

Shire of Shark Bay

Minutes of the Ordinary Council Meeting 28 March 2012





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The confirmed Minutes of the Ordinary meeting of the Shark Bay Shire Council held in the Council Chamber Denham on 28 March 2012 commencing at 9.00 am

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1. DECLARATION OF OPENING

The President declared the meeting open at 9.03 am

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

ATTENDANCES

Cr C Cowell	President
Cr J Hanscombe	Deputy President
Cr D Pepworth	Councillor
Cr McLaughlin	Councillor
Cr Wake	Councillor – entered at 9.06 am

Mr P Anderson	Chief Executive Officer
Mr R Towell	Executive Manager Finance and Administration
Ms S Burvill	Executive Manager Tourism, Community & Economic Development
Mr B Galvin	Works Manager – entered at 1.05 pm
Mrs R Mettam	Executive Assistant

APOLOGIES

Cr Capewell	Leave of Absence approved at Ordinary Council meeting 29 February 2012 – Item 5.1
Cr M Prior	Leave of Absence approved at Ordinary Council meeting 29 February 2012 – Item 5.2

VISITORS

1 Visitor

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

Nil

4. PUBLIC QUESTION TIME

The President opened Public Question Time at 9.03 am and as there were no questions the President closed Public Question time at 9.04 am.

5. APPLICATIONS FOR LEAVE

5.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR WAKE
CO 513

Author
Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Pepworth
Seconded Cr McLaughlin

Council Resolution

Councillor Wake is granted leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on 26 April 2012.

4/0 CARRIED

Background

Councillor Wake has applied for leave of absence from the ordinary meeting of Council scheduled for 26 April 2012. The Council in accordance with Section 2.25 of the ***Local Government Act 1995*** as amended may by resolution grant leave of absence to a member.

Comment

Councillor Wake has advised the Chief Executive Officer due to personal commitments he will be unable to attend the Ordinary meeting of Council scheduled to be held on 26 April 2012 and has requested leave of absence be granted by Council for this meeting.

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

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

Legal Implications

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

- (1) A council may, by resolution grant leave of absence to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the minister.
- (3) The granting of leave, or refusal to grant leave and reasons for that refusal, is to be recorded in the minutes for the meeting.

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

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report

27 March 2012

6. PETITIONS

Nil

7. CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 29 FEBRUARY 2012

Moved Cr Pepworth
Seconded Cr Hanscombe

Council Resolution

That the minutes of the ordinary council meeting held on 29 February 2012, as circulated to all councillors, with adjustment to item 19.2 voting to be "4/1 CARRIED", be confirmed as a true and accurate record.

Cr Wake entered the meeting at 9.06 am

5/0 CARRIED

8. ANNOUNCEMENTS BY THE CHAIR

Sergeant Dave Christ will make a presentation to the Council this morning.

9. PRESIDENT'S REPORT***Community Workshops – Denham Marine Facilities***

The community workshops regarding the proposed Denham marine facilities will now be held at 7pm on 2 April and 8.30 am on 3 April. Department of Transport have drafted up three alternate designs and locations for discussion. Your input will help determine the style, dimensions, scope and location of the proposed marine facilities. I therefore urge you to attend at least one of these sessions and participate in the forums so that there is extensive community involvement in the process.

Gascoyne Revitalisation – Royalties for Regions funding update**Community Recreation Centre – Shark Bay**

This project is progressing well, with the expectation of an official opening in conjunction with the Gascoyne Games in Denham. The internal painting has recently been completed and we are awaiting the arrival of the sprung cedar floor in the sports arena. Gym members will be pleased to hear that the gym area will be complete with TV and a mini crèche.

HMAS Sydney II Memorial

The business case for the Sydney II memorial has been accepted by Regional Development and Lands and is currently awaiting Ministerial approval. Installation of the memorial on the wall outside of the Discovery Centre will commence in the near future.

Denham Recreational Jetty

Replacement of the current timber recreational jetty in Denham is in the hands of Department of Transport and due to revised cost estimates, the design of the jetty has now to be referred back to the working group for further deliberation.

Lighthouse Keepers' Quarters – Cape Inscription

At the February meeting, Council appointed Avilake Constructions to commence the project for restoration of the Lighthouse Keepers' Quarters on Dirk Hartog Island. This work will be carried out using both Commonwealth and State Government funding and will include siteworks, plastering and carpentry and joinery to re-install the flooring and restore render, etc.

Moved Cr Wake
Seconded Cr Pepworth

Council Resolution

That the President's report for February 2012 be received.

5/0 CARRIED

Activity Report

24 February	Met with Dean Massie and Marty Greenside of Aspen Resorts
21 March	Gascoyne Games meeting
23	Meeting with Jim Williams, Small Business Centre, Gascoyne
23	Meeting with Michelle Beers, LotteryWest
28	Council meeting

Moved Cr Pepworth
Seconded Cr Wake

Council Resolution

That the President's activity report for February/March 2012 be received.

