)	(530,926)	163	-0.06%
Recreation & Culture		(692,693)	(804,465)	(1,559,277)	111,772	-13.89%
Transport		(850,147)	(1,077,378)	(2,153,606)	227,231	-21.09%
Economic Services		(356,407)	(516,514)	(1,033,016)	160,107	-31.00%
Other Property and Services		<u>17,034</u>	<u>(38,613)</u>	<u>(30,000)</u>	<u>55,647</u>	<u>-144.12%</u>
		<u>(2,525,804)</u>	<u>(3,120,374)</u>	<u>(6,117,364)</u>	<u>594,570</u>	<u>-19.05%</u>
<u>Adjustments for Non-Cash</u>						
<u>(Revenue) and Expenditure</u>						
(Profit)/Loss on Asset Disposals	4	(10,146)	2,250	(100,500)	(12,396)	-550.93%
Movement in Employee Benefit Provisions				-		
Depreciation on Assets	2(a)	883,040	894,762	1,789,765	(11,722)	-1.31%
<u>Capital Revenue and (Expenditure)</u>						
Capital Grants and Contributions		189,255	-	-	189,255	100.00%
Purchase Land Held for Resale	3	-	-	-	-	
Purchase Land and Buildings	3	(987,938)	(631,591)	(3,792,804)	(356,347)	56.42%
Purchase Infrastructure Assets - Roads	3	(405,298)	(705,849)	(1,170,372)	300,551	-42.58%
Purchase Infrastructure Assets - Public Facilities		(163,106)	(1,796,585)	(4,727,664)	1,633,479	-90.92%
Purchase Infrastructure Assets - Footpaths		-	(1,212)	(50,000)	1,212	
Purchase Heritage Assets		(56,745)	(46,035)	(46,035)	(10,710)	23.26%
Purchase Plant and Equipment	3	(197,314)	(590,996)	(723,500)	393,682	-66.61%
Purchase Furniture and Equipment	3	(20,809)	(24,246)	(54,500)	3,437	-14.17%
Proceeds from Disposal of Assets	4	38,955	38,955	208,000	-	0.00%
Repayment of Debentures	5	(55,582)	(40,247)	(80,879)	(15,335)	38.10%
Proceeds from New Debentures	5	-	300,000	450,000	(300,000)	-100.00%
Self-Supporting Loan Principal Income		-	-	-	-	
Purchase of Investments		-	-	-	-	
Proceeds from Disposal of Investments		-	-	-	-	
Transfers to Reserves (Restricted Assets)	6	(32,169)	-	(80,217)	(32,169)	100.00%
Transfers from Reserves (Restricted Assets)	6	-	-	1,207,000	-	
ADD Not Current Assets July 1 B/Fwd	7	2,246,167	2,246,167	2,246,167	-	
LESS Net Current Assets Year to Date	7	2,867,437	2,909,568	-	(42,132)	
Amount Raised from Rates	8	<u>(1,022,342)</u>	<u>(1,028,574)</u>	<u>(1,028,574)</u>	<u>6,232</u>	<u>-0.61%</u>

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012**

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

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 statement, but a separate statement of those monies appears at Note 9.

(c) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

(d) 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.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

(g) Trade and Other Receivables

Trade receivables, which have 30 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectibility of trade 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.

SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

Inventories are valued 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.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

Initial Recognition

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Revaluation

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

**SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**(j) Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	25 to 50 years
Furniture and Equipment	5 to 15 years
Plant and Equipment	5 to 15 years
Roads	25 years
Footpaths	50 years
Heritage Assets	25 to 50 years
Computer Equipment	5 years
Mobile Plant	5 to 10 years
Sewerage Piping	75 years
Water Supply Piping & Drainage Systems	75 years
Construction other than Buildings (Public Facilities)	5 to 50 years

(k) Impairment

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 estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

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.

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2012.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on the Monthly Statement of Financial Position from a budgetary perspective.

(l) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

**SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the municipality has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(n) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

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.

(o) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

(p) 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 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 resale where it is held as non-current based on Council's intentions to release for sale.

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

2. STATEMENT OF OBJECTIVE

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed in accordance with the principle of activity based costing (ABC).

GENERAL PURPOSE FUNDING

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on Police Licensing. The costs associated with raising the above mentioned revenues, eg. Valuation expenses, debt collection and overheads.

LAW, ORDER, PUBLIC SAFETY

Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

HEALTH

Health inspection services, food quality control, mosquito control and contributions towards provision of medical health services.

HOUSING

Provision and maintenance of rented housing accommodation for pensioners.

COMMUNITY AMENITIES

Sanitation, sewerage, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.

RECREATION AND CULTURE

Parks, gardens and recreation reserves, library services, publication of the community newsletter - the *Inscription Post*, television and radio re-broadcasting, swimming facilities, walk trails, youth recreation, Shark Bay World Heritage Discovery and Visitor Centre, boat ramps and foreshore.

TRANSPORT

Construction and maintenance of roads, footpaths, drainage works, parking facilities, traffic control, depot operations, plant purchase, marine facilities and cleaning of streets.

ECONOMIC SERVICES

Tourism, community development, pest control, building services, caravan parks and private works.

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

	31 Dec 2012 Actual \$	2012/13 Budget \$
3. ACQUISITION OF ASSETS		
The following assets have been acquired during the period under review:		
<u>By Program</u>		
Governance		
Land and Buildings	5,850	1,687,150
Furniture and Equipment	20,809	36,000
Plant and Equipment	0	65,000
	<u>26,659</u>	<u>1,788,150</u>
Law, Order, Public Safety		
Land and Buildings	5,280	580,000
Plant and Equipment	3,211	6,500
	<u>8,491</u>	<u>586,500</u>
Housing		
Land and Buildings	65,578	102,000
	<u>65,578</u>	<u>102,000</u>
Community Amenities		
Buildings	0	35,000
Infrastructure Assets - Public Facilities	10,440	388,341
	<u>10,440</u>	<u>423,341</u>
Recreation and Culture		
Land and Buildings	900,600	1,373,654
Furniture and Equipment	0	18,500
Heritage Assets	56,745	46,035
Infrastructure Assets - Public Facilities	39,692	2,399,700
	<u>997,037</u>	<u>3,837,889</u>
Transport		
Land and Buildings	10,631	15,000
Plant and Equipment	194,103	652,000
Infrastructure Assets - Footpaths	0	50,000
Infrastructure Assets - Roads	405,298	1,170,372
Infrastructure Assets - Public Facilities	88,350	1,278,423
	<u>698,382</u>	<u>3,165,795</u>
Economic Services		
Infrastructure assets - Public Facilities	24,624	661,200
	<u>24,624</u>	<u>661,200</u>
	<u>1,831,211</u>	<u>10,564,875</u>
<u>By Class</u>		
Furniture and Equipment	20,809	54,500
Land and Buildings	987,938	3,792,804
Plant and Equipment	197,314	723,500
Heritage Assets	56,745	46,035
Infrastructure Assets - Roads	405,298	1,170,372
Infrastructure Assets - Public Facilities	163,106	4,727,664
Infrastructure Assets - Footpaths	-	50,000
	<u>1,831,211</u>	<u>10,564,875</u>

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

<u>By Program</u>	Net Book Value	Sale Proceeds	Profit/(Loss)
	31 Dec 2012 Actual \$	31 Dec 2012 Actual \$	31 Dec 2012 Actual \$
Governance			-
			-
Transport			
Holden Rodeo, Town Supervisor Ute	3,469	15,455	11,986
Ford Ranger XLT Works Manager Ute	25,340	23,500	(1,840)
			-
Economic Services			-
			-
	28,809	38,955	10,146

<u>By Class</u>	Net Book Value	Sale Proceeds	Profit/(Loss)
	31 Dec 2012 Actual \$	31 Dec 2012 Actual \$	31 Dec 2012 Actual \$
Property Plant & Equipment			
Holden Rodeo, Town Supervisor Ute	3,469	15,455	11,986
Ford Ranger XLT Works Manager Ute	25,340	23,500	(1,840)
			-
			-
			-
	28,809	38,955	10,146

Summary

	31 Dec 2012 Actual \$
Profit on Asset Disposals	11,986
Loss on Asset Disposals	(1,840)
	<u>10,146</u>

SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-12	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2012/13 Actual \$	2012/13 Budget \$	2012/13 Actual \$	2012/13 Budget \$	2012/13 Actual \$	2012/13 Budget \$
Loan 48 McCleary Property	100,532	-	22,633	22,633	77,899	77,899	3,089	7,318
Loan 48 McCleary Property - Shire Office	85,638	-	19,280	19,280	66,358	66,358	2,631	6,234
Loan 53 Staff Housing	130,161	-	7,495	15,232	122,666	114,929	-	8,824
Loan 56 Staff Housing	134,313	-	6,175	12,534	128,138	121,779	2,980	6,965
Loan 57 Monkey Mia Bore	0	300,000	-	11,200	0	288,800	-	9,000
Loan 58 Digital TV	0	150,000	0	0	0	150,000	-	0
	450,644	-	55,582	80,879	395,062	819,765	8,701	38,341

All debenture repayments were financed by general purpose revenue.

(b) New Debentures 2012/13

No new loans have been taken as at 31 December 2012

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

	2012/2013 Actual \$	2012/2013 Budget \$
6. RESERVES		
Cash Backed Reserves		
(a) Office Replacement/Refurbishment		
Opening Balance	1,057,446	1,057,183
Amount Set Aside / Transfer to Reserve	18,801	44,930
Amount Used / Transfer from Reserve	<u>(1,025,000)</u>	<u>(1,025,000)</u>
	<u>1,076,246</u>	<u>77,113</u>
(b) Pensioner Unit Maintenance		
Opening Balance	196,383	195,832
Amount Set Aside / Transfer to Reserve	3,893	9,792
Amount Used / Transfer from Reserve	<u>(82,000)</u>	<u>(82,000)</u>
	<u>200,276</u>	<u>123,624</u>
Recreation Facility		
(c) Replacement/Upgrade		
Opening Balance	254,634	254,573
Amount Set Aside / Transfer to Reserve	4,297	12,729
Amount Used / Transfer from Reserve	<u>-</u>	<u>-</u>
	<u>258,932</u>	<u>267,302</u>
(d) Plant Replacement Reserve		
Opening Balance	186,638	186,596
Amount Set Aside / Transfer to Reserve	2,913	4,665
Amount Used / Transfer from Reserve	<u>(100,000)</u>	<u>(100,000)</u>
	<u>189,551</u>	<u>91,261</u>
(e) LSL Reserve		
Opening Balance	117,813	114,632
Amount Set Aside / Transfer to Reserve	2,120	5,475
Amount Used / Transfer from Reserve	<u>-</u>	<u>-</u>
	<u>119,933</u>	<u>120,107</u>
(f) Monkey Mia Jetty Reserve		
Opening Balance	17,824	17,822
Amount Set Aside / Transfer to Reserve	145	891
Amount Used / Transfer from Reserve	<u>-</u>	<u>-</u>
	<u>17,969</u>	<u>18,713</u>
(g) Shared Fire Fighting System Reserve		
Opening Balance	34,700	34,700
Amount Set Aside / Transfer to Reserve	0	1,735
Amount Used / Transfer from Reserve	<u>-</u>	<u>-</u>
	<u>34,700</u>	<u>36,435</u>
Total Cash Backed Reserves	<u>1,897,607</u>	<u>698,120</u>

All of the above reserve accounts are to be supported by money held in financial institutions.

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

6. RESERVES (Continued)	Actual \$	Budget \$
Summary of Transfers		
To Cash Backed Reserves		
Transfers to Reserves		
Office Replacement/Refurbishment Reserve	18,801	44,930
Pensioner Unit Maintenance Reserve	3,893	9,792
Recreation Facility Replacement/Upgrade Rese	4,297	12,729
Plant Replacement Reserve	2,913	4,665
Long service Leave Reserve	2,120	5,475
Monkey Mia Jetty Reserve	145	891
Shared Fire Fighting System Reserve	0	1,735
	<u>32,169</u>	<u>80,217</u>
Transfers from Reserves		
Office Replacement/Refurbishment Reserve	0	(1,025,000)
Pensioner Unit Maintenance Reserve	0	(82,000)
Plant Replacement Reserve	0	(100,000)
	<u>0</u>	<u>(\$1,207,000)</u>
Total Transfer to/(from) Reserves	<u>32,169</u>	<u>(1,126,783)</u>

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Office Replacement/Refurbishment Reserve

- to be used to fund the replacement/refurbishment of the administration offices, council chambers and library.

Pensioner Unit Maintenance Reserve

- to be used for the replacement and/or maintenance of the pensioner units on Hughes Street.

Recreation Facility Upgrade/Replacement Reserve

- to be used for the upgrade/construction of the shire's recreational facilities.

Plant Replacement Reserve

- to be used for the acquisition and replacement of major plant.

LSL Reserve

- to be used for the provision for employees' long service leave.

Monkey Mia Jetty Reserve

- to be used for the upgrade and maintenance of the Monkey Mia Jetty.

Shared Fire Fighting System Reserve

- to be used for the replacement of the shared fire fighting system located at the Discovery Centre.

The pensioner unit maintenance reserve, the Office replacement reserve and the plant replacement Reserve are expected to be utilised in 2012/2013

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

	31 Dec 2012 Actual \$	Brought Forward 1-Jul \$
7. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Municipal Bank	2,492,204	1,584,085
Cash Backed Reserves	1,897,607	1,897,607
Cash Advances	700	700
Receivables - Rates	142,374	0
Receivables - General	276,047	1,021,476
Receivables - ESL	14	-
Inventories	132,355	91,566
	<u>4,941,301</u>	<u>4,595,434</u>
LESS: CURRENT LIABILITIES		
Payables	-176,257	-451,660
NET CURRENT ASSET POSITION	<u>4,765,043</u>	<u>4,143,774</u>
Less: Cash - Restricted	<u>-1,897,607</u>	<u>-1,897,607</u>
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u><u>2,867,437</u></u>	<u><u>2,246,167</u></u>

SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2012/13 Actual Rate Revenue \$	2012/13 Actual Interim Rates \$	2012/13 Actual Back Rates \$	2012/13 Actual Total Revenue \$	2012/13 Budgeted \$
Differential General Rate								
Gross Rental Value	7.5679	395	9,623,435	639,056	556	-	639,612	646,111
Unimproved Value	19.9988	19	1,313,918	222,187	(600)	-	221,586	222,187
Unimproved Value Pastoral	2.9231	12	757,960	22,156	-	-	22,156	22,156
Sub-Totals		426	11,695,313	883,399	(44)	-	883,355	890,454
Minimum Rates	Minimum \$							
Gross Rental Value	672.00	203		136,416	-	-	136,416	136,416
Unimproved Value	672.00	8		5,376	-	-	5,376	4,704
Sub-Totals		211	0	141,792	-	-	141,792	141,120
Specified Area Rates (Note 9)								
Discounts							1,025,147	1,031,574
Write offs							(2,805)	-
Totals		637					1,022,342	1,028,574

All land except exempt land in the Shire of Shark Bay is rated according to its Gross Rental Value (GRV) in townships or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2012/13 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

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SHIRE OF SHARK BAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

9. Cash and Investments

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
Muni Bank Account	2.25%	1,102,504				1,102,504	BankWest	
Telenet Saver	3.25%	1,204,588				1,204,588	BankWest	
Trust Bank Account	0.00%			48,328		48,328	BankWest	
(b) Term Deposits								
Municipal Gold term Deposit	4.45%	319,769				319,769	BankWest	23/01/2013
Trust Term Deposit	4.45%			79,229		79,229	BankWest	23/01/2013
Long Service Leave Reserve	4.45%		119,933			119,933	BankWest	23/01/2013
Pensioner Unit Reserve	4.45%		200,276			200,276	BankWest	23/01/2013
Recreational Facility Reserve	4.45%		258,932			258,932	BankWest	23/01/2013
Plant Replacement Reserve	4.45%		189,551			189,551	BankWest	23/01/2013
Office Replacement Reserve	4.45%		1,076,246			1,076,246	BankWest	23/01/2013
Monkey Mia Jetty Reserve	4.45%		17,969			17,969	BankWest	23/01/2013
Shared Fire System Reserve	4.45%		34,700			34,700	BankWest	23/01/2013
Total		2,626,861	1,897,607	127,557	0	4,652,025		

**SHIRE OF SHARK BAY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012**

	Note	\$
Current Assets		
Bank	1	2,622,940
Cash Advances	2	700
Receivables - Rates	3	142,374
Receivables - ESL	4	14
Receivables - General	5	276,047
Prepayments	6	-
Inventories	7	132,355
Short Term Investments	8	83,052
Reserve Fund Investments	9	1,777,674
Total Current Assets		5,035,155
Non Current Assets		
Rates - Deferred	15	6,641
Receivables	16	-
Investments - Non Current	17	36,882
Furniture & Equipment	18	1,181,383
Plant & Equipment	19	1,415,598
Land & Buildings	20	11,520,457
Heritage Assets	21	564,723
Infrastructure Assets	22	17,674,598
Total Non Current Assets		32,400,281
Total Assets		37,435,436
Current Liabilities		
Creditors	10	307,289
ESL Liability	11	-
Trust Creditors	12	94,965
Provisions	13	187,703
Borrowings	14	69,679
Total Current Liabilities		659,637
Non Current Liabilities		
Provisions	23	34,761
Borrowings	24	325,383
Total Non Current Liabilities		360,144
Total Liabilities		1,019,781
Net Assets/Liabilities		36,415,655
Net Assets are Represented by:		
Ratepayers' Equity		
Accumulated Surplus/Deficit	25	34,550,217
Reserves - Asset Revaluation	26	0
Reserves - Cash Backed	27	1,865,438
Total Ratepayers' Equity		36,415,655

The Statement of Financial Position is to be read in conjunction with the attached notes

MINUTES ORDINARY COUNCIL MEETING
27 FEBRUARY 2013

SHIRE OF SHARK BAY
NOTES TO THE STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

			Balance
Note	Classification	Particulars	
1	Bank	Municipal Fund Bank	\$967,876
		Municipal Telenet Saver	\$1,204,558
		Gold Term Deposit	\$319,769
		Trust Bank	\$130,736
			<u>\$2,622,940</u>
2	Cash Advances	Petty Cash Float	\$0
		Till Float	\$200
		SBIC Till Float	\$300
		Refuse Site Float	\$200
			<u>\$700</u>
3	Receivables - Rates	Receivables - Rates	<u>\$142,374</u>
4	Receivables - ESL	ESL Control	\$0
		State Revenue - ESL Pensioner Rebate	\$14
			<u>\$14</u>
5	Receivables - General	Receivables - General	258,608
		FBT Provision	17,256
			<u>\$276,047</u>
6	Prepayments	Prepaid Expenses - Materials/Contracts	\$0
			<u>\$0</u>
7	Inventories	Inventories	<u>\$132,355</u>
8	Investments - Current	LSL Investment Term Deposit	\$83,052
			<u>\$83,052</u>
9	Reserve Fund Investments	Office Replacement Reserve Term Deposit	\$1,076,246
		Pensioner Unit Reserve	\$200,276
		Rec. Fac. Repic/Upgrade Reserve	\$258,932
		Plant Purchase Reserve Investment	\$189,551
		Monkey Mia Jetty Reserve	\$17,969
		Shared Fire System Reserve	\$34,700
			<u>\$1,777,674</u>
10	Creditors	Sundry Creditors	\$116,205
		Rate Refund Suspense Account	0
		GST Received	\$0
		Excess Rates Receipts	\$1,829
		Bank Guarantees Held	\$189,255
			<u>\$307,289</u>
11	ESL Liability	ESL Levied	<u>0</u>
12	Trust Creditors		<u>\$94,965</u>
13	Provisions - Current	Annual Leave	\$104,652
		Long Service Leave	\$83,052
			<u>\$187,703</u>
14	Borrowings - Current	Current loan liability	\$69,679
			<u>\$69,679</u>
		Total Current Assets/Liabilities	\$4,375,518

MINUTES ORDINARY COUNCIL MEETING

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15	Receivable - Rates	Rates Deferred		<u>\$6,641</u>
16	Receivables - Non Current	Self Supporting Loan		<u>\$0</u>
17	Investments - Current	LSL Investment		<u>\$36,882</u>
18	Furniture & Equipment	Furniture and Office Equipment	2,975,150	
		Less Provision for Depreciation	(1,797,288)	<u>\$1,181,383</u>
19	Plant & Equipment	Plant and Equipment	3,638,242	
		Less Provision for Depreciation	(2,419,959)	<u>\$1,415,598</u>
20	Land & Buildings	Land	489,489	\$489,489
		Buildings	12,370,062	
		Less Provision for Depreciation	(2,338,275)	<u>\$11,030,969</u>
				<u>\$11,520,457</u>
21	Heritage Assets	Heritage Assets	670,575	
		Less Provision for Depreciation	(113,870)	<u>\$564,723</u>
22	Infrastructure Assets	Public Facilities	2,401,625	
		Less Provision for Depreciation	(549,569)	<u>\$2,081,865</u>
		Roads	17,678,588	
		Less Prov. for Depreciation Mun	(5,888,057)	<u>\$12,149,777</u>
		Town Streets	2,652,512	
		Less Provision for Depreciation	(785,095)	<u>\$1,912,569</u>
		Streetscapes	210,687	
		Less Provision for Depreciation	(34,891)	<u>\$183,868</u>
		Footpaths	1,157,312	
		Less Provision for Depreciation	(157,714)	<u>\$999,598</u>
		Drainage, Culverts	407,671	
		Less Provision for Depreciation	(40,750)	<u>\$366,922</u>
				<u>\$17,674,598</u>
23	Provisions - Non Current	Long Service Leave		<u>\$34,761</u>
24	Borrowings - Non Current	Loans Due and Payable in Excess of 3 Months		<u>\$325,383</u>
		Total Non Current Assets/Liabilities		<u>\$32,040,137</u>
		NET ASSET/LIABILITIES		<u>\$36,415,655</u>
25	Accumulated Surplus/Deficit	Accumulated Surplus as at 1 July 2012		\$33,111,090
		Transfers to Reserves		\$0
		Transfers from Reserves		\$0
		Plus Operating Surplus YTD		<u>\$1,439,127</u>
				<u>\$34,550,217</u>
26	Reserves Asset Revaluation	Land & Buildings		\$0
		Public Facilities		\$0
		Town Streets		\$0
		Bush Roads		\$0
		Footpaths		<u>\$0</u>
				<u>\$0</u>
27	Reserves Cash Backed	Office Replacement Reserve		\$1,057,448
		Pensioner Unit Reserve		\$196,383
		LSL Reserve		\$117,813
		Plant Replacement Reserve		\$186,638
		Recreation Facility Replac./Upgrade Reserve		\$254,634
		Monkey Mia Jetty Reserve		\$17,824
		Shared Fire System Reserve		<u>\$34,700</u>
				<u>\$1,865,438</u>
		TOTAL EQUITY		<u>\$36,415,655</u>

MINUTES ORDINARY COUNCIL MEETING

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SHIRE OF SHARK BAY
(B183)GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORTPrinted on : 20.02.13 at 07:45
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For Period Ending 28.02.13

Date from : 01.07.12 Date To : 31.12.12

Fund	Programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 001 RATES									
Department:									
Sub Department:									
00101420	Debt Recovery Costs - Rates		1000.00	0.00	1000.00	498.00	-385.43	883.43	
00101600	Governance Overheads Alloca		41321.25	0.00	41321.25	20658.00	18080.15	2577.85	
00102685	Other Minor Expenses - Rate		900.00	0.00	900.00	450.00	623.35	-173.35	
00102900	Valuation Expenses - Rates		4500.00	0.00	4500.00	2250.00	965.80	1284.20	
Total OPERATING EXPENDITURE									
00103010	Rates GRV		47721.25	0.00	47721.25	23856.00	19283.87	4572.13	
00103020	Rates UV - General		-63811.00	0.00	-63811.00	-63811.00	-639056.25	945.25	
00103030	Rates UV - Pastoral		-222187.00	0.00	-222187.00	-222187.00	-222186.53	-0.47	
00103040	Minimum Rates GRV		-22156.00	0.00	-22156.00	-22156.00	-22155.94	-0.06	
00103050	Minimum Rates JV - General		-136416.00	0.00	-136416.00	-136416.00	-136416.00	0.00	
00103080	Interim Rates JV - General		-4704.00	0.00	-4704.00	-4704.00	-5376.00	672.00	
00103090	Interim Rates JV - General		-6000.00	0.00	-6000.00	-3000.00	-555.98	-2444.02	
00103110	Back Rates GRV		-2000.00	0.00	-2000.00	-999.00	600.10	-999.00	
00103150	Rate Written Off UV - Gene		3000.00	0.00	3000.00	3000.00	2804.80	195.20	
00103480	Rate Equivalent - Pipeline		-3990.00	0.00	-3990.00	0.00	0.00	0.00	
00103765	Rate Book Enquiry Fee		-950.00	0.00	-950.00	-474.00	-620.50	146.50	
00103767	Rate Instalment Service Fee		-1500.00	0.00	-1500.00	-750.00	-1513.75	73.75	
00103768	Rate Payment Arrangement Fe		-800.00	0.00	-800.00	-396.00	0.00	-396.00	
00104160	Plus Deferred Pensioner Int		-500.00	0.00	-500.00	-246.00	-547.51	301.51	
00104180	Plus Non Payment Penalty -		-5500.00	0.00	-5500.00	-1833.00	-3030.50	1197.50	
Total OPERATING INCOME									
Total			-1041814.00	0.00	-1041814.00	-1028272.00	-1028054.06	-217.94	
Total			-994092.75	0.00	-994092.75	-100416.00	-1008770.19	4354.13	
Total			-994092.75	0.00	-994092.75	-100416.00	-1008770.19	4354.13	
Sub-programme Total									
RATES			-894092.75	0.00	-894092.75	-100416.00	-1008770.19	4354.13	
Sub-programme : 002 GENERAL PURPOSE INCOME									
Department:									
Sub Department:									
00203243	Grants Commission - General		-571621.00	0.00	-571621.00	-28580.00	-315182.00	29372.00	
00203246	Grants Commission - Roads		-213071.00	0.00	-213071.00	-106536.00	-30481.50	-16054.50	
Total OPERATING INCOME									
Total			-784692.00	0.00	-784692.00	-392346.00	-405663.50	13317.50	
Total			-784692.00	0.00	-784692.00	-392346.00	-405663.50	13317.50	
Total			-784692.00	0.00	-784692.00	-392346.00	-405663.50	13317.50	
Sub-programme Total									
GENERAL PURPOSE INCO			-784692.00	0.00	-784692.00	-392346.00	-405663.50	13317.50	

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Fund	Programme	Sub-programme	COA No.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Department:										
Fund	: 1	Municipal Fund								
Programme	: 03	GENERAL PURPOSE FUNDING								
Sub-programme	: 003	INTEREST ON INVESTMENTS								
COA No.										
Sub-programme : 003 INTEREST ON INVESTMENTS										
00304120		Interest Earned - Office Re		-44930.00	0.00		-44930.00	-22465.00	-18800.67	-3664.33
00304125		Interest Earned - Pensioner		-9792.00	0.00		-9792.00	-4896.00	-3893.24	-1002.76
00304130		Interest Earned - Recreation		-12729.00	0.00		-12729.00	-6364.00	-4297.23	-2066.77
00304132		Interest Earned - Plant Rep		-4665.00	0.00		-4665.00	-2332.00	-2912.86	580.86
00304133		Interest Earned - Monkey M		-891.00	0.00		-891.00	-445.00	-144.58	-300.42
00304134		Interest Earned - Shared Fi		-1735.00	0.00		-1735.00	-867.00	0.00	-867.00
00304140		Interest Earned - Investmen		-60000.00	0.00		-60000.00	-30000.00	-28597.67	-1402.33
Total		OPERATING INCOME		-134742.00			-134742.00	-67369.00	-58646.25	-8722.75
00304620		Transfer Interest - Pension		9792.00	0.00		9792.00	0.00	3893.24	-3893.24
00304625		Transfer Interest - Office		44930.00	0.00		44930.00	0.00	18800.67	-18800.67
00304630		Transfer Interest - Recreat		12729.00	0.00		12729.00	0.00	4297.23	-4297.23
00304632		Transfer Interest - Plant R		4665.00	0.00		4665.00	0.00	2912.86	-2912.86
00304633		Transfer Interest - Monkey		891.00	0.00		891.00	0.00	144.58	-144.58
00304634		Transfer Interest - Shared		1735.00	0.00		1735.00	0.00	0.00	0.00
Total		CAPITAL EXPENDITURE		74742.00			74742.00	0.00	30048.58	-30048.58
Total				-60000.00			-60000.00	-67369.00	-28597.67	-38771.33
Total				-60000.00			-60000.00	-67369.00	-28597.67	-38771.33
INTEREST ON INVESTME Sub-programme Total										
				-60000.00	0.00		-60000.00	-67369.00	-28597.67	-38771.33
Sub-programme : 004 OTHER GENERAL PURPOSE INCOME										
00400995		Telephone - Online Police L		450.00	0.00		450.00	222.00	190.62	31.38
00401600		Governance Overheads Alloca		59287.50	0.00		59287.50	29640.00	25841.94	3798.06
Total		OPERATING EXPENDITURE		59737.50			59737.50	29862.00	26032.56	3829.44
00403610		Debt Recovery Costs		-500.00	0.00		-500.00	-246.00	-200.00	-46.00
00403650		Reimbursements - other		0.00	0.00		0.00	0.00	-9.09	9.09
00403755		Photocopying Income		-115.00	0.00		-115.00	-54.00	-105.05	51.05
00404412		Commission - Emergency Serv		-4000.00	0.00		-4000.00	-1998.00	-4000.00	2002.00
00404413		Commission - Police Departm		-16500.00	0.00		-16500.00	-8250.00	-7201.93	-1048.07
00404414		Reimbursements - Police Lic		-1000.00	0.00		-1000.00	-499.00	0.00	-499.00
00404440		Other Minor Charges		-100.00	0.00		-100.00	-48.00	0.00	-48.00
Total		OPERATING INCOME		-22215.00			-22215.00	-11094.00	-11516.07	422.07
Total				37522.50			37522.50	18768.00	14516.49	4251.51
Total				37522.50			37522.50	18768.00	14516.49	4251.51
OTHER GENERAL PURPOSE Sub-programme Total										
				37522.50	0.00		37522.50	18768.00	14516.49	4251.51

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Fund	: 1	Municipal Fund	Department:			
Programme	: 03	GENERAL PURPOSE FUNDING	Sub Depart:			
Sub-programme	: 004	OTHER GENERAL PURPOSE INCOME	Budget	Y.T.D.	Y.T.D.	Variance
COA no.		Description	Amendments	Budget	Actual	
				-1445363.00	-1428514.87	-16848.13
GENERAL PURPOSE FUND Programme Total				-1801262.25		

MINUTES ORDINARY COUNCIL MEETING

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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
1	04	051		Municipal Fund GOVERNANCE MEMBERS OF COUNCIL						
Sub-programme : 051 MEMBERS OF COUNCIL										
05100730				Maintenance - Council Chamb	1500.00	0.00	1500.00	738.00	0.00	738.00
05100910				Archives - Outside Storage	1500.00	0.00	1500.00	750.00	0.00	750.00
05100980				Publications & Subscription	10500.00	0.00	10500.00	12500.00	9326.97	1193.03
05101010				Conference Expenses - Membe	4800.00	0.00	4800.00	2250.00	3531.82	-1281.82
05101060				Meeting Attendance Fees - M	30800.00	0.00	30800.00	15396.00	16584.00	-1158.00
05101062				Members Allowances (Comms &	3500.00	0.00	3500.00	1746.00	1778.00	-32.00
05101065				Accommodation & Meals - Mem	4000.00	0.00	4000.00	1998.00	2381.09	-383.09
05101070				Reimbursement Other - Membe	1500.00	0.00	1500.00	750.00	0.00	750.00
05101075				Reimbursement Travel - Memb	5000.00	0.00	5000.00	2496.00	1886.07	609.93
05101080				Travel External - Members	2800.00	0.00	2800.00	1248.00	5426.33	-4178.33
05101083				Uniforms - Members	1000.00	0.00	1000.00	498.00	0.00	498.00
05101085				President's Allowance	8250.00	0.00	8250.00	4122.00	4425.00	-303.00
05101090				Refreshments & Receptions	13730.00	0.00	13730.00	6846.00	4462.12	2383.88
05101125				Donations - Contra	3000.00	0.00	3000.00	1500.00	320.01	1179.99
05101126				Donations - Cash	5000.00	0.00	5000.00	2496.00	4379.29	-1883.29
05101281				Strategic Planning	52000.00	0.00	52000.00	25998.00	6013.75	19984.25
05101282				Policy and Local Laws Revie	14000.00	0.00	14000.00	8996.00	3798.00	5198.00
05101403				Audit Fees	24500.00	0.00	24500.00	12250.00	10407.47	1842.53
05101470				Insurance - Members	5898.00	0.00	5898.00	5898.00	5897.25	0.75
05101600				Governance - Overheads Alloca	111460.50	0.00	111460.50	55728.00	48524.08	7203.92
05101610				Health Overheads Allocated	869.82	0.00	869.82	432.00	194.59	237.41
05102430				Election Expenses	1000.00	0.00	1000.00	498.00	0.00	498.00
05102430				Community & Public Relation	2000.00	0.00	2000.00	996.00	0.00	996.00
05102655				Other Minor Expenditure	1500.00	0.00	1500.00	744.00	133.10	610.90
Total OPERATING EXPENDITURE					309508.32	0.00	309508.32	162874.00	129418.94	33455.06
05103650				Reimbursements - Other	-500.00	0.00	-500.00	-246.00	207.59	-453.59
05103749				Nonrefunded Election Deposi	-80.00	0.00	-80.00	-36.00	0.00	-36.00
Total OPERATING INCOME					-580.00	0.00	-580.00	-282.00	237.59	-489.59
Total					308928.32	0.00	308928.32	162592.00	129626.53	32965.47
Total					308928.32	0.00	308928.32	162592.00	129626.53	32965.47
MEMBERS OF COUNCIL Sub-programme Total					308928.32	0.00	308928.32	162592.00	129626.53	32965.47
Sub-programme : 052 ADMINISTRATION OTHER										
05200001				Staff Housing Costs	34158.00	0.00	34158.00	17076.00	13725.72	3350.28
05200560				Pringe Benefits Tax	16000.00	0.00	16000.00	0.00	0.00	0.00
05200590				Recruitment/Relocation Cost	12940.00	0.00	12940.00	6270.00	6835.00	-565.00
05200610				Salaries & Wages	573661.00	0.00	573661.00	286830.00	246734.68	400930.32
05200612				Contract Staff	24500.00	0.00	24500.00	12246.00	2016.00	10230.00
05200640				Staff Medicals	300.00	0.00	300.00	150.00	0.00	150.00

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MINUTES ORDINARY COUNCIL MEETING

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GENERAL LEDGER SYSTEM PROGRAMME PROGRESS REPORT										
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SHIRE OF SHARK BAY (B1B3)										
Date from : 01.07.12 Date To : 31.12.12										
Tund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 101 FIRE PREVENTION										
10101462	Insurance - Fire			4036.00	0.00		4036.00	4036.00	4035.82	0.18
10101600	Governance Overheads Alloca			16600.50	0.00		16600.50	8298.00	7250.66	1047.34
10102495	Fire Fighting			14000.00	0.00		14000.00	6990.00	684.74	6305.26
10102500	Fire Prevention			7500.00	0.00		7500.00	3732.00	3493.70	238.30
Total OPERATING EXPENDITURE					42136.50	0.00	42136.50	23056.00	15464.92	7591.08
10103218	FESA Grant - Operating Bush			-4564.00	0.00		-4564.00	-2282.00	926.30	-3208.00
10103655	Reimbursements - Fire fight			0.00	0.00		0.00	0.00	-8247.66	8247.66
Total OPERATING INCOME					-4564.00	0.00	-4564.00	-2282.00	-7321.66	5039.66
Total					37572.50	0.00	37572.50	20774.00	8143.26	12630.74
Total					37572.50	0.00	37572.50	20774.00	8143.26	12630.74
FIRE PREVENTION Sub-programme Total					37572.50	0.00	37572.50	20774.00	8143.26	12630.74
Sub-programme : 102 ANIMAL CONTROL										
10201600	Governance Overheads Alloca			16600.50	0.00		16600.50	8298.00	7250.66	1047.34
10202315	Animal Destruction			5100.00	0.00		5100.00	2550.00	5000.00	-2450.00
10202450	Dog License Discs			50.00	0.00		50.00	24.00	67.00	-43.00
10202460	Dog Tidy Dispensers			1200.00	0.00		1200.00	594.00	826.87	-232.87
10202580	Legal Expenses - Law & Orde			500.00	0.00		500.00	246.00	0.00	246.00
10202665	Other Minor Expenditure			250.00	0.00		250.00	120.00	0.00	120.00
10202690	Maintenance - Pound			600.00	0.00		600.00	288.00	0.00	288.00
Total OPERATING EXPENDITURE					24300.50	0.00	24300.50	12120.00	13144.53	-1024.53
10203701	Animal Handling Equipment			-100.00	0.00		-100.00	-48.00	0.00	-48.00
10203719	Dog Sustenance Fees			50.00	0.00		50.00	-24.00	0.00	-24.00
10203810	Fines & Penalties - Dog Act			-250.00	0.00		-250.00	-120.00	-80.00	-40.00
10203858	Dog Registration Fees			-2200.00	0.00		-2200.00	-1098.00	-1158.40	60.40
Total OPERATING INCOME					-2600.00	0.00	-2600.00	-1290.00	-1238.40	-51.60
Total					21700.50	0.00	21700.50	10830.00	11906.13	-1076.13
Total					21700.50	0.00	21700.50	10830.00	11906.13	-1076.13
ANIMAL CONTROL Sub-programme Total					21700.50	0.00	21700.50	10830.00	11906.13	-1076.13
Sub-programme : 103 OTHER LAW, ORDER&PUBLIC SAFETY										
10301301	Depreciation - Plant & Equi			9015.00	0.00		9015.00	4506.00	4955.71	-449.71
10301303	Depreciation - Buildings			1023.00	0.00		1023.00	510.00	515.86	-5.86
10301600	Governance Overheads Alloca			20157.75	0.00		20157.75	10074.00	8784.39	1289.61

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GENERAL LEDGER SYSTEM
 PROGRAMME PROGRESS REPORT

SHIRE OF SHARK BAY
 (B183)

Date from : 01.07.12 Date To : 31.12.12

GENERAL LEDGER SYSTEM PROGRAMME PROGRESS REPORT

Fund	: 1	Municipal Fund	Department:
Programme	: 05	LAW, ORDER AND PUBLIC SAFETY	Sub Department:
Sub-programme	: 103	OTHER LAW ORDER&PUBLIC SAFETY	Budget
COA no.		Description	Original

Fund	Municipal Fund	Department:				
Programme	: 05 LAW, ORDER AND PUBLIC SAFETY	Sub Department:				
Programme	: 103 OTHER LAW, ORDER & PUBLIC SAFETY					
COA no.	Description	Original Budget	Current Budget	Y.T.D. Budget	Actual	Y.T.D. Variance
10302425	Cyclone Cleanup	8000.00	8000.00	0.00	8399.21	-8399.21
10302750	Ranger Patrols	53000.00	53000.00	26490.00	27939.05	-1449.05
10302792	Emergency Management Consul	11690.00	11690.00	0.00	118.18	-118.18
10302795	SES Denham - Operating	15500.00	15500.00	7746.00	4763.06	2982.94
10302800	SES Useless Loop - Operatin	6000.00	6000.00	2994.00	4750.63	-1756.63
10309950	Telephone - Road Sign Trail	100.00	100.00	48.00	30.45	17.55
Total	OPERATING EXPENDITURE	124485.75	124485.75	52368.00	60256.54	-7888.54
10303218	Grant FESA - SES	-21500.00	-21500.00	-10750.00	-20390.00	9640.00
10303320	FESA SES Capital Grants	-486500.00	-486500.00	-243250.00	-3708.40	-239541.60
10303824	Fines and Penalties Local I	-500.00	-500.00	-246.00	-500.00	254.00
Total	OPERATING INCOME	-508500.00	-508500.00	-254246.00	-24598.40	-239647.60
10305304	Emergency Services Building	580000.00	580000.00	0.00	5279.55	-5279.55
10305305	FESA -SES Capital Expenditu	6500.00	6500.00	6500.00	3211.36	3288.64
Total	CAPITAL EXPENDITURE	586500.00	586500.00	6500.00	8490.91	-1990.91
Total		202485.75	202485.75	-195378.00	44149.05	-239527.05
Total		202485.75	202485.75	-195378.00	44149.05	-239527.05

OTHER LAW, ORDER&PUEL Sub-programme Total	202485.75	0.00	202485.75	-195378.00	44149.05	-239527.05
LAW, ORDER AND PUELI Programme Total	261758.75	0.00	261758.75	-163774.00	64198.44	-227972.44

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Fund Programme Sub-programme : 151 HEALTH INSPECTION COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 151 HEALTH INSPECTION							
15100625	Consultant Fees - Health	35000.00	0.00	35000.00	17496.00	19093.78	-1597.78
15100680	Travel & Accommodation - St	10000.00	0.00	10000.00	4998.00	955.82	4042.18
15101600	Governance Overheads Allocated	22529.25	0.00	22529.25	11262.00	9806.98	1455.02
15101615	Health Overheads Recovered	-13917.12	0.00	-13917.12	-6954.00	-3113.40	-3840.60
Total OPERATING EXPENDITURE		53612.13	0.00	53612.13	26802.00	26743.18	58.82
15103784	Septic Tank Inspect Fees	-250.00	0.00	-250.00	-120.00	0.00	-120.00
15103870	Itinerant Food Vendors Licence	-325.00	0.00	-325.00	-162.00	-206.00	44.00
15103875	Offensive Trade License	-750.00	0.00	-750.00	-372.00	-737.00	365.00
15103884	Septic Tank Application Fee	-1000.00	0.00	-1000.00	-498.00	-226.00	-272.00
Total OPERATING INCOME		-2325.00	0.00	-2325.00	-1152.00	-1169.00	17.00
Total		51287.13	0.00	51287.13	25650.00	25574.18	75.82
Total		51287.13	0.00	51287.13	25650.00	25574.18	75.82
HEALTH INSPECTION Sub-programme Total							
Sub-programme : 152 PREVENTATIVE SERVICES							
15202310	Analytical Expenses	0.00	0.00	0.00	0.00	401.26	-401.26
15202320	Mosquito Control (Fogging)	3000.00	0.00	3000.00	1488.00	0.00	-1488.00
Total OPERATING EXPENDITURE		3000.00	0.00	3000.00	1488.00	401.26	-1086.74
Total		3000.00	0.00	3000.00	1488.00	401.26	-1086.74
Total		3000.00	0.00	3000.00	1488.00	401.26	-1086.74
PREVENTATIVE SERVICE Sub-programme Total							
Sub-programme : 153 OTHER HEALTH							
15301600	Governance Overheads Allocated	10671.75	0.00	10671.75	5334.00	4647.99	686.01
15302505	Flying Doctor Services	5500.00	0.00	5500.00	2748.00	2650.00	98.00
15302813	St John Ambulance - Shark B	280.00	0.00	280.00	138.00	-45.65	-7.65
Total OPERATING EXPENDITURE		16451.75	0.00	16451.75	8220.00	7443.64	776.36
Total		16451.75	0.00	16451.75	8220.00	7443.64	776.36
Total		16451.75	0.00	16451.75	8220.00	7443.64	776.36
OTHER HEALTH Sub-programme Total							
Sub-programme Total		16451.75	0.00	16451.75	8220.00	7443.64	776.36
Total		16451.75	0.00	16451.75	8220.00	7443.64	776.36

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Fund : 1 Municipal Fund	Department:	Y.F.D. Budget	Y.F.D. Actual	Variance
Programme : 07 HEALTH	Budget Amendments			
Sub-programme : 154 BUILDING HEALTHY COMMUNITIES	Original Budget			
COA no. Description				
Sub-programme : 154 BUILDING HEALTHY COMMUNITIES				
HEALTH	Programme Total	70738.88	33419.08	1938.92

Sub-programme : 091 Staff Housing COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 091 Staff Housing							
Sub-programme : 091 Staff Housing							
09100001	House 5 Spaven Way (CEO)	10121.00	0.00	10121.00	5040.00	3057.11	1982.89
09100010	House 34 Sugnes Street Unit	15750.00	0.00	15750.00	7866.00	7270.34	595.66
09100020	House 65 Brockman Street	8582.00	0.00	8582.00	4266.00	3348.05	517.95
09100030	House 39 Durlacher St	15400.00	0.00	15400.00	7692.00	6952.79	739.21
09100040	House 80 Durlacher St	8016.00	0.00	8016.00	3990.00	573.51	2416.49
09100050	House 51 Durlacher St	9375.00	0.00	9375.00	4668.00	3624.76	1043.24
09100100	Staff Housing Costs Allocat	-46414.00	0.00	-46414.00	-23202.00	-21111.17	-2030.83
Total OPERATING EXPENDITURE							
09110530	Rental income 39 Durlacher	-10400.00	0.00	-10400.00	-5196.00	-2400.00	-5604.61
09110540	Rental income 80 Durlacher	-7800.00	0.00	-7800.00	-3900.00	-1800.00	-2100.00
09110600	Reimbursement Income Staff H	-4600.00	0.00	-4600.00	-2298.00	0.00	-2298.00
Total OPERATING INCOME							
09128000	Capital Works Staff Housing	-22800.00	0.00	-22800.00	-11394.00	-4200.00	-7194.00
Total CAPITAL EXPENDITURE							
09128000	Capital Works Staff Housing	20000.00	0.00	20000.00	9960.00	3151.50	6808.50
Total							
Total							
Total							
Staff Housing	Sub-programme Total	18012.00	0.00	18012.00	8886.00	3666.89	5219.11
Sub-programme : 251 PENSIONER UNITS							
Sub-programme : 251 PENSIONER UNITS							
25100735	Maintenance - Pensioner Uri	1255.00	0.00	1255.00	618.00	220.00	398.00
25100736	Maintenance - Pensioner Uri	1255.00	0.00	1255.00	618.00	99.00	519.00
25100737	Maintenance - Pensioner Uri	1255.00	0.00	1255.00	618.00	187.98	430.02
25100738	Maintenance - Pensioner Uri	1255.00	0.00	1255.00	618.00	0.00	618.00
25100739	Maintenance - Pensioner Uri	1255.00	0.00	1255.00	618.00	283.95	268.05
25100740	Maintenance - Pensioner Uri	1255.00	0.00	1255.00	618.00	487.19	130.81
25100741	Maintenance - Pensioner Uri	1255.00	0.00	1255.00	618.00	1678.14	-1050.14
25100742	Maintenance - Pensioner Uri	1255.00	0.00	1255.00	618.00	526.18	51.82
25100743	Maintenance - Pensioner Uri	1255.00	0.00	1255.00	618.00	425.97	192.03
25100744	Maintenance - Pensioner Uri	1255.00	0.00	1255.00	618.00	48.12	569.88
25100745	Maintenance - Pensioner Uri	1255.00	0.00	1255.00	618.00	413.67	204.33
25100746	Maintenance - Pensioner Uri	1255.00	0.00	1255.00	618.00	99.00	519.00
25100747	Maintenance - Pensioner Uri	1255.00	0.00	1255.00	618.00	1101.25	-483.25
25100757	Maintenance - Pensioner Uri	9650.00	0.00	9650.00	482.00	2864.70	1947.30
25100776	Utilities - Pensioner Unit	1400.00	0.00	1400.00	696.00	320.00	376.00
25100777	Utilities - Pensioner Unit	1400.00	0.00	1400.00	696.00	320.00	376.00
25100778	Utilities - Pensioner Unit	1400.00	0.00	1400.00	696.00	320.00	376.00
25100779	Utilities - Pensioner Unit	1400.00	0.00	1400.00	696.00	320.00	376.00
25100780	Utilities - Pensioner Unit	1400.00	0.00	1400.00	696.00	320.00	376.00

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Fund : 1 Municipal Fund		Department:		Y.T.D.		Y.T.D.		Variance	
Programme : 09 HOUSING		Sub Depart:		Budget		Actual			
Sub-programme : 251 PENSIONER UNITS		Amendments		Budget					
COA no.		Original		Current					
		Budget		Budget					
		1400.00		1400.00					
25100781	Utilities - Pensioner Unit	1400.00	0.00	1400.00	320.00	320.00	376.00		
25100782	Utilities - Pensioner Unit	1400.00	0.00	1400.00	320.00	320.00	376.00		
25100783	Utilities - Pensioner Unit	1400.00	0.00	1400.00	320.00	320.00	376.00		
25100784	Utilities - Pensioner Unit	1400.00	0.00	1400.00	320.00	320.00	376.00		
25100785	Utilities - Pensioner Unit	1400.00	0.00	1400.00	320.00	320.00	376.00		
25100786	Utilities - Pensioner Unit	1400.00	0.00	1400.00	320.00	320.00	376.00		
25100787	Utilities - Pensioner Unit	1400.00	0.00	1400.00	320.00	320.00	376.00		
25100788	Utilities - Pensioner Unit	1400.00	0.00	1400.00	640.00	640.00	696.00		
25100798	Utilities - Pensioner Units	3650.00	0.00	3650.00	14875.26	14875.26	-13051.26		
25101303	Depreciation - Buildings	8238.00	0.00	8238.00	4152.64	4152.64	-36.64		
25101470	Insurance - Pensioner Units	3461.00	0.00	3461.00	3546.00	3546.00	-1818.00		
25101600	Governance Overheads Allocated	39129.75	0.00	39129.75	17057.59	17057.59	2502.41		
25101610	Health Overheads Allocated	869.82	0.00	869.82	194.59	194.59	237.41		
Total	OPERATING EXPENDITURE	99513.57	0.00	99513.57	52470.23	52470.23	-2916.23		
25103960	Rent - Pensioner Unit 1	-5460.00	0.00	-5460.00	-3150.00	-3150.00	420.00		
25103961	Rent - Pensioner Unit 2	-5460.00	0.00	-5460.00	-3150.00	-3150.00	420.00		
25103962	Rent - Pensioner Unit 3	-5460.00	0.00	-5460.00	-3150.00	-3150.00	420.00		
25103963	Rent - Pensioner Unit 4	-5460.00	0.00	-5460.00	-3150.00	-3150.00	420.00		
25103964	Rent - Pensioner Unit 5	-5460.00	0.00	-5460.00	-3150.00	-3150.00	420.00		
25103965	Rent - Pensioner Unit 6	-5460.00	0.00	-5460.00	-3150.00	-3150.00	420.00		
25103966	Rent - Pensioner Unit 7	-5460.00	0.00	-5460.00	-3150.00	-3150.00	420.00		
25103967	Rent - Pensioner Unit 8	-5460.00	0.00	-5460.00	-3150.00	-3150.00	420.00		
25103968	Rent - Pensioner Unit 9	-5460.00	0.00	-5460.00	-4110.00	-4110.00	1380.00		
25103969	Rent - Pensioner Unit 10	-5460.00	0.00	-5460.00	-3150.00	-3150.00	420.00		
25103970	Rent - Pensioner Unit 11	-5460.00	0.00	-5460.00	-3150.00	-3150.00	420.00		
25103971	Rent - Pensioner Unit 12	-5460.00	0.00	-5460.00	-3150.00	-3150.00	420.00		
25103972	Rent - Pensioner Unit 13	-5460.00	0.00	-5460.00	-3150.00	-3150.00	420.00		
Total	OPERATING INCOME	-70980.00	0.00	-70980.00	-35610.00	-35610.00	120.00		
25104785	Pensioner Units Capital Wor	82000.00	0.00	82000.00	62426.01	62426.01	-21426.01		
Total	CAPITAL EXPENDITURE	82000.00	0.00	82000.00	62426.01	62426.01	-21426.01		
25106030	Transfer from Pensioner Uri	-82000.00	0.00	-82000.00	0.00	0.00	0.00		
Total	CAPITAL INCOME	-82000.00	0.00	-82000.00	0.00	0.00	0.00		
Total		28533.57	0.00	28533.57	55064.00	55064.00	-24222.24		
Total		28533.57	0.00	28533.57	55064.00	55064.00	-24222.24		
PENSIONER UNITS	Sub-programme Total	28533.57	0.00	28533.57	55064.00	55064.00	-24222.24		
HOUSING	Programme Total	46545.57	0.00	46545.57	63950.00	63950.00	-19003.13		

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Fund Programme : 10 COMMUNITY AMENITIES Sub-programme : 301 SANITATION - HOUSEHOLD REFUSE COA No.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 301 SANITATION - HOUSEHOLD REFUSE							
30101304	Depreciation - Public Facili	4234.00	0.00	4234.00	2112.00	2134.46	-22.46
30101500	Governance Overheads Alloca	27272.25	0.00	27272.25	13632.00	11898.50	1733.50
30102190	Refuse Site Maintenance	102000.00	0.00	102000.00	50994.00	45900.48	5093.52
30102210	Refuse Site Gate Attendance	80175.00	0.00	80175.00	40074.00	32073.97	8000.03
30102465	Domestic Refuse Collection	52000.00	0.00	52000.00	25998.00	30627.61	-4629.61
Total	OPERATING EXPENDITURE	265681.25	0.00	265681.25	132810.00	122635.02	10174.98
30103769	Refuse Removal	-149742.00	0.00	-149742.00	-149742.00	-151279.34	1537.34
Total	OPERATING INCOME	-149742.00	0.00	-149742.00	-149742.00	-151279.34	1537.34
30105575	Refuse Site Infrastructure	388341.00	0.00	388341.00	1338.00	10440.00	-9102.00
Total	CAPITAL EXPENDITURE	388341.00	0.00	388341.00	1338.00	10440.00	-9102.00
Total	Total	504280.25	0.00	504280.25	-15594.00	-18204.32	2610.32
Total	Total	504280.25	0.00	504280.25	-15594.00	-18204.32	2610.32
SANITATION - HOUSEHO Sub-programme Total		504280.25	0.00	504280.25	-15594.00	-18204.32	2610.32
Sub-programme : 302 SANITATION OTHER							
30201304	Depreciaton - Public Facili	895.00	0.00	895.00	444.00	451.10	-7.10
30201470	Insurance - Waste Facilitie	299.00	0.00	299.00	298.00	280.00	18.00
30201600	Governance Overheads Alloca	30829.50	0.00	30829.50	15414.00	13432.29	1981.71
30202610	Health Overheads Allocated	379.28	0.00	379.28	1734.00	778.34	955.66
30202190	Rural Rubbish Tip Maintena	5000.00	0.00	5000.00	2496.00	0.00	2496.00
30202600	Main Roads Rubbish Collecti	11300.00	0.00	11300.00	5646.00	6218.75	-572.75
30202695	Purchase Of Bins	3000.00	0.00	3000.00	1500.00	220.85	1279.15
30202815	Street Bins	3515.00	0.00	3515.00	1752.00	1697.43	54.57
30202820	Street Rubbish Bin Maintena	3100.00	0.00	3100.00	1536.00	925.14	610.86
30202841	Clean Up Australia Campaign	1500.00	0.00	1500.00	750.00	0.00	750.00
Total	OPERATING EXPENDITURE	62917.78	0.00	62917.78	31570.00	24003.90	7566.10
30203326	Grants - Waste Disposal	-378341.00	0.00	-378341.00	-183170.00	0.00	-189170.00
30203720	Refuse Site Fees	-64160.00	0.00	-64160.00	-3076.61	-22973.61	-9098.39
30203730	Recycling Income	-900.00	0.00	-900.00	450.00	-4.45	-404.55
30203743	Main Roads Rubbish Collecti	-10975.00	0.00	-10975.00	-5484.00	0.00	-5484.00
30203775	Sale Of Rubbish Bins	-2750.00	0.00	-2750.00	-1374.00	-1124.56	-249.44
Total	OPERATING INCOME	-457126.00	0.00	-457126.00	-228554.00	-24147.62	-204406.38
Total	Total	-394208.22	0.00	-394208.22	-195984.00	-143.72	-196840.28
Total	Total	-394208.22	0.00	-394208.22	-195984.00	-143.72	-196840.28

27 FEBRUARY 2013

SHIPS OF SHARK BAY
(B183)GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORT

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Fund	Municipal Fund	Department:	Y.T.D.	Y.T.D.	Variance
Programme	COMMUNITY AMENITIES	Sub Depart:	Budget	Actual	
Sub-programme	302 SANITATION OTHER	Budget			
COA no.	Description	Amendments			
Original Budget					
-394208.22	Sub-Programme Total	0.00	-394208.22	-196994.00	-143.72
-196840.28					
3030301600	GOVERNANCE OVERHEADS ALLOCA	0.00	47430.00	20636.43	3075.57
3030302410	PLANNING CONSULTANT FEES	0.00	45000.00	35631.38	-13131.38
3030302665	OTHER MINOR EXPENDITURE	0.00	500.00	246.00	246.00
3030302860	TOWN PLANNING ADVERTISING	0.00	2000.00	996.00	996.00
3030302870	TOWN PLANNING AMENDMENTS	0.00	5000.00	3375.00	-879.00
3030302880	TOWN PLANNING SCHEME NO 3	0.00	2000.00	10587.50	-9591.50
Total	OPERATING EXPENDITURE	0.00	101930.00	50946.00	-19284.31
3030303716	DEVELOPMENT APPLICATIONS	0.00	-22000.00	-10998.00	-4891.28
3030303759	PLANNING ADVICE - WRITTEN	0.00	-250.00	-120.00	-120.00
3030303761	PLANNING ORDERS & REQUISITI	0.00	-2000.00	-996.00	-354.00
3030303781	SCHEME AMENDMENTS/REZONING	0.00	-500.00	-246.00	-246.00
3030303791	STRUCTURE PLANS/REDEVELOPME	0.00	-500.00	-246.00	-246.00
3030303865	HOME OCCUPATION LICENCES	0.00	-500.00	-246.00	-108.00
3030303867	CERTIFICATE FOR LIQUOR LICE	0.00	-200.00	-96.00	-96.00
Total	OPERATING INCOME	0.00	-25950.00	-7594.72	-5393.28
Total		0.00	75980.00	62635.59	-24637.59
Total		0.00	75980.00	62635.59	-24637.59
3040000000	Sub-programme Total	0.00	75980.00	62635.59	-24637.59
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MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

SHIRE OF SHARK BAY
(E183)

GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORT

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Fund	Programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 351 PUBLIC HALL & CIVIC CENTRES									
35100715	Cleaning - Denham Hall		7070.00	0.00	7070.00	3534.00	3381.88	152.12	
35100730	Maintenance - Community Cen		3500.00	0.00	3500.00	1734.00	1137.82	596.18	
35100775	Utilities - Community Resou		1500.00	0.00	1500.00	1500.00	394.77	355.23	
35101125	Donation - Contra Hall Hire		4000.00	0.00	4000.00	1998.00	0.00	1998.00	
35101302	Depreciation - Furniture &		6913.00	0.00	6913.00	3456.00	3484.78	-28.78	
35101303	Depreciation - Buildings		94659.00	0.00	94659.00	47322.00	47750.40	-428.40	
35101310	Insurance - Community Ass		3232.00	0.00	3232.00	1614.00	1629.48	-15.48	
35101452	Governance - Community Build		11487.00	0.00	11487.00	11486.00	10721.84	764.16	
35101600	Health Overheads Allocated		28458.00	0.00	28458.00	14226.00	12409.75	-816.25	
35101610	Maintenance - Denham Hall		1739.64	0.00	1739.64	864.00	389.18	474.82	
35101630	Utilities - Community Centr		4000.00	0.00	4000.00	1986.00	2019.62	-33.62	
35101730	Utilities - Community Centr		1800.00	0.00	1800.00	900.00	196.28	803.72	
35101775	Maintenance - Overlander Ha		1000.00	0.00	1000.00	486.00	392.00	306.00	
35120730	Utilities - Denham Hall		6400.00	0.00	6400.00	3192.00	3735.17	-543.17	
35130730	Maintenance-Community Resou		5000.00	0.00	5000.00	2484.00	0.00	2484.00	
Total OPERATING EXPENDITURE									
35103340	Grant - GDC R4R Rec Centre		180758.64	0.00	180758.64	96044.00	87342.97	8701.03	
35103343	Contribution - POS Rec Cent		-50000.00	0.00	-50000.00	0.00	0.00	0.00	
35103430	Denham Hall Hire - Contra		-242604.00	0.00	-242604.00	-242604.00	-256661.54	14057.54	
35103431	Contributions - Overlander		-4000.00	0.00	-4000.00	-1998.00	0.00	-1998.00	
35103460	Reimbursements - Community		-150.00	0.00	-150.00	-72.00	0.00	-72.00	
35103395	Hire - Denham Hall Tables C		-1500.00	0.00	-1500.00	-750.00	0.00	-750.00	
35103906	Hire - Community Centre		-500.00	0.00	-500.00	-48.00	-22.73	-25.27	
35103910	Hire - Denham Hall		-500.00	0.00	-500.00	-246.00	-353.64	117.64	
35103950	Rent - Property Building (C		-1800.00	0.00	-1800.00	-900.00	-731.82	-168.18	
35103955	Rent - Community Resource C		-200.00	0.00	-200.00	-48.00	0.00	-48.00	
35103956	Rent - Community Resource C		-5200.00	0.00	-5200.00	-2598.00	0.00	-2598.00	
Total OPERATING INCOME									
35104701	Community Centre Improvemen		-305954.00	0.00	-305954.00	-249264.00	-257779.73	8515.73	
35104785	Rec Centre Construction		5000.00	0.00	5000.00	2496.00	2080.00	416.00	
35104980	Community Resource Centre C		-1168654.00	0.00	-1168654.00	513143.00	859320.77	-346177.77	
Total CAPITAL EXPENDITURE									
35104980	Community Resource Centre C		100000.00	0.00	100000.00	49992.00	4776.34	45215.66	
Total									
35104980	Community Resource Centre C		1273654.00	0.00	1273654.00	565631.00	866177.11	-300546.11	
35104980	Community Resource Centre C		-1148458.64	0.00	-1148458.64	412411.00	895740.35	-283329.35	
35104980	Community Resource Centre C		-1148458.64	0.00	-1148458.64	412411.00	895740.35	-283329.35	
PUBLIC HALL & CIVIC Sub-programme Total									
			1148458.64	0.00	1148458.64	412411.00	895740.35	-283329.35	
Sub-programme : 352 FORSHORE									
35200715	Cleaning - Fish Cleaning Fa		34775.00	0.00	34775.00	17382.00	17200.68	181.32	
35200730	Maintenance Fish Cleaning F		3050.00	0.00	3050.00	1506.00	1183.71	322.29	

