

# SHIRE OF SHARK BAY UNCONFIRMED MINUTES

26 April 2023

## ORDINARY COUNCIL MEETING



Stromatolites – Hamelin Pool  
SHARK BAY



26 APRIL 2023



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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.

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The unconfirmed 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 26 April 2023 commencing at 3.12 pm.

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**1.0 DECLARATION OF OPENING**

The President declared the Ordinary Council meeting open at 3.12 pm.

**2.0 ACKNOWLEDGEMENT OF COUNTRY**

I would like to acknowledge the Malgana People as the traditional custodians of the land and sea in and around the Shire of Shark Bay.

I pay my respects to their Elders past, present and emerging.

**3.0 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED**

**ATTENDANCES**

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

Mr D Chapman	Chief Executive Officer
Ms A Pears	Executive Manager Finance and Administration
Mr B Galvin	Works Manager
Mrs D Wilkes	Executive Manager Community Development
Mrs R Mettam	Executive Assistant

**APOLOGIES**

There were no apologies for the April 2023 Ordinary Council meeting.

**VISITORS**

There were no visitors attending the April 2023 Ordinary Council meeting.

**4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE**

There are no previous public questions on notice.

**5.0 PUBLIC QUESTION TIME**

The President opened public question time at 3.12 pm and as there were no visitors in the gallery the President closed public question time at 3.12 pm.

**6.0 APPLICATIONS FOR LEAVE OF ABSENCE**

No applications for leave of absence were presented to the April 2023 Ordinary Council meeting.



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**7.0 PETITIONS**

There were no petitions presented to the April 223 Ordinary Council meeting.

**8.0 CONFIRMATION OF MINUTES**

**8.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 29 MARCH 2023**

Moved            Cr Vankova  
Seconded       Cr Bellottie

**Council Resolution**

**That the minutes of the Ordinary Council meeting held on 29 March 2023, as circulated to all Councillors, be confirmed as a true and accurate record.**

**7/0 CARRIED**

**9.0 ANNOUNCEMENTS BY THE CHAIR**

There was no announcements made by the Chair at the April 2023 Ordinary Council meeting.

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**10.0 ADMINISTRATION REPORT**

**10.1 REVIEW OF RECORD KEEPING PLAN**  
**IM00001**

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved        Cr Ridgley

Seconded    Cr Smith

**Council Resolution**

**That Council adopt the Recordkeeping Plan Policy, Record Keeping Plan Self-Evaluation Check List, the Recordkeeping Plan and Business Continuity Disaster Recovery Plan, as attached, to be forwarded to the State Records Office.**

**7/0 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 31 May 2023.

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 31 May 2018.

A report on the Record Keeping Plan, a Self-Evaluation Checklist and the Amended Shire of Shark Bay Record Keeping Plan and Disaster Recovery 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, every 5 years, is to ensure that the Plan accurately reflects current agency practices. A

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Disaster Management Plan has also been reviewed and is attached at the end of 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

No changes have been made to the policy.

Financial Implications

There are no financial implications relative to this report.

Strategic Implications

There are no strategic implications relative to this report.

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer

*D Chapman*

Date of Report

12 April 2023

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10.2 WESTERN AUSTRALIAN ELECTORAL BOUNDARY REVIEW  
GR00006

AUTHOR

CHIEF EXECUTIVE OFFICER

DISCLOSURE OF ANY INTEREST

Nil

Moved            Cr Smith  
Seconded       Cr Ridgely

**Council Resolution**

**That Council resolves to lodge a suggestion to the Electoral Distribution Commissioners considering the 2023 Western Australian Electoral Boundaries highlights that:**

- 1. Current enrolment figures do not factor in the potential future growth expected in the North West Central region, new projects in areas such as Green Hydrogen, Rare Earth and numerous other resource projects, in addition to expected growth in the Tourism and Hospitality sectors;**
- 2. The total number of Electors for the North West Central of 23,296 (inclusive of the Large District Allowance) be measured against the minimum number (lower permissible limit in recognition of the future growth potential of the North West Central) of enrolled electors for a Legislative Assembly District of 27,389 (rather than the Average District Enrolment of 30,432), this would represent a variance of -15%, bringing the District under the -20% variance threshold;**
- 3. The Large District Allowance be reviewed to increase the tolerance levels in recognition of the geographical size, large distances, and remoteness of Northern Western Australia; and**
- 4. The North West Central seat be retained as is.**

**7/0 CARRIED**

**BACKGROUND**

According to the ***Electoral Act 1907***, the State is divided into 59 electoral districts and one whole of State electorate for the Legislative Council. Each district returns one member to the Legislative Assembly while the whole of State electorate returns 37 members to the Legislative Council.

The ***Electoral Act 1907*** was amended in 2005 to include the requirement that a review of the electoral boundaries be commenced as soon as practicable two years after the previous State general election. The Electoral Distribution Commissioners have now commenced the 2023 review, and suggestions from stakeholders on the review have been invited and must be lodged by 1 May 2023.

Following the closing date for suggestions, comments on suggestions will be invited for a period of 14 days. The Commissioners will consider suggestions and comments and

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publish the proposed boundaries between 10 July and 28 July 2023. The proposed boundaries will be accompanied by a statement of reasons, and at that point objections to the proposed boundaries will be invited.

The number of electors in an electorate is the most important consideration for the Commissioners when reviewing electoral boundaries, noting that a tolerance in the number of electors for each district allows for the consideration of other factors affecting electorates, particularly those in regional and remote areas.

The North West Central seat includes 23,296 electors, inclusive of the Large District Allowance. Under the legislation, the total number of electors in Legislative Assembly Districts must be set so that the total of the number of actual electors (11,021 for North West Central) when added to the Large District Allowance, must not vary more than 20% below or 10% above the Average District Enrolment of 30,432. Based on this methodology, the North West Central District sits at -23.45% variation to the Average District Enrolment.

See **attachment 1** for a map and table of current enrolment levels, **attachment 2** for the 2023 Electoral Boundaries distribution procedure, and **attachment 3** for a map of the District of North West Central.

The review process takes up to eight (8) months to complete with the final boundaries coming into effect at the next State general election in early 2025.

#### COMMENT

In response to the invitation from the Electoral Distribution Commissioners to 'make a suggestion' on the review of electoral boundaries, the following points are offered to support the officer's recommendation that Council advocate for the retention of the North West Central seat:

- Current enrolment figures do not factor in the potential future growth expected in the North West Central region, new projects in areas such as Green Hydrogen, Rare Earth and numerous other resource projects, in addition to expected growth in the Tourism and Hospitality sectors;
- The current variance to Average District Enrolment of -20% (taking into account the Large District Allowance) be reviewed to adequately recognise the vast distances of the North West Central seat, and indeed the North West of Australia, which cannot be overstated;
- The total number of Electors for the North West Central of 23,296 (inclusive of the Large District Allowance) would be better measured against the minimum number of enrolled electors required for a Legislative Assembly District of 27,389. This would then represent a variance of -15%, under the -20% variance threshold;
- That significant logistical challenges already exist for the North West Central local Member in being able to regularly visit and engage with communities; and

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- That an increase to the size of any seat in the North West will further disempower residents in those seats. Local representation for rural, regional, and remote residents is critical to ensure that their unique circumstances are adequately understood and represented in decision-making.

LEGAL IMPLICATIONS

There are no known legal implications.

POLICY IMPLICATIONS

There are no policy implications for this item.

FINANCIAL IMPLICATIONS

There are no financial implications with lodging a submission. Potential social and economic impacts from the loss of representation through the North West Central seat are beyond the scope of this report.

STRATEGIC IMPLICATIONS

Economic Objective, Outcome 2 “Support local business and encourage further investment in the district” – Strategy 2.3 Advocate to support new industries and local business.

Social Objective, Strategy 5.1 Support provision of essential community services and facilities

RISK MANAGEMENT

There are no risk management implications for this item.

VOTING REQUIREMENTS

Simple Majority Required.

SIGNATURES

Chief Executive Officer

*D Chapman*

Date of Report

17 April 2023

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

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## ATTACHMENT # 1



### Enrolment levels as at 13 March 2023

(Document updated on 22 March 2023 to correct LDA figures in the country districts table to reflect those determined at the 2019 Electoral Distribution)

#### Metropolitan Districts

District	No. of Electors	Variation from Average District Enrolment <sup>^</sup>
Armadale	34,151	12.22%
Balcatta	30,155	-0.91%
Baldivis	35,906	17.99%
Bassendean	30,340	-0.30%
Bateman	31,019	1.93%
Belmont	31,397	3.17%
Bicton	29,041	-4.57%
Burns Beach	31,343	3.00%
Butler	36,484	19.89%
Cannington	30,409	-0.07%
Carine	31,241	2.66%
Churchlands	29,646	-2.58%
Cockburn	32,392	6.44%
Cottesloe	32,248	5.97%
Darling Range	33,161	8.97%
Forrestfield	28,857	-5.17%
Fremantle	32,955	8.29%
Hillarys	30,655	0.73%
Jandakot	34,756	14.21%
Joondalup	29,724	-2.33%
Kalamunda	30,059	-1.22%
Kingsley	30,826	1.30%
Kwinana	31,420	3.25%
Landsdale	32,725	7.54%
Maylands	30,711	0.92%
Midland	33,629	10.51%
Mirraboooka	31,027	1.96%
Morley	30,921	1.61%
Mount Lawley	30,263	-0.55%
Nedlands	31,557	3.70%
Perth	33,489	10.05%
Riverton	29,596	-2.75%
Rockingham	30,299	-0.44%
Scarborough	32,078	5.41%
South Perth	30,035	-1.30%
Southern River	31,387	3.14%
Swan Hills	32,081	5.42%
Thornlie	31,197	2.52%
Victoria Park	29,679	-2.47%
Wanneroo	33,152	8.94%
Warnbro	32,891	8.08%
West Swan	35,412	16.37%
Willagee	29,565	-2.85%
	<b>1,359,879</b>	

#### Country Districts

District	No. of Electors	LDA*	Variation from Average District Enrolment <sup>^</sup>
Albany	28,540		-6.22%
Bunbury	31,873		4.74%
Central Wheatbelt	26,652	1,532	-7.39%
Collie-Preston	32,331		6.24%
Dawesville	33,362		9.63%
Geraldton	27,893		-8.34%
Kalgoorlie	20,268	8,332	-6.02%
Kimberley	16,514	8,032	-19.34%
Mandurah	33,736		10.86%
Moore	26,976		-11.36%
Murray-Wellington	32,237		5.93%
North West Central	11,021	12,275	-23.45%
Pilbara	23,716	4,383	-7.66%
Roe	25,387	1,575	-11.39%
Vasse	33,254		9.27%
Warren-Blackwood	31,822		4.57%
	<b>435,582</b>	<b>36,129</b>	

Legislative Assembly districts where enrolment level is outside the limits permitted by the Electoral Act

#### Districts Outside Permissible Limits

District	No. of Electors	Variation from Average District Enrolment <sup>^</sup>
Armadale	34,151	12.22%
Baldivis	35,906	17.99%
Butler	36,484	19.89%
Jandakot	34,756	14.21%
Mandurah	33,736	10.86%
Midland	33,629	10.51%
Moore	26,976	-11.36%
North West Central <sup>1</sup>	23,296	-23.45%
Perth	33,489	10.05%
West Swan	35,412	16.37%
	<b>327,835</b>	

<sup>1</sup> Includes Large District Allowance of 12,275

<sup>^</sup> Average District Enrolment for the whole of Western Australia is 30,432



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**ATTACHMENT # 2**



**2023 REVIEW OF STATE ELECTORAL BOUNDARIES  
DISTRIBUTION PROCEDURE**

**Introduction**

The Western Australian Parliament is made up of two houses. The Legislative Assembly, or Lower House, has 59 members, each member representing a single district. The Legislative Council, or Upper House, has one statewide electorate with 37 Members.

The *Electoral Act 1907* requires that an independent Distribution Commission undertake a review of all district boundaries once during each electoral cycle.

The Commissioners who will conduct the 2023 Distribution are:

- The Hon. Eric Heenan, KC, a former Judge of the Supreme Court of Western Australia;
- Mr Robert Kennedy, the Western Australian Electoral Commissioner; and
- Mr Tom Joseph, Government Statistician

The formal process for the 2023 Distribution is now underway. At the conclusion of the process, the number of enrolled electors in each district generally must not vary by more than 10% above or below the overall Average District Enrolment (ADE). In the case of geographic districts equal to or greater in size than 100,000 square kilometres, the number of enrolled electors in that district generally must not vary by more than 10% above or 20% below the overall Average District Enrolment (ADE).

**Legislative Assembly districts**

The first step in the Distribution process is to determine the Average District Enrolment (ADE) across all Legislative Assembly districts. In accordance with the Electoral Act this is required to be calculated on a date as near as practicable to the mid-point between the previous and next general election (the 'relevant day'). The Commissioners determined 13 March 2023 to be the relevant day for the purposes of this Distribution.

As at that date the ADE was 30,432. Applying the 10% variation rule, this means that at the completion of the Distribution, as a general rule Legislative Assembly districts must have at least 27,389 enrolled electors but no more than 33,475.

There is one exception to this rule. This relates to districts that have an area of 100,000 square kilometres or more, in which cases a notional Large District Allowance (LDA) must be applied. The LDA is calculated by multiplying the number of square kilometres in the district by a factor of 1.5%. This number is added to the number of actual electors in the district to arrive at a 'notional' enrolment figure. Under the legislation, the total in these particular districts must be set so that the total of the number of actual electors when added to the LDA does not vary more than 20% below or 10% above the ADE.

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Enrolment levels in Legislative Assembly districts as at 13 March 2023 (the 'relevant day') are set out at the end of this document. It should be noted that enrolment levels in 10 of the State's 59 Legislative Assembly districts fall outside of the permissible limits and therefore must have their boundaries adjusted. It is also important to note the 'domino effect' that almost invariably occurs when the boundaries of a given district are adjusted. That is, required adjustments to District 'A' may not simply be a matter of adding electors to or taking them from the adjoining district 'B'. There may be flow on effects for 'C', 'D', and so on. There are also a number of districts where the enrolment level is only marginally within the permissible limits and where it may be prudent to make some adjustment.

Setting aside the districts with an LDA (where variance from the ADA is prescribed in the legislation), it is also instructive to compare the overall average enrolment in metropolitan districts with the overall average in those country districts that do not have an LDA.<sup>1</sup> The average number of electors across the metropolitan districts is 31,625 which is not exceptionally different from the average of 31,087 for country districts excluding those with a special allowance.

#### **Legislative Council**

For the Legislative Council, recent amendments to the *Electoral Act 1907* mean that there is now only one statewide electorate. Therefore the Commissioners are no longer required to make any determination in relation to the Legislative Council.

Previous requirements relating to the number of Legislative Assembly districts within each Legislative Council region also no longer apply nor does the distinction between metropolitan regions and non-metropolitan regions. When considering Legislative Assembly district boundaries the Commissioners are no longer governed by the distinction between a non-metropolitan and metropolitan population area that may be only hundreds of metres apart.

#### **Factors to be taken into account in the review of boundaries**

In setting the boundaries for districts the Commissioners are required to take into account:

- (a) community of interest; and
- (b) land use patterns; and
- (c) means of communication, means of travel and distance from the capital; and
- (d) physical features; and
- (e) existing boundaries of districts; and
- (f) existing local government boundaries; and

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<sup>1</sup> Actual elector numbers in districts with an LDA could be expected to differ from the overall average, given the special considerations laid down by the Parliament.

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(g) the trend of demographic changes.

Although any of these considerations may assume a level of importance in particular instances, the overriding determinant in all cases must be elector numbers. Regardless of anything else, the total enrolment in each district (inclusive of the LDA in large districts) must be within the permissible limits. Anyone wishing to make a public submission should therefore give close consideration to the tables of elector numbers set out below.

Although the Commissioners are not bound by future demographic change, it is often sensible to take projected changes into account. For example in areas of continued substantial growth it may be wise where practicable to set the total enrolment towards the lower permissible limit, to minimise the impact of future adjustments.

**Determining the draft and final boundaries**

The comprehensive public consultation process required under the Electoral Act will be undertaken in three main phases:

*Public suggestions*

On 1 April 2023 the Commissioners will advertise inviting public suggestions for the revised boundaries. Submissions may relate to the whole state or particular areas including a single district. The deadline for the receipt of submissions will be 5.00 pm, Monday, 1 May 2023.

*Comments on suggestions*

Suggestions received will then be published on the Distribution website with an invitation for public comment on the suggestions.

*Comment on draft proposals*

There will be a further opportunity for the public to comment on the Commissioners' draft proposals once they are formulated. Under the *Electoral Act 1907* there is no set date for publication, but the proposals will be completed as soon as practicable.

Before drafting proposed boundaries the Commissioners will carefully consider every suggestion and comment which is submitted. Any additional information or explanatory comment will be published from time to time on the Distribution website.

Trained cartographers will assist the Commissioners with the mapping of different scenarios, using Geographic Information Systems (GIS) software in addition to a MapInfo application called Boundary Maker (developed and kindly made available by the Victorian Electoral Commission). This system is loaded with spatial data sourced from the State Agencies and Departments, the Australian Bureau of Statistics and supplemented by Electoral Commission enrolment data. Available information also allows the overlay of features such as existing State, Local and Federal Government boundaries, rivers and roads, property boundaries and aerial views.

The new boundaries will be known by the end of 2023 and are not subject to appeal. They will only apply from the next State general election. Any by-election which may be held

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# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

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prior to the March 2025 State general election must be conducted in accordance with the current boundaries.

Individuals or organisations contemplating [lodging a submission](#) with the Commission are referred to the [Distribution Review Timetable](#). The following tables will also be of assistance.

## Enrolment levels as at 13 March 2023

Metropolitan Districts		
District	No. of Electors	Variation from Average District Enrolment <sup>^</sup>
Armadale	34,151	12.22%
Balcatta	30,155	-0.91%
Baldivis	35,906	17.99%
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	<b>1,359,879</b>	

<sup>^</sup> Average District Enrolment for the whole of Western Australia is 30,432

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# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

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## Country Districts

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Warren-Blackwood	31,822		4.57%
	<b>435,582</b>	<b>36,129</b>	

\*Large District Allowance

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Listed below are the Legislative Assembly districts whose enrolment level is outside of the limits permitted by the Electoral Act.

**Districts Outside Permissible Limits**

District	No. of Electors	Variation from Average District Enrolment <sup>1</sup>
Armadale	34,151	12.22%
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Moore	26,976	-11.36%
North West Central <sup>1</sup>	23,296	-23.45%
Perth	33,489	10.05%
West Swan	35,412	16.37%
	<b>327,835</b>	

<sup>1</sup> Includes Large District Allowance of 12,275

Maps of all Legislative Assembly districts including enrolment levels for each may be found [here](#) for metropolitan and country.

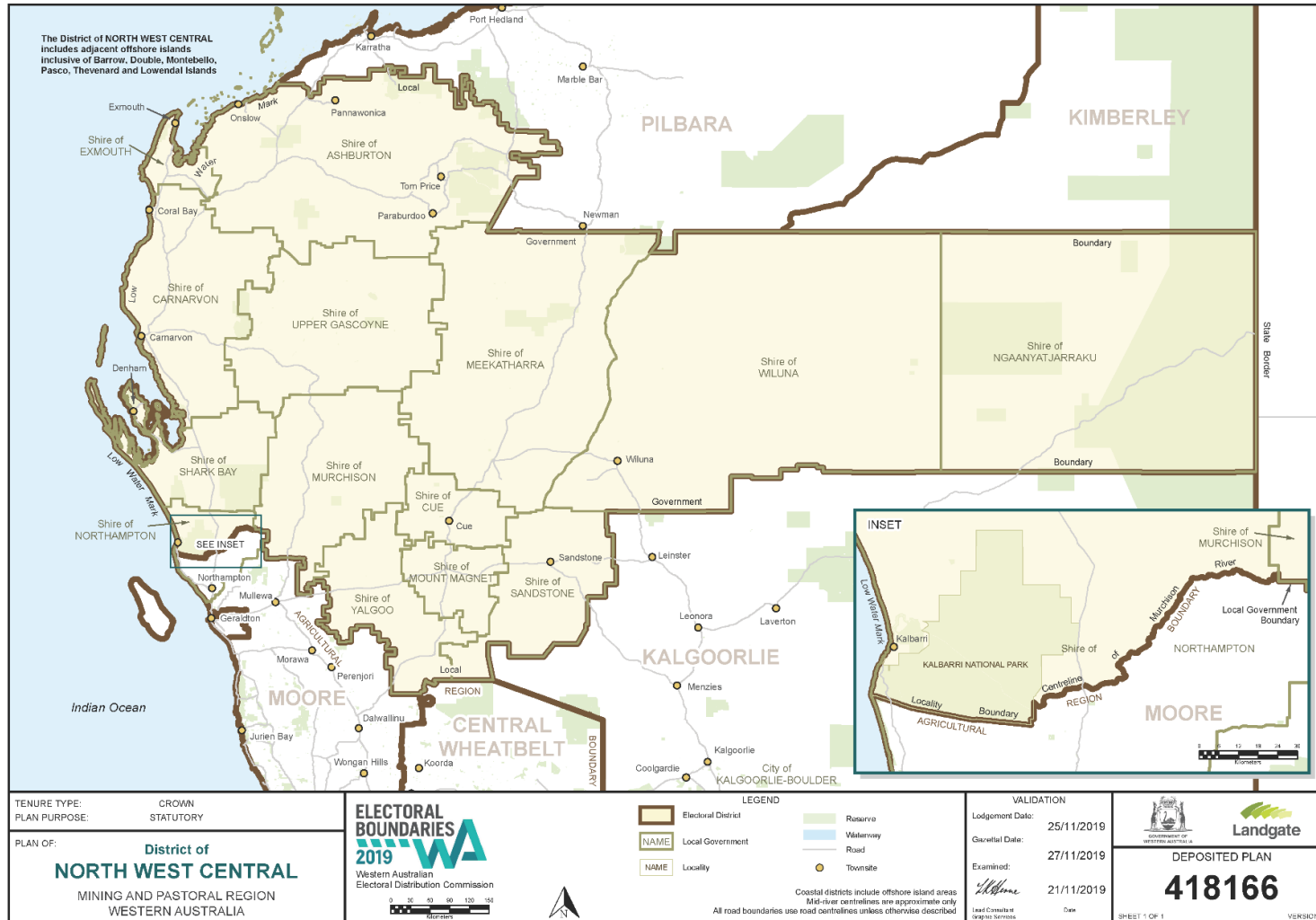
To access enrolment data tables separately click [here](#).