5/0 CARRIED

10. COUNCILLORS' REPORTS

10.1 CR MCLAUGHLIN

29 February Attended Ordinary Council Meeting
1 March Attended teleconference in the Chief Executive Officer's office of Gascoyne Country Zone Western Australian Local Government Association.

Items of interest from that meeting;

WILD DOGS

Carnarvon Rangelands Biosecurity Association has received additional royalties for regions funding to employ 2 additional doggers. This takes the total number to 7 and compares with Meekatharra with 4.5 and the goldfields with 4.6. Further information is been sought as to whether this is to be a fixed term or ongoing situation. A new committee will be formed to replace the State Wild Dog Committee, nominations will be sought soon.

WASTE FROM RECREATIONAL FISHERS

Clarification is been sought as to the ownership of this by-product. Some Local Government's wish to use this to manufacture fertiliser etc but have been obstruct red by Fisheries who have claimed that the Local Government's do not own it until it is in the ground. Western Australian Local Government Association Environment and Waste team to investigate.

CONSTITUTIONAL RECOGNITION

The plans are still proceeding to obtain a referendum on this issue. Western Australian Local Government Association State Council is reasonably happy regarding their position to fund a promotion campaign. This recognition campaign has nothing to do with the legality of local government; it is only to ensure that the Commonwealth Government is able to give money directly to local governments, bypassing the states governments for some projects e.g. Roads to Recovery. It is a pity that some people have raised this perceived anomaly in legislation for their own purposes as many millions of dollars will be spent on the proposed referendum that could have gone to local governments to spend on upgrading or installing facilities for residents. I suppose this is a penalty we pay for living in a democracy.

Western Australian Local Government Association Head Quarters

Plans for the new headquarters are progressing with the demolition of the current building expected in May and the rebuilding to commence once the site is cleared.

Moved Cr Pepworth
Seconded Cr Wake

Council Resolution

That Councilor McLaughlin's February/March 2012 report on activities as Council representative is received.

5/0 CARRIED

10.2 **CR WAKE**

18 March Shark Bay Pastoral History Book
19 March Jim McNamarra regarding slip on fire units and mobile fire unit
22 March Bio Security meeting Carnarvon

Moved Cr Pepworth
Seconded Cr McLaughlin

Council Resolution

That Councilor Wake's March 2012 report on activities as Council representative is received.

5/0 CARRIED

11. ADMINISTRATION REPORT

11.1 BUILDING ACT

BU104

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved Cr Pepworth
Seconded Cr McLaughlin

Council Resolution

Revoke current delegations as listed in attachment 1 and approve new delegations as shown in attachment 2, for enforcement at such time as the relevant provisions of the Building Act 2011 are proclaimed.

Council adopts the new authorisations and appoints the relevant officers as “authorised officers” in accordance with section 96 of the Building Act 2011.

Approve the schedule of fees and charges as listed in schedule three to be implemented at the commencement of the Building Act 2011.

5/0 CARRIED

Background

A new building act was passed on 23 June 2011 and will come into operation from 1st January 2012 with a proposed phased implementation over a period of 12 to 24 months.

The new *Building Act 2011* has been developed to replace the *Building Regulations 1989* and parts of the *Local Government (Miscellaneous Provisions) Act 1960*. The *Building Act 2011* covers all building and the whole State of Western Australia, it introduces permit issuing authorities, enables private certification of design compliance and is designed to streamline and clarify the building process.

This report has been prepared to provide Councillors with an overview of the changes that are proposed in the new Building Act and also to seek its approval for a number of actions that the Shire need to implement in order to ensure that the Building Section can continue to operate under the provisions of new Act to as close to the same extent as it currently does under the existing Act.

The Government has undertaken a Building Regulation reform package that is planned to deliver the most significant transformation to Western Australia building legislation in over 50 years. The existing building approvals process was established by the *Local Government Act 1960*, and reflects the way buildings were designed in the 1950's, relying on builders registered under the *Builders' Registration Act 1939*. Building policy and legislation has been fragmented between Local and State Government departments since then, with practitioner registration managed by individual boards. Reviews of building regulations undertaken by the former Housing and Works and Consumer Protection portfolios recommended that

the legislation be updated to reflect modern building practises in Western Australia. Reviews also suggested that the legislation be managed in one place, by a single entity, and as a result the Building Commission was established.

The Building Commission was established as a division of the Department of Commerce in July 2009 and brings together building practitioner registration, building standards, complaints processes and building policy and is leading the implementation of the Government's Building Regulation Reform package which comprises the following bills:

- The Building Services (Complaint Resolution and Administration) Act
- The Building Services (Registration) Act
- The Building Services Levy Act, and
- The Building Act

This new legislation abolishes the Builders' Registration Board, the Painters' Registration Board, the Building Surveyors Qualifications Committee and the Building Disputes Tribunal and replaces them with a more streamlined and integrated system.