Fund	Municipal Fund	Department:				
Programme	RECREATION AND CULTURE	Sub Depart:				
Sub-programme	352 FORESHORE	Budget				
COA no.	Description	Original Budget	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
35200775	Utilities - Fish Cleaning F	3500.00	3500.00	1746.00	4506.63	-2760.63
35201304	Depreciation - Public Facil	10450.00	10450.00	5220.00	5267.74	-47.74
35201463	Insurance-Foreshore Facilit	1759.00	1759.00	1758.00	1673.11	84.89
35201600	Governance Overheads Alloca	28458.00	28458.00	14226.00	12409.75	1816.25
35201920	Beach/Rock Wall Maintenance	5000.00	5000.00	2484.00	2484.00	0.00
35202060	Foreshore BBQ Facilities Mt	2800.00	2800.00	1386.00	167.55	1218.45
35202205	Seaweed Removal Marina Boat	5300.00	5300.00	2742.00	1349.58	1392.42
35202235	Swimming Hole Maintenance	900.00	900.00	444.00	444.00	0.00
35202335	Cleaning - Foreshore/Lagoon	59709.00	59709.00	29856.00	29726.04	123.96
35202075	Utilities-Foreshore/Lagoon	1000.00	1000.00	498.00	409.02	88.98
Total	OPERATING EXPENDITURE	156901.00	156901.00	79248.00	73893.81	5354.19
35203238	Grants - Public Facilities	-60000.00	-60000.00	0.00	0.00	0.00
Total	OPERATING INCOME	-60000.00	-60000.00	0.00	0.00	0.00
35205525	Foreshore Public Facilities	12000.00	12000.00	0.00	0.00	0.00
35205526	Foreshore Public Toilets Ca	10000.00	10000.00	0.00	28375.48	-28375.48
35205931	Rock Wall	15000.00	15000.00	7488.00	0.00	7488.00
35205532	Knight Terrace Boat Ramps C	63000.00	63000.00	4502.00	28037.94	-23435.94
35205546	Denham Recreation Jetty Rep	200000.00	200000.00	0.00	0.00	0.00
Total	CAPITAL EXPENDITURE	219000.00	219000.00	12090.00	56413.42	-44323.42
Total		2286901.00	2286901.00	91338.00	130307.23	-38969.23
Total		2286901.00	2286901.00	91338.00	130307.23	-38969.23
FORESHORE	Sub-programme Total	2286901.00	2286901.00	91338.00	130307.23	-38969.23
Sub-programme : 353	OTHER RECREATION & SPORT	0.00	0.00	0.00	256.73	-256.73
35300730	Maintenance - Mini Golf Cen	3000.00	3000.00	1494.00	0.00	1494.00
35300775	Utilities - Mini Golf Centr	3000.00	3000.00	1986.00	3154.51	-1168.51
35300960	Vehicle Running Costs (Bus)	3995.00	3995.00	24999.70	24488.18	511.52
35301115	Sport and Recreation Festiv	25000.00	25000.00	2748.00	6883.55	-4135.55
35301122	Contribution - Community Bu	5500.00	5500.00	3000.00	6158.00	-3158.00
35301165	Sporting Clubs - Assistance	6000.00	6000.00	11968.00	11967.54	-99.54
35301304	Depreciation - Public Facil	23741.00	23741.00	2700.00	1685.44	1014.56
35301475	Insurance-Recreation Facili	2701.00	2701.00	15750.00	18080.15	-2330.15
35301600	Governance Overheads Alloca	31501.25	31501.25	390.00	889.77	-499.77
35302125	Multi-Purpose Courts	800.00	800.00	246.00	0.00	246.00
35302135	Misc Equipment Repairs	500.00	500.00	1734.00	716.09	1017.91
35302195	Town Common/Little Lagoon M	3500.00	3500.00	3350.00	11028.90	5711.10
35302240	Town Oval Maintenance	33500.00	33500.00	8000.00	854.28	3155.72
35302242	Sport and Recreation Centre	8000.00	8000.00	2000.00	990.00	917.13
35302245	Walk Trail - Maintenance	2000.00	2000.00	116027.00	57878.00	54111.34
35303000	Sport and Recreation Centre	116027.00	116027.00	57878.00	57878.00	0.00

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Fund	Programme	COA no.	Description	Department: Sub Department	Original Budget	Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
1	RECREATION AND CULTURE	353	OTHER RECREATION & SPORT							
35304730	Maintenance Community Gym			0.00	1500.00	0.00	1500.00	750.00	405.86	344.14
35310775	Utilities - Multi-Purp. Cou			0.00	300.00	0.00	300.00	246.00	215.91	30.09
35312160	Parks And Gardens			0.00	77550.00	0.00	77550.00	39688.00	23028.59	15659.41
35320775	Utilities - Parks & Gardens			0.00	2500.00	0.00	2500.00	1248.00	527.76	720.24
35330775	Utilities - Town Oval			0.00	5500.00	0.00	5500.00	2748.00	3472.06	-724.06
Total OPERATING EXPENDITURE										
35303237	Grants - Operating Sport an			0.00	353315.25	0.00	353315.25	190293.70	117752.85	72540.85
35303334	Grant - Recreation Jetty Re			0.00	-1000.00	0.00	-1000.00	-498.00	0.00	-498.00
35303390	Walk Trail Grant Funding			0.00	-200000.00	0.00	-200000.00	-100000.00	0.00	-100000.00
35303410	Contributions & Donations S			0.00	-1500.00	0.00	-1500.00	-750.00	0.00	-750.00
35303655	Reimbursement - Sporting Cl			0.00	-72896.00	0.00	-72896.00	-72642.00	-90007.91	17365.91
35303736	Community Bus - Hire Income			0.00	-3000.00	0.00	-3000.00	-1500.00	0.00	-1500.00
35303738	Marquee Hire Charges			0.00	-10000.00	0.00	-10000.00	-4998.00	-6743.73	1745.73
35303810	SBSRC Gymnasium Fees			0.00	-1500.00	0.00	-1500.00	-750.00	-209.10	-540.90
35303815	SBSRC Programs Income			0.00	-6750.00	0.00	-6750.00	-3372.00	0.00	-3372.00
35303820	SBSRC Hire Fees			0.00	-6000.00	0.00	-6000.00	-3000.00	0.00	-3000.00
35303825	SBSRC Sales of Merchandise			0.00	-5000.00	0.00	-5000.00	-2496.00	0.00	-2496.00
35303913	Dentam Oval Hire			0.00	-2000.00	0.00	-2000.00	-996.00	0.00	-996.00
35303945	Property Reserves Rent - Cl			0.00	-350.00	0.00	-350.00	-174.00	-704.55	530.55
Total OPERATING INCOME										
35305502	Recreation Equipment (Capit			0.00	-2110396.00	0.00	-2110396.00	-1091374.00	-97665.29	-993708.71
35305586	Parks & Gardens Capital Exp			0.00	0.00	0.00	0.00	0.00	6047.69	-6047.69
35305501	Little lagoon - Capital Wor			0.00	55000.00	0.00	55000.00	27468.00	337.72	27130.28
Total CAPITAL EXPENDITURE										
Total										
Total										
OTHER RECREATION & S Sub-programme Total										
Total										
Total										
Sub-programme : 354 TV & RADIO RE-BROADCASTING										
35401470	Insurance - TV Satellite			0.00	232.00	0.00	232.00	232.00	216.38	15.62
35401600	Governance Overheads Alloca			0.00	15414.75	0.00	15414.75	7704.00	6692.90	1011.10
35402255	TV Receiver/Transmitter			0.00	7200.00	0.00	7200.00	0.00	3339.42	-3339.42
Total OPERATING EXPENDITURE										
35405250	Digital TV Upgrade			0.00	22846.75	0.00	22846.75	7936.00	10248.70	-2312.70
Total CAPITAL EXPENDITURE										
35406069	Loan Funds Digital TV Upgra			0.00	150000.00	0.00	150000.00	0.00	8114.00	-8114.00
Total										
Total										
Total										

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SHIRE OF SHARK BAY
(B183)

GENERAL LEDGER SYSTEM
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Fund	Programme	COA no.	Description	Original Budget	Sub Department: Ammendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
1	RECREATION AND CULTURE	354	TV & RADIO RE-BROADCASTING	-150000.00	0.00	-150000.00	7936.00	18362.70	-10426.70
	Total CAPITAL INCOME			22846.75	0.00	22846.75	7936.00	18362.70	-10426.70
	Total			22846.75	0.00	22846.75	7936.00	18362.70	-10426.70
	TV & RADIO RE-BROADCAST Sub-programme Total			22846.75	0.00	22846.75	7936.00	18362.70	-10426.70
	Sub-programme : 355 LIBRARIES								
35500970	Postage - Library			1500.00	0.00	1500.00	750.00	251.70	498.30
35500975	Printing and Stationery			900.00	0.00	900.00	450.00	160.84	289.16
35500985	Telephone - Library			450.00	0.00	450.00	222.00	193.91	28.09
35501470	Insurance - Library			57.00	0.00	57.00	24.00	52.74	-28.74
35501600	Governance Overheads Alloca			50987.25	0.00	50987.25	25488.00	22216.64	3271.36
35502307	AMLIB Library License			1550.00	0.00	1550.00	774.00	0.00	774.00
35502585	Library Books			700.00	0.00	700.00	348.00	67.00	281.00
35502665	Other Minor Expenditure Lib			1000.00	0.00	1000.00	498.00	136.36	361.64
	Total OPERATING EXPENDITURE			57144.25	0.00	57144.25	28554.00	23079.19	5474.81
35503650	Reimbursements - Other			0.00	0.00	0.00	0.00	-554.60	554.60
35503813	Fines & Penalties - Librar			-150.00	0.00	-150.00	-72.00	-6.00	-66.00
	Total OPERATING INCOME			-150.00	0.00	-150.00	-72.00	-560.60	488.60
	Total			56994.25	0.00	56994.25	28482.00	22518.59	5963.41
	Total			56994.25	0.00	56994.25	28482.00	22518.59	5963.41
	LIBRARIES Sub-programme Total			56994.25	0.00	56994.25	28482.00	22518.59	5963.41
	Sub-programme : 356 OTHER CULTURE								
35600775	Utilities - Galla Curci			500.00	0.00	500.00	246.00	105.42	140.58
35601304	Depreciation - Public facil			6872.00	0.00	6872.00	3432.00	3464.18	-32.18
35601310	Depreciation - Heritage Ass			18622.00	0.00	18622.00	9306.00	9387.46	-81.46
35601465	Insurance - Galla Curci			935.00	0.00	935.00	462.00	900.00	-438.00
35602080	Maintenance - Velsheida/Gall			7850.00	0.00	7850.00	3912.00	42.68	3869.32
	Total OPERATING EXPENDITURE			34779.00	0.00	34779.00	17358.00	13899.74	3458.26
35605180	Re.cc./Restoration - Velshe			5000.00	0.00	5000.00	2490.00	0.00	2490.00
35605690	HVAS Sydney II Memorials			103400.00	0.00	103400.00	0.00	48727.28	-48727.28
	Total CAPITAL EXPENDITURE			108400.00	0.00	108400.00	2490.00	48727.28	-46237.28
	Total			143179.00	0.00	143179.00	19848.00	62627.02	-42779.02
	Total			143179.00	0.00	143179.00	19848.00	62627.02	-42779.02

MINUTES ORDINARY COUNCIL MEETING

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GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORT

Date from : 01.07.12 Date To : 31.12.12

Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Department: Sub Department: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
1	11	356		Municipal Fund RECREATION AND CULTURE OTHER CULTURE						
				OTHER CULTURE	143179.00	0.00	143179.00	19848.00	62627.02	-42779.02
				Sub-programme Total						
				Sub-programme : 357 MUSEUM						
				35701310 Depreciation - Heritage Ass	489.00	0.00	489.00	240.00	246.26	-6.26
				35701490 Insurance - Velsheda	117.00	0.00	117.00	54.00	109.08	-55.08
				35701600 Governance Overheads Alloca	11857.50	0.00	11857.50	5928.00	5159.15	768.85
				Total OPERATING EXPENDITURE	12463.50	0.00	12463.50	6222.00	5514.49	707.51
				35705125 Cape Inscription Restoratio	46035.00	0.00	46035.00	46035.00	8017.73	38017.27
				Total CAPITAL EXPENDITURE	46035.00	0.00	46035.00	46035.00	8017.73	38017.27
				Total	58498.50	0.00	58498.50	52257.00	13532.22	38724.78
				Total	58498.50	0.00	58498.50	52257.00	13532.22	38724.78
				MUSEUM						
				Sub-programme Total	58498.50	0.00	58498.50	52257.00	13532.22	38724.78
				Sub-programme : 358 YOUTH RECREATION						
				35800610 Salary and Wages	0.00	0.00	0.00	0.00	0.32	-0.32
				35802950 Youth Projects	8500.00	0.00	8500.00	4248.00	4450.00	-202.00
				Total OPERATING EXPENDITURE	8500.00	0.00	8500.00	4248.00	4450.32	-202.32
				35803240 Grants - Youth Activities	-1000.00	0.00	-1000.00	-498.00	0.00	-498.00
				Total OPERATING INCOME	-1000.00	0.00	-1000.00	-498.00	0.00	-498.00
				Total	7500.00	0.00	7500.00	3750.00	4450.32	-700.32
				Total	7500.00	0.00	7500.00	3750.00	4450.32	-700.32
				YOUTH RECREATION						
				Sub-programme Total	7500.00	0.00	7500.00	3750.00	4450.32	-700.32
				Sub-programme : 359 INSCRIPTION POST						
				Sub-programme : 360 WORLD HERITAGE						
				36000610 Salaries & Wages	200320.00	0.00	200320.00	100158.00	73557.48	26600.52
				36000660 Staff Training - SB-C	2500.00	0.00	2500.00	1248.00	6695.87	-5447.87
				36000665 Staff Uniforms - SBDC	1200.00	0.00	1200.00	600.00	0.00	600.00
				36000670 Superannuation - CC Super 3	2210.00	0.00	2210.00	1104.00	969.24	134.76
				36000675 Superannuation - Occupation	18028.00	0.00	18028.00	9012.00	10411.59	-1399.59

Sub-programme	Description	Original Budget	Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
36000680	Travel & Accom. Staff - SBI	2400.00	0.00	2400.00	1200.00	720.77	479.23
36000695	Insurance - Workers Comp	5806.00	0.00	5806.00	2898.00	7128.97	-4230.97
36000715	Cleaning - SBIC	3340.00	0.00	3340.00	1669.00	16113.99	594.01
36000750	Maintenance - SBIC	27500.00	0.00	27500.00	13734.00	14950.65	-1216.65
36000773	Telephone - SBIC Manager	0.00	0.00	0.00	0.00	-12.73	12.73
36000775	Utilities - SBIC	43800.00	0.00	43800.81	21900.00	13636.81	8363.19
36000901	Merchant Fees - SBWHDC	1500.00	0.00	1500.00	750.00	1074.02	-324.02
36000922	Commission Expense - Visito	3500.00	0.00	3500.00	1746.00	1509.74	236.26
36000920	Travelling Exhibition Costs	6500.00	0.00	6500.00	3246.00	0.00	3246.00
36000970	Computer Consumables (SBIC)	3100.00	0.00	3100.00	1548.00	3101.70	-153.70
36000975	Postage - SBIC	575.00	0.00	575.00	282.00	-112.56	394.56
36000977	Printing & Stationery-Rec/C	2000.00	0.00	2000.00	996.00	0.00	996.00
36000995	Promo Material - SBIC	5000.00	0.00	5000.00	2496.00	3880.98	-1384.98
36000955	Telephone - SBIC	3500.00	0.00	3500.00	1746.00	1322.52	1176.52
36001302	Depreciation - Furniture an	15183.00	0.00	15183.00	7590.00	7833.78	-243.78
36001303	Depreciation - Buildings	224620.00	0.00	224620.00	112302.00	112333.32	-931.32
36001473	Insurance - SBIC	16697.50	0.00	16697.50	16697.00	15571.26	1125.74
36001603	Governance Overheads Alloca	30829.50	0.00	30829.50	15414.00	13432.29	1981.71
36002699	Purchase - Merchandise	82400.00	0.00	82400.00	41196.00	50891.38	-9695.38
Total	OPERATING EXPENDITURE	732568.50	0.00	732568.50	374561.00	356511.07	18049.93
36003423	Contrib&Don. Operating - SB	-1000.00	0.00	-1000.00	-498.00	0.00	-498.00
36003650	Reimbursement - Other	-200.00	0.00	-200.00	-96.00	-580.44	484.44
36003722	Entrance Fees - SBIC	-4800.00	0.00	-4800.00	-24000.00	-25557.74	1557.74
36003770	Sale - Merchandise	-75000.00	0.00	-75000.00	-37800.00	-61157.74	2357.74
36003771	Sale of Other Shark Bay Boo	-10000.00	0.00	-10000.00	-4998.00	-6943.21	1845.21
36003773	Shark Bay History Book	-5000.00	0.00	-5000.00	-2496.00	-4266.29	1770.29
36003790	Visitor Centre Membership F	-9000.00	0.00	-9000.00	-9000.00	-560.00	-8440.00
36003791	Visitor Centre Booking Comm	-40000.00	0.00	-40000.00	-19998.00	-24426.29	4428.29
Total	OPERATING INCOME	-18200.00	0.00	-18200.00	-98866.00	-123491.71	24905.71
36004990	Shark Bay Interp Centre - F	18500.00	0.00	18500.00	9246.00	0.00	9246.00
Total	CAP-TAL EXPENDITURE	18500.00	0.00	18500.00	9246.00	0.00	9246.00
Total		562868.50	0.00	562868.50	285221.00	233019.36	52201.64
Total		562868.50	0.00	562868.50	285221.00	233019.36	52201.64
WORLD HERITAGE	Sub-programme Total	562868.50	0.00	562868.50	285221.00	233019.36	52201.64
RECREATION AND CULTU	Programme Total	2592665.89	0.00	2592665.89	31380.70	1210232.76	-1178852.06

MINUTES ORDINARY COUNCIL MEETING

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SHIRE OF SHARK BAY
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GENERAL LEDGER SYSTEM
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Fund	Programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 451 STREETS,ROADS,BRIDGES,DEPOTS									
45100760	Maintenance & Operating Dep			31500.00	0.00	31500.00	15738.00	12701.11	3036.89
45100775	Utilities - Depot			3000.00	0.00	3000.00	1500.00	2234.63	-734.63
45100980	Subscriptions			4500.00	0.00	4500.00	2250.00	4585.00	-2435.00
45100995	Telephone - Depot			2450.00	0.00	2450.00	1224.00	1132.24	91.76
45101301	Depreciation - Plant & Equip			13658.00	0.00	13658.00	6288.00	7405.32	-577.32
45101302	Depreciation - Furn & Equip			3956.00	0.00	3956.00	1974.00	1994.34	-20.34
45101303	Depreciation - Land & Build			22276.00	0.00	22276.00	11136.00	11229.52	-93.52
45101305	Depreciation - Roads (Non T			708029.00	0.00	708029.00	354006.00	356922.72	-2916.72
45101306	Depreciation - Town Streets			106100.00	0.00	106100.00	53046.00	53485.08	-439.08
45101307	Depreciation - Footpaths			24091.00	0.00	24091.00	12042.00	11905.06	136.94
45101308	Depreciation - Drain & Culv			5435.00	0.00	5435.00	2712.00	2739.66	-27.66
45101309	Depreciation - Streetscapes			6438.00	0.00	6438.00	3216.00	3245.35	-29.35
45101470	Insurance - Depot			3835.00	0.00	3835.00	1914.00	4378.37	-2464.37
45101600	Governance Overheads Alloca			44052.75	0.00	44052.75	22026.00	19102.64	2923.36
45101940	Crossovers			700.00	0.00	700.00	342.00	0.00	342.00
45102000	Drainage/Sump Maintenance			4250.00	0.00	4250.00	2112.00	568.19	1543.81
45102050	Entry Statement - Maintenan			4500.00	0.00	4500.00	2250.00	72.87	2177.13
45102215	Street & Traffic Signs			8000.00	0.00	8000.00	3996.00	3431.21	584.79
45102220	Street Light Maintenance			900.00	0.00	900.00	438.00	0.00	438.00
45102225	Street Lighting			33600.00	0.00	33600.00	16800.00	15319.46	1480.54
45102440	Depot Tools and Minor Plant			5000.00	0.00	5000.00	2496.00	5656.39	-3160.39
45102760	Road Data Collection			1000.00	0.00	1000.00	492.00	0.00	492.00
45102761	Engineering Consultancy - C			6000.00	0.00	6000.00	3000.00	0.00	3000.00
45110150	Pastoral Airstrip - Mtce			6000.00	0.00	6000.00	2988.00	2767.27	220.73
45112245	Town Streets Maintenance			115385.00	0.00	115385.00	57252.00	21150.12	36101.88
45121935	Country Roads Maintenance			798500.00	0.00	798500.00	398922.00	225727.97	173194.03
45132230	Street Sweeping			55288.00	0.00	55288.00	27534.00	28963.58	-1429.58
45210079	Old Knight Terrace			1500.00	0.00	1500.00	750.00	0.00	750.00
Total OPERATING EXPENDITURE									
45103270	Road Preservation Grant			2019903.75	0.00	2019903.75	1008984.00	796818.11	212165.89
45103280	Useless Loop Road - Mtce			-72452.00	0.00	-72452.00	-72452.00	-72452.00	0.00
45103290	Contributions Road Projects			-595000.00	0.00	-595000.00	-297500.00	-120000.00	-177500.00
45103360	Roads To Recovery Grant - C			-260000.00	0.00	-260000.00	-140000.00	-269141.80	129141.80
45103365	R&G Grants - Capital Projec			-199900.00	0.00	-199900.00	-199900.00	-190381.00	-9519.00
45103368	Special Grants			-670281.00	0.00	-670281.00	-451869.00	-532049.00	80180.00
				-190000.00	0.00	-190000.00	-190000.00	-189990.89	-9.11
Total OPERATING INCOME									
45104713	Depot Buildings Capital Wor			-1987633.00	0.00	-1987633.00	-1351721.00	-1374014.69	22293.69
45105350	Depot Tools and Major Plant			15000.00	0.00	15000.00	15000.00	10630.91	4369.09
45105419	Communications Upgrade			5000.00	0.00	5000.00	7500.00	11131.51	-3631.51
45105675	Drainage/Sump Construction			30003.00	0.00	30003.00	30000.00	0.00	3000.00
45145250	Footpaths Construction			50000.00	0.00	50000.00	1212.00	0.00	30000.00
45155670	Country Roads - Capital			264000.00	0.00	264000.00	13116.00	39414.37	-26296.37

SHIRE OF SHARK BAY
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GENERAL LEDGER SYSTEM PROGRAMME PROGRESS REPORT

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Date from : 02.07.12

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Fund	Municipal Fund	Department:	Y.T.D.	Y.T.D.	Variance
Programme	12 TRANSPORT	Sub Department:	Budget	Actual	
Sub-programme	451 STREETS,ROADS,BRIDGES,DEPOTS	Budget			
COA no.	Description	Amendments	Current		
45165670	Country Roads - RRS	0.00	706472.00	498987.00	179155.10
45185785	Town Street Reseals - Capit	0.00	199900.00	193746.00	147693.96
Total	CAPITAL EXPENDITURE	0.00	1285372.00	759561.00	332500.27
Total		0.00	1317642.75	416824.00	566959.85
Total		0.00	1317642.75	416824.00	566959.85
STREETS,ROADS,BRIDGE	Sub-programme Total	0.00	1317642.75	416824.00	566959.85
Sub-programme : 452 ROAD PLANT PURCHASES					
45201501	Loss On Sale Of Asset	0.00	4500.00	2250.00	409.85
45201600	Governance Overheads Alloca	0.00	22520.00	11256.00	937.80
Total	OPERATING EXPENDITURE	0.00	27020.00	13506.00	1347.65
45204250	Profit On Sale Of Assets	0.00	-105000.00	0.00	-1385.87
45204350	Proceeds - Sale Of Assets	0.00	0.00	0.00	4136.36
45204420	Diesel Fuel Rebate	0.00	-16000.00	-7998.00	-7998.00
Total	OPERATING INCOME	0.00	-121000.00	-7998.00	8124.23
45205318	Camp Accommodation Upgrade	0.00	75000.00	75000.00	9745.32
45205345	Country Ute Replacement	0.00	40000.00	40000.00	40000.00
45205355	Town Supervisors Ute	0.00	40000.00	40000.00	38307.27
45205371	Mower Replacement	0.00	42000.00	42000.00	1692.73
45205476	Crew Cab Flat Deck Truck &	0.00	110000.00	54996.00	10486.00
45205485	Works Ute Replacement	0.00	45000.00	45000.00	54996.00
45205496	Prime Mover	0.00	280000.00	280000.00	280000.00
Total	CAPITAL EXPENDITURE	0.00	632000.00	576996.00	394624.81
45206035	Transfer From Plant Reserve	0.00	-100000.00	0.00	0.00
Total	CAPITAL INCOME	0.00	-100000.00	0.00	0.00
Total		0.00	438020.00	438020.00	403496.69
Total		0.00	438020.00	438020.00	403496.69
ROAD PLANT PURCHASES	Sub-programme Total	0.00	438020.00	582504.00	403496.69
Sub-programme : 454 MONKEY MIA BOATING FACILITIES					
45401304	Depreciation - Pub. Facilit	0.00	4276.00	2136.00	-19.38
45401479	Insurance - Mmia Jetty/Boat	0.00	2227.00	2226.00	9.64
45401600	Governance Overheads Alloca	0.00	11857.50	5928.00	768.85
45402211	Monkey Mia Boat Ramp - Mtce	0.00	1200.00	594.00	594.00
45402215	Monkey Mia Jetty	0.00	4000.00	1992.00	1912.20
Total		0.00	4276.00	2136.00	-19.38
Total		0.00	2227.00	2226.00	9.64
Total		0.00	11857.50	5928.00	768.85
Total		0.00	1200.00	594.00	594.00
Total		0.00	4000.00	1992.00	1912.20

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Fund Programme Sub-programme COA no.	Fund : 1 Municipal Fund : 2 TRANSPORT Sub-programme : 454 MONKEY MIA BOATING FACILITIES Description	Original Budget	Department: Sub Department Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Total	OPERATING EXPENDITURE	23560.50	0.00	23560.50	12876.00	9610.69	3265.31
45403506	Grant - RBFS MM Boat Ramp F	-135000.00	0.00	-135000.00	-67500.00	474.00	-67974.00
45403507	Grant - R4R Monkey Mia Jet	-1000000.00	0.00	-1000000.00	-500000.00	0.00	-500000.00
45403708	Charges -Monkey Mia Jetty	-4000.00	0.00	-4000.00	-1998.00	-3925.45	1927.45
Total	OPERATING INCOME	-1139000.00	0.00	-139000.00	-569498.00	-3451.45	-566046.55
45405550	Monkey Mia Boat Facilities	173423.00	0.00	173423.00	165587.00	88349.63	77237.37
45405551	Monkey Mia Jetty Capital Wo	1000000.00	0.00	1000000.00	1000000.00	0.00	1000000.00
Total	CAPITAL EXPENDITURE	1173423.00	0.00	1173423.00	1165587.00	88349.63	1077237.37
Total		57983.50	0.00	57983.50	608965.00	94508.87	514456.13
Total		57983.50	0.00	57983.50	608965.00	94508.87	514456.13
MONKEY MIA BOATING F Sub-programme Total							
		57983.50	0.00	57983.50	608965.00	94508.87	514456.13
Sub-programme : 455 DENHAM MARINE FACILITIES							
45500775	Utilities -Denham Marina El	4000.00	0.00	4000.00	1998.00	1827.70	170.30
45501304	Depreciation - Public Facil	10798.00	0.00	10798.00	5394.00	5443.48	-49.48
45501471	Insurance - Rec. Boat Ramp	1116.00	0.00	1116.00	1116.00	900.00	216.00
45501600	Governance Overheads Alloca	20157.75	0.00	20157.75	10074.00	8784.39	1289.62
45501950	Denham Hardstand Mtce	2200.00	0.00	2200.00	1086.00	842.16	243.84
45501960	Denham Marina Monitoring	1500.00	0.00	1500.00	750.00	0.00	750.00
45501975	Denham Marina Winch House M	900.00	0.00	900.00	438.00	0.00	438.00
45501980	Denham Pen/Recreatn.Jetty M	2500.00	0.00	2500.00	1242.00	1168.46	73.54
45501990	Denham Service Jetty Mtce	8800.00	0.00	8800.00	4386.00	238.80	4147.20
45501992	Denham Rec/Jetty/Boat Ramp	11500.00	0.00	11500.00	5742.00	560.14	5181.86
45501995	Denham Slipway Mtce	2800.00	0.00	2800.00	1386.00	2665.95	-1279.95
45501997	Denham Marina Slipway Haula	6250.00	0.00	6250.00	3114.00	3651.82	-537.82
45502090	Marina Gen Mtce/Repairs/Van	500.00	0.00	500.00	240.00	79.30	160.70
45502100	Marina Rubbish Removal	7500.00	0.00	7500.00	3750.00	3218.19	531.81
45510775	Utilities -Denham Marina Wa	2600.00	0.00	2600.00	1296.00	2179.03	-883.03
Total	OPERATING EXPENDITURE	83121.75	0.00	83121.75	42012.00	31559.42	10452.58
45503352	Grant - Denham Marina	-27952.00	0.00	-27952.00	-13976.00	-30747.75	16771.75
45503730	Fuel Wharfage Charge	-10000.00	0.00	-10000.00	-4998.00	-3808.62	-1189.38
45503745	Marina Slipway Charges	-500.00	0.00	-500.00	-246.00	0.00	-246.00
45503747	Marina Utility Charges	-2500.00	0.00	-2500.00	-1248.00	-388.63	-859.37
45503753	Pen and Berthing Fees	-31500.00	0.00	-31500.00	-15750.00	-40827.40	24877.40
45503786	Service Jetty Hardstand Fee	-2800.00	0.00	-2800.00	-1398.00	-1076.10	-321.90
Total	OPERATING INCOME	-75252.00	0.00	-75252.00	-37616.00	-76648.50	39032.50
45505551	Denham Commercial Jetty Cap	5000.00	0.00	5000.00	5000.00	0.00	5000.00
45505552	Winch House and Jinker Capi	20000.00	0.00	20000.00	20000.00	0.00	20000.00
45505554	Marina Development Planning	50000.00	0.00	50000.00	50000.00	0.00	50000.00

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Fund : 1 Municipal Fund		Department:		Y.T.D.		Variance
Programme	Sub-programme	Original Budget	Sub Department Budget Amendments	Budget	Actual	
COA no.	Description					
		75000.00	0.00	75000.00	0.00	75000.00
	Total CAPITAL EXPENDITURE					
	Total	82869.75	0.00	79396.00	-45089.08	124485.08
	Total	82869.75	0.00	79396.00	-45089.08	124485.08
	DENHAM MARINE FACILI Sub-programme Total	82869.75	0.00	79396.00	-45089.08	124485.08
	TRANSPORT					
	Programme Total	1896516.00	0.00	1687689.00	78291.25	1609397.75

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Fund Programme : 13 ECONOMIC SERVICES Sub-programme : 501 COMMUNITY DEVELOPMENT COA no. Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 501 COMMUNITY DEVELOPMENT						
50100610 Salaries & Wages-CD	131928.00	0.00	131928.00	65964.00	56688.18	9295.82
50100660 Staff Training - CD	0.00	0.00	0.00	0.00	1902.72	-1902.72
50100670 Superannuation - CC 3.5%	2626.00	0.00	2626.00	1308.00	1171.20	136.80
50100675 Superannuation - Occupational	11873.00	0.00	11873.00	5934.00	5192.28	741.72
50100685 Insurance Worker's Comp.	4190.00	0.00	4190.00	2094.00	5145.44	-3051.44
50100770 Staff Housing	12256.00	0.00	12256.00	6126.00	7745.10	-1619.10
50100862 Vehicle Running Costs - EMC	3000.00	0.00	3000.00	1500.00	5780.71	-4280.71
50101600 Governance Overheads Alloca	24900.75	0.00	24900.75	12450.00	10829.42	1620.58
50102665 Other Minor Expenditure	1000.00	0.00	1000.00	498.00	0.00	498.00
50102790 Seniors Projects	5000.00	0.00	5000.00	2496.00	2089.36	406.64
Total OPERATING EXPENDITURE	196773.75	0.00	196773.75	98370.00	96524.41	1845.59
15403722 Gymnasium Membership	0.00	0.00	0.00	0.00	-2573.26	2573.26
50103669 Contributions-Seniors Projec	0.00	0.00	0.00	0.00	-340.00	340.00
Total OPERATING INCOME	0.00	0.00	0.00	0.00	-2913.26	2913.26
Total	196773.75	0.00	196773.75	98370.00	93611.15	4758.85
Total	196773.75	0.00	196773.75	98370.00	93611.15	4758.85
COMMUNITY DEVELOPMENT Sub-programme Total	196773.75	0.00	196773.75	98370.00	93611.15	4758.85
Sub-programme : 502 TOURISM & AREA PROMOTION						
50201131 Business Assoc. Donations {	6000.00	0.00	6000.00	3000.00	0.00	3000.00
50201428 Int Loan 57 - MM Bore	9000.00	0.00	9000.00	4500.00	0.00	4500.00
50201470 Insurance - General	316.00	0.00	316.00	316.00	294.54	21.46
50201600 Governance Overheads Alloca	3386.75	0.00	3386.75	17190.00	14966.08	223.92
50202390 Community Events/Festivals	50500.00	0.00	50500.00	25218.00	24160.88	1097.12
50202850 Tourism Promotion	70000.00	0.00	70000.00	34998.00	30243.82	4854.18
50202920 Web Site Development	4500.00	0.00	4500.00	2250.00	80.00	2170.00
Total OPERATING EXPENDITURE	174702.75	0.00	174702.75	87472.00	69645.32	17926.68
50203420 Contribution - Monkey Mia R	-48000.00	0.00	-48000.00	-48000.00	-47105.00	-895.00
50203511 Grants - Tourism and Area P	-325000.00	0.00	-325000.00	0.00	0.00	300.00
50203650 Reimbursements - Other	-1000.00	0.00	-1000.00	-498.00	0.00	-498.00
50203850 Camping fees	0.00	0.00	0.00	0.00	-3154.50	3154.50
50203855 Caravan Park Registration	-3695.00	0.00	-3695.00	-1842.00	-3785.00	1943.00
50203863 Lodging House Lic/ B&B Acco	-150.00	0.00	-150.00	-72.00	-115.00	43.00
50203903 Caravan Park Leases	-65203.00	0.00	-65203.00	-32598.00	-30829.50	-1768.50
50203923 Lease - Reserve 30716	-120.00	0.00	-120.00	-60.00	-120.00	60.00
Total OPERATING INCOME	-443168.00	0.00	-443168.00	-83070.00	-85109.00	2039.00

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Fund	Programme	Sub-programme	CCA no.	Description	Department: Sub Department	Budget	Amendments	Original Budget	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Fund : 1	Municipal Fund	Programme : 13	ECONOMIC SERVICES	Sub-programme : 502	TOURISM & AREA PROMOTION	0.00	0.00	11200.00	11200.00	5600.00	0.00	5600.00
50204598	Principial Loan 57 - MM Bore					0.00	0.00	50000.00	50000.00	44448.00	8071.71	36376.29
50205725	Entry Statement/Carpark					0.00	0.00	600000.00	600000.00		16552.71	583447.29
50205788	Monkey Mia Bore Replacement					0.00	0.00	661200.00	661200.00	650048.00	24624.42	625423.58
Total	CAPITAL EXPENDITURE					0.00	0.00	-300000.00	-300000.00	-300000.00	0.00	-300000.00
50206068	Loan Funds MM Bore					0.00	0.00	-300000.00	-300000.00	-300000.00	0.00	-300000.00
Total	CAPITAL INCOME					0.00	0.00	-300000.00	-300000.00	-300000.00	0.00	-300000.00
Total						0.00	0.00	92734.75	92734.75	354450.00	9160.74	345289.26
Total						0.00	0.00	92734.75	92734.75	354450.00	9160.74	345289.26
TOURISM & AREA PROMO Sub-programme Total												
Sub-programme : 503 BUILDING CONTROL												
50300980	Publications & Subs - Build					0.00	0.00	250.00	250.00	120.00	0.00	120.00
50301600	Governance Overheads Alloca					0.00	0.00	28458.00	28458.00	14226.00	12403.75	1816.25
50301610	Health Overheads Allocated					0.00	0.00	2609.46	2609.46	1302.00	583.76	718.24
50302350	Aust. Standards/Tech. Codes					0.00	0.00	1200.00	1200.00	600.00	0.00	600.00
50302620	Minor Bldg Control Expendit					0.00	0.00	1000.00	1000.00	498.00	3.00	498.00
Total	OPERATING EXPENDITURE					0.00	0.00	33517.46	33517.46	16746.00	12993.51	3752.49
50303703	Building Search Fees					0.00	0.00	-250.00	-250.00	-120.00	0.00	-120.00
50303704	Building Site Toilet Hire					0.00	0.00	-50.00	-50.00	-24.00	0.00	-24.00
50303788	Strata Title Certificate Pr					0.00	0.00	-354.00	-354.00	-174.00	0.00	-174.00
50303793	Swimming Pool Inspection Fe					0.00	0.00	-206.00	-206.00	-102.00	0.00	-102.00
50303799	Zoning Certificate					0.00	0.00	-50.00	-50.00	-24.00	0.00	-24.00
50303853	Building Permits					0.00	0.00	-10000.00	-10000.00	-4998.00	-5772.58	774.58
50303887	Sign Licenses					0.00	0.00	-100.00	-100.00	-48.00	0.00	-48.00
50303890	Street Trading Licence					0.00	0.00	-100.00	-100.00	-48.00	0.00	-48.00
50304410	Commission - BCITF Levy					0.00	0.00	-100.00	-100.00	-48.00	-12.00	-36.00
50304411	Commission - Builders Regis					0.00	0.00	-150.00	-150.00	-72.00	-30.00	-42.00
Total	OPERATING INCOME					0.00	0.00	-11360.00	-11360.00	-5658.00	-6002.08	344.08
Total						0.00	0.00	22157.46	22157.46	11088.00	6991.43	4096.57
Total						0.00	0.00	22157.46	22157.46	11088.00	6991.43	4096.57
BUILDING CONTROL Sub-programme Total												
Sub-programme : 504 OTHER ECONOMIC SERVICES												
50401303	Depreciation -Buildings					0.00	0.00	12947.00	12947.00	6468.00	6526.48	-58.48
50401425	Int Loan 48 - McCleary Prop					0.00	0.00	5780.00	5780.00	2886.00	3089.04	-203.04
50401482	Insurance - McCleary House					0.00	0.00	1721.00	1721.00	858.00	1603.64	-745.64
50401600	Governance Overheads Alloca					0.00	0.00	29643.75	29643.75	14820.00	12920.94	1899.06

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Fund	Programme	Sub-programme	COA no.	Description	Department: Sub Department:	Original Budget	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
					Amendments					
50401610				Health Overhead Allocated	0.00	66551.21	66551.21	33222.00	28851.42	4370.58
50402710				Quarries and Sand Pits	0.00	-2500.00	-2500.00	-1248.00	-1363.72	115.72
50402810				Shell Beach Quarry	0.00	-2900.00	-2900.00	-1446.00	-1338.37	-107.63
50402900				Property Valuation Expense	0.00	-3800.00	-3800.00	-1896.00	-11.72	-1884.28
50410730				Maintenance - McCleary Prop	0.00	-6951.00	-6951.00	-3474.00	-4054.89	580.89
50410775				Utilities - McCleary Proper	0.00	-5880.00	-5880.00	-2940.00	-2672.70	-267.30
				Total OPERATING EXPENDITURE	0.00	-22031.00	-22031.00	-11004.00	-9441.40	-1562.60
50403645				Reimburse.- McCleary Utilit	0.00	22633.00	22633.00	11316.00	22632.80	-11316.80
50403650				Reimbursements - Other	0.00	-2900.00	-2900.00	-1446.00	-1338.37	-107.63
50403902				Brickies Sand Sales	0.00	-3800.00	-3800.00	-1896.00	-11.72	-1884.28
50403925				McCleary Rental-Shop 2 BEAL	0.00	-6951.00	-6951.00	-3474.00	-4054.89	580.89
50403935				McCleary Rental - Shop 6	0.00	-5880.00	-5880.00	-2940.00	-2672.70	-267.30
				Total OPERATING INCOME	0.00	-22031.00	-22031.00	-11004.00	-9441.40	-1562.60
50404535				Principal Loan 48 - McCleary	0.00	22633.00	22633.00	11316.00	22632.80	-11316.80
				Total CAPITAL EXPENDITURE	0.00	22633.00	22633.00	11316.00	22632.80	-11316.80
				Total	0.00	67153.21	67153.21	33534.00	42042.82	-8508.82
				Total	0.00	67153.21	67153.21	33534.00	42042.82	-8508.82
				OTHER ECONOMIC SERVI Sub-programme Total	0.00	67153.21	67153.21	33534.00	42042.82	-8508.82
				Sub-programme : 505 PRIVATE WORKS						
50501900				Private Works - Other	0.00	33555.00	33555.00	16770.00	148309.37	-131539.37
50521810				MRWA M/Mia Rd Totaling A/c	0.00	93627.00	93627.00	47802.00	0.00	47802.00
50531900				MRWA Shark Bay Rd - Total A	0.00	432288.00	432288.00	216132.00	83.03	216048.97
				Total OPERATING EXPENDITURE	0.00	561470.00	561470.00	280704.00	148392.40	132311.60
50504010				Private Works Control (Inco	0.00	-43622.00	-43622.00	-21810.00	-27949.83	6139.83
50504030				MRWA Monkey Mia Road	0.00	-114752.00	-114752.00	-57372.00	-56834.11	-537.89
50504040				MRWA Shark Bay Road	0.00	-518745.00	-518745.00	-259368.00	-47661.74	-211706.26
				Total OPERATING INCOME	0.00	-67119.00	-67119.00	-33850.00	-132445.68	-206104.32
				Total	0.00	-115649.00	-115649.00	-57846.00	15946.72	-73792.72
				Total	0.00	-115649.00	-115649.00	-57846.00	15946.72	-73792.72
				PRIVATE WORKS Sub-programme Total	0.00	-115649.00	-115649.00	-57846.00	15946.72	-73792.72
				ECONOMIC SERVICES Programme Total	0.00	263170.17	263170.17	439596.00	167752.86	271843.14

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Fund	Municipal Fund									
Programme	: 14	PROPERTY AND SERV-ICES								
Sub-programme	: 551	PUBLIC WORKS OVERHEADS								
COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance			
Sub-programme : 551 PUBLIC WORKS OVERHEADS										
55100509	Annual Leave	59572.00	0.00	59572.00	29286.00	33240.57	-3954.57			
55100520	Camp Allowance	17160.00	0.00	17160.00	8580.00	4532.00	4048.00			
55100540	District Allowance	21592.00	0.00	21592.00	10794.00	246.39	10547.61			
55100550	Shark Bay Allowance	54848.00	0.00	54848.00	27420.00	705.79	26714.21			
55100560	Fringe Benefits - Works Sup	7500.00	0.00	7500.00	3750.00	0.00	3750.00			
55100565	Long Service Leave	15972.00	0.00	15972.00	7986.00	8647.61	-661.61			
55100570	Other Allowances	26194.00	0.00	26194.00	13092.00	1216.67	11875.33			
55100585	Public Holidays	29469.00	0.00	29469.00	14730.00	3011.45	11718.55			
55100600	Rostered Days Off	19764.00	0.00	19764.00	14730.00	-3000.84	17730.84			
55100630	Sick Leave	1000.00	0.00	1000.00	9882.00	7948.50	1933.50			
55100640	Staff Medicals	6000.00	0.00	6000.00	498.00	0.00	498.00			
55100650	Staff Meetings	25000.00	0.00	25000.00	3000.00	3508.22	-508.22			
55100660	Staff Training	6832.00	0.00	6832.00	12498.00	8603.44	3894.56			
55100670	Superannuation - CC Super 3	73498.00	0.00	73498.00	3414.00	902.52	2511.48			
55100675	Superannuation - Occupation	22866.00	0.00	22866.00	36744.00	23884.72	12859.28			
55100685	Workers Compensation Ins.	6000.00	0.00	6000.00	28666.00	26853.80	-3787.80			
55100690	Works Clothing & Safety Ecu	1200.00	0.00	1200.00	3000.00	4572.52	-1572.52			
55100773	Telephone - Works Superviso	3500.00	0.00	3500.00	600.00	0.00	600.00			
55100775	Utilities - Works Superviso	25555.00	0.00	25555.00	1746.00	2356.60	-610.60			
55101480	Insurance On Works	14055.00	0.00	14055.00	24555.00	24215.28	339.72			
55101556	Allocation Of Deputy Works	39967.00	0.00	39967.00	7026.00	9428.05	-2402.05			
55101559	Allocation Of Works Supervi	-680513.00	0.00	-680513.00	19980.00	24878.32	-4898.32			
55101580	Less Public Works Overheads	175500.00	0.00	175500.00	-340254.00	-251524.49	-88729.51			
55101600	Governance Overheads Alloca	0.00	0.00	0.00	87750.00	75851.99	11898.01			
Total	OPERATING EXPENDITURE	0.00	0.00	0.00	23673.00	9879.11	13793.89			
55104642	Transfer to Long Service Le	5475.00	0.00	5475.00	0.00	2120.21	-2120.21			
Total	CAPITAL EXPENDITURE	5475.00	0.00	5475.00	0.00	2120.21	-2120.21			
Total		5475.00	0.00	5475.00	23673.00	11999.32	11673.68			
Total		5475.00	0.00	5475.00	23673.00	11999.32	11673.68			
PUBLIC WORKS OVERHEA Sub-programme Total										
		5475.00	0.00	5475.00	23673.00	11999.32	11673.68			
Sub-programme : 552 PLANT OPERATION COSTS										
55201585	Less Plant Operating Costs	-315228.00	0.00	-315228.00	-157614.00	-232728.03	75115.03			
55201620	Plant Depreciation Recovers	-362027.00	0.00	-362027.00	-181008.00	-119549.35	-61458.65			
55201623	Plant Operating Costs - Dep	362027.00	0.00	362027.00	181008.00	160468.32	20539.68			
55201626	Plant Oper Costs - Fuels &	138095.00	0.00	138095.00	69042.00	68796.50	243.50			
55201632	Plant Op.Cost - Ins/Lic/Bor	30499.00	0.00	30499.00	15240.00	4288.14	10951.86			
55201635	Plant Oper Cost - Parts/Rep	66134.00	0.00	66134.00	33066.00	42680.98	-9614.98			

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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Sub Department: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance	
1	Municipal Fund	14	OTHER PROPERTY AND SERVICES								
		552	PLANT OPERATION COSTS								
				Plant Oper Cost - Wages/Pla	62500.00	0.00	62500.00	31242.00	31816.08	-574.08	
				Plant Operating Costs - Tyr	18000.00	0.00	18000.00	9000.00	11868.18	-2868.18	
				Total OPERATING EXPENDITURE	0.00	0.00	0.00	-24.00	-32358.18	32334.18	
				Total	0.00	0.00	0.00	-24.00	-32358.18	32334.18	
				Total	0.00	0.00	0.00	-24.00	-32358.18	32334.18	
				PLANT OPERATION COST Sub-programme Total	0.00	0.00	0.00	-24.00	-32358.18	32334.18	
				Sub-programme : 553 STOCK PURCHASES & ISSUES							
				Purchases - Bulk Fuel Depot	130000.00	0.00	130000.00	64998.00	59144.97	5853.03	
				Issues - Bulk Fuel Depot	-130000.00	0.00	-130000.00	-65004.00	-32706.80	-32297.20	
				Purchases - Bulk Fuel Tanker	50500.00	0.00	50500.00	25248.00	25761.00	513.00	
				Issues - Bulk Fuel Tanker	-50500.00	0.00	-50500.00	-25254.00	-1910.60	26656.60	
				Purchases Emulsion	2000.00	0.00	2000.00	1002.00	203.70	798.30	
				Issues - Emulsion	-2000.00	0.00	-2000.00	-1008.00	0.00	-1008.00	
				Purchases - Engine Oil Stoc	7500.00	0.00	7500.00	3750.00	0.00	3750.00	
				Issues - Engine Oil	-7500.00	0.00	-7500.00	-3756.00	0.00	-3756.00	
				Purchases-Gear/Diff Oil Sto	500.00	0.00	500.00	252.00	0.00	252.00	
				Issues - Gear Oil	-500.00	0.00	-500.00	-258.00	0.00	-258.00	
				Purchases - Grease Stock	500.00	0.00	500.00	252.00	0.00	252.00	
				Issues - Grease	-500.00	0.00	-500.00	-258.00	0.00	-258.00	
				Total OPERATING EXPENDITURE	0.00	0.00	0.00	-36.00	492.27	-528.27	
				Total	0.00	0.00	0.00	-36.00	492.27	-528.27	
				Total	0.00	0.00	0.00	-36.00	492.27	-528.27	
				STOCK PURCHASES & IS Sub-programme Total	0.00	0.00	0.00	-36.00	492.27	-528.27	
				Sub-programme : 554 SALARIES & WAGES							
				Gross Total Salaries & Wage	1776259.00	0.00	1776259.00	888126.00	689619.42	198506.58	
				Less Salaries/Wages Allocat	-1776259.00	0.00	-1776259.00	-888126.00	-689619.42	-198506.58	
				SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00	
				Sub-programme Total	0.00	0.00	0.00	0.00	0.00	0.00	
				Sub-programme : 555 UNCLASSIFIED							
				Refunds Expenditure	0.00	0.00	0.00	0.00	6117.50	-6117.50	
				Regional Alliance	30000.00	0.00	30000.00	15000.00	0.00	15000.00	

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(B183)GENERAL LEDGER SYSTEM
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Date from : 01.07.12 Date To : 31.12.12

Fund : 1 Municipal Fund		Department:			
Programme : 14 OTHER PROPERTY AND SERVICES		Sub Department:			
Sub-programme : 555 UNCLASSIFIED		Budget			
COA no. Description		Original Budget	Amendments	Y.T.D. Budget	Y.T.D. Actual
		30000.00	0.00	15000.00	6117.50
Total OPERATING EXPENDITURE		0.00	0.00	0.00	-6117.50
55504460 Refunds Income		0.00	0.00	0.00	6117.50
Total OPERATING INCOME		0.00	0.00	0.00	15000.00
Total		30000.00	0.00	15000.00	15000.00
Total		30000.00	0.00	15000.00	15000.00
UNCLASSIFIED Sub-programme Total		30000.00	0.00	15000.00	15000.00
OTHER PROPERTY AND S Programme Total		35475.00	0.00	38613.00	58479.59
				-19866.59	

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Date from : 01.07.12 Date To : 31.12.12

Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 601 RESERVES INCOME FROM MUNI A/C										
60106105	LSL Reserve Income				0.00	0.00	0.00	0.00	-2120.21	2120.21
60106110	Pensioner Unit Reserve Inco				0.00	0.00	0.00	0.00	-3893.24	3893.24
60106115	Plant Replacement Income				0.00	0.00	0.00	0.00	-2912.86	2912.86
60106125	Office Replacement Income				0.00	0.00	0.00	0.00	-18800.67	18800.67
60106140	Rec Fac. Replc/Upgrade Rese				0.00	0.00	0.00	0.00	-4297.23	4297.23
60106155	Monkey Mia Jetty Reserve "				0.00	0.00	0.00	0.00	-144.58	144.58
Total CAPITAL INCOME										
Total					0.00	0.00	0.00	0.00	-32168.79	32168.79
Total					0.00	0.00	0.00	0.00	-32168.79	32168.79
RESERVES INCOME FROM Sub-programme Total					0.00	0.00	0.00	0.00	-32168.79	32168.79
Sub-programme : 602 RESERVES EXPENSE TO MUNI A/C										
RESERVES					0.00	0.00	0.00	0.00	-32168.79	32168.79
Programme Total					0.00	0.00	0.00	0.00	-32168.79	32168.79

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Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
0.00	0.00	0.00	0.00	-116205.05	116205.05
0.00	0.00	0.00	0.00	-828.71	1828.71
0.00	0.00	0.00	0.00	-189255.27	189255.27
0.00	0.00	0.00	0.00	1960.00	-1960.00
0.00	0.00	0.00	0.00	425.00	-425.00
0.00	0.00	0.00	0.00	230.00	-230.00
0.00	0.00	0.00	0.00	77597.00	-77597.00
0.00	0.00	0.00	0.00	240.00	-240.00
0.00	0.00	0.00	0.00	125052.55	-125052.55
0.00	0.00	0.00	0.00	2292.81	-2292.81
0.00	0.00	0.00	0.00	200.00	-200.00
0.00	0.00	0.00	0.00	2405.86	-2405.86
0.00	0.00	0.00	0.00	695.00	-695.00
0.00	0.00	0.00	0.00	2555.55	-2555.55
0.00	0.00	0.00	0.00	326766.64	-326766.64
0.00	0.00	0.00	0.00	48254.68	-48254.68
0.00	0.00	0.00	0.00	151520.15	-151520.15
0.00	0.00	0.00	0.00	68344.00	-68344.00
0.00	0.00	0.00	0.00	-140.69	140.69
0.00	0.00	0.00	0.00	-3749.75	3749.75
0.00	0.00	0.00	0.00	-250.00	250.00
0.00	0.00	0.00	0.00	-4238.19	4238.19
0.00	0.00	0.00	0.00	-3525.15	3525.15
0.00	0.00	0.00	0.00	-148147.67	148147.67
0.00	0.00	0.00	0.00	-1356.15	1356.15
0.00	0.00	0.00	0.00	-540.00	540.00
0.00	0.00	0.00	0.00	-2090.00	2090.00
0.00	0.00	0.30	0.00	-700.80	700.80
0.00	0.00	0.30	0.00	-124777.66	124777.66
0.00	0.00	0.30	0.00	-2292.80	2292.80
0.00	0.00	0.30	0.00	-2694.00	2694.00
0.00	0.00	0.30	0.00	-800.00	800.00
0.00	0.00	0.30	0.00	-3300.00	3300.00
0.00	0.00	0.00	0.00	-695.00	695.00
0.00	0.00	0.00	0.00	-750.66	750.66
0.00	0.00	0.00	0.00	-6644.63	6644.63
0.00	0.00	0.00	0.00	-1364.00	1364.00
0.00	0.00	0.00	0.00	-40.00	40.00
0.00	0.00	0.00	0.00	-326766.64	326766.64
0.00	0.00	0.00	0.00	-48254.68	48254.68
0.00	0.00	0.00	0.00	-151520.15	151520.15
0.00	0.00	0.00	0.00	-68886.00	68886.00
0.00	0.00	0.00	0.00	-104651.86	104651.86
0.00	0.00	0.00	0.00	-83051.59	83051.59

Fund	Department:		Y.T.D.	Variance
: 1	Municipal Fund		Budget	
Programme : 32	BALANCE SHEET		Actual	
Sub-programme : 000	BALANCE SHEET			
COA no.	Description	Original Budget	Current Budget	Y.T.D. Actual
73406825	Loan Liability - Current	0.00	0.00	69679.16
77710752C	Long Service Leave - Non Cu	0.00	0.00	34761.37
777207570	Loan Liability - Non Curren	0.00	0.00	-380964.95
Total	LIABILITIES	0.00	0.00	-1075363.34
770106210	Municipal Fund Bank	0.00	0.00	967876.27
770106215	Municipal Telenet Saver Acc	0.00	0.00	1204558.32
770106220	Municipal Gold Term Deposit	0.00	0.00	319769.43
770106240	Trust Fund Bank	0.00	0.00	51506.74
770106250	Trust Fund Term Deposit Ban	0.00	0.00	79229.18
770206275	Office Till Float	0.00	0.00	200.00
770206276	SBC Till Float	0.00	0.00	300.00
770206277	Refuse Site Float	0.00	0.00	200.00
770306301	Receivables - Rates (Current	0.00	0.00	142373.74
770406332	State Revenue Pensioner Reb	0.00	0.00	182.99
770406333	FRT Clearing	0.00	0.00	17256.00
770406335	State Rev ESL Pensioner Reb	0.00	0.00	14.25
770406345	Sundry Debtors	0.00	0.00	258608.36
770606385	Stock On Hand	0.00	0.00	132354.54
770706425	LSL Investment - Current	0.00	0.00	83051.59
770806475	Office Replacement Res Inve	0.00	0.00	1076246.34
770806480	Pensioner Unit Reserve Inve	0.00	0.00	200376.23
770806485	Plant Replacement Reserve I	0.00	0.00	189550.83
770806490	Rec. Fac Replc/Upgrade Rese	0.00	0.00	258931.59
770806495	Monkey Mia Jetty Reserve	0.00	0.00	17968.62
770806496	Shared Fire System Reserve	0.00	0.00	34700.00
77106880	Receivables - Rates (Deferr	0.00	0.00	6641.03
775306975	LSL Investment - Non Curren	0.00	0.00	36881.58
775407010	Land	0.00	0.00	489488.78
775407011	Buildings	0.00	0.00	12370061.86
775407012	Provision For Depreciation	0.00	0.00	2338274.53
775507015	Furniture And Office Equipm	0.00	0.00	2975150.09
775507076	Less Provision for Deprecia	0.00	0.00	1797286.12
775607120	Heritage Assets	0.00	0.00	670575.48
775607121	Less Prov. for Depreciation	0.00	0.00	113870.33
775707150	Plant And Equipment	0.00	0.00	3636242.46
775707151	Less Provision for Deprecia	0.00	0.00	2419558.93
775807220	Public Facilities	0.00	0.00	2401624.63
775807221	Less Prov. for Depreciation	0.00	0.00	549568.73
775907250	Roads (non Town)	0.00	0.00	17678587.83
775907251	Less Prov. for Depreciation	0.00	0.00	5888057.23
775907320	Streetscapes	0.00	0.00	210886.90
776007321	Less Prov. for Depreciation	0.00	0.00	34890.95
776107370	Town Streets	0.00	0.00	2652511.85
776107371	Less Prov. for Depreciation	0.00	0.00	785995.33
776207420	Footpaths	0.00	0.00	115712.38
776207421	Less Prov. for Depreciation	0.00	0.00	-57713.94

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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Department: Sub Depart: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
76307470	1	Municipal Fund		Drainage, Culverts	0.00	0.00	0.00	0.00	407671.36	-407671.36
76307471	32	BALANCE SHEET		Less Prov. for Depreciation	0.00	0.00	0.00	0.00	-40749.50	40749.50
79007620				Municipal Accumulation Acco	0.00	0.00	0.00	0.00	33111089.97	33111089.97
79107670				LSL Reserve Accumulation	0.00	0.00	0.00	0.00	117812.96	117812.96
79107680				Office Replacement Accumula	0.00	0.00	0.00	0.00	-1057445.67	1057445.67
79107685				Pensioner Unit Reserve Accu	0.00	0.00	0.00	0.00	-196382.99	196382.99
79107690				Plant Reserve Accumulation	0.00	0.00	0.00	0.00	-186637.97	186637.97
79107694				Monkey Mia Jetty Reserve Ac	0.00	0.00	0.00	0.00	-17824.04	17824.04
79107695				Rec Fac. Replc/Upgrade Accu	0.00	0.00	0.00	0.00	-254634.36	254634.36
79107696				Shared Fire System Accum	0.00	0.00	0.00	0.00	-34700.00	34700.00
Total ASSETS					0.00	0.00	0.00	0.00	627697.70	-627697.70
Total					0.00	0.00	0.00	0.00	-447665.64	447665.64
Total					0.00	0.00	0.00	0.00	-447665.64	447665.64
BALANCE SHEET				Sub-programme Total	0.00	0.00	0.00	0.00	-447665.64	447665.64
BALANCE SHEET				Programme Total	0.00	0.00	0.00	0.00	-447665.64	447665.64
Grand Totals					4141431.75	0.00	4141431.75	444575.70	0.00	444575.70

**Shire of Shark Bay
Material Variances as at 31 December 2013**

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
Operating Income								
General Purpose Income								
00203245	Grants Commission - General	(571,621.00)	(285,810.00)	(315,182.00)	29,372.00	-10.28%	Material Variance Grant more than budgeted	
00203246	Grants Commission - Roads	(213,071.00)	(106,536.00)	(90,481.50)	(16,054.50)	-15.07%	Material Variance Grant less than budgeted	
	General Purpose Income	(954,893.00)	(474,508.00)	(481,538.06)	7,030.08	-1.48%	No Material Variance	
Governance								
05203324	Grants - Admin Office	(662,160.00)	(331,075.00)	0.00	(331,075.00)	100.00%	Material Variance Awaiting approval to change project	
06203650	Reimbursements - Other	(5,000.00)	(2,498.00)	(7,666.09)	5,170.09	-207.14%	Material Variance Local Government insurance rebata	
	Governance	(571,990.00)	(335,953.00)	(12,599.93)	(323,354.07)	96.25%	Material Variance	
Law Order and Public Safety								
10103655	Reimbursements Fire Fighting	0.00	0.00	(8,247.66)	8,247.66		Material Variance Invoiced FESA for Tamaia fire	
10303218	Grant Fees - Sies	(21,500.00)	(10,750.00)	(20,390.00)	9,640.00	-89.67%	Material Variance Capital allocation included here	
10303220	PESA SES Capital Grants	(486,500.00)	(243,250.00)	(3,708.40)	(239,541.60)	98.48%	Material Variance Building grant not received yet.	
	Law Order and Public Safety	(515,664.00)	(257,818.00)	(33,158.46)	(224,659.54)	87.14%	Material Variance	
Health								
	Health	(2,325.00)	(1,152.00)	(1,169.00)	17.00	-1.48%	No Material Variance	
Housing								
	Housing	(83,780.00)	(46,884.00)	(33,310.00)	(7,074.00)	15.09%	Material Variance	Units vacant while undergoing refurbishment
Community amenities								
30203326	Grants - Waste Disposal	(578,341.00)	(189,170.00)	0.00	(189,170.00)	100.00%	Material Variance Recycling Grant not received yet	
30203743	Main Roads Rubbish Collection	(10,975.00)	(5,484.00)	0.00	(5,484.00)	100.00%	Material Variance Invoice to be raised	
30203720	Refuse Site Fees	(64,160.00)	(32,076.00)	(22,377.61)	(9,058.39)	28.37%	Material Variance Timing. Invoices raised in August	
	Community amenities	(635,418.00)	(392,540.00)	(183,715.69)	(208,623.32)	53.20%	Material Variance	

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**Shire of Shark Bay
Material Variances as at 31 December 2013**

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
Operating Income								
Recreation and Culture								
36103343	Contribution - POS Rec Centre	(242,604.00)	(242,604.00)	(256,661.54)	14,057.54	-5.79%		Material Variance Interred on Public Open Space Funds
36303334	Grant - Recreation Jetty Replacement Denham	(2,000,000.00)	(1,000,000.00)	0.00	(1,000,000.00)	100.00%		Material Variance Grant not received yet
36303410	Contributions & Donations Sport and Recreation	(72,896.00)	(72,842.00)	(60,007.81)	17,365.91	-23.91%		Material Variance Gascoyne Gamma contributions
36003770	Sale - Merchandise	(75,000.00)	(37,500.00)	(61,157.74)	23,657.74	-63.09%		Material Variance Sales exceed budget expectations YTD
36003790	Visitor Centre Membership Fee	(9,000.00)	(9,000.00)	(560.00)	(8,440.00)	93.78%		Material Variance Budget profile, memberships raised for current year.
Total	Recreation and Culture	(2,866,700.00)	(1,439,754.00)	(479,497.33)	(360,296.67)	65.70%		Material Variance
Transport								
45103280	Useless Loop Road - Mtze	(595,000.00)	(297,500.00)	(120,000.00)	(177,500.00)	59.66%		Material Variance Maintenance claim not received
45103290	Contributions Road Projects	(260,000.00)	(140,000.00)	(269,141.80)	129,141.80	-92.24%		Material Variance Contributions received earlier than expected
45103365	Rt5 Grants - Capital Projects	(670,281.00)	(451,866.00)	(532,046.00)	80,180.00	-17.74%		Material Variance second claim payment
45204250	Profit On Sale Of Assets	(105,000.00)	9.00	(11,985.87)	11,985.87			Material Variance Timing of vehicle trade ins
45204420	Diesel Fuel Rebate	(16,000.00)	(7,895.00)	0.00	(7,995.00)	100.00%		Material Variance Incorrect budget profile
45403506	Grant - RBFS MM Boat Ramp Facilities	(135,000.00)	(67,500.00)	474.00	(67,974.00)	100.70%		Material Variance Boat ramp project not completed
45403507	Grant - R4R Monkey Vias Jetty	(1,000,000.00)	(500,000.00)	0.00	(500,000.00)	100.00%		Material Variance Grant not received yet
45503352	Grant - Denham Marina	(27,962.00)	(13,976.00)	(20,747.75)	16,771.75	-120.00%		Material Variance Marina planning funding received
45503753	Pen And Betting Fees	(31,500.00)	(15,750.00)	(40,627.40)	24,877.40	-157.95%		Material Variance Annual fees invoiced
Total	Transport	(3,322,865.00)	(1,968,833.00)	(1,470,236.87)	(496,596.13)	25.25%		Material Variance
Economic Services								
50504010	Private Works Control	(43,622.00)	(21,810.00)	(27,949.83)	8,139.83	-28.15%		Material Variance Timing Main Roads contract work started later than anticipated
50504040	MRWA Shark Bay Road	(518,745.00)	(259,366.00)	(47,661.74)	(211,706.26)	81.62%		Material Variance
Total	Economic Services	(1,153,675.00)	(439,282.00)	(235,911.42)	(202,370.58)	46.17%		Material Variance
Other Property and Services								
55504460	Refunds Income	0.00	0.00	(6,117.50)	6,117.50			Material Variance Not budgeted
Total	Other Property and Services	0.00	0.00	(6,117.50)	6,117.50			Material Variance

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**Shire of Shark Bay
Material Variances as at 31 December 2013**