Further information will be available on the Distribution website at [Boundaries WA](#).

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

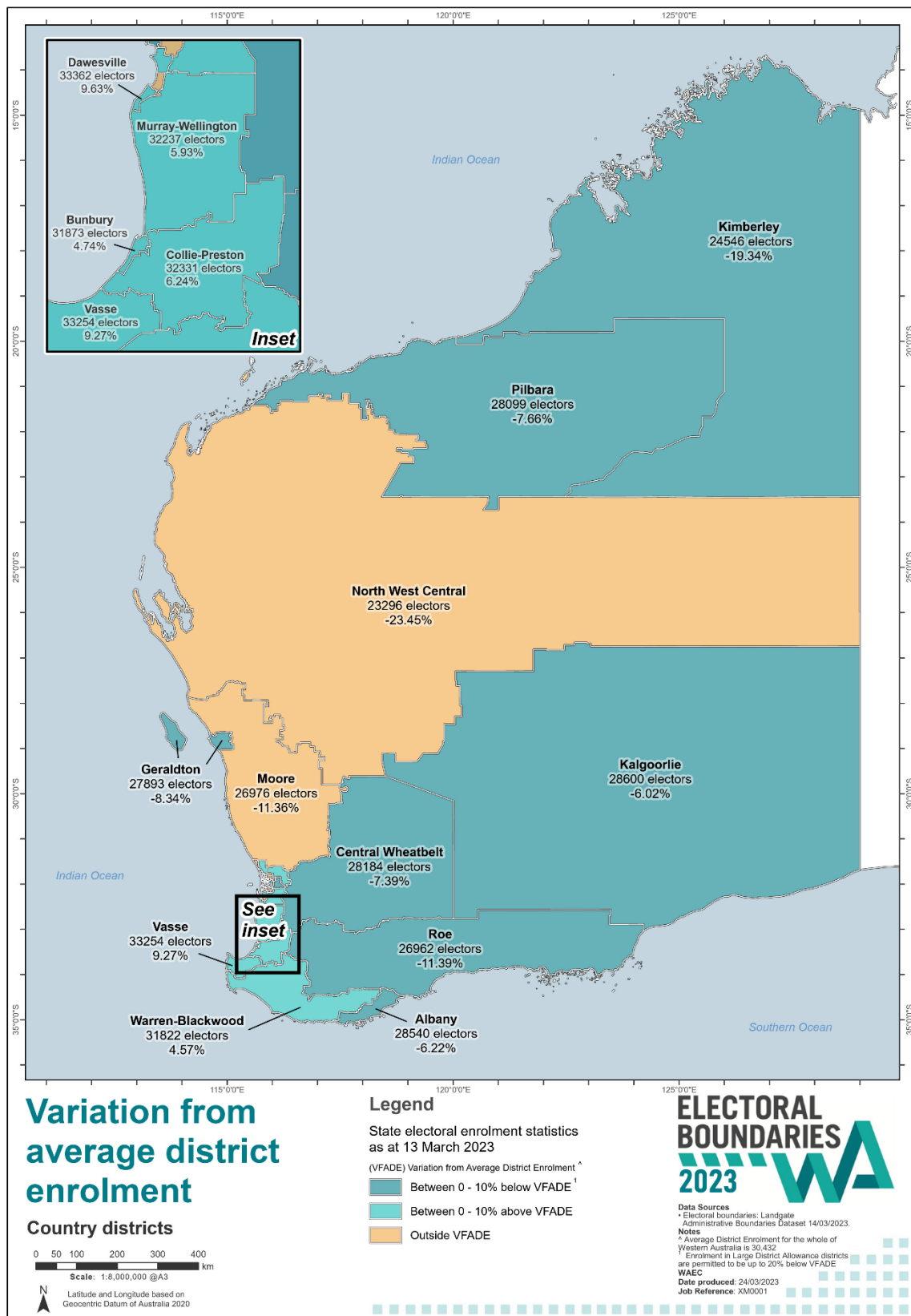
26 APRIL 2023

## ATTACHMENT # 3

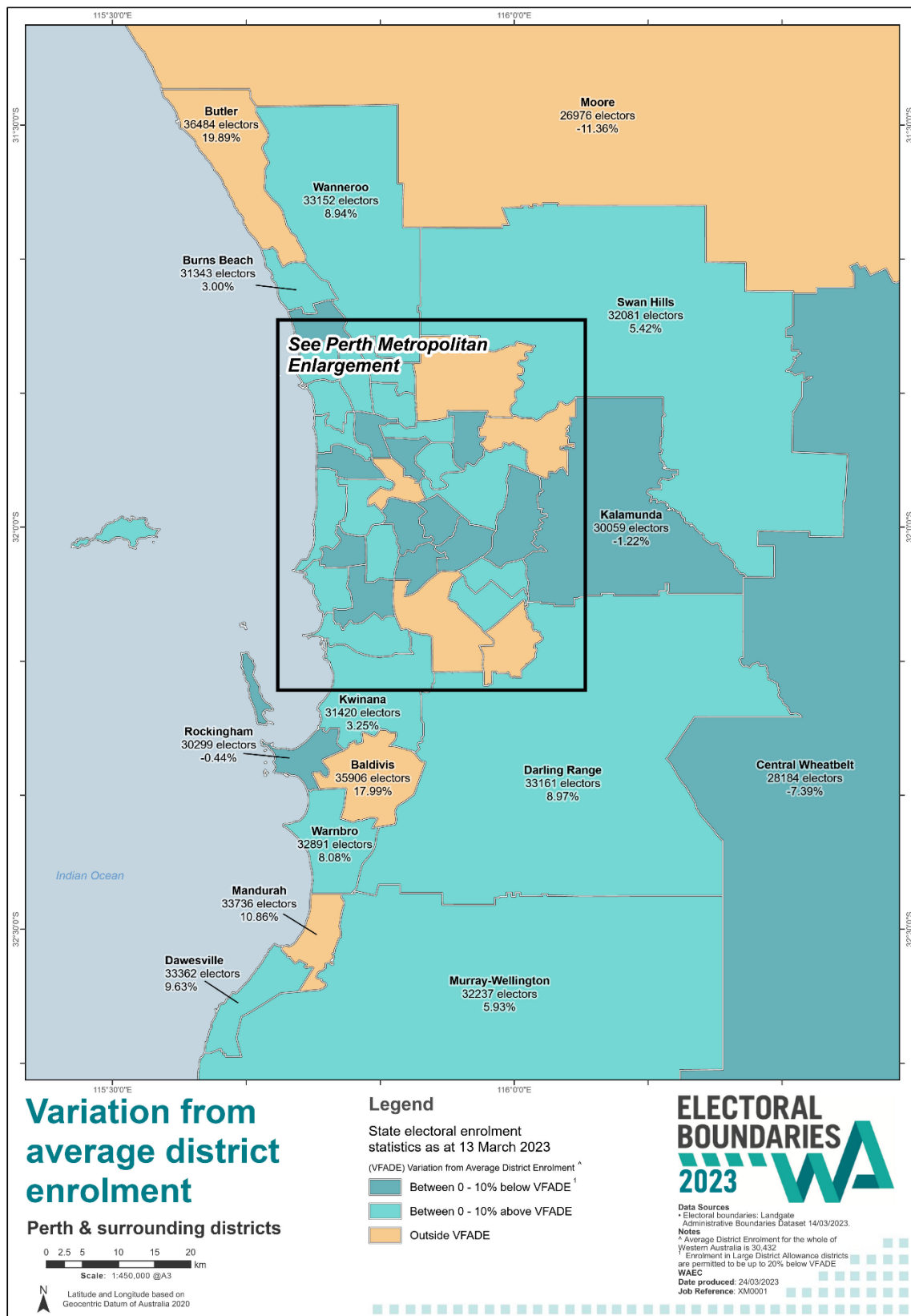




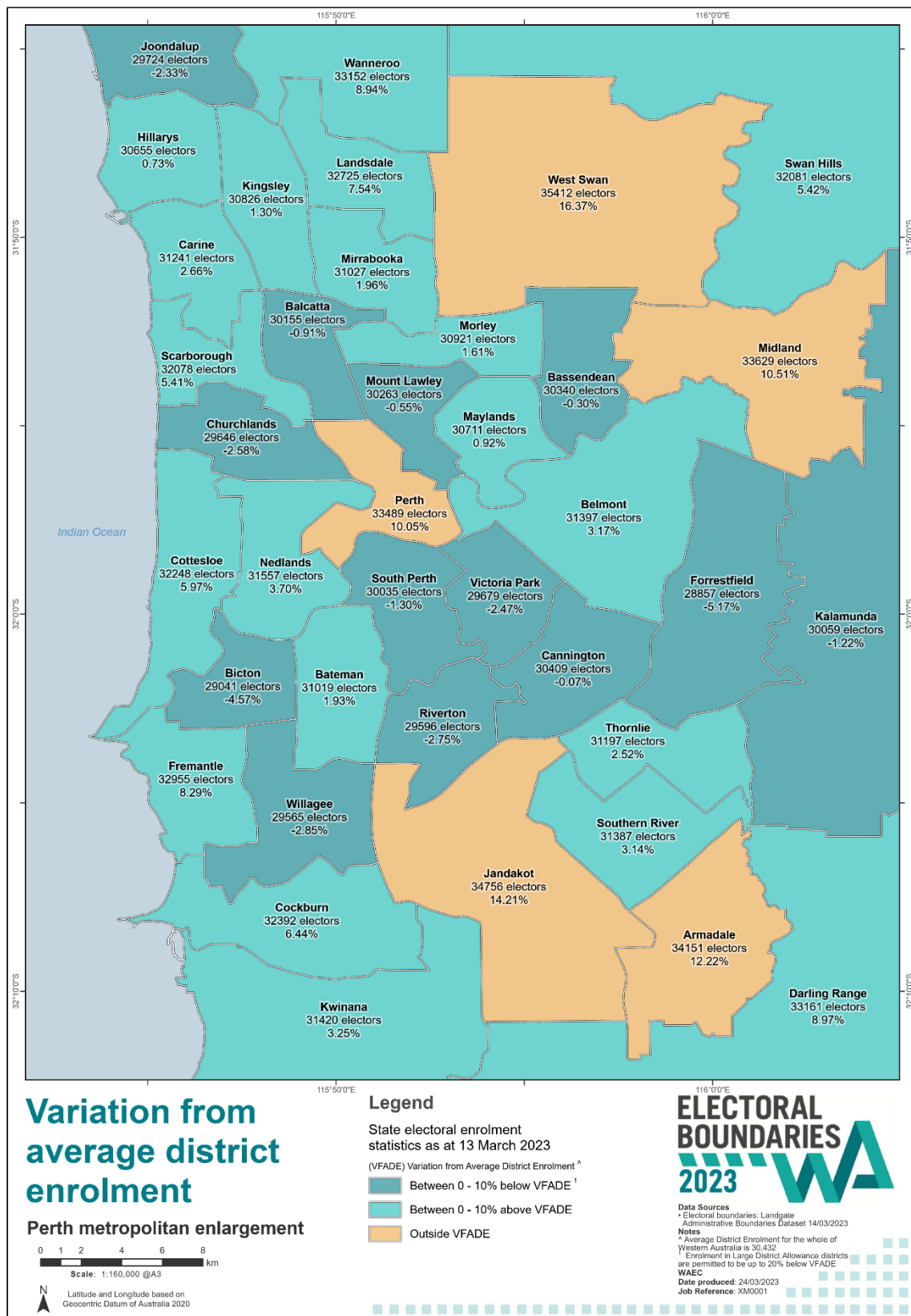
26 APRIL 2023



26 APRIL 2023



26 APRIL 2023



26 APRIL 2023

**11.0 FINANCE REPORT**

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

Author

Finance Officer / Accounts Payable

Disclosure of any Interest

Nil

Moved

Cr Vankova

Seconded

Cr Fenny

**Council Resolution**

**That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$575,371.72 be accepted.**

**7/0 CARRIED**

Comment

The schedules of accounts for payment covering -

Municipal fund credit card direct debits for the month of March 2023 totalling \$2,164.36

Municipal fund account cheque numbers 222309 to 222312 totalling \$1,437.66

Municipal fund direct debits to Council for the month of March 2023 totalling \$38,611.04

Municipal fund account electronic payment numbers MUNI 30765 to 30878 totalling \$342,607.08

Municipal fund account for March 2023 payroll totalling \$174,936.73

Municipal fund Police Licensing for March 2023 transaction number 222309 totalling \$15,614.85 and

No Trust fund account cheque numbers were issued for March 2023 totalling \$0

The schedule of accounts submitted to each member of Council on 21 April 2023 has been checked and are fully supported by vouchers and invoices. All vouchers and invoices have been duly certified as to the receipt of goods and services and the cost of goods and services received.

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications associated with this item.

26 APRIL 2023

FINANCIAL IMPLICATIONS

The payments listed have been disbursed throughout the month.

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

Author

*A Pears*

Chief Executive Officer

*D Chapman*

Date of Report

17 April 2023

## UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## SHIRE OF SHARK BAY – CREDIT CARD

PERIOD – MARCH 2023

TOTAL \$2,164.36

## EMCD

DATE	NAME	DESCRIPTION	AMOUNT
23/02/2023	DROPBOX	ANNUAL DROP BOX SUBSCRIPTION	\$184.67
		<b>TOTAL</b>	<b>\$184.67</b>

## EMFA

DATE	NAME	DESCRIPTION	AMOUNT
15/02/2023	CLEAN UP AUSTRALIA	GLOVES FOR CLEAN UP AUSTRALIA DAY 2023	\$98.59
27/02/2023	STARLINK INTERNET	STARLINK INTERNET - TAMALA CAMP	\$139.00
27/02/2023	STARLINK INTERNET	STARLINK INTERNET - REFUSE SITE	\$139.00
27/02/2023	STARLINK INTERNET	STARLINK INTERNET - MOBILE UNIT - BFB	\$174.00
28/02/2023	PAYPAL EBAY	OPPO A54 SHOCK PROOF SCREEN PROTECTOR AND CASE	\$15.92
28/02/2023	PAYPAL JB HIFI	OPPO A54 5G 128GB - SPACE SILVER - CDO MOBILE	\$306.99
1/03/2023	AMAZON MARKETPLACE	PK 100 DISPOSABLE INSULATED COFFEE CUPS – COUNCIL MEETINGS	\$29.50
1/03/2023	AMAZON MARKETPLACE	PK 250 COCKTAIL PAPER NAPKINS – COUNCIL MEETING	\$40.02
1/03/2023	AMAZON MARKETPLACE	FOLDABLE WORK BAG FOR TOOLS AND EQUIPMENT - TOWN SUPERVISOR	\$67.22

## UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

1/03/2023	AMAZON MARKETPLACE	SPRING WATER AND WOODEN TEASPOONS FOR COUNCIL MEETINGS	\$44.00
01/03/2023	AMAZON MARKETPLACE	ADMINISTRATION OFFICES - DISH WASHING LIQUID	\$9.50
2/03/2023	AMAZON MARKETPLACE	CAPPUCCINO SACHETS – COUNCIL MEETINGS	\$36.00
1/03/2023	AMAZON MARKETPLACE	BUSINESS PORTFOLIO CLIPBOARD WITH FOLDER - TOWN SUPERVISOR	\$23.99
1/03/2023	AMAZON MARKETPLACE	PK 125 HEAVY DUTY PAPER PLATES – COUNCIL MEETINGS	\$37.51
9/03/2023	SHARK BAY NEWSAGENCY	GIFT BAG AND CARD – COMMUNITY DEVELOPMENT OFFICER MATERNITY LEAVE	\$19.49
9/03/2023	SHARK BAY NEWSAGENCY	GIFT – COMMUNITY DEVELOPMENT OFFICER MATERNITY LEAVE	\$24.95
9/03/2023	SHIRE OF SHARK BAY - SBDC	GIFT – COMMUNITY DEVELOPMENT OFFICER MATERNITY LEAVE	\$17.95
10/03/2023	SHIRE OF SHARK BAY - DOT	JINKER TRAVEL ANNUAL PERMIT FEE	\$221.65
		<b>TOTAL</b>	<b>\$1,445.28</b>

## CEO

DATE	NAME	DESCRIPTION	AMOUNT
17/02/2023	THE DECK CAFÉ	COFFEE - GASCOYNE COUNTRY ZONE AND REGIONAL ROAD GROUP MEETINGS	\$13.00
27/02/2023	HOLIDAY INN - W/P	ACCOMODATION FOR CR COWELL TO ATTEND WALGA STATE CONFERENCE	<b>\$-492.28</b>
27/02/2023	HOLIDAY INN - W/P	ACCOMODATION FOR CR COWELL TO ATTEND WALGA STATE CONFERENCE	\$492.28
1/03/2023	SHARK BAY CAFÉ	COFFEE - MOORE - STRATEGIC PLANNING MEETING	\$10.35
2/03/2023	HOLIDAY INN - W/P	ACCOMODATION FOR CR COWELL TO ATTEND WALGA STATE CONFERENCE	\$492.28
		<b>TOTAL</b>	<b>\$515.63</b>



## UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

**BILLING CARD**

DATE	NAME	DESCRIPTION	AMOUNT
23/02/2023	DROPBOX	FOREIGN TRANSACTION FEE	\$5.45
27/03/2023	STARLINK	FOREIGN TRANSACTION FEE	\$13.33
		<b>TOTAL</b>	<b>\$18.78</b>

**SHIRE OF SHARK BAY – MUNI CHQ**  
**MARCH 2023**  
**CHEQUE # 222309 - 222312**

CHQ #	DATE	NAME	DESCRIPTION	AMOUNT
222309	03/03/2023	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-283.47
222310	03/03/2023	GESB	SUPERANNUATION CONTRIBUTIONS	-395.88
222311	06/03/2023	BANKWEST CORPORATE MASTERCARD	FOREIGN TRANSACTION FEE – STARLINK (SHOULD HAVE BEEN ON DIRECT DEBIT)	-13.33
222312	21/03/2023	VIVA ENERGY AUSTRALIA	MONTHLY FUEL CARD ACCOUNT - FEBRUARY 2023 (SHOULD HAVE BEEN ON DIRECT DEBIT)	-744.98
			<b>TOTAL</b>	<b>\$1,437.66</b>

## UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

SHIRE OF SHARK BAY – MUNI DIRECT DEBITS  
MARCH 2023

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD17099.1	07/03/2023	URL NETWORKS PTY LTD	SHIRE OFFICES - TELEPHONE CHARGES - FEB 2023	-175.48
DD17106.1	12/03/2023	EXPAND EXTRA SUPER	SUPERANNUATION CONTRIBUTIONS	-123.03
DD17106.2	12/03/2023	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-435.46
DD17106.3	12/03/2023	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-65.30
DD17106.4	12/03/2023	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-490.33
DD17106.5	12/03/2023	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-268.08
DD17106.6	12/03/2023	AMP SUPER DIRECTIONS FUND	SUPERANNUATION CONTRIBUTIONS	-240.65
DD17106.7	12/03/2023	REST	SUPERANNUATION CONTRIBUTIONS	-259.75
DD17106.8	12/03/2023	CRUELTY FREE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-196.30
DD17106.9	12/03/2023	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-459.98
DD17115.1	28/03/2023	EXETEL PTY LTD	SHIRE INTERNET CHARGES	-374.97
DD17127.1	26/03/2023	EXPAND EXTRA SUPER	SUPERANNUATION CONTRIBUTIONS	-209.87
DD17127.2	26/03/2023	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-435.47
DD17127.3	26/03/2023	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-149.81
DD17127.4	26/03/2023	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-490.33
DD17127.5	26/03/2023	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-283.75
DD17127.6	26/03/2023	AMP SUPER DIRECTIONS FUND	SUPERANNUATION CONTRIBUTIONS	-240.65
DD17127.7	26/03/2023	REST	SUPERANNUATION CONTRIBUTIONS	-259.75
DD17127.8	26/03/2023	CRUELTY FREE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-224.35
DD17127.9	26/03/2023	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-554.97
DD17132.1	21/03/2023	WATER CORPORATION - OSBORNE PARK	COMMUNITY STANDPIPE - SERVICE CHARGES	-22.47
DD17132.2	24/03/2023	WATER CORPORATION - OSBORNE PARK	COMMUNITY STANDPIPE - WATER USAGE	-5.59
			<b>TOTAL</b>	<b>\$ 38,611.04</b>

## UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

**SHIRE OF SHARK BAY – MUNI EFT  
MARCH 2023  
EFT #30765 to #30878**

<b>EFT #</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT30765	02/03/2023	SHARK BAY AVIATION	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-976.80
EFT30766	02/03/2023	BAY LODGE MIDWEST OASIS	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-1487.20
EFT30767	02/03/2023	DENHAM SEASIDE CARAVAN PARK	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-1263.68
EFT30768	02/03/2023	HARTOG COTTAGES	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-290.40
EFT30769	02/03/2023	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-644.85
EFT30770	02/03/2023	TTFT SALTWATER UNIT TRUST T/A BEACHSIDE BUSINESS PTY LTD	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-1510.08
EFT30771	02/03/2023	INTEGRITY COACH LINES (AUST) PTY LTD	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-702.95
EFT30772	02/03/2023	ISLAND LIFE ADVENTURES PTY LTD	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-1694.00
EFT30773	02/03/2023	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-246.40
EFT30774	02/03/2023	DENHAM NATURETIME - 4WD TOURS/PHOTOGRAPHY TOURS	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-1108.80
EFT30775	02/03/2023	RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-349.36
EFT30776	02/03/2023	SHARK BAY DIVE AND MARINE SAFARIS	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-3612.40
EFT30777	02/03/2023	SHARK BAY HOTEL MOTEL	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-1079.50

## UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT30778	02/03/2023	SHARK BAY CARAVAN PARK	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-320.32
EFT30779	02/03/2023	SHARK BAY 4WD TOURS	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-2207.04
EFT30780	02/03/2023	SHARK BAY COASTAL TOURS	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-770.00
EFT30781	02/03/2023	SHIRE OF SHARK BAY	BOOEASY OPERATOR COMMISSION - FEBRUARY 2023	-3093.92
EFT30782	02/03/2023	NINGALOO WHALESHARK N DIVE	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-774.30
EFT30783	02/03/2023	WULA GURA NYINDA ECO ADVENTURES	BOOEASY OPERATOR PAYMENT - FEBRUARY 2023	-2631.20
EFT30784	09/03/2023	BOC LIMITED	MONTHLY CONTAINER RENTAL AND WELDING RODS	-221.21
EFT30785	09/03/2023	CORSIGN	ROAD SIGNS - WORKMEN SIGNS WITH STANDS	-918.50
EFT30786	09/03/2023	CATWEST PTY LTD	1000L EMULSION - SHARK BAY ROAD SEALING	-2255.00
EFT30787	09/03/2023	SHARK BAY FUEL FISHING AND CAMPING CENTRE	MONTHLY SHIRE ACCOUNT	-49.95
EFT30788	09/03/2023	GERALDTON HYDRAULICS	HYDRAULIC HOSE AND CRIMPS FOR VOLVO L50H WHEEL LOADER - P191	-175.98
EFT30789	09/03/2023	GERALDTON MOWER & REPAIRS SPECIALISTS	STIHL MINI BOSS 40CM - DEPOT WORKSHOP TOOLS	-655.90
EFT30790	09/03/2023	GRAHAM DOUGLAS WEBB	CROSSOVER REIMBURSEMENT - 31A HARTOG CRESCENT	-1552.50
EFT30791	09/03/2023	HOSE MANIA	3" BUTTERFLY WAFER FOR WATER CARTS - (P151 & P155)	-1093.65
EFT30792	09/03/2023	IPEC PTY LTD	MONTHLY FREIGHT ACCOUNT	-99.46
EFT30793	09/03/2023	JOHN BLENNERHASSETT	CROSSOVER REIMBURSEMENT - 161 KNIGHT TERRACE	-3191.25
EFT30794	09/03/2023	GRAYT MAINTENANCE SOLUTIONS	SHARK BAY DISCOVERY CENTRE ROOF UPGRADE	-23942.20
EFT30795	09/03/2023	SHARK BAY MARINE AND HARDWARE	MONTHLY HARDWARE ACCOUNT	-2204.34

## UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT30796	09/03/2023	MALCOM BRUCE LONGBOTTOM	CROSSOVER REIMBURSEMENT - 15 KNIGHT TERRACE	-1587.00
EFT30797	09/03/2023	NATURALISTE PLUMBING PTY LTD	REPAIRS TO PHARMACY STOP VALVE BEHIND TOILET SYSTEM AND INSTALL A STOP VALVE UNDER SINK PIPE WORKS- ON CHARGABLE	-300.00
EFT30798	09/03/2023	OUTBACK COAST AUTOMOTIVES AND RADIATORS	AIR AND OIL FILTERS FOR FORD RANGER XLT 4X4 WORKS MANAGER - (P209)	-248.38
EFT30799	09/03/2023	PURCHER INTERNATIONAL PTY LTD	BRAKE CHAMBER - FREIGHTLINER 114 CORONADO PRIME MOVER (P174)	-871.97
EFT30800	09/03/2023	R & L COURIERS	MONTHLY FREIGHT ACCOUNT JANUARY 2023	-843.70
EFT30801	09/03/2023	SHARK BAY CLEANING SERVICE	MONTHLY CLEANING ACCOUNT - FEBRUARY 2023	-23071.25
EFT30802	09/03/2023	MCKELL FAMILY TRUST	RUBBISH COLLECTION AND STREET SWEEPING CHARGES - FEBRUARY 2023	-12417.05
EFT30803	09/03/2023	WEST COAST FASTENERS PTY LTD	SCREW BOLTS FOR ROAD SIGNS AND PUBLIC CONVENIENCES	-220.74
EFT30804	09/03/2023	WURTH AUSTRALIA PTY LTD	WORKSHOP CONSUMABLES - ABRASIVE CLOTH & TAPE, INSULATION TAPE, SPRAY BOTTLES & SABRE SAWS	-766.61
EFT30805	21/03/2023	AUSTRALIAN TAXATION OFFICE	BUSINESS ACTIVITY STATEMENT FEBRUARY 2023 (INCLUDES GST PAYABLE ON SHERP GRANT 1 <sup>ST</sup> PAYMENT)	-101,766.00
EFT30806	15/03/2023	DRAGONFLY MEDIA	TELEVISION COMMERCIAL FOR GWN AND WIN AS PART OF THE TOP TOURISM AWARD	-1020.00
EFT30807	15/03/2023	AUSTRALIA POST	SHIRE MONTHLY POSTAL ACCOUNT- FEBRUARY 2023	-297.91
EFT30808	15/03/2023	BOOEASY AUSTRALIA PTY LTD	SBDC - BOOEASY COMMISSION - FEBRUARY 2023	-544.82
EFT30809	15/03/2023	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-165.00
EFT30810	15/03/2023	CATHY HILL	RENT SUBSIDY FOR DENHAM DAY CARE EDUCATOR	-2000.00
EFT30811	15/03/2023	ETCHED GLASS DESIGN	SBDC - MERCHANDISE - ETCHED GLASSES	-1037.00
EFT30812	15/03/2023	SHARK BAY SUPERMARKET	SHIRE SUPERMARKET ACCOUNT - FEBRUARY 2023	-1327.83

## UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT30813	15/03/2023	HORIZON POWER	STREET LIGHTING - FEBRUARY 2023	-3933.94
EFT30814	15/03/2023	DENHAM WA PTY LTD -IGA	SHIRE SUPERMARKET ACCOUNT - FEBRUARY 2023	-1036.91
EFT30815	15/03/2023	GRAYT MAINTENANCE SOLUTIONS	SHARK BAY DISCOVERY CENTRE - SUPPLY AND INSTALLATION OF PLASTIC SUMP GRATES	-308.00
EFT30816	15/03/2023	KATHRYN FIONA MCKAY	MUSIC ENTERTAINMENT FOR THANK A VOLUNTEER DAY 2023	-250.00
EFT30817	15/03/2023	KICK SOLUTIONS	SHARK BAY DISCOVERY CENTRE - BUSINESS CARDS	-119.00
EFT30818	15/03/2023	LEWIS WINTER	50% OF ATTACHED QUOTE FOR EMERGENCY RECOVERY EXERCISES IN DENHAM	-11350.00
EFT30819	15/03/2023	MARKET FORCE PTY LTD	STREET BANNER ARTWORK 'SINK YOUR TEETH IN' (16 x INDIVIDUAL DESIGNS)	-1083.50
EFT30820	15/03/2023	MCLEODS BARRISTERS AND SOLICITORS	LEGAL EXPENSES - DENHAM SEASIDE CARAVAN PARK ORDER AND REQUISITION - ADVICE ON WORDING	-359.70
EFT30821	15/03/2023	MIDWEST FIRE PROTECTION SERVICE	SHARK BAY DISCOVERY CENTRE - QUARTERLY SERVICING OF FIRE PUMP ALARM SYSTEM	-850.30
EFT30822	15/03/2023	DENHAM NATURETIME - 4WD TOURS/PHOTOGRAPHY TOURS	SHARK BAY DISCOVERY CENTRE - MERCHANDISE - 'SPEAK OF THE DEVIL' BOOKS	-325.00
EFT30823	15/03/2023	OFFICEWORKS LTD	ADMINISTRATION - STATIONARY ORDER - MARCH 2023	-1991.02
EFT30824	15/03/2023	PLAN-IT CONSULTING WA	50% OF EMERGENCY RECOVERY EXERCISES IN DENHAM - JANUARY 2023	-11350.00
EFT30825	15/03/2023	XL2	REFUSE SITE - CREATION OF NEW EMAIL, USER ACCOUNT AND MAILBOX AND RESOLVING ISSUE WITH RECEPTION COMPUTER MISSING DRIVES	-123.75
EFT30826	15/03/2023	LYONS ENTERPRISES-SHARK BAY CAR HIRE	CAR HIRE FOR VISITING MEDICAL STAFF INCLUDING FUEL - FEBRUARY 2023	-971.08
EFT30827	15/03/2023	WINC AUSTRALIA PTY LIMITED	SHARK BAY DISCOVERY CENTRE STATIONARY ORDER - LABELS	-23.99

## UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT30828	15/03/2023	SHARK BAY STATE EMERGENCY SERVICE UNIT INC	3RD QUARTER LOCAL GOVERNMENT GRANTS SCHEME - 2022-2023	-13084.50
EFT30829	15/03/2023	TELSTRA LIMITED	SHIRE MOBILE TELEPHONE CHARGES - FEBRUARY 2023	-504.13
EFT30830	15/03/2023	TOWN PLANNING INNOVATIONS	GENERAL PLANNING SERVICES - FEBRUARY 2023	-4372.50
EFT30831	15/03/2023	TOTAL UNIFORMS	SHIRE UNIFORMS FOR GENERAL FINANCE ADMINISTRATION OFFICER (GFAO) AND SHIRE BAY DISCOVERY CENTRE STAFF	-814.33
EFT30832	15/03/2023	VISIT BRANDS PTY LTD	SHARK BAY DISCOVERY CENTRE - FREIGHT ON MERCHANDISE	-40.21
EFT30833	20/03/2023	BLUE LAGOON PEARLS	RECOVER GALLA FROM BEACH - REPAIR MOORING - RETURN GALLA TO MOORING	-2200.00
EFT30834	20/03/2023	KM & SJ CAPEWELL	REPAIRS TO SHADESAIL FORESHORE	-150.00
EFT30835	20/03/2023	CORSIGN	KERB NUMBERING STENCILS - 10 X NUMBERS 0-9	-148.50
EFT30836	20/03/2023	CDH ELECTRICAL	FAULT FIND AIR CONDITIONER NOT OPERATING - COMMUNITY HUB	-110.00
EFT30837	20/03/2023	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BUILDING SERVICES LEVY COLLECTION PERMIT #3451	-56.65
EFT30838	20/03/2023	FAR WEST ELECTRICAL	RESET PUMP SWITCH ON THE TOWN BORE FOR THE RETICULATION SYSTEM	-110.00
EFT30839	20/03/2023	HOWLETT & CO VEGETATION MANAGEMENT PTY LTD	REMOVE AND MULCH VEGETATION TO MITIGATE FIRE RISK - 143 KNIGHT TERRACE, DENHAM	-2750.00
EFT30840	20/03/2023	IPEC PTY LTD	MONTHLY FREIGHT ACCOUNT	-218.55
EFT30841	20/03/2023	SHARK BAY MARINE AND HARDWARE	MONTHLY HARDWARE ACCOUNT - FEBRUARY 2023	-1861.84
EFT30842	20/03/2023	R & L COURIERS	FREIGHT ACCOUNT - FEBRUARY 2023	-443.30
EFT30843	20/03/2023	SHARK BAY SKIPS	MONTHLY SKIP BIN ACCOUNT - USELESS LOOP ROAD - FEBRUARY 2023	-2992.00
EFT30844	20/03/2023	SHIRE OF SHARK BAY	BUILDING SERVICE LEVY COMMISSION PERMIT #3451	-5.00
EFT30845	20/03/2023	SAMUEL JAMES ROYCE	CROSSOVER REIMBURSEMENT - 19A KNIGHT TERRACE, DENHAM	-2139.00



## UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT30846	20/03/2023	THOMAS GEORGE SAWYER	CROSSOVER REIMBURSEMENT - 31B HARTOG CRESCENT, DENHAM	-1552.00
EFT30847	20/03/2023	WESTRAC EQUIPMENT PTY LTD	500 HOUR SERVICE KIT FOR CAT GRADER (P210), 500 HOUR SERVICE KIT FOR CAT TOOL CARRIER (P205), 500 HOUR SERVICE KIT FOR CAT LOADER (P204)	-2378.84
EFT30848	20/03/2023	BRIAN CHILD	PENSIONER UNIT 12 - PLUMBING WORKS AND REPAIRS TO SINK	-250.00
EFT30849	20/03/2023	BURTON TILING MAINTENANCE & RENOVATIONS	PENSIONER UNIT 12 - SUPPLY AND INSTALL NEW DEADBOLTS ON FRONT AND BACK DOOR	-293.84
EFT30850	20/03/2023	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-453.75
EFT30851	20/03/2023	REFUEL AUSTRALIA (formerly GERALDTON FUEL COMPANY)	MONTHLY FUEL ACCOUNT - FEBRUARY 2023	-14547.00
EFT30852	20/03/2023	XL2	CHANGING OF EMAIL LOGIN ALIAS - NEW COMMUNITY DEVELOPMENT OFFICER	-41.25
EFT30853	20/03/2023	SHARK BAY BAKERY	STRATEGIC PLANNING MEETING - MORNING TEA AND LUNCH FOR 12 PEOPLE - 03/03/2023	-541.30
EFT30854	20/03/2023	SHARK BAY CAFE	EMERGENCY RECOVERY EXERCISE - MORNING TEA AND LUNCH FOR 15 PEOPLE - 08/02/2023	-300.00
EFT30855	28/03/2023	BUNNINGS BUILDING SUPPLIES PTY LTD	ARTIFICIAL HEDGE - CHILD CARE CENTRE	-69.96
EFT30856	28/03/2023	CONSTRUCTION TRAINING FUND	CONSTRUCTION TRAINING FUND LEVY COLLECTION PERMIT #3452	-51.75
EFT30857	28/03/2023	FAR WEST ELECTRICAL	REPLACE DAMAGED FLUORO LIGHT AND LED BATTEN - EMFA OFFICE PLUS INSTALLATION OF WEATHERPROOF GPO OUTLET AT 16B SUNTER PLACE	-410.30
EFT30858	28/03/2023	RJ & D HEWITT	SUPPLY OF FENCING MATERIALS FOR REAR FENCE SHIRE DEPOT	-4708.00
EFT30859	28/03/2023	IPEC PTY LTD	MONTHLY FREIGHT ACCOUNT	-345.25
EFT30860	28/03/2023	SUNNY INDUSTRIAL BRUSHWARE	DIGGA BROOM FOR SKID STEER P161	-869.44

## UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT30861	28/03/2023	SHIRE OF SHARK BAY	CONSTRUCTION TRAINING FUND LEVY COMMISSION PERMIT #3452	-8.25
EFT30862	29/03/2023	RAIN MEDIA IT SOLUTIONS - JOHNNY BONBONI	SALTO - ANNUAL SUBSCRIPTION FOR RECREATION CENTRE AND GYM DOORS LOCKING SYSTEMS	-1103.30
EFT30863	31/03/2023	DEPARTMENT OF THE PREMIER AND CABINET	GOVERNMENT GAZETTAL OF LOCAL PLANNING SCHEME NO 4 - AMENDMENT NO 2 - HAMELIN POOL	-78.00
EFT30864	31/03/2023	ARTHUR EYRE ELECTRICAL PTY LTD	SHARK BAY DISCOVERY CENTRE - SUPPLY AND INSTALL NEW 24H/7D DIGITAL TIME SWITCHES AND EMERGENCY LIGHT TESTING	-2072.07
EFT30865	31/03/2023	AUSCOINSWEST	SHARK BAY DISCOVERY CENTRE - MERCHANDISE - COIN COLLECTORS ALBUMS	-643.50
EFT30866	31/03/2023	AIYANA JOAN CHRISTI WRIGHT	SHARK BAY DISCOVERY CENTRE - MERCHANDISE - SERVING BOARDS AND COASTERS	-980.00
EFT30867	31/03/2023	BRIAN CHILD	SHARK BAY DISCOVERY CENTRE - SUPPLY AND INSTALL NEW TOILET SUITE TO MENS TOILET, SUPPLY AND INSTALL NEW TAPS TO SHIRE OFFICE KITCHEN AND REPAIRS TO EXTERNAL PIPEWORK AT SHIRE OFFICE AFTER WATER LEAK AT METRE	-1640.00
EFT30868	31/03/2023	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-453.75
EFT30869	31/03/2023	CANDICE USZKO	SALARY SACRIFICE - SBDC COORDINATOR - COMMUNICATIONS - MARCH 2023	-79.00
EFT30870	31/03/2023	FAR WEST ELECTRICAL	VACANCY REFIT UNIT 12 - REPLACEMENT OF LIGHTS, SMOKE ALARM, CEILING AND EXHAUST FANS, 6 x DOWNLIGHTS	-3045.90
EFT30871	31/03/2023	HORIZON POWER	SHIRE PROPERTIES ELECTRICITY CHARGES - FEBRUARY 2023	-7795.63
EFT30872	31/03/2023	XL2	WORKSTATION MONITORING AND MONTHLY REMOTE MANAGEMENT AGENT, WEBROOT SECUTRE ANYWHERE BUSINESS ENDPOINT PROTECTION, MANAGED 3CX PHONE SYSTEM SERVICE, OFFSITE SOFTWARE BACKUP AND	-2769.41

## UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
			MONTHLY COMPUTER LICENCE FEES - APRIL 2023, OUTLOOK UPGRADES TO IMPROVE NETWORK FIREWALL SECURITY SETTINGS, SETUP OF NEW CDO LOGIN TO REFLECT INDIVIDUAL AND NOT POSITION PLUS ACCESS TO PREVIOUS CDO MAILBOX, SHARK BAY DISCOVERY CENTRE RECREATION OF SECURITY CERTIFICATE TO RECONNECT OUTLOOK AFTER POWER OUTAGE, 2 MONTHLY SERVER MAINTENANCE, RENEWAL OF SHADOW PROTECT BACKUP SOFTWARE SUBSCRIPTION AND RESOLUTION OF COMMUNITY DEVELOPMENT OFFICER MICROSOFT 365 ISSUES.	
EFT30873	31/03/2023	PAULS TYRES	TYRES FOR HPORTR SEMI-TRAILER P151, HPORTR SEMI-TRAILER P155, LOW LOADER P133, HINO 300 SERIES P178 (INCLUDES FREIGHT)	-9137.50
EFT30874	31/03/2023	SHARK BAY CLEANING SERVICE	GAS BOTTLES FOR BARBECUES AT LITTLE LAGOON	-88.00
EFT30875	31/03/2023	SUMMER GYPSEA	SBDC - MERCHANDISE - JEWELLERY	-851.50
EFT30876	31/03/2023	SHIRE OF CARNARVON	CONTRIBUTION TO THE COMMUNITY EMERGENCY SERVICE MANAGER FOR 01 JULY 2022 TO 31 DECEMBER 2022	-8725.76
EFT30877	31/03/2023	TELSTRA LIMITED	SHIRE MOBILE TELEPHONE CHARGES - MARCH 2023	-510.00
EFT30878	31/03/2023	WESTRAC EQUIPMENT PTY LTD	TRANSMISSION AND DRIVE TRAIN OIL FOR CAT GRADER P210	-127.73
			<b>TOTAL</b>	<b>\$342,607.08</b>

## UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

**SHIRE OF SHARK BAY – MUNI  
ELECTRONIC PAYROLL TRANSACTIONS  
MARCH 2023**

<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
14/03/2023	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 12 MACH 2023	\$88,064.53
28/03/2023	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 26 MARCH 2023	\$86,872.20
		<b>TOTAL</b>	<b>\$174,936.73</b>

**SHIRE OF SHARK BAY  
MARCH 2023  
POLICE LICENSING TRANSACTION #222309**

<b>CHQ</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
222309	31/03/2023	COMMISSIONER OF POLICE	POLICE LICENSING MARCH 2023	15,614.85
			<b>TOTAL</b>	<b>\$15,614.85</b>

26 APRIL 2023

11.2 FINANCIAL REPORTS TO 31 MARCH 2023  
CM00017

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved

Cr Fenny

Seconded

Cr Vankova

**Council Resolution**

**That the monthly financial report to 31 March 2023 as attached be received.**  
**7/0 CARRIED**

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **31 March 2023** are attached.