The Building Act, which has the most significant impact for Local Government was passed on 23 June 2011 and is planned to come into operation from 31 October 2011 with a proposed phased implementation over 12 to 24 months.

The new Building Act has been developed to replace the *Building Regulations 1989* and parts of the *Local Government (Miscellaneous Provisions) Act 1960*, it introduces permit issuing authorities, enables private certification of design compliance and is designed to streamline and clarify the building process, including:

- Whole of state coverage;
- All buildings to be covered, including those owned by the Crown;
- Giving a clearer definition of what constitutes a building and clear exemptions from the building permit process;
- Nominating Permit Authorities - confirms local government's role issuing building permits, also enables State Government or special permit authorities are able to issue building and occupancy permits and to enforce building control;
- Enables private registered building surveyors to certify design compliance;
- Introducing separate and streamlined processes for approving domestic and commercial buildings;
- Retaining the option for owners to use the current local government combined certification and permit issuing function for residential construction houses and minor building work (class 1 and 10);
- Taking a risk-based approach to inspection requirements so that registered building professionals require less independent checking than lay designers and owner-builders;
- Providing a clear end-point to the construction process, and certification that the building complies with the building permit issued;
- Registering a wider range of industry practitioners to certify compliance;
- Implementing a nationally agreed accreditation framework for building surveyors; and
- Implementing a process for the assessment and approval of building works carried out without a building permit.

The desired outcome of these reforms is intended to be a more responsive and modern building regulatory system that meets the changing needs and aspirations of all building industry participants and consumers. These reforms are likely to have a significant impact on the operation of “building control” at the Shire of Shark Bay.

Comment

The Building approval process in Western Australia is about to undergo significant change. The changes have been talked about for many years however the Building Act has now been passed by the Government in June 2011 and is set to commence operation tentatively in April 2012. The Regulations supporting this Act have not been released and are expected to be introduced following the introduction of the Act.

One of the key factors of the new Building Act for Local Governments is that it enables privatisation of the Building Surveying function that was previously provided by Local Government. It is now open to competition from private approval providers which is a relatively new industry in Western Australian though this has been established in other states for some time. It is expected however, that in a short period of time this industry will grow rapidly and will have a greater impact on Local Government’s ability to attract and retain suitably qualified personnel to undertake its statutory responsibilities, as well as have some expected impact in respect to income previously generated by Building applications as a greater percentage of these will be picked up by private certifiers.

The new Act will also allow Local Governments to share resources such as Building Surveyors to certify design compliance building permit applications and the permit being issued by the individual Local Authority, or Local Authorities will also be able to use the services of a private building surveyor.

Council are advised to consider the implications the Building Act 2011 will have on the Shire of Shark Bay and support the directions that staff are proposing in this report.

Council are also requested to approve the new delegations needed to ensure that business can operate in the same manner that it currently does under the current *Local Government (Miscellaneous Provisions) Act*.

Legal Implications

The Building Act sets up a different framework to the approvals process for building work than what was previously provided in the *Local Government (Miscellaneous Provisions) Act*.

The Building Commission has produced a “Guide for Local Government Permit Authorities in Western Australia” which outlines the changes to the approvals process as well as the many other changes. A copy of this document has been circulated under separate cover. If you have had the opportunity to read the Guide, you will appreciate the extent of the changes provided by the New Building Act.

Given the extent of the changes and the availability of more detailed information, this overview will only touch on some of the more specific changes that the staff believes will have the most significant impact on this Local Government.

The minimum functions that Local Governments are required to perform under the Building Act include;

- Issue prescribed permits (Permit Authority)
- Ensure building works within its district achieve statutory compliance,
- Undertake assessment and issue Certificate of Design Compliance for class 1 (single houses) and 10 (sheds & patios etc)

The key change to the building approvals system is the introduction of the ability to have the building design certified by a building surveyor who no longer needs to be an employee of the local government within which district the building is proposed to be built.

Currently if someone undertakes building work within the Shire of Shark Bay, they have only one way to obtain a building permit and that is by submitting an application for building licence to the Shire of Shark Bay. An appropriately qualified Building Surveyor employed by the Shire would then assess the application and once satisfied that the application satisfies the relevant legislation, a building licence can then be issued.

Under the proposed system, a person who is planning to build can seek the services of any qualified Building Surveyor who may be employed by the Shire of Shark Bay, or a Private Building Surveyor or who may be employed by another Local Government or other agency. The Building Surveyor would then issue what is now to be called a "Certificate of Design Compliance". Once the owner or builder has obtained the Certificate of Design Compliance, they may then submit an application for a Building Permit that must include the Certificate of Design Compliance together with the necessary plans and specifications to the Local Government, where the building is to be constructed, who then have 14 days in which to issue the "Building Permit".