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
Operating Expenditure								
General Purpose Income								
Total		107,458.75	53,718.00	45,318.43	8,401.57	15.64%		Material Variance Overheads allocation less than budgeted
Governance								
05101251	Strategic Planning	52,000.00	25,998.00	6,013.75	19,984.25	76.87%		Material Variance No expense YTD
05101600	Governance Overheads Allocated	111,460.50	55,728.00	48,824.08	7,203.92	12.93%		Material Variance Overheads less than budget
05200610	Salaries & Wages	573,881.00	286,830.00	246,734.66	40,095.32	13.98%		Material Variance Staff costs lower than budget
05200612	Contract Staff	24,500.00	12,246.00	2,016.00	10,230.00	83.54%		Material Variance Contract staff utilised to fill vacant staff positions
05200660	Staff Training	25,500.00	12,750.00	5,515.94	7,234.06	56.74%		Material Variance Training needs analysis being completed
05200675	Superannuation - Occupational	51,531.00	25,812.00	19,710.40	6,101.60	23.64%		Material Variance Training
05200680	Vehicle Running Costs - CEO (OSB)	8,000.00	3,986.00	12,203.23	(8,207.23)	-205.39%		Material Variance Timing
05201470	Insurance - General	9,018.00	9,018.00	4,516.87	(5,300.87)	-58.78%		Material Variance Property premium higher than budgeted
05201605	Governance Overheads Recovered	(1,067,175.00)	(533,865.00)	(464,784.27)	(68,880.73)	-12.89%		Material Variance Overheads less than budget
05202580	Legal Expenses	46,048.00	24,522.00	16,160.34	8,381.56	34.10%		Material Variance Expenses less than expected
05202585	Maintenance - Shire Offices	15,386.00	7,674.00	2,822.73	5,051.27	65.82%		Material Variance Timing
5220730	Maintenance - Shire Offices	318,768.32	180,286.00	152,336.53	27,959.47	15.51%		Material Variance
Total								
Law Order and Public Safety								
10102495	Fire Fighting	14,000.00	6,990.00	684.74	6,305.26	80.20%		Material Variance Fire fighting activity to be reimbursed by FESA
10302425	Cyclone Cleanup	8,000.00	0.00	8,399.21	(8,399.21)			Material Variance Clean up from flood damage
Total		190,922.75	87,544.00	88,865.99	(1,321.99)	-1.51%		No Material Variance
Health								
Total		73,063.88	36,510.00	34,568.08	1,921.92	5.26%		No Material Variance
Housing								
25100738	Utilities - Pensioner Units (Group)	3,650.00	1,824.00	14,875.26	(13,051.26)	-715.53%		Material Variance Water rates to be allocated to individual units
Total		120,325.57	59,874.00	57,185.62	2,688.38	4.49%		No Material Variance
Community amenities								
30102180	Refuse Site Maintenance	102,000.00	50,994.00	45,900.48	5,093.52	6.99%		Material Variance Refuse Site clean up
30102210	Refuse Site Gate Attendance	80,175.00	40,074.00	32,073.97	8,000.03	18.96%		Material Variance Timing, tip face work allocated to maintenance
30302410	Consultant Fees	45,000.00	22,600.00	35,831.38	(13,131.38)	-58.36%		Material Variance Planting consultant fees higher than budgeted YTD
30302880	Town Planning Scheme No 3	2,000.00	565.00	10,587.50	(9,581.50)	-963.00%		Material Variance Local planning strategy
Total		530,926.42	265,012.00	285,298.85	(286.85)	-0.11%		No Material Variance
Recreation and Culture								
35302242	Town Oval Maintenance	33,500.00	16,740.00	11,028.90	5,711.10	34.12%		Material Variance Timing
35303000	Sport and Recreation Centre - Operating Exp	116,027.00	57,878.00	3,666.66	54,111.34	90.33%		Material Variance Centre not operational yet
35312160	Parks and Gardens	77,950.00	38,688.00	23,028.59	15,659.41	40.48%		Material Variance Expense below budget YTD
36000510	Salaries & Wages	200,320.00	100,158.00	73,557.48	26,600.52	26.58%		Material Variance Expense below budget YTD
36000680	Staff Training - Sbc	2,500.00	1,248.00	6,695.87	(5,447.87)	-438.53%		Material Variance Centurion Training
36000775	Utilities - Sbc	43,800.00	21,900.00	13,636.81	8,263.19	37.73%		Material Variance No electricity bills received yet
36002699	Purchase - Merchandise	92,400.00	41,198.00	50,851.38	(9,655.38)	-23.53%		Material Variance Purchases exceed budget YTD
Total		1,559,276.89	804,464.70	682,653.14	111,771.56	13.89%		Material Variance
Transport								
45112245	Town Streets Maintenance	115,365.00	57,252.00	21,150.12	36,101.88	63.06%		Material Variance Expense below budget YTD
45121985	Country Roads Maintenance	798,500.00	398,922.00	225,727.97	173,164.03	43.42%		Material Variance Expense below budget YTD, Loop Road Maint started
45501992	Denham Recreality/Boat Ramp Mtc	11,500.00	5,742.00	560.14	5,181.86	90.24%		Material Variance Timing
Total		2,153,606.00	1,077,378.00	850,146.57	227,231.43	21.09%		Material Variance

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**Shire of Shark Bay
Material Variances as at 31 December 2013**

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
Operating Expenditure								
Economic Services								
50100610	Salaries & Wages	131,925.00	65,954.00	56,658.18	9,295.82	14.09%		Material Variance: Wages less than budget
50501800	Private Works - Other	33,555.00	15,770.00	148,539.37	(137,539.37)	-784.37%		Material Variance: Main roads work being allocated to other
50501810	MRWA MWMA Rd Totalling A/c	95,627.00	47,902.00	0.00	47,902.00	100.00%		Material Variance: Main roads work being allocated to other
50501900	MRWA Shark Bay Rd Totalling A/c	432,288.00	216,132.00	83.03	216,048.97	99.98%		Material Variance: Shark Bay Road works not started yet
Total	Economic Services	1,033,015.17	516,814.00	355,407.06	160,106.94	31.00%		Material Variance
Other Property and Services								
55100540	District Allowance	21,592.00	10,794.00	246.39	10,547.61	97.72%		Material Variance: Check Allocation
55100550	Shark Bay Allowance	54,848.00	27,420.00	705.79	26,714.21	97.43%		Material Variance: Check Allocation
55100570	Other Allowances	26,194.00	13,092.00	1,216.67	11,875.33	90.71%		Material Variance: Expense less than budget YTD
55100585	Public Holidays	29,469.00	14,730.00	3,011.45	11,718.55	79.56%		Material Variance: Expense less than budget YTD
55100600	Rostered Days Off	23,469.00	14,730.00	(3,000.84)	17,730.84	120.37%		Material Variance: Expense less than budget YTD
55100675	Superannuation - Occupational	73,483.00	36,744.00	23,894.72	12,859.28	35.00%		Material Variance: Expense less than budget YTD
55101690	Less Public Works Overheads Allocated	(690,513.00)	(340,254.00)	(251,524.49)	(88,729.51)	26.08%		Material Variance: Timing
55101695	Governance Overheads Allocated	175,500.00	87,750.00	75,851.99	11,898.01	13.56%		Material Variance: Plant allocations exceed costs, timing of invoices
55201620	Less Plant Operating Costs Allocated	(315,228.00)	(157,514.00)	(222,728.03)	75,115.03	-47.66%		Material Variance: Timing, plant utilisation
55201623	Plant Depreciation Recovered	(382,027.00)	(181,008.00)	(119,549.35)	(61,459.65)	33.95%		Material Variance: Expense less than budget YTD
55201623	Plant Operating Costs - Deprec	352,027.00	181,008.00	160,468.32	20,539.68	11.35%		Material Variance: Timing
55201626	Plant Op Cost - Ins/Lic/Borrow	30,499.00	15,240.00	4,288.14	10,951.86	71.88%		Material Variance: Expense exceeds budget
55201635	Plant Oper Cost - Parts/Repair	66,194.00	33,066.00	42,690.98	5,853.03	9.00%		Material Variance: Timing
55301633	Purchases - Bulk Fuel Depot	130,000.00	64,968.00	59,144.87	(32,297.20)	-49.08%		Material Variance: Timing
55301634	Issues - Bulk Fuel Depot	(130,000.00)	(65,004.00)	(32,708.80)	26,656.60	40.65%		Material Variance: Timing
55301634	Issues - Bulk Fuel Tanker	(50,500.00)	(25,254.00)	(51,910.60)	196,506.58	22.35%		Material Variance: Expense less than budget YTD
55401570	Gross Total Salaries & Wages	1,776,259.00	888,126.00	689,619.42	(198,509.58)	-22.35%		Material Variance: Not Budgeted
55401590	Less Salaries/Wages Allocated	(1,776,259.00)	(308,126.00)	(689,619.42)	(6,117.50)	100.00%		Material Variance: No Expense YTD
55501280	Refunds Expenditure	0.00	0.00	6,117.50	16,000.00	100.00%		Material Variance
55501290	Regional Alliance	30,000.00	15,000.00	0.00	15,000.00	140.05%		
Total	Other Property and Services	32,000.00	39,621.00	(15,869.30)	55,490.30			

27 FEBRUARY 2013

Shire of Shark Bay
Material Variances as at 31 December 2013

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
Other Revenue and Expenditure								
Purchase Land and Buildings								
09128000	Capital Works Staff Housing	20,000.00	9,560.00	3,151.50	6,808.50	68.30%	Material Variance No Expense YTD	
5204734	Shire Offices - Upgrade	1,687,150.00	0.00	5,450.00	(5,850.00)		Material Variance Concept Design	
10303304	Emergency Services Building	590,000.00	0.00	5,279.55	(5,279.55)		Material Variance Project commenced	
25104785	Pensioner Units Capital Works	82,000.00	41,000.00	62,426.01	(21,426.01)	-52.26%	Material Variance Unit Refurbishment and Plumbing completed	
35205526	Forshore Public Toilets	100,000.00	0.00	28,375.48	(28,375.48)		Material Variance Purchase of structure	
35104950	Community Resource Centre Capital Works	100,000.00	49,992.00	4,776.34	45,215.66	90.45%	Material Variance Car park plans approved	
35104785	Ric Centre Construction	1,168,854.00	513,143.00	850,320.77	(346,177.77)	-87.46%	Material Variance Project delayed	
Total	Purchase Land and Buildings	3,792,804.00	631,591.00	981,890.56	(3,60,299.56)	-65.46%	Material Variance	
Purchase Infrastructure Assets Roads								
146168700	Country Roads - Capital	254,000.00	13,116.00	39,414.37	(26,298.37)	-200.51%	Material Variance Project started, awaiting contractors	
45160670	Country Roads - Rng	706,472.00	498,987.00	319,831.90	179,155.10	35.90%	Material Variance Loop Road project completed	
45185765	Town Street Reseals	199,900.00	193,746.00	46,052.04	147,693.96	76.23%	Material Variance Waiting on contractor	
Total	Purchase Infrastructure Assets Roads	1,170,372.00	705,849.00	405,298.31	300,550.69	42.55%	Material Variance	
Purchase Infrastructure Assets Public Facilities								
50205788	Monkey Mia Bore Replacement	600,000.00	600,000.00	18,552.71	583,447.29	97.24%	Material Variance Project commenced	
35105575	Refuse Site Infrastructure	388,341.00	1,338.00	10,440.00	(9,102.00)	-880.27%	Material Variance Water tanks purchased	
35205531	Rock Wall	15,000.00	7,488.00	0.00	7,488.00	100.00%	Material Variance No expense YTD	
35205532	Knight Terrace Boat Ramps Capital	63,000.00	4,802.00	28,037.84	(23,435.94)	-509.26%	Material Variance Project nearing completion	
35305586	Parks & Gardens Capital Exp	65,000.00	27,480.00	337.72	27,130.28	98.77%	Material Variance Project not started	
35405250	Digital TV Upgrade	150,000.00	0.00	8,114.00	(8,114.00)		Material Variance Budgeted to start later in the year	
35605690	HMAS Sydney II Memorials	103,400.00	0.00	48,727.28	(48,727.28)		Material Variance No expense YTD	
45105575	Drainage/Sump Construction	173,423.00	1.00	0.00	30,000.00	100.00%	Material Variance Project not started	
45405550	Monkey Mia Boat Facilities - Capital	1,000,000.00	1.00	88,349.63	(88,348.63)		Material Variance Timing, awaiting approval	
45405551	Monkey Mia Jetty Capital Works	20,000.00	20,000.00	0.00	20,000.00	100.00%	Material Variance Project not started	
45505552	Winch House and Jinker Capital Works	50,000.00	50,000.00	0.00	50,000.00	100.00%	Material Variance Project not started	
45505554	Marina Development Planning	50,000.00	44,448.00	8,071.71	36,376.29	81.84%	Material Variance Lighting at entry statement underway	
50205725	Entry Statement/Carpark	50,000.00	1,796,565.00	211,832.99	1,584,732.01	88.21%	Material Variance	
Total	Purchase Infrastructure Assets Public Facilities	4,727,664.00	1,796,565.00	211,832.99	1,584,732.01	88.21%	Material Variance	
Purchase Infrastructure Assets Footpaths								
Total	Purchase Infrastructure Assets Footpaths	50,000.00	1,212.00	0.00	1,212.00	100.00%	No Material Variance	
Purchase Heritage assets								
35705125	Cape Inscription Restoration Capital	46,035.00	46,035.00	8,017.73	38,017.27	82.58%	Material Variance Project completed	
Total	Purchase Heritage assets	46,035.00	46,035.00	8,017.73	38,017.27	82.58%	Material Variance	

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Shire of Shark Bay Material Variances as at 31 December 2013									
COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment	
Other Revenue and Expenditure									
Purchase Plant and Equipment									
45205318	Butchers Camp & Donger Upgrade	75,000.00	75,000.00	65,254.68	9,745.32	12.99%	Material Variance	Project near completion	
45205345	Country Ute Replacement	40,000.00	40,000.00	0.00	40,000.00	100.00%	Material Variance	Awaiting availability	
45205371	Mower Replacement	42,000.00	42,000.00	31,514.00	10,486.00	24.97%	Material Variance	Machine on order	
45205476	Crew Cab Flat Deck Truck & Crane	110,000.00	54,998.00	0.00	54,998.00	100.00%	Material Variance	Tenders under evaluation	
45205496	Prime Mover	280,000.00	280,000.00	0.00	280,000.00	100.00%	Material Variance	Tender process underway	
Total	Purchase Plant and Equipment	723,500.00	590,996.00	197,514.06	393,681.94	66.61%	Material Variance		
Purchase Furniture and Equipment									
05204877	Upgrade Council Chambers	20,000.00	9,999.00	17,290.80	(7,291.80)	-72.93%	Material Variance	No expense YTD	
36004990	Shark Bay Interp Centre - Fum & Fittings	18,500.00	9,246.00	0.00	9,246.00	100.00%	Material Variance	Purchase of LED Lighting	
Total	Purchase Furniture and Equipment	54,500.00	24,246.00	20,809.40	3,436.60	14.17%	No Material Variance		
Repayment of Debentures									
05204517	Principal Loan 48 - Shire Office (Meadley House)	19,280.00	9,940.00	19,279.79	(9,639.79)	-100.00%	Material Variance	Budget profile	
50404535	Principal Loan 48 - Meadley	22,633.00	11,124.00	22,632.80	(11,508.80)	-103.46%	Material Variance	Need to check allocation	
50204588	Principal Loan 57 - MM Bore	11,200.00	5,600.00	0.00	5,600.00	100.00%	Material Variance	Loan not raised yet	
Total	Repayment of Debentures	80,879.00	40,247.00	55,582.00	(15,335.00)	-38.10%	Material Variance		
Proceeds from new Debentures									
50206068	Loan Funds MM Bore	(300,000.00)	(300,000.00)	0.00	(300,000.00)	100.00%	Material Variance	Loan not raised yet	
Total	Proceeds from new Debentures	(450,000.00)	(300,000.00)	0.00	(300,000.00)	100.00%	Material Variance		
Transfers to Reserves									
00304525	Transfer Interest - Office Replacement Reserve	44,930.00	0.00	18,800.67	(18,800.67)	0.00%	Material Variance	Budget Profile	
Total	Transfers to Reserves	80,217.00	0.00	32,168.79	(32,168.79)	0.00%	Material Variance	July interest transferred to reserve	
Transfers from Reserves									
Total	Transfers from Reserves	(1,207,000.00)	0.00	0.00	0.00	0.00%	No Material Variance		
Amount Raised from Rates									
Total	Amount Raised from Rates	(1,028,574.00)	(1,024,573.00)	(1,022,341.80)	(2,231.20)	0.22%	No Material Variance		

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SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 31 DECEMBER 2012

Program	Description	Project	Budget	YTD	Funding Source	Comment
ADMINISTRATION						
<i>Furniture and Office Equipment</i>						
	Misc. Hardware Purchases/Upgrades	Computer Replacement	6,000		Municipal Fund	Computer Replacement expenditure scheduled for later part of the year.
	Misc. Software Purchases/Upgrades		5,000		Municipal Fund	Seeking quotes on software upgrades
	Office Furniture and Equipment	Furniture	5,000	3,519	Municipal Fund	Office chairs and fire resistant filing cabinet.
	Council Chambers	Furniture	20,000	17,201	Municipal Fund	New tables and chairs have been ordered
			36,000	20,909		
Buildings						
	Replace Shire Offices		1,687,150	5,850	Grant and Reserve Funds	Concept, design and construction
			1,687,150	5,850		
Plant and Equipment						
	CEO Vehicle		65,000	0	Municipal Fund	New vehicle to be purchased to minimise change over expense.
			65,000	0		
Total Administration			1,788,150	26,659		
LAW, ORDER AND PUBLIC SAFETY						
<i>Buildings</i>						
	Emergency Services Building	Building Construction	480,000	5,280	Grant Funds	Concept Design and construction.
	Emergency Services Building	Site works	100,000		Municipal Fund	Site works, car parking and fencing.
			580,000	5,280		
Plant and Equipment						
	SES Capital Equipment		6,500	3,211	Grant Funding	Assorted minor equipment.
Total Law, Order and Public Safety			586,500	8,491		

SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 31 DECEMBER 2012

Program	Description	Project	Budget	YTD	Funding Source	Comment
HOUSING						
Buildings						
Staff Housing Capital Works						
5 Spilven way	Capital Maintenance		5,000	3,152	Municipal Fund	Replace air conditioner
65 Brockman Street	Capital Maintenance		5,000		Municipal Fund	Capital maintenance as required, on going
51 Durlacher Street	Capital Maintenance		5,000		Municipal Fund	Capital maintenance as required, on going
80 Durlacher Street	Capital Maintenance		5,000		Municipal Fund	Capital maintenance as required, on going
			20,000	3,152		
Pensioner Units Capital Works						
	Capital Maintenance		15,000	24,586	Pensioner unit reserve	Refurbishment of Unit 7
	Fencing		25,000		Pensioner unit reserve	Project listed for 12/13 completion.
	Mains Plumbing Replacement		32,000	37,840	Pensioner unit reserve	Complete replacement of corroded mains plumbing.
	Landscaping		10,000		Pensioner unit reserve	Project listed for 12/13 completion.
			82,000	62,426		
Total Housing			102,000	65,578		
COMMUNITY AMENITIES						
Buildings						
Public Conveniences Capital Works						
	Barnard Street Amenities		35,000		Municipal Fund	Internal upgrade.
			35,000	0		
Infrastructure Assets - Public Facilities						
Refuse Tip	Residential Refuse Site		145,241		Grant Funding	Setting up and Equipping new recycling station.
	Glass Crusher		75,000		Grant Funding	Setting up and Equipping new recycling station.
	Shed		87,000	2,440	Grant Funding	Setting up and Equipping new recycling station.
	Baler		45,000		Grant Funding	Setting up and Equipping new recycling station.
	Bale Bags x 2		25,100		Grant Funding	Setting up and Equipping new recycling station.
			377,341	2,440		
Refuse Site Water Tanks			10,000	8,000	Municipal Fund	Water tanks delivered to site, set up still to be completed
			387,341	10,440		
Total Community Amenities			422,341	10,440		

SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 31 DECEMBER 2012

Program	Description	Project	Budget	YTD	Funding Source	Comment
RECREATION AND CULTURE						
Buildings						
Rec. Centre construction and carpark	Rec Centre firelighting and landscaping	CLGF Regional Projects	415,653	354,408	Grant and Municipal Funds	Work in progress.
			673,001	397,178	Contributions and Municipal	Work in progress.
Gymnasium Equipment			80,000	77,736	Municipal Funds	Payment for Gymnasium Equipment
Community Resource Centre grounds		Car Park, Old Gasol, landscaping	100,000	4,776	Municipal Funds	Car park design is completed, works are progressing
Community Daycare Centre			5,000	2,080	Municipal Funds	Provisional sum for capital works, purchase of aquabubler
Western Foreshore Public Toilets		Western Knight Street	100,000	28,376	Municipal Funds	Works are progressing, purchase of building
			1,373,654	894,552		
Infrastructure Assets - Public Facilities						
Rock Wall		Capital maintenance	15,000		Municipal Fund	Capital maintenance works will be carried out when tides are suitable
Charlie Sappie Park Capital Works			25,000		Municipal Fund	Construction Scheduled 12/13 year.
Foreshore BBQ Replacement		Old BBQ rusted	12,000		Municipal Fund	Construction Scheduled 12/13 year.
Solar Lighting Little Lagoon		No lighting at present	7,500	3,202	Municipal Fund	Lighting installed in gazebo's
Digital TV			150,000	8,114	Loan and Municipal Funds	Studies being undertaken for best solution
Oval shade shelter replacement		Old shade deteriorating	20,000		Municipal Funds	Construction Scheduled 12/13 year.
Oval Bore Meter			10,000	338	Municipal Funds	Construction Scheduled 12/13 year.
Shade over Vesheda			5,000		Municipal Funds	Works are in progress
HMAS Sydney Memorial			103,400	48,727	Municipal Funds	Construction Scheduled 12/13 year.
Denham Recreation Jetty Replacement			2,000,000		Grant Funds	Construction Scheduled 12/13 year.
Knight Toe Western Carpark Boat Ramp			63,000	28,038	Grant and Municipal funds	Works nearing completion
			2,410,900	68,419		
Furniture and Office Equipment						
Discovery centre - Furniture & Fittings						
		Display Entry Curtain	2,500		Municipal Fund	Project due for completion 12/13 year
		Gallery Lighting Upgrade	5,000		Municipal Fund	Project due for completion 12/13 year
		Electronic Displays	10,000		Municipal Fund	Project due for completion 12/13 year
		Mini Scaffold	1,000		Municipal Fund	Project due for completion 12/13 year
			18,500	0		
Heritage Assets						
Dirk Hartog Lighthouse Cottage Restoration			45,036	8,018	Municipal Fund	Completion scheduled for the 12/13 year, awaiting audit for acquittal
			45,036	8,018		
Total Recreation and Culture			3,849,089	990,989		

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**SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 31 DECEMBER 2012**

Program	Description	Project	Budget	YTD	Funding Source	Comment
TRANSPORT						
Buildings	Upgrade Depot Workshop		15,000	10,631	Municipal Fund	Half of depot shed resheeted
			15,000	10,631		
Plant and Equipment						
	Major Plant		15,000	11,131	Municipal Fund	Purchase of 4 inch pump and accessories Provisional sum for capital replacement Due for replacement Feb/Mar 2013
			5,000			
			40,000	38,307		
			45,000	47,895		
			110,000			
			280,000			
			75,000	65,255		
			42,000	31,514		
			652,000	194,102		
Infrastructure Assets - Roads						
	Stella Rowley Drive - RRG Useless Loop Road - RRG Ocean Park Road - RRG Woodleigh Byrd Road - RRG Barnard St - R2R Knighton Rd. R2R Hughes Street R2R		90,000	521	Grants and Municipal Funds	Completion due 12/13 year Program completed
			324,923	319,311		
			284,000	39,414		
			291,549			
			109,632	6,893		
			49,860	39,159		
			40,308			
			1,170,372	405,298		
Infrastructure Assets - Denham Marine Facilities						
	Winch House and Jinker Capital Maintenance Commercial Jetty Capital Works Marina Development Plan		20,000		Municipal Fund	Wheels for jinker have been sourced Capital maintenance as required
			5,000			
			50,000			
			75,000	0		
Infrastructure Assets - Monkey Mia Boating Facilities						
	Monkey Mia Jetty Upgrade Monkey Mia Carpark Monkey Mia Boat Ramp		1,000,000		Grant Funding	Awaiting Cabinet approval Work in progress
			60,000	3,775		
			113,423	84,575		
			1,173,423	88,350		
Infrastructure Assets - Footpaths						
	Hughes Street Footpaths		50,000		Municipal Fund	Footpath plan adopted, project started.
			50,000	0		
Infrastructure Assets - Drainage/Culverts						
	Foresters Drainage		30,000		Municipal Fund	Work in progress
			30,000	0		
Total Transport			3,165,795	693,381		

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SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 31 DECEMBER 2012

Program	Description	Project	Budget	YTD	Funding Source	Comment
ECONOMIC SERVICES						
Infrastructure Assets - Public Facilities						
	Denham Entry Statement power and lighting upgrade		50,000	8,072	Grant and Municipal Funding	Work in progress
	Monkey Mia Bore Replacement	Replace collapsed old bore	600,000	16,553	Grant and Loan Funding	Work in progress. Site works expected to start soon.
			650,000	24,625		

Total Economic Services

650,000 24,625

Total Asset Acquisition

10,564,875 1,825,163

Summary

Summary of Asset Acquisitions by Function

	Budget	YTD
Governance	1,785,150	26,659
Law Order and Public Safety	596,500	8,491
Housing	102,000	65,578
Community Amenities	423,341	10,440
Recreation and Culture	3,849,089	990,989
Transport	3,165,795	698,381
Economic Services	650,000	24,625
	10,564,875	1,825,163

0

Summary of Asset Acquisitions by Asset Class

	Budget	YTD
Furniture and Equipment	54,500	20,809
Land and Buildings	3,792,804	981,891
Plant and Equipment	723,500	197,313
Heritage Assets	46,035	8,018
Infrastructure Assets - Roads (Non-Town)	970,472	359,246
Infrastructure Assets - Town Streets	199,900	48,052
Infrastructure Assets - Public Facilities	4,697,664	211,834
Infrastructure Assets - Streetscapes		
Infrastructure Assets - Footpaths	50,000	0
Infrastructure Assets - Drainage/Culverts	30,000	0
	10,564,875	1,825,163

12.3 FINANCIAL REPORTS TO 31 JANUARY 2013

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved

Cr Capewell

Seconded

Cr Hanscombe

Council Resolution

That the monthly financial reports to 31 January 2013 as attached be received.

5/0 CARRIED

Comment

As per the requirements of Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government Accounting (Financial Management) Regulations 1996, the following monthly financial reports to JANUARY 2013 are attached.

Voting Requirements

Absolute Majority Required

Date of Report

20 February 2013

SHIRE OF SHARK BAY
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013

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MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

Shire of Shark Bay
Operating Statement Reported by Nature & Type
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013

	Year To Date Ended 31-Jan-13 \$	Full Year 2012/13 Budget \$
Revenues - Classified according to Nature & Type		
Rates	1,010,091	1,028,574
User Fees & Charges	713,345	1,351,075
Grants & Subsidies - Operating	903,862	1,795,358
Grants & Subsidies - Capital	1,332,206	6,500,124
Interest	86,575	140,242
Other	89,475	124,530
Profit on Sale of Assets	16,122	105,000
Total Revenues	4,151,676	11,044,903
Expenses - Classified according to Nature & Type		
Employee Costs	787,471	1,968,357
Materials & Contracts	979,721	1,884,944
Utility Charges	90,288	218,050
Interest/Debt Servicing	12,675	35,152
Other Expenses	57,888	93,130
Insurance	126,940	123,466
Depreciation Non-Current Assets	1,026,502	1,789,765
Loss on Sale of Assets	2,537	4,500
Total Expenses	3,086,021	6,117,364
Net Result from Operations	1,065,655	4,927,539

Shire of Shark Bay
Operating Statement Reported by Program
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013

	Year To Date Ended 31-Jan-13 \$	Full Year 2012/13 Budget \$
Revenues		
General Purpose Funding	1,518,500	1,983,463
Governance	16,054	671,990
Law, Order, Public Safety	42,137	515,664
Health	1,169	2,325
Housing	53,604	93,780
Community Amenities	192,623	635,418
Recreation and Culture	492,162	2,665,700
Transport	1,471,027	3,322,885
Economic Services	353,608	1,153,678
Other Property & Services	10,891	-
Total Revenues	4,151,676	11,044,903
Expenses		
General Purpose Funding	52,744	107,459
Governance	163,580	318,768
Law, Order, Public Safety	106,036	190,923
Health	37,532	73,064
Housing	62,365	120,326
Community Amenities	309,594	530,926
Recreation and Culture	799,456	1,559,277
Transport	958,177	2,153,606
Economic Services	577,644	1,033,016
Other Property & Services	18,892	30,000
Total Expenses	3,086,018	6,117,364
Net Result from Operations	1,065,658	4,927,539

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

SHIRE OF SHARK BAY
RATE SETTING STATEMENT
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013

	NOTE	31 Jan 2013 Actual \$	31 Jan 2013 Y-T-D Budget \$	2012/13 Budget \$	Variances Budget to Actual Y-T-D \$	Variances Budget to Actual Y-T-D %
Operating						
Revenues/Sources	1,2					
General Purpose Funding		508,409	498,094	954,889	10,315	2.07%
Governance		16,054	336,766	671,990	(320,712)	-95.23%
Law, Order, Public Safety		42,137	258,074	515,664	(215,937)	-83.67%
Health		1,169	1,344	2,325	(175)	-13.02%
Housing		53,504	54,698	93,780	(1,194)	-2.18%
Community Amenities		192,623	401,478	635,418	(208,855)	-52.02%
Recreation and Culture		492,162	1,569,093	2,665,700	(1,076,931)	-68.63%
Transport		1,471,027	2,092,439	3,322,885	(621,412)	-29.70%
Economic Services		353,608	828,329	1,153,678	(474,721)	-67.31%
Other Property and Services		10,891	0	0	10,891	100.00%
		<u>3,141,585</u>	<u>6,040,315</u>	<u>10,016,329</u>	<u>(2,898,730)</u>	<u>-47.99%</u>
(Expenses)/(Applications)	1,2					
General Purpose Funding		(52,744)	(62,671)	(107,459)	9,927	-15.84%
Governance		(163,580)	(202,222)	(318,768)	38,642	-19.11%
Law, Order, Public Safety		(106,036)	(121,151)	(190,923)	15,115	-12.48%
Health		(37,532)	(42,595)	(73,064)	5,063	-11.89%
Housing		(62,365)	(69,853)	(120,326)	7,489	-10.72%
Community Amenities		(309,594)	(309,656)	(530,926)	62	-0.02%
Recreation & Culture		(799,456)	(936,097)	(1,559,277)	136,641	-14.60%
Transport		(958,177)	(1,256,384)	(2,153,606)	298,207	-23.74%
Economic Services		(577,644)	(601,797)	(1,033,016)	24,153	-4.01%
Other Property and Services		(18,892)	(37,145)	(30,000)	18,253	-49.14%
		<u>(3,086,018)</u>	<u>(3,639,571)</u>	<u>(6,117,364)</u>	<u>553,553</u>	<u>-15.21%</u>
Adjustments for Non-Cash						
(Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	4	(13,586)	2,625	(100,500)	(16,211)	-617.56%
Movement in Employee Benefit Provisions						
Depreciation on Assets	2(a)	1,028,502	1,043,889	1,789,765	(15,387)	-1.47%
Capital Revenue and (Expenditure)						
Capital Grants and Contributions		189,255	-	-	189,255	100.00%
Purchase Land Held for Resale	3	-	-	-	-	-
Purchase Land and Buildings	3	(1,022,030)	(3,685,064)	(3,792,804)	2,663,034	-72.27%
Purchase Infrastructure Assets - Roads	3	(862,652)	(981,377)	(1,170,372)	318,725	-32.48%
Purchase Infrastructure Assets - Public Facilities		(228,560)	(4,256,782)	(4,727,664)	4,028,222	-94.63%
Purchase Infrastructure Assets - Footpaths		-	(48,972)	(50,000)	48,972	-
Purchase Heritage Assets		(8,018)	(46,035)	(46,035)	38,017	-82.58%
Purchase Plant and Equipment	3	(260,051)	(606,412)	(723,500)	346,361	-57.12%
Purchase Furniture and Equipment	3	(20,857)	(30,370)	(54,500)	9,514	-31.33%
Proceeds from Disposal of Assets	4	88,546	88,546	206,000	-	0.00%
Repayment of Debentures	5	(63,320)	(57,503)	(80,879)	(5,817)	10.12%
Proceeds from New Debentures	5	-	300,000	450,000	(300,000)	-100.00%
Self-Supporting Loan Principal Income		-	-	-	-	-
Purchase of Investments		-	-	-	-	-
Proceeds from Disposal of Investments		-	-	-	-	-
Transfers to Reserves (Restricted Assets)	6	(49,520)	-	(80,217)	(49,520)	100.00%
Transfers from Reserves (Restricted Assets)	6	-	-	1,207,000	-	-
ADD Net Current Assets July 1 B/Fwd	7	2,246,167	2,246,167	2,246,167	-	-
LESS Net Current Assets Year to Date	7	2,289,534	(2,601,970)	-	4,891,504	-
Amount Raised from Rates	8	<u>(1,010,091)</u>	<u>(1,028,574)</u>	<u>(1,028,574)</u>	<u>18,483</u>	<u>-1.80%</u>

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013**

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

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 statement, but a separate statement of those monies appears at Note 9.

(c) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

(d) 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.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

(g) Trade and Other Receivables

Trade receivables, which have 30 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectibility of trade 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.

SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

Inventories are valued 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.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

Initial Recognition

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Revaluation

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

**SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	25 to 50 years
Furniture and Equipment	5 to 15 years
Plant and Equipment	5 to 15 years
Roads	25 years
Footpaths	50 years
Heritage Assets	25 to 50 years
Computer Equipment	5 years
Mobile Plant	5 to 10 years
Sewerage Piping	75 years
Water Supply Piping & Drainage Systems	75 years
Construction other than Buildings (Public Facilities)	5 to 50 years

(k) Impairment

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 estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

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.

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2012.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on the Monthly Statement of Financial Position from a budgetary perspective.

(l) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

**SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**(m) Employee Benefits**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the municipality has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(n) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

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.

(o) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

(p) 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 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 resale where it is held as non-current based on Council's intentions to release for sale.

SHIRE OF SHARK BAY

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013**

2. STATEMENT OF OBJECTIVE

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed in accordance with the principle of activity based costing (ABC).

GENERAL PURPOSE FUNDING

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on Police Licensing. The costs associated with raising the above mentioned revenues, eg. Valuation expenses, debt collection and overheads.

LAW, ORDER, PUBLIC SAFETY

Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

HEALTH

Health inspection services, food quality control, mosquito control and contributions towards provision of medical health services.

HOUSING

Provision and maintenance of rented housing accommodation for pensioners.

COMMUNITY AMENITIES

Sanitation, sewerage, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.

RECREATION AND CULTURE

Parks, gardens and recreation reserves, library services, publication of the community newsletter - the *Inscription Post*, television and radio re-broadcasting, swimming facilities, walk trails, youth recreation, Shark Bay World Heritage Discovery and Visitor Centre, boat ramps and foreshore.

TRANSPORT

Construction and maintenance of roads, footpaths, drainage works, parking facilities, traffic control, depot operations, plant purchase, marine facilities and cleaning of streets.

ECONOMIC SERVICES

Tourism, community development, pest control, building services, caravan parks and private works.

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013

	31 Jan 2013 Actual \$	2012/13 Budget \$
3. ACQUISITION OF ASSETS		
The following assets have been acquired during the period under review:		
<u>By Program</u>		
Governance		
Land and Buildings	5,850	1,687,150
Furniture and Equipment	20,857	36,000
Plant and Equipment	61,711	65,000
	<u>88,418</u>	<u>1,788,150</u>
Law, Order, Public Safety		
Land and Buildings	5,280	580,000
Plant and Equipment	3,211	6,500
	<u>8,491</u>	<u>586,500</u>
Housing		
Land and Buildings	65,578	102,000
	<u>65,578</u>	<u>102,000</u>
Community Amenities		
Buildings	0	35,000
Infrastructure Assets - Public Facilities	10,440	388,341
	<u>10,440</u>	<u>423,341</u>
Recreation and Culture		
Land and Buildings	934,693	1,373,654
Furniture and Equipment	0	18,500
Heritage Assets	8,018	46,035
Infrastructure Assets - Public Facilities	95,267	2,399,700
	<u>1,037,977</u>	<u>3,837,889</u>
Transport		
Land and Buildings	10,631	15,000
Plant and Equipment	195,129	652,000
Infrastructure Assets - Footpaths	0	50,000
Infrastructure Assets - Roads	662,652	1,170,372
Infrastructure Assets - Public Facilities	98,229	1,278,423
	<u>966,641</u>	<u>3,165,795</u>
Economic Services		
Infrastructure assets - Public Facilities	24,624	661,200
	<u>24,624</u>	<u>661,200</u>
	<u>2,202,168</u>	<u>10,564,875</u>
<u>By Class</u>		
Furniture and Equipment	20,857	54,500
Land and Buildings	1,022,030	3,792,804
Plant and Equipment	260,051	723,500
Heritage Assets	8,018	46,035
Infrastructure Assets - Roads	662,652	1,170,372
Infrastructure Assets - Public Facilities	228,560	4,727,664
Infrastructure Assets - Footpaths	-	50,000
	<u>2,202,168</u>	<u>10,564,875</u>

MINUTES ORDINARY COUNCIL MEETING
27 FEBRUARY 2013

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013

4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

<u>By Program</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	31 Jan 2013 Actual \$	31 Jan 2013 Actual \$	31 Jan 2013 Actual \$
Governance			
Toyota Prado, CEO Vehicle	46,151	45,455	(696)
Transport			
Holden Rodeo, Town Supervisor Ute	3,469	15,455	11,986
Ford Ranger XLT Works Manager Ute	25,340	23,500	(1,840)
Kubota Ride on Mower	0	4,136	4,136
Economic Services			-
	74,960	88,546	13,586

<u>By Class</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	31 Jan 2013 Actual \$	31 Jan 2013 Actual \$	31 Jan 2013 Actual \$
Property Plant & Equipment			
Holden Rodeo, Town Supervisor Ute	3,469	15,455	11,986
Ford Ranger XLT Works Manager Ute	25,340	23,500	(1,840)
Kubota Ride on Mower	0	4,136	4,136
Toyota Prado, CEO Vehicle	46,151	45,455	(696)
	74,960	88,546	13,586

Summary

	31 Jan 2013 Actual \$
Profit on Asset Disposals	16,122
Loss on Asset Disposals	(2,536)
	<u>13,586</u>

SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-12	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2012/13 Actual \$	2012/13 Budget \$	2012/13 Actual \$	2012/13 Budget \$	2012/13 Actual \$	2012/13 Budget \$
Loan 48 McCleary Property	100,532	-	22,633	22,633	77,899	77,899	3,089	7,318
Loan 48 McCleary Property - Shire Office	85,638	-	19,280	19,280	66,358	66,358	2,631	6,234
Loan 53 Staff Housing	130,161	-	15,232	15,232	114,929	114,929	3,974	8,824
Loan 56 Staff Housing	134,313	-	6,175	12,534	128,138	121,779	2,980	6,965
Loan 57 Monkey Mia Bore	0	300,000	-	11,200	0	288,800	-	9,000
Loan 58 Digital TV	0	150,000	0	0	0	150,000	-	0
	450,644	-	63,320	80,879	387,324	819,765	12,675	38,341

All debenture repayments were financed by general purpose revenue.

(b) New Debentures 2012/13

No new loans have been taken as at 31 January 2013

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013

	2012/2013 Actual \$	2012/2013 Budget \$
6. RESERVES		
Cash Backed Reserves		
(a) Office Replacement/Refurbishment		
Opening Balance	1,057,446	1,057,183
Amount Set Aside / Transfer to Reserve	28,642	44,930
Amount Used / Transfer from Reserve		(1,025,000)
	<u>1,086,087</u>	<u>77,113</u>
(b) Pensioner Unit Maintenance		
Opening Balance	196,383	195,832
Amount Set Aside / Transfer to Reserve	5,725	9,792
Amount Used / Transfer from Reserve		(82,000)
	<u>202,108</u>	<u>123,624</u>
Recreation Facility		
(c) Replacement/Upgrade		
Opening Balance	254,634	254,573
Amount Set Aside / Transfer to Reserve	6,665	12,729
Amount Used / Transfer from Reserve		-
	<u>261,299</u>	<u>267,302</u>
(d) Plant Replacement Reserve		
Opening Balance	186,638	186,596
Amount Set Aside / Transfer to Reserve	4,646	4,665
Amount Used / Transfer from Reserve		(100,000)
	<u>191,284</u>	<u>91,261</u>
(e) LSL Reserve		
Opening Balance	117,813	114,632
Amount Set Aside / Transfer to Reserve	3,217	5,475
Amount Used / Transfer from Reserve		-
	<u>121,030</u>	<u>120,107</u>
(f) Monkey Mia Jetty Reserve		
Opening Balance	17,824	17,822
Amount Set Aside / Transfer to Reserve	309	891
Amount Used / Transfer from Reserve		-
	<u>18,133</u>	<u>18,713</u>
(g) Shared Fire Fighting System Reserve		
Opening Balance	34,700	34,700
Amount Set Aside / Transfer to Reserve	317	1,735
Amount Used / Transfer from Reserve		-
	<u>35,017</u>	<u>36,435</u>
Total Cash Backed Reserves	<u>1,914,958</u>	<u>698,120</u>

All of the above reserve accounts are to be supported by money held in financial institutions.

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013

6. RESERVES (Continued)	Actual \$	Budget \$
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Office Replacement/Refurbishment Reserve	28,642	44,930
Pensioner Unit Maintenance Reserve	5,725	9,792
Recreation Facility Replacement/Upgrade Rese	6,665	12,729
Plant Replacement Reserve	4,646	4,665
Long service Leave Reserve	3,217	5,475
Monkey Mia Jetty Reserve	309	891
Shared Fire Fighting System Reserve	317	1,735
	<u>49,520</u>	<u>80,217</u>
Transfers from Reserves		
Office Replacement/Refurbishment Reserve	0	(1,025,000)
Pensioner Unit Maintenance Reserve	0	(82,000)
Plant Replacement Reserve	0	(100,000)
	<u>0</u>	<u>(\$1,207,000)</u>
Total Transfer to/(from) Reserves	<u>49,520</u>	<u>(1,126,783)</u>

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Office Replacement/Refurbishment Reserve

- to be used to fund the replacement/refurbishment of the administration offices, council chambers and library.

Pensioner Unit Maintenance Reserve

- to be used for the replacement and/or maintenance of the pensioner units on Hughes Street.

Recreation Facility Upgrade/Replacement Reserve

- to be used for the upgrade/construction of the shire's recreational facilities.

Plant Replacement Reserve

- to be used for the acquisition and replacement of major plant.

LSL Reserve

- to be used for the provision for employees' long service leave.

Monkey Mia Jetty Reserve

- to be used for the upgrade and maintenance of the Monkey Mia Jetty.

Shared Fire Fighting System Reserve

- to be used for the replacement of the shared fire fighting system located at the Discovery Centre.

The pensioner unit maintenance reserve, the Office replacement reserve and the plant replacement Reserve are expected to be utilised in 2012/2013

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013

	31 Jan 2013 Actual \$	Brought Forward 1-Jul \$
7. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Municipal Bank	2,403,295	1,584,085
Cash Backed Reserves	1,914,958	1,914,958
Cash Advances	700	700
Receivables - Rates	111,739	0
Receivables - General	303,042	1,021,476
Receivables - ESL	-	-
Inventories	132,355	91,566
	<u>4,866,088</u>	<u>4,612,785</u>
LESS: CURRENT LIABILITIES		
Payables	-661,597	-451,660
NET CURRENT ASSET POSITION	<u>4,204,492</u>	<u>4,161,125</u>
Less: Cash - Restricted	-1,914,958	-1,914,958
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>2,289,534</u>	<u>2,246,167</u>

SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2012/13 Actual Rate Revenue \$	2012/13 Actual Interim Rates \$	2012/13 Actual Back Rates \$	2012/13 Actual Total Revenue \$	2012/13 Budgeted \$
Differential General Rate								
Gross Rental Value	7.5679	395	9,623,435	639,056	(11,553)	-	627,504	646,111
Unimproved Value	19.9988	19	1,313,918	222,187	(742)	-	221,444	222,187
Unimproved Value Pastoral	2.9231	12	757,960	22,156	-	-	22,156	22,156
Sub-Totals		426	11,695,313	883,399	(12,295)	-	871,104	890,454
Minimum Rates	Minimum \$							
Gross Rental Value	672.00	203		136,416	-	-	136,416	136,416
Unimproved Value	672.00	8		5,376	-	-	5,376	4,704
Sub-Totals		211	0	141,792	-	-	141,792	141,120
Specified Area Rates (Note 9)								
Discounts							1,012,896	1,031,574
Write offs							(2,805)	(3,000)
Totals		637					1,010,091	1,028,574

All land except exempt land in the Shire of Shark Bay is rated according to its Gross Rental Value (GRV) in townships or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2012/13 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

27 FEBRUARY 2013

SHIRE OF SHARK BAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013

9. Cash and Investments

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
Muni Bank Account	2.25%	883,858				883,858	BankWest	
Telenet Saver	3.25%	1,207,554				1,207,554	BankWest	
Trust Bank Account	0.00%			39,257		39,257	BankWest	
(b) Term Deposits								
Municipal Gold term Deposit	4.45%	322,693				322,693	BankWest	23/01/2013
Trust Term Deposit	4.45%			79,954		79,954	BankWest	23/01/2013
Long Service Leave Reserve	4.45%		121,030			121,030	BankWest	23/01/2013
Pensioner Unit Reserve	4.45%		202,108			202,108	BankWest	23/01/2013
Recreational Facility Reserve	4.45%		261,299			261,299	BankWest	23/01/2013
Plant Replacement Reserve	4.45%		191,284			191,284	BankWest	23/01/2013
Office Replacement Reserve	4.45%		1,086,087			1,086,087	BankWest	23/01/2013
Monkey Mia Jetty Reserve	4.45%		18,133			18,133	BankWest	23/01/2013
Shared Fire System Reserve	4.45%		35,017			35,017	BankWest	23/01/2013
Total		2,414,105	1,914,958	119,210	0	4,448,273		

**SHIRE OF SHARK BAY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013**

	Note	\$
Current Assets		
Bank	1	2,529,749
Cash Advances	2	700
Receivables - Rates	3	111,739
Receivables - ESL	4	-
Receivables - General	5	303,042
Prepayments	6	-
Inventories	7	132,355
Short Term Investments	8	83,052
Reserve Fund Investments	9	1,793,928
Total Current Assets		4,954,565
Non Current Assets		
Rates - Deferred	15	6,641
Receivables	16	-
Investments - Non Current	17	37,978
Furniture & Equipment	18	1,165,994
Plant & Equipment	19	1,405,683
Land & Buildings	20	11,536,978
Heritage Assets	21	562,742
Infrastructure Assets	22	17,864,713
Total Non Current Assets		32,580,729
Total Assets		37,535,294
Current Liabilities		
Creditors	10	783,675
ESL Liability	11	-
Trust Creditors	12	99,643
Provisions	13	187,703
Borrowings	14	47,046
Total Current Liabilities		1,118,068
Non Current Liabilities		
Provisions	23	34,761
Borrowings	24	340,278
Total Non Current Liabilities		375,039
Total Liabilities		1,493,108
Net Assets/Liabilities		36,042,186
Net Assets are Represented by:		
Ratepayers' Equity		
Accumulated Surplus/Deficit	25	34,176,748
Reserves - Asset Revaluation	26	0
Reserves - Cash Backed	27	1,865,438
Total Ratepayers' Equity		36,042,186

The Statement of Financial Position is to be read in conjunction with the attached notes

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

SHIRE OF SHARK BAY
NOTES TO THE STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD 1 JULY 2012 TO 31 JANUARY 2013

Note	Classification	Particulars	Balance
1	Bank	Municipal Fund Bank	\$873,048
		Municipal Telenet Saver	\$1,207,554
		Gold Term Deposit	\$322,693
		Trust Bank	\$126,455
			<u>\$2,529,749</u>
2	Cash Advances	Petty Cash Float	\$0
		Till Float	\$200
		SBIC Till Float	\$300
		Refuse Site Float	\$200
			<u>\$700</u>
3	Receivables - Rates	Receivables - Rates	<u>\$111,739</u>
4	Receivables - ESL	ESL Control	\$0
		State Revenue - ESL Pensioner Rebate	\$0
			<u>\$0</u>
5	Receivables - General	Receivables - General	227,654
		FBT Provision	17,266
			<u>\$303,042</u>
6	Prepayments	Prepaid Expenses - Materials/Contracts	\$0
			<u>\$0</u>
7	Inventories	Inventories	<u>\$132,355</u>
8	Investments - Current	LSL Investment Term Deposit	\$83,052
			<u>\$83,052</u>
9	Reserve Fund Investments	Office Replacement Reserve Term Deposit	\$1,086,087
		Pensioner Unit Reserve	\$202,108
		Rec. Fac. Replc/Upgrade Reserve	\$261,299
		Plant Purchase Reserve Investment	\$191,284
		Monkey Mia Jetty Reserve	\$18,133
		Sharod Fire System Reserve	\$35,017
			<u>\$1,793,928</u>
10	Creditors	Sundry Creditors	\$567,337
		Rate Refund Suspense Account	0
		GST Received	\$23,646
		Excess Rates Receipts	\$3,436
		Bank Guarantees Held	\$189,255
			<u>\$783,675</u>
11	ESL Liability	ESL Levied	0
			<u>0</u>
12	Trust Creditors		<u>\$99,643</u>
13	Provisions - Current	Annual Leave	\$104,652
		Long Service Leave	\$83,052
			<u>\$187,703</u>
14	Borrowings - Current	Current loan liability	<u>\$47,046</u>
		Total Current Assets/Liabilities	\$3,836,497

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

15	Receivable - Rates	Rates Deferred		\$6,641
16	Receivables - Non Current	Self Supporting Loan		\$0
17	Investments - Current	LSL Investment		\$37,978
18	Furniture & Equipment	Furniture and Office Equipment	2,975,150	
		Less Provision for Depreciation	(1,812,681)	\$1,165,994
19	Plant & Equipment	Plant and Equipment	3,542,944	
		Less Provision for Depreciation	(2,397,312)	\$1,405,683
20	Land & Buildings	Land	489,489	\$489,489
		Buildings	12,370,062	
		Less Provision for Depreciation	(2,361,941)	\$11,047,489
				\$11,536,978
21	Heritage Assets	Heritage Assets	670,575	
		Less Provision for Depreciation	(115,852)	\$562,742
22	Infrastructure Assets	Public Facilities	2,401,625	
		Less Provision for Depreciation	(555,369)	\$2,066,744
		Roads	17,678,588	
		Less Prov. for Depreciation Mun	(5,948,107)	\$12,347,082
		Town Streets	2,652,512	
		Less Provision for Depreciation	(795,006)	\$1,803,557
		Streetscapes	210,687	
		Less Provision for Depreciation	(35,522)	\$183,237
		Footpaths	1,157,312	
		Less Provision for Depreciation	(159,680)	\$997,633
		Drainage, Culverts	407,671	
		Less Provision for Depreciation	(41,211)	\$368,460
				\$17,864,713
23	Provisions - Non Current	Long Service Leave		\$34,781
24	Borrowings - Non Current	Loans Due and Payable in Excess of 3 Months		\$340,278
		Total Non Current Assets/Liabilities		\$32,205,890
		NET ASSET/LIABILITIES		\$36,042,186
25	Accumulated Surplus/Deficit	Accumulated Surplus as at 1 July 2012		\$33,111,090
		Transfers to Reserves		\$0
		Transfers from Reserves		\$0
		Plus Operating Surplus YTD		\$1,065,658
				\$34,176,748
26	Reserves Asset Revaluation	Land & Buildings		\$0
		Public Facilities		\$0
		Town Streets		\$0
		Bush Roads		\$0
		Footpaths		\$0
				\$0
27	Reserves Cash Backed	Office Replacement Reserve		\$1,057,448
		Pensioner Unit Reserve		\$186,383
		LSL Reserve		\$117,813
		Plant Replacement Reserve		\$186,638
		Recreation Facility Replac./Upgrade Reserve		\$254,634
		Monkey Mia Jetty Reserve		\$17,824
		Shared Fire System Reserve		\$34,700
				\$1,865,438
		TOTAL EQUITY		\$36,042,186

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

SHIRE OF SHARK BAY
(B193)

GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORT

Printed on : 20.02.13 at 15:51
Page No. : 1
For Period Ending 28.02.13

Date from : 01.07.12 Date To : 31.01.13

Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 001 RATES										
Department:										
Sub Department:										
0010142C	Debt Recovery Costs - Rates	1000.00	0.00	0.00	1000.00	0.00	1000.00	581.00	-144.81	725.81
0010160C	Governance Overheads Alloca	41321.25	0.00	0.00	41321.25	0.00	41321.25	21025.32	21025.32	3075.88
0010266S	Other Minor Expenses - Rate	900.00	0.00	0.00	900.00	0.00	900.00	525.00	623.35	-98.35
00102990	Valuation Expenses - Rates	4500.00	0.00	0.00	4500.00	0.00	4500.00	2625.00	955.80	1659.20
Total OPERATING EXPENDITURE										
00103010	Rates GRV	47721.25	0.00	0.00	47721.25	0.00	47721.25	27832.00	22459.66	5362.34
00103020	Rates JV - General	-638111.00	0.00	0.00	-638111.00	0.00	-638111.00	-639036.27	-639036.27	945.27
00103030	Rates JV - Pastoral	-22156.00	0.00	0.00	-22156.00	0.00	-22156.00	-22187.00	-22186.53	-0.47
00103040	Minimum Rates GRV	-136416.00	0.00	0.00	-136416.00	0.00	-136416.00	-22156.00	-22155.94	-0.06
00103050	Minimum Rates UV - General	-4704.00	0.00	0.00	-4704.00	0.00	-4704.00	-136416.00	-136416.00	0.00
00103080	Interim Rates GRV	-6000.00	0.00	0.00	-6000.00	0.00	-6000.00	-4704.00	-5376.00	672.00
00103090	Interim Rates UV - General	0.00	0.00	0.00	0.00	0.00	0.00	-4000.00	11552.66	-1552.66
00103110	Back Rates GRV	-2000.00	0.00	0.00	-2000.00	0.00	-2000.00	0.00	742.18	-742.18
00103150	Rates Written Off UV - Gene	3000.00	0.00	0.00	3000.00	0.00	3000.00	-1332.00	-1332.00	0.00
00103480	Rate Equivalent - Pipeline	-3990.00	0.00	0.00	-3990.00	0.00	-3990.00	3000.00	2804.80	195.20
0010376S	Rate Book Enquiry Fee	-950.00	0.00	0.00	-950.00	0.00	-950.00	0.00	0.00	0.00
00103767	Rate Instalment Service Fee	-1500.00	0.00	0.00	-1500.00	0.00	-1500.00	-553.00	-664.50	111.50
00103768	Rate Payment Arrangement Fe	-800.00	0.00	0.00	-800.00	0.00	-800.00	-875.00	-1513.75	638.75
00104160	Pius Deferred Pensioner Int	-500.00	0.00	0.00	-500.00	0.00	-500.00	-462.00	0.00	-462.00
00104180	Pius Non Payment Penalty -	-5500.00	0.00	0.00	-5500.00	0.00	-5500.00	-287.00	-547.51	260.51
Total OPERATING INCOME										
0020324S	Grants Commission - General	-571621.00	0.00	0.00	-571621.00	0.00	-571621.00	-1030527.00	-1016059.55	-14467.45
00203246	Grants Commission - Roads	-213071.00	0.00	0.00	-213071.00	0.00	-213071.00	-1002695.00	-993589.89	-9105.11
Sub-programme : 002 GENERAL PURPOSE INCOME										
Total										
Sub-programme Total										
RATES										
Sub-programme Total										
Sub-programme : 002 GENERAL PURPOSE INCOME										
Total										
Sub-programme Total										
GENERAL PURPOSE INCO Sub-programme Total										
Total										
Sub-programme Total										

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SHIRE OF SHARK BAY
(B183)GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORTPrinted on : 20.02.13 at 15:31
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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Department:										
: 1 Municipal Fund										
: 03 GENERAL PURPOSE FUNDING										
Sub-programme : 003 INTEREST ON INVESTMENTS										
COA no. Description										
Sub-programme : 003 INTEREST ON INVESTMENTS										
00304120	Interest Earned - Office Re	-44930.00	0.00	-44930.00	0.00	-44930.00	-22465.00	-28641.69	6176.69	
00304125	Interest Earned - Pensioner	-9792.00	0.00	-9792.00	0.00	-9792.00	-4896.00	-5724.53	828.53	
00304130	Interest Earned - Recreation	-12729.00	0.00	-12729.00	0.00	-12729.00	-6364.86	-6664.86	300.86	
00304132	Interest Earned - Plant Rep	-4665.00	0.00	-4665.00	0.00	-4665.00	-2332.00	-4646.08	2314.08	
00304133	Interest Earned - Monkey Mi	-891.00	0.00	-891.00	0.00	-891.00	-445.00	-308.88	-136.12	
00304134	Interest Earned - Shared Fi	-1735.00	0.00	-1735.00	0.00	-1735.00	-867.00	-317.29	-549.71	
00304140	Interest Earned - Investmen	-60000.00	0.00	-60000.00	0.00	-60000.00	-35000.00	-37028.63	2028.63	
Total OPERATING INCOME					-134742.00	0.00	-134742.00	-83331.96	10962.96	
00304620	Transfer Interest - Pension	9792.00	0.00	9792.00	0.00	9792.00	0.00	5724.53	-5724.53	
00304625	Transfer Interest - Office	44930.00	0.00	44930.00	0.00	44930.00	0.00	28641.69	-28641.69	
00304630	Transfer Interest - Recreat	12729.00	0.00	12729.00	0.00	12729.00	0.00	6664.86	-6664.86	
00304632	Transfer Interest - Plant R	4665.00	0.00	4665.00	0.00	4665.00	0.00	4646.08	-4646.08	
00304633	Transfer Interest - Monkey	891.00	0.00	891.00	0.00	891.00	0.00	308.88	-308.88	
00304634	Transfer Interest - Shared	1735.00	0.00	1735.00	0.00	1735.00	0.00	317.29	-317.29	
Total CAPITAL EXPENDITURE					74742.00	0.00	74742.00	0.00	46303.33	
Total					-60000.00	0.00	-60000.00	-72369.00	-35340.37	
Total					-60000.00	0.00	-60000.00	-72369.00	-35340.37	
INTEREST ON INVESTME Sub-programme Total					-60000.00	0.00	-60000.00	-72369.00	-35340.37	
Sub-programme : 004 OTHER GENERAL PURPOSE INCOME										
00400995	Telephone - Online Police L	450.00	0.00	450.00	0.00	450.00	259.00	222.39	36.61	
00401600	Governance Overheads Alloca	59287.50	0.00	59287.50	0.00	59287.50	34580.00	30051.50	4528.50	
Total OPERATING EXPENDITURE					59737.50	0.00	59737.50	34839.00	30273.89	
00403610	Debt Recovery Costs	-500.00	0.00	-500.00	0.00	-500.00	-287.00	-200.00	-87.00	
00403650	Reimbursements - other	0.00	0.00	0.00	0.00	0.00	0.00	-9.09	9.09	
00403755	Photocopying Income	-115.00	0.00	-115.00	0.00	-115.00	-63.00	-108.69	45.69	
00404412	Commission - Emergency Serv	-4000.00	0.00	-4000.00	0.00	-4000.00	-2331.00	-4000.00	1669.00	
00404413	Commission - Police Departm	-16500.00	0.00	-16500.00	0.00	-16500.00	-9825.00	-9127.08	-497.92	
00404414	Reimbursements - Police Lic	-1000.00	0.00	-1000.00	0.00	-1000.00	-581.00	0.00	-581.00	
00404440	Other Minor Charges	-100.00	0.00	-100.00	0.00	-100.00	-56.00	0.00	-56.00	
Total OPERATING INCOME					-22215.00	0.00	-22215.00	-12943.00	501.86	
Total					37522.50	0.00	37522.50	21896.00	5066.97	
Total					37522.50	0.00	37522.50	21896.00	5066.97	
OTHER GENERAL PURPOSE Sub-programme Total					37522.50	0.00	37522.50	21896.00	5066.97	

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PROGRAMME PROGRESS REPORT

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Fund	: 1	Municipal Fund				
Programme	: 03	GENERAL PURPOSE FUNDING				
Sub-programme	: 004	OTHER GENERAL PURPOSE INCOME				
COA No.		Description	Original	Y.T.D.	Y.T.D.	Variance
			Budget	Budget	Actual	
			Amendments			
			0.00	-1445514.00	-1419452.99	-26061.01
		GENERAL PURPOSE FUND Programme Total	-1801262.25	-1801262.25		

MINUTES ORDINARY COUNCIL MEETING

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SHIRE OF SHARK BAY
(B183)

GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORT

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For Period Ending 28.02.13

Date from : 01.07.12 Date To : 31.01.13

Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
: 1 Municipal Fund										
: 04 GOVERNANCE										
Sub-programme : 051 MEMBERS OF COUNCIL										
Description										
Sub-programme : 051 MEMBERS OF COUNCIL										
05100730	Maintenance - Council Chamb			1500.00	0.00	1500.00	861.00	716.36	144.64	
05100910	Archives - Outside Storage			1500.00	0.00	1500.00	875.00	0.00	875.00	
05100980	Publications & Subscription			10500.00	0.00	10500.00	10500.00	9306.97	1193.03	
05101010	Conference Expenses - Membe			4500.00	0.00	4500.00	2625.00	3531.82	-906.82	
05101060	Meeting Attendance Fees - M			30800.00	0.00	30800.00	17962.00	19395.00	-1433.00	
05101062	Members Allowances (Comms &			3500.00	0.00	3500.00	2037.00	2024.00	13.00	
05101065	Accommodation & Meals - Mem			4000.00	0.00	4000.00	2331.00	2381.09	-50.09	
05101070	Reimbursement Other - Membe			1500.00	0.00	1500.00	875.00	0.00	875.00	
05101075	Reimbursement Travel - Memb			5000.00	0.00	5000.00	2912.00	1937.87	974.13	
05101080	Travel External - Members			2500.00	0.00	2500.00	1456.00	5426.33	-3970.33	
05101083	Uniforms - Members			1000.00	0.00	1000.00	581.00	0.00	581.00	
05101085	President's Allowance			8250.00	0.00	8250.00	4809.00	5187.50	-378.50	
05101090	Refreshments & Receptions			13730.00	0.00	13730.00	7987.00	5891.71	2095.29	
05101125	Donations - Contra			3000.00	0.00	3000.00	1750.00	320.01	1429.99	
05101126	Donations - Cash			5000.00	0.00	5000.00	2912.00	4379.29	-1467.29	
05101281	Strategic Planning			52000.00	0.00	52000.00	30331.00	7837.75	22493.25	
05101282	Policy and Local Laws Revie			14000.00	0.00	14000.00	8162.00	3798.00	4364.00	
05101403	Audit Fees			24500.00	0.00	24500.00	12250.00	12407.47	-157.47	
05101470	Insurance - Members			5898.00	0.00	5898.00	5897.25	0.75	0.75	
05101600	Governance Overheads Alloca			111460.50	0.00	111460.50	65016.00	56428.34	8587.66	
05101610	Health Overheads Allocated			869.82	0.00	869.82	504.00	203.28	300.72	
05102480	Election Expenses			1000.00	0.00	1000.00	581.00	0.00	581.00	
05102490	Community & Public Relation			2000.00	0.00	2000.00	1162.33	0.00	1162.00	
05102665	Other Minor Expenditure			1500.00	0.00	1500.00	868.33	133.10	734.90	
Total				309508.32	0.00	309508.32	185245.00	147203.14	38041.86	
05103650	Reimbursements - Other			-500.00	0.00	-500.00	-287.00	207.59	-494.59	
05103749	Nonrefunded Election Deposi			-80.00	0.00	-80.00	-42.00	0.00	-42.00	
Total OPERATING INCOME				-580.00	0.00	-580.00	-329.00	207.59	-536.59	
Total				308928.32	0.00	308928.32	184916.00	147410.73	37505.27	
Total				308928.32	0.00	308928.32	184916.00	147410.73	37505.27	
MEMBERS OF COUNCIL Sub-programme Total										
05200001				Staff Housing Costs	34158.00	0.00	34158.00	19222.00	14626.78	5295.22
05200560				Fringe Benefits Tax	16000.00	0.00	16000.00	0.00	0.00	0.00
05200590				Recruitment/Relocation Cost	12540.00	0.00	12540.00	7315.00	7293.37	21.63
05200610				Salaries & Wages	573661.00	0.00	573661.00	334635.00	295597.32	39037.68
05200612				Contract Staff	24500.00	0.00	24500.00	14287.00	2016.00	12271.00
05200640				Staff Medicals	300.00	0.00	300.00	175.00	0.00	175.00
Sub-programme : 052 ADMINISTRATION OTHER										