VARIANCE ANALYSIS

Actual Operating Revenue as at March 2023 is \$47,790 higher than budget. This is mainly attributable to timing of the Main Roads Shark Bay Road Private Works Year to date budget being ahead of Year to date Actual.

Actual Operating Expenditure as at March 2023 is less than the year to date budget by \$389,127. This is substantially due to overall underspend in year to date actual expenditure compared to budget.

Capital Revenue year to date actual is less than year to date budget by \$38,585 due to quarantining of capital grants in line with the timing of project expenditure.

Capital Expenditure actual is more than year to date budget by \$579 and the variance is not reportable as it is less than \$5,000.

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The financial report shows the financial position of the Shire has exceeded the year to date budget as a result of strategies put in place to address the significant adverse trend in the financial position of the Shire. In addition, due to the COVID-19 pandemic further strategies were implemented in the budget to further reduce expenditure in anticipation of an adverse impact on cashflow forecast for the 2022/2023 financial year.

26 APRIL 2023

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

Author

*A Pears*

Chief Executive Officer

*D Chapman*

Date of Report

17 April 2023

26 APRIL 2023

**SHIRE OF SHARK BAY**

**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 31 March 2023**

**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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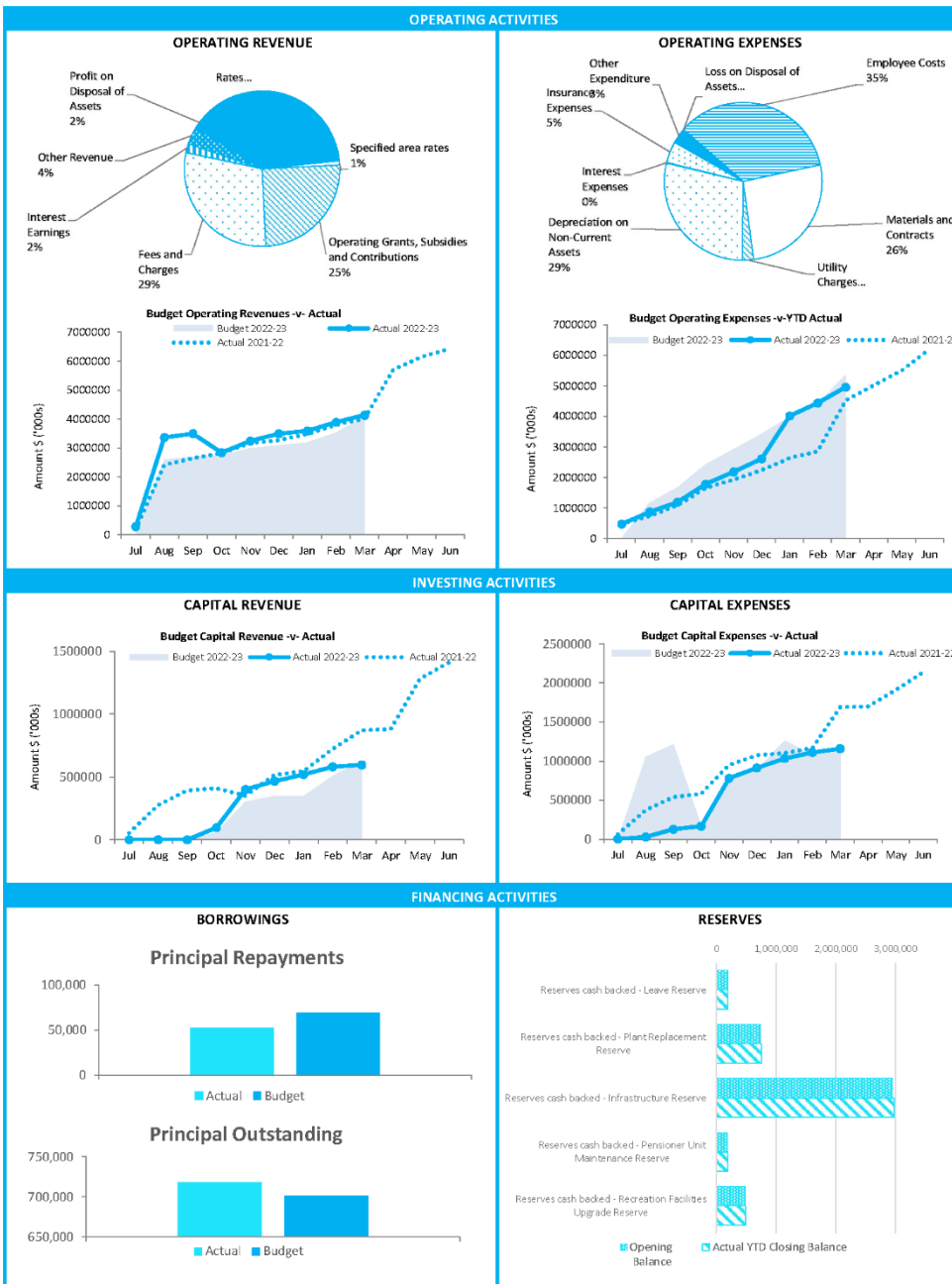
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# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 MARCH 2023

## SUMMARY INFORMATION - GRAPHS



This information is to be read in conjunction with the accompanying Financial Statements and Notes.



# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 MARCH 2023

## EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

Funding surplus / (deficit)

	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.04 M	\$2.04 M	\$2.04 M	\$0.00 M
Closing	\$0.00 M	\$1.47 M	\$1.87 M	\$0.40 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	\$8.03 M	% of total
Unrestricted Cash	\$3.36 M	41.9%
Restricted Cash	\$4.66 M	58.1%

Refer to Note 2 - Cash and Financial Assets

Payables

	\$0.21 M	% Outstanding
Trade Payables	\$0.09 M	
Over 30 Days		0.0%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables

	\$0.18 M	% Collected
Rates Receivable	\$0.12 M	93.9%
Trade Receivable	\$0.18 M	
Over 30 Days		7.0%
Over 90 Days		2.1%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.71 M)	\$0.05 M	\$0.49 M	\$0.44 M

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	\$1.57 M	% Variance
YTD Budget	\$1.57 M	0.0%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions

YTD Actual	\$1.03 M	% Variance
YTD Budget	\$1.03 M	0.2%

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges

YTD Actual	\$1.20 M	% Variance
YTD Budget	\$1.19 M	1.4%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.55 M)	(\$0.52 M)	(\$0.56 M)	(\$0.04 M)

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	\$0.44 M	%
Adopted Budget	\$0.61 M	(28.5%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition

YTD Actual	\$1.16 M	% Spent
Adopted Budget	\$3.56 M	(67.4%)

Refer to Note 8 - Capital Acquisition

Capital Grants

YTD Actual	\$0.16 M	% Received
Adopted Budget	\$1.39 M	(88.7%)

Refer to Note 8 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.22 M	(\$0.10 M)	(\$0.10 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings

Principal repayments	\$0.05 M
Interest expense	\$0.01 M
Principal due	\$0.72 M

Refer to Note 9 - Borrowings

Reserves

Reserves balance	\$4.66 M
Interest earned	\$0.04 M

Refer to Note 10 - Cash Reserves

This information is to be read in conjunction with the accompanying Financial Statements and notes.

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MARCH 2023

## STATUTORY REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
<b>GOVERNANCE</b> To provide a decision making process for the efficient allocation of scarce resources.	Expenses associated with the provision of services to members of council and elections.
<b>GENERAL PURPOSE FUNDING</b> To collect revenue to allow for the provision of services.	Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on Police Licensing. This also includes the costs associated with raising these revenues e.g. valuation expenses, debt collection and overheads.
<b>LAW, ORDER, PUBLIC SAFETY</b> To provide services to help ensure a safer and environmentally conscious community.	Enforcement of Local Laws, fire prevention, animal control and the provision of ranger services.
<b>HEALTH</b> To provide an operational framework for environmental and community health.	Health inspection services, food quality control and mosquito control.
<b>HOUSING</b> To provide and maintain housing for the elderly and staff.	Provision and maintenance of rented housing accommodation for pensioners and employees.
<b>COMMUNITY AMENITIES</b> To provide services required by the community.	Sanitation, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.
<b>RECREATION AND CULTURE</b> To establish and effectively manage infrastructure and resources which will help the social wellbeing of the community.	Parks, gardens and recreation reserves, library services, television and radio re-broadcasting, swimming facilities, walk trails, youth recreation, Shark Bay World Heritage Discovery and Visitor Centre, foreshore, public halls and the Shark Bay Recreation Centre.
<b>TRANSPORT</b> To provide safe, effective and efficient transport services to the community.	Construction and maintenance of roads, footpaths, drainage, parking facilities, traffic control, depot operations, marine facilities and street cleaning.
<b>ECONOMIC SERVICES</b> To help promote the Shire and its economic wellbeing	Tourism, community development, building services and private works.
<b>OTHER PROPERTY AND SERVICES</b> To monitor and control council's overhead operating accounts.	Plant maintenance, administration, labour overheads and stock.

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

## STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	2,043,803	2,043,803	2,043,803	0	0.00%	
<b>Revenue from operating activities</b>							
Governance		34,307	25,542	14,517	(11,025)	(43.16%)	▼
General purpose funding - general rates	6	1,530,037	1,530,037	1,530,037	0	0.00%	
General purpose funding - other		775,347	593,489	609,479	15,990	2.69%	
Law, order and public safety		106,884	77,573	82,359	4,786	6.17%	
Health		2,600	2,368	1,247	(1,121)	(47.34%)	
Housing		100,375	74,784	68,222	(6,562)	(8.77%)	▼
Community amenities		386,781	349,500	356,062	6,562	1.88%	
Recreation and culture		378,015	283,894	267,825	(16,069)	(5.66%)	▼
Transport		559,209	462,252	462,453	201	0.04%	
Economic services		1,025,842	591,682	635,067	43,385	7.33%	▲
Other property and services		119,860	96,936	108,579	11,643	12.01%	▲
		5,019,257	4,088,057	4,135,847	47,790		
<b>Expenditure from operating activities</b>							
Governance		(468,149)	(367,444)	(218,284)	149,160	40.59%	▲
General purpose funding		(108,229)	(81,176)	(69,295)	11,881	14.64%	▲
Law, order and public safety		(324,752)	(245,450)	(213,657)	31,793	12.95%	▲
Health		(111,225)	(84,295)	(53,915)	30,380	36.04%	▲
Housing		(210,027)	(162,471)	(153,120)	9,351	5.76%	▲
Community amenities		(730,496)	(548,975)	(508,407)	40,568	7.39%	▲
Recreation and culture		(2,208,083)	(1,659,620)	(1,496,094)	163,526	9.85%	
Transport		(1,943,511)	(1,320,063)	(1,475,620)	(155,557)	(11.78%)	▼
Economic services		(1,291,881)	(786,606)	(788,228)	(1,622)	(0.21%)	
Other property and services		(120,860)	(90,582)	19,065	109,647	121.05%	▲
		(7,517,213)	(5,346,682)	(4,957,555)	389,127		
<b>Non-cash amounts excluded from operating activities</b>	1(a)	1,788,673	1,308,687	1,308,413	(274)	(0.02%)	
<b>Amount attributable to operating activities</b>		(709,283)	50,062	486,705	436,643		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	1,392,083	196,192	157,607	(38,585)	(19.67%)	▼
Proceeds from disposal of assets	7	611,791	437,427	437,427	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(3,555,785)	(1,157,851)	(1,158,430)	(579)	(0.05%)	
<b>Amount attributable to investing activities</b>		(1,551,911)	(524,232)	(563,396)	(39,164)		
<b>Financing Activities</b>							
Transfer from reserves	10	1,368,732	0	0	0	0.00%	
Repayment of debentures	9	(69,277)	(52,400)	(52,400)	0	0.00%	
Transfer to reserves	10	(1,082,064)	(43,500)	(43,310)	190	0.44%	
<b>Amount attributable to financing activities</b>		217,391	(95,900)	(95,710)	190		
<b>Closing funding surplus / (deficit)</b>	1(c)	0	1,473,733	1,871,402	397,669		

### KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note threshold. Refer to Note 12 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2022-23 year is \$5,000 or 5.00% whichever is the greater.

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

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MARCH 2023

### REVENUE

#### RATES

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

#### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

#### NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

#### REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

#### FEES AND CHARGES

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

#### SERVICE CHARGES

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

#### INTEREST EARNINGS

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

#### OTHER REVENUE / INCOME

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

#### PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

## NATURE OR TYPE DESCRIPTIONS

### EXPENSES

#### EMPLOYEE COSTS

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

#### MATERIALS AND CONTRACTS

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

#### UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

#### INSURANCE

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

#### LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

#### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

#### INTEREST EXPENSES

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

#### OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

### BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	2,043,803	2,043,803	<b>2,043,803</b>	0	0.00%	
<b>Revenue from operating activities</b>							
Rates	6	1,530,037	1,530,037	<b>1,530,037</b>	0	0.00%	
Specified area rates	6	36,616	36,616	<b>36,616</b>	0	0.00%	
Operating grants, subsidies and contributions	12	1,301,942	1,029,605	<b>1,031,172</b>	1,567	0.15%	
Fees and charges		1,760,250	1,187,889	<b>1,204,600</b>	16,711	1.41%	
Interest earnings		82,890	61,945	<b>78,152</b>	16,207	26.16%	▲
Other revenue		179,476	135,670	<b>148,975</b>	13,305	9.81%	▲
Profit on disposal of assets	7	128,046	106,295	<b>106,295</b>	0	0.00%	
		<b>5,019,257</b>	<b>4,088,057</b>	<b>4,135,847</b>	47,790		
<b>Expenditure from operating activities</b>							
Employee costs		(2,430,586)	(1,755,560)	<b>(1,747,225)</b>	8,335	0.47%	
Materials and contracts		(2,524,375)	(1,656,121)	<b>(1,300,117)</b>	356,004	21.50%	▲
Utility charges		(185,721)	(136,037)	<b>(115,990)</b>	20,047	14.74%	▲
Depreciation on non-current assets		(1,882,489)	(1,413,122)	<b>(1,412,848)</b>	274	0.02%	
Interest expenses		(21,959)	(8,277)	<b>(8,276)</b>	1	0.01%	
Insurance expenses		(214,479)	(214,479)	<b>(217,501)</b>	(3,022)	(1.41%)	
Other expenditure		(223,374)	(161,226)	<b>(153,738)</b>	7,488	4.64%	
Loss on disposal of assets	7	(34,230)	(1,860)	<b>(1,860)</b>	0	0.00%	
		<b>(7,517,213)</b>	<b>(5,346,682)</b>	<b>(4,957,555)</b>	389,127		
Non-cash amounts excluded from operating activities	1(a)	1,788,673	1,308,687	<b>1,308,413</b>	(274)	(0.02%)	
<b>Amount attributable to operating activities</b>		<b>(709,283)</b>	<b>50,062</b>	<b>486,705</b>	436,643		
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	1,392,083	196,192	<b>157,607</b>	(38,585)	(19.67%)	▼
Proceeds from disposal of assets	7	611,791	437,427	<b>437,427</b>	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(3,555,785)	(1,157,851)	<b>(1,158,430)</b>	(579)	(0.05%)	
<b>Amount attributable to investing activities</b>		<b>(1,551,911)</b>	<b>(524,232)</b>	<b>(563,396)</b>	(39,164)		
<b>Financing Activities</b>							
Transfer from reserves	10	1,368,732	0	<b>0</b>	0	0.00%	
Repayment of debentures	9	(69,277)	(52,400)	<b>(52,400)</b>	0	0.00%	
Transfer to reserves	10	(1,082,064)	(43,500)	<b>(43,310)</b>	190	0.44%	
<b>Amount attributable to financing activities</b>		<b>217,391</b>	<b>(95,900)</b>	<b>(95,710)</b>	190		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>1,473,733</b>	<b>1,871,402</b>	397,669		

### KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 12 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 MARCH 2023

## BASIS OF PREPARATION

### BASIS OF PREPARATION

#### REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

#### BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads* paragraph 15 and *AASB 116 Property, Plant and Equipment* paragraph 7.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

#### PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 March 2023

### SIGNIFICANT ACCOUNTING POLICES

#### CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

#### THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 11 to these financial statements.

#### GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

#### ROUNDING OFF FIGURES

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

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

## NOTE 1

### STATEMENT OF FINANCIAL ACTIVITY INFORMATION

#### (a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	7	(128,046)	(106,295)	(106,295)
Add: Loss on asset disposals	7	34,230	1,860	1,860
Add: Depreciation on assets		1,882,489	1,413,122	1,412,848
<b>Total non-cash items excluded from operating activities</b>		<b>1,788,673</b>	<b>1,308,687</b>	<b>1,308,413</b>

#### (b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2022	This Time Last Year 31 March 2022	Year to Date 31 March 2023
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	10	(4,618,458)	(3,903,769)	(4,661,768)
Add: Borrowings	9	69,278	67,131	69,278
<b>Total adjustments to net current assets</b>		<b>(4,549,180)</b>	<b>(3,836,638)</b>	<b>(4,592,490)</b>

#### (c) Net current assets used in the Statement of Financial Activity

<b>Current assets</b>				
Cash and cash equivalents	2	7,873,796	5,879,940	8,025,959
Rates receivables	3	34,985	86,484	118,300
Receivables	3	58,452	129,696	178,529
Other current assets	4	289,639	122,914	198,327
<b>Less: Current liabilities</b>				
Payables	5	(725,238)	(138,223)	(209,345)
Borrowings	9	(69,278)	(67,131)	(69,278)
Contract liabilities	11	(628,325)	(246,608)	(1,537,552)
Provisions	11	(241,048)	(219,964)	(241,048)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(4,549,180)</b>	<b>(3,836,969)</b>	<b>(4,592,490)</b>
<b>Closing funding surplus / (deficit)</b>		<b>2,043,803</b>	<b>1,710,139</b>	<b>1,871,402</b>

#### 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. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

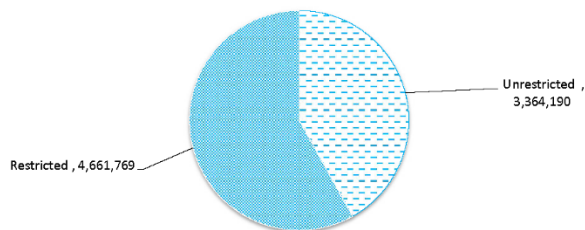
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2023

## OPERATING ACTIVITIES NOTE 2 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
<b>Cash on hand</b>								
Municipal Bank Account	Cash and cash equivalents	90,708	0	90,708	0	Bankwest	0.00%	At Call
Municipal Telenet Saver	Cash and cash equivalents	1,448,942	0	1,448,942	0	Bankwest	2.40%	At Call
Reserve Bank Account	Cash and cash equivalents	0	179	179	0	Bankwest	0.00%	At Call
Reserve Telenet Saver Account	Cash and cash equivalents	0	1,661,590	1,661,590	0	Bankwest	1.25%	At Call
SHERP Telenet Saver	Cash and cash equivalents	823,640	0	823,640	0	Bankwest	1.25%	At Call
Till Floats	Cash and cash equivalents	900	0	900	0	N/A	0.00%	On Hand
Municipal Term Deposit	Cash and cash equivalents	1,000,000	0	1,000,000	0	Bankwest	3.00%	6/04/2023
Reserve Term Deposit	Cash and cash equivalents	0	2,000,000	2,000,000	0	Bankwest	3.00%	6/04/2023
Reserve Term Deposit	Cash and cash equivalents	0	1,000,000	1,000,000	0	Bankwest	3.20%	19/04/2023
<b>Total</b>		<b>3,364,190</b>	<b>4,661,769</b>	<b>8,025,959</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		3,364,190	4,661,769	8,025,959	0			
		<b>3,364,190</b>	<b>4,661,769</b>	<b>8,025,959</b>	<b>0</b>			

### KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.





# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

## OPERATING ACTIVITIES NOTE 3 RECEIVABLES

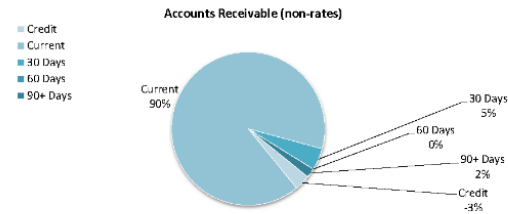
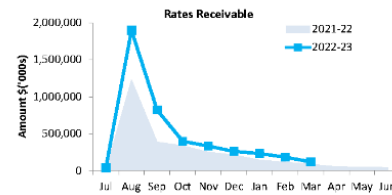
Rates receivable	30 June 2022	31 Mar 2023
	\$	\$
Opening arrears previous years	22,380	34,985
Levied this year	1,773,706	1,913,012
Less - collections to date	(1,761,101)	(1,829,697)
Equals current outstanding	34,985	118,300
<b>Net rates collectable</b>	<b>34,985</b>	<b>118,300</b>
% Collected	98.1%	93.9%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(4,903)	134,448	6,870	0	2,950	139,364
Percentage	(3.5%)	96.5%	4.9%	0%	2.1%	
<b>Balance per trial balance</b>						139,364
Sundry receivable						37,018
GST and FBT receivable						2,147
State Revenue Pensioner Rebate						
<b>Total receivables general outstanding</b>						<b>178,529</b>