While Local Governments only have to provide the minimum services specified above, they may also be able to consider providing other services and be able to charge a fee to recover the cost of those services. Before doing so, local governments will need to ensure they do not breach the provisions of the Local Government Act and other legislation such as the National Competition Policy. These other services might include:

- Provide Certificate of Design Compliance, (Certification Services for all classes of buildings)
- Provide Certificate of Construction Compliance, (Inspection and Certification of various portions of a building during construction work that is within the scope of skills and qualifications available)
- Provide Certificate of Building Compliance, (coordinate, inspect and certify that a completed building is compliant)

There seems to be a view that little will change in the first 12-24 months as the building industry gains an understanding of the new system. At some point beyond 12 months it is believed that competition will become quite aggressive as new businesses (private certifiers) claim their place.

Building Surveyors in Local Government will likely be lured from those organisations via significant salary increases that local governments may not be able to compete with, this may not affect the regional areas as greatly as the metropolitan area and bigger regional centres such as Geraldton, Bunbury, Northam, due to the extent of building activity.

It is likely that initially large projects will be sort after by the private certification industry in order to be profitable, and with time, residential buildings will be picked up by the private sector. Residential buildings are currently the Shires primary business, with income currently derived from this source, so if this portion of the work was to be picked up by private certifiers, it would have a significant impact on the income of the Shires Building Section.

The model and fee structure proposed by the Building Act does not appear to serve the project home market that well, and so it is anticipated that most residential applications will continue to be processed by Local Governments unless regulatory changes are made.

Policy Implications

Council currently has the following delegations under the provisions of the Local Government (Miscellaneous Provisions) Act 1960:

- Demolition Licenses
- Building Licenses-Extension of Time
- Section 401 Notices
- Issue of Section 408 and Section 409 Notices
- Section 401A Notices
- Issue of Section 403 Notices
- Certificates of Classification
- Building Licenses

With the full introduction of the Building Act 2011, the above delegations will become redundant in that the head of power will shift from the *Local Government (Miscellaneous Provisions) Act 1960* to the *Building Act 2011*.

New delegations are therefore needed under the Building Act 2011. Given the relevant provisions relating to delegations under the Building Act 2011 have not come into operation, the functions of the new delegations cannot be performed by officers until such time as the relevant provisions are proclaimed.

It is therefore proposed that officers continue to perform such functions in accordance with existing delegations while at the same time adopting the new delegations to be implemented at such future time as these provisions are proclaimed.

The ability to do this is referred to under section 25 of the Interpretations Act 1984.

Section 127 of the Building Act 2011 enables Local Governments the ability to delegate any powers or duties to an employee.

Council is requested to approve the following new delegations as provided under the following sections of the Building Act:

Section 20 – Approve or refuse a Building Permit

Section 21 – Approve or refuse a Demolition Permit

Section 58 - Issue an Occupancy Permit and a Building Approval Certificate

Section 65 - Consider Extending the period of duration of an Occupancy permit or a Building approval Certificate.

Section 110 - Issue Building Orders

Section 117 - Revoke Building Orders

Delegations are to be made to Officers based on their skills and qualifications as set out in Attachment 1.

With the introduction of the *Building Act 2011*, authorisations are needed for Officers to carry out the relevant provisions under the Building Act 2011. Given these relevant provisions have not yet come into operation; the new authorisations cannot be undertaken by officers until such time as this occurs.

It is therefore proposed that Council appoint authorised officers and adopt the new authorisations in readiness for the 2 April 2012.

Under Section 96 of the Building Act 2011, permit authorities (local governments) may designate employees as authorised persons.

The following new authorisations are therefore proposed under different sections of the Building Act:

Section 100 - Entry Powers

Section 101 - Powers after entry for compliance

Section 102 - Obtaining information and documents

Section 103 - Use of force and assistance

Financial Implications

Most of the fee changes proposed are statutory changes that will be set by the proposed new Building Regulations to be adopted under the Building Act. These proposed statutory fees have been published in draft by the Building Commission to assist the Building Industry prepare for the implementation of the Act.

Because of the implications of Section 3.18 of the *Local Government Act*, the proposed new fees have to be based on cost recovery only of the services that can be provided and as such are based on the fee's set under the Current *Local Government (Miscellaneous Provisions) Act*.

It is expected that over time, the income generated within the Building Section will decrease relative to the level of building work conducted within the Shire.

The shire responsibilities in regard to building matters are currently being undertaken by the Shire of Shark Bay Northampton on a contractual basis. This will be further assessed once the impact of the new legislation is fully understood and resources will be allocated in the 2012/2013 draft budget to ensure that the council is meeting its responsibilities adequately.

Strategic Implications

Due to the short timeframe within which the Act is due to come into force, strategic implications are largely unknown.

Voting Requirements

Absolute Majority Required

Date of Report

22 March 2012

ATTACHMENT 1

DELEGATED AUTHORITY

EXISTING TO BE REVOKED

Legislative Power: *Local Government (Miscellaneous Provisions) Act 1960*

Delegation Subject: Demolition Licences

Delegate: Chief Executive Officer

Delegation: The Chief Executive Officer is delegated authority to approve the issue of a demolition licence *Local Government (Miscellaneous Provisions) Act 1960 Section 374A* to take down a building or part of a building and such licence may be subject to such conditions as the Chief Executive Officer considers necessary for the safe and proper execution of the work.