Signed by the Deputy President (Presiding) Cr J Hanscombe

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Fund Programme Sub-programme COA no.	: 1 : 04 : 052 Description	Municipal Fund GOVERNANCE ADMINISTRATION OTHER	Department:		Original Budget	Current Budget	Y.T.D.		Y.T.D. Actual	Variance
			Sub Department	Budget Amendments			Budget	Actual		
05203661	Reimbursements - Staff Trav		0.00	0.00	-1000.00	-1000.00	-581.00	-1058.51	477.51	
05203663	Reimbursements - Staff Phon		0.00	0.00	-500.00	-500.00	-287.00	0.00	-287.00	
05203713	Council Minutes - Postage R		0.00	0.00	-500.00	-500.00	-287.00	-155.46	-131.54	
05203727	Freedom of Information Fee		0.00	0.00	-250.00	-250.00	-140.00	-99.63	-40.37	
05204405	Insurance Reimbursement		0.00	0.00	-500.00	-500.00	-287.00	-7118.68	6831.68	
05204490	WALGA Advert & Telstra Reba		0.00	0.00	-1000.00	-1000.00	-581.00	-139.65	-441.35	
Total OPERATING INCOME										
05204516	Principal Loan 53 - Staff H		0.00	0.00	-671410.00	-671410.00	-336437.00	-16261.92	-320175.08	
05204517	Principal Loan 48 - Shire O		0.00	0.00	15232.00	15232.00	15232.00	15232.43	-0.43	
05204518	Principal Loan 56 - Staff H		0.00	0.00	19280.00	19280.00	19280.00	19279.79	0.21	
05204734	Shire Offices - Upgrade & R		0.00	0.00	12534.00	12534.00	6267.00	6174.61	92.39	
05204870	Computer Hardware Upgrade/N		0.00	0.00	1687150.00	1687150.00	0.00	5850.00	1681300.00	
05204875	Computer Software Upgrade/N		0.00	0.00	6000.00	6000.00	0.00	0.00	0.00	
05204975	Office Furniture & Equipmen		0.00	0.00	5000.00	5000.00	3332.00	3518.60	-599.60	
05204977	Upgrade Council Chambers		0.00	0.00	5000.00	5000.00	2919.00	17337.90	-4005.90	
05205335	CEO Vehicle Replacement		0.00	0.00	20000.00	20000.00	13332.00	61711.29	-61711.29	
Total CAPITAL EXPENDITURE										
05206025	Transfer From Office Replac		0.00	0.00	1835196.00	1835196.00	1747512.00	129104.62	1618407.38	
			0.00	0.00	-1025000.00	-1025000.00	0.00	0.00	0.00	
Total CAPITAL INCOME										
			0.00	0.00	-1025000.00	-1025000.00	0.00	0.00	0.00	
			0.00	0.00	148046.00	148046.00	1428052.00	129219.40	1298832.60	
			0.00	0.00	148046.00	148046.00	1428052.00	129219.40	1298832.60	
ADMINISTRATION OTHER Sub-programme Total										
			0.00	0.00	148046.00	148046.00	1428052.00	129219.40	1298832.60	
GOVERNANCE										
			0.00	0.00	456974.32	456974.32	1612968.00	276630.13	1336337.87	

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Fund Programme Sub-programme : COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 101 FIRE PREVENTION							
10101462	Insurance - Fire	4036.00	0.00	4036.00	4036.00	4035.82	0.18
10101600	Governance Overheads Alloca	16600.50	0.00	16600.50	9681.00	8431.78	1249.22
10102495	Fire Fighting	14000.00	0.00	14000.00	8155.00	695.40	7459.60
10102500	Fire Prevention	7500.00	0.00	7500.00	4354.00	3493.70	860.30
Total	OPERATING EXPENDITURE	42136.50	0.00	42136.50	26226.00	16656.70	9569.30
10103218	FESA Grant - Operating Bush	-4564.00	0.00	-4564.00	-2282.00	926.00	-3208.00
10103655	Reimbursements - Fire fight	0.00	0.00	0.00	0.00	-8247.66	8247.66
Total	OPERATING INCOME	-4564.00	0.00	-4564.00	-2282.00	-7321.66	5039.66
Total		37572.50	0.00	37572.50	23944.00	9335.04	14608.96
Total		37572.50	0.00	37572.50	23944.00	9335.04	14608.96
FIRE PREVENTION Sub-programme Total							
Sub-programme : 102 ANIMAL CONTROL							
10201600	Governance Overheads Alloca	16600.50	0.00	16600.50	9681.00	8431.78	1249.22
10202315	Animal Destruction	5100.00	0.00	5100.00	2975.00	5000.00	-2025.00
10202450	Dog License Discs	50.00	0.00	50.00	28.00	67.00	-39.00
10202460	Dog Tidy Dispensers	1200.00	0.00	1200.00	693.00	854.27	-161.27
10202580	Legal Expenses - Law & Orde	500.00	0.00	500.00	287.00	0.00	287.00
10202665	Other Minor Expenditure	250.00	0.00	250.00	140.00	0.00	140.00
10202690	Maintenance - Pound	600.00	0.00	600.00	336.00	50.22	285.78
Total	OPERATING EXPENDITURE	24300.50	0.00	24300.50	14140.00	14403.27	-263.27
10203701	Animal Handling Equipment	-100.00	0.00	-100.00	-56.00	0.00	-56.00
10203719	Dog Sustainance Fees	-50.00	0.00	-50.00	-28.00	0.00	-28.00
10203810	Fines & Penalties - Dog Act	-250.00	0.00	-250.00	-140.00	-80.00	-60.00
10203858	Dog Registration Fees	-2200.00	0.00	-2200.00	-1281.00	-1307.40	26.40
Total	OPERATING INCOME	-2600.00	0.00	-2600.00	-1505.00	-1387.40	-117.60
Total		21700.50	0.00	21700.50	12635.00	13015.87	-380.87
Total		21700.50	0.00	21700.50	12635.00	13015.87	-380.87
ANIMAL CONTROL Sub-programme Total							
Sub-programme : 103 OTHER LAW, ORDER & PUBLIC SAFETY							
10301301	Depreciation - Plant & Equi	9015.00	0.00	9015.00	5257.00	5650.88	-393.88
10301303	Depreciation - Buildings	1023.00	0.00	1023.00	595.00	602.77	-7.77
10301600	Governance Overheads Alloca	20157.75	0.00	20157.75	11753.00	10215.32	1537.68

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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Department: Sub Department: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
10302425	1	05		Municipal Fund	8000.00	0.00	8000.00	7999.00	12497.27	-4498.27
10302750				LAW, ORDER AND PUBLIC SAFETY	53000.00	0.00	53000.00	30905.00	36135.88	-5230.88
10302792				OTHER LAW, ORDER & PUBLIC SAFETY	11690.00	0.00	11690.00	11690.00	118.18	11571.82
10302795				Emergency Management Consul	15500.00	0.00	15500.00	9037.00	4969.92	4067.08
10302800				SES Denham - Operating	6000.00	0.00	6000.00	3493.00	4750.63	-1257.63
10309950				SES Useless Loop - Operatin	100.00	0.00	100.00	56.00	35.45	20.55
				Telephone - Road Sign Trail						
Total				OPERATING EXPENDITURE	124485.75	0.00	124485.75	80785.00	74976.30	5808.70
10303218				Grant FESA - SES	-21500.00	0.00	-21500.00	-10750.00	-23220.00	18470.00
10303220				FESA SES Capital Grants	-486500.00	0.00	-486500.00	-243250.00	-3708.40	-239541.60
10303824				Fines and Penalties Local L	-500.00	0.00	-500.00	-287.00	-500.00	213.00
Total				OPERATING INCOME	-508500.00	0.00	-508500.00	-254287.00	-33428.40	-220858.60
10305304				Emergency Services Building	580000.00	0.00	580000.00	579999.00	5279.55	574719.45
10305305				FESA -SES Capital Expenditu	6500.00	0.00	6500.00	6500.00	3211.36	3288.64
Total				CAPITAL EXPENDITURE	586500.00	0.00	586500.00	586499.00	8490.91	578008.09
Total					202485.75	0.00	202485.75	412997.00	50038.81	362958.19
Total					202485.75	0.00	202485.75	412997.00	50038.81	362958.19
OTHER LAW, ORDER & PUBL Sub-programme Total					202485.75	0.00	202485.75	412997.00	50038.81	362958.19
LAW, ORDER AND PUBLI Programme Total					261758.75	0.00	261758.75	449576.00	72389.72	377186.28

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Fund Programme : 07 HEALTH INSPECTION Sub-programme : 151 HEALTH INSPECTION COA no. Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 151 HEALTH INSPECTION						
15100625 Consultant Fees - Health	35000.00	0.00	35000.00	20412.00	19371.96	1040.04
15100680 Travel & Accommodation - St	10000.00	0.00	10000.00	5831.00	955.82	4875.18
15101600 Governance Overheads Alloca	22529.25	0.00	22529.25	13139.00	11404.48	1734.52
15101615 Health Overheads Recovered	-13917.12	0.00	-13917.12	-8213.00	-3252.44	-4860.56
Total OPERATING EXPENDITURE	53612.13	0.00	53612.13	31269.00	28479.82	2789.18
15103784 Septic Tank Inspect Fees	-250.00	0.00	-250.00	-140.00	0.00	-140.00
15103870 Itinerant Food Vendors Lice	-325.00	0.00	-325.00	-189.00	-206.00	17.00
15103875 Offensive Trade License	-750.00	0.00	-750.00	-434.00	-737.00	303.00
15103884 Septic Tank Application Fee	-1000.00	0.00	-1000.00	-581.00	-226.00	-355.00
Total OPERATING INCOME	-2325.00	0.00	-2325.00	-1344.00	-1169.00	-175.00
Total	51287.13	0.00	51287.13	29925.00	27310.82	2614.18
Total	51287.13	0.00	51287.13	29925.00	27310.82	2614.18
HEALTH INSPECTION Sub-programme Total	51287.13	0.00	51287.13	29925.00	27310.82	2614.18
Sub-programme : 152 PREVENTATIVE SERVICES						
15202310 Analytical Expenses	0.00	0.00	0.00	0.00	401.26	-401.26
15202320 Mosquito Control (Fogging)	3000.00	0.00	3000.00	1736.00	0.00	1736.00
Total OPERATING EXPENDITURE	3000.00	0.00	3000.00	1736.00	401.26	1334.74
Total	3000.00	0.00	3000.00	1736.00	401.26	1334.74
Total	3000.00	0.00	3000.00	1736.00	401.26	1334.74
PREVENTATIVE SERVICE Sub-programme Total	3000.00	0.00	3000.00	1736.00	401.26	1334.74
Sub-programme : 153 OTHER HEALTH						
15301600 Governance Overheads Alloca	10671.75	0.00	10671.75	6223.00	5405.10	817.90
15302505 Flying Doctor Services	5500.00	0.00	5500.00	3206.00	3100.00	106.00
15302813 St John Ambulance - Shark B	280.00	0.00	280.00	161.00	145.65	15.35
Total OPERATING EXPENDITURE	16451.75	0.00	16451.75	9590.00	8650.75	939.25
Total	16451.75	0.00	16451.75	9590.00	8650.75	939.25
Total	16451.75	0.00	16451.75	9590.00	8650.75	939.25
OTHER HEALTH Sub-programme Total	16451.75	0.00	16451.75	9590.00	8650.75	939.25

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Fund	: 1	Municipal Fund	Department:			
Programme	: 07	HEALTH	Budget	Y.T.D.	Y.T.D.	
Sub-programme	: 154	BUILDING HEALTHY COMMUNITIES	Amendments	Budget	Actual	Variance
COA no.		Description				
Sub-programme	: 154	BUILDING HEALTHY COMMUNITIES				

HEALTH	Programme Total	70738.88	0.00	70738.88	36362.83	4888.17
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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Fund : 1 Municipal Fund										
Programme : 09 HOUSING										
Sub-programme : 091 Staff Housing										
COA no. Description										
Sub-programme : 091 Staff Housing										
0910000				House 5 Spaven Way (CEO)	10121.00	0.00	10121.00	5886.00	3171.89	2708.11
0910001				House 34 Hughes Street Unit	15750.00	0.00	15750.00	9177.00	8375.34	801.66
0910010				House 65 Brockman Street	8562.00	0.00	8562.00	4977.00	3437.74	1539.26
0910020				House 39 Durlacher St	15400.00	0.00	15400.00	8974.00	7995.04	978.96
0910030				House 80 Durlacher St	8018.00	0.00	8018.00	4655.00	1608.46	3046.54
0910040				House 51 Durlacher St	9375.00	0.00	9375.00	5446.00	3721.09	1724.91
0910050				Staff Housing Costs Allocat	-46414.00	0.00	-46414.00	-27069.00	-23059.56	-4009.44
09100100										
Total OPERATING EXPENDITURE					20812.00	0.00	20812.00	12040.00	5250.00	6790.00
09110530				Rental Income 39 Durlacher	-10400.00	0.00	-10400.00	-4500.00	-3000.00	-3062.00
09110540				Rental Income 80 Durlacher	-7800.00	0.00	-7800.00	-4550.00	-2250.00	-2300.00
09110600				Reimbursement Income Staff H	-4600.00	0.00	-4600.00	-2681.00	0.00	-2681.00
Total OPERATING INCOME					-22800.00	0.00	-22800.00	-13293.00	-5250.00	-8043.00
09128000				Capital Works Staff Housing	20000.00	0.00	20000.00	11620.00	3151.50	8468.50
Total CAPITAL EXPENDITURE					20000.00	0.00	20000.00	11620.00	3151.50	8468.50
Total					18012.00	0.00	18012.00	10367.00	3151.50	7215.50
Total					18012.00	0.00	18012.00	10367.00	3151.50	7215.50
Sub-programme : 251 PENSIONER UNITS										
25100735				Maintenance - Pensioner Unit	1255.00	0.00	1255.00	721.00	220.00	501.00
25100736				Maintenance - Pensioner Unit	1255.00	0.00	1255.00	721.00	99.00	622.00
25100737				Maintenance - Pensioner Unit	1255.00	0.00	1255.00	721.00	187.98	533.02
25100738				Maintenance - Pensioner Unit	1255.00	0.00	1255.00	721.00	0.00	721.00
25100739				Maintenance - Pensioner Unit	1255.00	0.00	1255.00	721.00	332.95	388.05
25100740				Maintenance - Pensioner Unit	1255.00	0.00	1255.00	721.00	487.19	233.81
25100741				Maintenance - Pensioner Unit	1255.00	0.00	1255.00	721.00	1826.14	-1105.14
25100742				Maintenance - Pensioner Unit	1255.00	0.00	1255.00	721.00	526.18	194.82
25100743				Maintenance - Pensioner Unit	1255.00	0.00	1255.00	721.00	825.84	-104.84
25100744				Maintenance - Pensioner Unit	1255.00	0.00	1255.00	721.00	48.12	672.88
25100745				Maintenance - Pensioner Unit	1255.00	0.00	1255.00	721.00	537.31	183.69
25100746				Maintenance - Pensioner Unit	1255.00	0.00	1255.00	721.00	332.28	388.72
25100747				Maintenance - Pensioner Unit	1255.00	0.00	1255.00	721.00	1111.75	-390.75
25100757				Utilities - Pensioner Unit	9650.00	0.00	9650.00	5614.00	3106.75	2507.25
25100776				Utilities - Pensioner Unit	1400.00	0.00	1400.00	812.00	320.00	492.00
25100777				Utilities - Pensioner Unit	1400.00	0.00	1400.00	812.00	320.00	492.00
25100778				Utilities - Pensioner Unit	1400.00	0.00	1400.00	812.00	320.00	492.00
25100779				Utilities - Pensioner Unit	1400.00	0.00	1400.00	812.00	320.00	492.00
25100780				Utilities - Pensioner Unit	1400.00	0.00	1400.00	812.00	320.00	492.00
Staff Housing					18012.00	0.00	18012.00	10367.00	3151.50	7215.50
Sub-programme Total					18012.00	0.00	18012.00	10367.00	3151.50	7215.50

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Fund : 1 Municipal Fund		Department:		Y.T.D.		Y.T.D.		Y.T.D.	
Programme : 09 HOUSING		Sub Department:		Budget		Actual		Variance	
Sub-programme : 251 PENSIONER UNITS		Budget		Current		Budget		Actual	
COA no.		Description		Amendments		Original		Budget	
25100781		Utilities - Pensioner Unit		0.00		1400.00		1400.00	492.00
25100782		Utilities - Pensioner Unit		0.00		1400.00		1400.00	492.00
25100783		Utilities - Pensioner Unit		0.00		1400.00		1400.00	492.00
25100784		Utilities - Pensioner Unit		0.00		1400.00		1400.00	492.00
25100785		Utilities - Pensioner Unit		0.00		1400.00		1400.00	492.00
25100786		Utilities - Pensioner Unit		0.00		1400.00		1400.00	492.00
25100787		Utilities - Pensioner Unit		0.00		1400.00		1400.00	812.00
25100788		Utilities - Pensioner Unit		0.00		1400.00		1400.00	172.00
25100798		Utilities - Pensioner Units		0.00		3650.00		14875.26	-12747.26
25101303		Depreciation - Buildings		0.00		8238.00		4852.27	-50.27
25101470		Insurance - Pensioner Units		0.00		3461.00		2016.00	-1530.00
25101600		Governance Overheads Allocated		0.00		39129.75		19836.20	2983.80
25101610		Health Overheads Allocated		0.00		869.82		203.28	300.72
Total OPERATING EXPENDITURE						99513.57		57114.50	698.50
25103960		Rent - Pensioner Unit 1		0.00		-5460.00		-3990.00	805.00
25103961		Rent - Pensioner Unit 2		0.00		-5460.00		-3990.00	805.00
25103962		Rent - Pensioner Unit 3		0.00		-5460.00		-3990.00	805.00
25103963		Rent - Pensioner Unit 4		0.00		-5460.00		-3990.00	805.00
25103964		Rent - Pensioner Unit 5		0.00		-5460.00		-3990.00	805.00
25103965		Rent - Pensioner Unit 6		0.00		-5460.00		-3990.00	805.00
25103966		Rent - Pensioner Unit 7		0.00		-5460.00		-3990.00	805.00
25103967		Rent - Pensioner Unit 8		0.00		-5460.00		-3990.00	805.00
25103968		Rent - Pensioner Unit 9		0.00		-5460.00		-3990.00	805.00
25103969		Rent - Pensioner Unit 10		0.00		-5460.00		-3990.00	805.00
25103970		Rent - Pensioner Unit 11		0.00		-5460.00		-3990.00	805.00
25103971		Rent - Pensioner Unit 12		0.00		-5460.00		-3990.00	805.00
25103972		Rent - Pensioner Unit 13		0.00		-5460.00		-3403.65	218.65
Total OPERATING INCOME						-70980.00		-48253.65	6848.65
25104785		Pensioner Units Capital Wor		0.00		82000.00		62426.01	-21426.01
Total CAPITAL EXPENDITURE						82000.00		62426.01	-21426.01
25106030		Transfer from Pensioner Uni		0.00		-82000.00		0.00	0.00
Total CAPITAL INCOME						-82000.00		0.00	0.00
Total						28533.57		71286.86	-13878.86
Total						28533.57		71286.86	-13878.86
PENSIONER UNITS		Sub-programme Total		0.00		28533.57		71286.86	-13878.86
HOUSING		Programme Total		0.00		46545.57		74438.36	-6663.36

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Fund	Municipal Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
: 10 COMMUNITY AMENITIES											
: 301 SANITATION - HOUSEHOLD REFUSE											
Sub-programme : 301 SANITATION - HOUSEHOLD REFUSE											
30101304	Depreciation - Public Facili	4234.00	0.00	4234.00	2464.00	2494.07	-30.07				
30101600	Governance Overheads Alloca	27272.25	0.00	27272.25	15904.00	13836.70	2067.30				
30102190	Refuse Site Maintenance	102000.00	0.00	102000.00	59493.00	55659.07	3833.93				
30102210	Refuse Site Gate Attendance	80175.00	0.00	80175.00	46753.00	41649.20	5103.80				
30102465	Domestic Refuse Collecti-on	52000.00	0.00	52000.00	30331.00	35203.93	-4872.93				
Total OPERATING EXPENDITURE					265681.25	148842.97	6102.03				
30103769	Refuse Removal	-149742.00	0.00	-149742.00	-149742.00	-151262.52	1520.52				
Total OPERATING INCOME					-149742.00	-151262.52	1520.52				
30105575	Refuse Site Infrastructure	388341.00	0.00	388341.00	387210.00	10440.00	376770.00				
Total CAPITAL EXPENDITURE					388341.00	10440.00	376770.00				
Total		504280.25	0.00	504280.25	392413.00	8020.45	384392.55				
Total		504280.25	0.00	504280.25	392413.00	8020.45	384392.55				
SANITATION - HOUSEHOLD Sub-programme Total											
					504280.25	8020.45	384392.55				
Sub-programme : 302 SANITATION OTHER											
30201304	Depreciator - Public Facili	895.00	0.00	895.00	518.00	527.10	-9.10				
30201470	Insurance - Waste Facilitie	299.00	0.00	299.00	298.00	280.00	18.00				
30201600	Governance Overheads Alloca	30829.50	0.00	30829.50	17983.00	15620.36	2362.64				
30201610	Health Overheads Allocated	3479.28	0.00	3479.28	2023.00	813.10	1209.90				
30202190	Rural Rubbish Tip Maintena	5000.00	0.00	5000.00	2912.00	0.00	2912.00				
30202600	Main Roads Rubbish Collecti	11300.00	0.00	11300.00	6887.00	7258.75	-671.75				
30202695	Purchase Of Bins	3000.00	0.00	3000.00	1750.00	220.85	1529.15				
30202815	Street Bins	3515.00	0.00	3515.00	2044.00	2001.63	42.37				
30202820	Street Rubbish Bin Maintena	3100.00	0.00	3100.00	1792.00	1499.61	292.39				
30202841	Clear Up Australia Campaign	1500.00	0.00	1500.00	875.00	0.00	875.00				
Total OPERATING EXPENDITURE					6297.78	28221.40	8560.60				
30203326	Grants - Waste Disposal	-378341.00	0.00	-378341.00	-189170.00	0.00	-189170.00				
30203720	Refuse Site Fees	-64160.00	0.00	-64160.00	-37422.00	-27057.62	-10364.38				
30203730	Recycling Income	-900.00	0.00	-900.00	-525.00	-45.45	-475.55				
30203743	Main Roads Rubbish Collecti	-10975.00	0.00	-10975.00	-6398.00	0.00	-6398.00				
30203775	Sale Of Rubbish Bins	-2750.00	0.00	-2750.00	-1603.00	-1124.56	-478.44				
Total OPERATING INCOME					-457126.00	-28227.63	-206890.37				
Total		-394208.22	0.00	-394208.22	-198336.00	-6.23	-198329.77				
Total		-394208.22	0.00	-394208.22	-198336.00	-6.23	-198329.77				

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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Department: Sub Department: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
SANITATION OTHER					-394208.22	0.00	-394208.22	-198336.00	-6.23	-198329.77
Sub-programme : 303 TOWN PLANNING®IONAL DEVELOP										
30301600	Governance Overheads Allocated				47430.00	0.00	47430.00	27664.00	23998.01	3665.99
30302410	Planning Consultant Fees				45000.00	0.00	45000.00	26250.00	38016.38	-11766.38
30302665	Other Minor Expenditure				500.00	0.00	500.00	287.00	0.00	287.00
30302860	Town Planning Advertising				2000.00	0.00	2000.00	1162.00	0.00	1162.00
30302870	Town Planning Amendments				5000.00	0.00	5000.00	2912.00	3375.00	-463.00
30302880	Town Planning Scheme No 3				2000.00	0.00	2000.00	1162.00	10587.50	-9425.50
Total OPERATING EXPENDITURE					101930.00	0.00	101930.00	59437.00	75976.89	-16539.89
30303716	Development Applications				-22000.00	0.00	-22000.00	-12831.00	-10405.72	-2425.28
30303759	Planning Advice - Written				-250.00	0.00	-250.00	-140.00	0.00	-140.00
30303761	Planning Orders & Requisites				-2000.00	0.00	-2000.00	-1162.00	-1419.30	257.00
30303781	Scheme Amendments/Rezoning				-500.00	0.00	-500.00	-287.00	0.00	-287.00
30303791	Structure Plans/Redevelopment				-500.00	0.00	-500.00	-287.00	0.00	-287.00
30303865	Home Occupation Licences				-500.00	0.00	-500.00	-287.00	-138.00	-149.00
30303867	Certificate for Liquor Licence				-200.00	0.00	-200.00	-112.00	0.00	-112.00
Total OPERATING INCOME					-25950.00	0.00	-25950.00	-15106.00	-11962.72	-3143.28
Total					75980.00	0.00	75980.00	44331.00	64014.17	-19683.17
Total					75980.00	0.00	75980.00	44331.00	64014.17	-19683.17
TOWN PLANNING®ION Sub-programme Total					75980.00	0.00	75980.00	44331.00	64014.17	-19683.17
Sub-programme : 304 OTHER COMMUNITY AMENITIES										
30400715	Cleaning - Public Conveniences				29811.00	0.00	29811.00	17388.00	16603.69	784.11
30400730	Maintenance - Public Conveniences				3200.00	0.00	3200.00	1848.00	4061.92	-2213.92
30400760	Maintenance - Mortuary				900.00	0.00	900.00	525.00	0.00	525.00
30400775	Utilities - Public Conveniences				2500.00	0.00	2500.00	1456.00	515.95	940.05
30401303	Depreciation - Buildings				13018.00	0.00	13018.00	7588.00	7668.11	-80.11
30401304	Depreciation - Public Facilities				11285.00	0.00	11285.00	6580.00	6647.50	-67.50
30401470	Insurance - Public Conveniences				795.00	0.00	795.00	462.00	741.82	-279.82
30401600	Governance Overheads Allocated				24900.75	0.00	24900.75	14525.00	12593.50	1931.40
30401610	Health Overheads Allocated				1739.64	0.00	1739.64	1008.00	406.56	601.44
30401930	Maintenance - Cemeteries				7400.00	0.00	7400.00	4312.00	2947.25	1364.75
30402383	Cemetery Burial Expenses				4200.00	0.00	4200.00	2429.00	3862.86	-1433.86
30410715	Cleaning - Mortuary				320.00	0.00	320.00	182.00	195.65	-13.65
30411470	Insurance - Cemetery & Mortuary				328.00	0.00	328.00	189.00	307.26	-118.26
Total OPERATING EXPENDITURE					100397.39	0.00	100397.39	58492.00	56552.27	1939.73
Total Cemetery Fees					-1250.00	0.00	-1250.00	-728.00	-650.00	-78.00
30403706										

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Fund	: 1	Municipal Fund	Department:		Y.T.D.	Variance
Programme	: 10	COMMUNITY AMENITIES	Sub Department:		Actual	
Sub-programme	: 304	OTHER COMMUNITY AMENITIES	Budget	Budget		
COA no.	Description	Original Budget	Amendments	Current Budget	Y.T.D. Budget	
30403860	Funeral Directors License	-1350.00	0.00	-1350.00	-784.00	-264.00

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Fund	Programme	COA No.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 351 PUBLIC HALL & CIVIC CENTRES									
35100715	Cleaning - Denham Hall			7070.00	0.00	7070.00	4123.00	3902.17	220.83
35100730	Maintenance - Community Cen			3500.00	0.00	3500.00	2023.00	1321.54	701.46
35100775	Utilities - Community Resou			500.00	0.00	1500.00	875.00	394.77	480.23
35101125	Donation - Contra Hall Hire			4000.00	0.00	4000.00	2331.00	0.00	2331.00
35101302	Depreciation - Furniture &			6913.00	0.00	6913.00	4032.00	4071.89	-39.89
35101303	Depreciation - Buildings			94659.00	0.00	94659.00	55209.00	55798.03	-589.03
35101310	Depreciation - Heritage Ass			3232.00	0.00	3232.00	1893.00	1904.01	-21.01
35101310	Insurance - Community Build			11487.00	0.00	11487.00	11486.00	10721.84	764.16
35101452	Governance Overheads Alloca			28458.00	0.00	28458.00	16597.00	14431.25	2165.75
35101600	Health Overheads Allocated			1739.64	0.00	1739.64	1008.00	406.56	601.44
35101610	Maintenance - Denham Hall			4000.00	0.00	4000.00	2317.00	2580.12	-263.12
35107730	Utilities - Community Centr			1800.00	0.00	1800.00	1050.00	96.28	953.72
35120730	Maintenance - Overlander Ha			1000.00	0.00	1000.00	551.00	192.00	389.00
35120775	Utilities - Denham Hall			6400.00	0.00	6400.00	3724.00	3735.17	-11.17
35130730	Maintenance-Community Resou			5000.00	0.00	5000.00	2898.00	0.00	2898.00
Total OPERATING EXPENDITURE									
35103340	Grant - GDC R4R Rec Centre			180758.64	0.00	180758.64	110137.00	99555.63	10381.37
35103343	Contribution - POS Rec Cent			-242604.00	0.00	-50000.00	-50000.00	0.00	-50000.00
35103430	Denham Hall Hire - Contra			-4000.00	0.00	-4000.00	-242604.00	-256661.54	14057.54
35103431	Contributions - Overlander			-150.00	0.00	-150.00	-2331.00	0.00	-2331.00
35103560	Reimbursements - Community			-1500.00	0.00	-1500.00	-84.00	0.00	-84.00
35103795	Hire - Denham Hall Tables C			-100.00	0.00	-100.00	-875.00	0.00	-875.00
35103906	Hire - Community Centre			-500.00	0.00	-500.00	-22.73	-22.73	-33.27
35103910	Hire - Denham Hall			-1800.00	0.00	-1800.00	-363.64	-363.64	76.64
35103955	Rent - Property Building (C			-100.00	0.00	-100.00	-1050.00	-981.82	-68.18
35103956	Rent - Community Resource C			-5200.00	0.00	-5200.00	-56.00	0.00	-56.00
Total OPERATING INCOME									
35104701	Community Centre Improvemen			-305954.00	0.00	-305954.00	-300374.00	-258029.73	-42344.27
35104785	Rec Centre Construction			5000.00	0.00	5000.00	2912.00	2080.00	832.00
35104975	Furniture & Fittings - Derh			1168654.00	0.00	1168654.00	1154059.00	894093.56	259965.44
35104980	Community Resource Centre C			100000.00	0.00	100000.00	0.00	6.09	-6.09
Total CAPITAL EXPENDITURE									
35104701	Community Centre Improvemen			1273654.00	0.00	1273654.00	1215295.00	906323.13	308971.87
35104785	Rec Centre Construction			1148458.64	0.00	1148458.64	1025058.00	747849.03	277208.97
35104975	Furniture & Fittings - Derh			1148458.64	0.00	1148458.64	1025058.00	747849.03	277208.97
35104980	Community Resource Centre C			100000.00	0.00	100000.00	58324.00	10143.48	48180.52
PUBLIC HALL & CIVIC Sub-programme Total									
				1148458.64	0.00	1148458.64	1025058.00	747849.03	277208.97
Sub-programme : 352 FORESHORE									
35200715	Cleaning - Fish Cleaning Fa			34775.00	0.00	34775.00	20279.00	20098.62	180.38

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Fund	Programme	Sub-programme	COA no.	Description	Department-- Sub Depart--	Original Budget	Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
	1	11	352	Municipal Fund RECREATION AND CULTURE FORESHORE							
35200730				Maintenance Fish Cleaning F	0.00	3050.00		3050.00	1757.00	1183.71	573.29
35200775				Utilities - Fish Cleaning F	0.00	3500.00		3500.00	2037.00	1456.63	-2469.63
35201304				Depreciation - Public Facilit	0.00	10450.00		10450.00	6090.00	6155.24	-55.24
35201463				Insurance-Foreshore Facilit	0.00	1759.00		1759.00	1758.00	1673.11	84.89
35201600				Governance Overheads Alloca	0.00	28458.00		28458.00	16597.00	14431.25	2165.75
35201920				Beach/Rock Wall Maintenance	0.00	5000.00		5000.00	2898.00	0.00	2898.00
35202060				Foreshore BBQ Facilities Mt	0.00	2800.00		2800.00	1377.14	1377.14	239.86
35202203				Seaweed Removal Marina Boat	0.00	5500.00		5500.00	3222.76	3222.76	-23.76
35202235				Swimming Hole Maintenance	0.00	900.00		900.00	518.00	0.00	518.00
35210715				Cleaning - Foreshore/Lagoon	0.00	59709.00		59709.00	34734.23	34734.23	97.77
35210775				Utilities-Foreshore/Lagoon	0.00	1000.00		1000.00	581.00	409.02	171.98
Total				OPERATING EXPENDITURE		156901.00		156901.00	92163.00	87791.71	4371.29
35203328				Grants - Public Facilities	0.00	-60000.00		-60000.00	-60000.00	0.00	-60000.00
Total				OPERATING INCOME		-60000.00		-60000.00	-60000.00	0.00	-60000.00
35205525				Foreshore Public Facilities	0.00	12000.00		12000.00	12000.00	0.00	0.00
35205526				Foreshore Public Toilets Ca	0.00	100000.00		100000.00	28375.48	71624.52	71624.52
35205531				Rock wall	0.00	15000.00		15000.00	8736.00	0.00	8736.00
35205532				Knight Terrace Boat Ramps C	0.00	63000.00		63000.00	59139.00	28037.94	31101.06
35205546				Denham Recreation Jetty Rep	0.00	200000.00		200000.00	200000.00	0.00	200000.00
Total				CAPITAL EXPENDITURE		219000.00		219000.00	217987.50	56413.42	2123461.58
Total						2286901.00		2286901.00	2212038.00	144205.13	2067832.87
Total						2286901.00		2286901.00	2212038.00	144205.13	2067832.87
FORESHORE				Sub-programme Total		2286901.00		2286901.00	2212038.00	144205.13	2067832.87
Sub-programme : 353				OTHER RECREATION & SPORT		0.00		0.00	0.00	256.73	-256.73
35300720				Maintenance - Mini Golf Cen	0.00	3000.00		3000.00	1743.00	0.00	1743.00
35300775				Utilities - Mini Golf Centr	0.00	3995.00		3995.00	2317.00	3154.51	-837.51
35300860				Vehicle Running Costs (Bus)	0.00	25000.00		25000.00	24939.70	24488.18	511.82
35301115				Sport and Recreation Festiv	0.00	5500.00		5500.00	3206.00	6883.55	-3677.55
35301122				Contribution - Community Bu	0.00	6000.00		6000.00	3500.00	6158.00	-2658.00
35301165				Sporting Clubs - Assistance	0.00	23741.00		23741.00	13846.00	13983.81	-137.81
35301304				Depreciation - Public Facilit	0.00	2701.00		2701.00	1685.44	1685.44	1014.56
35301475				Insurance-Recreation Facilit	0.00	31501.25		31501.25	18375.00	21025.32	-2650.32
35301600				Governance Overheads Alloca	0.00	800.00		800.00	455.00	889.77	-434.77
35302125				Multi-Purpose Courts	0.00	500.00		500.00	287.00	0.00	287.00
35302195				Misc Equipment Repairs	0.00	3500.00		3500.00	2023.00	1005.33	1017.67
35302240				Town Common/Little Lagoon M	0.00	33500.00		33500.00	19530.00	13719.43	5810.57
35302242				Town Ova. Maintenance	0.00	8000.00		8000.00	4655.00	854.28	3800.72
35302245				Sport and Recreation Centre	0.00	2000.00		2000.00	1153.00	72.87	1082.13
35302280				Walk Trail - Maintenance	0.00	2000.00		2000.00	1153.00	72.87	1082.13

Signed by the Deputy President (Presiding) Cr J Hanscombe

MINUTES ORDINARY COUNCIL MEETING

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Fund	Programme	Sub-programme	COA No.	Description	Original Budget	Department: Sub Depart: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
				1 Municipal Fund						
				11 RECREATION AND CULTURE						
				354 TV & RADIO RE-BROADCASTING						
				Total CAPITAL INCOME	-150000.00	0.00	-150000.00	0.00	0.00	0.00
				Total	22846.75	0.00	22846.75	16420.00	20154.52	-3734.52
				Total	22846.75	0.00	22846.75	16420.00	20154.52	-3734.52
				TV & RADIO RE-BROADCAST Sub-programme Total	22846.75	0.00	22846.75	16420.00	20154.52	-3734.52
				355 LIBRARIES						
				35500970 Postage - Library	1500.00	0.00	1500.00	875.00	297.08	577.92
				35500975 Printing and Stationery	900.00	0.00	900.00	525.00	729.25	-204.25
				35500995 Telephone - Library	450.00	0.00	450.00	259.00	226.36	32.64
				35501470 Insurance - Library	57.00	0.00	57.00	28.00	52.74	-24.74
				35501600 Governance Overheads Alloca	50987.25	0.00	50987.25	29736.00	25835.66	3900.34
				35502307 AMLIB Library License	1550.00	0.00	1550.00	903.00	0.00	903.00
				35502585 Library Books	700.00	0.00	700.00	406.00	67.00	339.00
				35502665 Other Minor Expenditure Lib	1000.00	0.00	1000.00	581.00	136.36	444.64
				Total OPERATING EXPENDITURE	57144.25	0.00	57144.25	33313.00	27344.45	5968.55
				35503650 Reimbursements - Other	0.00	0.00	0.00	0.00	-554.60	554.60
				35503813 Fines & Penalties - Librar	-150.00	0.00	-150.00	-84.00	-6.00	-78.00
				Total OPERATING INCOME	-150.00	0.00	-150.00	-84.00	-560.60	476.60
				Total	56994.25	0.00	56994.25	33229.00	26783.85	6445.15
				Total	56994.25	0.00	56994.25	33229.00	26783.85	6445.15
				LIBRARIES Sub-programme Total	56994.25	0.00	56994.25	33229.00	26783.85	6445.15
				356 OTHER CULTURE						
				35600775 Utilities - Galla Curci	500.00	0.00	500.00	287.00	105.42	181.58
				35601304 Depreciation - Public facili	6872.00	0.00	6872.00	4004.00	4047.82	-43.82
				35601310 Depreciation - Heritage Ass	18622.00	0.00	18622.00	10857.00	10969.04	-112.04
				35601465 Insurance - Galla Curci	935.00	0.00	935.00	539.00	500.00	361.00
				35602080 Maintenance - Velsheida/Gall	7850.00	0.00	7850.00	4564.00	851.86	3722.14
				Total OPERATING EXPENDITURE	34779.00	0.00	34779.00	20251.00	16874.14	3376.86
				35605180 Reoc./Restoration - Velshe	5000.00	0.00	5000.00	2905.00	0.00	2905.00
				35605690 RNAS Sydney II Memorials	-03400.00	0.00	-03400.00	0.00	49527.28	-49527.28
				Total CAPITAL EXPENDITURE	108400.00	0.00	108400.00	2905.00	49527.28	-46622.28
				Total	143179.00	0.00	143179.00	23156.00	66401.42	-43245.42
				Total	143179.00	0.00	143179.00	23156.00	66401.42	-43245.42

MINUTES ORDINARY COUNCIL MEETING

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GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORT

Date from : 01.07.12 Date To : 31.01.13

Fund	Programme	COA no.	Description	Original Budget	Department: Sub Department: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
1	Municipal Fund								
11	RECREATION AND CULTURE								
356	OTHER CULTURE								
OTHER CULTURE	Sub-programme Total			143179.00	0.00	143179.00	23156.00	66401.42	-43245.42
357	MUSEUM								
3570310	Depreciation - Heritage Ass			489.00	0.00	489.00	280.00	287.75	-7.75
35702490	Insurance - Velsheda			117.00	0.00	117.00	63.00	109.08	-46.08
35701600	Governance Overheads Alloca			11857.50	0.00	11857.50	6916.00	5999.57	916.43
Total OPERATING EXPENDITURE				12463.50	0.00	12463.50	7259.00	6396.40	862.60
35705125	Cape Inscription Restoratio			46035.00	0.00	46035.00	46035.00	8017.73	38017.27
Total CAPITAL EXPENDITURE				46035.00	0.00	46035.00	46035.00	8017.73	38017.27
Total				58498.50	0.00	58498.50	53294.00	14414.13	38879.87
Total				58498.50	0.00	58498.50	53294.00	14414.13	38879.87
MUSEUM	Sub-programme Total			58498.50	0.00	58498.50	53294.00	14414.13	38879.87
358	YOUTH RECREATION								
35800610	Salary and Wages			0.00	0.00	0.00	0.00	0.42	-0.42
35802950	Youth Projects			8500.00	0.00	8500.00	4956.00	4450.00	506.00
Total OPERATING EXPENDITURE				8500.00	0.00	8500.00	4956.00	4450.42	505.58
35803240	Grants - Youth Activities			-1000.00	0.00	-1000.00	-581.00	0.00	-581.00
Total OPERATING INCOME				-1000.00	0.00	-1000.00	-581.00	0.00	-581.00
Total				7500.00	0.00	7500.00	4375.00	4450.42	-75.42
Total				7500.00	0.00	7500.00	4375.00	4450.42	-75.42
YOUTH RECREATION	Sub-programme Total			7500.00	0.00	7500.00	4375.00	4450.42	-75.42
359	INSCRIPTION POST								
Sub-programme : 359 INSCRIPTION POST									
360	WORLD HERITAGE								
36000610	Salaries & Wages			200320.00	0.00	200320.00	116851.00	93013.26	23837.74
36000660	Staff Training - SB-C			2500.00	0.00	2500.00	1456.00	6695.87	-5239.87
36000665	Staff Uniforms - SBDC			1200.00	0.00	1200.00	700.00	0.00	700.00
36000670	Superannuation - CC Super 3			2210.00	0.00	2210.00	1288.00	1211.55	76.45

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Department:
Sub Department:

Y.T.D.	Actual	Variance
1950	100	0
1951	100	0
1952	100	0
1953	100	0
1954	100	0
1955	100	0
1956	100	0
1957	100	0
1958	100	0
1959	100	0
1960	100	0
1961	100	0
1962	100	0
1963	100	0
1964	100	0
1965	100	0
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2015	100	0
2016	100	0
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2018	100	0
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2020	100	0
2021	100	0
2022	100	0
2023	100	0
2024	100	0
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2027	100	0
2028	100	0
2029	100	0
2030	100	0
2031	100	0
2032	100	0
2033	100	0
2034	100	0
2035	100	0
2036	100	0
2037	100	0
2038	100	0
2039	100	0
2040	100	0
2041	100	0
2042	100	0
2043	100	0
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2045	100	0
2046	100	0
2047	100	0
2048	100	0
2049	100	0
2050	100	0
2051	100	0
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2054	100	0
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2057	100	0
2058	100	0
2059	100	0
2060	100	0
2061	100	0
2062	100	0
2063	100	0
2064	100	0
2065	100	0
2066	100	0
2067	100	0
2068	100	0
2069	100	0
2070	100	0
2071	100	0
2072	100	

COA no.	Description	Original Budget	Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
36000675	Superannuation - Occupation	18028.00	0.00	18028.00	10514.00	13175.85	-2861.85
36000680	Travel & Accom. Staff - SBI	2400.00	0.00	2400.00	1400.00	720.77	679.23
36000685	Insurance - Workers Comp	5806.00	0.00	5806.00	3381.00	7128.97	-3747.97
36000715	Cleaning - SBIC	33400.00	0.00	33400.00	19481.00	18379.97	601.03
36000730	Maintenance - SBIC	27500.00	0.00	27500.00	16023.00	15495.65	527.35
36000775	Utilities - SBIC	43800.00	0.00	43800.00	25350.00	113636.81	-11913.19
36000901	Merchant Fees - SBWHDC	1500.00	0.00	1500.00	875.00	1167.87	-292.87
36000902	Commission Expense - Visito	3500.00	0.00	3500.00	2037.00	1755.19	281.81
36000905	Travelling Exhibition Costs	6500.00	0.00	6500.00	3787.00	C.00	3787.00
36000920	Computer Consumables (SBIC)	3100.00	0.00	3100.00	1806.00	3101.70	-1295.70
36000970	Postage - SBIC	575.00	0.00	575.00	329.00	455.97	-455.97
36000975	Printing & Stationery-Rec/C	2000.00	0.00	2000.00	1162.00	71.84	1090.16
36000977	Promo Material - SBIC	5000.00	0.00	5000.00	232.00	3880.98	-968.98
36000995	Telephone - SBIC	3500.00	0.00	3500.00	2037.00	2177.83	-140.83
36001302	Depreciation - Furniture an	15183.00	0.00	15183.00	8355.00	9124.97	-269.97
36001303	Depreciation - Buildings	224620.00	0.00	224620.00	131019.00	-32310.67	-1291.67
36001470	Insurance - SBIC	16697.00	0.00	16697.00	15571.26	1135.74	1135.74
36001600	Governance Overheads Alloca	30829.50	0.00	30829.50	17993.00	15620.36	2382.64
36002699	Purchase - Merchandise	82400.00	0.00	82400.00	48062.00	52667.85	-4605.85
Total	OPERATING EXPENDITURE	732568.50	0.00	732568.50	434205.00	407282.25	26922.75
36003423	ContribDon. Operating - SB	-1000.00	0.00	-1000.00	-591.00	0.00	-591.00
36003650	Reimbursement - Other	-200.00	0.00	-200.00	-112.00	-1048.98	938.98
36003722	Entrance Fees - SBIC	-4800.00	0.00	-4800.00	-28000.00	-27340.48	-659.52
36003770	Sale - Merchandise	-75000.00	0.00	-75000.00	-43750.00	-66846.12	23096.12
36003771	Sale of Other Shark Bay Boo	-10000.00	0.00	-10000.00	-5831.00	-6943.21	1112.21
36003773	Shark Bay History Book	-5000.00	0.00	-5000.00	-2912.00	-4494.29	1482.29
36003790	Visitor Centre Membership F	-9000.00	0.00	-9000.00	-9000.00	-560.00	-8440.00
36003791	Visitor Centre Booking Comm	-40000.00	0.00	-40000.00	-23331.00	-28640.63	5309.63
Total	OPERATING INCOME	-188200.00	0.00	-188200.00	-113517.00	-135783.71	22266.71
36004990	Shark Bay Inerp Centre - F	18500.00	0.00	18500.00	10787.00	0.00	10787.00
Total	CAPITAL EXPENDITURE	18500.00	0.00	18500.00	10787.00	0.00	10787.00
Total		562868.50	0.00	562868.50	331475.00	271498.54	59976.46
Total		562868.50	0.00	562868.50	331475.00	271498.54	59976.46
WORLD HERITAGE	Sub-programme Total	562868.50	0.00	562868.50	331475.00	271498.54	59976.46
RECREATION AND CULTU	Programme Total	2592665.89	0.00	2592665.89	2856321.70	1345276.67	1513045.03

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Fund	Programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 451 STREETS,ROADS,BRIDGES,DEPOTS									
45100760	Maintenance & Operating Dep			31500.00	0.00	31500.00	18361.00	18404.25	-43.25
45100775	Utilities - Depot			3000.00	0.00	3000.00	1750.00	2234.63	-484.63
45100980	Subscriptions			4500.00	0.00	4500.00	2625.00	4685.00	-2060.00
45100995	Telephone - Depot			2450.00	0.00	2450.00	1327.14	1327.14	100.86
45101301	Depreciation - Plant & Equip			13658.00	0.00	13658.00	7966.00	8608.01	-642.01
45101302	Depreciation - Furn & Equip			3956.00	0.00	3956.00	2303.34	2330.34	-27.34
45101303	Depreciation - Land & Build			22276.00	0.00	22276.00	12992.00	13121.45	-129.45
45101305	Depreciation - Roads (Non T			708029.00	0.00	708029.00	413007.00	417056.45	-4049.45
45101306	Depreciation - Town Streets			106100.00	0.00	106100.00	61887.00	62496.15	-609.15
45101307	Depreciation - Footpaths			24091.00	0.00	24091.00	14049.00	13870.69	178.31
45101308	Depreciation - Drain & Culv			5435.00	0.00	5435.00	3164.00	3201.24	-37.24
45101309	Depreciation - Streetscapes			6438.00	0.00	6438.00	3752.00	3792.13	-40.13
45101470	Insurance - Depot			3835.00	0.00	3835.00	2233.00	4378.37	-2145.37
45101600	Governance Overheads Alloca			44032.75	0.00	44032.75	25697.00	22214.38	3482.62
45101640	Crossovers			700.00	0.00	700.00	399.00	0.00	399.00
45102000	Drainage/Sump Maintenance			4250.00	0.00	4250.00	2464.00	889.11	1574.89
45102050	Entry Statement - Maintenanc			4500.00	0.00	4500.00	2625.00	72.87	2552.13
45102215	Street & Traffic Signs			8000.00	0.00	8000.00	4662.00	3431.21	1230.79
45102220	Street Light Maintenance			900.00	0.00	900.00	511.00	0.00	511.00
45102225	Street Lighting			33600.00	0.00	33600.00	19600.00	17900.45	1699.55
45102440	Depot Tools and Minor Plant			5000.00	0.00	5000.00	2912.00	5656.39	-2744.39
45102760	Road Data Collection			1000.00	0.00	1000.00	574.00	0.00	574.00
45102761	Engineering Consultancy - D			6000.00	0.00	6000.00	3500.00	0.00	3500.00
45110150	Pastoral Airstrip - Mtce			6000.00	0.00	6000.00	2767.27	2767.27	718.73
45112245	Town Streets Maintenance			115365.00	0.00	115365.00	66794.00	23626.51	42967.49
45121935	Country Roads Maintenance			798500.00	0.00	798500.00	463409.00	231514.35	233894.65
45132230	Street Sweeping			55268.00	0.00	55268.00	32123.00	33218.59	-1095.59
45210079	Old Knight Terrace			1500.00	0.00	1500.00	875.00	62.96	812.04
Total OPERATING EXPENDITURE									
45103270	Road Preservation Grant			2019903.75	0.00	2019903.75	1177148.00	897059.94	280088.06
45103280	Useless Loop Road - Mtce			-535000.00	0.00	-535000.00	-72452.00	-72452.00	0.00
45103290	Contributions Road Projects			-260000.00	0.00	-260000.00	-297500.00	-126000.00	-177500.00
45103360	Roads To Recovery Grant - C			-199900.00	0.00	-199900.00	-260000.00	-265141.80	9141.80
45103365	RRG Grants - Capital Projec			-670281.00	0.00	-670281.00	-199900.00	-190381.00	-9519.00
45103368	Special Grants			-190000.00	0.00	-190000.00	-451869.00	-532049.00	80180.00
Total OPERATING INCOME									
45104713	Depot Buildings Capital Wor			-1987633.00	0.00	-1987633.00	-1471721.00	-1374014.69	-97706.31
45105350	Depot Tools and Major Plan-			15000.00	0.00	15000.00	15000.00	10630.91	4369.09
45105419	Communications Upgrade			5000.00	0.00	5000.00	8750.00	11131.51	-2381.51
45105875	Drainage/Sump Construction			30000.00	0.00	30000.00	5000.00	900.00	4100.00
45145250	Footpaths Construction			50000.00	0.00	50000.00	30000.00	0.00	30000.00
45155670	Country Roads - Capital			264000.00	0.00	264000.00	48572.00	206273.55	46776.45

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SHIRE OF SPARK BAY
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Fund Programme Sub-programme COA no.	Description	Original Budget	Department: Sub Depart: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
45:65670	Country Roads - RRG	706472.00	0.00	706472.00	533560.00	410326.90	123233.10
45:85785	Town Street Reseals - Capit	199900.00	0.00	199900.00	194767.00	46052.04	148714.96
Total	CAPITAL EXPENDITURE	1285372.00	0.00	1285372.00	1089099.00	685314.91	403784.09
Total		1317642.75	0.00	1317642.75	794526.00	208360.16	586165.84
Total		1317642.75	0.00	1317642.75	794526.00	208360.16	586165.84
STREETS,ROADS, BRIDGE Sub-programme Total							
Sub-programme : 452	ROAD PLANT PURCHASES						
45201501	Loss On Sale Of Asset	4500.00	0.00	4500.00	2625.00	1840.15	784.85
45201600	Governance Overheads Alloca	22520.00	0.00	22520.00	13132.00	11998.99	1133.01
Total	OPERATING EXPENDITURE	27020.00	0.00	27020.00	15757.00	13839.14	1917.86
45204250	Profit On Sale Of Assets	-105000.00	0.00	-105000.00	0.00	-16122.23	16122.23
45204350	Proceeds - Sale Of Assets	0.00	0.00	0.00	0.00	-45454.55	45454.55
45204420	Diesel Fuel Rebate	-16000.00	0.00	-16000.00	-9331.00	0.00	-9331.00
Total	OPERATING INCOME	-121000.00	0.00	-121000.00	-9331.00	-61576.78	52245.78
45205318	Camp Accommodation Upgrade	75000.00	0.00	75000.00	75000.00	65380.50	9619.50
45205345	Country Ute Replacement	40000.00	0.00	40000.00	40000.00	0.00	40000.00
45205355	Town Supervisors Ute	42000.00	0.00	42000.00	40000.00	38307.27	1692.73
45205371	Mower Replacement	42000.00	0.00	42000.00	42000.00	31514.00	10486.00
45205476	Crew Cab Flat Deck Truck &	110000.00	0.00	110000.00	64162.00	0.00	64182.00
45205485	Works Ute Replacement	45000.00	0.00	45000.00	45000.00	47895.24	-2895.24
45205496	Prime Mover	280000.00	0.00	280000.00	280000.00	0.00	280000.00
Total	CAPITAL EXPENDITURE	632000.00	0.00	632000.00	586162.00	183097.01	403064.99
45206035	Transfer From Plant Reserve	-100000.00	0.00	-100000.00	0.00	0.00	0.00
Total	CAPITAL INCOME	-100000.00	0.00	-100000.00	0.00	0.00	0.00
Total		438020.00	0.00	438020.00	592588.00	135359.37	457228.63
Total		438020.00	0.00	438020.00	592588.00	135359.37	457228.63
ROAD PLANT PURCHASES Sub-programme Total							
Sub-programme : 454	MONKEY MIA BOATING FACILITIES						
45401304	Depreciation - Pub. Facilit	4276.00	0.00	4276.00	2492.00	2518.52	-26.52
45401470	Insurance - MWia Jetty/Boat	2227.00	0.00	2227.00	2226.00	2216.36	9.64
45401600	Governance Overheads Alloca	11857.50	0.00	11857.50	6916.00	5999.57	916.43
45402110	Monkey Mia Boat Ramp - Mtce	1200.00	0.00	1200.00	693.00	0.00	693.00
45402115	Monkey Mia Jetty	4000.00	0.00	4000.00	2324.00	79.80	2244.20

Signed by the Deputy President (Presiding) Cr J Hanscombe

27 FEBRUARY 2013

SHIRE OF SHARK BAY
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PROGRAMME PROGRESS REPORT

For Period Ending 28.02.13

Date from : 01.07.12 Date To : 31.01.13

Fund : 1 Municipal Fund		Department:			
Programme : 12 TRANSPORT		Sub Department:			
Sub-programme : 455 DENHAM MARINE FACILITIES		Budget Amendments			
COA no.	Description	Original Budget	Current Budget	Y.T.D. Budget	Y.T.D. Actual
					Variance
	Total CAPITAL EXPENDITURE	75000.00	75000.00	75000.00	75000.00
	Total	82869.75	82869.75	82272.00	123247.02
	Total	82869.75	82869.75	82272.00	123247.02
	DENHAM MARINE FACILI Sub-programme Total	82869.75	82869.75	82272.00	123247.02
	TRANSPORT Programme Total	1896516.00	1896516.00	2081097.00	1672760.92

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Date from : 01.07.12 Date To : 31.01.13

Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Fund : 1 Municipal Fund										
Programme : 13 ECONOMIC SERVICES										
Sub-programme : 501 COMMUNITY DEVELOPMENT										
COA no. Description										
Sub-programme : 501 COMMUNITY DEVELOPMENT										
50100610				Salaries & Wages-CD	131928.00	0.00	131928.00	76958.00	71392.81	5565.19
50100660				Staff Training - CD	0.00	0.00	0.00	0.00	1902.72	-1902.72
50100670				Superannuation - CC 3.5%	2626.00	0.00	2626.00	1526.00	1464.00	62.00
50100675				Superannuation - Occupations	11873.00	0.00	11873.00	6923.00	6508.35	414.65
50100685				Insurance Worker's Comp.	4190.00	0.00	4190.00	2443.00	5145.44	-2702.44
50100770				Staff Housing	12256.00	0.00	12256.00	7147.00	8792.43	-1845.43
50100862				Vehicle Running Costs - EMC	3000.00	0.00	3000.00	1750.00	5780.71	-4030.71
50101600				Governance Overheads Alloca	24900.75	0.00	24900.75	14523.00	12593.50	-931.50
50102665				Other Minor Expenditure	1000.00	0.00	1000.00	581.00	0.00	581.00
50102790				Seniors Projects	5000.00	0.00	5000.00	2912.00	2089.36	822.64
Total OPERATING EXPENDITURE					196773.75	0.00	196773.75	114765.00	115689.32	-304.32
15403722				Gymnasium Membership	0.00	0.00	0.00	0.00	2614.21	-2614.21
50103669				Contributions-Seniors Projec	0.00	0.00	0.00	0.00	-340.00	340.00
Total OPERATING INCOME					0.00	0.00	0.00	0.00	-2954.21	2954.21
Total					196773.75	0.00	196773.75	114765.00	112715.11	2049.89
Total					196773.75	0.00	196773.75	114765.00	112715.11	2049.89
COMMUNITY DEVELOPMENT Sub-programme Total					196773.75	0.00	196773.75	114765.00	112715.11	2049.89
Sub-programme : 502 TOURISM & AREA PROMOTION										
50201131				Business Assoc. Donations (6000.00	0.00	6000.00	3500.00	0.00	3500.00
50201428				Int loan 57 - MM Bore	9000.00	0.00	9000.00	4500.00	0.00	4500.00
50201470				Insurance - General	316.00	0.00	316.00	316.00	294.34	21.66
50201600				Governance Overheads Alloca	34386.75	0.00	34386.75	20055.00	17404.00	2651.00
50202390				Community Events/Festivals	50500.00	0.00	50500.00	29421.00	25405.57	4015.43
50202850				Tourism Promotion	70000.00	0.00	70000.00	40831.00	32066.99	8764.01
50202920				Web Site Development	4500.00	0.00	4500.00	2625.00	80.00	2545.00
Total OPERATING EXPENDITURE					174702.75	0.00	174702.75	101248.00	75251.10	25996.90
50203420				Contribution - Monkey Mia R	-48000.00	0.00	-48000.00	-48000.00	-47105.00	-895.00
50203511				Grants - Tourism and Area P	-325000.00	0.00	-325000.00	-325000.00	0.00	-325000.00
50203650				Reimbursements - Other	-1000.00	0.00	-1000.00	-581.00	0.00	-581.00
50203850				Camping fees	0.00	0.00	0.00	0.00	-3672.63	3672.63
50203855				Caravan Park Registration	-3695.00	0.00	-3695.00	-2149.00	-3785.00	1636.00
50203863				Lodging House Lic/ B&B Acco	-150.00	0.00	-150.00	-84.00	-115.00	31.00
50203903				Caravan Park Leases	-65200.00	0.00	-65200.00	-38031.00	-30829.50	-7201.50
50203923				Lease - Reserve 30716	-120.00	0.00	-120.00	-70.00	-120.00	50.00
Total OPERATING INCOME					-443168.00	0.00	-443168.00	-413915.00	-85627.13	-328287.87

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Date To : 31.01.13

Fund	Programme	COA no.	Description	Department: Sub Department:	Original Budget	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Fund : 1	Municipal Fund								
Programme : 13	ECONOMIC SERVICES								
Sub-programme : 502	TOURISM & AREA PROMOTION								
COA no.									
50204588	Principal Loan 57 - MM Bore			0.00	11200.00	11200.00	5600.00	0.00	5600.00
50205725	Entry Statement/Carpark			0.00	50000.00	50000.00	45370.00	80711.71	37298.29
50205788	Monkey Mia Bore Replacement			0.00	600000.00	600000.00	600000.00	16552.71	583447.29
Total	CAPITAL EXPENDITURE			0.00	661200.00	661200.00	650970.00	24624.42	626345.58
50206068	Loan Funds MM Bore			0.00	-300000.00	-300000.00	-300000.00	0.00	-300000.00
Total	CAPITAL INCOME			0.00	-300000.00	-300000.00	-300000.00	0.00	-300000.00
Total				0.00	92734.75	92734.75	38303.00	14248.39	24054.61
Total				0.00	92734.75	92734.75	38303.00	14248.39	24054.61
TOURISM & AREA PROMO Sub-programme Total									
					92734.75	92734.75	38303.00	14248.39	24054.61
Sub-programme : 503 BUILDING CONTROL									
50300980	Publications & Subs - Build			0.00	250.00	250.00	140.00	0.00	140.00
50301600	Governance Overheads Alloca			0.00	28458.00	28458.00	16597.00	14431.25	2165.75
50301610	Health Overheads Allocated			0.00	2609.46	2609.46	1519.00	609.83	909.17
50302350	Aust. Standards/Tech. Codes			0.00	1200.00	1200.00	700.00	0.00	700.00
50302620	Minor Bldg Control Expendit			0.00	1000.00	1000.00	581.00	0.00	581.00
Total	OPERATING EXPENDITURE			0.00	33517.46	33517.46	19537.00	15041.08	4495.92
50303703	Building Search Fees			0.00	-250.00	-250.00	-140.00	-120.00	-20.00
50303704	Building Site Toilet Hire			0.00	-50.00	-50.00	-28.00	0.00	-28.00
50303788	Strata Title Certificate Pr			0.00	-354.00	-354.00	-203.00	0.00	-203.00
50303793	Swimming Pool Inspection Fe			0.00	-206.00	-206.00	-118.00	-187.50	68.50
50303799	Zoning Certificate			0.00	-50.00	-50.00	-28.00	0.00	-28.00
50303853	Building Permits			0.00	-1000.00	-1000.00	-5831.00	-8255.32	2424.32
50303887	Sign Licenses			0.00	-100.00	-100.00	-56.00	0.00	-56.00
50303890	Street Trading Licence			0.00	-100.00	-100.00	-56.00	0.00	-56.00
50304410	Commission - RCITF Levy			0.00	-100.00	-100.00	-56.00	-12.00	-44.00
50304411	Commission - Builders Regis			0.00	-150.00	-150.00	-84.00	-30.00	-54.00
Total	OPERATING INCOME			0.00	-11360.00	-11360.00	-6601.00	-8604.82	2003.82
Total				0.00	22157.46	22157.46	12936.00	6436.26	6499.74
Total				0.00	22157.46	22157.46	12936.00	6436.26	6499.74
BUILDING CONTROL Sub-programme Total					22157.46	22157.46	12936.00	6436.26	6499.74
Sub-programme : 504 OTHER ECONOMIC SERVICES									
50401303	Depreciation -Buildings			0.00	12947.00	12947.00	7546.00	7626.05	-80.05
50401425	Int Loan 48 - McCleary Prop			0.00	5780.00	5780.00	3367.00	3089.04	277.96
50401482	Insurance - McCleary House			0.00	1721.00	1721.00	1001.00	1603.64	-602.64
50401600	Governance Overheads Alloca			0.00	29643.75	29643.75	-1729.00	15025.71	2264.29

Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Department: Sub Dept: Amendments	Current Budget	Y.T.D.- Budget	Y.T.D.- Actual	Variance
1	Municipal Fund	13	OTHER ECONOMIC SERVICES							
50400610	Health Overhead Allocated				2609.46	0.00	2609.46	1519.00	609.83	909.17
504002710	Quarries and Sand Pits				1000.00	0.00	1000.00	574.00	0.00	574.00
504002810	Shel: Beach Quarry				1000.00	0.00	1000.00	574.00	0.00	574.00
504002900	Property Valuation Expense				4500.00	0.00	4500.00	2625.00	0.00	2625.00
504007330	Maintenance - McCleary Prop				5000.00	0.00	5000.00	2898.00	757.19	2140.81
504007730	Utilities - McCleary Proper				2350.00	0.00	2350.00	1365.00	3370.37	-2005.37
Total	OPERATING EXPENDITURE				66551.21	0.00	66551.21	38759.00	32081.83	6677.17
504003645	Reimburse- McCleary Utilit				-2500.00	0.00	-2500.00	-1456.00	-1949.42	493.42
504003650	Reimbursements - Other				-2900.00	0.00	-2900.00	-1687.00	-1401.09	-285.91
504003902	Brickies Sand Sales				-3800.00	0.00	-3800.00	-2212.00	-435.54	-1776.46
504003925	McCleary Rental-Shop 2 BPAL				-6951.00	0.00	-6951.00	-4053.00	-4054.89	1.89
504003935	McCleary Rental - Shop 6				-5880.00	0.00	-5880.00	-3430.00	-5167.61	1737.61
Total	OPERATING INCOME				-22031.00	0.00	-22031.00	-12838.00	-13008.55	170.55
504004535	Principal Loan 48 - McCleary				22633.00	0.00	22633.00	11316.00	22632.80	-11316.80
Total	CAPITAL EXPENDITURE				22633.00	0.00	22633.00	11316.00	22632.80	-11316.80
Total					67153.21	0.00	67153.21	37237.00	41706.08	-4469.08
Total					67153.21	0.00	67153.21	37237.00	41706.08	-4469.08
OTHER ECONOMIC SERVI	Sub-programme Total				67153.21	0.00	67153.21	37237.00	41706.08	-4469.08
Sub-programme : 505	PRIVATE WORKS									
50501900	Private Works - Other				33555.00	0.00	33555.00	19565.00	339517.55	-31952.55
50521810	MRWA M/Wia Rd Totaling A/c				95627.00	0.00	95627.00	55769.00	0.00	55769.00
50531900	MRWA Shark Bay Rd - Total A				432288.00	0.00	432288.00	252154.00	83.03	252070.97
Total:	OPERATING EXPENDITURE				561470.00	0.00	561470.00	327488.00	339600.58	-12112.58
50504010	Private Works Control (Inco				-43622.00	0.00	-43622.00	-25445.00	-34183.86	8738.86
50504030	MRWA Monkey Mia Road				-114752.00	0.00	-114752.00	-66934.00	-59518.44	-7415.56
50504040	MRWA Shark Bay Road				-518745.00	0.00	-518745.00	-302596.00	-149711.47	-152884.53
Total	OPERATING INCOME				-677119.00	0.00	-677119.00	-394975.00	-243413.77	-151561.23
Total					-115649.00	0.00	-115649.00	-67487.00	96186.81	-163673.81
Total					-115649.00	0.00	-115649.00	-67487.00	96186.81	-163673.81
PRIVATE WORKS	Sub-programme Total				-115649.00	0.00	-115649.00	-67487.00	96186.81	-163673.81
ECONOMIC SERVICES	Programme Total				263770.17	0.00	263770.17	135754.00	271292.65	-135538.65

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Fund Programme Sub-programme : 551 COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 551 PUBLIC WORKS OVERHEADS							
55100509	Annual Leave	58572.00	0.00	58572.00	34167.00	51982.09	-17815.09
55100520	Camp Allowance	17160.00	0.00	17160.00	10010.00	4532.00	5478.00
55100540	District Allowance	21592.00	0.00	21592.00	242.88	12350.12	12350.12
55100550	Shark Bay Allowance	54848.00	0.00	54848.00	31990.00	703.79	31286.21
55100560	Fringe Benefits - Works Sup	7500.00	0.00	7500.00	4375.00	0.00	4375.00
55100565	Long Service Leave	15972.00	0.00	15972.00	937.00	14129.25	-4812.25
55100570	Other Allowances	26194.00	0.00	26194.00	15274.00	3154.10	12113.90
55100585	Public Holidays	29469.00	0.00	29469.00	17185.00	17082.07	1028.93
55100600	Rostered Days Off	19764.00	0.00	19764.00	11529.00	9834.27	17683.24
55100630	Sick Leave	1000.00	0.00	1000.00	581.00	0.00	1694.73
55100640	Staff Medicals	6000.00	0.00	6000.00	3500.00	3931.50	-431.50
55100650	Staff Training	25000.00	0.00	25000.00	14581.00	8739.49	5841.51
55100660	Superannuation - CC Super 3	6832.00	0.00	6832.00	3983.00	1128.15	2854.85
55100675	Superannuation - Occupation	73498.00	0.00	73498.00	42868.00	30062.04	12805.96
55100685	Workers Compensation Ins.	22866.00	0.00	22866.00	22866.00	2653.80	-3787.60
55100690	Works Clothing & Safety Equ	6000.00	0.00	6000.00	3500.00	4572.52	-1072.52
55100773	Telephone - Works Superviso	1200.00	0.00	1200.00	700.00	0.00	700.00
55100775	Utilities - Works Superviso	3500.00	0.00	3500.00	2037.00	2356.60	-319.60
55101480	Insurance On Works	24555.00	0.00	24555.00	24555.00	24215.28	339.72
55101556	Allocation Of Deputy Works	14055.00	0.00	14055.00	8197.00	11905.11	-3708.11
55101559	Allocation Of Works Supervi	39967.00	0.00	39967.00	23310.00	25420.72	-2110.72
55101580	Less Public Works Overheads	-680513.00	0.00	-680513.00	-396963.00	-297971.70	-38991.30
55101600	Governance Overheads Alloca	-75500.00	0.00	-75500.00	102375.00	88207.92	14167.08
Total OPERATING EXPENDITURE							
55104642	Transfer to Long Service Le	0.00	0.00	0.00	19715.00	30383.64	-10668.64
		5475.00	0.00	5475.00	0.00	3216.86	-3216.86
Total CAPITAL EXPENDITURE							
		5475.00	0.00	5475.00	0.00	3216.86	-3216.86
Total							
		5475.00	0.00	5475.00	19715.00	33600.50	-13885.50
		5475.00	0.00	5475.00	19715.00	33600.50	-13885.50
PUBLIC WORKS OVERHEA Sub-programme Total							
		5475.00	0.00	5475.00	19715.00	33600.50	-13885.50
Sub-programme : 552 PLANT OPERATION COSTS							
55201585	Less Plant Operating Costs	-315228.00	0.00	-315228.00	-183883.00	-263282.52	79399.52
55201620	Plant Depreciation Recovere	-362027.00	0.00	-362027.00	-211176.00	-131654.98	-79521.02
55201623	Plant Operating Costs - Dep	362027.00	0.00	362027.00	211176.00	185065.03	26110.97
55201626	Plant Oper Costs - Fuels &	138095.00	0.00	138095.00	80549.00	75875.22	4873.78
55201632	Plant Op.Cost - Ins/Lic/Bor	30499.00	0.00	30499.00	-7780.00	4288.14	13491.86
55201635	Plant Oper Cost - Parts/Rep	66134.00	0.00	66134.00	38577.00	43605.30	-5328.90

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Fund	Programme	COA no.	Description	Original Budget	Sub Department: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
1	14	552	Municipal Fund OTHER PROPERTY AND SERVICES PLANT OPERATION COSTS	62500.00	0.00	62500.00	36449.00	38876.08	-2427.08
		55201637	Plant Oper Cost - Wages/Pla	18000.00	0.00	18000.00	10500.00	12130.91	-1630.91
		55201639	Plant Operating Costs - Tyr						
			Total OPERATING EXPENDITURE	0.00	0.00	0.00	-28.00	-35296.22	35268.22
			Total	0.00	0.00	0.00	-28.00	-35296.22	35268.22
			Total	0.00	0.00	0.00	-28.00	-35296.22	35268.22
			PLANT OPERATION COST Sub-programme Total	0.00	0.00	0.00	-28.00	-35296.22	35268.22
			Sub-programme : 553 STOCK PURCHASES & ISSUES						
		55301653	Purchases - Bulk Fuel Depot	130000.00	0.00	130000.00	75831.00	81497.34	-5666.34
		55301654	Issues - Bulk Fuel Depot	-130000.00	0.00	-130000.00	-75838.00	-47636.40	-2820.60
		55301657	Purchases - Bulk Fuel Tanker	50500.00	0.00	50500.00	29456.00	37875.82	-8419.82
		55301658	Issues - Bulk Fuel Tanker	-50500.00	0.00	-50500.00	-29463.00	-53527.60	24064.60
		55301661	Purchases Emulsion	2000.00	0.00	2000.00	1169.00	203.70	965.30
		55301662	Issues - Emulsion	-2000.00	0.00	-2000.00	-1176.00	0.00	-1176.00
		55301663	Purchases - Engine Oil Stoc	7500.00	0.00	7500.00	4375.00	0.00	4375.00
		55301664	Issues - Engine Oil	-7500.00	0.00	-7500.00	-4382.00	0.00	-4382.00
		55301667	Purchases-Gear/Diff Oil Sto	500.00	0.00	500.00	294.00	0.00	294.00
		55301668	Issues - Gear Oil	-500.00	0.00	-500.00	-301.00	0.00	-301.00
		55301669	Purchases - Grease Stock	500.00	0.00	500.00	294.00	0.00	294.00
		55301670	Issues - Grease	-500.00	0.00	-500.00	-301.00	0.00	-301.00
			Total OPERATING EXPENDITURE	0.00	0.00	0.00	-42.00	18412.86	-18454.86
			Total	0.00	0.00	0.00	-42.00	18412.86	-18454.86
			Total	0.00	0.00	0.00	-42.00	18412.86	-18454.86
			STOCK PURCHASES & IS Sub-programme Total	0.00	0.00	0.00	-42.00	18412.86	-18454.86
			Sub-programme : 554 SALARIES & WAGES						
		55401570	Gross Total Salaries & Waga	1776259.00	0.00	1776259.00	1036147.00	856666.54	179480.46
		55401590	Less Salaries/Wages Allocat	-1776259.00	0.00	-1776259.00	-1036147.00	-856666.54	-179480.46
			SALARIES & WAGES Sub-programme Total	0.00	0.00	0.00	0.00	0.00	0.00
			Sub-programme : 555 UNCLASSIFIED						
		55501280	Refunds Expenditure	0.00	0.00	0.00	0.00	6556.50	-6556.50
		55501290	Regional Alliance	30000.00	0.00	30000.00	17500.00	0.00	17500.00

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Fund : 1 Municipal Fund		Department:		Y.T.D.		Y.T.D.	
Programme : 14 OTHER PROPERTY AND SERVICES		Sub Department:		Budget		Actual	
Sub-programme : 555 UNCLASSIFIED		Amendments		17500.00		6556.50	
COA no.		Original Budget		30000.00		-12056.50	
Description		0.00		0.00		12056.50	
Total OPERATING EXPENDITURE		0.00		0.00		-12056.50	
55504460 Refunds Income		0.00		0.00		-5500.00	
Total OPERATING INCOME		0.00		0.00		23000.00	
Total		30000.00		30000.00		23000.00	
Total		0.00		0.00		23000.00	
UNCLASSIFIED		Sub-programme Total:		30000.00		-5500.00	
OTHER PROPERTY AND S Programme Total:				37145.00		11217.14	
				35475.00		25927.86	

RESERVES	0.00	0.00	0.00	-49520.19	49520.19
Programme Total	0.00	0.00	0.00	-49520.19	49520.19

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

SHIRE OF SHARK BAY
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For Period Ending 28.02.13

GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORT

Date from : 01.07.12 Date To : 31.01.13

Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 000 BALANCE SHEET										
73106513				Creditors Control	0.00	0.00	0.00	0.00	-567337.41	567337.41
73106518				GST Received Suspense	0.00	0.00	0.00	0.00	-23646.09	23646.09
73106529				Excess Rates Receipts	0.00	0.00	0.00	0.00	-3436.48	3436.48
73106543				Bank Guarantees Held	0.00	0.00	0.00	0.00	-189255.27	189255.27
73206551				ECITF Levy - Expense	0.00	0.00	0.00	0.00	1960.00	-1960.00
73206552				Bond - Kerb/Footpath - Expe	0.00	0.00	0.00	0.00	425.00	-425.00
73206553				Bond - Library - Expense	0.00	0.03	0.00	0.00	300.00	-300.00
73206556				Building Completion Bond -	0.00	0.03	0.00	0.00	77397.00	-77397.00
73206563				Hall Bond - Expense	0.00	0.03	0.00	0.00	270.00	-270.00
73206564				Key Deposits - Expense	0.00	0.00	0.00	0.00	260.00	-260.00
73206567				Police Licensing - Expense	0.00	0.00	0.00	0.00	-42879.75	-42879.75
73206571				Syd Hatch Pty Ltd - Expense	0.00	0.00	0.00	0.00	2292.81	-2292.81
73206573				Trust Clearing Acc - Expens	0.00	0.00	0.00	0.00	200.00	-200.00
73206578				Community Bus - Expenditure	0.00	0.00	0.00	0.00	2405.86	-2405.86
73206580				Marquee Deposit - Expense	0.00	0.00	0.00	0.00	695.00	-695.00
73206583				Building Licence Levy - Exp	0.00	0.00	0.00	0.00	2555.55	-2555.55
73206587				Public Open Space Trust - E	0.00	0.00	0.00	0.00	326766.64	-326766.64
73206589				Hillside Residential Dual U	0.00	0.00	0.00	0.00	48254.68	-48254.68
73206591				Tour Sales - Expense	0.00	0.00	0.00	0.00	168338.95	-168338.95
73206592				Bookeasy Sales - Expense	0.00	0.00	0.00	0.00	76559.00	-76559.00
73206650				Aerobics Group - Income	0.00	0.00	0.00	0.00	-140.69	140.69
73206651				ECITF Levy - Income	0.00	0.00	0.00	0.00	-5820.73	5820.73
73206652				Bond - Library - Income	0.00	0.00	0.00	0.00	-300.00	300.00
73206653				Bond - Marina Facilities	0.00	0.00	0.00	0.00	-4276.94	4276.94
73206655				Bond Kerb/Footpath - Income	0.00	0.00	0.00	0.00	-3525.15	3525.15
73206656				Building Completion Bond -	0.00	0.00	0.00	0.00	-14800.22	14800.22
73206659				Community Groups - Income	0.00	0.00	0.00	0.00	-1368.55	1368.55
73206663				Hall Bond - Income	0.00	0.00	0.00	0.00	-810.00	810.00
73206664				Key Deposits - Income	0.00	0.00	0.00	0.00	-2480.00	2480.00
73206665				Man in the Biosphere - Inco	0.00	0.00	0.00	0.00	-700.80	700.80
73206667				Police Licensing - Income	0.00	0.00	0.00	0.00	-144445.21	144445.21
73206671				Syd Hatch Pty Ltd - Income	0.00	0.00	0.00	0.00	-2292.80	2292.80
73206673				Trust Clearing Acc - Income	0.00	0.00	0.00	0.00	-2694.00	2694.00
73206677				Len Thomas Trust - Income	0.00	0.00	0.00	0.00	-800.00	800.00
73206678				Community Bus - Income	0.00	0.00	0.00	0.00	-3300.00	3300.00
73206680				Marquee Deposit - Income	0.00	0.00	0.00	0.00	-695.00	695.00
73206681				Policeman's Ball - Income	0.00	0.00	0.00	0.00	-750.66	750.66
73206682				Community Chest - Income	0.00	0.00	0.00	0.00	-6705.39	6705.39
73206683				Building Licence Levy - Inc	0.00	0.00	0.00	0.00	-1934.13	1934.13
73206686				Fundraising Collection - In	0.00	0.00	0.00	0.00	-40.00	40.00
73206687				Public Open Space Trust - I	0.00	0.00	0.00	0.00	-326766.64	326766.64
73206689				Hillside Residential Dual U	0.00	0.00	0.00	0.00	-48254.68	48254.68
73206691				Tour Sales - Income	0.00	0.00	0.00	0.00	-168338.95	168338.95
73206692				Bookeasy Sales - Income	0.00	0.00	0.00	0.00	-76163.00	76163.00

Fund	Municipal Fund	Department:		
Programme	: 32 BALANCE SHEET	Sub Department:		
Sub-programme	: 000 BALANCE SHEET	Budget		
COA no.	Description	Amendments		
	Original Budget	Current Budget		
		Y.T.D. Budget		
		Actua.		
		Variance		
73306770	Provision for Annual Leave	0.00	-104651.86	104651.86
73306775	Provision - Long Service Le	0.00	-83051.59	83051.59
73406825	Loan Liability - Current	0.00	-69679.16	69679.16
77107320	Long Service Leave - Non Cu	0.00	-34761.37	34761.37
77207570	Loan Liability - Non Curren	0.00	-380964.95	380964.95
Total	LIABILITIES	0.00	-1556427.48	1556427.48
70106210	Municipal Fund Bank	0.00	873047.85	-873047.85
70106215	Municipal Telenet Saver Acc	0.00	1207553.53	-1207553.53
70106220	Municipal Gold Term Deposit	0.00	322693.35	-322693.35
70106240	Trust Fund Bank	0.00	46501.00	-46501.00
70106250	Trust Fund Term Deposit Ban	0.00	79953.64	-79953.64
70206275	Office Till Float	0.00	200.00	-200.00
70206276	SBC Till Float	0.00	300.00	-300.00
70206277	Refuse Site Float	0.00	200.00	-200.00
70306301	Receivables - Rates (Current)	0.00	111739.39	-111739.39
70406320	GST Paid Suspense	0.00	58131.84	-58131.84
70406323	FBT Clearing	0.00	17256.00	-17256.00
70406345	Sundry Debtors	0.00	273108.36	-273108.36
70706425	Stock On Hand	0.00	132354.54	-132354.54
70806435	LSL Investment - Current	0.00	83051.59	-83051.59
70806445	Office Replacement Res Inve	0.00	1086087.36	-1086087.36
70806480	Pensioner Unit Reserve Inve	0.00	202107.52	-202107.52
70806485	Plant Replacement Reserve I	0.00	191284.05	-191284.05
73066490	Rec. Fac Replc/Upgrade Rese	0.00	261299.22	-261299.22
73066495	Monkey Mia Jetty Reserve	0.00	18132.92	-18132.92
73066496	Shared Fire System Reserve	0.00	35017.29	-35017.29
75106880	Receivables - Rates (Deferr	0.00	6641.03	-6641.03
75306975	LSL Investment - Non Curren	0.00	37978.23	-37978.23
75407010	Land	0.00	489488.78	-489488.78
75407011	Buildings	0.00	2370061.86	-2370061.86
75407012	Provision For Depreciation	0.00	2361941.09	-2361941.09
75507075	Furniture And Office Equipm	0.00	2975150.09	-2975150.09
75507076	Less Provision for Deprecia	0.00	1812680.59	-1812680.59
75607-20	Heritage Assets	0.00	670575.48	-670575.48
75607-21	Less Prov. for Depreciation	0.00	115851.61	-115851.61
75707150	Plant And Equipment	0.00	3542943.80	-3542943.80
75707151	Less Provision for Deprecia	0.00	2397311.75	-2397311.75
75807220	Public Facilities	0.00	2401624.63	-2401624.63
75807221	Less Prov. for Depreciation	0.00	555368.52	-555368.52
75907250	Roads (non town)	0.00	17678587.83	-17678587.83
75907251	Less Prov. for Depreciation	0.00	5948106.75	-5948106.75
76007320	Streetscapes	0.00	210686.90	-210686.90
76007321	Less Prov. for Depreciation	0.00	35521.93	-35521.93
76107370	Town Streets	0.00	2652511.85	-2652511.85
76107371	Less Prov. for Depreciation	0.00	795006.40	-795006.40
76207420	Footpaths	0.00	1157312.38	-1157312.38

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SHIRE OF SHARK BAY
(B183)GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORTPrinted on : 20.02.13 at 15:51
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For Period Ending 28.02.13

Date from : 01.07.12 Date To : 31.01.13

Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Department: Sub Department: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
76207421	1	Municipal Fund	32	Less Prov. for Depreciation	0.00	0.00	0.00	0.00	-159679.57	159679.57
76307470				Drainage, Culverts	0.00	0.00	0.00	0.00	407671.36	-407671.36
76307471				Less Prov. for Depreciation	0.00	0.00	0.00	0.00	-41211.08	41211.08
79007620				Municipal Accumulation Acco	0.00	0.00	0.00	0.00	3311089.97	3311089.97
79107670				LSL Reserve Accumulation	0.00	0.00	0.00	0.00	-117812.96	117812.96
79107680				Office Replacement Accumula	0.00	0.00	0.00	0.00	-1057445.67	1057445.67
79107685				Pensioner Unit Reserve Accu	0.00	0.00	0.00	0.00	-196382.99	196382.99
79107690				Plant Reserve Accumulation	0.00	0.00	0.00	0.00	-186637.97	186637.97
79107694				Monkey Mia Jetty Reserve Ac	0.00	0.00	0.00	0.00	-17824.04	17824.04
79107695				Rec Fac. Replc/Upgrade Accu	0.00	0.00	0.00	0.00	-254634.36	254634.36
79107696				Shared Fire System Accum	0.00	0.00	0.00	0.00	-34700.00	34700.00
Total ASSETS					0.00	0.00	0.00	0.00	402046.42	-402046.42
Total					0.00	0.00	0.00	0.00	-1154381.06	1154381.06
Total					0.00	0.00	0.00	0.00	-1154381.06	1154381.06
BALANCE SHEET				Sub-programme Total	0.00	0.00	0.00	0.00	-1154381.06	1154381.06
BALANCE SHEET				Programme Total	0.00	0.00	0.00	0.00	-1154381.06	1154381.06
Grand Totals					4141431.75	0.00	4141431.75	6168761.70	0.00	6168761.70

27 FEBRUARY 2013

**Shire of Shark Bay
Material Variances as at 31 JANUARY 2013**

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
Operating Income								
General Purpose Income								
00203245	Grants Commission - General	(571,621.00)	(265,810.00)	(315,182.00)	29,372.00	-10.28%	Material Variance Grant more than budgeted	
00203246	Grants Commission - Roads	(213,071.00)	(106,536.00)	(90,481.50)	(16,054.50)	15.07%	Material Variance Grant less than budgeted	
00304120	Interest Earned - Office Replacement Reserve	(44,930.00)	(22,465.00)	(28,641.69)	6,176.69		Material Variance Budget Profile	
Total	General Purpose Income	(\$54,889.00)	(482,279.00)	(508,408.77)	26,129.77	-5.42%	Material Variance	
Governance								
05203324	Grants - Admin Office	(682,150.00)	(331,075.00)	0.00	(331,075.00)	100.00%	Material Variance Awaiting approval to change project	
05204405	Insurance Claim Legal Expenses	(500.00)	(287.00)	(7,118.68)	6,331.68	-2380.33%	Material Variance Bernard Street claim reimbursement	
Total	Governance	(671,950.00)	(335,765.00)	(16,054.33)	(320,711.67)	95.23%	Material Variance	
Law Order and Public Safety								
10103555	Reimbursements Fire Fighting	0.00	0.00	(8,247.66)	8,247.66		Material Variance Invoiced FESA for Tamala fire	
10303218	Grant Fees - Ses	(21,500.00)	(10,750.00)	(29,220.00)	18,470.00	-171.81%	Material Variance Capital allocation included here	
10303220	FESA SES Capital Grants	(486,500.00)	(243,250.00)	(3,708.40)	(239,541.60)	98.48%	Material Variance Building grant not received yet.	
Total	Law Order and Public Safety	(515,664.00)	(256,074.00)	(42,137.46)	(215,936.54)	83.67%	Material Variance	
Health	Health						No Material Variance	
Total	Health	(2,325.00)	(1,344.00)	(1,169.00)	(175.00)	13.02%	No Material Variance	
Housing	Housing						No Material Variance	
Total	Housing	(93,790.00)	(54,696.00)	(53,503.65)	(1,194.35)	2.18%	Units vacant while undergoing refurbishment	
Community amenities								
30203326	Grants - Waste Disposal	(378,341.00)	(189,170.00)	0.00	(189,170.00)	100.00%	Material Variance Recycling Grant not received yet	
30203743	Main Roads Rubbish Collection	(10,975.00)	(6,396.00)	0.00	(6,396.00)	100.00%	Material Variance Invoice to be raised	
30203720	Refuse Site Fees	(64,160.00)	(37,422.00)	(27,057.52)	(10,364.38)	27.70%	Material Variance Timing, invoices raised in August	
Total	Community amenities	(\$35,418.00)	(401,478.00)	(192,622.87)	(208,856.13)	52.02%	Material Variance	

27 FEBRUARY 2013

**Shire of Shark Bay
Material Variances as at 31 JANUARY 2013**

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
Operating Income								
Recreation and Culture								
35103340	Grant - GOC RAR Rec Centre	(50,000.00)	(50,000.00)	0.00	(50,000.00)	100.00%		Material Variance Timing of funding payment
35103343	Contribution - POS Rec Centre	(242,604.00)	(242,604.00)	(256,861.54)	14,057.54	-5.79%		Material Variance Interest on Public Open Space Funds
35203328	Grants - Public Facilities	(60,000.00)	(60,000.00)	0.00	(60,000.00)	100.00%		Material Variance Timing
35303334	Grant - Recreation Jetty Replacement Donham	(2,000,000.00)	(1,000,000.00)	0.00	(1,000,000.00)	100.00%		Material Variance Grant not received yet
35303340	Contributions & Donations Sport and Recreation	(72,896.00)	(72,896.00)	(90,007.91)	17,324.91	-23.84%		Material Variance Gascoyne Games contributions
36003370	Sale - Merchandise	(75,000.00)	(43,750.00)	(66,846.12)	23,096.12	-52.79%		Material Variance Sales exceed budget expectations YTD
36033790	Visitor Centre Membership Fee	(9,000.00)	(9,000.00)	(850.00)	(8,440.00)	93.78%		Material Variance Budget profile, memberships raised for current year.
36033791	Visitor Centre Booking Commission	(40,000.00)	(23,331.00)	(28,640.63)	8,309.63	-22.76%		Material Variance Income exceeds budget
Total	Recreation and Culture	(2,665,700.00)	(1,569,693.00)	(492,162.06)	(1,076,930.94)	68.53%		Material Variance
Transport								
45103280	Useless Loop Road - Mice	(595,000.00)	(297,500.00)	(120,000.00)	(177,500.00)	59.86%		Material Variance Maintenance claim not received
45103365	Rig Grants - Capital Projects	(670,261.00)	(451,899.00)	(532,049.00)	80,180.00	-17.74%		Material Variance second claim payment
45204250	Profit On Sale Of Assets	(105,000.00)	0.00	(16,122.23)	16,122.23	100.00%		Material Variance Timing of vehicle trade ins
45204420	Diesel Fuel Rebate	(16,000.00)	(9,331.00)	0.00	(9,331.00)	100.00%		Material Variance Incorrect budget profile
45403506	Grant - RSFS NM Boat Ramp Facilities	(135,000.00)	(67,500.00)	474.00	(57,974.00)	100.70%		Material Variance Boat ramp project not completed
45403507	Grant - RAR Monkey Mia Jetty	(1,000,000.00)	(500,000.00)	0.00	(500,000.00)	100.00%		Material Variance Boat ramp project not completed
45503352	Grant - Donham Marina	(27,992.00)	(13,976.00)	(30,747.76)	16,771.76	-120.00%		Material Variance Boat ramp project not completed
45503753	Pen And Berthing Fees	(31,500.00)	(18,375.00)	(41,027.79)	22,652.79	-123.28%		Material Variance Marina planning funding received
Total	Transport	(3,322,865.00)	(2,092,439.00)	(1,471,027.01)	(621,411.99)	23.70%		Material Variance
Economic Services								
50202511	Grants - Tourism and area Promotion	(325,000.00)	(325,000.00)	0.00	(325,000.00)	100.00%		Material Variance Timing
50203903	Caravan Park Leases	(65,203.00)	(36,031.00)	(30,629.50)	(7,201.60)	18.94%		Material Variance Timing of invoices, budget profile
50504070	Private Works Control	(43,622.00)	(25,446.00)	(34,163.86)	8,736.86	-34.34%		Material Variance Timing
50504090	MRWA Monkey Mia Road	(114,752.00)	(56,934.00)	(59,516.44)	(7,415.66)	11.08%		Material Variance Main Roads contract work
50504040	MRWA Shark Bay Road	(518,746.00)	(302,696.00)	(149,711.47)	(152,864.53)	50.52%		Material Variance Main Roads contract work started later than anticipated
Total	Economic Services	(1,163,678.00)	(828,329.00)	(353,608.48)	(474,720.52)	57.31%		Material Variance
Other Property and Services								
55504450	Refunds Income	0.00	0.00	(12,056.50)	12,056.50			Material Variance Not budgeted
Total	Other Property and Services	0.00	0.00	(12,056.50)	12,056.50			Material Variance

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**Shire of Shark Bay
Material Variances as at 31 JANUARY 2013**

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
Operating Expenditure								
General Purpose Income								
Total		107,458.75	62,571.00	52,743.55	9,927.45	15.84%		
Governance								
05101281	Strategic Planning	52,000.00	30,331.00	7,837.75	22,493.25	74.16%		Material Variance No expense YTD
05101600	Governance Overheads Allocated	111,450.50	65,016.00	55,428.34	8,587.66	13.21%		Material Variance Overheads less than budget
05200001	Staff Housing Costs	34,138.00	19,822.00	14,626.78	5,295.22	26.56%		Material Variance Expense less than budget
05200610	Salaries & Wages	673,661.00	334,635.00	295,597.32	39,037.68	11.87%		Material Variance Staff costs lower than budget
05200612	Contract Staff	24,500.00	14,267.00	2,016.00	12,271.00	85.89%		Material Variance Contract staff utilised to fill vacant staff positions
05200660	Staff Training	25,500.00	14,875.00	6,494.21	8,380.79	56.34%		Material Variance Training needs analysis being completed
05200675	Superannuation - Occupational	54,631.00	30,114.00	23,950.70	6,163.30	20.47%		Material Variance Timing
05200680	Vehicle Running Costs - Coo (OSH)	8,000.00	4,892.00	12,252.63	(7,590.63)	-92.82%		Material Variance No Expense YTD
05201444	Financial Management Review	9,018.00	9,018.00	14,318.87	(5,300.87)	-58.78%		Material Variance Property premium higher than budgeted
05201470	Insurance - General	(1,067,175.00)	(822,517.00)	(540,495.59)	(282,021.41)	13.18%		Material Variance Overheads less than budget
05201805	Governance Overheads Recovered	40,043.00	28,639.00	16,160.34	12,448.66	43.51%		Material Variance Expenses less than expected
05202590	Legal Expenses	16,366.00	8,953.00	3,206.43	5,744.57	84.16%		Material Variance Timing
0520730	Maintenance - Shire Offices	316,768.32	202,222.00	163,576.84	38,642.16	19.11%		Material Variance
Total								
Law Order and Public Safety								
10102465	Fire Fighting	14,000.00	8,155.00	695.40	7,459.60	91.47%		Material Variance Fire fighting activity to be reimbursed by FESA
10302750	Range Patrols	53,000.00	30,965.00	36,135.68	(5,230.68)	-16.93%		Material Variance Increase in ranger services
10302752	Emergency Management Consultant	11,690.00	11,690.00	11,871.82	(181.82)	98.95%		Material Variance Awaiting invoice from Camarvon
Total		130,922.75	121,151.00	106,036.27	15,114.73	12.45%		Material Variance
Health								
Total		73,063.83	42,595.00	37,551.83	5,063.17	11.89%		Material Variance Expenditure less than budget
Housing								
25100798	Utilities - Pensioner Units (Group)	3,650.00	2,128.00	14,875.28	(12,747.28)	-595.03%		Material Variance Water rates to be allocated to individual units
Total		120,325.57	69,853.00	62,364.30	7,488.50	10.72%		Material Variance
Community amenities								
30102210	Refuse Site Gate Attendance	80,175.00	46,753.00	41,649.20	5,103.80	10.92%		Material Variance Timing tip face work allocated to maintenance
30302410	Consultant Fees	45,000.00	26,250.00	38,016.38	(11,766.38)	-44.82%		Material Variance Planning consultant fees higher than budgeted YTD
30302880	Town Planning Scheme No 3	2,000.00	1,152.00	10,597.50	(9,425.50)	-811.14%		Material Variance Local Planning strategy
Total		530,925.42	309,131.00	309,693.53	(462.53)	-0.15%		No
Recreation and Culture								
35302242	Town Oval Maintenance	33,500.00	19,530.00	13,719.43	5,810.57	29.75%		Material Variance Timing
35303000	Sport and Recreation Centre - Operating Exp	116,027.00	67,641.00	4,751.42	62,888.58	92.98%		Material Variance Expenditure less due to delay in opening
35317160	Parks And Gardens	77,550.00	45,136.00	33,266.77	11,969.23	26.30%		Material Variance Expense below budget YTD
36000910	Salaries & Wages	200,320.00	116,851.00	93,013.28	23,837.74	20.40%		Material Variance Expense below budget YTD
36000660	Staff Training - Shic	2,500.00	1,456.00	6,695.87	(5,239.87)	-356.88%		Material Variance Centaman Training
38000775	Utilities - Shic	43,600.00	25,550.00	13,636.81	11,913.19	46.83%		Material Variance Timing of invoices
Total		1,559,276.89	935,096.70	798,455.76	136,640.94	14.50%		Material Variance
Transport								
45112245	Town Streets Maintenance	115,365.00	65,794.00	23,826.51	42,967.49	64.33%		Material Variance Expense below budget YTD
45121935	Country Roads Maintenance	798,500.00	465,405.00	231,514.35	233,890.65	50.26%		Material Variance Expense below budget YTD, Loop Road Maint started
45501692	Denham Rec/Jetty/Boat Ramp Mtc	11,500.00	8,693.00	560.14	6,138.86	91.54%		Material Variance Timing
Total		2,153,606.00	1,236,394.00	958,176.56	285,207.05	23.74%		Material Variance

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MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

Shire of Shark Bay Material Variances as at 31 JANUARY 2013

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
Operating Expenditure								
Economic Services								
50100810	Salaries & Wages	131,928.00	78,958.00	71,392.81	5,565.19	7.23%	Material Variance Wages less than Budget	
50202850	Tourism Promotion	70,000.00	40,831.00	32,066.99	8,764.01	21.45%	Material Variance Timing	
50501800	Private Works - Other	33,555.00	19,565.00	339,517.55	(319,952.55)	-1633.33%	Material Variance Main roads work being allocated to other	
50621810	MRWA M/Mia Rd Totalling A/c	95,627.00	55,769.00	0.00	55,769.00	100.00%	Material Variance Main roads work being allocated to other	
50631800	MRWA Shark Bay Rd Totalling A/c	432,288.00	252,154.00	83.03	252,070.87	99.97%	Material Variance Main roads work being allocated to other	
Total	Economic Services	1,033,015.17	601,797.00	577,643.91	24,153.09	4.01%	No Material Variance	
Other Property and Services								
55100609	Annual Leave	58,572.00	34,167.00	51,982.09	(17,815.09)	-52.14%	Material Variance Check Allocation	
55100620	Camp Allowance	17,160.00	10,010.00	4,532.00	5,478.00	54.73%	Material Variance Timing	
55100640	District Allowance	21,592.00	12,593.00	242.88	12,350.12	98.07%	Material Variance Check Allocation	
55100650	Shark Bay Allowance	54,348.00	31,990.00	703.79	31,286.21	97.80%	Material Variance Check Allocation	
55100670	Other Allowance	26,194.00	15,274.00	3,154.10	12,119.90	79.35%	Material Variance Expense less than budget YTD	
55100680	Rostered Days Off	29,469.00	17,185.00	(498.24)	17,683.24	102.90%	Material Variance Expense less than budget YTD	
55100690	Staff Training	25,000.00	14,591.00	8,739.49	5,841.51	40.06%	Material Variance Expense less than budget YTD	
55100690	Staff Training	25,000.00	14,591.00	8,739.49	5,841.51	29.87%	Material Variance Expense less than budget YTD	
55100690	Staff Training	25,000.00	14,591.00	8,739.49	5,841.51	23.94%	Material Variance Timing	
55101580	Superannuation - Occupational	73,468.00	42,868.00	30,082.04	12,805.96	15.34%	Material Variance Expense less than budget YTD	
55101580	Superannuation - Occupational	73,468.00	42,868.00	30,082.04	12,805.96	13.84%	Material Variance Timing	
55101590	Less Public Works Overheads Allocated	(862,513.00)	(396,963.00)	(297,971.70)	(89,991.30)	24.94%	Material Variance Plant allocations exceed costs, timing of invoices	
55101600	Less Public Works Overheads Allocated	(862,513.00)	(396,963.00)	(297,971.70)	(89,991.30)	23.84%	Material Variance Timing	
55201685	Governance Overheads Allocated	175,500.00	(183,983.00)	(89,207.92)	14,187.08	-43.18%	Material Variance Plant allocations exceed costs, timing of invoices	
55201685	Governance Overheads Allocated	175,500.00	(183,983.00)	(89,207.92)	14,187.08	37.69%	Material Variance Timing, plant utilisation	
55201620	Less Plant Operating Costs Allocated	(315,228.00)	(211,176.00)	(131,054.98)	(79,521.02)	37.36%	Material Variance Expense less than budget YTD	
55201620	Less Plant Operating Costs Allocated	(315,228.00)	(211,176.00)	(131,054.98)	(79,521.02)	12.36%	Material Variance Timing	
55201632	Plant Depreciation Recovered	362,027.00	211,176.00	185,095.03	75,889.97	75.89%	Material Variance Expense exceeds budget	
55201632	Plant Depreciation Recovered	362,027.00	211,176.00	185,095.03	75,889.97	-13.04%	Material Variance Timing	
55201632	Plant Depreciation Recovered	362,027.00	211,176.00	185,095.03	75,889.97	37.19%	Material Variance Timing	
55201632	Plant Depreciation Recovered	362,027.00	211,176.00	185,095.03	75,889.97	-28.58%	Material Variance Check Allocation	
55201632	Plant Depreciation Recovered	362,027.00	211,176.00	185,095.03	75,889.97	37.19%	Material Variance Timing	
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55201632	Plant Depreciation Recovered	362,027.00	211,176.00	185,095.03	75,889.97	-28.58%	Material Variance Check Allocation	
55201632	Plant Depreciation Recovered	362,027.0						

27 FEBRUARY 2013

**Shire of Shark Bay
Material Variances as at 31 JANUARY 2013**

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
Other Revenue and Expenditure								
Purchase Land and Buildings								
09128000	Capital Works Staff Housing	20 000.00	11 620.00	3 151.50	8 468.50	72.85%		Material Variance No Expense YTD
5204734	Shire Offices - Upgrade	1 687 150.00	1 687 150.00	6 850.00	1 681 300.00			Material Variance Project commenced
10305304	Emergency Services Building	580 000.00	579 999.00	5 278.65	574 719.45			Material Variance Unit Refurbishment and Plumbing completed
25104785	Pensioner Units Capital Works	82 000.00	41 000.00	62 426.01	(21 426.01)	-82.25%		Material Variance No expense YTD
30404755	Public Conveniences - Capital Expenditure	35 000.00	35 000.00	0.00	35 000.00	100.00%		Material Variance Purchase of structure
35205526	Freshwater Public Toilets	100 000.00	100 000.00	28 375.48	71 624.52			Material Variance Car park plans approved
35104960	Community Resource Centre Capital Works	100 000.00	58 324.00	10 143.48	48 180.52	82.61%		Material Variance Project delayed
35104735	Rec Centre Construction	1 168 554.00	1 154 059.00	894 093.56	259 965.44	22.55%		Material Variance
Total	Purchase Land and Buildings	3 792 804.00	3 585 064.00	1 022 030.49	2,563,033.51	72.27%		
Purchase Infrastructure Assets Roads								
1451556700	Country Roads - Capital	254 000.00	255 050.00	206 273.55	46 776.45	18.45%		Material Variance Project started, awaiting contractors
45185670	Country Roads - Rtg	706 472.00	533 590.00	410 328.90	123 233.10	23.10%		Material Variance Loop Road project completed
45185785	Town Street Reveals	199 900.00	194 767.00	46 052.04	148 714.96	76.36%		Material Variance Waiting on contractor
Total	Purchase Infrastructure Assets Roads	1,170,372.00	981,377.00	662,652.49	318,724.51	32.48%		
Purchase Infrastructure Assets Public Facilities								
50205788	Monkey Mia Bore Replacement	600 000.00	600 000.00	15 552.71	583 447.29	97.24%		Material Variance Project commenced
30105575	Refuse Site Infrastructure	388 341.00	387 210.00	10 440.00	376 770.00	97.30%		Material Variance Water tanks purchased
35205825	Forestore BBQ Facilities	12 000.00	12 000.00	0.00	12 000.00	100.00%		Material Variance No Expense YTD
35205531	Rock Wall	15 000.00	8 736.00	0.00	8 736.00	100.00%		Material Variance No expense YTD
35205532	Knight Terrace Boat Ramps Capital	63 000.00	59 139.00	28 037.84	31 101.08	52.53%		Material Variance Project nearing completion
35205646	Denham Recreation Jetty Replacement	2 000 000.00	2 000 000.00	0.00	2 000 000.00	100.00%		Material Variance Timing, awaiting approval
35305588	Parks & Gardens Capital Exp	55 000.00	32 046.00	337.72	31 708.28	98.95%		Material Variance Project not started
36405250	Digital TV Upgrade	150 000.00	0.00	8 114.00	(8 114.00)			Material Variance Budgeted to start later in the year
35605590	HMAS Sydney II Memorials	103 400.00	30 000.00	49 527.28	(49 527.28)			Material Variance Project not started
45105875	Drainage/Sump Construction	30 000.00	1 000 000.00	98 228.77	(98 227.77)	100.00%		Material Variance Boat Ramp completed, car park planning underway
45405550	Monkey Mia Boat Facilities - Capital	1 000 000.00	20 000.00	0.00	1 000 000.00	100.00%		Material Variance Timing, awaiting approval
45405551	Monkey Mia Jetty Capital Works	20 000.00	20 000.00	0.00	20 000.00	100.00%		Material Variance Project not started
45505552	Winch House and Jinker Capital Works	50 000.00	50 000.00	0.00	50 000.00	100.00%		Material Variance Project not started
45505554	Marina Development Planning	50 000.00	45 370.00	8 071.71	37 298.29	82.21%		Material Variance Lighting at entry statement underway
52005725	Entry Statement/Carpark							Material Variance
Total	Purchase Infrastructure Assets Public Facilities	4,727,684.00	4,256,782.00	222,512.13	4,034,269.87	94.77%		
Purchase Infrastructure Assets Footpaths								
1451452500	Footpaths Construction	50 000.00	48 972.00	0.00	48 972.00	100.00%		Material Variance Timing
Total	Purchase Infrastructure Assets Footpaths	50,000.00	48,972.00	0.00	48,972.00	100.00%		
Purchase Heritage assets								
35705125	Cape Inscription Restoration Capital	46 035.00	46 035.00	8 017.73	38 017.27	82.58%		Material Variance Project completed
Total	Purchase Heritage assets	46,035.00	46,035.00	8,017.73	38,017.27	82.58%		

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27 FEBRUARY 2013

Shire of Shark Bay
Material Variances as at 31 JANUARY 2013

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
Other Revenue and Expenditure								
Purchase Plant and Equipment								
05205335	Ceo Vehicle Replacement	85,000.00	0.00	61,711.29	(61,711.29)	#DIV/0!	Material Variance	Cost less than budgeted, budget profile
45205318	Butchers Camp & Donger Upgrade	75,000.00	75,000.00	65,380.50	9,619.50	12.83%	Material Variance	Project near completion
45205345	Country Use Replacement	40,000.00	40,000.00	0.00	40,000.00	100.00%	Material Variance	No Expense YTD
45205371	Mower Replacement	42,000.00	42,000.00	31,514.00	10,486.00	24.97%	Material Variance	Cost less than budgeted, budget profile
45205476	Crew Cab Flat Deck Truck & Crane	110,000.00	64,162.00	0.00	64,162.00	100.00%	Material Variance	Tenders under evaluation
45205436	Prime Mover	280,000.00	280,000.00	0.00	280,000.00	100.00%	Material Variance	Tender process underway
Total	Purchase Plant and Equipment	723,500.00	606,412.00	260,051.47	346,360.83	57.12%		
Purchase Furniture and Equipment								
36004990	Shark Bay Interp Centre - Furn & Fittings	18,500.00	10,767.00	0.00	10,767.00	100.00%	Material Variance	No Expense YTD
Total	Purchase Furniture and Equipment	54,500.00	30,370.00	20,856.50	9,513.50	31.33%		
Repayment of Debentures								
50404535	Principal Loan 48 - Modereary	22,633.00	11,124.00	22,632.80	(11,508.80)	-103.44%	Material Variance	Need to check allocation
50204688	Principal Loan 57 - MM Bore	11,200.00	5,600.00	0.00	5,600.00	100.00%	Material Variance	Loan not raised yet
Total	Repayment of Debentures	80,879.00	57,503.00	63,319.63	(5,816.63)	-10.12%		
Proceeds from new Debentures								
50205068	Loan Funds MM Bore	(300,000.00)	(300,000.00)	0.00	(300,000.00)	100.00%	Material Variance	Loan not raised yet
Total	Proceeds from new Debentures	(450,000.00)	(300,000.00)	0.00	(300,000.00)	100.00%		
Transfers to Reserves								
00304620	Transfer Interest - Pensioner Unit Reserve	9,792.00	0.00	5,724.53	(5,724.53)	#DIV/0!	Material Variance	Budget Profile
00304625	Transfer Interest - Office Replacement Reserve	44,930.00	0.00	28,641.69	(28,641.69)	#DIV/0!	Material Variance	Budget Profile
00304630	Transfer Interest - Recreation Facilities Replacement Reser	12,729.00	0.00	6,664.88	(6,664.88)	#DIV/0!	Material Variance	Budget Profile
Total	Transfers to Reserves	80,217.00	0.00	49,520.19	(49,520.19)	0.00%		
Transfers from Reserves								
Total	Transfers from Reserves	(1,207,000.00)	0.00	0.00	0.00	0.00%	No Material Variance	
Amount Raised from Rates								
00103080	Interim Rates - GRV	(6,000.00)	(4,000.00)	11,552.86	(15,552.86)	398.82%	Material Variance	Dead mining tenements reversed
Total	Amount Raised from Rates	(1,028,574.00)	(1,025,906.00)	(1,010,091.10)	(15,814.30)	1.54%	No Material Variance	

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27 FEBRUARY 2013

SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 31 JANUARY 2013

Program	Description	Project	Budget	YTD	Funding Source	Comment
ADMINISTRATION						
<i>Furniture and Office Equipment</i>						
	Misc. Hardware Purchases/Upgrades	Computer Replacement	6,000		Municipal Fund	Computer Replacement expenditure scheduled for later part of the year.
	Misc. Software Purchases/Upgrades		5,000		Municipal Fund	Seeking quotes on software upgrades
	Office Furniture and Equipment	Furniture	5,000	3,519	Municipal Fund	Office chairs and fire resistant filing cabinet.
	Council Chambers	Furniture	20,000	17,338	Municipal Fund	New tables and chairs have been ordered
			36,000	20,857		
Buildings						
	Replace Shire Offices		1,887,150	5,850	Grant and Reserve Funds	Concept, design and construction
			1,887,150	5,850		
Plant and Equipment						
	CEO Vehicle		65,000	61,711	Municipal Fund	Completed
			65,000	61,711		
Total Administration				1,952,150	88,418	
LAW, ORDER AND PUBLIC SAFETY						
<i>Buildings</i>						
	Emergency Services Building	Building Construction	480,000	5,280	Grant Funds	Concept Design and construction.
	Emergency Services Building	Site works	100,000		Municipal Fund	Site works, car parking and fencing.
			580,000	5,280		
Plant and Equipment						
	SES Capital Equipment		6,500	3,211	Grant Funding	Assorted minor equipment.
Total Law, Order and Public Safety				586,500	8,491	

27 FEBRUARY 2013

SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 31 JANUARY 2013

Program	Description	Project	Budget	YTD	Funding Source	Comment
HOUSING						
Buildings						
Staff Housing Capital Works						
55 Spaaven way	Capital Maintenance		5,000	3,152	Municipal Fund	Replace air conditioner
65 Brockman Street	Capital Maintenance		5,000		Municipal Fund	Capital maintenance as required, on going
81 Durfischer Street	Capital Maintenance		5,000		Municipal Fund	Capital maintenance as required, on going
80 Durfischer Street	Capital Maintenance		5,000		Municipal Fund	Capital maintenance as required, on going
			20,000	3,152		
Pensioner Units Capital Works						
	Capital Maintenance		15,000	24,586	Pensioner unit reserve	Refurbishment of Unit 7
	Fencing		25,000		Pensioner unit reserve	Project listed for 12/13 completion
	Mains Plumbing Replacement		32,000	37,840	Pensioner unit reserve	Complete replacement of corroded mains plumbing
	Landscaping		10,000		Pensioner unit reserve	Project listed for 12/13 completion
			82,000	62,426		
Total Housing			102,000	65,578		
COMMUNITY AMENITIES						
Buildings						
Public Conveniences Capital Works						
	Barrard Street Amenities		35,000		Municipal Fund	Internal upgrade
			35,000	0		
Infrastructure Assets - Public Facilities						
Refuse Tip	Residential Refuse Site		145,241		Grant Funding	Setting up and Equipping new recycling station
	Grass Crusher		75,000		Grant Funding	Setting up and Equipping new recycling station
	Shed		87,000	2,440	Grant Funding	Setting up and Equipping new recycling station
	Baler		48,000		Grant Funding	Setting up and Equipping new recycling station
	Bale Bags x 2		26,100		Grant Funding	Setting up and Equipping new recycling station
			10,000	8,000	Municipal Fund	Water tanks delivered to site, set up still to be completed
	Refuse Site Water Tanks		388,341	10,440		
Total Community Amenities			423,341	10,440		

27 FEBRUARY 2013

SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 31 JANUARY 2013

Program	Description	Project	Budget	YTD	Funding Source	Comment
RECREATION AND CULTURE						
Buildings						
	Rec. Centre construction and carpark	CLGF Regional Projects	415,693	418,085	Grant and Municipal Funds	Work in progress.
	Rec. Centre firelighting and landscaping		673,001	398,272	Contributions and Municipal	Work in progress.
	Gymnasium Equipment		80,000	77,736	Municipal Funds	Payment for Gymnasium Equipment
	Community Resource Centre grounds	Car Park, Old Gapi, landscaping	100,000	10,143	Municipal Funds	Car park design is completed, works are progressing
	Community Daycare Centre		5,000	2,080	Municipal Funds	Provisional sum for capital works, purchase of aquabubler
	Western Foreshore Public Toilets	Western Knight Street	100,000	28,378	Municipal Funds	Works are progressing, purchase of building.
			1,373,654	934,892		
Infrastructure Assets - Public Facilities						
	Rock Wall	Capital maintenance	15,000		Municipal Fund	Capital maintenance works will be carried out when tides are suitable
	Charlie Sappie Park Capital Works		25,000		Municipal Fund	Construction Scheduled 12/13 year.
	Foreshore BBQ Replacement	Old BBQ rusted	12,000		Municipal Fund	Construction Scheduled 12/13 year.
	Solar Lighting Little Lagoon	No lighting at present	7,500	3,202	Municipal Fund	Lighting installed in gazebo's
	Digital TV		150,000	8,114	Loan and Municipal Funds	Studies being undertaken for best solution
	Oval shade shelter replacement	Old shade deteriorating	20,000		Municipal Funds	Construction Scheduled 12/13 year.
	Replace Basket Ball Courts		0	6,048	Municipal Funds	Replacement of basketball hoops and posts
	Oval Bore Water		10,000	338	Municipal Funds	Construction Scheduled 12/13 year.
	Shade over Veisheda		5,000		Municipal Funds	Works are in progress
	HMAS Sydney Memorial		103,400	49,527	Municipal Funds	Construction Scheduled 12/13 year.
	Denham Recreation Jetty Replacement		2,000,000		Grant Funds	Works are in progress
	Knight Tea Western Carpark Boat Ramp.		63,000	28,038	Grant and Municipal funds	Construction Scheduled 12/13 year.
			2,410,900	95,267		Works nearing completion
Furniture and Office Equipment						
	Discovery centre - Furniture & Fittings					
		Display Entry Curtain	2,500		Municipal Fund	Project due for completion 12/13 year
		Gallery Lighting Upgrade	5,000		Municipal Fund	Project due for completion 12/13 year
		Electronic Displays	10,000		Municipal Fund	Project due for completion 12/13 year
		Mini Scaffold	1,000		Municipal Fund	Project due for completion 12/13 year
			18,500	0		
Heritage Assets						
	Dirk Hartog Lighthouse Cottage Restoration		46,036	8,018	Municipal Fund	Completion scheduled for the 12/13 year, awaiting audit for acquittal
			46,036	8,018		
Total Recreation and Culture			3,849,689	1,037,977		

27 FEBRUARY 2013

SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 31 JANUARY 2013

Program	Description	Project	Budget	YTD	Funding Source	Comment
TRANSPORT						
Buildings	Upgrade Depot Workshop		15,000	10,631	Municipal Fund	Half of depot shed restreeted
			15,000	10,631		
Plant and Equipment						
	Depot Tools and Major Plant Communications Upgrade Replacement Ute County Replacement Ute Town Supervisor Replacement Ute Works Manager Dual cab Truck 5t Prime Mover Camp Mess Van Replacement Ride-on Lawn Mower	Major Plant	15,000	11,131	Municipal Fund	Purchase of 4 inch pump and accessories
			5,000	900	Municipal Fund	Provisional sum for capital replacement
			40,000		Municipal Fund less trade-ins	Due for replacement Feb/Mar 2013
			40,000	38,307	Municipal Fund less trade-ins	Completed
			45,000	47,895	Municipal Fund less trade-ins	Completed
			110,000		Municipal Fund less trade-ins	Under Evaluation
			280,000		Municipal Fund less trade-ins	Under evaluation
			75,000	65,380	Municipal Fund less trade-ins	Building delivered to site
			42,000	31,314	Municipal Fund less trade-ins	Completed
			652,000	195,127		
Infrastructure Assets - Roads						
	Stella Rowley Drive - RRG Useless Loop Road - RRG Ocean Park Road - RRG Woodleigh Byro Road - RRG Bernard St. - R2R Knight Tce. R2R Hughes Street R2R		90,000	91,015	Grants and Municipal Funds	Completed
			324,923	319,311	Grants and Municipal Funds	Completed
			264,000	206,274	Grants and Municipal Funds	Completed
			291,349		Grants and Municipal Funds	Completion due 12/13 year
			109,632	6,893	Grant Funding	Waiting for contractor to be available
			49,960	39,159	Grant Funding	Materials are on order
			40,308		Grant Funding	Waiting on Contractor
			1,170,372	662,653		
Infrastructure Assets - Denham Marine Facilities						
	Winch House and Jinker Capital Maintenance Commercial Jetty Capital Works Marina Development Plan		20,000		Municipal Fund	Wheels for jinker have been sourced
			5,000		Municipal Fund	Capital maintenance as required
			50,000		Municipal Fund	Work in progress
			75,000	0		
Infrastructure Assets - Monkey Mia Boating Facilities						
	Monkey Mia Jetty Upgrade Monkey Mia Cairn Monkey Mia Boat Ramp		1,000,000		Grant Funding	Awaiting Cabinet approval
			60,000	9,887	Grant and Municipal Funding	Work in progress
			113,423	88,342	Grant and Municipal Funding	Work in progress
			1,173,423	98,229		
Infrastructure Assets - Footpaths						
	Hughes Street Footpaths		50,000		Municipal Fund	Footpath plan adopted, project started
			50,000	0		
Infrastructure Assets - Drainage/Culverts						
	Foreshore Drainage		30,000		Municipal Fund	Work in progress
			30,000	0		
Total Transport			3,165,795	966,640		

SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 31 JANUARY 2013

Program	Description	Project	Budget	YTD	Funding Source	Comment
ECONOMIC SERVICES						
Infrastructure Assets - Public Facilities						
	Dunham Entry Statement power and lighting upgrade		50,000	8,072	Grant and Municipal Funding	Work in progress
	Monkey Mia Bore Replacement	Replace collapsed old bore	600,000	16,553	Grant and Loan Funding	Work in progress. Site works expected to start soon.
			650,000	24,625		
Total Economic Services			650,000	24,625		

10,564,875 2,202,168

Total Asset Acquisition

Summary

Summary of Asset Acquisitions by Function

	Budget	YTD
Governance	1,788,150	88,418
Law Order and Public Safety	586,500	8,491
Housing	102,000	65,578
Community Amenities	423,341	10,440
Recreation and Culture	3,849,089	1,037,977
Transport	3,165,795	966,640
Economic Services	650,000	24,625
	10,564,875	2,202,168

0

Summary of Asset Acquisitions by Asset Class

	Budget	YTD
Furniture and Equipment	54,500	20,857
Land and Buildings	3,792,804	1,022,031
Plant and Equipment	723,500	260,049
Heritage Assets	46,035	8,018
Infrastructure Assets - Roads (Non-Town)	970,472	618,601
Infrastructure Assets - Town Streets	199,900	43,052
Infrastructure Assets - Public Facilities	4,897,864	228,561
Infrastructure Assets - Streetscapes		
Infrastructure Assets - Footpaths	50,000	0
Infrastructure Assets - Drainage/Culverts	30,000	0
	10,564,875	2,202,168

12.4 LOCAL GOVERNMENT COMPLIANCE AUDIT RETURN

LO104.01

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved

Cr Cowell

Seconded

Cr Capewell

Council Resolution

That Council adopt the Local Government Compliance Audit Return for the period 1 January 2012 to 31 December 2012 as completed and return it to the Department of Local Government as a true and correct record of the information contained therein.

5/0 CARRIED

Comments

The Minister for Local Government last year significantly reduced the size of the compliance audit return by removing questions on areas of compliance that are already audited by the Department of Local Government. This reduction decreased the size of the return by 70%, reducing it to eight pages from its former 27 pages and again this year taking out a few more questions in various sections.

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 needs to be checked and adopted by Council. A certified copy of the Return is to be submitted to the Department of Local Government by 31 March 2013.

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 2012 to 31 December 2012 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 Council at a meeting of the Council.
- 2 Adopted by the Council.
- 3 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 is to be submitted to the Director General, Department of Local Government by 31 March 2013.

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

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Absolute Majority Required

Date of Report

8 February 2013

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

Department of Local Government - Compliance Audit Return



Government of Western Australia
Department of Local Government

Shark Bay - Compliance Audit Return 2012

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 2012.	N/A	Council did not participate in any major trading undertakings in 2012	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 2012.	N/A	Council did not participate in any major land transactions in 2012	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 2012.	N/A	Council did not participate in any land transactions in 2012	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 2012.	N/A	Council has not commenced a major trading undertaking or entered into a major land transaction for 2012	Rhonda Mettam
5	s3.59(5)	Did the Council, during 2012, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A	Council did not conduct any major land or taking undertaking in 2012	Rhonda Mettam

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MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

Department of Local Government - Compliance Audit Return



Government of Western Australia
Department of Local Government

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	There were no delegations to committees, Special Council meeting held on 26 October 2011 item 6.0 Election to Committees	Rhonda Mettam
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A	No Delegations to Committees	Rhonda Mettam
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A	No Delegations to Committees	Rhonda Mettam
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A	No Delegations to Committees	Rhonda Mettam
5	s5.18	Has Council reviewed delegations to its committees in the 2011/2012 financial year.	N/A	No Delegations to Committees	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	Ordinary Council meeting 31 July 2012 Item 11.3	Rhonda Mettam
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes	Memo to Chief Executive Officer dated 28 July 2012	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.	Yes	Adjustment made at the Ordinary Council meeting 26 September 2012 Memo to Chief Executive Officer dated 19 October 2012	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 2011/2012 financial year.	Yes	Reviewed at Ordinary Council meeting 26 July 2012 and 26 September 2012 and reviewed by Chief Executive Officer	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

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MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

Department of Local Government - Compliance Audit Return



Government of Western Australia
Department of Local Government

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.	Yes	Cr Ridgley	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 2012.	Yes		Rhonda Mettam
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2012.	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 acknowledgment of having received the return.	Yes		Rhonda Mettam
9	s5.88(1)(2) Admin Reg 28	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	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

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MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

Department of Local Government - Compliance Audit Return



Government of Western Australia
Department of Local Government

No	Reference	Question	Response	Comments	Respondent
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	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	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)).	N/A	No Property disposed of by the Shire of Shark Bay	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.	N/A	No Property disposed of by the Shire of Shark Bay	Rhonda Mettam

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

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MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

Department of Local Government - Compliance Audit Return



Government of Western Australia
Department of Local Government

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	Audit committee appointments state in the Special Minutes of 26 October 2011 and Ordinary Council meeting 27 June 2012	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	No powers were delegated to the audit committee	Rhonda Mettam
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes	Registered Company Auditor Numbers, Mr D J Tomasi 15724 and Mr G Godwin 310219	Rhonda Mettam
4	s7.3	Was the person(s) appointed by the local government to be its auditor, an approved auditor.	Yes		Rhonda Mettam
5	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
6	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2012 received by the local government within 30 days of completion of the audit.	Yes		Rhonda Mettam
7	s7.9(1)	Was the Auditor's report for 2011/2012 received by the local government by 31 December 2012.	Yes	Audit Report received on the 10 December 2012	Richard Towell
8	S7.12A(3), (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 that action undertaken.	N/A		Richard Towell
9	S7.12A(3), (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		Richard Towell
10	S7.12A(3), (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 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.	N/A		Rhonda Mettam
11	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Rhonda Mettam
12	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Rhonda Mettam

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MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

Department of Local Government - Compliance Audit Return



Government of Western Australia
Department of Local Government

No	Reference	Question	Response	Comments	Respondent
13	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Rhonda Mettam
14	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
15	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	Have not employed new Chief Executive Officer	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.	N/A	Have not employed new Chief Executive Officer	Rhonda Mettam
3	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Rhonda Mettam
4	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
5	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

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MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

Department of Local Government - Compliance Audit Return



Government of Western Australia
Department of Local Government

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	Chief Executive Officer is the complaints officer	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).	N/A	No complaints received	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.	N/A	No complaints received	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.	N/A	No complaints received	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.	N/A	No complaints received	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) (c).	N/A	No complaints received	Rhonda Mettam

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.	Yes		Rhonda Mettam
3	F&G Reg 14(1)	Did the local government invite tenders via Statewide public notice.	Yes		Rhonda Mettam
4	F&G Reg 14, 15 & 16	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Rhonda Mettam

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MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

Department of Local Government - Compliance Audit Return



Government of Western Australia
Department of Local Government

No	Reference	Question	Response	Comments	Respondent
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.	N/A		Rhonda Mettam
6	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.	Yes		Rhonda Mettam
7	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
8	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
9	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
10	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
11	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Rhonda Mettam
12	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
13	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
14	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).	Yes		Rhonda Mettam
15	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, \$100,000 or less.	Yes		Rhonda Mettam

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12.5 BUDGET REVIEWAuthor

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved

Cr Cowell

Seconded

Cr McLaughlin

Council Resolution

That Council accept the budget review as presented and adopt the revised budget figures as budget amendments for the year ending 30 June 2013.

5/0 CARRIED

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* (FM Regulations). 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 or amended budget. It establishes whether a Local Government continues meeting its budget commitments; is in receipt of income and incurs expenditure in accordance with the adopted budget.

Regulation 33A(2) and (3) of the FM 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, any part of the review or any recommendations made in 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 other strategies adopted by the Council and maintains a high level of service across all programs. The closing funds remain balanced with a nil surplus/deficit as a result of this budget review.