Amounts shown above include GST (where applicable)

### KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.



# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

## OPERATING ACTIVITIES NOTE 4 OTHER CURRENT ASSETS

	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 31 March 2023
<b>Other current assets</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Inventory</b>				
Fuel and materials	38,043	0	0	38,043
Merchandise	102,139	0	0	102,139
<b>Prepayments</b>				
Prepayments	7,045	0	(7,045)	0
Accrued income	142,412	0	(84,267)	58,145
<b>Total other current assets</b>	<b>289,639</b>	<b>0</b>	<b>(91,312)</b>	<b>198,327</b>
<b>Amounts shown above include GST (where applicable)</b>				

### KEY INFORMATION

#### Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

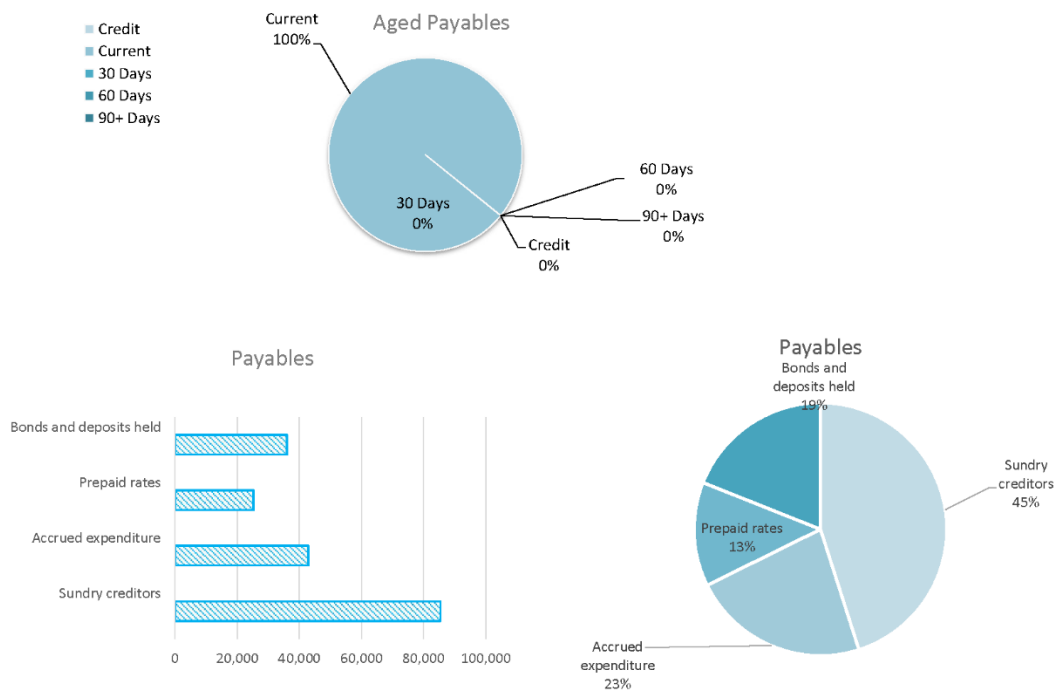
## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

## OPERATING ACTIVITIES NOTE 5 Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	85,257	39	0	0	85,296
Percentage	0%	100%	0%	0%	0%	
<b>Balance per trial balance</b>						
Sundry creditors						85,485
Accrued expenditure						42,900
Prepaid rates						25,253
Bonds and deposits held						36,005
Payables - Other						0
ESL Levied						235
<b>Total payables general outstanding</b>						<b>209,345</b>
Amounts shown above include GST (where applicable)						

### KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

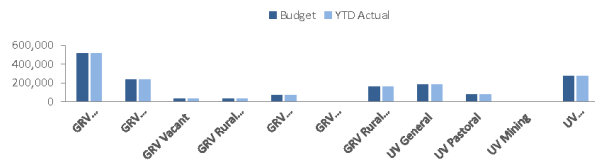
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2023

## OPERATING ACTIVITIES NOTE 6 RATE REVENUE

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>											
GRV Residential	0.09831	375	5,228,662	514,014	1,676	2,543	518,233	514,014	1,676	2,543	518,233
GRV Commercial	0.10103	41	2,333,188	235,713	0	0	235,713	235,713	0	0	235,713
GRV Vacant	0.09831	16	310,500	30,524	2,287	74	32,885	30,524	2,287	74	32,885
GRV Rural Commercial	0.10217	5	324,980	33,204	1,690	0	34,894	33,204	1,690	0	34,894
GRV Industrial / Residential	0.10879	47	648,094	70,504	0	0	70,504	70,504	0	0	70,504
GRV Industrial / Residential Vacant	0.09831	0	0	0	0	0	0	0	0	0	0
GRV Rural Resort	0.10785	2	1,474,650	159,038	0	1,061	160,099	159,038	0	1,061	160,099
<b>Unimproved value</b>											
UV General	0.19796	7	922,205	182,558	0	0	182,558	182,558	0	0	182,558
UV Pastoral	0.13557	11	544,676	73,842	0	0	73,842	73,842	0	0	73,842
UV Mining	0.27000	1	9,350	2,525	0	0	2,525	2,525	0	0	2,525
UV Exploration	0.25961	14	1,027,524	266,751	10,681	0	277,432	266,751	10,681	0	277,432
<b>Sub-Total</b>		<b>519</b>	<b>12,823,829</b>	<b>1,568,673</b>	<b>16,334</b>	<b>3,678</b>	<b>1,588,685</b>	<b>1,568,673</b>	<b>16,334</b>	<b>3,678</b>	<b>1,588,685</b>
<b>Minimum payment</b>			<b>Minimum \$</b>								
<b>Gross rental value</b>											
GRV Residential	833	9	54,964	7,497	0	0	7,497	7,497	0	0	7,497
GRV Commercial	833	17	90,080	14,161	0	0	14,161	14,161	0	0	14,161
GRV Vacant	833	82	237,625	68,306	0	0	68,306	68,306	0	0	68,306
GRV Rural Commercial	833	0	0	0	0	0	0	0	0	0	0
GRV Industrial / Residential	833	3	20,040	2,499	0	0	2,499	2,499	0	0	2,499
GRV Industrial / Residential Vacant	520	0	0	0	0	0	0	0	0	0	0
GRV Rural Resort	833	0	0	0	0	0	0	0	0	0	0
<b>Unimproved value</b>											
UV General	875	6	9,862	5,250	0	0	5,250	5,250	0	0	5,250
UV Pastoral	875	0	0	0	0	0	0	0	0	0	0
UV Mining	875	1	770	875	0	0	875	875	0	0	875
UV Exploration	875	1	2,190	875	0	0	875	875	0	0	875
<b>Sub-total</b>		<b>119</b>	<b>415,531</b>	<b>99,463</b>	<b>0</b>	<b>0</b>	<b>99,463</b>	<b>99,463</b>	<b>0</b>	<b>0</b>	<b>99,463</b>
Concession							(158,111)				(158,111)
<b>Amount from general rates</b>							<b>1,530,037</b>				<b>1,530,037</b>
<b>Total general rates</b>							<b>1,530,037</b>				<b>1,530,037</b>
<b>Specified area rates</b>			<b>Rate in \$ (cents)</b>								
Monkey Mia Bore Replacement	0.025949			36,616	0	0	36,616	36,616	0	0	36,616
<b>Total specified area rates</b>			<b>0</b>	<b>36,616</b>	<b>0</b>	<b>0</b>	<b>36,616</b>	<b>36,616</b>	<b>0</b>	<b>0</b>	<b>36,616</b>
<b>Total</b>							<b>1,566,653</b>				<b>1,566,653</b>

### KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



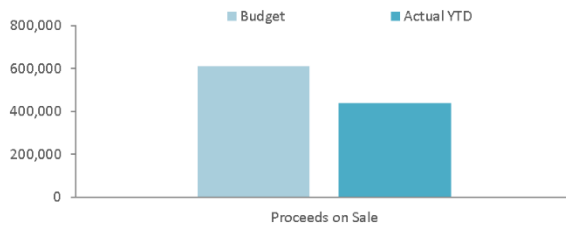
# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

## OPERATING ACTIVITIES NOTE 7 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book				Net Book			
		Value	Proceeds	Profit	(Loss)	Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>								
	<b>Governance</b>								
MV188	CEO Vehicle	52,920	58,000	5,080	0	0	0	0	0
MV194	EMFA Vehicle	9,119	23,636	14,517	0	9,119	23,636	14,517	0
	<b>Economic services</b>								
MV195	EMCD Vehicle	10,047	23,636	13,589	0	10,047	23,636	13,589	0
	<b>Transport</b>								
MV202	Dual Cab Ute - Works Manager	40,251	45,455	5,204	0	40,251	45,455	5,204	0
MV200	Dual Cab Ute - Town Supervisor	39,846	49,091	9,245	0	0	0	0	0
MV201	Dual Cab Ute - Country	39,847	47,273	7,426	0	0	0	0	0
MV197	Dual Cab Ute - Town Gardener	19,247	35,000	15,753	0	19,247	35,000	15,753	0
MV168	Town Truck - 5 Tonne	51,860	50,000	0	(1,860)	51,860	50,000	0	(1,860)
MV167	Town Truck - 3 Tonne	26,658	35,000	8,342	0	26,658	35,000	8,342	0
MV178	Dual Cab Truck 4x4	52,370	20,000	0	(32,370)	0	0	0	0
MV156	Grader	172,608	215,000	42,392	0	172,608	215,000	42,392	0
PE109	Mitsubishi Canter	3,202	9,700	6,498	0	3,202	9,700	6,498	0
		<b>517,975</b>	<b>611,791</b>	<b>128,046</b>	<b>(34,230)</b>	<b>332,992</b>	<b>437,427</b>	<b>106,295</b>	<b>(1,860)</b>



# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

## INVESTING ACTIVITIES NOTE 8 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	190,000	37,497	38,924	1,427
Buildings - specialised	506,766	71,766	73,261	1,495
Furniture and equipment	38,956	18,956	21,629	(2,673)
Plant and equipment	1,153,551	864,034	864,063	29
Heritage Assets	45,000	10,000	9,768	(232)
Infrastructure - roads other	561,637	140,000	139,994	(6)
Infrastructure - roads town	427,425	0	0	0
Infrastructure - footpaths	276,350	0	0	0
Infrastructure - public facilities	356,100	15,598	10,791	(4,807)
<b>Payments for Capital Acquisitions</b>	<b>3,555,785</b>	<b>1,157,851</b>	<b>1,158,430</b>	<b>(4,767)</b>
<b>Total Capital Acquisitions</b>	<b>3,555,785</b>	<b>1,157,851</b>	<b>1,158,430</b>	<b>(4,767)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	1,392,083	196,192	157,607	(38,585)
Other (disposals & C/Fwd)	611,791	437,427	437,427	0
Cash backed reserves				
Reserves cash backed - Plant Replacement Reserve	551,460	0	0	0
Reserves cash backed - Infrastructure Reserve	697,272	0	0	0
Reserves cash backed - Pensioner Unit Maintenance Reserve	70,000	0	0	0
Reserves cash backed - Recreation Facilities Upgrade Reserve	50,000	0	0	0
Contribution - operations	183,179	524,232	563,396	39,164
<b>Capital funding total</b>	<b>3,555,785</b>	<b>1,157,851</b>	<b>1,158,430</b>	<b>579</b>

### SIGNIFICANT ACCOUNTING POLICIES

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 by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. 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.

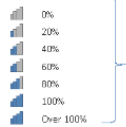
# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

## INVESTING ACTIVITIES NOTE 8 CAPITAL ACQUISITIONS (CONTINUED)

### Capital expenditure total Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.














Level of completion indicator, please see table at the end of this note for further detail.

Adopted							
	Account Description	Strategic Plan Reference	Class	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
	5204734 Shire Office Asbestos Removal	3.1, 4.1	Buildings	80,000	0	0	0
	09128001 Capital Works 5 Spaven Way	4.1	Buildings	10,000	0	0	0
	09128020 Capital Works 65 Brockman St	4.1	Buildings	10,000	0	0	0
	09128040 Capital Works 80 Durlacher St	4.1	Buildings	10,000	0	0	0
	09128050 Capital Works 51 Durlacher St	4.1	Buildings	10,000	0	0	0
	25104785 Pensioner Units Capital Works	4.1	Buildings	60,000	30,000	30,310	(310)
	25104790 Pensioner Shed Door Replacement	4.1	Buildings	10,000	7,497	8,614	(1,117)
			<b>Buildings Total</b>	<b>190,000</b>	<b>37,497</b>	<b>38,924</b>	<b>(1,427)</b>
	05204975 Office Furniture & Equipment	4.1, 7.1	Furniture & equipment	20,000	0	0	0
	<i>Comments: Video Conferencing Equipment project carried forward from 2021/22</i>						
	Digong Interactive Zone with Hungry Sky Software						
	36005000 Project	2.2, 4.1	Furniture & equipment	18,956	18,956	21,629	(2,673)
			<b>Furniture &amp; Equipment Total</b>	<b>38,956</b>	<b>18,956</b>	<b>21,629</b>	<b>(2,673)</b>

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

Level of completion indicator, please see table at the end of this note for further detail.













		Adopted				
Account Description	Strategic Plan Reference	Class	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
 35104705 Town Hall Asbestos Removal	3.1, 4.1	Buildings - Specialised	80,000	0	0	0
 36004994 SDC Roof Upgrade	4.1, 5.1, 5.2	Buildings - Specialised	21,766	21,766	21,766	0
 36004998 SDC Airconditioner Upgrade	4.1, 5.1, 5.2	Buildings - Specialised	300,000	40,000	37,060	2,940
 45104722 Depot Office Awning	4.1	Buildings - Specialised	10,000	10,000	14,435	(4,435)
 35304741 Recreation Centre Panel And Paint Upgrade	4.1	Buildings - Specialised	50,000	0	0	0
 35504902 Automatic Sliding Door - Library	4.1	Buildings - Specialised	25,000	0	0	0
 35104710 Electronic Entry System for Town Hall and Recreation Centre	4.1	Buildings - Specialised	20,000	0	0	0
 35605182 Heritage Stables Refurbishment	4.1	Buildings - Specialised Total	506,766	71,766	73,261	(1,495)
		Heritage Assets	45,000	10,000	9,768	232
		Heritage Assets Total	45,000	10,000	9,768	232
 45145251 Footpath Construction (As Per Denham Footpath Plan)	1.1, 4.1, 5.1	Infrastructure - footpaths	56,350	0	0	0
 45145259 Stella Rowley Drive Dual Footpath	1.1, 4.1, 5.1	Infrastructure - footpaths	140,000	0	0	0
 45145260 Problematic Area Street Lighting	1.1, 4.1, 5.1	Infrastructure - footpaths	80,000	0	0	0
		Infrastructure - footpaths Total	276,350	0	0	0
 30401932 Cemetery Shade	4.1	Infrastructure - public facilities	5,500	0	0	0
 30445151 Hamelin Pool Carpark	4.1	Infrastructure - public facilities	10,000	0	194	(194)



# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

Level of completion indicator, please see table at the end of this note for further detail.

Level of completion indicator, please see table at the end of this note for further detail.			Adopted				
Account Description		Strategic Plan Reference	Class	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
	35305512 Access Bicycle and Walking Paths Recreation Precinct	4.1, 5.1, 5.2	Infrastructure - public facilities	30,000	0	0	0
	35302284 Little Lagoon Upgrades, Gazebo, Bollards and Signage	4.1	Infrastructure - public facilities	4,000	4,000	3,779	221
	35205538 Hard Shade Structures - Playgrounds	4.1, 5.1, 5.2	Infrastructure - public facilities	75,000	0	0	0
	Disability Beach/Water Access inclusive of Floating Beach Wheelchairs	4.1, 5.1, 5.2	Infrastructure - public facilities	50,000	0	0	0
	Town Ovals and Recreation Reticulation/Resurfacing Upgrade	4.1, 5.1, 5.2	Infrastructure - public facilities	90,000	0	0	0
	35205540 CCTV Upgrades	4.1	Infrastructure - public facilities	50,000	0	0	0
	45150041 RRG Eagle Bluff Road 22-23	1.1	Infrastructure - roads other	160,000	0	0	0
			Infrastructure - roads other Total	561,637	140,000	139,994	6
	45180093 R2R Durlacher Street 22-23	1.1	Infrastructure - roads town	427,425	0	0	0
			Infrastructure - Roads Town Total	427,425	0	0	0
	45205489 Dual Cab Ute - Town Supervisor	4.1	Plant and equipment	52,592	0	0	0
	45205346 Town Gardener's Ute	4.1	Plant and equipment	50,950	50,950	50,979	(29)
	45205475 Major Plant items - Capital	4.1	Plant and equipment	20,000	0	0	0
	45205501 Town Truck - 5 Tonne	4.1	Plant and equipment	115,927	115,927	115,927	0
	45205502 Town Truck - 3 Tonne	4.1	Plant and equipment	62,124	62,124	62,124	0
	45205500 Grader	4.1	Plant and equipment	490,815	490,815	490,815	0
	45205507 Dual Cab Ute - Works Manager	4.1	Plant and equipment	61,884	61,884	61,884	0
	45205510 Dual Cab Truck 5T	4.1	Plant and equipment	105,000	0	0	0

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

*Level of completion indicator, please see table at the end of this note for further detail.*

Adopted						
Account Description	Strategic Plan Reference	Class	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
45205516 Dual Cab Ute - Country	4.1	Plant and equipment	52,592	0	0	0
50104002 EMCD Vehicle	4.1	Plant and equipment	41,167	41,167	41,167	0
Adopted						
Account Description	Strategic Plan Reference	Class	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
5205335 CEO Vehicle Replacement	4.1	Plant and equipment	59,333	0	0	0
5205338 EMFA Vehicle Replacement	4.1	Plant and equipment	41,167	41,167	41,167	0
		Plant and equipment Total	1,153,551	864,034	864,063	(29)
		Grand Total	3,555,785	1,157,851	1,158,430	2,094

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

## FINANCING ACTIVITIES

### NOTE 9

### BORROWINGS

#### Repayments - borrowings

Information on borrowings		1 July 2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and culture</b>										
Town Oval Bore	58	735,067	0	0	16,691	33,568	718,376	701,499	7,428	21,052
<b>Economic services</b>										
Monkey Mia Bore	57	35,709	0	0	35,709	35,709	0	0	848	907
<b>Total</b>		770,776	0	0	52,400	69,277	718,376	701,499	8,276	21,959
Current borrowings		69,278					69,278			
Non-current borrowings		701,498					649,098			
		770,776					718,376			

All debenture repayments were financed by general purpose revenue.

#### KEY INFORMATION

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.