The Chief Executive Officer, in exercising authority under Section 5.44 of the Local Government Act 1995, has delegated this power/duty to the Environmental Health Officer/Building Surveyor.

Legislative Power: *Local Government (Miscellaneous Provisions) Act 1960*

Delegation Subject: Building, Extension of Time to Complete

Delegate: Building Surveyor

Delegation: That in accordance with S.374 (1a) of the Local Government Act 1960 Councils' Building Surveyor is delegated authority to approve of an extension of time where it is not possible to complete the building within the period of time specified in the building licence, subject to the payment of any additional building licence fee.

Legislative Power: *Local Government (Miscellaneous Provisions) Act 1960*

Delegation Subject: Notices, Issue of Section 401

Delegate: Chief Executive Officer

Delegation: The Chief Executive Officer is delegated authority to issue notices pursuant to Section 401 of the Local Government (Miscellaneous Provisions) Act 1960 where breach of building requirements is considered by the Chief Executive Officer to be of a magnitude sufficient to warrant issue of a notice.

The Chief Executive Officer, in exercising authority under Section 5.44 of the Local Government Act 1995, has delegated this power/duty to the Environmental Health Officer/Building Surveyor.

Legislative Power: *Local Government (Miscellaneous Provisions) Act 1960*

Delegation Subject: Buildings, Removal of Neglected and Dilapidated
Delegate: Chief Executive Officer

Delegation: The Chief Executive Officer is delegated authority to serve upon the owners and occupiers of neglected and dilapidated buildings the written notices required by Sections 408 and 409 of the Local Government (Miscellaneous Provisions) Act 1960.

The Chief Executive Officer, in exercising authority under Section 5.44 of the Local Government Act 1955, has delegated this power/duty to the Environmental Health Officer/Building Surveyor.

Legislative Power: Local Government (Miscellaneous Provisions) Act 1960

Delegation Subject: Works, Unlawful

Delegate: Chief Executive Officer

Delegation: a) The Chief Executive Officer is delegated authority to issue stop work notices pursuant to Section 401A of the Local Government (Miscellaneous Provisions) Act 1960 where a breach of building requirements is considered by the Chief Executive Officer to be of a magnitude sufficient to warrant issue of a notice.
b) The Chief Executive Officer is delegated authority to withdraw stop work notices pursuant to Section 401A of the Local Government (Miscellaneous Provisions) Act 1960 where a breach for which the notice has been issued is corrected to the satisfaction of the Chief Executive Officer.

The Chief Executive Officer, in exercising authority under Section 5.44 of the Local Government Act 199, has delegated this power/duty to the Environmental Health Officer/Building Surveyor.

Legislative Power: Local Government (Miscellaneous Provisions) Act
Delegation Subject: Buildings, Dangerous

Delegate: Chief Executive Officer

Delegation: The Chief Executive Officer is delegated the authority to carry out the following functions as provide in Section 403 of the Local Government (Miscellaneous Provisions) Act 1960:

1. Issue a certificate which states that the subject building is in a dangerous state.
2. Shore up or otherwise secure the building, as well as providing a hoarding or fence around the building to protect the public from danger.
3. Serve written notice upon the owner or the occupier of the building requiring that the building be taken down, secured or repaired.

The Chief Executive Officer, in exercising authority under Section 5.44 of the Local Government Act 1995, has delegated this power/duty to the Environmental Health Officer/building Surveyor.

Legislative Power:	<i>Local Government (Miscellaneous Provisions) Act 1960</i>
Delegation Subject:	Certificates of Classification
Delegate:	Chief executive Officer
Delegation:	That the Chief Executive Officer be delegated the power to issue Certificates of Classification of Buildings

The Chief Executive Officer, in exercising authority under Section 5.44 of the Local government Act 1995, has delegated this power/duty to the Environmental Health Officer/Building Surveyor.

Legislative Power:	<i>Local Government (Miscellaneous Provisions) Act 1960</i>
Delegation Subject:	Building Licences
Delegate:	Building surveyor
Delegation:	<p>That pursuant to Section 374(1b) of the Local Government (Miscellaneous Provisions) Act 1960, the Principal Building Surveyor is delegated authority to approve or refuse to approve plans and specifications, but where a plan and specification so submitted conforms to :</p> <ul style="list-style-type: none">a) All Local Laws and Regulations in force in the district or part of the district in respect of building matters, and the Councils' pre-determined policy in respect of building matters; andb) All Local Laws and schemes in force in the district or part of the district in respect of town and regional planning matters, and the Councils' predetermined policy in respect of town planning and regional matters <p>The Principal Building Surveyor shall not refuse to approve that plan or those specifications without first obtaining the consent of the Council. Furthermore, the issuing of a building licence under Section 374 (1) of the Local Government (Miscellaneous Provisions) Act 1960 may be subject to such conditions as the Principal Building Surveyor considers necessary.</p> <p>All licences issued under this delegation authority shall, in addition to any conditions imposed by the Principal Building Surveyor, contain and be subject to the following conditions:</p> <ul style="list-style-type: none">1) The building licence is valid for a maximum period of twenty four (24) months.2) Any other items considered appropriate.