The budget review has taken into account the actual carried forward surplus of \$2,153,214 a decrease of 92,953 from the budgeted estimated carried forward surplus of \$2,246,167.

There was a change in the methodology used for the calculation of the Surplus/(Deficit) position for the 2012 Financial Report which comprised the inclusion of Provisions and Accrued Expenses in the calculation which was not included in the budget estimate. This reduced the surplus by \$224,620; this has been partially offset by an increase in inventories of \$40,789, an increase in receivables of \$41,697, a

reduction in payables of \$42,881 and an increase in cash of 6,300 resulting in the net decrease of \$92,953.

The table below shows the composition of the net current asset position and the variance in the estimated surplus/deficiency carried forward.

SHIRE OF SHARK BAY Composition of Net Current Asset Position			
	Actual	Budget	Variance
	2011-2012	Estimated	
	\$	2011-2012	
	\$	\$	
CURRENT ASSETS			
Municipal Bank	1,591,085	1,584,785	6,300
Cash Backed Reserves	1,865,438	1,861,338	4,100
Receivables	1,063,173	1,021,476	41,697
Inventories	132,355	91,566	40,789
	<u>4,652,051</u>	<u>4,559,165</u>	92,886
LESS: CURRENT LIABILITIES			
Payables	(408,779)	(451,660)	42,881
Accruals	(36,916)		(36,916)
Provisions	(187,704)		(187,704)
NET CURRENT ASSET POSITION	<u>4,018,652</u>	<u>4,107,505</u>	(88,853)
Less: Cash - Restricted	<u>(1,865,438)</u>	<u>(1,861,338)</u>	(4,100)
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	2,153,214	2,246,167	(92,953)

A summary of the budget review shows capital expenditure has been reduced by \$1,124,500 due to the postponement of the Office Replacement project and savings made on the purchase of plant and equipment. This has been offset by decreasing the transfer from reserves by \$1,125,000 as these funds will not be utilised.

Net operating income has been reduced by \$343,095, the main components of this being \$295,000 of funding for the sealing program on the Useless Loop Road that has been postponed and a reduction of \$75,745 of Private Works on the Shark Bay Road in line with Main Roads budgeted expenditure.

Net operating expenditure has decreased by \$436,548; this is comprised of offsets to expenditure that corresponds to the postponing of the sealing of the Useless Loop Road and reduction of private works on the Shark Bay Road. Other major reductions are from savings made with the Recreation Centre not being operational for part of the year and savings in Salaries and wages due to positions not being filled and the transition to the new award not being completed.

If the revised budget figures are adopted as the amended budget, it is expected that the Shire of Shark Bay will be left with nil closing funds to be carried forward as at 30 June 2013 in line with the original adopted budgeted.

The revised budget figures presented in the report reflect the anticipated expenditure or income for the period under review. These revised budget figures will represent the new amended budget if accepted by Council. As these figures may correspond to changes since the adoption of the current budget and if different require a budget amendment and approval by Council.

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

Division 6 - Finance - Section 8 - Budget deliberations process.

Financial Implications

After taking into consideration the decrease in the carried forward surplus of \$92,953 and identifying savings in operating expenditure to offset this, the proposed changes will have no effect on Councils closing funds estimated to be a nil carried forward surplus/deficit.

Strategic Implications

The budget review has been developed, taking into account and instrumental to all of the objectives of the Shire of Shark Bay's Strategic Community Plan 2011.

Voting Requirements

Absolute Majority Required

Date of Report

15 February 2013

27 FEBRUARY 2013

COA	Description	Original Budget	YTD Budget	YTD Actual	New Budget	Budget Amendment	Comment
Operating Income							
05203650	Reimbursements - Other	(5,000)	(2,496)	(7,666)	(9,550)		(4,550) Reimbursement of Valuation from LGIS
05203661	Reimbursements - Staff Travel & Accommodation	(1,000)	(498)	(1,059)	(1,800)		(800) Police Licensing reimbursement of staff travel
05204405	Insurance Reimbursement	(500)	(246)	(3,653)	(3,500)		(3,000) Insurance claim payment for rolled trailer
25103966	Rent - Pensioner Unit 7	(5,460)	(2,730)	0	(2,730)		2,730 Vacant while undergoing refurbishment
25103972	Rent - Pensioner Unit 13	(5,460)	(2,730)	0	(2,730)		2,730 Vacant while undergoing refurbishment
30203720	Refuse Site Fees	(64,160)	(32,076)	(22,978)	(49,160)		15,000 Revenue expected to be less than budgeted
30303716	Development Applications	(22,000)	(10,998)	(6,107)	(17,000)		5,000 Revenue expected to be less than budgeted
35103956	Rent - Community Resource Centre	(5,200)	(2,598)	0	(1,700)		3,500 Revenue expected to be less than budgeted
35303410	Contributions & Donations Sport and Recreation	(72,896)	(72,642)	(90,008)	(91,896)		(19,000) Gascoyne Games Grant funding not budgeted.
35303655	Reimbursement - Sporting Clubs	(3,000)	(1,500)	0	0		3,000 Utilities go direct to Yadgalah
35303810	SBSRC Gymnasium Fees	(6,750)	(3,372)	(2,573)	(4,762)		1,988 Revenue expected to be less than budgeted
35303815	SBSRC Programs Income	(6,000)	(3,000)	0	(2,000)		4,000 Revenue expected to be less than budgeted
35303820	SBSRC Hire Fees	(5,000)	(2,496)	0	(1,500)		3,500 Revenue expected to be less than budgeted
35303825	SBSRC Sales of Merchandise	(2,000)	(996)	0	(500)		1,500 Revenue expected to be less than budgeted
36003770	Sale - Merchandise	(75,000)	(37,500)	(61,020)	(106,000)		(31,000) Revenue from merchandise sales expected to exceed budget
36003790	Visitor Centre Membership Fee	(9,000)	(9,000)	(560)	(1,000)		8,000 Membership fees not being charges
45103280	Useless Loop Road - Mtce	(595,000)	(297,500)	(120,000)	(300,000)		295,000 Funding for sealing program postponed
50203850	Camping fees	0	0	(3,155)	(5,000)		(5,000) Not budgeted
50504030	MRWA Monkey Mia Road	(114,752)	(57,372)	(56,834)	(120,000)		(5,248) Adjust to Main Roads Budget
50504040	MRWA Shark Bay Road	(518,745)	(259,368)	(47,662)	(443,000)		75,745 Adjust to Main Roads Budget
55504460	Refunds Income	0	0	(6,118)	(10,000)		(10,000) Not budgeted
Total						343,095	

27 FEBRUARY 2013

COA	Description	Original Budget	YTD Budget	YTD Actual	New Budget	Budget Amendment	Comment
Operating Expenditure							
05200610	Salaries & Wages	573,661	286,830	246,735	538,661	(35,000)	Savings on staff wages
05200612	Contract Staff	24,500	12,246	2,016	14,500	(10,000)	Expenditure anticipated to be less than budget
05200685	Insurance - Workers Compensation	15,513	15,513	19,049	19,063	3,550	Insurance expense more than budgeted
05201410	Bad Debts	500	246	2,661	5,500	5,000	Write off of bad debts expected to exceed budget
05201470	Insurance - General	9,018	9,018	14,319	14,018	5,000	Insurance expense more than budgeted
05220730	Maintenance - Shire Offices	15,386	7,674	2,623	9,886	(5,500)	Expenditure anticipated to be less than budget
15100680	Travel & Accommodation - Staff	10,000	4,998	956	5,000	(5,000)	Expenditure expected to be less than budgeted
15202310	Analytical Expenses	0	0	401	1,000	1,000	Not Budgeted
30302410	Planning Consultant Fees	45,000	22,500	35,631	70,000	25,000	Expenditure expected to be more than budgeted
30302880	Town Planning Scheme No 3	2,000	996	10,588	20,000	18,000	Expenditure expected to be more than budgeted
35200775	Utilities - Fish Cleaning Fac.	3,500	1,746	4,507	6,500	3,000	Expenditure expected to be more than budgeted
35300775	Utilities - Mini Golf Centre	3,000	1,494	0	0	(3,000)	Utilities go direct to Yadgalah
35302245	Sport and Recreation Centre Grounds Maint	8,000	3,990	854	4,000	(4,000)	Saving from centre not being operational
35303000	Sport and Recreation Centre - Operating Exp	116,027	57,978	3,867	58,027	(58,000)	Saving from centre not being operational
35312160	Parks And Gardens	77,550	38,688	23,029	62,550	(15,000)	Maintenance anticipated to be below budget
35602080	Maintenance - Velshedra/Galla	7,850	3,912	43	5,000	(2,850)	Expenditure anticipated to be less than budget
36000610	Salaries & Wages	200,320	100,158	73,557	175,320	(25,000)	budget allocated on new award not yet implemented
36000660	Staff Training - SBIC	2,500	1,248	6,696	8,500	6,000	Centaman Training
36000685	Insurance - Workers Comp	5,806	2,898	7,129	7,106	1,300	Insurance expense more than budgeted
36000905	Travelling Exhibition Costs	6,500	3,246	0	1,500	(5,000)	Expenditure anticipated to be less than budget
36001470	Insurance - SBIC	16,697	16,697	15,571	15,397	(1,300)	Insurance expense less than budgeted
45102440	Depot Tools and Minor Plant	5,000	2,496	5,656	7,000	2,000	Expenditure expected to be more than budgeted
45121935	Country Roads Maintenance	798,500	398,922	229,292	503,500	(295,000)	Useless Loop Road Sealing program postponed
45501995	Denham Slipway Mtce	2,800	1,386	2,666	5,800	3,000	Higher maintenance due to sand build up.
45510775	Utilities -Denham Marina Water	2,600	1,296	2,179	5,100	2,500	Expenditure expected to be more than budgeted
50410775	Utilities - McCleary Property	2,350	1,170	3,370	3,850	1,500	Expenditure expected to be more than budgeted
50521810	MRWA M/Mia Rd Totalling A/c	95,627	47,802	0	100,000	4,373	Adjust to Main Roads Budget
50531900	MRWA Shark Bay Rd - Total A/c	432,288	216,132	83	369,167	(63,121)	Adjust to Main Roads Budget
55501280	Refunds Expenditure	0	0	6,118	10,000	10,000	Not budgeted
Total						(436,548)	

COA	Description	Original Budget	YTD Budget	YTD Actual	New Budget	Budget Amendment	Comment
Capital Expenditure							
05204734	Shire Offices - Upgrade & Refurbishment	1,687,150	0	5,850	662,150	(1,025,000)	Project changing to staff housing
35305502	Recreation Equipment (Capital)	0	0	6,138	6,500	6,500	Upgrade of basketball courts not budgeted
45205355	Town Supervisors Ute	40,000	40,000	38,307	38,500	(1,500)	Saving on Plant Purchase
45205371	Mower Replacement	42,000	42,000	31,514	31,500	(10,500)	Saving on Plant Purchase
45205455	Trailer Replacement				8,000	8,000	Replace damaged trailer, not budgeted, insurance claim
45205476	Crew Cab Flat Deck Truck & Crane	110,000	54,996	0	75,000	(35,000)	Saving on Plant Purchase
45205485	Works Ute Replacement	45,000	45,000	47,895	48,000	3,000	Expenditure exceeded budget
45205496	Prime Mover	280,000	280,000	0	210,000	(70,000)	Saving on Plant Purchase
	Total					(1,124,500)	
Reserve Transfers							
05206025	Transfer From Office Replacement Reserve	(1,025,000)	0	0	0	1,025,000	Change of project for CLGF funds
45206035	Transfer From Plant Reserve	(100,000)	0	0	0	100,000	Offset saving on plant purchase back to reserve
	Total					1,125,000	
	Grand Total					(92,953)	
	Budget Closing surplus position					2,246,167	
	Actual Closing surplus position					2,153,214	
	Difference					92,953	
	Closing Surplus/Deficit June 30 C/Fwd					0	
Summary							
	Decrease in closing funds					92,953	
	Net (Increase) decrease in operating revenue					343,095	
	Net (Decrease) Increase on operating expenditure					(436,548)	
	Net savings on Capital Expenditure					(1,124,500)	
	Decrease in Transfers from Reserves					1,125,000	
	Control Total					0	

The President adjourned the Ordinary Council meeting at 10.55 am and reconvened the Ordinary Council meeting at 11.26 am

12.6 REVIEW OF RECORD KEEPING PLAN

FI 095 / PO 101

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved

Cr Capewell

Seconded

Cr McLaughlin

Council Resolution

That Council adopt the Recordkeeping Plan Policy, Record Keeping Plan self-evaluation Check List and Recordkeeping Plan Review Report and forward to the State Records Office.

Cr Prior entered the Council Chamber at 11.31 am

6/0 CARRIED

Background

The Shire is required to submit a Record Keeping Plan to the State Records Office under the provisions of the *State Records Act 2000* by the 18 March 2013.

The purpose of this Record Keeping Plan is to set out the minimum requirements as to which records are to be created by the Shire of Shark Bay and how it is to keep its records. Record Keeping Plans are to provide an accurate reflection of the record keeping program within the organisation, including information regarding the Shire's records keeping system(s), disposal arrangements, policies, practices and processes. The Record Keeping Plan is the primary means of providing evidence of compliance with the Act.

Comment

The Shire of Shark Bay staff have reviewed the Recordkeeping Plan and have improved the practices since it was last approved by the State Records Commission on the 18 March 2008.

A report on the Review of the Record Keeping Plan, a Self-Evaluation Checklist and the Amended Shire of Shark bay Record Keeping Plan is provided to Councillors as a separate document and an attachment to this report.

The report on the review has to be submitted to the State Records Commission and needs to be signed off by the Chief Executive Officer. The purpose of the review is to ensure that the Plan accurately reflects current agency practices. A Disaster Management Plan has also been addressed and will be presented to Council in due course which is part of addressing the Recordkeeping Plan.

This policy and review will continue the framework for the reliable and systematic management of Shire records in accordance with legislative requirements.

Legal Implications

State Records Act 2000

Policy Implications

With the review of this policy the Policy Manual will be updated to accommodate the changes made in the plan.

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report

13 February 2013

12.7 FORWARD CAPITAL WORKS PLAN**Author**

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved

Cr Wake

Seconded

Cr Hanscombe

Council Resolution

That Council adopt the attached five year Forward Capital Works Plan 2012/13 to 2016/17, as amended, and for this to be submitted to the Department of Regional Development and Lands.

6/0 CARRIED**Background**

At the ordinary meeting of Council held 15 December 2010, Council adopted a five year Forward Capital Works Plan for 2010/11 to 2014/15. The Royalties for Regions Country Local Government Fund requires that Local governments review and update their Forward Capital Works Plans annually and update the plan for the current financial year onwards as necessary.

A draft Forward Capital Works Plan has been prepared by UHY Haines Norton for five years from 2012/13 to 2016/17, and supplied to Councillors as a separate document and an attachment to this report.

The plan has been developed to comply with the Department of Regional Development and Lands guidelines and as a pre-requisite for future Country Local Government Fund applications.

Plant and equipment have not been included in this plan nor does the plan include any expenditure on infrastructure not owned by the Shire of Shark Bay.

Comment

The Shire of Shark Bay adopted a Forward Capital Works Plan in December 2010. In this plan the Country Local Government funding for the 2011/2012 and 2012/2013 rounds has been allocated to the replacement of the Shire offices. To date this project is still in the design development stage with the location of the Offices still not decided upon or what to do with the existing offices site.

A Forward Capital Works Plan workshop was held on 4 February 2013. At the workshop it was decided to postpone the Shire Offices project and re-allocate the Country Local Government funding to acquiring land and constructing staff housing for Shire employees. The administration are currently in the process of re-submitting the Financial Assistance Agreements for the 2011/12 and 2012/13 Country Local Government rounds to request a change of projects for this funding.

A summary of the individual Country Local Government Funding expenditure identified in the Forward Capital Works Plan over the next five years is as follows:

Funding Year	Project	Amount
2011/12 and 2012/13	Acquire land for staff housing	140,000

	Duplex staff houses	636,000
	Total	776,000
2013/14	East Knight Terrace Amenities	100,000
	Francis Street Lighting	110,000
	Swimming Pontoon Replacement	80,000
	Town Playground Replacement	100,000
	Total	390,000
2014/15	Foreshore Gazebo Upgrade	20,000
	Overlander Hall Upgrade	50,000
	Tennis Courts Resurfacing and Fencing	70,000
	Town Oval – Landscaping	250,000
	Total	390,000
2015/16	Contribution to 25m Swimming Pool and Waterpark, total project \$2,000,000	390,000
2016/17	Contribution to Shire Office Replacement, total project \$2,562,150	395,000

The Plan contains details on capital projects for buildings, roads and infrastructure in order of priority over the next five years. The financial estimates provide information on the source of funding for each project, the life cycle cost of each project, the impact of the project on the Shire's future recurrent funding requirements and the identification of any funding gaps.

The project information and risk assessments provide information on the purpose and background of each project and a linkage to the Shire's Strategic Community Plan. A risk assessment of each project provides information on the consequences relative to the possible funding application outcomes and the effect on service levels and public safety.

Legal Implications

Nil

Policy Implications

Nil

Financial Implications

Before any Country Local Government Fund Grant funding will be released, the Forward Capital Works Plan must be adopted by Council and approved by the Department of Regional Development and Lands. Funding will also be conditional on the Department of Regional Development and Lands approving individual project business plans and the signing of a Financial Assistance Agreement.

Strategic Implications

The Forward Capital Works Plan has been developed to align with the objectives of the Shire of Shark Bay Strategic Community Plan and will form the basis for future long term financial plans in the development and introduction of the integrated planning framework.

Voting Requirements

Simple Majority Required.

Date of Report

18 February 2013

12.8 WRITE OFF OF MARINE FACILITIES DEBTORS

SU 111 / MA 100

Author

Debtors Clerk

Disclosure of Any Interest

Nil

Moved Cr Hanscombe

Seconded Cr Cowell

Council Resolution

That Council write-off the following amounts in relation to Annual Jetty Fees for the use of Marine Facilities.

<u>Billing period</u>	<u>Debtor</u>	<u>Amount</u>
Oct 2009 to June 2010	- Jetwave Boat Charters	\$ 492.75
2010-11	- Jetwave Boat Charters	\$ 876.00
2011-12	- ATH Fisheries	\$1,830.00
2011-12	- Wambiri Fishing	\$1,690.00
Total		\$4,888.75

6/0 CARRIED**Background**

The Shire of Shark Bay have in place a system where regular users of the marine facilities can pay an annual fee for use of the jetties within the shire. Regular users of these services that have been annual users in the past will be invoiced automatically for the next annual charge.

The debtors listed above have in the past been regular users of the marine facilities and were invoiced for the annual charges. In the interim they have ceased being a regular user of the facilities and did not use the facility during the billing period.

Comment

On investigation of all outstanding Debtors and the compiling of information for the Shire's debt collection agency, it has been discovered that there are some annual charges for use of the Denham Marine Facilities raised against vessels that did not use the facility during the billing period.

A review of the Marine Facilities registers shows that the vessels did not use the marine facilities during the billing period as the daily record sheets have no logs of the vessels being berthed at the jetty.

There has been no correspondence or contact from the debtors to inform the Shire that they were not using the facilities and it is only from following up the outstanding amounts and the review of the Marine Facility registers that it has become apparent that these charges should have been reversed in the billing period.

Legal Implications

Nil

Policy Implications

Nil

Financial Implications

The amounts outstanding relate to prior years charges; therefore it is proposed that the total amount outstanding of \$4,888.75 will be written off as bad debts. Allocating the amount to the bad debts account will avoid distorting this year's marine facility charges.

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report

14 February 2013

13. TOWN PLANNING REPORT

13.1 PROPOSED INFRASTRUCTURE UPGRADE ON LOT 3000 OF RESERVE 49108 (PROPOSED RESERVE 49108) AND LOT 301 OF RESERVE 1686 MONKEY MIA ROAD, DENHAM RES49108

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

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

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as Executive Officer of Shark Bay World Heritage Advisory Committee.

Moved

Cr Prior

Seconded

Cr McLaughlin

Council Resolution

That Council:

- 1. Note that the Chief Executive Officer has signed the owners section of the Planning Application form(s) for the proposed infrastructure planned within Lot 3000, Reserve 49108 and Lot 301, Reserve 1686 as there are Management Orders to the Shire of Shark Bay for both Reserves.**
- 2. Approve the application lodged by TPG Town Planning and Aspen Parks Property Management Pty Ltd for Infrastructure Upgrade (power and water) and service road on Lot 3000, Reserve 49108 (proposed Reserve 49108) and Lot 301, Reserve 1686 Monkey Mia Road, Denham subject to the following conditions:**
 - (i) All access ways and parking areas shall be maintained to a trafficable standard at all times.**
 - (ii) The amended plans lodged with this application (received 12 February 2013) shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Shire Chief Executive Officer.**
 - (iii) Lodgement of a detailed colour and material schedule for separate written approval by the Shire Chief Executive Officer. The detailed colour and material schedule shall require separate written approval prior to the issue of a building licence, and shall incorporate colours for rainwater tanks, and the roof of the open structure that are sympathetic and blend with the landscape and natural environment of the immediate surrounds.**
 - (iv) Lodgement of a 'Traffic and Vegetation Management Plan' for separate written approval by the Shire Chief Executive Officer prior to the commencement of any construction.**

- (v) Bunding to be provided for any bulk fuel storage areas to the satisfaction of the Shire Chief Executive Officer.
 - (vi) Ancillary works proposed in the Monkey Mia Road Reserve form part of this planning approval. Following completion of works, Monkey Mia Road shall be reinstated to pre-development condition to the satisfaction of the Chief Executive Officer.
3. Advise the applicant(s) via footnotes on the planning consent as follows:
- (i) Planning approval is not consent for any site or construction works. The applicant is advised that a separate building licence approval is required prior to commencement of works.
 - (ii) It is recommended that boundary of Reserve 49108 be surveyed by a licenced surveyor to ensure the new roofed structure is located in accordance with the approved plans.
 - (iii) Please be advised that separate approvals will be required from Main Roads Western Australia to undertake works in the road reserve and for any person to work within the road reserve. The Shire will refer any Traffic Management Plan to Main Roads Western Australia for advice.
 - (iv) The Department of Indigenous Affairs has advised that the information by the applicant (TPG Town Planning and Aspen Parks Property Management Pty Ltd) on Aboriginal Heritage and Aboriginal Title is confusing. The Department of Indigenous Affairs confirms that any applicant currently proposing to undertake the proposed infrastructure upgrade in this location needs to either seek Section 18 consent for the work or risk prosecution under the *Aboriginal Heritage Act 1972* if they impact an Aboriginal heritage site. The Department of Indigenous Affairs advised that the agreement reached with Yamatji Land and Sea Council through the native title process has no bearing on whether approval is required under the Aboriginal Heritage Act.
- Please also note that there is an obligation to report information to the Register of Aboriginal sites should cultural material or a new site be discovered. The Department of Indigenous Affairs is reviewing the mapped location for registered site DIA 7158 as the area being impacted on.
- (v) The Department of Health recommends that the water storage tanks be sealed and covered to prevent contamination.
 - (vi) In regards to Condition 3, the Shire may consult with the Shire of Shark Bay World Heritage Advisory Committee over colour schedules. The Committee has developed colour palettes for Dirk Hartog Island and Peron Peninsula which may be a useful guide.
4. Request that the Chief Executive Officer attach a copy of the colour palettes for Dirk Hartog Island and Peron Peninsula to any planning approval for perusal by the applicant.

6/0 CARRIED

Précis

An application has been lodged for infrastructure upgrading for power and water supply. The majority of infrastructure is proposed on Reserve 49108, however a service road encroaches into Reserve 1686.

The infrastructure is proposed to service the Monkey Mia Dolphin Resort and is located approximately 800 metres south of the resort.

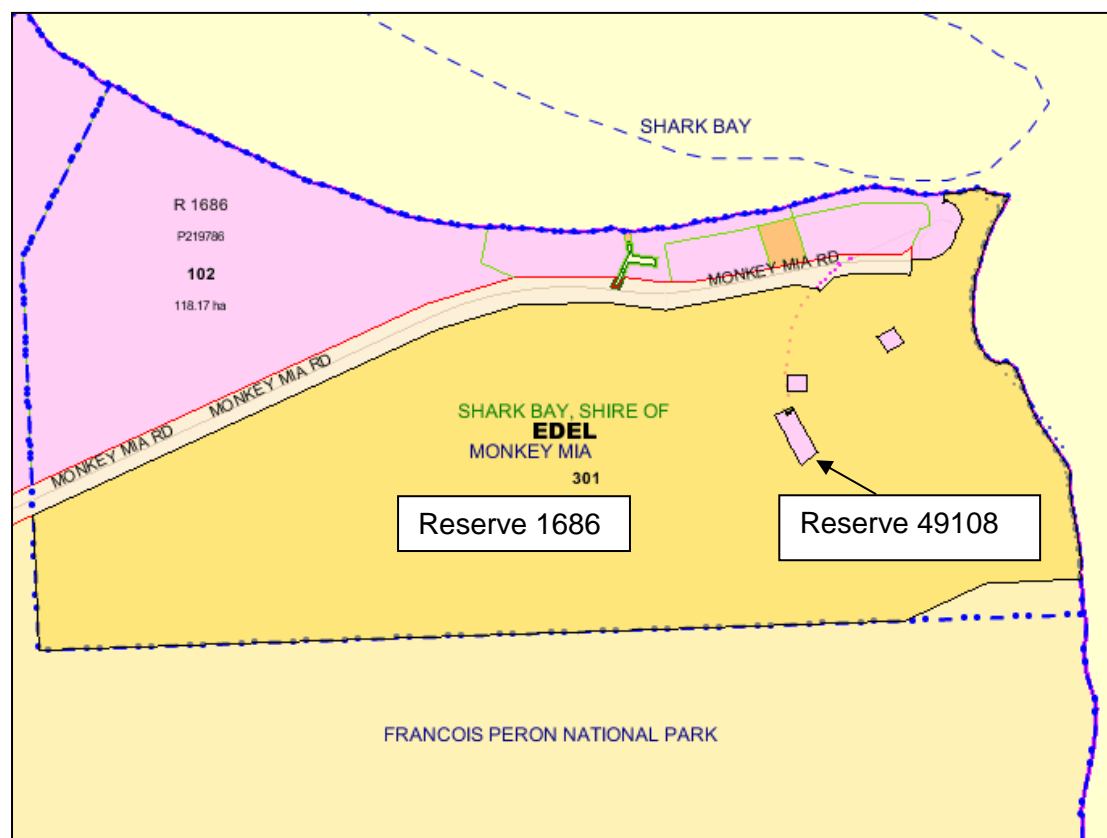
Background

- *Location and Ownership*

There are existing ponds located on a portion of Reserve 49108. The Department of Regional Development and Lands effectively has arranged to excise out a 3600m² portion of existing Reserve 49108 to contain the ponds and associated infrastructure.

There are Management Orders to the Shire of Shark Bay for Reserves 49108 and 1686. There is also a Management Order to the former 'Conservation and Land Management Executive Body' for Reserve 1686, and the responsible authority for Reserve 1686 is the Department of Environment and Conservation.

Application forms have been signed by the Shire's Chief Executive Officer, the Department of Environment and Conservation and the Department of Regional Development and Lands. Consultation occurred with the Department of Regional Development and Lands over landownership and they confirmed on the 11 February 2013 that the Department of Regional Development and Lands endorsement was required. Gray & Lewis received copies of the application form(s) signed by the Department of Regional Development and Lands on the 14 February 2013.



Source: Landgate

- *Relevant Council decisions*

Council considered the issue of leasing the new Reserve 49108 at the March 2012 meeting (source Item 11.4 – Ordinary Council meeting 28 March 2012).

Council granted conditional approval for upgrading of the existing Waste Water Treatment Plant on Reserve 1686 at the April 2012 meeting (source Item 13.3 – Ordinary Council Meeting 26 April 2012).

- *Council Role*

The Shire has two separate roles in dealing with this application. The first role is as one of the owners of the land (due to the Management Orders), and the second role is as the relevant decision making authority for the planning application.

Comment

- *Description of Infrastructure upgrade*

The proposal is to allow for relocation and upgrading of power and water facilities from Monkey Mia Dolphin Resort so as to form a consolidated infrastructure site.

The applicant lodged documents and plans in December 2012 explaining the proposed development. The original plan included a 100 kilolitre tank, two 250 kilolitre tanks, an enclosed shed to house power plant infrastructure, and a sea container fuel storage area.

More recently, the applicant has lodged an amended plan which essentially reconfigures the proposed infrastructure by relocating proposed water tanks and fuel storage areas.

The major difference between the original and amended plan is that the application now proposes a roofed structure with open sides in lieu of a fully enclosed shed. The main open structure will measure approximately 14 metres by 37 metres, and is proposed instead of the original enclosed shed which would have measured 10 metres by 13.6 metres.

The applicant has advised that the amended plan was the result of a detailed workshop by Aspen with consultants and contractors. The applicant has summarised the changes as follows:

- *Powerhouse :*
 - *change in the configuration from two (2) large generators to four (4) generators to allow for a duty standby arrangement.*
 - *generators will have external horizontal radiators which will result in greater efficiency through improved heat loss,*
 - *a switchroom and workshop will be co-located with the powerhouse.*
- *Water Treatment Plant :*
 - *no change in design, just change in location.*
- *Wastewater treatment plant :*
 - *currently under construction; no change.*
- *The road and turnaround areas haven't changed with the amended layout plan."*

The applicant has also advised:

“All above works will now be protected by an open structure rather than a previously proposed shed. The open style is to allow for better heat management, which if enclosed, would have created greater Occupational Health and Safety management and associated risks. Please note the change to open style will not result in greater noise as the generators to be installed will be enclosed and acoustically treated to result in 85 dB at 1 metre which will dissipate to background after 100 metres.

It should be noted that whilst there has been changes to the design the overall concept of power, water, fuel storage remain the same albeit in a slightly different location within the overall development area.”

- *Access and Traffic Management*

The majority of development is proposed on Reserve 49108 however the planned service road and cul-de-sac traverses Reserve 1686.

The applicant advises that infrastructure between the resort and Reserve 49108 will need to be connected, and this is proposed to be installed under the existing road.

The applicant intends to lodge a Traffic and Vegetation Management Plan for construction works. Gray & Lewis has liaised with Main Roads Western Australia and separate Main Roads Western Australia approvals will be required to work within the road reserve and install services in the road reserve.

- *Zoning and relevant Scheme provisions*

The majority of development is proposed on Reserve 49108 which is reserved as ‘Public Purpose – Waste Water Treatment Plant’ under the Shire of Shark Bay Local Planning Scheme No 3 (‘the Scheme’). The service road and cul-de-sac traverses Reserve 1686 which is reserved ‘Parks and Recreation’ under the Scheme.

Under Clause 3.2.1 of the Scheme ‘a person must not use a reserve; or commence to carry development on a Local reserve, without first having obtained planning approval...’.

Under Clause 3.2.2 of the Scheme, in determining an application for planning approval Council must have due regard to ‘the matters set out in Clause 10.2 and the ultimate purpose intended for the reserve’.

Clause 10.2 discusses general planning considerations such as the compatibility of development with its setting, amenity, effect on the natural environment, relationship to development on adjoining land etc.

The subject land is also contained within a Special Control Area applicable to the Shark Bay World Heritage Property.

The Scheme includes provisions allowing applications to be referred to the Department of Environment and Conservation and the Shark Bay World Heritage Advisory Committee.

- *Proposed Landuse*

The proposed use is complementary to the Public Purpose reservation under the Shires Scheme. Although it is specifically designated for a Waste Water Treatment Plant the Shire has discretion to support other development.

- *Consultation*

The application was referred to the department of Environment and Conservation, the Shark Bay World Heritage Advisory Committee, the Department of Regional Development and Lands, Fire and Emergency Services Authority, Main Roads Western Australia, Water Corporation, Department of Health Western Australia, Western Power, Department of Indigenous Affairs, Department of Mines and Petroleum, Department of Water and Department of Fisheries Western Australia.

Submissions are summarised in the table below:

Authority / Department	Summary of Comments	Officer Comment (Gray & Lewis)
Main Roads Western Australia	<p>Main Roads Western Australia has reviewed the proposal and there does not appear to be any concerns from Main Roads perspective, with the provision of tanks and fuel supply proposed in the reserves.</p> <p>Main Roads Western Australia is surprised that there is no comment in relation to impacts on traffic, at the intersection with the service road. Main Roads Western Australia would expect minimal following construction and anticipate piping of water to the resort.</p>	<p>Noted. The applicant will require separate approvals from Main Roads Western Australia to do any work in the road reserve.</p> <p>The applicant advised in their report that they will lodge a Traffic and Vegetation Management Plan prior to a building licence for the proposed building.</p>
Water Corporation	The Corporation has assessed the proposal and has no objections.	Noted.
Department of Health	<p>The water storage tanks must be sealed and covered to prevent contamination.</p> <p>The proponent should ensure that potential mosquito habitats are not inadvertently created during the construction phase.</p>	<p>Noted.</p> <p>Noted.</p>
Department of Mines and Petroleum Dangerous Goods Safety Branch	<p>The Department has reviewed your correspondence and provide the following comments:</p> <ol style="list-style-type: none"> 1. The proposed fuel storage facility must comply with the requirements of the above Regulations. 2. A dangerous goods risk assessment is required if the storage exceeds 10,000 L of diesel fuel (C1 combustible liquid) 3. A Dangerous Goods Site Licence is required if the storage exceeds 100,000 L of diesel fuel. 	Noted.

Department of Indigenous Affairs	<p>The applicants report correctly identifies there are a number of registered Aboriginal Heritage sites in the vicinity of the development site.</p> <p>Information by the applicant (TPG Town Planning and Aspen Parks Property Management Pty Ltd) on Aboriginal Heritage and Aboriginal Title is confusing. To be clear, an applicant currently proposing to undertake the proposed infrastructure upgrade this location needs to either seek Section 18 consent for the work or risk prosecution under <i>the Aboriginal Heritage Act 1972</i> if they impact an Aboriginal heritage site. The agreement reached with Yamatji Land and Sea Council through the native title process has no bearing on whether approval is required under the Aboriginal Heritage Act.</p> <p>Department of Indigenous Affairs is currently reviewing the mapped location for registered site DIA 7158 as the area to be impacted by the activity as the mapping shown the database is unreliable.</p>	Noted.
Department of Environment and Conservation	<p>No objection</p> <p>Department of Environment and Conservation recommends use of external colours that will be sympathetic to the environment.</p> <p>As noted in correspondence Reserve 1686 is set aside for the purpose of 'recreation' with care, control and management placed jointly between Department of Environment and Conservation and the Shire. Department of Environment and Conservation and the Shire are required to sign the application form to be endorsed by Department of Regional Development and Lands.</p> <p><i>* Noted: Department of Environment and Conservation has signed the application form and it has been endorsed by the Department of Regional Development and Lands.</i></p>	<p>Noted.</p> <p>A detailed coloured schedule can be required as a condition of development.</p>
Shark Bay World Heritage Advisory Committee	<p>As the proposed additional facilities for the waste water treatment plant are located on already degraded land, it is anticipated that the environmental impacts of the infrastructure are likely to be minimal.</p> <p>One of the values for which Shark Bay has been World Heritage listed relates</p>	<p>Noted.</p> <p>Noted.</p>

	<p>to the aesthetic landscape, so adverse visual impacts of any infrastructure or development should be mitigated. The committee therefore contracted a graphic designer to compile colour palettes for Dirk Hartog Island and Peron Peninsula.</p> <p>It is suggested that the design and colours used are sympathetic to the surrounding environment so that the facilities blend in (colour palette was attached to the letter).</p> <p>With the proposed infrastructure slightly lower than the treatment plant facilities, it is assumed the infrastructure associated with this proposal will be less visible than the plant and therefore unlikely to be seen from either Monkey Mia or the marine environment.</p> <p>From a World Heritage perspective, the committee therefore has no objections to this proposal, providing that potential adverse visual impacts are managed appropriately.</p>	<p>Noted. It is recommended that a copy of the colour palette be provided to the applicant.</p> <p>Noted.</p> <p>Noted.</p>
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It should be noted that the original plans lodged in December 2012 were referred to relevant authorities / government departments. The amended plans have not been referred to any authority as they were only received on the 12 February 2013, and the agenda deadline for the February Council meeting was the 15 February 2013.

Council has discretion to defer determination of the application, and refer the amended plans to relevant authorities and agencies for comment. It is however noted that no major issues were identified during consultation to date.

- *Environmental Issues*

The applicant has provided an 'Environmental Assessment Report' in support of the application which examines the existing environment including landuses, climate, geology, landforms, soils, hydrology, aboriginal heritage, fauna and flora / vegetation.

As noted above Department of Environment and Conservation has no objection to the proposal (and have provided consent as an owner).

- *Visual Impact / aesthetics*

As no site visit can be undertaken it is difficult for Gray & Lewis to undertake a full assessment of visual impact. Visual impact is most relevant in terms of protecting the World Heritage values of the area.

Notwithstanding the above, it is noted that the proposed building and structures are relatively low building scale, are not bulky in appearance, and will be located a significant distance from Monkey Mia Road and the ocean, south of the existing ponds.

Having regard for the comments provided by the Shark Bay World Heritage Advisory Committee and Department of Environment and Conservation, it is not considered that the development will have a high visual impact.

If Council forms an opinion that the development will have a visual impact, then conditions can be imposed to require screening in some form or planting of vegetation.

Legal Implications

Shire of Shark Bay Local Planning Scheme No 2 ('the Scheme') – The majority of the scheme requirements are explained in the body of this report.

Environmental Protection Act 1986 - In accordance with the Scheme, the Shire is also to have regard to the Environmental Protection Authority 'Guidance Statement for Assessment of Development Proposals in Shark Bay World Heritage Property 49' or any succeeding document.

The Environmental Protection Authority guidelines outline a process involving referral of applications to the World Heritage Advisory Committee and Department of Environment and Conservation.

Council can refer applications that '*are likely to have a significant environmental impact on the Shark Bay World Heritage Property*' to the Environmental Protection Authority and in that case the Environmental Protection Authority would determine whether any formal environmental assessment is required.

Policy Implications

There are no policy implications associated with this development.

Financial Implications

The Shire pays planning fees to Gray & Lewis for planning advice. There will be financial implications associated with any lease negotiated for the site.

Strategic Implications

The Shire has a Draft Local Planning Strategy. No changes in the Draft Strategy have an impact on the local reservation of the subject land.

Voting Requirements

Simple Majority Required

Date of Report

18 February 2013

13.2 PROPOSED ALTERATION AND ADDITION TO EXISTING OUTBUILDING – LOT 200 (39) CAPEWELL DRIVE, DENHAM
P1419

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire,
– Section 39.639 of *Local Government Act 1999*

Moved Cr Hanscombe
Seconded Cr Prior

Council Resolution

That Council:

1. **Approve the application lodged by Valentino Paliyiri and Gillian Henry for alterations and additions to an existing Outbuilding on Lot 200 (No 39) Capewell Drive, Denham subject to the following conditions:**
 - (i) **The alterations and additions to be constructed out of non-reflective colours and materials which match the existing outbuilding.**
 - (ii) **The plans lodged with this application shall form part of this planning approval, and no approval has been granted for any change of ground levels or retaining walls. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Shire Chief Executive Officer.**
 - (iii) **All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land.**
2. **Include a footnote / advice note on any planning approval to advise the applicant that:**
 - a. **Planning consent is not an approval to commence any site works or construction. A building licence must be obtained for all work.**
 - b. **Gutters and downpipes need to be provided for the extension to divert water into on site drainage such as soak walls.**
 - c. **Please be advised that the owner of adjacent Lot 199 has raised no objection to the proposed extension, however has requested that adequate measures be taken to protect the existing dividing fence during construction works. It is therefore recommended that you ensure the existing fence is no damaged during site works. Dividing Fences are not a local government consideration as they fall under separate legislation being the Dividing Fences Act 1968.**

3. **Note that the application has been advertised and a written conditional non objection has been received from the owner of Lot 199 Capewell Drive, Denham.**

6/0 CARRIED

Précis

Council is to consider an application for alterations and additions to an existing outbuilding on Lot 200 (No 39) Capewell Drive, Denham.

Background

- *Existing development*

Lot 200 has been developed with a residence and there is an existing outbuilding in the North West portion of the property – refer aerial.



Source: Landgate

Comment

- *Proposed Development*

The owners propose alterations and an addition to the existing outbuilding as follows:

- A 3 metre by 6 metre extension to the front of the outbuilding in a southerly direction.

- The total ridge height of the existing outbuilding will remain 'as is' however the extension will include 2.9 metre wall heights for clearance of the owners boat windscreen.
- The extension will be setback 3 metres from adjacent Lot 199 Capewell Drive which also has an outbuilding in the north east portion of their lot.
- The existing Outbuilding has an area of 36m². The extension will increase the size to 54m².

The applicant has advised that the extension is proposed so the owner's boat can be stored undercover. Currently the boat is exposed to the elements.

The plans do not show any contours, ground levels or finished floor levels, however the applicant has lodged photographs of the existing outbuilding showing the land is flat and level, and confirmed that no retaining walls are proposed.

- *Zoning*

The subject property is zoned 'Residential R10/20' under the Shire of Shark Bay Local Planning Scheme No 2 ('the Scheme').

The lot has an approximate area of 854m² and the application has been assessed in accordance with the requirements applicable to the 'R10' density code.

- *Residential Design Codes*

The Residential Design Codes have two separate options for the assessment of development including 'deemed to comply' criteria and 'performance criteria'.

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

Under Clause 6.10.1 of the Codes there are specific 'deemed to comply' requirements for outbuildings as summarised in the table below.

Clause 6.10.1 A1 'deemed to comply' criteria / Outbuildings that:	Officer Comment (Gray & Lewis)
(i) are not attached to the building	Complies.
(ii) are non-habitable	Complies. Outbuilding proposed for storage.
(iii) collectively do not exceed 60sqm in area or 10 percent in aggregate of the site area, whichever is the lesser	Complies. The extension will increase the outbuilding size to 54m ² .
(iv) do not exceed a wall height of 2.4 metres	Variation. The existing outbuilding already has a wall height of 2.7 metres, and a 2.9 wall height is proposed for the extension.
(v) do not exceed a ridge height of 4.2 metres	Complies. The existing ridge height is 3.504 metres and the applicant has confirmed that the same height will apply to the extension.
(vi) are not within the primary street setback area;	Complies.
vi) do not reduce the open space required in table 1; and	Complies. There is still adequate site open space as per table 1 of the Codes.
vii) comply with the siting and design	Complies. A 3 metre side setback is

requirements for the dwelling, but do not need to meet the rear setbacks requirements of table 1.	proposed.
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The application proposes variations to the 'deemed to comply' requirements therefore Council has to determine if the development complies with the performance criteria which are "*Outbuildings that do not detract from the streetscape or the visual amenity of residents of neighbouring properties*".

The proposed extension is minor and will not have any negative impact on Capewell Drive or the adjacent Lot 199 to the immediate west. There is already an outbuilding located adjacent to this development on adjacent Lot 199.

- *Consultation*

As the application proposes a variation to the 'deemed to comply' requirements of the Codes, it was referred to adjacent owner of Lot 199 for comment. This procedure is in accordance with Clause 4.1 and Clause 4.2.1 of the Codes, as the proposed development involves the exercise of discretion by the Council.

The owner of Lot 199 has advised that they do not have any objections on the proviso that (1) the integrity of the dividing fence and its supporting earthworks is not undermined during construction and (2) the extension has all the necessary gutters and downpipes to divert water from flowing off the roof and into their property.

Legal Implications

The most applicable provisions of the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme') are summarised below:

- Clause 5.3 of the Scheme requires development to conform with the Residential Design Codes.
- Clause 5.6 of the Scheme allows variations to a standard or requirement prescribed under the Scheme, except for development in respect of which the Residential Design Codes apply.
- Clause 8.2 (b) of the Scheme provides an exemption for outbuildings from obtaining planning approval where they are less than 60m², except where a variation to the Residential Design Codes is proposed.
- Clause 10.2 of the Scheme outlines matters to be considered by the local government including things such as the compatibility of a use or development with its setting, preservation of amenity, relationship to development on adjacent land etc. Importantly Clause 10.2 (c) requires Council to consider any approved statement of planning policy of the Commission (such as the Residential Design Codes).

Policy Implications

The Shire of Shark Bay Policy Manual (amended December 1997) includes a '3.10 – Outbuilding Policy Residential Zoned Blocks'.

Gray & Lewis has not been assessing applications in accordance with the existing Policy because it is unknown whether it has been formally adopted as a legitimate Local Planning Policy in accordance with the Shires Scheme.

Gray & Lewis is of the understanding that the existing Policy manual will be reviewed, and in the future it is recommended that Council consider formally revoking '3.10 – Outbuilding Policy Residential Zoned Blocks'.

Financial Implications

The Shire pays fees to Gray & Lewis for planning advice.

Strategic Implications

In the longer term, the Shire may consider developing a new outbuilding policy if it is deemed required. Any review should include a detailed analysis of existing outbuildings approved by the Shire over the last few years.

Voting Requirements

Simple Majority Required

Date of Report

15 February 2013

13.3 PROPOSED CHANGE OF USE FROM 'SHOP' TO 'TAKEAWAY FOOD OUTLET' – LOT 8 (89) KNIGHT TERRACE, DENHAM

P1023

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

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

Moved Cr Hanscombe

Seconded Cr Prior

Council Resolution

That Council:

1. Approve the application dated 15 January 2013 lodged by Nick Kay for planning approval for a change of use from 'shop' to 'take away food outlet' on Lot 8 (No 89 – Shop 6) Knight Terrace, Denham subject to the following conditions:
 - (i) The plans lodged with this application shall form part of this planning approval. The 'take away food outlet' is approved in Shop 6.
 - (ii) This approval is for a 'take away food outlet' defined in the Scheme as "*means land and buildings used for the preparation and sale of food and refreshments to the public at large for consumption otherwise than on the premises concerned*".
 - (iii) No eat in dining or restaurant seating in Shop 6 is approved as part of this application.
 - (iv) All existing carparking is to continue to be maintained to the satisfaction of the Chief Executive Officer.
 - (v) No bin areas shall be located in any area which impact on the availability and use of carparking on the lot at any time.
 - (vi) No bins shall be located adjacent to the boundary shared with Lot 21 Knight Terrace where, in the opinion of the Chief Executive Officer, there is potential for odour impact.
2. Include the following advice notes on any planning approval:
 - (i) Planning approval is not a consent for any works. A separate building licence approval is required prior to commencement of works for the internal fitout.
 - (ii) It is recommended that the applicant ensure deliveries are made during times which will not affect availability of carparking whilst other shops on the same lot are open.

6/0 CARRIED

Précis

Council is to consider an application for a change of use from 'shop' to 'take away food outlet' in an existing tenancy on Lot 8 (No 89) Knight Terrace, Denham.

Background

A brief history of approvals for the existing shopping centre developed on Lot 8 ('the subject land') is summarised below:

- i. An application to develop a shopping centre with 8 tenancies and 9 on site carparking bays was considered by Council on the 25 September 2002. The applicant was requested to address carparking provisions (source Item 11.4 Ordinary Council meeting 25 September 2002).
- ii. Council approved the application for a shopping centre at its meeting held on the 27 November 2002. The report indicates that 26 carparking bays were required for the 399 square metre floor area. A condition required '*off street carparking for a minimum of 26 vehicles to be provided on a hardstand and drained surface to the satisfaction of Council*' (source Item 11.1 Ordinary Council meeting 27 November 2002).
- iii. Council approved amendments to the shopping centre at its meeting held on the 26 March 2003. The report is not detailed but specifies amendments to tenancy layouts and altered rear carparking (source Item 11.0 Ordinary Council meeting 26 March 2003).

Comment

Description of Application

The applicant has lodged a tenancy plan showing that the existing building contains Shops 1, 2, 4, 5 and 6. There is no 'Shop 3' and it appears this happened historically as two tenancies were amalgamated.

This application relates to 'Shop 6' located in the rear portion of the building. The tenancy is currently vacant and previously operated as a laundry mat.

The applicant proposes to convert Shop 6 into a 'take away food outlet'. Gray & Lewis has liaised with the applicant who verbally advised as follows:

- The premises will be used to serve food such as pizza and souvlaki.
- A pizza oven will be installed with a small kitchen (approximately 4 metres by 4 metres).
- All food will be takeaway only with no dining in
- The applicant seeks to provide a food service after hours when other main food premises are closed, such as the local bakery and tavern.
- Opening hours are anticipated to be from midday to midnight.

Zoning and Landuse Classification

Lot 8 is zoned 'Town Centre' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme').

An objective of the Town Centre zone is to 'provide adequate land for the continued development of a main commercial and community centre with the theme of a fishing village'.

The proposed landuse is construed as a 'take away food outlet' defined in the Scheme as "means land and buildings used for the preparation and sale of food and refreshments to the public at large for consumption otherwise than on the premises concerned".

A 'take away food outlet' is a permitted use in the 'Town Centre' zone.

Carparking

It should be noted that approvals issued for the existing shopping centre were under a previous Shire of Shark Bay Town Planning Scheme No 2, and different carparking ratios applied. The existing carparking is acknowledged to be compliant as approved under the relevant Town Planning Scheme that applied at the time.

The original development on Lot 7 was approved as 'shop'. Gray & Lewis has recalculated carparking for the existing development using an existing building plan and information from the 2002/2003 minutes as follows:

Tenancy	Total Floor Area	Carparking ratio under Planning Scheme No 2	Allocated ratio per shop
Shop 1 (bakery)	83.33m ²	1 bay per 15sqm	5.5 bays
Shop 2 (tenancy and 3)	142.76m ²	1 bay per 15sqm	9.5 bays
Shop 4	53.52m ²	1 bay per 15sqm	3.5 bays
Shop 5 (butcher)	68.82m ²	1 bay per 15sqm	4.5 bays
Shop 6 (ex-laundry mat)	28.84m ²	1 bay per 15sqm	2 bays (rounded up from 1.7 bays)
			25 Carbays required
			26 Carbays provided

The existing shop can be credited with 2 carparking bays as approved in 2003, and there is one surplus bay on site (total of 3 bays).

The required carparking for the new takeaway use is as follows:

Tenancy	Total Floor Area	*Carparking requirement	Required
Proposed takeaway outlet	28.84m ²	1 for every 10m ² of Gross Leasable Area	3 bays

* Carparking requirements as per Table 2 of the Scheme

It should be noted that although the Scheme requires carparking based on Gross Leasable Area, the available space for customers in the proposed fast food takeaway outlet is only 12.84m², once a kitchen area is installed.

Parking is not considered to be an impediment to the proposal due to the following:

- a. The proposed fast food takeaway outlet complies with the 3 carparking bay requirement.
- b. There is almost 100% reciprocity between the parking for the proposed fast food takeaway outlet and other tenancies on the same lot.
- c. The carparking servicing the bakery (5.5 bays) will be almost fully available for takeaway outlet customers as the fast food takeaway outlet is proposed to operate mainly when the bakery is closed.
- d. When the butcher shop closes at 5.00pm, an additional 4.5 bays will also be available to service the fast food takeaway outlet.

Loading / Unloading

The existing approved development does not include any loading or unloading bays for trucks or deliveries to the site. Unfortunately additional loading areas are unable to be accommodated on site due to the carparking design.

Deliveries may be managed by ensuring most are made outside of normal operating hours. The type of deliveries to the new 'take away food outlet' are unknown however due to the limited scale and floor area, extensive deliveries are not anticipated.

Landuse Compatibility

It is understood that noise associated with commercial uses on Lot 8 may have some impact on short stay accommodation on adjacent Lot 21 Knight Terrace. Some noise already occurs as a result of deliveries to the bakery on Lot 8.

Despite this, noise is not considered a major impediment to the proposal as the short stay accommodation on Lot 21 mainly caters for tourists. By its very nature tourists generally have different habits and routines than ordinarily associated with more sensitive residential uses. Noise would be a greater concern if adjacent to sensitive premises such as a single dwelling.

Legal Implications

Shire of Shark Bay Local Planning Scheme No 2 – the main Scheme requirements are discussed in the body of this report

Policy Implications

Gray & Lewis is to develop a new draft Policy on carparking to guide future development

Financial Implications

Nil

Strategic Implications

The Denham Town Centre Strategy identifies this lot in Precinct 4A which notes '*significant higher density tourist accommodation area and retailing / offices*'.

The Denham Town Centre Strategy has been reviewed as part of the draft Shire of Shark Bay Local Planning Strategy.

Voting Requirements

Simple Majority Required

Date of Report

13 February 2013

13.4 PROPOSED SINGLE HOUSE – LOT 303 DIRK HARTOG ISLAND
P4280

IT SHOULD BE NOTED THAT THERE IS A SEPARATE PLANNING APPLICATION FOR A SINGLE HOUSE ON LOT 304 DIRK HARTOG ISLAND CONTAINED IN THIS AGENDA – REFER ITEM 13.5. THE OWNERS PROPOSE TO UTILISE AN IDENTICAL HOUSE DESIGN ON LOTS 303 AND 304.

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

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

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as Executive Officer of the Shark Bay World Heritage Advisory Committee

Moved Cr Capewell
Seconded Cr Prior

Council Resolution

That Council:

1. **Approve the application lodged by Hypermarket Pty Ltd for a single dwelling on Lot 303 Dirk Hartog Island subject to the following conditions:**
 - (i) **Lodgement of a detailed colour and material schedule for separate written approval by the Shire Chief Executive Officer. The detailed colour and material schedule shall require separate written approval prior to the issue of a building licence, and shall incorporate colours for rainwater tanks, external walls and the roof of the dwelling that are sympathetic and blend with the landscape and natural environment of Dirk Hartog Island to the satisfaction of the Shire Chief Executive Officer.**
 - (ii) **Lodgement of a detailed site plan that shows the location of all vehicle parking, driveways, manoeuvring and circulation areas to service the proposed dwelling and the plan to be approved separately in writing by the Shire Chief Executive Officer. The areas must be constructed out of crushed limestone or an alternative trafficable material within 12 months of the issue of a building licence, unless otherwise agreed to in writing by the Chief Executive Officer.**
 - (iii) **All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains, drainage pits and soak wells shall be maintained in a clean and clear condition free of obstruction from anything. All drainage to be fully contained**

within the property boundaries with no water discharge into adjacent land.

- (iv) All driveway and parking areas shall be maintained to a trafficable standard at all times.
 - (v) No clothes drying devices shall be erected or clothes dried outside which are visible from the ocean side of the lot.
 - (vi) A non-trafficable area for effluent disposal shall be provided prior to occupation or use of the single dwelling building. Approved on site effluent disposal must be installed and in operation prior to occupation of the dwelling.
 - (vii) Water tank(s) with a minimum capacity of 25,000 litres must be installed and in operation prior to occupation of dwelling.
 - (viii) The owners / applicant to lodge a detailed waste management plan addressing how waste disposal will be managed to service the proposed residential use. The waste management plan to be implemented prior to occupation of the single dwelling.
 - (ix) The plans lodged with this application shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Shire Chief Executive Officer.
 - (x) This approval is for the building to be used as a single house only and is not an approval for any short stay accommodation, residential building, or holiday/ tourist accommodation.
 - (xi) The owner / applicant to lodge a Foreshore Management Plan to the Shire for separate written approval by the Chief Executive Officer prior to occupation or use of the development, or an alternative time period agreed to in writing by the Chief Executive Officer.
2. Advise the applicant / owners via footnotes on the planning consent as follows:
- (a) In regards to Condition (i), the Shark Bay World Heritage Advisory Committee has a colour palette for Dirk Hartog island which can be used as a guide.
 - (b) In regards to Condition (ii), the applicant is advised that approval for a driveway and parking on Lot 303 is not an approval to utilise the adjacent foreshore or national park. Any permanent access or temporary access into the lot using adjacent land is required to be approved separately by Department of Environment and Conservation.
 - (c) In regards to Condition (vi), the owners are advised that a separate application needs to be lodged to the Shire for approval for installation of any on site effluent disposal.

- (d) The owners are advised that the Shire will not issue a Certificate of occupancy for the proposed residential dwelling until all servicing requirements have been met including water supply, effluent disposal, waste management and waste disposal.
- (e) To comply with Condition (viii) the owners should submit either a waste management plan approved in writing by Department of Environment and Conservation, or written confirmation from the Department of Environment and Conservation that waste management has been addressed.
- (f) In regards to Condition (xi), the owner / applicant is advised that a foreshore management plan is required to demonstrate how the owners / occupiers intend to utilise the foreshore. The Shire will refer any foreshore management plan to Department of Environment and Conservation, and will not approve a foreshore management plan until it has been endorsed by Department of Environment and Conservation. If pedestrian access is proposed within the foreshore, then there needs to be an approved pathway and appropriate structures, such as boardwalks to maximise foreshore protection. The foreshore management plan needs to clearly state that there will be no permanent access in the foreshore and no vehicular access. Department of Environment and Conservation can offer assistance if you have any queries regarding Condition (xi).
- (g) Please be advised that that planning approval has been granted for the plans as submitted with your application. The Shire Chief Executive officer may approve minor changes to the internal layout in consultation with the Shires Building Surveyor however any plans lodged as part of a building licence application shall generally be in accordance with the plans already processed with this planning application.
- (h) A planning consent is not an approval to commence any site works or clearing. A building licence must be obtained for all works. It is recommended that you liaise directly with Department of Environment and Conservation prior to undertaking any clearing of the lot. A separate or amended clearing permit may be required.
- (i) The landowners are advised that due to the remote location and lack of road frontage, the Shire will not provide a rubbish collection service to the development.
- (j) The owners are advised that there are restrictive covenants on the Certificate of Title which place restrictions on development and use of the land. The owners are responsible in ensuring compliance with the covenants.
- (k) Department of Environment and Conservation has advised that any basic raw material required for building construction or roading associated with this development will need to be sourced from within the freehold Lot 303 or brought to the site from an approved quarry location. Basic raw material supplies are very limited on Dirk Hartog Island National Park and Statutory Regulation precludes use of basic raw material from within the National Park for purposes not associated with protection and management of the park. Any quarry

activity on Lot 303 or other freehold areas would be subject to separate assessment.

- 3. Authorise the Chief Executive Officer to write to the Minister for Lands and notify him of the planning approval granted by the Shire for Lot 303.**
- 4. Delegate authority to the Chief Executive Officer in accordance with Clause 11.3.1 of the Shire of Shark Bay Local Planning Scheme No 3 to deal with all aspects of the conditions of planning approval, minor plan variations as part of the building licence process and issue any separate approvals required as outlined in the conditions.**

6/0 CARRIED

Précis

An application has been lodged by Hypermarket Pty Ltd for a single house on Lot 303 Dirk Hartog Island.

Background

- *Lot History*

Gray & Lewis is of the understanding that the State Government exchanged three freehold parcels of land with the lessee of Dirk Hartog Island. Now there are expectations by new owners that the lots can be developed.

There are restrictive covenants on the Certificate of Title of Lot 303 which allows the land to be used for the purpose of low impact eco-tourism including visitor accommodation units and staff accommodation.

The covenants include restrictions on the number of visitor accommodation units as a ratio to the lot area, limits the floor area of visitor units and staff accommodation; limits occupation of visitor units to short stay, and requires accommodation units and buildings to comply with all relevant local, state and Commonwealth Government statutory approvals.

The covenant has been made by the Minister for Lands under the Land Administration Act 1997.

It is recommended that the Shire's Chief Executive Officer write to the Minister for Lands and provide the Minister with advice of this approval.

- *Location*

A location plan is included below for ease of reference.



Comment

- *Zoning and Landuse*

Lot 303 is zoned 'Rural / Pastoral' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme'), and is also contained within a Special Control Area applicable to the Shark Bay World Heritage Property.

The applicant has applied for a 'single house' which is a discretionary use in the 'Rural / Pastoral' zone therefore is not permitted unless Council has exercised discretion by granting planning approval.

A 'Single Dwelling' is defined in the Residential Design Codes as "a dwelling standing wholly on its own green title or survey strata lot, together with any easement over adjoining land for support of a wall or for access or services but excludes dwellings on titles with areas held in common property".

- *Proposed Development*

The proposed dwelling will be located approximately 60 metres from the 'front' boundary facing the ocean, and approximately 140 metres from the north boundary.

The applicant advises that building materials will be a combination of limestone blocks and lightweight panels with a colorbond roof.

The dwellings will be serviced with a remote power system with backup gas generator, rainwater tanks and on site effluent disposal.

The applicant advises they will submit a waste management plan.

- *Access and carparking*

Vehicles can only access the Island by the existing single barge, and there are a number of tracks that provide access around the island.

Department of Environment and Conservation has advised that Lot 303 is accessed by roads within Dirk Hartog Island national park and it is expected that this allows sufficient access.

- *World Heritage and Environmental Matters*

Gray & Lewis formally referred this application to both the Shark Bay World Heritage Advisory Committee and Department of Environment and Conservation for comment, as permissible under the Scheme.

A summary of consultation comments is included below, and a full copy of each submission is available to Councillors on request:

Submitter		Summary	Officer Comment
Shark Bay World Heritage Advisory Committee	1a.	Thank you for the opportunity to provide comments relating to the construction of single residential dwellings on Lot 304 Sunday Island Bay and Lot 303 Homestead Bay, Dirk Hartog Island.	Noted.
	1b.	Although the proposed dwellings are smaller than the one considered previously by Shark Bay World Heritage Advisory Committee on Lot 305 Sunday Island Bay, many of the key concerns are similar and include potential visual impacts, effluent and waste management and building materials.	Noted.
	1c.	<i>Visual Impacts</i> A value of World Heritage listing for Shark Bay includes the aesthetic landscape and adverse visual impacts from infrastructure and development should therefore be avoided. In order that buildings blend in, colours and materials used should be sympathetic to the surrounding environment.	Noted.
	1d.	Given the aspect and prominence of both dwellings, mitigating adverse visual impacts is an important issue and whilst the designer appears to have taken this into account and the building has a low profile, the adoption of colour choices from within the Dirk Hartog Island colour palette range (attached) is requested.	Noted. A condition can be imposed requiring a colour schedule.
	1e.	<i>Waste Disposal</i> Little detail has been provided in regard to waste management and there appears to have been no consideration of waste avoidance, reduction or recycling initiatives. It is assumed that there will be a considerable amount of construction	Noted. A condition can be imposed requiring a waste management plan.

	1f.	waste – what will this consist of and how will it be dealt with?	Noted. A condition can be imposed requiring a waste management plan.
	1g.	<p>It is not considered sufficient to simply state 'rubbish will be managed within Lot 62' which is also owned and operated by Hypermarket, as there are no details provided of the rubbish disposal processes on the homestead block, no analysis of the waste produced or the amount and no plan provided to reduce, recycle or avoid.</p> <p><i>Effluent Disposal</i> A septic tank and leach drain system operating on Lot 62 for many years which is 'thought to be appropriate' does not provide evidence that this is the most acceptable current system suited to a sensitive and significant site in a World Heritage area.</p>	Noted. The owners will need separate approval to install any on site effluent disposal and these applications are processed by an environmental health officer. They will need to lodge an 'Application to construct or install an apparatus for the treatment of sewage' under the Health Act 1911.
	1h.	<p>In their application for a residential dwelling, the owners of Lot 305 included information on a bio-cycle effluent management system. Have other forms of effluent management been explored for these lots?</p>	Noted. As per 1g.
	1i.	<p><i>Summary</i> In conclusion, although the committee considers that these proposals do not represent a significant impact to the World Heritage values based on the information provided to date, there are issues which require investigation and further details relating to these would be appreciated to ensure that these matters are adequately addressed.</p>	Noted.
Department of Environment and Conservation	2a.	<p>Referral to the Environmental Protection Authority: Environmental Protection Authority Guidance Statement No. 40 sets out the principles of assessing development proposals in the Shark Bay World Heritage Property. The World Heritage values most at risk with this proposal are the visual landscape values of the area and the marine environment which could be at risk from effluent. As long as the proposal adequately addresses visual landscape</p>	Noted. Gray & Lewis has recommended that a condition be imposed on any approval requiring lodgement of a detailed colour schedule.

		impacts, the risk to these values should be mitigated. Effluent risk can be managed with appropriate development approval conditions. In this context, Department of Environment and Conservation does not consider that the proposal requires referral to the Environmental Protection Authority at this stage.	
	2b.	<p>Servicing requirements:</p> <p><u>Effluent</u> The proximity of the proposed development to the Shark Bay Marine park requires that there is no discharge from the marine park.</p> <p><u>Road Access</u> Lot 303 is accessed by roads within Dirk Hartog Island national park and it is expected that this allows sufficient access</p>	<p>Noted.</p> <p>Noted.</p> <p>Noted.</p>
	2c.	<p>Basic Raw Material: Any Basic Raw Material required for building construction or roading associated with this development will need to be sourced from within the freehold Lot 303 or brought to the site from an approved quarry location. Basic Raw Material supplies are very limited on Dirk Hartog Island National Park and Statutory Regulation precludes use of Basic Raw Material from within the National Park for purposes not associated with protection and management of the park. Any quarry activity on Lot 303 or other freehold areas would be subject to separate assessment.</p>	Noted. The owners are aware of the restrictive covenants.
	2d.	<p>Restrictive covenants: A series of restrictive covenants are attached to Lot 303. A footnote advice drawing the developer's attention to the existing covenants would be appropriate.</p>	Noted. A colour schedule is recommended as a condition.
	2e.	<p>Visual impact: The Shark Bay Landscape Study (1999) identified Lot 303 as being adjacent to Level 1 boat travel route and Zone B (Public sensitivity zoning).</p> <p>Visual impacts of the proposed construction at Lot 303 should be carefully considered with particular regard to colours and design to minimise visual impact. A development condition should be considered that the colours of the roof and external walls are determined in consultation with Department of Environment and Conservation.</p>	Noted.