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

OPERATING ACTIVITIES  
NOTE 10  
CASH RESERVES

### Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Reserves cash backed - Leave Reserve	195,752	1,800	1,836	0	0	0	0	197,552	197,588
Reserves cash backed - Plant Replacement Reserve	744,743	7,000	6,984	359,700	0	(551,460)	0	559,983	751,727
Reserves cash backed - Infrastructure Reserve	2,950,046	26,000	27,665	560,574	0	(697,272)	0	2,839,348	2,977,711
Reserves cash backed - Pensioner Unit Maintenance Reserve	191,251	2,000	1,793	70,000	0	(70,000)	0	193,251	193,044
Reserves cash backed - Recreation Facilities Upgrade Reserve	484,801	4,500	4,546	50,000	0	(50,000)	0	489,301	489,347
Reserves cash backed - Monkey Mia Jetty Reserve	22,180	200	208	0	0	0	0	22,380	22,388
Reserves cash backed - Share Fire System Reserve	29,685	290	278	0	0	0	0	29,975	29,963
	4,618,458	41,790	43,310	1,040,274	0	(1,368,732)	0	4,331,790	4,661,768

### KEY INFORMATION

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

## OPERATING ACTIVITIES NOTE 11 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2022	Liability Increase	Liability Reduction	Closing Balance 31 March 2023
Other current liabilities		\$	\$	\$	\$
<b>Contract liabilities</b>					
Unspent grants, contributions and reimbursements					
- operating	12	100,015	1,071,959	(1,121,172)	50,802
- non-operating	13	509,354	1,135,002	(157,607)	1,486,749
<b>Total unspent grants, contributions and reimbursements</b>		<b>609,369</b>	<b>2,206,961</b>	<b>(1,278,779)</b>	<b>1,537,551</b>
<b>Provisions</b>					
Annual leave		142,377	0	0	142,377
Long service leave		98,671	0	0	98,671
<b>Total Provisions</b>		<b>241,048</b>	<b>0</b>	<b>0</b>	<b>241,048</b>
<b>Total other current assets</b>		<b>850,417</b>	<b>2,206,961</b>	<b>(1,278,779)</b>	<b>1,778,599</b>

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12 and 13

### KEY INFORMATION

#### Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

#### Employee benefits

##### Short-term employee benefits

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

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

##### Other long-term employee benefits

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

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

#### Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

## NOTE 12 OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue					
	Liability 1 July 2022	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Mar 2023	Current Liability 31 Mar 2023	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>											
General purpose funding											
WALGGC - Grants Commission - General	0	406,225	(406,225)	0	0	386,892	406,225	386,892	154,742	541,634	406,225
WALGGC - Grants Commission - Roads	0	65,977	(65,977)	0	0	63,746	65,976	63,746	24,223	87,969	65,977
Law, order, public safety											
FESA Grant - Bush Fire Brigade	365	6,647	(7,012)	0	0	8,863	6,648	8,863	0	8,863	7,012
FESA Grant - SES	0	35,685	(35,685)	0	0	47,580	35,685	47,580	0	47,580	35,685
FESA Grant - AWARE Funding	1,822	2,378	(4,200)	0	0	0	0	0	0	0	4,200
Preparing Australian Communities - Emergency Recovery Exercise	29,719	0	(23,257)	6,462	6,462	36,323	23,500	36,323	0	36,323	23,257
Transport											
Main Roads Road WA Preservation Grant	0	135,108	(135,108)	0	0	132,265	135,108	132,265	2,843	135,108	135,108
Main Roads WA Useless Loop Maintenance	0	264,000	(264,000)	0	0	330,000	264,000	330,000	0	330,000	264,000
Economic services											
GDC Workforce Accommodation Business Case	41,068	0	(35,728)	5,340	5,340	41,068	36,000	41,068	0	41,068	35,728
Safe 4WD Exploring Project	2,041	0	(2,041)	0	0	2,041	2,041	2,041	0	2,041	2,041
Department of Communities - Day Care Provider Accomodation Subsidy	25,000	0	(16,000)	9,000	9,000	25,000	18,500	25,000	0	25,000	16,000
Department of Communities - Thank A Volunteer Day	0	1,361	(1,361)	0	0	1,300	1,300	1,300	0	1,300	1,361
Lotterywest - Beats in the Bay	0	20,000	(20,000)	0	0	20,000	20,000	20,000	0	20,000	20,000
GDC - Beats in the Bay	0	500	(500)	0	0	0	500	0	500	500	500
Horizon - Beats in the Bay	0	8,933	(8,933)	0	0	8,933	8,933	8,933	0	8,933	8,933
RAC Monkey Mia Resort - Beats in the Bay	0	5,000	(5,000)	0	0	5,000	5,000	5,000	0	5,000	5,000
	100,015	951,814	(1,031,027)	20,802	20,802	1,109,011	1,029,416	1,109,011	182,308	1,291,319	1,031,027
<b>Operating contributions</b>											
Recreation and culture											
Contributions - HMAS Sydney Exhibit	0	145	(145)	0	0	250	189	250	0	250	145
Transport											
DPLH - Natural Gas Pipeline Corridor Road Maintenance Contribution	0	0	0	0	0	10,373	0	10,373	0	10,373	0
Economic services											
RAC Caravan Park Rental (Full Year Expiry)	0	120,000	(90,000)	30,000	30,000	0	0	0	0	0	0
	0	120,145	(90,145)	30,000	30,000	10,623	189	10,623	0	10,623	145
<b>TOTALS</b>	<b>100,015</b>	<b>1,071,959</b>	<b>(1,121,172)</b>	<b>50,802</b>	<b>50,802</b>	<b>1,119,634</b>	<b>1,029,605</b>	<b>1,119,634</b>	<b>182,308</b>	<b>1,301,942</b>	<b>1,031,172</b>

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

## NOTE 13 NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue					
	Liability 1 July 2022	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Mar 2023	Current Liability 31 Mar 2023	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>											
<b>Housing</b>											
SHERP - Community Housing Project	0	823,640	0	823,640	823,640	0	0	0	0	0	0
<b>Recreation and culture</b>											
Dugong Interactive Zone - SBDC	0	18,956	(18,956)	0	0	18,956	18,956	18,956	0	18,956	18,956
<b>Transport</b>											
RRG Grants - Capital Projects	0	246,206	(93,330)	152,876	152,876	337,758	131,236	337,758	9,667	347,425	93,330
Roads to Recovery - Capital Projects	0	0	0	0	0	297,245	0	297,245	0	297,245	0
Local Roads and Community Infrastructure	509,354	0	(45,321)	464,033	464,033	668,124	46,000	668,124	0	668,124	45,321
Department of Transport - Stella Rowley Dr Footpath	0	46,200	0	46,200	46,200	70,000	0	70,000	0	70,000	0
<b>TOTALS</b>	<b>509,354</b>	<b>1,135,002</b>	<b>(157,607)</b>	<b>1,486,749</b>	<b>1,486,749</b>	<b>1,392,083</b>	<b>196,192</b>	<b>1,392,083</b>	<b>9,667</b>	<b>1,401,750</b>	<b>157,607</b>

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

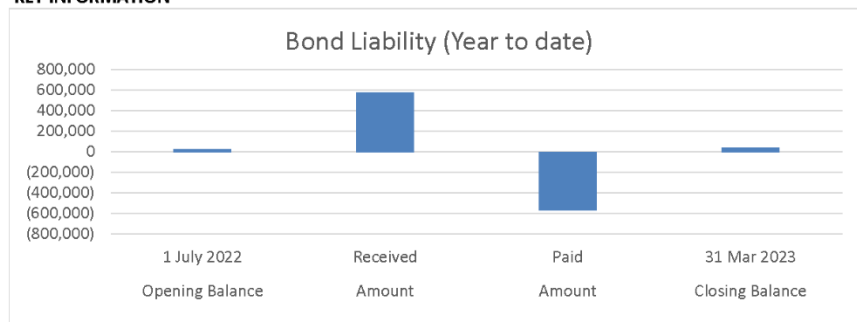
## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

## NOTE 11 BOND LIABILITY

Funds held for the purpose of bonds or levies (previously trust) and which are reported as a liability are as follows:

Description	Opening Balance 1 July 2022	Amount Received	Amount Paid	Closing Balance 31 Mar 2023
	\$	\$	\$	\$
CITF Levy	2,973	4,615	(4,887)	2,701
Library Card Bond	100	0	0	100
Bookeasy- Sales	0	406,745	(406,745)	0
Kerb/Footpath Deposit	7,800	5,000	(1,000)	11,800
Bond Key	5,380	760	0	6,140
Hall Bond	2,726	3,250	0	5,976
Police Licensing	1,614	148,875	(147,917)	2,572
Building Licence Levy	2,463	5,119	(3,374)	4,208
Road Reserve - Hughes Street	2,298	0	0	2,298
Rates Unidentified Deposit	210	0	0	210
	25,564	574,364	(563,923)	36,005

### KEY INFORMATION





# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

26 APRIL 2023

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

## NOTE 12 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2022-23 year is \$5,000 or 5.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
<b>Revenue from operating activities</b>				
Governance	(11,025)	(43.16%)	▼ Timing	Insurance Reimbursement for Administration office repairs not yet received - Budget YTD timing ahead of YTD Actual.
General purpose funding - rates	0	0.00%	Timing	No Reportable Variance
General purpose funding - other	15,990	2.69%	Timing	No Reportable Variance
Law, order and public safety	4,786	6.17%	Timing	No Reportable Variance
Health	(1,121)	(47.34%)	Timing	No Reportable Variance
Housing	(6,562)	(8.77%)	▼ Timing	Pensioner Units 4 and 12 vacant and currently undergoing upgrade
Community amenities	6,562	1.88%	Timing	No Reportable Variance
Recreation and culture	(16,069)	(5.66%)	▼ Timing	SBDC Sales YTD Actual less than YTD Budget
Transport	201	0.04%	Timing	No Reportable Variance
Economic services	43,385	7.33%	▲ Timing	Private Works Main Roads Shark Bay Road YTD Budget timing ahead of YTD Actual
Other property and services	11,643	12.01%	▲ Timing	Diesel Fuel Rebate and Refunds Income YTD Actual exceeds YTD Budget
<b>Expenditure from operating activities</b>				
Governance	149,160	40.59%	▲ Timing	Overall actual YTD underspend compared to budget expectations.
General purpose funding	11,881	14.64%	▲ Timing	Governance Overhead expenditure less than YTD Budget
Law, order and public safety	31,793	12.95%	▲ Timing	Actual YTD Ranger Patrols, Emergency Management Consultant and Emergency Recovery Training Expenses less than YTD Budget
Health				Overall Health Consultant, Public Health Plan and Mosquito Fogging Expenditure Actual YTD less than YTD Budget
Housing	30,380	36.04%	▲ Timing	Housing Actual YTD Expenditure less than YTD Budget
Community amenities	9,351	5.76%	▲ Timing	
Recreation and culture	40,568	7.39%	▲ Timing	Planning Fees, Cemetery Maintenance and Governance Overheads Actual YTD less than YTD Budget
Transport	163,526	9.85%	▲ Timing	Overall underspend Actual YTD Foreshore and Recreation facilities expenditure compared to YTD Budget
Economic services	(155,557)	(11.78%)	▼ Timing	Useless Loop Road Maintenance Actual YTD works ahead of YTD Budget timing.
Other property and services	(1,622)	(0.21%)	Timing	No Reportable Variance
<b>Investing activities</b>				
Proceeds from non-operating grants, subsidies and contributions	109,647	121.05%	▲ Timing	Timing of YTD Budget ahead of Actual YTD expenditure
Proceeds from disposal of assets	(38,585)	(19.67%)	▼ Timing	Grants have been quarantined in line with YTD Actual Expenditure
Payments for property, plant and equipment and infrastructure	0	0.00%	Timing	No Reportable Variance
<b>Financing activities</b>				
Transfer to reserves	(579)	(0.05%)	Timing	No Reportable Variance
	190	0.44%	Timing	No Reportable Variance

### KEY INFORMATION

26 APRIL 2023

11.3 LEASES – ANNUAL PAYMENT REQUEST  
RES 40344, RES 40771, RES29363

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Disclosure of Interest: Cr Smith

Nature of Interest: Financial Interest as President of Shark Bay Bowling, Sport and Recreation Club

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as Office bearer for the Shark Bay Pistol Club.

Cr Cowell and Cr Smith left the Council Chamber at 3.35 pm.

The Deputy President, Cr Vankova, assumed the chair at 3.35 pm.

Moved	Cr Ridgley
Seconded	Cr Fenny

**Council Resolution**

**That Council:-**

- 1. Charge the Shark Bay Bowling Club an amount of \$150 for the 2023/2024 financial year; and**
- 2. Charge the Shark Bay Speedway Club an amount of \$150 for the 2023/2024 financial; and**
- 3. Charge the Shark Bay Pistol Club and amount of \$150 for the 2023/2024 financial year; and**
- 4. Charge the St Johns Ambulance Western Australia Ltd an amount of \$1 for the 2023/2024 financial year in accordance with its lease agreement.**

**5/0 CARRIED**

Cr Cowell returned to the Council Chamber at 3.36 pm and assumed the chair.

Cr Smith returned to the Council Chamber at 3.36 pm.

Background

Council has in place lease agreements with the Shark Bay Bowling Club, the Shark Bay Speedway Club, Shark Bay Pistol Club and the St Johns Ambulance Western Australia Ltd which provides for Council to impose lease payments for the use of the land on an “on demand” basis.

The 2021/2022 financial year was the first year that a rent was recommended to be charged to the St John Ambulance Western Australia Ltd. Previously the use of the building was governed under a Memorandum of Understanding where outgoings were on charged to the tenant and no lease payment charged and is the reason for the \$1 lease payment per annum.

The other occupant of the Emergency Services Building is Shark Bay State Emergency Service and operate under a Memorandum of Understanding where outgoings such as insurance and utility costs are on charged to the tenant and do not pay rent.

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Therefore, each year Council needs to determine whether the lease amounts for the reserves should be demanded. Over the last 10 years charges have been applied as follows:

Year	Shark Bay Speedway	Shark Bay Bowling Club	Shark Bay Pistol Club	St John Ambulance
2022-2023	Paid	Paid	Paid	Paid
2021-2022	Paid	Paid	Paid	Paid
2020-2021	Paid	Paid	Paid	N/A
2019-2020	Paid	Paid	Paid	N/A
2018-2019	Paid	Paid	Paid	N/A
2017-2018	Paid	Paid	Paid	N/A
2016-2017	Paid	Paid	N/A	N/A
2015-2016	Paid	Paid	N/A	N/A
2014-2015	Paid	Paid	N/A	N/A
2013-2014	Waived	Waived	N/A	N/A

The Boolbardi Country Club Golf Course rental lease is on a per annum basis and not an "on demand basis" and will automatically be invoiced at \$150 plus GST at the commencement of the financial year.

#### Legal Implications

There are no legal implications associated with this item. Leases are in place with these organisations.

#### Policy Implications

There are no policy implications associated with this item.

#### Financial Implications

The imposition of these charges will generate an increase in revenue of \$451 which is due to be included in the 2023/2024 budget. Should the Council not "Demand" the lease payments, the financial loss will be \$451.

#### Strategic Implications

There are no strategic implications associated with this report.

#### Risk Management

This item is low risk as the lessees have existing leases in place.

#### Voting Requirements

Simple Majority Required

#### Signatures

Author  
Chief Executive Officer  
Date of Report

*A Pears*  
*D Chapman*  
12 April 2023

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11.4 FIVE (5) YEAR PLANT REPLACEMENT PROGRAM  
FM52324

AUTHOR  
Works Manager

DISCLOSURE OF ANY INTEREST  
Nil

Moved            Cr Ridgley  
Seconded       Cr Vankova

**Council Resolution**

**That the 2023/2024 review of the Five (5) Year Plant Replacement program be endorsed and that required funding be allocated in the draft 2023/2024 Budget.  
7/0 CARRIED**

BACKGROUND

The Five (5) Year Plant Replacement Plan is a living document and as such is subject to review every year during budget consideration.

COMMENT

The Five (5) Year Plant Replacement program forecasts the plant replacement requirements for the Shire of Shark Bay for the next five (5) years.

As this is a living document, it is presented to Council annually for review. The Plant replacement program ensures that Shires Plant has been assessed by Administration and that anticipated time frames for replacement align with works commitments.

As per the Shire of Shark Bay's Five (5) Year Plant Replacement Plan, the Freightliner Prime mover and the Multi Tyred Roller are the major plant items due for replacement and inclusion in 2023/2024 budget.

LEGAL IMPLICATIONS

There are no legal implications with this report.

POLICY IMPLICATIONS

There are no policy implications with this report.

FINANCIAL IMPLICATIONS

The Five (5) Year Plant Replacement programme currently includes the purchase of a Prime Mover with an estimated changeover cost of \$210,000 and a Multi Tyred Roller with an estimated changeover price of \$160,000.

There is also an inclusion for light vehicles and major plant at a changeover cost \$66,000.

Total net cost for the 2023/24 plant replacement program is \$436,000 and will need to be included as part of the 2023/24 draft budget.

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STRATEGIC IMPLICATIONS

Outcome 1.2: Conduct a review of operations to ensure the Shire is operating efficiently and effectively, and work towards full cost recovery.

RISK MANAGEMENT

There are no risks associated with this report.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

*B Galvin*

Chief Executive Officer

*D Chapman*

Date of Report

14 April 2023

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Shire of Shark Bay															
5 Year Plant Replacement Program 2023/24 - 2027/28															
Type	2023/2024			2024/2025			2025/26			2026/27			2027/28		
	Gross \$	Trade \$	Net	Gross \$	Trade \$	Net	Gross \$	Trade \$	Net	Gross \$	Trade \$	Net	Gross \$	Trade \$	Net
<b>Major Plant</b>															
Water Tanker x 2							260,000	40,000	220,000						
Semi Side Tipper															
5 Ton Town Truck													115,000	30,000	85,000
3 Ton Town Truck										60,000	20,000	40,000			
Dual Cab Truck 4X4															
Camp upgrades															
Prime Mover	250,000	40,000	210,000										310,000	40,000	270,000
Country Loader										330,000	60,000	270,000			
Multi Tyred Rubber Roller	180,000	20,000	160,000												
Community Bus															
30 KVA Generator Set															
Bob Cat, Attachments and Trailer				150,000	10,000	140,000									
Grader															
Low Loader															
Refuse Site Loader															
Excavator															
Town Loader				250,000	40,000	210,000									
Ride On Lawn Mower				50,000	5,000	45,000									
Major Plant Items	20,000		20,000	20,000		20,000	20,000		20,000	20,000		20,000	20,000		20,000
<b>Vehicles</b>															
CEO Vehicle				71,000	57,000	14,000				86,000	55,000	31,000			
EMFA Vehicle				45,000	20,000	25,000				45,000	20,000	25,000			
EMTCED Vehicle				45,000	20,000	25,000				45,000	20,000	25,000			
Dual Cab Ute - Works Manager				64,000	29,000	35,000				67,000	31,000	36,000			
Dual Cab Ute - Town				55,000	25,000	30,000				63,000	26,000	37,000			
Dual Cab Ute- Ranger	50,000	27,000	23,000				53,000	27,000	26,000				55,000	29,000	26,000
Dual Cab Ute- Gardner	50,000	27,000	23,000				53,000	27,000	26,000				55,000	29,000	26,000
Space Cab Ute - Country				55,000	25,000	30,000				63,000	26,000	37,000			
<b>TOTAL</b>	<b>550,000</b>	<b>114,000</b>	<b>436,000</b>	<b>805,000</b>	<b>231,000</b>	<b>574,000</b>	<b>386,000</b>	<b>94,000</b>	<b>292,000</b>	<b>779,000</b>	<b>258,000</b>	<b>521,000</b>	<b>555,000</b>	<b>128,000</b>	<b>427,000</b>

26 APRIL 2023

11.5 FIVE (5) YEAR ROAD CAPITAL PLAN 2023/2024 – 2027/2028  
RD00029 / FM52324

Author

Works Manager

Disclosure of Any Interest

Declaration of Interest:

Nature of Interest:

Moved

Cr Fenny

Seconded

Cr Ridgley

Council Resolution

**That the 2023/2024 review of the Five (5) Year Road Capital Plan as attached for the years 2023/2024 through to 2027/2028 within the Shire of Shark Bay be endorsed.**

**That a recommended total of \$427,245, funded \$297,245 from Roads to Recovery allocations, and \$130,000 from Councils own source funding, be apportioned to the Durlacher Street reseal program in the Draft 2023/2024 budget.**

**That Council note the Regional Road Group Pool associated with the Shire of Shark Bay's indicative figure of \$512,934, inclusive of Councils own source contribution of \$170,978 in the Draft 2023/2024 budget.**

**That an amount of \$512,934.00 funded \$328,091 from the Regional Road Group allocation, and \$170,978 from Councils own source funding be allocated to the Useless Loop Road re-sheet program to the amount of \$422,934 and the Eagle Bluff Road new seal program to the amount of \$90,000 in the Draft 2023/2024 budget.**

**7/0 CARRIED**

Background

There is an established Five (5) Year Road Capital Plan for capital works on rural and urban roads within the Shire of Shark Bay.

The Five (5) Year Road Capital Plan proposed road works schedule contains an estimated capital expenditure on roads within the Shire of Shark Bay for the next five (5) years.

This plan has been put into place to show the projected years that works will be completed, and the sections of those roads that have been deemed to be in most need of capital works.

As road use changes and given the fact that certain events will occur out of our control, the projected years shown in the inserted spread sheet are estimates of the proposed works and time frames involved.

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This Road Capital Plan is a living document and needs to be reviewed annually. This will ensure that capital expenditure will be spent in the most effective manner.

The current Roads to Recovery program concludes 2023/2024. It is unknown if the current program will continue beyond 2023/2024.

Comment

**Regional Road Group**

The Shire of Shark Bays indicative 2023/2024 allocation of the Gascoyne Regional Road Group funding is \$341,956.

Regional Road Group Funding is based on two thirds one third contribution from Council. Councils 2023/2024 indicative Regional Road Group contribution will be \$170,978.

As the Eagle Bluff Regional Road Group sealing program will finish in 2022/2023, Stella Rowley Drive is scheduled to be the next project.

The works on Stella Rowley Drive will include shoulder maintenance and reconstruction. Sections of the shoulders will be removed and replaced, repairing the soft sections of shoulders in some areas.

Regional Road Group projects also include the Useless Loop Road. The 2023/2024 program for the Useless Loop Road is to re-sheet and or add polymers between SLK 44.80 to SLK 48.20 and SLK 78.80 to 85.50 with the Regional Road Group component being \$422,934.

**Roads to Recovery**

The Roads to Recovery program will continue with a termination date at this stage of 2023/2024. It is unknown if the program will continue beyond 2023/2024.

Administration is recommending that the Roads to Recovery project in 2023/2024 be the continuing upgrades to Durlacher Street. The envisaged treatment would be the same as Brockman Street and the previous Durlacher Street program. The total 2023/2024 expenditure will be \$427,245 funded \$297,245 from Roads to Recovery funding, and Council own source contribution of \$130,000.

Legal Implications

There are no legal implications associated with this report.

Policy Implications

There are no policy implications associated with this report.

Financial Implications

**Regional Road Group:**

The Shire of Shark Bays Gascoyne Regional Road Group indicative funding is \$341,956.00.



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The Regional Road Group funding model is based on two thirds one third contribution from the Shire.

In the 2023/2024 financial year the indicative total Regional Road Group budget for the Shire of Shark Bay will be \$512,934.00, inclusive of the required contribution from Council of one third, being \$170,978.00.

**Roads To Recovery:**

Roads to Recovery funding conditions require that Council provide own source funding over and above the reference amount, which considers all combined roads grant funding. These calculations are audited annually as part of the acquittal process.

The total 2023/2024 spend from Roads to Recovery is recommended to be \$427,245, funded \$297,245 from Roads to Recovery and \$130,000 Council own source contribution (reserves).