ATTACHMENT 2

DELEGATED AUTHORITY

PROPOSED TO BE ADOPTED

- Delegation Number: **B01**
Legislative Power: Sections 21, 22 and 127 of the Building Act 2011
Delegation Subject: Demolition Permits
Delegate: Environmental Health Officer/Building Surveyor
Delegation: To approve or refuse to approve plans and specifications submitted under section 21 of the Building Act 2011.
- Delegation Number: **B02**
Legislative Power: Sections 65 and 127 of the Building Act 2011
Delegation subject: Extension of Period of Duration of Occupancy Permit or Building Approval Certificate
Delegate: Environmental Health Officer/Building Surveyor
Delegation: To approve or refuse to approve applications submitted under section 65 of the Building Act 2011
- Delegation Number: **B03**
Legislative Power: Sections 110, 117 and 127 of the Building Act
Delegation Subject: Building Orders
Delegate: Environmental Health Officer/Building Surveyor
Delegation: 1) To make building orders pursuant to section 110 of the Building Act 2011 in relation to work:-
 - Building work
 - Demolition work
 - An existing building or incidental structure2) To revoke building orders pursuant to section 117 of the Building Act 2011
- Delegation Number: **B04**
Legislative Power: Sections 20, 22 and 127 of the Building Act 2011
Delegation Subject: Building Permit
Delegate: Environmental Health Officer/Building Surveyor
Delegation: To approve or refuse to approve plans and specifications submitted under section 20 of the Building Act
- Delegation Number: **B05**
Legislative Power: Sections 58 and 127 of the Building Act 2011
Delegation Subject: Grant of Occupancy Permit, Building Approval Certificate
Delegate: Environmental Health Officer/Building Surveyor
Delegation: To approve, modify or refuse to approve applications submitted under section 58 of the Building Act 2011

Delegation Number: **B06**
Legislative Power: Sections 100, 101, 102, 103 and 106 of the Building Act 2011
Delegation Subject: Building Authorisations
Delegate: Environmental Health Officer/Building Surveyor
Delegation: Entry powers, powers after entry for compliance purposes, obtaining information and documents, use of force and assistance and application for warrant to enter a place under sections 100,101, 102, 103 and 106 of the Building Act 2011

ATTACHMENT 3

- 1) Building Permit Application Minimum Fee (Section 16) \$90.00
- 2) Building Permit Application Class 1 & 10 – Uncertified (Section 16)
0.318% of the estimated value (inclusive of GST) of the proposed building work as determined by the permit authority but not less than \$90.00
- 3) Building Permit Application Class 1 & 10 – Certified (Section 16)
0.19% of the estimated value (inclusive of GST) of the proposed building work as determined by the permit authority but not less than \$90.00
- 4) Building Approval Certificate for Unauthorised Class 1 & 10 – Certified (Section 51)
0.38% of the estimated current value (inclusive of GST) of the unauthorised building work as determined by the permit authority, but not less than \$90.00
- 5) Building Approval Certificate (Certified) \$90.00
 - Authorised Class 1 & 10 buildings (Section 52)
 - Registration of strata, plan of re-subdivision (Section 50)
- 6) Building Permit Application Class 2 to 9 – Certified (Section 16)
0.09% of the estimated value (inclusive of GST) of the proposed building work as determined by the permit authority but not less than \$90.00
- 7) Application for Occupancy Permit for Unauthorised Class 2 to 9 Buildings – Certified (Section 51)
0.18% of the estimated value (inclusive of GST) of the building work as determined by the permit authority but not less than \$90.00
- 8) Application for Occupancy Permit for Class 2 to 9 Buildings – Completed Building (Section 46) Per application \$90.00
- 9) Application for Temporary Occupation Permit for Incomplete Building (Section 47) Per application \$90.00
- 10) Application for Modification of Occupancy Permit for Additional Use of Building on Temporary Basis (Section 48) Per application \$90.00
- 11) Application for Replacement Occupancy Permit for Permanent Change of Buildings Use, Classification (Section 49) Per application \$90.00
- 12) Application for Occupancy Permit for Registration of Strata Scheme, Plan of Re-subdivision – Class 2 to 9 Buildings (Section 50) \$100 or \$10 per strata unit whichever is greater
- 13) Demolition Permit Application for the Issue of Permit for Demolition Work of Class 1 & 10 (Section 16) \$100.00
- 14) Demolition Permit Application for the Issue of Permit for Demolition Work of Class 2 to 9 - \$100.00 for each storey (Section 16)
- 15) Application to Extend the Time During Which a Building or Demolition Permit has Effect (Section 32) \$90.00
- 16) Application to Extend the Time During Which an Occupancy Permit or a Building Approval Certificate has Effect (Section 65) \$90.00