	2f.	Foreshore Management Plan: Given the proximity of Lot 303 to a section of foreshore gazetted as National Park, the preparation of a foreshore management plan in consultation with and to the satisfaction of Department of Environment and Conservation should be prepared.	
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- *Coastal Setbacks*

The application was referred to the Department of Planning Coastal Branch for advice on coastal setbacks.

The Western Australian Planning Commission has a Draft 'State Planning Policy No. 2.6 (SPP2.6) – State Coastal Planning Policy'. Council is required to consider any state planning policy in accordance with Clause 10.2(e) of its Scheme.

The Department of Planning has previously advised that the risk of coastal erosion or inundation over the 100 year planning timeframe is considered relatively low for a single house proposal for Lot 305 (also on the island).

Since the new Draft State Planning Policy 2.6 has been released the Department's advice has been more conservative.

The Department of Planning recommends that additional information on tide and storm surge inundation be provided, and that they do not consider that '*adequate information regarding coastal processes have been provided*'.

The Department is unable to determine whether an elevation of less than 20m Australian Height Date would be an acceptable elevation to withstand coastal hazards.

The applicant has advised that "*Apart from formal 100 year modeling I have provided a brief summary of the situation over the past 120+ years that is known to us. In particular it is the location of the sites within the huge embayment and thus the minimal effect and possible effect of offshore events. The recorded results of cyclones over the past 100 where high water mark has rarely been exceeded and then only marginally.*"

The applicant has provided written advice on coastal setbacks (Attached letter).

Gray & Lewis is of the view that a more detailed coastal processes assessment is difficult to justify given the relatively small scale of the development.

Notwithstanding the above, there is concern about liability in the event that the Shire approves development without clear support from Department of Planning and in the absence of coastal engineering advice from the applicant. Council may therefore seek to defer the application and seek legal advice on issues relating to Draft State Planning Policy 2.6 which will have implications for many new developments throughout the Shire.

- *Clearing of Vegetation*

Clearing is dealt with under separate legislation, however it is recommended that an advice note be included on any approval to alert the owners that they may require a clearing permit under the *Environmental Protection Act 1986*.

- *Visual Impact / aesthetics*

As no site visit can be undertaken it is difficult for Gray & Lewis to undertake a full assessment of visual impact. Building design is a subjective issue and visual impact is most relevant in terms of protecting the World Heritage values of the area.

Notwithstanding the above, it is noted that the proposed building is single storey, is of a low building scale, is not bulky in appearance, and will be located 140 metres from the tide mark.

Having regard for the comments provided by the Shark Bay World Heritage Advisory Committee and Department of Environment and Conservation, it is not considered that the building will have a high visual impact.

Legal Implications

Shire of Shark Bay Local Planning Scheme No 2 – The majority of the scheme requirements are explained in the body of this report.

Environmental Protection Act 1986 - In accordance with the Scheme, the Shire is also to have regard to the Environmental Protection Authority 'Guidance Statement for Assessment of Development Proposals in Shark Bay World Heritage Property 49' or any succeeding document.

The Environmental Protection Authority guidelines outline a process involving referral of applications to the World Heritage Advisory Committee and Department of Environment and Conservation.

Council can refer applications that '*are likely to have a significant environmental impact on the Shark Bay World Heritage Property*' to the Environmental Protection Authority and in that case the Environmental Protection Authority would determine whether any formal environmental assessment is required.

Policy Implications

The Western Australian Planning Commission has a Draft 'Stat Planning Policy No. 2.6 – State Coastal Planning Policy' which is discussed in the body of this report.

Financial Implications

The Shire pays planning fees to Gray & Lewis for planning advice.

Strategic Implications

The Shire has a Draft Local Planning Strategy, which recommends that the Dirk Hartog Island lots be re-zoned to 'Special Use' with specific development requirements and conditions.

Voting Requirements

Simple Majority Required

Date of Report

18 February 2013

Hi Liz

Our Family has owned Lot 62 directly adjacent to Lot 303 for more than 40 years.

During that time we have experienced two major cyclonic events and one post tsunami event

The embayment area of Shark Bay provides a larger protected waterway than that enclosed by Sydney Harbour. The location of Lots 62 and 303 are totally protected

Daily Diaries have been maintained at the homestead for the past 25 years. There is no report of Storm surge wave devastation or cyclonic catastrophe. All diaries apart from 1897-1901 kept prior to this were destroyed by fire the weekend prior to our take over.

During the entire period of our 40 year occupation there has never been a tidal or and storm surge that has exceeded the high water mark by more than 3 meters; this only occurred for a brief time during a cyclonic event in Cyclone Hazel in 1979 when a storm surge flooded the Denham foreshore properties including our own Knight Terrace property. In this case the ocean reached the Lot 62 front boundary fence some 80 meters from the Homestead Shearing Quarters.

During Cyclone Herbie in 1988 again the surge reached the front boundary fence of Lot 62 directly in front of the Homestead Shearing Quarters but went no further

The recent post tsunami event in July 2006 led to a storm style surge at Steep Point but never reached or impacted Lots 62 or 303 at Homestead Bay in any meaningful or noted way: in fact until the morning news we were unaware of any surge whatsoever. The normal high water mark was not exceeded probably due to the narrow entrance at Steep Point to the Bay and the distance from Cape Inscription (including Bernier and Dorre protection) from the location of Lot 62 and 303

Records at BOM in regard to Cyclones in the Denham area report that 1937 waves broke to the steps of Dirk Hartog Island Homestead which was located to the southern ocean front side of Lot 62. The Homestead building and its front steps at that time were located at High Water mark and thus even in this case the storm surge, waves and cyclonic effect did not exceed high water mark

We have in our possession the original daily weather diary from Dirk Hartog Island Homestead commencing in 1897. There is no record of any cyclonic or storm surge effect that went beyond the high water mark at this site.

Hopefully this is sufficient record of 100 year history.

Being located on the eastern coastline effectively protected from external Indian Ocean events and within a huge embayment area located significantly away from both Steep Point and Cape Inscription the sites occupy a unique and protected position.

Including the two recorded Cyclones above there has never been surge, cyclone or waves that have directly impacted Lots 62 or 303 (previously part of the Pastoral Lease). The shoreline of both sites have been the site a range of buildings and large pearling camps over the past 120+ years and in that time there has been no record of water effect beyond high water mark.

I think the record of its protected situation speaks for itself and is supported by enough documented evidence and also anecdotal evidence to establish that the site is not subject to excessive Storm surge and or storm erosion.

13.5 PROPOSED SINGLE HOUSE – LOT 304 DIRK HARTOG ISLAND
P4281

IT SHOULD BE NOTED THAT THERE IS A SEPARATE PLANNING APPLICATION FOR A SINGLE HOUSE ON LOT 303 DIRK HARTOG ISLAND CONTAINED IN THIS AGENDA – REFER ITEM 13.4. . THE OWNERS PROPOSE TO UTILISE AN IDENTICAL HOUSE DESIGN ON LOTS 303 AND 304.

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

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

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as Executive Office of the Shark Bay World Heritage Advisory Committee

Moved

Cr Prior

Seconded

Cr Capewell

Council Resolution

That Council:

1. **Approve the application lodged by Hypermarket Pty Ltd for a single dwelling on Lot 304 Dirk Hartog Island subject to the following conditions:**
 - (i) **Lodgement of a detailed colour and material schedule for separate written approval by the Shire Chief Executive Officer. The detailed colour and material schedule shall require separate written approval prior to the issue of a building licence, and shall incorporate colours for rainwater tanks, external walls and the roof of the dwelling that are sympathetic and blend with the landscape and natural environment of Dirk Hartog Island to the satisfaction of the Shire Chief Executive Officer.**
 - (ii) **All vehicle parking, driveways, manoeuvring and circulation areas to service the proposed dwelling to be in accordance with the site plan lodged as part of this application, or a plan approved separately in writing by the Shire Chief Executive Officer. The areas must be constructed out of crushed limestone or an alternative trafficable material within 12 months of the issue of a building licence, unless otherwise agreed to in writing by the Chief Executive Officer.**
 - (iii) **All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains, drainage pits and soak wells shall be maintained in a clean and clear condition free of obstruction from anything. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land.**

- (iv) All driveway and parking areas shall be maintained to a trafficable standard at all times.
 - (v) No clothes drying devices shall be erected or clothes dried outside which are visible from the ocean side of the lot.
 - (vi) A non-trafficable area for effluent disposal shall be provided prior to occupation or use of the single dwelling building. Approved on site effluent disposal must be installed and in operation prior to occupation of the dwelling.
 - (vii) Water tank(s) with a minimum capacity of 25,000 litres must be installed and in operation prior to occupation of dwelling.
 - (viii) The owners / applicant to lodge a detailed waste management plan addressing how waste disposal will be managed to service the proposed residential use. The waste management plan to be implemented prior to occupation of the single dwelling.
 - (ix) The plans lodged with this application shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Shire Chief Executive Officer.
 - (x) This approval is for the building to be used as a single house only and is not an approval for any short stay accommodation, residential building, or holiday/ tourist accommodation.
 - (xi) The owner / applicant to lodge a Foreshore Management Plan to the Shire for separate written approval by the Chief Executive Officer prior to occupation or use of the development, or an alternative time period agreed to in writing by the Chief Executive Officer.
2. Advise the applicant / owners via footnotes on the planning consent as follows:
- (a) In regards to Condition (i), the Shark Bay World Heritage Advisory Committee has a colour palette for Dirk Hartog Island which can be used as a guide.
 - (b) In regards to Condition (ii), the applicant is advised that approval for a driveway and parking on Lot 304 is not an approval to utilise the adjacent foreshore or national park. Any permanent access or temporary access into the lot using adjacent land is required to be in accordance with separate approvals by Department of Environment and Conservation.
 - (c) In regards to Condition (vi), the owners are advised that a separate application needs to be lodged to the Shire for approval for installation of any on site effluent disposal.
 - (d) The owners are advised that the Shire will not issue a Certificate of occupancy for the proposed residential dwelling until all servicing requirements have been met including water supply, effluent disposal, waste management and waste disposal.

- (e) To comply with Condition (viii) the owners should submit either a waste management plan approved in writing by Department of Environment and Conservation, or written confirmation from the Department of Environment and Conservation that waste management has been addressed.
- (f) In regards to Condition (xi), the owner / applicant is advised that a foreshore management plan is required to demonstrate how the owners / occupiers intend to utilise the foreshore. The Shire will refer any foreshore management plan to Department of Environment and Conservation, and will not approve a foreshore management plan until it has been endorsed by Department of Environment and Conservation. If pedestrian access is proposed within the foreshore, then there needs to be an approved pathway and appropriate structures, such as boardwalks to maximise foreshore protection. The foreshore management plan needs to clearly state that there will be no permanent access in the foreshore and no vehicular access. Department of Environment and Conservation can offer assistance if you have any queries regarding Condition (xi).
- (g) Please be advised that that planning approval has been granted for the plans as submitted with your application. The Shire Chief Executive officer may approve minor changes to the internal layout in consultation with the Shires Building Surveyor however any plans lodged as part of a building licence application shall generally be in accordance with the plans already processed with this planning application.
- (h) A planning consent is not an approval to commence any site works or clearing. A building licence must be obtained for all works. It is recommended that you liaise directly with Department of Environment and Conservation prior to undertaking any clearing of the lot. A separate or amended clearing permit may be required.
- (i) The landowners are advised that due to the remote location and lack of road frontage, the Shire will not provide a rubbish collection service to the development.
- (j) The owners are advised that there are restrictive covenants on the Certificate of Title which place restrictions on development and use of the land. The owners are responsible in ensuring compliance with the covenants.
- (k) The Department of Environment and Conservation has advised that any basic raw material required for building construction or roading associated with this development will need to be sourced from within the freehold Lot 304 or brought to the site from an approved quarry location. Basic Raw Material supplies are very limited on Dirk Hartog Island National Park and Statutory Regulation precludes use of Basic Raw Material from within the National Park for purposes not associated with protection and management of the park. Any quarry activity on Lot 304 or other freehold areas would be subject to separate assessment.

3. **Authorise the Chief Executive Officer to write to the Minister for Lands and notify him of the planning approval granted by the Shire for Lot 304.**
4. **Delegate authority to the Chief Executive Officer in accordance with Clause 11.3.1 of the Shire of Shark Bay Local Planning Scheme No 3 to deal with all aspects of the conditions of planning approval, minor plan variations as part of the building licence process and issue any separate approvals required as outlined in the conditions.**

6/0 CARRIED

Précis

An application has been lodged by Hypermarket Pty Ltd for a single house on Lot 304 Dirk Hartog Island.

Background

- *Lot History*

Gray & Lewis is of the understanding that the State Government exchanged three freehold parcels of land with the lessee of Dirk Hartog Island. Now there are expectations by new owners that the lots can be developed.

There are restrictive covenants on the Certificate of Title of Lot 304 which allows the land to be used for the purpose of low impact eco-tourism including visitor accommodation units and staff accommodation.

The covenants include restrictions on the number of visitor accommodation units as a ratio to the lot area, limits the floor area of visitor units and staff accommodation; limits occupation of visitor units to short stay, and requires accommodation units and buildings to comply with all relevant local, state and Commonwealth Government statutory approvals.

The covenant has been made by the Minister for Lands under the Land Administration Act 1997.

It is recommended that the Shire's Chief Executive Officer write to the Minister for Lands and provide the Minister with advice of this approval.

- *Location*

A location plan is included below for ease of reference.



Comment

- *Zoning and Landuse*

Lot 304 is zoned 'Rural / Pastoral' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme'), and is also contained within a Special Control Area applicable to the Shark Bay World Heritage Property.

The applicant has applied for a 'single house' which is a discretionary use in the 'Rural / Pastoral' zone therefore is not permitted unless Council has exercised discretion by granting planning approval.

A 'Single Dwelling' is defined in the Residential Design Codes as "*a dwelling standing wholly on its own green title or survey strata lot, together with any easement over adjoining land for support of a wall or for access or services but excludes dwellings on titles with areas held in common property*".

- *Proposed Development*

The proposed dwelling will be located approximately 120 metres from the shoreline.

The applicant advises that building materials will be a combination of limestone blocks and lightweight panels with a colorbond roof.

The dwellings will be serviced with a remote power system with backup gas generator, rainwater tanks and on site effluent disposal.

The applicant advises they will submit a waste management plan.

- *Access and carparking*

Vehicles can only access the Island by the existing single barge, and there are a number of tracks that provide access around the island.

The applicant has lodged correspondence by the Department of Environment and Conservation confirming they have approval from the Conservation Commission of Western Australia to utilise road access within Dirk Hartog Island national park to the south western corner of Lot 304.

- *World Heritage and Environmental Matters*

Gray & Lewis formally referred this application to both the Shark Bay World Heritage Advisory Committee and Department of Environment and Conservation for comment, as permissible under the Scheme.

A summary of consultation comments is included below, and a full copy of each submission is available to Councillors on request:

Submitter		Summary	Officer Comment
Shark Bay World Heritage Advisory Committee	1a.	Thank you for the opportunity to provide comments relating to the construction of single residential dwellings on Lot 303 and Lot 304, Dirk Hartog Island.	Noted.
	1b.	Although the proposed dwellings are smaller than the one considered previously by Shark Bay World Heritage Advisory Committee on Lot 305 Sunday Island Bay, many of the key concerns are similar and include potential visual impacts, effluent and waste management and building materials.	Noted.
	1c.	<i>Visual Impacts</i> A value of World Heritage listing for Shark Bay includes the aesthetic landscape and adverse visual impacts from infrastructure and development should therefore be avoided. In order that buildings blend in, colours and materials used should be sympathetic to the surrounding environment.	Noted.
	1d.	Given the aspect and prominence of both dwellings, mitigating adverse visual impacts is an important issue and whilst the designer appears to have taken this into account and the building has a low profile, the adoption of colour choices from within the Dirk Hartog Island colour palette range (attached) is requested.	Noted. A condition can be imposed requiring a colour schedule.
	1e.	<i>Waste Disposal</i> Little detail has been provided in regard to waste management and there appears to have been no consideration of waste avoidance, reduction or recycling initiatives. It is assumed that there will be a considerable amount of construction	Noted. A condition can be imposed requiring a waste management plan.

		waste – what will this consist of and how will it be dealt with?	
	1f.	It is not considered sufficient to simply state 'rubbish will be managed within Lot 62' which is also owned and operated by Hypermarket, as there are no details provided of the rubbish disposal processes on the homestead block, no analysis of the waste produced or the amount and no plan provided to reduce, recycle or avoid.	Noted. A condition can be imposed requiring a waste management plan.
	1g.	<i>Effluent Disposal</i> A septic tank and leach drain system operating on Lot 62 for many years which is 'thought to be appropriate' does not provide evidence that this is the most acceptable current system suited to a sensitive and significant site in a World Heritage area.	Noted. The owners will need separate approval to install any on site effluent disposal and these applications are processed by an environmental health officer. They will need to lodge an 'Application to construct or install an apparatus for the treatment of sewage' under the Health Act 1911.
	1h.	In their application for a residential dwelling, the owners of Lot 305 included information on a bio-cycle effluent management system. Have other forms of effluent management been explored for these lots?	Noted. As per 1g.
	1i.	<i>Summary</i> In conclusion, although the committee considers that these proposals do not represent a significant impact to the World Heritage values based on the information provided to date, there are issues which require investigation and further details relating to these would be appreciated to ensure that these matters are adequately addressed.	Noted.
Department of Environment and Conservation	2a.	Referral to the Environmental Protection Authority: Environmental Protection Authority Guidance Statement No. 40 sets out the principles of assessing development proposals in the Shark Bay World Heritage Property. The World Heritage values most at risk with this proposal are the visual landscape values of the area and the marine environment which could be at risk from effluent. As long as the proposal adequately addresses visual landscape impacts, the risk to these values should	Noted. Gray & Lewis has recommended that a condition be imposed on any approval requiring lodgement of a detailed colour schedule.

		be mitigated. Effluent risk can be managed with appropriate development approval conditions. In this context, Department of Environment and Conservation does not consider that the proposal requires referral to the Environmental Protection Authority at this stage.	
	2b.	Servicing requirements:	Noted.
	2c.	<u>Effluent</u> The proximity of the proposed development to the Shark Bay Marine park requires that there is no discharge from the marine park.	Noted.
	2d.	<u>Road Access</u> Lot 304 is accessed by roads within Dirk Hartog Island national park and access has been approved by the Conservation Commission.	Noted.
	2e.	<u>Temporary access</u> Any temporary access requires Department of Environment and Conservation approval on the alignment, vegetation protection and the type of bridging structures.	Noted.
	2f.	<u>Pedestrian access</u> Any pedestrian access requires Department of Environment and Conservation approval	Noted.
	2g.	Basic Raw Material: Any Basic Raw Material required for building construction or roading associated with this development will need to be sourced from within the freehold Lot 304 or brought to the site from an approved quarry location.	Noted. A colour schedule is recommended as a condition.
	2h.	Visual impact: The Shark Bay Landscape Study (1999) identified Lot 304 as being adjacent to Level 1 boat travel route and Zone B (Public sensitivity zoning). A development condition should be considered that the colours of the roof and external walls are determined in consultation with Department of Environment and Conservation.	Noted.
	.	Foreshore Management Plan: Given the proximity of Lot 304 to a section of foreshore gazetted as National Park, the preparation of a foreshore management plan in consultation with and to the satisfaction of Department of Environment and Conservation should be prepared.	

- *Coastal Setbacks*

The application was referred to the Department of Planning Coastal Branch for advice on coastal setbacks.

The Western Australian Planning Commission has a Draft 'State Planning Policy No. 2.6 (SPP2.6) – State Coastal Planning Policy'. Council is required to consider any state planning policy in accordance with Clause 10.2(e) of its Scheme.

The Department of Planning notes that the development is setback 120 metres and confirms that the Department of Transport has previously advised that given its location, the risk of storm erosion is relatively low. Advice from Department of Transport also states that an elevation of 20m Australian Height Datum is likely to be sufficient to withstand coastal hazards however the development appears to have an elevation of approximately 12m Australian Height Datum.

The Department of Planning recommends that additional information on storm surge inundation be provided, and that they do not consider that *'it is not possible to determine whether the proposed development is located at an acceptable elevation to withstand coastal hazards'*.

The Department is unable to determine whether an elevation of less than 20m Australian Height Datum would be an acceptable elevation to withstand coastal hazards.

Gray & Lewis is of the view that a more detailed coastal processes assessment is difficult to justify given the relatively small scale of the development, however is concerned that the Department of Transport advice indicates a higher elevation should be achieved.

There is concern about liability in the event that the Shire approves development at an Australian Height Datum level at variance with Department of Transport advice.

Council may therefore seek to defer the application and seek legal advice on issues relating to Draft State Planning Policy 2.6 which will have implications for many new developments throughout the Shire.

- *Clearing of Vegetation*

Clearing is dealt with under separate legislation, however it is recommended that an advice note be included on any approval to alert the owners that they may require a clearing permit under the *Environmental Protection Act 1986*.

- *Visual Impact / aesthetics*

As no site visit can be undertaken it is difficult for Gray & Lewis to undertake a full assessment of visual impact. Building design is a subjective issue and visual impact is most relevant in terms of protecting the World Heritage values of the area.

Notwithstanding the above, it is noted that the proposed building is single storey, is of a low building scale and is not bulky in appearance.

Having regard for the comments provided by the Shark Bay World Heritage Advisory Committee and Department of Environment and Conservation, it is not considered that the building will have a high visual impact.

Legal Implications

Shire of Shark Bay Local Planning Scheme No 2 – The majority of the scheme requirements are explained in the body of this report.

Environmental Protection Act 1986 - In accordance with the Scheme, the Shire is also to have regard to the Environmental Protection Authority. 'Guidance Statement for Assessment of Development Proposals in Shark Bay World Heritage Property 49' or any succeeding document.

The Environmental Protection Authority guidelines outline a process involving referral of applications to the World Heritage Advisory Committee and Department of Environment and Conservation.

Council can refer applications that '*are likely to have a significant environmental impact on the Shark Bay World Heritage Property*' to the Environmental Protection Authority and in that case the Environmental Protection Authority would determine whether any formal environmental assessment is required.

Policy Implications

The Western Australian Planning Commission has a Draft 'State Planning Policy No. 2.6 – State Coastal Planning Policy' which is discussed in the body of this report.

Financial Implications

The Shire pays planning fees to Gray & Lewis for planning advice.

Strategic Implications

The Shire has a Draft Local Planning Strategy, which recommends that the Dirk Hartog Island lots be re-zoned to 'Special Use' with specific development requirements and conditions.

Voting Requirements

Simple Majority Required

Date of Report

18 February 2013

The President adjourned the Ordinary Council meeting at 12.49 pm and reconvened the Ordinary Council meeting at 1.26 pm with a presentation from Aspen parks Property Management and then Mr S Webster, Chief Executive Officer from the Gascoyne Development Commission made a presentation to Council.

- 13.6 PROPOSED UPGRADING OF EXISTING MONKEY MIA RESTAURANT – LOT 130, RESERVE 40727 MONKEY MIA ROAD, MONKEY MIA
C2024/ P2024/RES40727

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

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

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as Executive Officer of the Shark Bay World Heritage Advisory Committee

Officers Recommendation

Gray & Lewis has not provided an ‘Officer Recommendation’ for reasons outlined in this report.

NOTE: The Council in consideration of the application felt that this unique nature and location of the Monkey Mia Resort should be a significant consideration. The Council also considered that the support of the application to expand and upgrade the facility would contribute to the economic development of the shire.

Moved Cr Capewell
Seconded Cr Prior

Council Resolution

That Council:

1. **Approve the application dated 5 December 2012 with amended plans received 12 February 2013 lodged by Aspen Parks Property Management Pty Ltd for alterations and additions to the existing restaurant on Lot 130, Reserve 40727 Monkey Mia Road, Monkey Mia subject to the following conditions:**
 - (i) **The plans lodged with this application (dated 12 December 2012) shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Shire Chief Executive Officer.**
 - (ii) **All existing carparking is to continue to be maintained to the satisfaction of the Chief Executive Officer.**
 - (iii) **Prior to the issue of a building permit, the applicant to lodge amended plans with a minimum floor level not less than RL 2.65 metres AHD for all additions.**
 - (iv) **Lodgement of a detailed colour and material schedule for separate written approval by the Shire Chief Executive Officer. The detailed colour and material schedule shall require separate**

written approval prior to the issue of a building licence, and shall incorporate colours that are sympathetic and blend with the landscape and natural environment of the immediate surrounds.

- (v) The applicant to undertake a 'Coastal Hazard Risk Management and Adaption Planning' process and lodge documentation addressing the Coastal Hazard Risk Management and Adaption Planning to the Shire for separate written endorsement within 18 months of the date of this approval.

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

- (i) Planning approval is not a consent for any works. A separate building licence approval is required prior to commencement of works.
- (ii) The Shark Bay World Heritage Advisory Committee utilised the services of a graphic designer who has compiled a colour palette to represent the hues best suited to the Peron Peninsula. It is requested that colour schemes for new facilities are chosen from within this range. Please liaise with the Shire's Consultant Planner for a copy of the colour schedule.
- (iii) Please be advised that Condition (v) has been imposed in line with specific advice by the Department of Planning and to have regard for Draft State Planning Policy (SPP 2.6) : State Coastal Planning Policy. The Department of Planning advised the Shire that *"the proposed development is consistent with the policy requirements regarding variations and warrants a dispensation from being located landward of a coastal foreshore reserve, subject to Coastal Hazard Risk Management and Adaption Planning being undertaken"* and that *'it is considered appropriate that in the event the Council grant planning approval, Council should consider the imposition of a condition requiring a Coastal Hazard Risk Management and Adaption Planning to be undertaken'*.

Despite this, it is understood that the applicant may progress an Outline Development Plan for Monkey Mia. If an Outline Development Plan is progressed then a Coastal Hazard Risk Management and Adaption Planning may form part of a more detailed coastal report.

No further development at Monkey Mia will be considered until an Outline Development Plan has been lodged and approved by the Council.

No further additions at Monkey Mia will be considered unless they are at RL 3.2 AHD.

Cr Wake left the Council Chamber at 3.56pm and returned to Council Chamber at 3.57 pm.

6/0 CARRIED

Précis

Council is to consider an application lodged by Aspen Parks Property Management Pty Ltd for alterations, additions and upgrading to the existing restaurant located at the Monkey Mia Dolphin Resort on Lot 130, Reserve 40727 Monkey Mia Road, Monkey Mia.

At the time of writing this report, Aspen was organising endorsement of the application form by the Department of Regional Development and Lands.

If Council decides to approve the application, the Department of Regional Development and Lands endorsement should be obtained prior to the issue of any formal planning consent.

Background

- *History of approvals*

An application for an addition to the existing restaurant was approved by Council on the 3 May 2000. The approval was conditional on the Finished Floor Level being not less than 3.0 Australian Height Datum (100 year flood/ storm surge +500mm).

A modified proposal was considered by Council on the 15 December 2000 (source Item 11.1 Ordinary Council meeting 15 December 2000). Based on the Council meeting minutes, the modified application proposed additions at the same level as per the existing restaurant.

Council resolved to seek a legal opinion and advice about a 'deed of indemnity' that would seek to indemnify Council from litigation if the Shire approved a finished floor level less than the recommended 3.0 metres Australian Height Datum for the restaurant additions.

The matter was referred to a Council meeting held on the 28 March 2001 (refer Attachment 1 – Item 11.3 Ordinary Council meeting 28 March 2001). The minutes confirm that legal advice was provided by Minter Ellison who advised the Shire that they considered indemnity of the kind proposed would probably not be effective and they advised against accepting any kind of indemnity.

Restaurant additions were approved by Council at the Council meeting held on the 28 March 2001 subject to a condition requiring on the Finished Floor Level being not less than 3.0 Australian Height Datum (100 year flood/ storm surge +500mm).

Gray & Lewis has not sourced any further reports on the restaurant history, and it is not known whether the additions approved in 2001 proceeded.

The history is important as similar Finished Floor Level issues will arise for any new additions on this land.

- *History of Strategic Planning*

The Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme') makes reference to an Outline Development Plan for Monkey Mia, which is discussed in more detail in the body of this report.

Gray & Lewis has liaised with the Shire and at the time of writing this report no records of any Outline Development Plan had been identified for Monkey Mia.

Gray & Lewis liaised with the Department of Planning who informally advised as follows:

- a. There is a Draft 1995 plan compiled by O'Brien which contains useful information.
- b. There is an Outline Development Plan on record for expansion of Monkey Mia that has not been endorsed but has been the subject of meetings and correspondence. The expansion is to require an Outline Development Plan.
- c. The Monkey Mia expansion was subject to an Environmental Protection Authority Public Environmental Review Report No 1455 (February 2004).
- d. The expansion proposed an increased capacity of the resort from 600 to 1200 guests, an increased building footprint, new staff accommodation and increasing the waste water treatment plant area.
- e. There is a more recent Environmental Protection Authority Public Environmental Review Report No. 1452 (November 2012) which discusses the expansion and a request by the applicant to extend the time limit for substantial commencement by five years.

The Environmental Protection Authority Public Environmental Review Report No. 1452 (November 2012) states that the proponent wrote to agencies seeking comment on the extension of time limit, including the Shire of Shark Bay. Gray & Lewis is not privy to any comments provided by the Shire.

There is a statement (No. 919) by the Minister for Environment and Water approving a new condition for expansion effectively allowing a further 5 years for substantial commencement (as published on the Environmental Protection Authority website).

The 'Environmental Scoping Document' for the original Public Environmental Review in 2004 only contains an existing development layout and proposed layout for the expansion, and does not contain any Outline Development Plan.

The 'Environmental Scoping Document states that *."new construction is not to occur without preparation of a Concept Development Plan which needs to be approved by the Shire of Shark Bay and Western Australian Planning Commission. The Shire has adopted the Concept Development Plan which is subject of the current proposal."*

The Environmental Scoping Document includes a development layout for proposed expansion to the west of the existing resort. A copy of the plan is included as Attachment 2.

Gray & Lewis has sourced one copy of a 'Concept Development Plan' compiled by Overman Zuideveld (dated 11 February 2002) as it is contained in a 2004 coastal report by MP Rogers compiled for future expansion of Monkey Mia.

It is not known whether this 'Concept Development Plan' is one endorsed by the Council.

Further research and consultation with the applicant and the Department of Planning would need to be undertaken to establish the status of the 'Concept Development Plan'.

Due to the agenda deadline and lack of Shire's records, Gray & Lewis has not been able to fully establish the status of the 2002 'Concept Development Plan', any adoption by Council, further versions or any endorsement by the Western Australian Planning Commission.

- *Additional information*

On the 18 January 2013, Gray & Lewis requested that the applicant provide additional information addressing the Scheme's Outline Development Plan requirements, hours of operation, existing and proposed seating capacity, carparking provision (existing parking), existing and proposed liquor licences, external wall colours and alerted the applicant to coastal setbacks.

The applicant submitted a formal response with additional comments on the 18 February 2013 – Attachment 3.

Comment

- *Description of Proposed development*

The applicant proposes to upgrade the existing restaurant which includes the following works:

- Upgrading of kitchen with larger fridge / freezer and pantry
- Reconfiguration of the existing floor areas with a bar adjacent to the kitchen in the east portion.
- A new bar to be provided to the back to serve external areas
- Minor reconfiguration to existing entrance.
- New shade structures for the existing outdoor dining areas consisting of galvanised mesh to provide climbing structures for plants.
- New toilet facilities to service the restaurant
- All external colours and finishes will be completed in accordance with the Dirk Hartog colour palette

The development report states that the renovation and upgrade of the restaurant is to meet increasing commercial and ongoing maintenance demands.

The seating capacity will be increased from 120 to 180 seats, with hours of operation remaining 'as is'. The applicant advises they operate under a special facility liquor licence and the type of licence is not proposed to change.

A full copy of the report is available to Councillors on request.

- *Zoning and Scheme requirements*

It should be noted that the development layout plan that formed part of the 'Environmental Scoping Document' for Monkey Mia was compiled in 2004 when the previous Shire of Shark Bay Town Planning Scheme No 2 was operative.

The statutory requirements for any new development now fall under the Shire of Shark Bay Local Planning Scheme No 3 which was published in the Government Gazette on the 7 March 2008.

Reserve 40727 is zoned 'Special Use' under the Scheme and is denoted as 'SU9' on the Scheme map.

Clause 4.7.2 of the Scheme states that:

'a person must not use any land, or any structure or buildings on land, in a Special Use zone except for the purpose set out against that land in Schedule 4 and subject to compliance with any conditions set out in Schedule 4 with respect to that land'.

Schedule 4 in the Scheme outlines permissible uses for 'Special Use 9.' Such as restaurant, however it is subject to a number of conditions also listed in Schedule 4 – refer Attachment 4.

Of particular importance is Condition ii. In Schedule 4 which states as follows:

"Development shall generally be in accordance with the Monkey Mia Outline Development Plan (O'Brien 1995), and development shall only occur following, and generally in accordance with, the preparation of an Outline Development Plan (formerly Concept Development Plan) and its approval by the local government and the Commission. The Outline Development Plan should incorporate, and have regard for, the relevant management provisions required in the current lease agreement in respect of the land.

Note: The purpose of the 1995 O'Brien Outline Development Plan report was to establish the principles for the preparation of an Outline Development Plan, and is not itself an Outline Development Plan.'

- *Carparking*

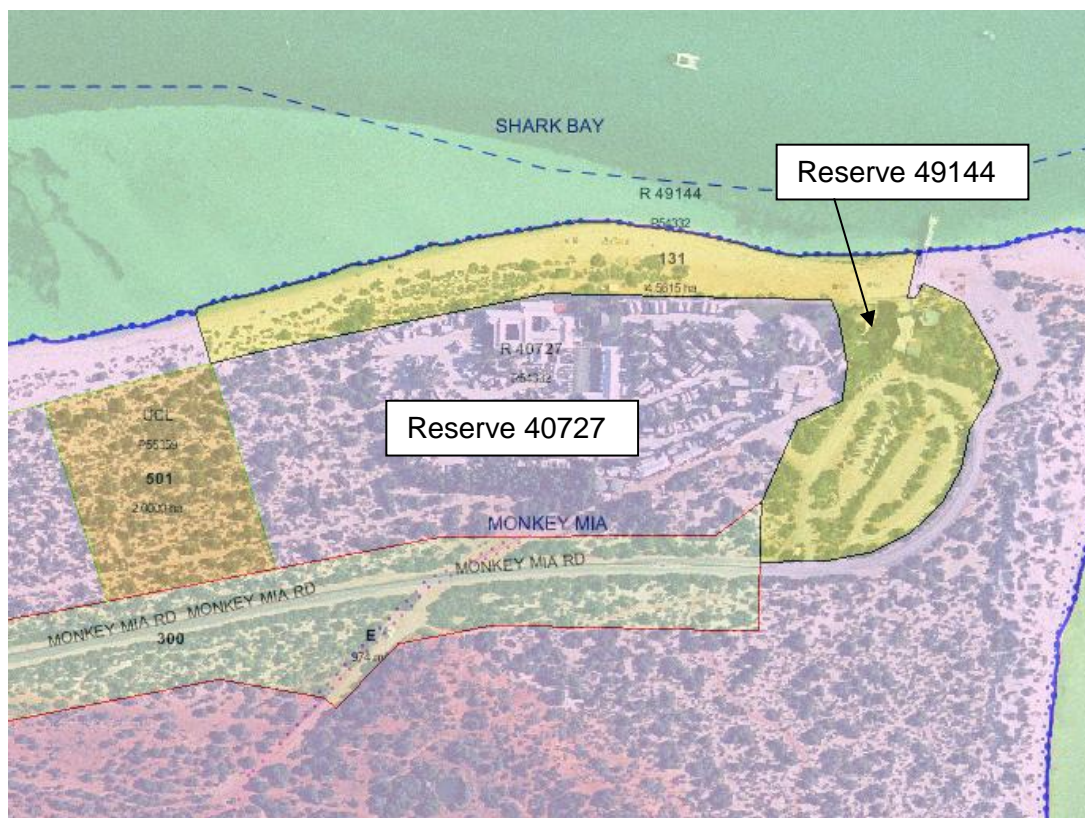
The Scheme requires 1 carparking bay per every 4 seats for restaurant however it is recognised that in this case there will be a high level of reciprocity between the restaurant and resort guests.

The applicant has advised that whilst local resident guests would be welcomed, the restaurant will not be marketed in that manner, and restaurant is to cater for resort guests.

The existing Monkey Mia resort is contained on Reserve 40727, however there appears to be an informal link to carparking on adjacent Reserve 49144.

Gray & Lewis has advised the applicant that carparking should be self-contained on Reserve 40727 and should not rely on Reserve 49144 unless there is a formal agreement over access arrangements.

For ease of reference a location plan is included below.



- *Minimum Floor Levels*

The 'existing' site plan submitted shows a Finished Floor Level of 2.65 and a 'proposed' plan shows a Finished Floor Level being maintained at 2.65.

Clause 5.8.2 of the Scheme requires a floor level not less than RL 3.2 metres Australian Height Datum as the land is 'subject to inundation'.

It is clear from the history of past approvals for the restaurant that the requirement for an increased Finished Floor Level causes some design issues for any renovations.

Despite this, it is also clear from past legal advice that Council may leave itself open to future liability claims if it approves a lesser floor level and the development is flooded. This matter has been discussed in detail in the 2001 Council minutes - Attachment 1.

In the event that Council seeks to issue any planning approval, a minimum floor level should be required as a condition for any development.

Council has discretion to approve variations to any Scheme 'standard' or 'requirement' under Clause 5.6.1. Gray & Lewis considers there may be discretion to vary the minimum Finished Floor Level under Clause 5.6.1 of the Scheme if the 'minimum floor level' can be classified as a 'standard or requirement'.

However legal advice would be required on the extent of discretion and to ascertain the risk of liability in the event that a lesser floor level is supported.

- *Coastal Setbacks*

The Western Australian Planning Commission has released a Draft State Planning Policy (SPP 2.6): State Coastal Planning Policy.

The policy addresses land use planning and development issues specifically as they relate to the protection and management of the coast.

The policy provides high order guidance for decision-making on coastal planning matters and applies statewide. Implementation is through local government town planning schemes, and regional and local strategies.

Coastal setbacks are applied to new development having regard for severe storm impact, erosion/accretion and sea level rise. The Western Australian Planning Commission has issued a statement which increased the allowance for sea level rise from 0.38m to 0.9m, which effectively increases the horizontal setback requirements between new development and the coast.

The application was referred to the Department of Planning who advised that State Planning Policy 2.6 recognises that in certain circumstances development may be acceptable within areas identified to be potentially impacted by physical coastal processes within the planning timeframe. Department of Planning recommends that any policy variation should always be considered in context of a 'Coastal Hazard Risk Management and Adaption Planning' process.

Department of Planning advise that the Policy recognises coastal nodes and that development may occur in such a node where a range of facilities are proposed to benefit the broader public, it is identified in a strategic plan for the locality, and is located on stable areas having no negative impacts on the adjacent environment avoiding areas of high natural landscape or resource values.

Department of Planning has advised that *"the proposed development is consistent with the policy requirements regarding variations and warrants a dispensation from being located landward of a coastal foreshore reserve, subject to Coastal Hazard Risk Management Adaption Plan being undertaken"* and that *'it is considered appropriate that in the event the Council grant planning approval, Council should consider the imposition of a condition requiring a t Coastal Hazard Risk Management and Adaption Planning to be undertaken'*.

A Coastal Hazard Risk Management and Adaption Planning can be undertaken either by the Shire, or the proponent, for areas at risk of being affected by coastal hazards such as erosion or inundation.

In the absence of funding, Gray & Lewis would recommend that Coastal Hazard Risk Management and Adaption Planning is to be undertaken by the developer rather than the Shire. Department of Planning has advised the Shire may wish to apply for funding assistance through the Department of Transport which is open until 19 April 2013.

Gray & Lewis is of the understanding that Coastal Hazard Risk Management and Adaption Planning are relatively new territory so a coastal engineer would likely have to liaise and negotiate with Department of Planning over suitable content and format.

The applicant has supplied a copy of a report completed in 2004 which examines development levels for future expansion. The report however needs updating to reflect current western Australian planning Commission position on Sea Level Rise and current State Planning Policy 2.6 Coastal Hazard Risk Management and Adaption Planning requirements.

The Shire has to have regard for any State Planning Policy in accordance with Clause 10.2 e) of the Scheme. Given that the development is an extension to an established use, and that Department of Planning has given relatively positive advice supporting a variation to State Planning Policy 2.6, coastal setbacks are not considered a major impediment.

Notwithstanding the above, due to potential for liability in the event that development is impacted on by coastal processes in the future, it is recommended that a condition be imposed to require the applicant to carry out a Coastal Hazard Risk Management and Adaption Planning.

- *Other Consultation*

Authority / Department	Summary of Comments	Officer Comment (Gray & Lewis)
Main Roads Western Australia	<p>Main Roads has no objections based on the information provided as there appears no impacts on the Monkey Mia Road.</p> <p>Main Roads Western Australia only comment is not in relation to the proposal but the location map attached that shows Monkey Mia Road terminating at what is effectively the Toll Booth. In fact the Main Roads responsibility continues to the intersection with the access to the boat ramp or as termed in the proposal the overflow carpark. – Not an issue, simply for your information.</p>	<p>Noted.</p> <p>Noted. The location provided was sourced from Landgate which shows the current cadastral boundaries.</p>
Department of Environment and Conservation	<p>Department of Environment and Conservation has no comments on the application.</p> <p>Department of Environment and Conservation anticipates that environmental planning issues will be appropriately managed through the Shires planning process.</p>	Noted.
Shark Bay World Heritage Advisory Committee	<p>Thank you for the opportunity to provide comment from members of the Shark Bay World Heritage Advisory Committee on the proposed renovations and upgrade of the Boughshed Restaurant at Monkey Mia.</p> <p>As you are aware, one of the World Heritage values of the Shark Bay property relates to the aesthetic landscape and therefore</p>	<p>Noted.</p> <p>Noted.</p>

	<p>any adverse visual impacts from infrastructure and development should be mitigated. In order that they blend in, colours used on buildings need to be sympathetic to the surrounding environment.</p> <p>The attached colour palette has been compiled by a graphic designer to represent the hues best suited to the Peron Peninsula and therefore it is requested that colour schemes for new facilities are chosen from within this range.</p> <p>From the perspective of impacts to World Heritage listed values, the committee has no objections to this proposal, providing that potential adverse visual impacts relating to design and colour are mitigated.</p>	<p>Noted. In the event of planning approval being granted, a condition can be imposed requiring lodgement of a detailed coloured schedule with a footnote requesting the applicant use colours as per Peron Peninsula colour scheme.</p> <p>Noted.</p>
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- *Council discretion – planning and legal advice*

The Scheme clearly requires development to be in accordance with an Outline Development Plan approved by the Shire and the Western Australian Planning Commission. Based on liaison with the applicant and the Department of Planning, it appears that there has been no progression of any formal Outline Development Plan for Monkey Mia since development concepts were prepared for expansion in 2004.

Gray & Lewis is of the view that Council does not have any discretion to approve the development, as all development has to be in accordance with an Outline Development Plan approved by the Shire and Western Australian Planning Commission.

This matter was discussed informally with the Shires solicitors who also confirmed that development has to be in accordance with an approved Outline Development Plan. At the time of discussion the Shires solicitor was aware that the restaurant has operated from the site for some time.

The only factor that Gray & Lewis considers may influence the legal situation is if there is a 'Development Concept Plan' for Monkey Mia that was legitimately approved under the provisions of the old Town Planning Scheme, and has been endorsed by the Western Australian Planning Commission.

So far, the Department of Planning has indicated that '*the expansion is to require an Outline Development Plan*'.

As discussed in the '*History of Strategic Planning*' section of this report, there are limited or no Shire records of the Development Concept Plan available so further research would need to be undertaken with the applicant and Department of Planning so it could be reviewed by the Shire's solicitors. There may some records in old 2002 – 2004 Council minutes and / or old Scheme Amendment documents.

- *Legal Advice provided by the applicant*

The applicant obtained legal advice on the Scheme requirements and has consented to the advice being an attachment to this report – refer Attachment 5.

The applicant's solicitor argues that the restaurant is a 'non conforming use' and that Council has discretion to approve the alteration and addition as an extension to the 'non conforming use'.

Gray & Lewis does not concur with the applicants legal advice and notes that the Shire's solicitors were already aware that the restaurant had been established on site for some years when this matter was discussed with them.

Gray & Lewis is of the view that a 'non conforming use' cannot apply to the development as Council still has discretion to approve a restaurant at Monkey Mia under the Scheme, however it is conditional upon and Outline Development Plan being approved.

Gray & Lewis does consider that any adopted 'Development Concept Plan' may have bearing on the legal situation, but only if it has been endorsed by the Western Australian Planning Commission and / or was adopted in accordance with the previous Town Planning Scheme.

Options Available to Council

Gray & Lewis is not in a position to offer a recommendation of support for the development. The Shire's Chief Executive Officer has requested that a number of options be provided for Councillor discussion and consideration.

Available options are as follows:

Option 1: Refuse the application and advise the applicant that Council unfortunately has no discretion under its Town Planning Scheme to support development in the absence of an Outline Development Plan approved by the Shire and Western Australian Planning Commission.

Option 2 : Defer determination of the application and further research any historic approved 'Development Concept Plans' in consultation with the applicant and Department of Planning. Additional information and the applicants legal advice can be sent to McLeods for written advice.

Option 3: Approve the application subject to conditions with footnote advice that future development will not supported until an Outline Development Plan is progressed. Option 3 relies on Council accepting the applicant's legal advice that the restaurant is a 'non conforming use'.

Council has discretion to approve alterations and additions to an existing non conforming use under Clause 4.9.1 of the Scheme. Any application seeking planning approval for alteration of a non conforming use has to be advertised. Advertising of the application has already been completed.

If Councillors favour option 3, Gray & Lewis can provide a draft list of conditions for the scheduled Council meeting on request.

Conclusion

It should be noted that in principle Gray & Lewis has no major concerns over the form of the proposed development.

The issues raised in this report are technical matters as there is concern over the extent of Council's discretion to approve the development under the restrictive wording of the Shires Scheme. The Scheme is a legal document so Gray & Lewis (and Council) are bound by the Scheme requirements.

Legal Implications

If a third party is aggrieved and alleges that the Shire has not upheld the provisions of its Town Planning Scheme, they may lodge a complaint to the Minister for Planning, the Ombudsman or the Department of Local Government

Policy Implications

Nil

Financial Implications

Any legal advice will be at the Shire's cost

Strategic Implications

An Outline Development Plan needs to be developed for Monkey Mia to guide any future additions to the existing restaurant or resort. It is understood that the applicant is obtaining quotes for preparation of an Outline Development Plan and coastal report

Voting Requirements

Simple Majority Required

Date of Report

19 February 2013

ATTACHMENT 1

ORDINARY COUNCIL MINUTES - 28 MARCH 2001

Page 14

Moved Cr Crawford

Seconded Cr Cane

1 That Council investigate with DOLA the availability of land east of the current Telstra site for future communication towers.

2 That Council not allow communication towers to be erected in industrial or residential areas.

CARRIED UNANIMOUSLY

11.3 APPLICATION FOR DEVELOPMENT P11/2000 - ADDITION TO BOUGH SHED RESTAURANT, MONKEY MIA TO 105.01

Author

Manager Regulatory Services.

Disclosure of Any Interest

Nil.

Background

At Council's Ordinary meeting held 15 December 2000, Council considered a development application from the Monkey Mia Dolphin Resort (Mr Graeme Robertson). The development was essentially a series of additions to the existing Bough Shed Restaurant, a new kitchen, toilets and café section.

Section 2 of Council's Development Conditions stated - *To be developed in accordance with the endorsed plan but upon and subject to the following condition - floor level to be not less than 3.0 AHD (100 year flood/storm surge + 500 mm).*

The proponents were not happy with this requirement as it would result in a building with two different floor levels. Discussion ensued as to the validity of Council being indemnified against any future legal action by approving development at the existing ground levels while relying on an indemnity provided by the proponent.

Council resolved as follows - *That a legal opinion and advice be obtained as to the validity of an indemnity that indemnifies Council from litigation by approving a floor level at a height significantly less than the recommended height of 3.0 metres AHD in regard to the proposed additions to the Bough Shed Restaurant at Monkey Mia and that all costs associated with obtaining such legal opinion and advice be borne by the applicant.*

An opinion was been obtained from Council's Solicitors which was also forwarded to the proponents legal representative. Discussions between the two Solicitors did not result in any further change in the advice originally forwarded to Council by Minter Ellison.

Monkey Mia Bough Shed Restaurant Addition

We refer to your facsimile dated 6 February 2001, which sought our advice as to whether it is acceptable for Council to approve the Monkey Mia Bough Shed Restaurant Addition (proposed development) whilst relying on an indemnity provided by Monkey Mia Resorts Pty Ltd (the owner).

BACKGROUND

In May 2000 Council approved the demolition of the existing building and the development of a new Restaurant and licensed Bar at Monkey Mia subject to conditions. One of the conditions required that the floor level of this development be not less than 3.0 metres AHD (100 year flood/storm surge + 500 mm). Since this approval was granted the owner of the Bough Shed Restaurant has submitted a new application to extend the existing building rather than demolish it. The application submitted proposes that the floor level of the new addition be the same as that of the existing building.

Council is aware that due to potential flooding in the area, it is proper planning to require that the floor level of the proposed development be no less than 3.0 metres AHD. At a Council meeting in December 2000 this issue was discussed. The minutes of this meeting (unconfirmed) suggest that

the applicant and owner may have concerns that such a condition of approval would raise complications in terms of building design. In a letter dated 25th January 2001, the owner has offered to 'indemnify the Shire of Shark Bay for an cost or damage which may be incurred by the Shire through the Shire approval of the kitchen, as proposed, being at the floor level of the existing kitchen'.

Your facsimile and the accompanying Ordinary Council Minutes from the 15th December 2000 (unconfirmed), indicate that Council has concerns about the validity of a deed of indemnity that indemnifies the Shire against litigation that may arise by any approval of the proposed development with a floor level at a height significantly less than the recommended height of 3.0 metres AHD.

1 INDEMNITY

For the reasons set out below, we consider that an indemnity of the kind proposed would probably not be effective.

1.1 Legislation

The Shire of Shark Bay Town Planning Scheme No 2 (District Zoning Scheme) does not expressly allow the Council to obtain an indemnity from an owner in relation to a development approval.

Council should also keep in mind that Clause 2.3 of the Scheme states that -
'In considering any such application, Council shall have regard to -

- (i) the objectives and provisions of this Scheme;
- (ii) the orderly and proper planning of land within the Scheme Area;'

These factors do not in their terms, encompass the proposed indemnification of the Council as a relevant consideration.

1.2 Case law

There are numerous cases involving local authorities that have received applications from owners who wished to build or extend building located in flood prone areas. The local authorities in these cases proposed to grant approvals with the condition that the owners sign an indemnity releasing them from liability for any damages that may result. *Demco Machinery co Pty Ltd v Parramatta City Council* (1983) 8 APA 341 was a decision by the Land and Environment Court of New South Wales which dealt with an applicant who proposed alterations to existing buildings which were prone to flooding. The respondent local planning authority was prepared to consent but subject to certain conditions, including a condition requiring a deed of indemnifying the Council 'against all claims for damages, which might be made against [it] as a result of the flooding on the subject premises'. The Council sought the indemnity because of a genuine fear that legal liability might be incurred as a result of granting consent in respect of land known to be flood prone.

The Court held that the conditions were beyond the Council's power because they did not reasonably relate to the proposed development or give effect to a planning policy or purpose. At p.350 of the report, Senior Assessor Bignold said -

'Even assuming that the respondent's apprehensions of incurring legal liability by virtue of the grant of development consent in respect of flood prone land are well founded (recent cases suggest that a public authority will be held liable if it negligently executes a statutory duty of considering and approving building applications); (see *Sutherland Shire Council v Heyman* [1982] 2 NSWLR 618, 50 LGRA 64; *Wollongong City Council v Fregman* [1982] 1 NSWLR 244, 46 LGRA 391; *Dennis v Charnwood Borough Council* [1982] 3 WLR 1064; and *Carosella v Ginos & Gilbert Pty Ltd* (1981) 27 SASR 515, 46 LGRA 51); the court is unable to agree that the disputed conditions are justified in the circumstances of this case. Essentially this is a conclusion that the disputed conditions (requiring indemnification of the respondent) are ultra vires either for the reason that they do not reasonably relate to the approved development or that they do not give effect to a planning policy or purpose.'

The Court went on to conclude that it would also be contrary to public policy to permit a public authority to seek an indemnity while carrying out its statutory duties -

'Moreover, it would be contrary to public policy for this court to sanction any attempt by a public authority to execute its statutory duty by reference to considerations of its own indemnification and protection against the legal consequences of an actionable (for example: negligent) execution of that duty. Thus the proper approach for the respondent in determining a development application conformably to s.90 of the Environmental Planning

and Assessment Act is to consider that matter independently of an unimpeded by considerations of any actionability of its conduct by virtue of a negligent execution of that duty or other breach of that duty. Indeed, considerations such as appropriate indemnification are likely to involve a substantial risk of an improper or injudicious execution of statutory duty or a breach of that duty' (at 350).

The findings in Demco Machinery were cited with approval and have been applied in a number of subsequent cases. These include Galandon Pty Ltd v Narrabri Shire Council (1983) 51 LGRA5; Emmanolides & Another v Blacktown City Council (1984) 20 APA 395; Denis Leech & Associates Pty Ltd and Another v Warringah Shire Council (1988) 35 APA 361; and Dylgrow Pty Ltd v MacLean Shire Council (1990) 40 APA 199.

Other authorities, preceding Demco Machinery, found on grounds other than public policy, that the requirements of an indemnity by a local authority is ultra vires. Roberts v City of Mt Gambier (1979) 23 SASR 466; 42 LGRA 89 is a decision of a single judge of the south Australian Supreme Court. The appellant in this case sought a permit to alter an existing shop from the local planning authority. One of the conditions required the applicant to indemnify the 'Council against any future claim for compensation in the event of roadwidening as a consequence of this approval'. Wells J held that a requirement of indemnity in regard to a planning decision to widen the road was wholly opposed to the legislative intention of the town planning legislation and was therefore ultra vires. Highett Pty Ltd v Noosa Shire Council (1981) 4 APA 69 applied Roberts v City of Mt Gambier and held that an indemnity sought by Council in regard to planning permission to build on a possible landslide area was ultra vires.

There have been some cases that support the validity of conditions requiring the provision of an indemnity. However, in our view, the stronger line of authority is that established by Demco Machinery which holds that it is ultra vires and contrary to public policy for a public authority to carry out a statutory duty by reference to considerations of its own indemnification and protection against the legal consequences of a negligent execution of that duty. It is our opinion that the Shire could not validly rely on an indemnity from owners of land seeking development approval.

THE DEED OF INDEMNITY

Even if Council was minded to accept the provision of an indemnity in this matter, it is our opinion that the deed of indemnity, dated 25 January 2001, and signed for and on behalf of Monkey Mia Dolphin Resort Pty Ltd is not sufficient. As indicated by the floor plan and Council minutes attached to your letter (dated 6 February 2001), the proposed addition to the Bough Shed Restaurant includes a new kitchen, new toilets, new café section (notated as 'casual dining' on the floor plan) and incidentals. The deed of indemnity expressly limits the shire's indemnification to the proposed new kitchen. It does not seek to indemnify the Shire against any liability arising from any claim whatsoever for any cost or damage which may be incurred by the Shire should it approve any other elements of the proposed addition, ie toilets, café and incidentals.

SUMMARY

In the event that Council should approve the proposed additions to the Bough Shed Restaurant with floor levels below the predicted storm surge level of 3.0 metres AHD, it is our opinion that the Shire's reliance on an indemnity from the owner would probably not be effective. We therefore advise against accepting any indemnity in the determination of the application.

If, notwithstanding our advice, Council is prepared to accept indemnification from Monkey Mia Dolphin Resort Pty Ltd, we would advise the Shire to seek further legal advice prior to deciding upon the development application and issuing an approval.

Legal advice should also be sought regarding the content of any deed of indemnity.

If you wish to discuss any of the matters referred to above, or require any further assistance, please contact Graham Castledine or Anna Grage.

In summary it is ultra vires and contrary to public policy for a Public Authority to carry out a statutory duty by reference to considerations of its own indemnification and protection against the legal consequences of a negligent execution of that duty. It is Council's Solicitor's opinion that the Shire of Shark Bay could not validly rely on an indemnity from the owners of the land seeking development approval.

The Deed of Indemnity provided to Council by the proponents was limited to the kitchen only and did not seek to indemnify Council against liability arising from any other stage of the development.



25 January 2001

Chief Executive Officer
Shire of Shark Bay
Hughes Street
DENHAM WA 6537

Dear Sir

At your last Council meeting it was proposed that Monkey Mia should indemnify the Shire against any claim whatsoever regarding the proposed new kitchen for the Bough Shed Restaurant at Monkey Mia Dolphin Resort.

Monkey Mia Dolphin Resort Pty Ltd as trustee for the Monkey Mia Caravan Park Unit Trust agrees that it will indemnify the Shire of Shark Bay for any cost or damage which may be incurred by the Shire through the Shire approval of the kitchen, as proposed, being at the floor level of the existing kitchen.

This letter is signed as a Deed.

Yours faithfully

For and on behalf of
Monkey Mia Dolphin Resort Pty Ltd

 Director
 Director

Recept
Monkey Mia, Shark Bay
(PO Box 118, Denham)
Western Australia 6537
Tel: (08) 9948 1322
Fax: (08) 9948 1034

Monkey Mia Dolphin Resort Pty Ltd
ABN 204 241 014
Email: sales@monkeymia.com.au
Web Site: www.monkeymia.com.au

Administration
202 Seeling Highway
(PO Box 142) Cleaveland
Western Australia 6010
Tel: (08) 9285 3511
Fax: (08) 9285 3485

This matter was considered at Council's Ordinary meeting held on 28 February 2001. After due consideration of this matter Council resolved that it lay on the table until the March Ordinary meeting of Council.

During March Council has received a facsimile from Mr Graeme Robertson, Director of the Monkey Mia Dolphin Resort.

RE: BOUGH SHED RESTAURANT KITCHEN EXTENSION

We have a letter from our insurance company confirming that the kitchen would still be covered by our cyclone/storm surge policy if built at the same level as the restaurant. The Council would be aware that we certainly cannot claim damages against the Council if at the same time we are being paid out by the insurance company.

The issue has been brought to our attention that the workers compensation and general Work Safe coverage would be detrimentally affected with staff having to carry hot plates up and down ramps to get to a kitchen at a higher level. So the practicalities in this regard dictate that the kitchen must be on the same level as the existing restaurant.

Our solicitor, Mr Camarri, has spoken at length with your legal advisers, who were to get back directly to you with the contents of those deliberations and I assume this has happened.

Finally, I think we are making too much of this liability issue, when:

- (a) an insurance company covers the process anyway and*
- (b) if the Council thinks they are liable because they have given the green light for a kitchen to be at the same level as the existing buildings, when all the existing buildings are at the same level that was first dictated by the Council.*

So are we now saying that the Council is liable for all of our buildings under the first development application? Obviously not, so we cannot have two rules.

I seek the Council's normal common sense approach to approving the kitchen at the level so the existing restaurant with the proviso, if seen fit, that the approval is given but no liability will be taken by the Council.

When we proceed with that development application, clearly the condition and acceptance has been understood by both parties.

I therefore urge the Council to give a positive decision and let us get on with replacing the kitchen as soon as possible.

Mr Robertson's comments have been forwarded to Council's solicitors requesting written advice on the matters raised in Mr Robertson's correspondence, so as Council may make an informed decision on these matters.

Council's solicitors' advice is below.

Bough Shed Restaurant Kitchen Extension

We refer to your letter dated 20 March 2001 which attaches a copy of a letter from Mr Graham Robertson of the same date.

Our advice has been sought in relation to issues raised in Mr Robertson's letter. In essence Mr Robertson makes the following claims.

- 1 If flood damage occurs, the owner would make a claim under its insurance policy and this would prevent a claim being made against the Shire.*
- 2 The need for staff to carry hot plates up and down ramps to access the kitchen would have a detrimental impact on the owner's workers' compensation and Work Safe coverage.*
- 3 As the owner would not regard the Shire as being liable for flood damage to other buildings previously approved by the Shire, it would not adopt a different position in relation to flood damage should it occur to the kitchen.*

The significance of these issues must be considered having regard to their relevance to the exercise of the Shire's discretionary planning powers. As advised in our letter dated 13 February 2001, the Shire cannot validly exercise its planning powers by reference to considerations of its own indemnification and protection against the legal consequences of a negligent exercise of those powers. This has two relevant consequences for the Shire in dealing with the application to renovate the restaurant.

- 1 The potential for a future negligence action against the shire, if the kitchen is damaged by flooding, is not relevant to the Shire's consideration of the planning merits of the proposal. It is for the Shire to consider whether that potential warrants refusal of an approval on planning grounds or the imposition of a condition such as that imposed on its previous planning approval which required the floor level to be 3.0 metres AHD or more.*
- 2 The Shire cannot validly impose a planning condition requiring an indemnity to be provided protecting the Shire from a future negligence action.*

None of the issues raised by Mr Robertson alters the position with respect to either matter. His comment about the owner's ability to make simultaneous claims against the Shire and under its insurance policy relates to the likelihood that the owner would bring a negligence action against the Shire in the event of flooding. The possibility of legal proceedings is not relevant to the Shire's consideration of the owner's application. In any event, Mr Robertson's statement may be incorrect. The owner's insurance policy may give its insurer the subrogated right to take proceedings against the Shire in the owner's name in the event the owner makes a claim under the policy. In addition, the land may subsequently be sold to another owner who is not insured against that risk.

The nature of the claimed impact on the owner's workers' compensation and Work Safe coverage is not specified. Such impact appears entirely speculative in nature. If the concern is that premiums will escalate because of a risk assessment of the ramp or through a claim made following an accident,

it is not a matter relevant to the exercise of the Shire's planning powers. It is an issue which the owner should consider in deciding whether or not to proceed with the proposal should approval be granted.

Whether or not the owner would regard the Shire as liable for flood damage to the kitchen or any other approved building forming part of the resort is not relevant to the Shire's consideration of the proposal. Again, this concerns the likelihood of future legal proceedings against the Shire. The issue does not concern any planning aspect of the proposal and is, therefore, not a matter which the Shire can properly take into account.

Mr Robertson's letter does not invite a response from the Shire. Accordingly, there is no need for a reply. However, if the Shire is inclined to respond it could do so by advising Mr Robertson that:

- 1 the matters raised in his letter are not relevant to the Shire's consideration of the proposal or the exercise of its planning powers;*
- 2 the council will have regard to all relevant planning issues when considering the proposal.*

If you have any queries please contact Andrew Roberts.

Comment

As per Council's solicitors' written response.

Legal Implications

Town Planning Scheme No 2 (as amended).