Strategic Implications

Outcome 1.1

1.1.7 Develop and maintain sustainable transport infrastructure.

Outcome 1.2

1.2.5 Allocate resources to deliver economic development and population growth.

RISK MANAGEMENT

There are no risks associated with this report.

Voting Requirements

Simple Majority Required

Signatures

Author

*B Galvin*

Chief Executive Officer

*D Chapman*

Date of Report

17 April 2023

26 APRIL 2023

Shire of Shark Bay 5 Year Road Program

Regional Road Group																				
Road	2023/24				2024/25				2025/26				2026/27				2027/28			
	Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost
Useless Loop	Resheet	April/24	Shire	\$ 169,174.00																
	Resheet	March/24	Shire	\$ 253,760.00																
					Resheet	March/25	Shire	\$ 253,760.00												
					Resheet	April/25		\$ 169,174.00												
									Resheet	Marcch/26	Shire	\$ 423,934.00								
													Resheet	March/27	Shire	\$ 423,934.00				
																	Resheet	March/28	Shire	\$ 423,934.00
Stella Rowley Drive	Shoulders	Nov/23	Shire	\$ 90,000.00																
Airport Road									Reseal	March 26	Contractors	\$ 90,000.00								
Goulet Bluff					Resheet	Nov/24	Shire	\$ 90,000.00												
Nanga													Reseal	March 27	Contractor	\$ 90,000.00				
																	Shoulders			\$ 45,000.00
Eagle Bluff																	Shoulders			\$ 45,000.00
Total RRG				\$ 512,934.00				\$ 512,934.00				\$ 513,934.00				\$ 513,934.00				\$ 513,934.00
RRG				\$ 341,956.00				\$ 341,956.00				\$ 342,622.67				\$ 342,622.67				\$ 342,622.67
Balance				-\$ 170,978.00				-\$ 170,978.00				-\$ 171,311.33				-\$ 171,311.33				-\$ 171,311.33
Roads to Recovery																				
Road	2023/24				2024/25				2025/26				2025/26				2025/26			
	Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost	Type	Time	By	Cost
Durlacher Street	Reseal	March 24	Contractors	\$ 297,245.00																
Total R2R				\$ 297,245.00				\$ -				\$ -				\$ -				\$ -
Grand Total				\$ 810,179.00				\$ 512,934.00				\$ 513,934.00				\$ 513,934.00				\$ 513,934.00

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11.6 FIVE (5) YEAR FOOTPATH CAPITAL PROGRAM  
FM52324

AUTHOR

Works Manager

DISCLOSURE OF ANY INTEREST

Nil

Moved            Cr Ridgley  
Seconded       Cr Stubberfield

**Council Resolution**

**That Council endorse the revised and modified Five (5) Year Capital Footpath Plan 2023/2024 to 2027/2028 for new footpaths within the township of Denham and,**

- 1. That funding of \$63,120 be included in the draft 2023/2024 budget to undertake the programmed 2023/2024 footpath program along Capewell Drive from Poland Street to Edwards Street and:**
- 2. That Council increase the draft Footpath Plan budget to \$60,000 per year.**

**7/0 CARRIED**

BACKGROUND

Council established a program for the installation of new footpaths in Denham in 2011. The program is scheduled over a 5-year period and is reviewed annually by Council to enable any variations or inclusions to be addressed.

Administration has also included in the draft budget an allocation of \$50,000 for the footpath program inclusions.

A town map is included for Councillors information to help understand footpath priorities and determine any amendments for inclusion in the 5-year plan. Existing footpaths currently in place are designated by blue lines, footpaths that have been planned by administration for construction are designated by pink lines, and red lines designate footpaths that need to be constructed.

At the Ordinary Council Meeting held 2 June 2022 Council made the following resolution:

**Council Resolution**

***That Council endorse the revised and modified Five (5) Year Capital Footpath Plan 2022/2023 to 2026/2027 for new footpaths within the township of Denham and,***

- 3. That funding of \$57,000.00 be included in the draft 2022/2023 budget to undertake programmed 2022/2023 footpath programmes along Hartog Crescent from Hughes Street towards the existing footpath: and***

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- 4. That a new footpath be added to the Five (5) Year Footpath Capital Plan for installation in the 2027/2028 financial year at the following location: Mead Street from Millar Street to Durlacher Street.**

**5/0 CARRIED**COMMENT

The footpath programme and associated funding needs to be reviewed on an annual basis to enable the Council to address the needs of the community regarding footpath access within Denham.

This allows Council to establish priorities and to amend budgets accordingly. All footpaths constructed will be done to conform to dual use standards.

This capital program is a living document and will be reviewed annually to ensure that any changes in priorities or budgets are considered and accommodated within the program.

The location and alignment of the footpaths on the suggested roads can be modified, although any modification may affect associated costs.

The footpath plan endorsed by Council at the ordinary council meeting held on 2 June 2022 for the period 2023/2024 to 2027/2028 was as per the table below.

**Existing Footpath Plan**

Year	Street	Section	Estimated Cost
2023/2024	Hartog	Connect the footpaths	\$35,420
2023/2024	Laneway	Wear to Fletcher	\$13,800
2024/2025	Wear	Capewell to Cul-de-sac	\$24,150
2024/2025	Fletcher	Edwards to Cul-de-sac	\$28,060
2025/2026	Silver Chain	Carpark + Retaining Wall	\$49,500
2026/2027	Capewell	Sunter to Wear	\$47,200
2027/2028	Mead	Millar to Durlacher	\$51,250

On reflection and review of the adopted plan, and with input from the community, it has come to the attention of the administration that a possible change to the existing plan may be advised. Administration is of the view that it might be prudent to push out the existing plan for a year and insert a footpath on Capewell Drive from Poland Street to Edwards Street in 2023/2024.

Administration is now presenting to council an amended footpath plan as per the table below, an attached spreadsheet of the proposed changes is also attached to this report.

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**Proposed Modifications to Footpath Plan**

Year	Street	Section	Estimated Cost
2023/2024	Capewell	Poland to Edwards	\$63,120
2024/2025	Hartog	Connect the footpaths	\$38,500
2024/2025	Laneway	Wear to Fletcher	\$15,000
2025/2026	Wear	Capewell to Cul-de-sac	\$27,300
2025/2026	Fletcher	Edwards to Cul-de-sac	\$31,720
2026/2027	Silver Chain	Carpark + Retaining Wall	\$40,000
2027/2028	Capewell	Sunter to Wear	\$56,000
2028/2029	Mead	Millar to Durlacher	\$59,450

As can be seen from the above table, there is an expected increase to costs associated with footpath construction. These costs should be acknowledged in future draft budget allowances.

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

FINANCIAL IMPLICATIONS

Capewell Drive from Poland Street to Edwards Street is estimated to be \$63,120.

Footpaths proposed for construction in 2023/2024, will be \$13,120 over the draft budget allowance of \$50,000 and therefore will need to be considered as part of the 2023/2024 budget.

Due to the recent increase in costs associated with footpath construction, it is recommended to increase future annual draft budget allocations from \$50,000 to \$60,000.

STRATEGIC IMPLICATIONS

Outcome 1.1 - Develop Infrastructure and Investment that is sustainable and an ongoing legacy to the Shire.

RISK MANAGEMENT

There are no risks associated with this report.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

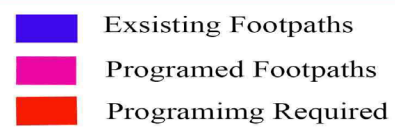
Author  
Chief Executive Officer  
Date of Report

*B Galvin*  
*Dale Chapman*  
29 March 2023

Shire of Shark Bay 5 Year Capital Footpath Plan 2023/2024 to 2027/2028																	
Type	length	Type	2023/24			2024/25			2025/26			2026/27			2027/28		
			length	\$ per m2	Cost \$	length	\$ per m2	Cost \$	length	\$ per m2	Cost \$	length	\$ per m2	Cost \$	length	\$ per m2	Cost \$
New																	
Fletcher (Edwards/cul-de-sac)	122	Grey							122	\$ 130.00	\$ 31,720.00						
Wear (Capewell/Cul-de-sac)	105	Grey							105	\$ 130.00	\$ 27,300.00						
Laneway (Wear/Fletcher)	60	Grey				60	\$ 125.00	\$ 15,000.00									
Capewell (Poland/Edwards)	263	Grey	263	\$ 120.00	\$ 63,120.00												
Capewell (Sunter/Wear)	200	Grey													200	\$ 140.00	\$ 56,000.00
Hartog (Connect the two footpaths)						154	\$ 125.00	\$ 38,500.00									
Edwards (Capewell/Fletcher)	80	Grey															
Edwards (Fletcher/Spaven)	93	Grey															
Spaven (Leeds/Edwards)	200	Grey															
Mead (Millar/Durlacher)	205	Grey															
School (Stella/Francis "Along Fence")	75	Grey															
Silver Chain + retaining wall	55	Grey										40	\$ 500.00	\$ 40,000.00			
TOTAL	1,643		263		\$ 63,120.00	214		\$ 53,500.00	227		\$ 59,020.00	40		\$ 40,000.00	200		\$ 56,000.00
Proposed																	
Planned																	



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11.7 FEE WAIVER REQUEST FOR CREALITY 2023  
GS00001

AUTHOR

Executive Manager Community Development

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Vankova

Nature of Interest: Impartiality Interest as the Treasurer of Creality

Declaration of Interest: Cr Fenny

Nature of Interest: Financial Interest at Sponsor and involved with the Event

Declaration of Interest: Cr Stubberfield

Nature of Interest: Financial Interest as Business supplies / contracts to this Event

Cr Fenny, Cr Stubberfield and Cr Vankova left the Council Chamber at 4.00 pm.

Moved            Cr Ridgley  
Seconded       Cr Bellottie

**Council Resolution**

- 1. Council approves a partial waiver of hire fees as in-kind support to the value of \$650 for the use of the Shark Bay Recreation Centre plus Electronic Signage and 5 Wheelie Bins for the Barefoot Black Tie Gascoyne in May event, 2023.**

**4/0 CARRIED**

Cr Fenny, Cr Stubberfield and Cr Vankova returned to the Council Chamber at 4.07 pm

BACKGROUND

The Shire of Shark Bay received an application from Creality (Previously Gascoyne in May) requesting funding for \$5,000 (ex GST) as part of the Community Assistance Grants – Significant Events. This application was put to, and approved by, Council at the March 2023 Ordinary Council Meeting.

As part of the Creality March 2023 Agenda Item, it was stated that no in-kind support had been requested and they had agreed to pay the venue hire fee for use of the Recreation Centre and other associated venues for the event.

At that stage Creality had been informed that their venue hire would be a total of \$450.00 – being \$50.00 in venue hire and \$400.00 in bonds. While the payment was tardy that amount was received by Administration.

Unfortunately, after payment was made, it was noticed that an error had been made by Administration when calculating the venue hire, and the actual cost was \$700.00 plus \$400.00 in bonds, meaning there was a shortfall in the received payment of \$650.00. When Creality were advised of this, they requested that Council consider waiving the difference between the actual cost and what had already been paid as in-kind support.

COMMENT

The event aligns with the Shire's Strategic Community Plan economic and social components. Creality consistently produce events that involve local community groups



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and residents and provide the Shark Bay region with exposure to arts and culture that is otherwise limited.

Giving consideration to the economic and social components we ask that Council support the application to waive the hire fees, as this event provides a benefit to the members of our community.

LEGAL IMPLICATIONS

Section 6.12 of the Local Government Act 1995

POLICY IMPLICATIONS

Recreation and Culture Policy

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

FINANCIAL IMPLICATIONS

If this request is approved Council will not receive \$650.00 in venue hire income.

STRATEGIC IMPLICATIONS

Social Objective: A safe, welcoming, and inclusive community

3.1 Strong sense of spirit and pride in an inclusive community.

Economic Objective: A progressive, resilient, and diverse economy

1.2 Support local business and further investment in the district encouraged.

RISK MANAGEMENT

This is a low-risk event for Council.

VOTING REQUIREMENTS

Absolute Majority Required

SIGNATURES

Executive Manager Community Development

*Deb Wilkes*

Chief Executive Officer

*D Chapman*

Date of Report

17 April 2023

26 APRIL 2023

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11.8 COMMUNITY ASSISTANCE GRANTS - SIGNIFICANT EVENT SPONSORSHIP FUNDING 2022/2023 - SHARK BAY SPEEDWAY CLUB  
GS00001

AUTHOR

Community Development Officer

DISCLOSURE OF ANY INTEREST

Nil

Moved

Cr Smith

Seconded

Cr Vankova

**Council Resolution**

**That Council approve the Shark Bay Speedway Club application for a Community Assistance Grant – Significant Event Sponsorship Funding for the value of \$8,000.00 to contribute towards prize money for various meets throughout the 2023 race season.**

**0/7 LOST**

BACKGROUND

The Shire of Shark Bay commenced advertising the 2022/2023 Community Assistance Grants following Council's endorsement of the Annual Budget on 26 August 2022. The funding pool for the Significant Event Sponsorship Funding is available for the duration of the financial year and funding is to be allocated at Council's discretion. The Significant Event Sponsorship Funding supports current major events and future innovative events that attract additional funds into town and recognises the positive economic and social value that these events bring to the Shark Bay Community.

An application from Shark Bay Speedway Club was received on 14 April 2023, seeking event sponsorship funding to contribute towards prize money for various Club meets throughout the remaining 2023 race season, including the 36<sup>th</sup> Far Western Championship in July 2023.

The Shark Bay Speedway Club previously received \$8,000 funding from the Community Assistance Grants Significant Event Sponsorship Funding in August 2020 for prize money for various Club meets. The Club also received \$3,500 in October 2022, through the 2022/2023 - Round 1 Community Assistance Grants to contribute to the rewiring of the canteen at the Shark Bay Speedway Club.

COMMENT

Significant Event Sponsorship Funding supports current major events and future innovative events that attract additional funds into town and recognises the positive economic value that these events bring to the Shark Bay community. The Shark Bay Speedway Club successfully hosts multiple races in Shark Bay each year. These race meets are supported by the local community and visiting competitors, with high

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attendance and participation. In 2022 the Club welcomed 129 drivers and their crew onto the track.

The Club is planning to offer cash prize money as an incentive for drivers and their crew to travel to Shark Bay to compete in various race meets across the Speedway Racing Calendar. Attracting increased numbers of competitors will increase the local spend on items such as accommodation, fuel, food and tourism attractions. The application describes the possibility that a portion of prize money will be injected back into the local economy with any immediate congratulatory spend.

It should be noted that the Speedway is not requesting prize money for its Far Western Championship as this event is already heavily attended and does not require further incentives to compete.

Council currently provides in-kind support to the Speedway via the use of Shire Equipment, as follows:

- Loader – 1 hour per race meeting – Total 5 hours per year
- Grader – 1 hour per race meeting – Total 5 hours per year
- Water Cart – 3 hours per race meeting – Total 15 hours per year.

#### GRANT APPLICATION DETAILS

Group: **Shark Bay Speedway Club**

Amount requested: **\$8,000**

Project: **Prize Money for various race meets on 15 April 2023, 13 May 2023, 10 June 2023 and 5 August 2023**

Funding category: **Prize Money**

Strategic Community Plan (category): **Economic and Social**

The Shark Bay Speedway Club currently has 114 members. The Club is holding 5 race meets in 2023, including the 36<sup>th</sup> Annual Far Western Championship. The application describes that offering cash prizes serves as an incentive for more competitors to travel to Denham to race, also drawing larger racing audiences.

These events will have both an economic and social impact to the community. Visitors contribute financially to businesses in Denham over a number of days during each event and socially by providing an expanded and maintained racing calendar each year that provides activities for locals and visitors.

The Significant Event Sponsorship Funding will contribute to the prize money for this and other future race meets. The proposed prize money will be evenly divided to the following race categories:

- Modifieds Perpetual Trophy Day
- Supermods Perpetual Trophy Day
- Productions Perpetual Trophy Day
- Street Stocks Perpetual Trophy Day
- New Star Juniors Perpetual Trophy Day\*
- Top Star Juniors Perpetual Trophy Day\*
- Sprint Cars Perpetual Trophy Day
- Wingless Sprints Perpetual Trophy Day

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*\*Due to age restrictions in these categories, prize money cannot be given. The funding will contribute towards purchasing tyres for the winning drivers (local spend).*

The grant application includes:

- Two project referees; Shane Jones (Owner of Shark Bay Hotel) and Kellee Pedersen (local business owner of Celebrations)
- Project budget
- 2022/2023 Financial Statements – refer to 'Confidential' items folder

**Officer Recommendation:**

The Shark Bay Speedway Club have demonstrated their ability to attract people to Shark Bay every year, providing a tourism and economic boost for our community. Cash prize money is known to attract additional competitors in all sporting competitions; therefore, it is reasonable to expect that offering cash prize money at these race meets will attract additional competitors.

The Club is well supported by the Shark Bay community and provide opportunities for local businesses and community groups to be involved in the Club's success.

It is recommended that Council approve \$8,000 to the Shark Bay Speedway Club to contribute towards prize money for the Club's race meets.

Should Council approve the Shark Bay Speedway Club application, the Shire's Community Development Officer will ask Shark Bay Speedway Club to acknowledge the sponsorship that the Shire is providing by including the Shire's logo and the words "Proudly supported by the Shire of Shark Bay" in any promotional materials (e.g. Inscription Post and Social Media).

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

POLICY IMPLICATIONS

These recommendations comply with current Policies made by Council 2.2 Financial Assistance/Donations.

FINANCIAL IMPLICATIONS

An amount of \$50,000.00 is included in the 2022/2023 adopted budget for Community Assistance Grants this includes Round 1 (larger events), Round 2 (equipment/small project) grants and Significant Event Funding.

To date Council has approved almost \$13,000 in Round 1 funding, and \$19,000 to date in Significant Event funding, leaving approximately \$18,000 for the remainder of the year.

If the Shark Bay Speedway Club is successful with the requested amount of \$8,000.00, this will leave \$10,000 which has been earmarked for the Round 2 grants (equipment and small projects) which opened on 6 April 2023.

STRATEGIC IMPLICATIONS

Social Objective: A safe, welcoming and inclusive community

Economic Objective: A progressive, resilient and diverse economy

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RISK MANAGEMENT

As per the lease agreement, Administration has recently requested a copy of the Speedway's public liability and property insurance policies to ensure these are current and adequate.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Executive Manager Community Development      *D Wilkes*

Chief Executive Officer      *D Chapman*

Date of Report      17 April 2023

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## Shire of Shark Bay Community Assistance Grants

### APPLICATION FORM

Please complete and return the signed application form to the Shire of Shark Bay with the advertised timeframe. **Late submissions will not be considered**

Applications to be addressed to:

Chief Executive Officer  
Shire of Shark Bay  
PO Box 126  
Denham WA 6537

Applications can be delivered:

Shire of Shark Bay  
65 Knight Terrace  
Denham WA 6537

Email:

cdo@sharkbay.wa.gov.au

For further information, please contact the Community Development Officer on 9948 1218

Please ensure you have read the Shire of Shark Bay Community Assistance Grants – Guidelines before completing the application form to confirm your organisation's eligibility.

#### **FUNDING ROUND**

Please indicate which funding round you are applying for:

☐ Round 1 - Community Projects

Year: \_\_\_\_\_

☐ Round 2 - Equipment and minor projects

Year: \_\_\_\_\_

☒ Significant Event Sponsorship Funding

Year: 2023  
\_\_\_\_\_

#### **ORGANISATION DETAILS**

Organisation Name	Shark Bay Speedway Club
Postal Address	PO Box 53 Denham WA 6537
Contact Person	Tiaza Sellenger
Position/Title	Secretary
Telephone	0407 129 487
E-mail	sharkbayspeedwayclub@outlook.com

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

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What category best describes your organisation?

- ☒ Sporting Club  
☐ Community Group  
☒ Not-for-profit organisation  
☐ Other: \_\_\_\_\_

Which of the following best describes your organisation's status?

- |   | YES                                 | NO                                  |
|---|-------------------------------------|-------------------------------------|
| • Incorporated                            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| • GST Registered                          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| • Have a current Association Constitution | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |

Australian Business Number (ABN): 58 004 288 176

*Please note the Shire of Shark Bay requires applicants to have an ABN. Applicants who do not have one may be subjected to withholding tax of 48.5%. If you are unsure, please contact the Shire to discuss how to best proceed.*

## Bank details

Account Name: SHARK BAY SPEEDWAY INC

BSB: 306-049 Account Number: 4186187

## FUNDING DETAILS

Project title: Shark Bay Speedway Club – 2023 Racing Calendar

Project description: (max 50 words)

This grant application with our Shire of Shark bay would enable our local Speedway Club to continue to offer money to competitors as an incentive to travel to Denham to race. Offering money draws larger racing audiences and travelling becomes viable for competitors and their crews. The Shark Bay Speedway Club is holding 5 race meets this year including our 36th Far Western Championship.

Money will be disbursed across all club supported divisions as per the set race calendar, however taking into consideration that some divisions may attract a larger driver competitor base than others. Juniors are legally unable to accept cash prizes/incentives as per Speedway Australia policies therefore prizes to be purchase instead eg tyres, tools etc. The Shark Bay Speedway Club will manage the cash incentives and is willing to cover any shortfalls.