- | | |
|---|---------|
| 17) Application for Copies of Permits, Building Approval Certificates in Register
(Section 129) | \$45.00 |
| 18) Application to Inspect and Obtain a Copy of Building Records (Section 131(2) (a)
Plus cost of photocopying as per fees and charges | \$45.00 |
| 19) Application for Residential Design Code Compliance Certification | \$90.00 |



Government of **Western Australia**
Department of **Commerce**

Building
Commission

The New Building Approvals System

A guide for
Local Government Permit Authorities
in Western Australia

Building Act 2011

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Introduction

The *Building Act 2011* replaces much of the *Local Government (Miscellaneous Provisions) Act 1960*, and amends a range of associated acts. The key objectives of the new act are:

- to provide a comprehensive system of building control in Western Australia;
- reduce building approval times;
- set standards for buildings and demolition work in Western Australia; and
- deal with building or demolition work that affects other land.

The *Building Act 2011* brings some significant changes to the building approvals process, from the design stage right through to occupation of a building. The most important changes include:

Permit Authorities (Local Government)

Permit authorities issue building, demolition and occupancy permits (and other associated certificates, requirements and orders).

The State of Western Australia is a permit authority able to issue permits anywhere in the state. Each local government is a permit authority able to issue permits within its local government area. Special permit authorities may be created to issue permits in specific areas or for specific types of buildings.

Private Sector Registered Building Surveyors

The *Building Act 2011* allows for private sector registered building surveyors. This means that an applicant will no longer have to go to the relevant local government to obtain the services of a registered building surveyor, but will have the option to engage a registered building surveyor from a private company, or any local government that offers building surveyor services.

This is similar to the system in other states in Australia. It is expected that the Western Australian market will gear up to offer competitive services, as the customer has the choice of which building surveyor to use.

Local governments, in their function as a permit authority, have greater freedom to provide building surveyor services to ratepayers, and can offer building surveyor services on a commercial basis.

Occupancy Requirements

The *Building Act 2011* will make it an offence to occupy a building (other than class 1 and associated class 10 buildings) without an appropriate occupancy permit. This will confirm that the building has either been built according to the building permit requirements, in particular to the certificate of design compliance, or it complies with the relevant building standards.

The permit authority issues an occupancy permit for buildings within their geographical jurisdiction.

The New Terms – What do they mean?

The *Building Act 2011* introduces new terms to the building approvals process. Understanding what these mean will enable you to successfully navigate your way through the process.

Permit Authority – s124 to s127

A permit authority is the organisation that grants all the permits that are required under the new building approval system. It ensures that all statutory requirements for the lodgement of a permit application are met, and that the paperwork is complete. It has the power to refuse any permit application and must ensure that a certified application is processed within the prescribed time. It also has responsibility for keeping building records and providing building information to the Building Commission. A permit authority has an enforcement role and can issue building orders to require builders to rectify and building work that doesn't meet approved requirements.

Certified Application – s14

Registered building surveyors can certify that a building permit application meets relevant regulations, requirements and standards through the completion and signing of a certificate of design compliance. This means that all the certification is done before the application is lodged. The permit authority (local government) will then issue the permit within the prescribed time. If the prescribed time elapses the application is deemed refused. The prescribed time is 14 days.

Uncertified Application – s17

For prescribed buildings only (class 1 and 10 in the Building Code of Australia), the *Building Act 2011* requires a local government, in its role as a permit authority, to provide a certification service, as they do now. The permit authority must arrange for the application to be certified and issue the permit within the prescribed time. If the prescribed time elapses the application is deemed refused. The prescribed time is 35 days.

Building Permit – s13 to s35

A building permit under the *Building Act 2011* is essentially the same as a building licence under the *Local Government (Miscellaneous Provisions) Act*. On the day the *Building Act 2011* commences, all building licences will have effect as building permits. Please refer to the section on transition for information on how the move from building licence to building permits will be dealt with.

Certificate of Design Compliance – s19

All certified applications for a building permit must include a certificate of design compliance. This form must be signed by a registered building surveyor and states that the building will comply with each building standard that applies to it. It can be issued by a local government (if the registered building surveyor is employed by the local government), or a registered building surveying contractor (if the registered building surveyor is employed by the contractor).

Notice of Completion – s33

The builder or the demolition contractor must submit a notice of completion to the relevant permit authority, within 7 days of completion of the building or demolition. This applies to all types of building. This establishes the end date of the building or demolition permit for compliance and record keeping purposes. It also signifies the point from which the builder or demolition contractor no longer has an interest in the building. It must be accompanied by a copy of a certificate for each inspection or test that applies to the permit.

Demolition Permit – s15

A demolition permit is required for any demolition work, when demolishing either a full building or part of a building.

On the day the *Building Act 2011* commences, all demolition licences will have effect as demolition permits.