Health Act 1911

Building Regulations 1989

Liquor Licensing Act 1988

Risk of litigation of approving floor levels less than 3.0 metres AHD being storm surge level plus 500 mm.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Nil.

Recommendation

That Council conditionally approve of Development Application P11/2000 for the Bough Shed Restaurant, subject to -

- 1 To be used for the purpose of Restaurant and Licensed Bar.**
- 2 To be developed in accordance with the endorsed plan but upon and subject to the following condition - floor level to be not less than 3.0 AHD (100 year flood/ storm surge +500 mm).**
- 3 Compliance in all respects with the Building Regulations 1989 (as amended).**
- 4 The layout of the site and the size of the proposed buildings and works shown on the endorsed plan shall not be altered for any reason without the consent of the Shire's Planning Officer.**
- 5 The consent of Council being sought and obtained prior to any change of use of the premises.**
- 6 All exterior metal cladding, including the roof, shall be of patent pre-treated finish, such as Colorbond, to the satisfaction of the Shire's Planning Officer.**

- 7 The submission of a landscape and planting plan of the approval of the Shire's Planning Officer prior to the release of the Building Permit.
- 8 Compliance with the *Liquor Licensing Act 1988*.
- 9 Compliance with all aspects of the *Health Act 1911* (as amended).
- 10 Compliance with Council's Trade Waste Disposal requirements.
- 11 The driveways, crossings and parking areas shall be constructed, sealed and drained in accordance with plans and specifications approved by the Shire's Engineering and Planning Officers.
- 12 Vehicle access driveways to be hardstand and drained to the satisfaction of Council.
- 13 Fencing of the site to be carried out to the Shires Building Surveyor's satisfaction.
- 14 Compliance with the Food Hygiene Regulations for detailed requirements for food handling areas, requirements and development.

This approval is valid for 2 years from the date of approval. All conditions of approval are required to be met within this time period.

Note - Failure to complete conditions of approval or commencement of development within the 2 year approval period will result in the approval becoming invalid and a new application will be required to be lodged.

Appeals

Any applicant who is aggrieved by any decision made or deemed to have been made by Council exercising any of the discretionary powers available to it under the Scheme may appeal, in accordance with Part V of the Act, to the Honourable Minister for Planning or to the town Planning Appeal Tribunal.

Voting Requirements

Simple Majority Required.

Date of Report 21 March 2001

Moved Cr Crawford

Seconded Cr Hoult

That the recommendation be adopted.

CARRIED UNANIMOUSLY

12.0 BUILDING REPORT

12.1 STAFF HOUSING

ST 102

Author

Chief Executive Officer

Disclosure of Any Interest

Nil.

Background

Below is a memorandum Phil Anning forwarded to Council re Staff Housing.

As Council is aware we have made a substantial step towards the provision of staff housing by the letting of contracts for two staff houses expected to be for the Manager Regulatory Services and Finance and Administration Manager.

ATTACHMENT 3



Aspen Parks Property Management Ltd
Level 3, 129 St Georges Tce
Perth WA 6000
PO Box Z5025, St Georges Tce
Perth WA 6831

ABN: 91 096 790 331

T +61 8 9220 8484
F +61 8 9220 8485
W www.aspenparks.com.au

18 February 2013

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

Att: **Ms Liz Bushby**
Gray and Lewis

Dear Liz

RE: MONKEY MIA DOLPHIN RESORT – UPGRADE OF THE EXISTING BOUGHSHED RESTAURANT

Thank you for your email dated 18 January 2013 the following is a response to the matters raised.

1. Outline Development Plan

The ODP is an important issue as the Scheme specifically requires that 'development shall only occur following, and generally in accordance with, the preparation of an Outline Development Plan (formerly Concept Development Plan).' The report provided by Studio 13 does not address compliance with this Scheme Requirement in any way, therefore we seek an applicant response to demonstrate compliance with the Scheme.

Aspen Response

You will recall that Aspen engaged Lavan Legal to provide it with advice in this respect. Lavan's letter to the Shire dated # demonstrates that the Shire is capable of approving the proposed restaurant upgrade in the absence of an approved ODP, on the basis that the restaurant should continue to be treated as a non conforming use.

Aspen does not agree with your characterisation of a non-conforming use as being 'essentially a use that was lawfully approved (usually under a previous scheme) and is no longer a use that Council has discretion over under a current Town Planning Scheme'. In fact, the term 'non conforming use is defined by the *Planning and Development Act 2005 (PD Act)* as follows:

***non-conforming use** means a use of land which, though lawful immediately before the coming into operation of a planning scheme or amendment to a*

planning scheme, is not in conformity with a provision of that scheme which deals with a matter specified in Schedule 7 clause 6 or 7;

Clauses 6-7 of Schedule 7 of the PDAct, referred to in the definition above, states:

6. Zoning

(1) Zoning of the scheme area for appropriate purposes.

(2) Designation of uses in zones as permitted, prohibited or requiring approval.

7. Controls for land management

Controls for land or site management for matters to which this Act relates.

What this means is the non conforming use rights go further than simply applying to land uses that are no longer discretionary in a particular zone. Non conforming use rights also apply to land uses that are subject to controls for land or site management, such as an ODP.

In this case, the restaurant is not in conformity with the scheme in relation to the controls provided for by the Special Use zone provisions which require an ODP to be in place.

Therefore, Aspen's position is that it has provided adequate information to the Shire to demonstrate that the restaurant enjoys a non conforming use right, and the application should be assessed on this basis.

Historical approvals support this position. As set out below, the Boughshed has received a number of approvals in the past in the absence of an approved ODP, both before and after the ODP requirement was in place:

- **28 April 1999** Planning Approval – 24 Motel Type holiday units and extension to restaurant.
- **3 May 2000** Variation to Planning Approval (extension to Restaurant).
- **15 December 2000** Planning Approval (extensions to restaurant).
- **28 March 2001** Planning Approval (amendments to conditions)

Urgent work is required to upgrade the restaurant facility and accordingly Aspen urges the Shire to employ the same mechanism that it has historically to approve the restaurant upgrades.

2. Hours of Operation

Please confirm the existing and proposed hours of operation for the restaurant, and whether it is also open to the general public in addition to resort guests.

Aspen Response

The hours of operation will not change from the existing hours, which are 7am – 8pm Monday – Sunday. However, this can sometimes vary depending on the season.

3. Seating

Please advise of the existing seating capacity for the restaurant, and the proposed maximum seating capacity after the renovation.

Aspen Response

- Existing 120 seats
- Proposed 180 seats

4. Carparking

Please provide supporting information on carparking to service the restaurant. Whilst there is 100% reciprocity for parking between the restaurant and resort guests, there also needs to be some additional public carparking for the restaurant. Unless there is an agreement in place over the carpark on the adjacent reserve (with DEC), parking should be self-contained in Lot 130. Any existing or proposed disabled carparking? The Scheme requires 1 carparking bay per every 4 seats.

It would assist if you also confirm how many bays are available for resort guests/ number of accommodation units.

Aspen Response

The Restaurant upgrade is to provide more seating for resort guests and to improve the quality of the existing facility. Accordingly, Aspen has not provided for any additional carparking bays, as the upgrade is not for the purposes of additional external patrons. Please let me know if you require further justification in this respect, so that I can produce evidence in support of the upgrade being for the purposes of resort guests only.

5. Liquor Licence

Confirm the nature of existing and proposed liquor licences.

Aspen Response

The existing licence is Special Facility and there is no intention to change the type of licence.

6. Wall Colours

Are you going to paint the external walls of the existing restaurant (proposed colour)? If you have any photos of the existing restaurant that will assist.

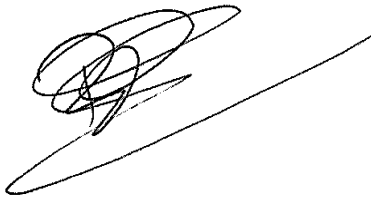
Aspen response

The colour scheme for the external areas of the Restaurant will be in accordance with the "Dirk Hartog Colour Palette" as published by the Department of

Environment and Conservation. Please let me know if you would like guidance as to where this colour palette can be viewed online.

Should you have any further questions please do not hesitate to contact the undersigned on (08) 9220 8400.

Regards,

A handwritten signature in black ink, appearing to be 'Brendan Toohey', with a long horizontal line extending from the bottom of the signature.

Brendan Toohey

Development Manager – Western Region

Attachment 4**SCHEDULE 4: SPECIAL USE ZONE [CL. 4.7.1] (Cont'd)**

No.	Description of Land	Special Use	Conditions
9.	Monkey Mia Reserve 1686 (Edel Loc 80) Reserve 40727 (Edel Loc 67)	<p>The following uses are permitted:</p> <ul style="list-style-type: none"> • Motel • Short Term Accommodation • Special Facility • Park Home Park • Caravan Park • Camping Area • Reception Centre • Residential Building • Office • Shop • Restaurant • Carpark • Staff Accommodation • Power Generation Plant • Desalination Plant 	<p>The following conditions of development apply:</p> <p>i. The intent of this Special Use Zone is to provide for the needs of tourists in a manner that enhances the management and welfare of the Shark Bay World Heritage Property, and particularly, the welfare of the dolphins.</p> <p>ii. Development shall be generally in accordance with the Monkey Mia Outline Development Plan (O'Brien 1995), and development shall only occur following, and generally in accordance with, the preparation of an Outline Development Plan (formerly Concept Development Plan) and its approval by the local government and the Commission. The Outline Development Plan should incorporate, and have regard for, the relevant management provisions required in the current lease agreement in respect of the land.</p> <p>Note: The purpose of the 1995 O'Brien Outline Development Plan report was to establish the principles for the preparation of an Outline Development Plan, and is not itself an Outline Development Plan.</p> <p>iii. If the local government or the Commission:</p> <p>(a) fail to make a determination in respect of the Outline Development Plan within 5 months of lodgement of such a plan with the local government, or within such other time frame agreed by the proponent; or</p> <p>(b) makes a determination or imposes a requirement in respect of the Outline Development Plan and the proponent is dissatisfied with such a determination;</p>

SCHEDULE 4: SPECIAL USE ZONE [CL. 4.7.1] (Cont'd)

No.	Description of Land	Special Use	Conditions
9.	Monkey Mia Reserve 1686 (Edel Loc 80) Reserve 40727 (Edel Loc 67) (Cont'd)	The following uses are permitted: <ul style="list-style-type: none"> • Motel • Short Term Accommodation • Special Facility • Park Home Park • Caravan Park • Camping Area • Reception Centre • Residential Building • Office • Shop • Restaurant • Carpark • Staff Accommodation • Power Generation Plant • Desalination Plant 	<p>the proponent may appeal in accordance with Part V of the Act.</p> <p>iv. Any minor variation to the Outline Development Plan, including uses considered incidental to the primary activity of the tourist development, may be approved by the local government.</p> <p>No structure shall exceed 7.75 m in height above finished ground level unless it forms part of the essential services (water or fuel tanks, powerlines or communication aeries). The location, intensity and design of two-storey development shall comply with an endorsed Outline Development Plan.</p>
10.	Monkey Mia Lot 63	Loading Area and associated uses	As required by the local government.
11.	Edel Loc 90 Peron Road	Pearl Farming, aquaculture, Residential, Staff Accommodation, plantation tree farming and associated uses	Development of the site shall be in accordance with an approved Outline Development Plan. The Outline Development Plan shall be prepared generally in accordance with the requirements of Clause 5.9.
12.	Useless Loop	Extractive Industry, Incidental Community Uses, Accommodation, Industrial uses, incidental commercial uses.	As required by the local government.
13.	Lot 296 Stella Rowley Drive	Residential Dwellings, Tourist Accommodation	<p>Conditions of Development</p> <p>Limit height of all development to 4.5 m above the height of Stella Rowley Drive (calculated in accordance with the Residential Design Codes)</p>

27 FEBRUARY 2013

Attachment 5

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LAVAN LEGAL
Traders in Law

30 January 2013

Mr Geoff Owen
McLeods Barristers & Solicitors
220-222 Stirling Highway
CLAREMONT WA 6010
By Email: g.owen@mcleods.com.au
cc:
Client
By Email

Dear Geoff

Monkey Mia Dolphin Resort – minor expansion of restaurant

- 1 I act for Aspen Parks Pty Ltd, the owner of the Monkey Mia Dolphin Resort.
- 2 My client sought my advice recently in relation to whether or not the absence of an approved outline development plan (ODP) can preclude the Shire of Shark Bay (Shire) from granting planning approval for minor modifications to the restaurant at the resort.
- 3 A summary of the advice that I gave my client is set out below for your consideration and response:
 - 3.1 Generally, the absence of an approved ODP in Special Use Area 9 can preclude the Shire from granting planning approval for development;
 - 3.2 However, Aspen Park can demonstrate that the restaurant the subject of the application enjoys a non conforming use right; and
 - 3.3 Accordingly, the absence of an approved ODP should not preclude the Shire from determining the application to modify the non conforming use, on its merits.

Please notify us if this communication has been sent to you by mistake. If it has been, any privilege between solicitor and client is not waived or lost and you are not entitled to use it in any way.

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Page 1 of 3

- 4 On the basis of this conclusion, I have recommended to Aspen Parks that it amend the development application to seek approval for a modification to a non-conforming use (restaurant).

Background

- 5 The relevant background is as follows:

- 5.1 On 15 January 2013, Aspen lodged a development application for modifications to the restaurant at Monkey Mia Dolphin Resort;
- 5.2 The modifications comprise outdoor dining and associated shade structure for sun protection, a minor increase in maximum seating, constructing new toilets amenities and some additional roofing modifications. The resort's guests comprise over 50% international guests and the improvements are to enhance their stay and experience. The restaurant is for use of the guests and is ancillary to the predominate use of the site, being Resort.
- 5.3 The Shire has noted that it considers itself unable to approve the application under its Local Planning Scheme No. 3 (LPS3) on the basis that an approved Outline Development Plan is not in place.
- 5.4 The historical planning approvals granted for the restaurant are as follows:
- 5.4.1 Planning approval (24 motel type holiday units and extensions to restaurant) dated 28 April 1999;
- 5.4.2 Variation to Planning Approval (extensions to restaurant) dated 3 May 2000;
- 5.4.3 Planning Approval (extensions to restaurant) dated 15 December 2000; and
- 5.4.4 Planning Approval (amendments to conditions) dated 28 March 2001.
- 5.5 Importantly, the scheme provisions (in the now-revoked LPS2) relevant at the time of the determination of these applications were similar to the current wording in LPS3. As a consequence, the restaurant use was treated like a non-conforming use by the Shire and subsequent planning approvals were granted on that basis notwithstanding that no approved ODP was in place.

11.1
OCM
28 April
1999.

Discussion

- 6 As you will be aware, the legal position in relation to non conforming uses places the onus on the proponent to demonstrate that the development enjoys a non conforming use right.

7 In this case, the following facts support a conclusion that a non conforming use right exists:

7.1 The development was lawful immediately prior to the gazettal of the scheme, pursuant to the various Planning Approvals granted;

7.2 The use is continuing, and has not been abandoned;

7.3 Schedule 4 of LPS3 states in respect of the Special Use Area 9 (within which the resort is situated), that:

development shall only occur following, and generally in accordance with, the preparation of an Outline Development Plan ... and its approval by the local government and the Commission.

7.4 LPS3 was gazetted after the restaurant was developed; and

7.5 There is no approved ODP in place.

8 It follows that the restaurant, by virtue of being developed in the absence of an approved ODP, has the status of a non conforming use.

9 This conclusion is consistent with the proper approach to application of non conforming use rights, as noted in *Parramatta City Council v Brickworks Limited* (1972) 128 CLR 1 at [25]:

Non-conforming/existing use provisions of planning instruments are "designed to preserve and protect existing rights" and therefore "ought to be liberally construed and not restricted by dubious implications drawn from words used in other clauses directed to a different subject matter"

10 My client's position is that it has continually carried out a restaurant use since before the date that LPS3 required an ODP to be in place. LPS3 protects the restaurant as a non conforming use, and accordingly, the minor modifications to the restaurant are capable of being approved, whether or not an approved ODP is in place.

11 If you agree that the non conforming use right exists, then my client will amend its application accordingly. If you require further justification for the non conforming use right, I would be happy to provide you with additional details.

12 I note that in the meantime, my client intends to prepare an ODP for the Shire and the Western Australian Planning Commission's consideration. However, in my view, this process is independent to the Shire's consideration of the modifications to the restaurant.

I look forward to receiving your response to this letter.

Yours sincerely



Craig Wallace
Partner – Planning and Environment

621842005_1139989 CHW

3

14. BUILDING REPORT

Nil

15. HEALTH REPORT

Nil

16. WORKS REPORT

Nil

17. TOURISM, RECREATION AND CULTURE REPORT

17.1 EXTERNAL GRANT FUNDING

DO106

Author

Community Development Officer

Disclosure of Any Interest

Declaration of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as related to the report writer

Moved Cr Hanscombe

Seconded Cr Prior

Council Resolution

That the External Grant Funding report be noted.

6/0 CARRIED

Background

The staff members at the Shire of Shark Bay have been actively seeking grant funding for many projects and events throughout the past 12 months.

Comment

2012 saw the completion of the Shark Bay Recreation Centre. Once completed this building then hosted a large portion of the Shark Bay Gascoyne Games. Other projects include the planning and development of the Emergency Services Precinct and boat ramps in Denham and Monkey Mia. Community events include National Youth Week, Fishing Fiesta, Bare Foot & Black Tie and Thank a Volunteer Day.

In 2013 the Shire of Shark Bay will assist with the construction of the Emergency Services Precinct, new playground equipment and development of a children/young people precinct in the grounds surrounding the Recreation Centre and construction of the car park at Monkey Mia. Planned events for 2013 include volley ball and badminton competitions, support of the Fishing Fiesta and Bare Foot & Black Tie and Christmas Lights Competition.

The following table lists the levels of grant funding received between January 2012 – February 2013.

Grant Funding January 2012 - February 2013

Project	Confirmed	Pending	Funded by :	Notes
Thank a Volunteer Day	\$ 1,000		Department for Communities	Grant round opens November
Seniors Week 2012	\$ 1,000		Council on the Ageing	Grant round opens October
National Youth Week 2012	\$ 1,000		Department For Communities	Grant round opens November
Bare Foot Black Tie 2012	\$ 5,000		Country Arts/Arts Council	Shire supported
Fishing Fiesta 2012	\$ 8,000		Events Corp	Shire supported
Gascoyne Games	\$ 10,000		Department for Sport and Recreation	Continuous grant round
Gascoyne Games	\$ 10,000		Gascoyne Development Commission	
Gascoyne Games	\$ 500		Shark Bay Salt Works	
Child Care Development Fund	\$ 10,000		Department for Communities	
Recreation Centre Landscaping	\$ 500,000		Lotterywest	
Conservation Plan for Old Goal		\$ 35,000	Lotterywest	
Emergency Service Precinct		\$ 350,000	Lotterywest	
Emergency Service Precinct	\$ 480,000		Emergency Services Levy	Shire supported
Emergency Service Precinct	\$ 300,000		St Johns Emergency Service	Shire supported
Boat Ramps Monkey Mia and Denham	\$ 150,000		Recreational Boat Funding	
Jimmy Poland - Oral History Project		\$ 20,000	Lotterywest	Shire supported
Parking - Monkey Mia, Plan	\$ 60,000		Recreational Boat Funding	
Parking - Monkey Mia, Construction		\$ 230,000	Recreational Boat Funding	
Planning Grant	\$ 300,000		Northern Planning Program	
	\$ 1,836,500	\$ 635,000		
Total Funding	\$ 2,471,500			

Legal Implications

Nil

Policy Implications

Nil

Financial Implications

\$2,471,500 of external grant funding has been leveraged, to be spent on projects and events in the Shire of Shark Bay

Strategic Implications

- 1.7.5 Construct a new jetty and boat ramp at Monkey Mia
- 1.7.6 Construct a new recreational jetty and small craft launching facilities at Denham
- 1.7.8 Establish integrated community recreation facilities for families in conjunction with the new Recreation Centre.
- 3.3.2 Promote the assets and lifestyle to the local community
- 3.4.2 To support and subsidise child care facilities
- 3.7.1 Provide community infrastructure and services that meet the needs of families, youth and retirees
- 3.9.1 Establish and develop an emergency services precinct

Voting Requirements

Simple Majority Required

Date of Report

14 February 2013

17.2 COMMUNITY DEVELOPMENT – 2013 EVENTS AND PROJECTS

CO102

Author

Community Development Officer

Disclosure of Any Interest

Declaration of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as related to the report writer

Moved

Cr Prior

Seconded

Cr Capewell

Council Resolution**That the Community Development Events and Projects information item be noted.****6/0 CARRIED**Background

In 2012 the Community Development team was involved in many activities, community events and projects. The following information includes the planned activities for 2013.

Comment

The Community Development team has nineteen planned events and projects to be involved in during 2013. These are listed below; this list does not include the day to day activities or administration tasks that are undertaken and does not preclude other activities being added during the year.

January

26 January Australia Day Celebrations, free breakfast at the Shark Bay Recreation Centre followed by games of badminton.

March

Date TBC Councillor BBQ with Seniors, Hughes Street Pensioner Units.
3 March Dedication Ceremony – Water Fountain, Bill McCarrey

April

13 April National Youth Week, Amazing Race. Funding confirmed from Department for Communities

May

4 May Bare Foot Black Tie, venue to be confirmed. Funding confirmed from Country Arts WA, supported by Shire of Shark Bay.
11 – 18 May Shark Bay Fishing Fiesta, Denham foreshore. Supported by Shire of Shark Bay
19 May Million Paws Walk, Denham Foreshore

June

Date TBC Rad Rock Climbing Wall, Denham Town Oval. Funded by Shire of Shark Bay, supported by the Shark Bay Sport and Recreation Association.

Date TBC	Clean Up Australia Day, Denham.
July	
8 (TBC) July	NAIDOC Week – working with the Shark Bay School and Yadgalah to organise an event as per previous years.
14 July	Winter Markets, at the Denham Town Oval. Coordinated by the Shire of Shark Bay.
11 – 15 July	Havelins Traveling Carnival, Denham Town Oval. (No funding required for this event) Heritage Restoration Report – Old Goal and Stables, subject to funding approval from LotteryWest
August	
Unconfirmed	Beggars – Concert, for families and 50+ demographic (subject to confirmation of time and date).
September	
Unconfirmed	Volley Ball Carnival, Shark Bay Recreation Centre. Funding will be sought through the Department of Sport and Recreation, Gascoyne Development Commission.
November	
Date TBC	Seniors Week Celebrations, location to be advised. Funding will be sought through Council on the Ageing.
Date TBC	Disability Awareness Day, location to be advised.
December	
Date TBC	Thank a Volunteer Day, location to be advised. Funding will be sought from Department for Communities.
Date TBC	Christmas Lights Competition, Denham. Funding will be sought from Horizon Power.
Date TBC	Christmas Carols, Denham. Funding will be sought from Country Arts WA.

Legal Implications

Nil

Policy Implications

Nil

Financial Implications

The Financial implications are listed with the events and projects in the above comment section

Strategic Implications

4.1.4 – Facilitate cultural and family events

Voting Requirements

Simple Majority Required

Date of Report

14 February 2012

17.3 SHARK BAY RECREATION CENTRE USAGE

BU109

Author

Community Development Officer

Disclosure of Any Interest

Declaration of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as related to the report writer

Moved Cr Capewell

Seconded Cr Wake

Council Resolution**That the Shark Bay Recreation Centre Usage report be noted.****6/0 CARRIED**Background

The Shark Bay Community Resource Centre approached the Shire of Shark Bay Community Services Department in late January to discuss planned activities in the Shark Bay Recreation Centre. The outcome was a schedule of activities promoted to the community to start in early February.

Comment

From Monday 4 February the Community Resource Centre coordinated activities in the Shark Bay Recreation Centre. These activities included badminton, volley ball, kinder gym, netball and a ball skills activity for children under 12 years (Bouncers). The activities schedule will continue though out the current term.

The Shire Community Services Department is working with the Shark Bay Community Resource Centre, Shark Bay Sport and Recreation Association, Karate Association and the Shark Bay School to ensure the Shark Bay Recreation Centre is used to its full potential.

Further proposed activities include yoga classes, dance classes, basketball games with coaches and soccer.

Table – Statistics of Shark Bay Recreation Centre Usage

		Week ending 10th Feb			
		Participation		Spectators	
		Adults	Children < 18	Adults	Children < 18
Badminton	10am - 12pm	6	0	0	0
Badminton	7pm - 8.30pm	10	2	0	0
Kindy Gym	9am - 10.30am	0	17	8	0
Bouncers	3pm-4pm	9	4	0	0
Volleyball	4pm-5pm	5	1	0	0
Mixed Netball	4pm-5.30pm	11	2	1	2
		41	26	9	2
	Total Children	28			
	Total Adults	50			
	TOTAL USAGE		78		

Legal Implications

Nil

Policy Implications

Nil

Financial Implications

The 2012/2013 budget includes operational funding for the centre,

Strategic Implications

Outcome 1.7.8 – Establish integrated community recreation facilities for families in conjunction with the new Shark Bay Recreation Centre.

Voting Requirements

Simple Majority Required

Date of Report

14 February 2013

17.4 SHARK BAY RECREATION CENTRE MANAGEMENT

BU109.1

Author

Executive Manager

Tourism, Community and Economic Development

Disclosure of Any Interest

Declaration of Interest: Cr Capewell

Nature of Interest: Impartiality Interest as wife works for the Shark Bay Community Resource Centre

Declaration of Interest: Cr McLaughlin

Nature of Interest: Impartiality Interest as Chairman of the Shark Bay Community Resource Committee

Moved

Cr Prior

Seconded

Cr Cowell

Council Resolution

That Council note and endorse the administration's actions to provide a favourable solution to the management of the Shark Bay Recreation Centre.

6/0 CARRIED

Background

In November 2012 the Shire advertised for a suitable person or persons to manage the day to day operations of the Shark Bay Recreation Centre and to provide a structured program of activities on a part time basis.

No suitably experienced and qualified persons applied, however the Shark Bay Community Resource Centre approached the Shire with a proposal to manage the Centre on our behalf.

Comment

This proposal offers many advantages to the Shire, mainly from a staffing perspective. The Shark Bay Community Resource Centre proposes to rotate their four staff through the program which would allow them to cover staff leave and other Shark Bay Community Resource Centre priorities. This has significant advantage over the original Shire proposal to employ one person on a part time basis whereby other staff would have to cover any days when the centre staff member was not available.

The proposal also offers advantage for the Shark Bay Community Resource Centre as the extra duties means that the Shark Bay Community Resource Centre would improve their status and qualify as a level 3 Shark Bay Community Resource Centre allowing them to claim more funding. They would also have access to funds to employ a trainee which offers the possibility for employment for Shark Bay youth.

By increasing the external funding coming into Shark Bay, we are able to ensure that effective programs are delivered and usage of the centre is maximised, while significantly building capacity within the community without the Shire needing to increase rates to provide services.

The Shark Bay Community Resource Centre staff have been proactive and professional in their approach to this proposal. They have instigated regular activities

at the centre which have been enthusiastically embraced by the community. From Kiddie gym to badminton and volleyball, numbers continue to increase as word of the success of the sessions spreads through the community. There has been a pleasing level of families attending the sessions and interacting with other families, thus strengthening bonds within the community.

Policy Implications

Nil

Financial Implications

Funding for this proposal is adequately provided for in the current 2012/2013 budget, however it has been previously discussed with Council that the operating costs of the Centre would increase over time as usage increases. Council should consider that, for the Centre to be used to its' full potential, additional funds will be required in future budget considerations.

Legal Implications

Nil

Strategic Implications

Strategic objective

Develop infrastructure and investment that is sustainable and an on-going legacy to the Shire.

Strategic objective

Improve fiscal management practices and procedures, and maximise operating revenue and social capital.

Strategic objective

3.7 Provide community infrastructure that meets the needs of families, youth and retirees.

Strategic objective

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

Strategic objective

4.6 A well informed, engaged community that actively participates.

Voting Requirements

Simple Majority Required

Date of Report

14 February 2013

Contract for the Management of the Shark Bay Recreation Centre: Francis Street Denham

Shire of Shark Bay

Shark Bay Community Resource Centre Inc

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Details

Parties

Shire of Shark Bay

of PO Box 126, Denham, Western Australia
(Shire)

Shark Bay Community Resource Centre Inc

(trading as Shark Bay Community Resource Centre)
of 67 Knight Terrace, Denham, Western Australia
(SBCRC)

Background

- A The Shire has care, control and management of the Centre.
- B The Shire has agreed to appoint the SBCRC to manage the Centre for the Term, on the terms and conditions of this Contract.

Agreed terms

1. Definitions

Unless otherwise required by the context or subject matter the following words have these meanings in this Contract:

Business Day means a day other than a Saturday, Sunday or public holiday in Perth, Western Australia;

Centre means the Shark Bay Recreation Centre;

Contract means this document as varied, amended, supplemented, novated or replaced from time to time;

KPI means Key Performance Indicators annexed hereto as Annexure 2;

Management Fee means the fee specified in Item 2 of the Schedule;

Schedule means the schedule to this Contract;

Services means the whole of the services, tasks, work and requisites as set out in this Contract to be supplied by the SBCRC;

Shark Bay Recreation Centre means the Shark Bay Recreation Centre in Francis Road, Denham and includes all fixtures, fittings, plant and equipment provided by the Shire for use in the centre;

Term means the term of the Contract as stipulated in Item 1 of the Schedule; and

Termination means expiry by effluxion of time or sooner determination of the Term or any period of holding over.

4

2. Appointment

The Shire appoints the SBCRC, and the SBCRC accepts the appointment to manage the Centre for the Term under the terms and conditions provided by this Contract.

3. Management Fee

- (1) In consideration for the SBCRC observing and performing the SBCRC's obligations under this Contract, the Shire shall pay to the SBCRC the Management Fee.
- (2) The SBCRC agrees that payment of the fee in paragraph (1) above constitutes full payment for the provision of the Services.

4. SBCRC's Obligation

The SBCRC agrees:

- (a) to provide the Services to the Shire in accordance with this Contract;
- (b) to perform its obligations under this Contract in a competent and professional manner and ensure that all staff employed or subcontracted by the SBCRC to carry out the SBCRC's obligations are of a standard sufficient to satisfy the above obligation; and
- (c) to comply with all reasonable instructions and directions issued by the Shire.

5. Management of Centre

5.1 Generally

The SBCRC agrees to supervise and manage the Centre in accordance with this contract

5.2 Management and Supervision of Staff

The SBCRC agrees to:

- (a) be fully responsible for the appointment, supervision, training and remuneration of staff for the Centre;
- (b) employ staff who have appropriate educational qualifications and experience to effectively carry out the functions as assigned to them; and who have been approved by the Shire; and
- (c) ensure that all tasks are undertaken by suitably trained or qualified employees; and
- (d) maintain approved records of staff and make such records available to the Shire upon request. Staff records must include details of staff rosters, together with all necessary qualifications, training, and other details relevant to the performance of the Services.

5.3 Programmes & Promotion

The SBCRC agrees to:

- (a) implement and operate all programs approved by the Shire in writing, unless otherwise agreed by the Shire;

- (b) establish, market and promote special events and programs to be held at the Centre;
and
- (c) provide marketing and promotional services and activities for the Centre in accordance with the Management Plan.

5.4 Access and Supervision

The SBCRC agrees:

- (a) to provide supervised access to the Centre by the general public for at least the minimum hours specified in **Item 3** of the Schedule, unless otherwise agreed by the Shire in writing; and
- (b) to ensure that supervision of patrons complies with industry guidelines, standards and best practice.

5.5 Budgets

- 1) The Shire will set an annual budget for the operation of the Centre,
- 2) All expenditure will be authorized by the Shire, and
- 3) The CRC may request that the Shire purchase equipment and supplies as needed, but the Shire is under no compulsion to agree to the purchase.

5.6 Collection of Fees and Charges

- (a) All fees and charges are to be collected and administered by the Shire.

5.7 Meetings & Reports

- (1) Unless otherwise agreed by the parties in writing, the Shire and the SBCRC will meet on a monthly basis, at a mutually convenient time, to review and discuss the operation of the Centre in terms of the agreed KPI's.
- (2) The SBCRC must provide to the Shire monthly reports concerning the operation of the Centre during that month which include:
 - (a) customer feedback received for the Centre for the relevant period;
 - (b) any negligent damage caused to the Centre or the assets of the Centre, including any damage caused by the SBCRC its agents, employees and subcontractors for the relevant period; and
 - (c) any information on the Centre and this Contract reasonably required, and requested in writing, by the Shire.

5.8 Insurance Obligations

- (1) The SBCRC must effect and maintain with reputable insurers:
 - (a) adequate public liability insurance, in the name of the SBCRC and noting the Shire's interest in the Centre, for a sum not less than twenty million dollars (\$20,000,000) in respect of any one claim;
 - (b) a policy of employers' indemnity insurance, including workers'

compensation insurance in respect of all employees (including part-time and casual employees) of the SBCRC employed in, or in connection with the Centre;

- (c) a policy of personal accident insurance, including insurance in respect of all volunteers of the SBCRC employed in, or in connection with the Centre;
- (d) professional indemnity insurance to cover the performance of its obligations under this Contract, to the amount of not less than ten million dollars (\$10,000,000);

(2) In respect of the insurances required by paragraph (1) of this clause, the SBCRC must:

- (a) on demand supply to the Shire details of the insurances and give to the Shire copies of the certificates of currency in relation to those insurances;
- (b) promptly pay all premiums and produce to the Shire each policy or certificate of currency and each receipt for premiums or certificate of currency issued by the insurers; and
- (c) notify the Shire immediately-
 - (i) when an event occurs which gives rise or might give rise to a claim under or which could prejudice a policy of insurance; or
 - (ii) when a policy of insurance is cancelled.

(3) The Shire will effect and maintain building and contents insurance covering the Centre's buildings and contents thereof, for their full insurable value, against all usual risks including, without limiting the generality of the foregoing, loss or damage by fire, fusion, explosion, smoke, lightning, flood, storm, tempest, rain, water, water damage, leakage, earthquake, riot, civil commotion, malicious damage, impact by vehicles, aircraft, and articles dropped there from and similar such risks.

5.9 Indemnity

The SBCRC will indemnify and keep indemnified the Shire from and against all claims, actions, demands, loss, damages, costs and expenses incurred by the Shire in respect of anything done or omitted to be done in good faith in the exercise of the powers conferred on the SBCRC by this document or in the carrying out of the duties and functions of the SBCRC under this Contract.

5.10 Cleaning

- 1) The Shire of Shark Bay will assume the responsibility for all cleaning of the Centre; and
- 2) The SBCRC will inform the Shire if additional cleaning is required.

5.11 Maintenance & Servicing

- (1) The Shire will assume responsibility for all maintenance and servicing at the Centre; and
- (2) The SBCRC will inform the Shire if maintenance or servicing is required.

5.12 Make Good Damage

Notwithstanding any other provisions of this Contract, the SBCRC must make good any loss or damage to any property of the Shire caused by the negligence or default of the SBCRC or any of

its agents, employees and subcontractor of the SBCRC.

5.13 Security of Centre

The SBCRC must ensure the Centre, including all fixtures and fittings, are appropriately secured at all times.

5.14 Report Defects

The SBCRC must immediately report to the Shire:

- (a) any structural report or defect, or any major maintenance in respect of the Centre; and
- (b) all notices, orders and summonses received by the SBCRC and which affect the Centre.

5.15 Permit Shire to Inspect and Repair

The SBCRC agrees to permit the Shire and its agents with or without workmen and others, and with or without plant and equipment at all reasonable times to enter upon the Centre and all parts thereof to view the condition thereof and to take inventories of the Shire's fixtures therein and to effect such repairs, maintenance and amendments as shall be required by the Shire.

5.16 Compliance with Laws

The SBCRC agrees to comply with and ensure that its employees, subcontractors and agents comply with and observe the provisions of all Acts, statutes, local laws and regulations which relate to the Centre and/or the operation of the Centre by the SBCRC.

5.17 Occupation Safety & Health Obligations

- (1) The SBCRC agrees to provide and maintain, so far as is practicable, a working environment for its employees and members of the public that is safe and without risk to health.
- (2) The SBCRC must comply with, and ensure that its agents, employees and subcontractors comply with any Acts, regulations, local laws, codes of practice and Australian Standards which are in any way applicable to the performance of the Services and Occupation Safety & Health.

5.18 Customer Service

- (1) The SBCRC must:
 - (a) provide an efficient, responsive and friendly customer service at all times;
 - (b) ensure its staff are well presented, trained and educated in the policies and practices associated with providing the required Services;
 - (c) provide a recognised customer feedback mechanism so that patrons are encouraged to provide comments and feedback to the SBCRC on the services offered;
 - (d) respond to customer feedback with relevant comments and responses; and
 - (e) provide the Shire with a summary of feedback in a monthly report; andin accordance with agreed KPI's for customer service.
- (2) The SBCRC must implement a complaints handling process in accordance with best practice. The process must include a register of all complaints and associated actions.

- (3) The SBCRC must provide to the Shire upon request copies of all complaints and the SBCRC's responses.
- (4) Any complaint that could have safety implications or other implications that could gain external media or have political ramification must be notified to the Shire in writing immediately.
- (5) The SBCRC must respond to any written complaint within 5 days of receipt.

5.19 Signs and Sponsorship

The SBCRC must not enter into any signage or sponsorship arrangements or display any signs or advertisements at the Centre, without the written consent of the Shire.

5.20 Privacy

- (1) The SBCRC will ensure, at all times, that the privacy of all its staff, subcontractors, records and financial management is maintained, and that the privacy of all users of the Centre is maintained.
- (2) Any confidential or privileged information is to be concealed from unauthorised persons at all times, unless the SBCRC has written consent otherwise.

5.21 Maintain Shire's Reputation

- (1) The SBCRC and its agents, employees and subcontractors must not say or do anything which brings the Shire into disrepute or damages the reputation of the Shire.
- (2) The SBCRC and its agents, employees and subcontractors must not make any public statements:
 - (a) which may be detrimental to the Centre or the interests of the Shire; or
 - (b) about any aspect of this Contract.
- (3) The parties acknowledge that this subclause will not prevent the SBCRC from making any statements of a promotional or marketing nature in respect of the Centre.

5.22 Records Retention and Disposal

All records relating to the Shire, including but not limited to all membership details and accounting records shall be retained for a minimum period of seven (7) years, after which they shall be referred to the Shire's Senior Records Officer for the application of the appropriate retention and disposal schedules as defined in the General Disposal Authority for Local Government Records as administered by the State Records Office of Western Australia.

5.23 Comply with directions from the Shire

The SBCRC must comply, as soon as practicable, with any written direction given by the Shire concerning the supply of the Services.

6. SBCRC's Representative

The SBCRC must:

- (a) appoint a competent person to be responsible for the day to day performance of the Services and the supervision of all persons employed or engaged in carrying out the Services (**SBCRC's Representative**);

- (b) provide to the Shire prior to the commencement of this Contract the name, address and telephone number of the SBCRC Representative;
- (c) notify the Shire immediately should a new SBCRC Representative be appointed; and
- (d) ensure that the SBCRC Representative's is available and able to be contacted by the Shire during the hours during when the Centre is open.

7. Shire's Obligations

7.1 Major Maintenance and Structural Repair

- (1) The Shire will attempt to rectify any major maintenance or structural defect or problem within a reasonable amount of time, having consulted with its Council if applicable.
- (2) Following notice of such major maintenance or structural defect or problem by the SBCRC, the Shire and the SBCRC will liaise to determine the priority and urgency of such defect or problem and the steps required to remedy such defect or problem.

7.2 Capital Works and Renovations

- (1) The Shire may allocate funds within the Budgets for capital works to be carried out at the Centre.
- (2) The extent and timing of the proposed capital works will be outlined to the SBCRC in writing
- (3) Except in the case of urgent works the Shire shall give a minimum of one month's notice of such works.

7.3 Indemnity

The Shire will indemnify (and keep indemnified), the SBCRC from and against all claims, actions, demands, loss, damages, costs and expenses incurred by the SBCRC in respect to anything done or omitted to be done in good faith in the exercise of the powers conferred on the Shire by this document or in the carrying out of the duties and functions of the Shire under this Contract.

8. Subcontracting and assignment

8.1 Prior written consent required for Subcontracting

- (1) The SBCRC must not subcontract the whole or any portion of its rights and obligations under this Contract, except with the prior written consent of the Shire which may be given subject to such conditions as the Shire considers appropriate.
- (2) With any application for the consent of the Shire to any subcontracting, the SBCRC must provide any information required by the Shire, including, but not limited to, evidence that a proposed subcontractor will be capable of performing any obligations of the SBCRC under this Contract.
- (3) Unless otherwise agreed in writing by the Shire, no subcontracting of any rights or obligations of SBCRC under this Contract will relieve the SBCRC from any liability under this Contract or at law in respect of the performance or purported performance of this Contract and the SBCRC will be responsible for the acts and omissions of any subcontractor, as if they were the acts or omissions of the SBCRC.

8.2 Prior written consent required for assignment

The SBCRC must not assign the whole or any portion of this Contract, except with the prior

written consent of the Shire which may be given subject to such conditions as the Shire considers appropriate.

9. Damage or destruction

If at any time during the Term, the Centre or any part of the Centre is totally or partially destroyed so as to require major rebuilding, or the Centre is declared unfit or unsafe by a competent authority, then either party may within may two (2) months of the destruction or the damage or declaration, terminate the Term with immediate effect by giving Notice to the other party.

10. Obligations upon Termination of Services

- (1) If another contactor, including the Shire itself, is appointed to manage the Centre at the end of this Contract, the SBCRC must:
 - (a) do everything reasonably necessary and within its power to assist with the transfer of the delivery of the Services;
 - (b) without delay hand over all plant, equipment and records including financial, membership, and any programs information in respect of the Centre, to the SBCRC's successor without cost; and
 - (c) surrender to the Shire all keys and security access devices held by the SBCRC in respect of the Centre.
- (2) Any action on the part of the SBCRC before the end of this Contract which has the effect of delaying, obstructing, damaging, misleading or harassing the operation of any such successor shall constitute a breach of this Contract.

11. Default & Termination

11.1 Default Notice

- (1) If the SBCRC breaches any of its obligations under this Contract for any reason or refuses or neglects to carry out or give effect to any order, instruction, direction or determination which the Shire is empowered to give or make under this Contract and which is given or made in writing to the SBCRC the Shire may, without limiting any other power of the Shire under this Contract or otherwise, give notice to the SBCRC requiring it to remedy the default within 28 days after service of the notice.
- (2) If the SBCRC fails to remedy the default in accordance with the notice issued by the Shire pursuant to clause 12.1(1) the Shire, without prejudice to any other rights that it may have under this Contract or at common law against the SBCRC, may in its sole discretion:
 - (a) arrange for the default to be remedied and any costs or charges incurred by the Shire in remedying the default as determined by the Shire, must be paid on demand by the SBCRC to the Shire or may be deducted from any moneys due or becoming due to the SBCRC under this Contract at the option of the Shire; and/or
 - (b) suspend payment under this Contract; or
 - (c) terminate this Contract, in which case the provisions of clause 12.2 will be applicable.
- (3) The suspension of payments by the Shire under this subclause:

11

- (a) will not in any way affect the continuing obligations of the SBCRC under this Contract; and
- (b) may be continued until the default has been rectified or the order, instruction, direction or determination is carried out or given effect to.

11.2 Termination of Contract by the Shire

- (1) If this contract is terminated by the Shire under clause 12.1 or otherwise repudiated by the SBCRC, the Shire may;
 - (a) itself or by engaging or employing any other person complete the performance of the Services, or such part of the performance of the Services as the Shire considers it desirable to complete which, so far as is practicable, must be carried out in accordance with this Contract, provided that the Shire is not required to use the least expensive means of completing the performance of the Services; and
 - (b) take possession of and permit other persons to use such SBCRC's equipment and information as it considers necessary for the completion of the performance of the Services, or such part of the performance of the Services as the Shire considers it desirable to complete.
- (2) If this Contract is terminated by the Shire under this clause or otherwise repudiated by the SBCRC, the Shire is liable to make payments to the SBCRC only in respect of:
 - (i) any part of the Services which have been properly performed and not paid for at the date of termination; and
 - (ii) the use by the Shire of the SBCRC's plant and equipment for the purpose of completing the performance of the Services or part of the Services (but without payment for fair wear and tear).
- (3) If this Contract is terminated by the Shire under this clause or otherwise or repudiated by the SBCRC, the SBCRC must pay to the Shire the amount of the loss and expenses incurred by the Shire due to, or in connection with (including, without limitation, indirect losses, consequential losses and all legal costs on a full indemnity basis), the termination or repudiation.

11.3 Shire's Determination

- (1) The amounts payable by the SBCRC and the Shire under clause 12.2(3) will be determined by the Shire's Chief Executive Officer, acting reasonably.
- (2) The Shire's Chief Executive Officer will give notice of his or her determination under this clause to the SBCRC. Subject to this clause, any amounts payable must be paid within 14 days of the receipt of notice of the Shire's Chief Executive Officer's determination.
- (3) The Shire may retain any moneys payable to the SBCRC, until any amount payable by the SBCRC to the Shire has been determined by the Shire's Chief Executive Officer pursuant to this clause and paid by the SBCRC.

11.4 Insolvency

The Shire may terminate this Contract immediately and clauses 12.2 and 12.3 will operate, to the extent that they are applicable, as if the termination had been made by the Shire under clause 12.1, if the SBCRC, takes or institutes, or has taken or instituted against it, any action or proceeding having as its object the cancellation of the incorporation of the incorporated association.

11.5 Termination of the Contract by SBCRC

- (1) If the Shire has failed to pay to the SBCRC any amount due under this Contract other than an amount being the subject of a dispute or difference under this Contract or any legal proceedings commenced in respect of this Contract, within 28 days of any period for payment stated in the this Contract, the SBCRC may give notice in writing to the Shire stating that notice of termination under this Contract may be served if payment is not made within a further 14 days.
- (2) If the Shire fails to make payment within 14 days of the receipt of a notice pursuant to paragraph (1) above the SBCRC may, by written notice to the Shire, either suspend the performance of the Services or terminate this Contract.
- (3) Any suspension of the Services by the SBCRC under paragraph (2) will not prevent the SBCRC from terminating this Contract during the period that the performance of the Services is suspended.
- (4) Termination of this Contract by the SBCRC under this clause is without prejudice to the accrued rights or remedies of either party or the other liabilities of the parties under this Contract which may have accrued prior to termination, and the Shire must, after taking into account amounts previously paid under this Contract, make payments to the SBCRC in respect of:
 - (a) any portion of the Services which have been properly performed and not paid for at the date of the termination; and
 - (b) the cost of materials or goods properly ordered for the performance of the Services by the SBCRC for which the SBCRC has paid, or for which the SBCRC is legally bound to pay, provided that such goods and materials must, on the making of the payment by the Shire, become the property of the Shire and be transferred to the Shire's ownership and possession by the SBCRC.
- (5) The amount of any payments to be made by the Shire under this clause will be determined by the Shire's Chief Executive Officer, acting reasonably.

12. Disputes

12.1 Referral of Dispute: Phase 1

Except as otherwise provided any dispute arising out of this Contract is to be referred in the first instance in writing to the Shire's representative as nominated in writing by the Shire from time to time (**Shire's Representative**) who shall convene a meeting within 10 days of receipt of such notice or such other period of time as is agreed to by the Shire's Representative and the SBCRC's Representative for the purpose of resolving the dispute (**Original Meeting**).

12.2 Referral of Dispute: Phase 2

In the event the dispute is not resolved in accordance with **clause 12.1** then the dispute shall be referred in writing to the Shire's Chief Executive Officer who shall convene a meeting within 10 days of the Original Meeting or such other date as is agreed to by the parties between the Shire's Chief Executive Officer and the SBCRC's Chief Executive Officer for the purpose of resolving the dispute.

12.3 Appointment of Arbitrator: Phase 3

In the event the dispute is not resolved in accordance with **clause 12.2** then the dispute shall be

determined by a single arbitrator under the provisions of the *Commercial Arbitration Act* 1985 (as amended from time to time) and the SBCRC and the Shire may each be represented by a legal practitioner.

12.4 Payment of Amounts Payable to Date of Award

The Shire must pay the Management Fee without deduction to the date of the award of the Arbitrator or the date of an Contract between the Parties whichever event is the earlier, and if any money paid by the Shire or the SBCRC is not required to be paid within the terms of the award of the Arbitrator or by Contract between the parties then such monies must be refunded.

13. GST

13.1 Definitions

In this Clause:

- (a) "GST", "Input Tax Credit", and "Taxable Supply" have the meaning they bear in *A New Tax System* (Goods and Services Tax) *Act 1999* ("the GST Act").
- (b) "GST Rate" means a percentage equal to the rate of GST imposed on a taxable supply by the GST Act.

13.2 Liability

- (1) The parties acknowledge that GST is payable in respect of each taxable supply made under this Contract.
- (2) All amounts payable under any provision of this Contract (other than a reimbursement of any GST inclusive payment or outgoing made by this reimbursed party and in respect of which the reimbursed party is entitled to an input tax credit) are expressed in amounts that do not include the GST payable.
- (3) In respect of each taxable supply made under this Contract the provider of the supply must pay any GST required to be paid for that taxable supply.

14. Relationship

- (a) This Contract constitutes a relationship of principal (on the part of the Shire) and independent contractor (on the part of SBCRC) and no agency employment, partnership or joint venture is hereby constituted.
- (b) The SBCRC must not hold itself or its employees or agents out to be employees or agents of the Shire.
- (c) The SBCRC is responsible for its own staff and carries out the Services at its own risk.

15. Notice

- (1) Any communication under or in connection with this Deed:
 - (a) must be in writing;
 - (b) must be addressed in the manner specified in **Item 4** of the Schedule;
 - (c) must be signed by the party making the communication or on its behalf by the solicitor for, or by any attorney, director, secretary, or authorised agent or officer of, any party;

- (d) must be delivered or posted by prepaid post to the address, or sent by fax to the number, of the addressee, in accordance with paragraph (b) of this clause; and
 - (e) will be deemed to be given or made:
 - (i) if by personal delivery, when delivered;
 - (ii) if by leaving the Notice at an address specified in paragraph (b) of this clause, when left at that address unless the time of leaving the Notice is not on a Business Day or after 5 pm on a Business Day, in which case it will be deemed to be given or made on the next following Business Day;
 - (iii) if by post, on the second Business Day following the date of posting of the Notice to an address specified in paragraph (b) of this clause; and
 - (iv) if by facsimile, when despatched by facsimile to a number specified in paragraph (b) of this clause unless the time of dispatch is not on a Business Day or after 5 pm on a Business Day, in which case it will be deemed to be given or made on the next following Business Day.
- (2) A notice sent by facsimile transmission shall be deemed to have been received by the addressee on the date of its transmission.

16. Variation

A variation to this Contract must be in writing and signed by the parties.

17. Further Assurances

Each party must execute and deliver all such documents, instruments and writings and must do and must procure to be done all such acts and things as may be necessary or desirable to implement and give full effect to the provisions and purpose of this Contract.

18. Severance

If any part of this Contract is, or becomes, void or unenforceable that part is or will be, severed from this Contract to the intent that all parts that are not, or do not become, void or unenforceable remain in full force and effect and are unaffected by that severance.

19. Waiver

The parties mutually covenant and agree that:

- (a) no right under this Contract is waived or deemed to be waived except by notice in writing signed by the party waiving the right;
- (b) a waiver by one party under paragraph (a) of this clause does not prejudice its rights in respect of any subsequent breach of this Contract by the other party; and
- (c) a party does not waive its rights under this Contract because it grants an extension or forbearance to the other party.

20. Applicable Law

This document shall be governed by and construed and interpreted according to the law in force in the State of Western Australia from time to time and the parties hereby submit to the exclusive jurisdiction of the court of that State including the appellate courts thereof.

21. Interpretation

In this Contract, unless the context otherwise requires:

- (a) headings, underlines and numbering do not affect the interpretation or construction of this **Contract**;
- (b) words importing the singular include the plural and vice versa;
- (c) words importing a gender include any gender;
- (d) an expression importing a natural person includes any company, partnership, joint venture, association, corporation or other body corporate;
- (e) references to parts, clauses, parties, annexures, exhibits and schedules are references to parts and clauses of, and parties, annexures, exhibits and schedules to, this Contract;
- (f) a reference to any statute, regulation, proclamation, ordinance or local law includes all statutes, regulations, proclamations, ordinances or local law varying, consolidating or replacing them, and a reference to a statute includes all regulations, proclamations, ordinances and local laws issued under that statute;
- (g) no rule of construction shall apply to the disadvantage of a party on the basis that that party was responsible for the preparation of this Contract or any part of it; and
- (h) a reference to any thing (including any real property) or any amount is a reference to the whole and each part of it;
- (i) reference to the parties includes their personal representatives, successors and lawful assigns;
where a reference to a party includes more than one person the rights and obligations of those persons shall be joint and several;
- (k) the Schedule and Annexures (if any) form part of this Contract.

Schedule

Item 1 Term

One year commencing on2013 and expiring on2014 with negotiations to renew the contract to commence no later than three months before the term expiry.

Item 2 Management Fee

\$50.00 per hour exclusive of GST

Item 3 Minimum Hours

20 hours per week spread from Monday to Sunday over 52 weeks per year

Item 4 Notices

SBCRC

Address: 67 Knight Terrace, Denham, Western Australia

Fax No: (08) 9948 1787

Attention: Coordinator

Shire Of Shark Bay

Address: PO Box 126, Denham, Western Australia

Fax No: (08) 9948 1218

Attention: Chief Executive Officer

Signing page

EXECUTED by the parties as a Deed

THE COMMON SEAL of the Shire of
Shark Bay
was hereunto affixed in the
presence of:

Chief
Print full name

Executive

Officer

President
Print full name

THE COMMON SEAL of the
SHARK BAY COMMUNITY
RESOURCE CENTRE INC was
hereunto affixed pursuant to the
constitution of the Contractor in the
presence of each of the
undersigned each of whom hereby
declares by the execution of this
document that he or she holds the
office in the Contractor indicated
under his or her name-

Office Holder Sign

Office Holder Sign

Name:

Address

NameAddress:

Address:

Office Held:

Office Held:

Annexure 2- Performance Indicators

Key Performance Indicators for 2012/2013, where possible all KPI's should be presented on a monthly, year to date and in comparison previous years 2011/2012 and 2010/2011. Where applicable, and available, CERM (the Centre for Environmental and Recreation Management) benchmarks should be incorporated within the report.

Attendance

- Facility Attendance
- Per month
- Year to Date
- As per entry cohorts (i.e. adult, concession, child)
- % utilisation of program opportunities
- (% of program participants compared to potential capacity of programs)
- % of catchment population using facilities (5 km catchment)
- Catchment multiple (annual)

Customer Satisfaction

- 1 x customer satisfaction survey annually

Asset and Risk Management

- Report of all hazards (per month per year)
- Quarterly facility audit

17.5 DONATIONS AND FINANCIAL ASSISTANCE APPLICATIONS – DENHAM SENIORS

DO106

Author

Executive Manager

Tourism, Community and Economic Development

Disclosure of Any Interest

Nil

Moved

Cr Prior

Seconded

Cr Wake

Officer Recommendation

That Council approve the financial assistance request of \$2,150 for the Denham Seniors.

6/0 CARRIED

Background

When the second round of Financial Assistance applications were presented to Council at the November 2012 meeting, a request from the Denham Seniors was inadvertently omitted from the recommendation. The budget for financial assistance was set at \$60,000 for 2012/2013 and \$57,841 was allocated in rounds one and two, leaving a balance of \$2,159.

Comment

The Denham Seniors originally requested \$3,150 which included \$1,000 for a bus trip that has now been cancelled. Their request is for equipment and assistance with social outings for the seniors group who meet weekly.

The group has successfully applied for a grant of \$1,600 from the Department of Families, Housing, Community Services and Indigenous Affairs.

Policy Implications

Nil

Financial Implications

This amount is covered by the original budget allocation.

Legal Implications

Nil

Strategic Implications

Strategic Objective

3.4 Attract and retain youth and families and support retirees.

Voting Requirements

Simple Majority Required

Date of Report

15 February 2013

MINUTES ORDINARY COUNCIL MEETING

27 FEBRUARY 2013

FINANCIAL ASSISTANCE
ALLOCATIONS ROUNDS 1 AND 2 2012-2013

	Photo copying	Venue Hire	Bus Hire	Cash Donation	Sporting Club Assistance	Community Events	Youth Projects	Senior Projects	Historical Projects	Business Associations Donations	Total	%	Comments
ROUND 1, 2012 (May)													
TOTAL ALLOCATION	\$3,000	\$2,500	\$4,000	\$5,000	\$6,000	\$18,500	\$5,000	\$5,000	\$5,000	\$6,000	\$60,000		
ALLOCATION PER GROUP	\$750	\$250	\$1,000	\$1,250	\$1,500	\$4,625	\$1,250	\$1,250	\$2,500	\$3,000			
Dentham Seniors	\$ 150	\$ 800	\$ 2,200								\$ 3,150	5.3%	Hall & Bus hire, seniors activities photocopying
Silver Chain Seniors Activities			\$ 1,000					\$ 2,500			\$ 3,500	5.8%	Bus hire and Seniors projects
Saint John Ambulance				\$ 1,500							\$ 1,500	2.5%	Hand Held Radios
Shark Bay Bridge Club	\$ 200	\$ 210									\$ 410	0.7%	Venue hire & photocopying
Shark Bay Film Club	\$ 200	\$ 370									\$ 370	0.6%	Hall hire
Shark Bay Sport and Recreation Assoc	\$ 200	\$ 1,600		\$ 400	\$ 1,500	\$ 1,050	\$ 1,250				\$ 6,000	10.0%	Running costs
Shark Bay School			\$ 6,000								\$ 6,000	10.0%	Requested \$7,700
Boolbardi Country Club			\$ 130		\$ 1,500	\$ 2,300					\$ 3,930	6.6%	Host Denham Open & upgrade tee boxes
Shark Bay Speedway Club	\$ 70	\$ 751	\$ 150			\$ 4,500					\$ 4,650	7.8%	Far Western championships
Australian Shukokai Karate Association	\$ 100			\$ 2,950							\$ 821	1.4%	Hall hire
Shark Bay Community Garden											\$ 3,050	5.1%	Hansa Chipper
ROUND ONE ALLOCATIONS	\$ 720	\$ 3,731	\$ 9,480	\$ 4,850	\$ 3,000	\$ 7,850	\$ 1,250	\$ 2,500	\$ -	\$ -	\$ 33,381	55.6%	
Remaining Balance	\$ 2,280	\$ 1,231	\$ 5,480	\$ 150	\$ 3,000	\$ 10,650	\$ 3,750	\$ 2,500	\$ 5,000	\$ 6,000	\$ 26,619	44.4%	
ROUND 2, 2012 (November)													
TOTAL ALLOCATION	\$3,000	\$2,500	\$4,000	\$5,000	\$6,000	\$18,500	\$5,000	\$5,000	\$5,000	\$6,000	\$60,000		
ALLOCATION PER GROUP	\$750	\$250	\$1,000	\$1,250	\$1,500	\$4,625	\$1,250	\$1,250	\$2,500	\$3,000			
Shark Bay School			\$2,200								\$2,200	3.7%	Exceeds annual allocation, received \$6,000 in round 1
Shark Bay Arts Council						\$3,000					\$3,000	5.0%	Half of request
Boolbardi Country Club								\$2,060			\$2,060	3.4%	Exceeds annual allocation, received \$3,930 in round 1
Shark Bay Bridge Club	\$200	\$210						\$500			\$910	1.5%	bridge convention.
Shark Bay Speedway											\$0	0.0%	retrospective
Shark Bay Community Garden								\$985			\$985	1.6%	Shed and tools
Borneo Exhibition Group				\$1,200			\$1,200				\$2,400	4.0%	Borneo exhibition
Shark Bay Fishing Club	\$500					2500					\$3,000	5.0%	Fishing fiesta, allocation for marquee and equipment hire and set insufficient
Dentham Playgroup	\$50	\$480	\$300				\$615				\$1,445	2.4%	Photocopying, venue hire, bus hire, purchase of equipment. Shire labour to erect play equipment
Useless Loop Playgroup							\$1,210				\$1,210	2.0%	Purchase of equipment
Dentham Crafters	\$200	\$400						\$650			\$1,250	2.1%	Photocopying, venue hire, bus hire, purchase of materials
Rhymetime				\$2,500							\$2,500	4.2%	Purchase of equipment
Yadgalah Aboriginal Corporation							\$2,000				\$2,000	3.3%	Upgrade mini golf greens, purchase of play equipment
Shark Bay P & C		\$405		\$1,095							\$1,500	2.5%	Venue hire, purchase of seating, autumn carnival.
ROUND TWO ALLOCATIONS	\$950	\$1,495	\$2,500	\$4,795	\$0	\$5,500	\$5,025	\$4,195	\$0	\$0	\$24,460	40.8%	
Total Allocation	\$1,670	\$5,226	\$11,980	\$9,645	\$3,000	\$13,350	\$6,275	\$6,695	\$0	\$0	\$57,841		

17.6 AUSTRALIA DAY BREAKFAST
CO102/AW102

Author

Community Development Officer

Disclosure of Any Interest

Nil

Moved Cr McLaughlin

Seconded Cr Wake

Council Resolution

That the Australia Day Breakfast report be noted and that \$1,400 be included in the draft 2013/2014 Budget Deliberations.

6/0 CARRIED

Background

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

Comment

Australia Day 2013 was celebrated on the 26 January at the Shark Bay Recreation Centre on Francis Street. The event was attended by approximately 120 people, plus Shire staff and Councillors.

The recipients of the Premiership Awards were announced and awarded at the event.

Tables and chairs were provided inside the meeting room for people to have breakfast and outside under the veranda the official speeches and presentations were made.

Activities on the day included colouring in books and pencils for the children (donated by the Shark Bay Community Resource Centre); and following breakfast badminton was played inside the Shark Bay Recreation Centre courts.

Legal Implications

Nil

Policy Implications

Nil

Financial Implications

The cost to hold the Australia Day Breakfast event was approximately \$1,200.00 (This is an estimate as not all accounts related to the event have been processed as yet.)

It is recommended that \$1,400.00 be included in the 2013/2014 budget for the event to be held in 2014, this increase amount allows for growth of the event with further promotion and attendance.

Strategic Implications

3.3.2 Promote the assets and lifestyle to the local community

Voting Requirements

Simple Majority Required

Date of Report

14 February 2013

18. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Moved Cr Cowell
Seconded Cr Capewell

Council Resolution

That Council accept the tabling of Urgent Business Item 19.1 Gascoyne Development commission Vacancy and Item 19.2 Digital Television.

6/0 CARRIED

19.1 GASCOYNE DEVELOPMENT COMMISSION VACANCY

Moved Cr Cowell
Seconded Cr McLaughlin

Council Resolution

That Council nominate Cr Prior and Cr Hanscombe for appointment to the Gascoyne Development Commission Board.

6/0 CARRIED

Cr Hanscombe left the Council Chamber at 5.09 and returned to the Council Chamber at 5.10 pm.

19.2 DIGITAL TELEVISION

Council discussed the Digital Television situation. No resolution was considered.

Cr McLaughlin left the Council Chamber at 5.32 pm and returned to Council Chamber at 5.33pm.

20. MATTERS BEHIND CLOSED DOORS

Cr Wake left the Council Chamber at 5.53 pm.

Moved Cr Prior
Seconded Cr Capewell

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.

Council staff left the council chamber at 5.53 am

5/0 CARRIED

20.1 EXECUTIVE STAFF PERFORMANCE REVIEWS

ST103 BURS ST103 TOWR

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved Cr Capewell

Seconded Cr Prior

Cr Wake returned to Council Chamber at 5.54 pm

Council Resolution

That the report on the performance review of the Executive Manager, Tourism, Community and Economic Development and Executive Manager, Finance and Administration by the Chief Executive Officer be noted and endorsed.

5/1 CARRIED

Moved Cr Capewell

Seconded Cr Wake

Council Resolution

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

6/0 CARRIED

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

The next Ordinary meeting of Council will be held on the 27 March 2013 in the Council Chamber at the Shark Bay Recreation Centre, Francis Street, Denham commencing at 9.00 am.

22. **CLOSURE OF MEETING**

As there was no further business the President closed the meeting at 6.37 pm.