We anticipate that this cash incentive would be used considerably in our community as drivers will be paying for their own fuel, food and accommodation whilst participating in Shark Bay Speedway Club meets

Date(s) the project will take place: Various dates - Refer to attached Shark Bay Speedway Club 2023 Race Calendar

Location(s) where the project will take place: Shark Bay Speedway Club, Cnr Bates and Dampier Road Denham

Total project funds requested (including GST if applicable) \$ 8,000



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Has your organisation previously received funding from the Shire of Shark Bay?

☒ Yes

☐ No

If **Yes**, Previous funding amount received: \$3,500

Round / Year funding was received: 2022/2023

Funded project: Round 1 – Canteen Rewiring

Has your organisation acquitted all previous Shire of Shark Bay funding?

☐ Yes

☒ No

If **No**, please outline why?

Work still to be completed, as previously advised prior to opening race meet 15 April 23

**Please Note:** Your organisation is not eligible to receive new funding from the Shire of Shark Bay, until previous Shire of Shark Bay funding has been acquitted.

#### PROJECT DETAILS

**What is the funding to be used for?**

☐ Leveraging a grant from a State or Federal agency

☐ Purchasing goods and services (i.e. equipment and/or engaging a professional for the purpose of instruction)

*If your funding application involves purchasing equipment, can the equipment be used by other community groups in the future?*

☐ Yes

☐ No

☐ Infrastructure (i.e. significant construction or improvement of facilities). Please include Planning Approvals from the Shire

☒ Funding for a specific event or program

☒ Prize money.

**Does the project meet the objectives of the Shire of Shark Bay Strategic Community Plan 2020-2030? Copy of the Plan can be found on the Shire's website.**

☒ Economic A progressive, resilient and diverse economy

☐ Environment Help protect our unique natural and built environment

☒ Social A safe, welcoming and inclusive community

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

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Outline the project goals and how they will benefit Shark Bay community (minimum of one objective):

**Economic:** (max 150 words)

The Far Western Championship in itself brings a large amount of visitors to our Shark Bay World Heritage Area including drivers, pit crew, family, friends and race fans of our much anticipated annual blue ribbon event.

These visitors to Shark Bay are generally here for two to three days minimum generating spending within many areas of our community. From accommodation, fuel, dining out, general day to day food and drinks and enjoying the tourist attractions that our town has to offer.

**Environment:** (max 150 words)

**Social:** (max 150 words)

With an enthusiastic committee of 11, membership base of 114 and welcoming approx drivers 129 and their crew onto our track in 2022, the Shark Bay Speedway Club is continuing to prove its racing calendar is an economic and social benefit to the community.

Our club has continued over the last few years to grow and maintain 5 race meets in a calendar year which includes a recognised Speedway Australia state blue ribboned event in the Far Western Championships which is about to reach its 36th annual milestone on the 8th July 2023

Please list other organisations involved in this project (if applicable)

Name of Organisation	Project Involvement
Shire of Shark Bay	In-kind use of Shire equipment including grader, front end loaders etc
St John Ambulance - Shark Bay	Assist with 1st aid response/ambulance at all race meets
Denham Volunteer Fire Brigade	Assist with fire response units at all race meets
Shark Bay Hotel	Use of kitchen facilities to assist with canteen requirements and utilising volunteers to assist with bar duties

**Project Referees:**

Please provide two referees (that is not associated with your organisation) that are in support of your application, alternatively you can attach letters of support.

Name	Phone	Email	Organisation and position held
Kellee Pedersen	0412311874	celebrationsdenham@gmail.com	Licensee/Proprietor
Shane Jones	0412637514	enquiries@sharkbayhotelwa.com.au	owner

# UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

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## SIGNIFICANT EVENT - ONLY

If your project is a **Significant Event** will it attract additional visitors to town? If so, how many additional visitors are you planning for?

- ☐ 50-100  
☐ 100-200  
☐ 200-300  
☒ Over 500

Will you be charging an entry fee to attend the event?

- ☒ Yes  
☐ No

If **Yes**, how much \$15 Adults, \$10 Concession, \$5 Students, \$35 Family and under 5 free

## PROJECT BUDGET

Please provide a budget description of how the Shire of Shark Bay funds, your organisation contribution and other funding source (if applicable). Please attach quotes with details of each expenditure item being spent.

Expenditure Item Description (i.e. materials, equipment, advertising, catering, prizes)	Shire of Shark Bay Grant (\$)	*In-Kind (\$)	Other Funding Amount (\$)	Other Funding Organisation Name (your organisation or external)
Modifieds Perpetual Trophy Day	\$1,000			
Supermods Perpetual Trophy Day	\$1,000			
Productions Perpetual Trophy Day	\$1,000			
Street Stocks Perpetual Trophy Day	\$1,000			
New Star Juniors Perpetual Trophy Day	\$1,000			
Top Star Juniors Perpetual Trophy Day	\$1,000			
Sprint Cars Perpetual Trophy Day	\$1,000			
Wingless Sprints Perpetual Trophy Day	\$1,000			
<b>Total</b>	<b>\$8,000</b>	<b>\$</b>	<b>\$</b>	

**\*In-Kind value:** Number of volunteers x hours worked directly on project x \$25 per hour

Will any of your expenditure items be spent locally with **Shark Bay businesses**?

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**SIGNIFICANT EVENT - ONLY**

☒ Yes

☐ No

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**PART 6 – ADDITIONAL INFORMATION**

Please attach a copy of the following:

- Organisation's most recent (Audited) Financial Statement
- Quotations for expenditure items

**PART 7 – DECLARATION**

*I hereby certify that I am the authorised person to sign on behalf of the organisation and that the information is correct. I have read, understand and agree to abide by the conditions set out in the Shire of Shark Bay Community Assistance Grants guidelines.*

**NAME**

Tiaza Sellenger

**SIGNATURE**

Secretary

**POSITION IN ORGANISATION**

**DATE**

14/4/23

**PLEASE BE ADVISED THAT MORE INFORMATION IS SUPPLIED UNDER  
CONFIDENTIAL ATTACHMENTS**

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**12.0 TOWN PLANNING REPORT**

**12.1 PROPOSED FLAG POLES AT MONKEY MIA DOLPHIN RESORT – RESERVE 40727, LOT 130 MONKEY MIA ROAD, MONKEY MIA RES40727 / P2024**

**AUTHOR**

Liz Bushby, Town Planning Innovations

**DISCLOSURE OF ANY INTEREST**

Nil

Moved            Cr Vankova  
Seconded       Cr Ridgley

**Council Resolution**

**That Council:**

- 1. Authorise the Chief Executive Officer to sign the planning application form on behalf of the Shire as the ‘owner’ of Reserve 40727, Lot 130 Monkey Mia Road, Monkey Mia and include the following statement:**

*‘Signed only as acknowledgement that a development application is being made in respect of a proposal that includes a Crown reserve under management for tourism purposes, and to permit this application to be assessed under the appropriate provisions of the Planning and Development Act and the Shire of Shark Bay Local Planning Scheme No 4. The signature does not represent approval or consent for planning purposes. Further, in the event that development approval is granted for the proposal, the above signature should not be taken as an acknowledgment of or consent to the commencement or carrying out of the proposed development or to any modification of the tenure or reservation classification of the Crown land component.’*

- 2. Approve the application for two flag poles on Reserve 40727, Lot 130 Monkey Mia Road, Monkey Mia subject to the following conditions:**
  - (a) The plans lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.**
  - (b) If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.**

**7/0  
CARRIED**

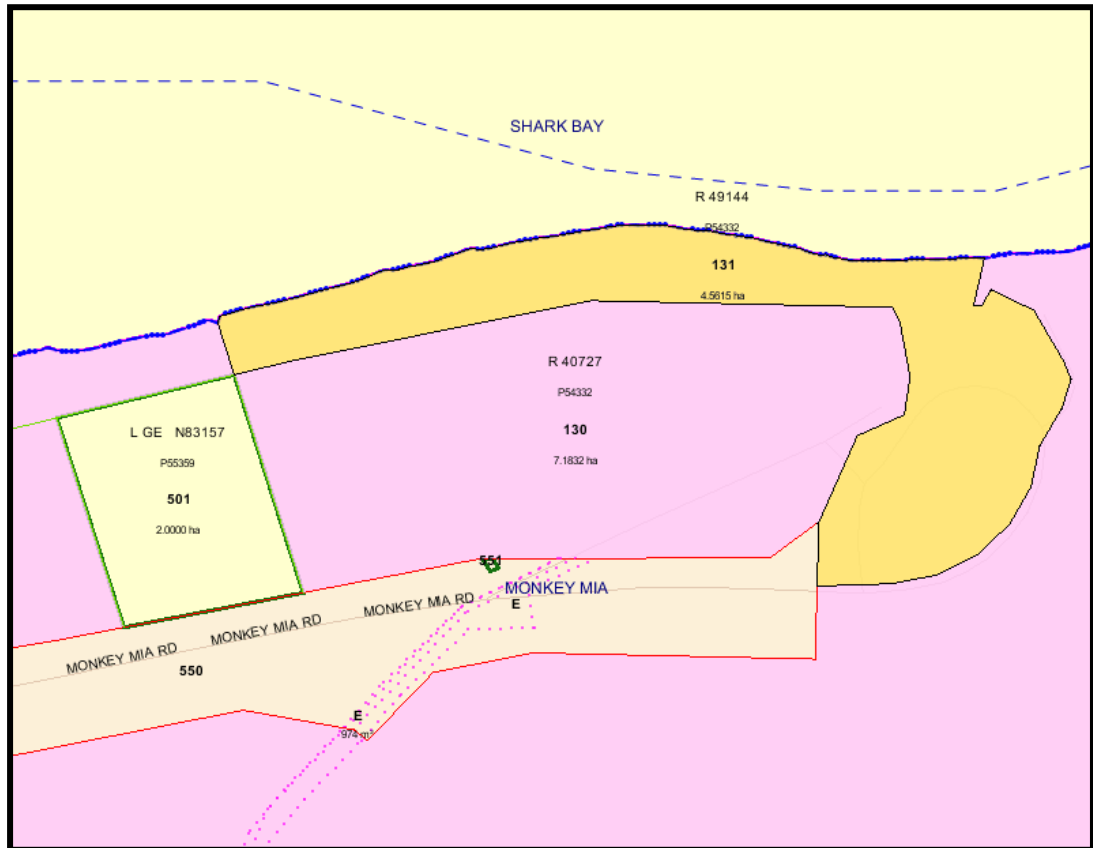
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**BACKGROUND**

- ***Location***

The Monkey Mia Dolphin Resort (MMDR) is located within Reserve 40727 and Lot 501.

A location plan is included below for ease of reference.



Source: Landgate. The colours on this plan are not relevant to this report.

- ***Ownership***

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

The development subject of this application is fully contained within the reserve.

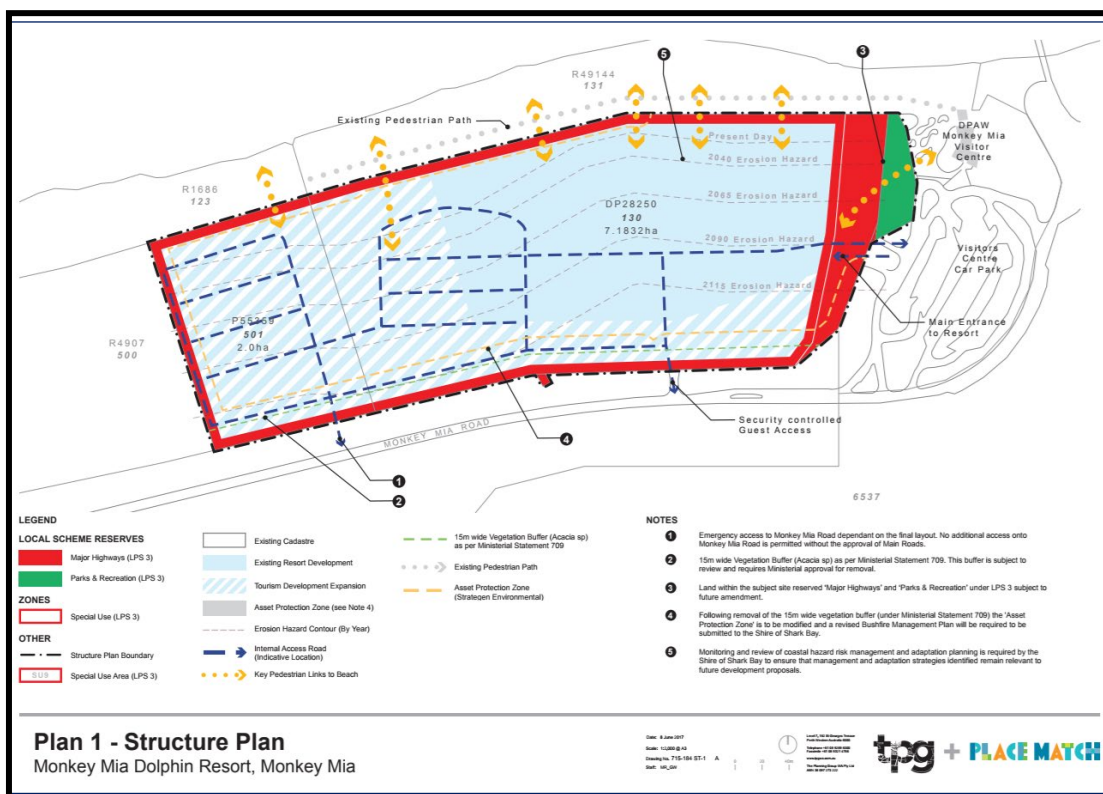
- ***Approved Structure Plan***

There is a Structure Plan for Monkey Mia which was approved by the Western Australian Planning Commission on the 7 July 2017 (refer plan overpage).

The Structure Plan was approved under a previous Town Planning Scheme.



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- **Existing Development**

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

In August 2017, Council granted approval for significant redevelopment of the Monkey Mia Dolphin Resort which included 129 accommodation vehicle sites, 86 unpowered caravan sites, 12 beachfront cabins, new commercial and administrative buildings, staff accommodation and new guest facilities.

On the 27 April 2022, Council granted delegated authority for the Chief Executive Officer to determine an application for freestanding walls, retaining walls, playgrounds, fencing, pool pump building and other outdoor recreation works on Reserve 40727, Lot 130 Monkey Mia Road and Lot 501 Monkey Mia Road, Monkey Mia.

The works were mainly adjacent to the Monkey Bar, and approval was subsequently granted on the 20 June 2022.



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COMMENT

- **Description of Works**

There is an existing 10 metre high flag pole to the north of the Boughshed restaurant on Lot 130, which is proposed to be removed.



Above: Flagpole in front of Boughshed restaurant to be removed

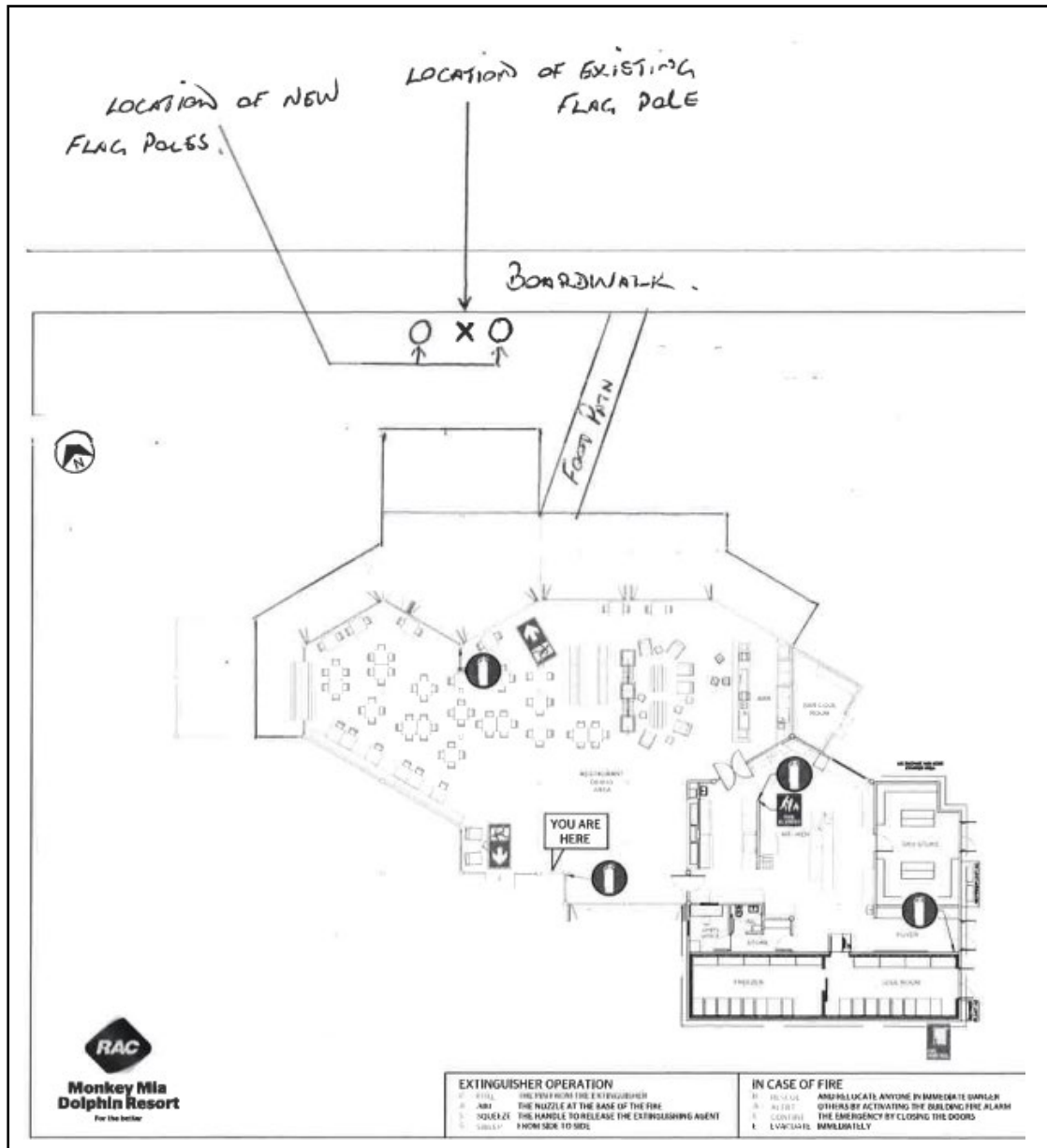


Above: Aerial showing restaurant

The applicant has advised they propose two new 6 metre high flagpoles as a replacement. The new flagpoles will be tapered, and will be used to fly the Australian National flag and the Australian Aboriginal flag.

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A site plan is included below.



The proposed development is generally supported, will not negatively impact on the amenity of the area or have any adverse visual impact.

### • Consultation

No consultation has been conducted in regards to this development, as it is simply replacing one ten metre flagpole with two smaller flagpoles.

### LEGAL IMPLICATIONS

**Planning and Development Act 2005** – On the 2 June 2016, the then Minister for Lands signed an 'instrument of authorisation' that delegated authority allowing Chief Executive Officers of local governments to sign planning application forms where a

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reserve is managed by the local government and the development is consistent with the reserve purpose.

The delegation is conditional as the signature on the application form must include the following:

*Signed only as acknowledgement that a development application is being made in respect of a proposal that includes Crown land, Crown reserves under management for the purpose, or a road and to permit this application to be assessed under the appropriate provision of the Planning and Development Act 2005 (including any planning scheme). The signature does not represent approval or consent for planning purposes. Further, in the event that development approval is granted for the proposal, the above signature should not be taken as an acknowledgement of or consent to the commencement or carrying out of the proposed development or to any modification of the tenure or reservation classification of the Crown land component.*

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

The Regulations include 'Deemed Provisions' that automatically apply and override parts of the Shire of Shark Bay Local Planning Scheme No 4.

Regulation 60 of the 'deemed provisions' requires that a person must not commence or carry out works on, or use, land in the Scheme area unless the person has obtained the development approval of the local government or it is exempt from the requirement for planning.

Regulation 61 lists development that is exempt from the need for planning approval, and includes '*the erection or installation of a flagpole*'. The exemption only allows for one flagpole per lot.

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

Shire of Shark Bay Local Planning Scheme No 4 –

Reserve 40727 is zoned 'Special Use' (No 8) under the Shire of Shark Bay Local Planning Scheme No 4 ('the Scheme'). There are specific land use controls and conditions applicable to Monkey Mia listed in Schedule B of the Scheme.

POLICY IMPLICATIONS

There are no known policy implications.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

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RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

*L Bushby*

Chief Executive Officer

*D Chapman*

Date of Report

12 April 2023

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**13.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

There were no motions of which previous notice haven been given for the April 2023 Ordinary Council meeting.

**14.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

There were no questions by members of which due notice haven been given for the April 2023 Ordinary Council meeting.

**15.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

There were no urgent business items presented to the April 2023 Ordinary Council meeting.

**16.0 MATTERS BEHIND CLOSED DOORS**

There were no items presented that required to be presented behind closed doors at the April 2023 Ordinary Council meeting.

**17.0 DATE AND TIME OF NEXT MEETING**

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 31 May 2023, in the Executive Meeting Rooms at Shark Bay Salt, Useless Loop commencing at 10.30 am.

**18.0 CLOSURE OF MEETING**

As there was no further business the President closed the April 2023 Ordinary Council meeting at 4.59 pm.