Occupancy Permit – s40 to s65

Before a completed building is occupied, an occupancy permit must be obtained from the permit authority. It is evidence that a building has been lawfully constructed and is safe to occupy for the use stated on the permit. An occupancy permit will not be required for class 1 and 10 buildings (houses and associated structures). An occupancy permit covers a number of different situations:

- Occupancy permit
 - For a completed building
 - For permanent change of a building's use or classification
 - For registration of a strata scheme or plan of re-subdivision
 - For unauthorised work (to retrospectively authorise a building)
 - For a building with an existing classification
- Temporary occupancy permit
 - For the temporary occupation of an incomplete building
 - For buildings that will have a temporary change of use

An application for an occupancy permit must be accompanied by a:

- Certificate of construction compliance (for new buildings); or
- Certificate of building compliance (for existing buildings).

A permit authority has a prescribed time to process the application for an occupancy permit. This is 14 days. A permit authority can ask for further information if needed and can specify a timeframe to provide it, of up to 21 days. If the time frame is exceeded the application is deemed refused. If the permit authority fails to approve the occupancy permit, or rejects it, the permit fee must be repaid to the applicant. However, if the application is refused on the grounds of insufficient information when it had been asked, and not provided in the timeframe, then there is no obligation to refund the permit fee.

On the day the *Building Act 2011* commences, a certificate of classification will be taken to be an occupancy permit.

Building Approval Certificate – s46 to s65

This can be used in instances where an occupancy permit is not applicable, such as for class 1 and 10 buildings, or incidental structures. It provides certainty that a building meets the relevant requirements, and can be used to approve previously unapproved work. A building approval certificate under the *Building Act* covers a much greater range of circumstances than the current Certificate, and is taken to be a permit.

Certificate of Construction Compliance – s56

A certificate of construction compliance, signed by a registered building surveyor, certifies that the building has been constructed in accordance with the certificate of design compliance and the building permit, all associated plans, specifications and conditions, and that the building is safe to occupy. The builder named on the building permit is responsible for constructing the building correctly.

Certificate of Building Compliance – s57

A certificate of building compliance, signed by a registered building surveyor, certifies that an existing building complies with the relevant building standards.

For an existing building that was authorised under the laws of the time, the standards will be those that were required at the time of its construction. The certificate of building compliance confirms that there are no obvious departures from the original building approval, and that it is safe to occupy.

For an existing, but unauthorised building, or for a change of use or classification, the standards used for certification are comparable to those for new buildings. The registered building surveyor, when signing the certificate, is confirming that the building will perform to the level set for new buildings, for the proposed use or classification, and that it is safe to occupy.

Timeframes

Timeframes are a new part of the building approval process. They are prescribed in regulations and are calendar days, not working days. The actual timeframes are detailed under the appropriate headings.

Common to all applications is the ability for permit authorities to request further information for incomplete applications, instead of refusing them. A permit authority may specify up to 21 days for further information to be supplied. There is a timeframe of another 14 days (from the time the documentation was due) for the permit authority to grant a permit.

Maximum timeframe for permit applications (days)

Applications	Initial timeframe	Further Information	Timeframe after further information due	Total (max)
Building Permit (uncertified)	35	up to 21	14	70
Demolition, Occupancy and Building Permit (certified)	14	up to 21	14	49

Table 1

The Roles and Responsibilities of a Permit Authority

The permit authority is a fundamental part of the building approvals process. Its primary purpose is to ensure that all permit applications are correct and to issue permits to applicants and owners. The permit authority also has the role of record keeper and ensures conformity with the building laws.

Changes for Local Government

In becoming a permit authority, there is a range of different choices that each local government will need to consider to make the most of the opportunities that the *Building Act 2011* brings. The Act requires local government to change the way they currently operate their building approvals systems.

The New Role of Local Government

The role of local government in the new building approvals process is split between three main functions:

1. Building certifying services
2. Permit approval and issuing
3. Enforcement

Local Government Permit Authorities

Dealing with applications for building permits

The *Building Act* treats separately the process of certifying compliance with building standards from the process of dealing with an application and issuing a building permit. The process of certifying compliance is opened up to competition, and may be done by a local government in the same way as previously, or it may be done by a private sector building surveyor. Local governments can continue to offer the same service that they currently do, with less restriction on the fees charged or the time taken, and can offer enhanced services in competition with the private sector and other local governments if they wish.

Request for certifying services

An applicant may lodge a set of drawings and specifications with a local government for the local government to provide a certificate of design compliance, arrange for the correct completion of the building permit application form and then process the application as a certified application under section 14 of the *Building Act*. This can be considered as a request for certifying services. The local government may charge whatever fee it determines for the certificate of design compliance and correct completion of the building permit application form, and may take whatever time is necessary, but then must lodge and process the application within the time prescribed for a certified application for the prescribed fee.

Unless an applicant presents a complete application for a certified application service or an uncertified application service (see below) the local government is entitled to consider any lodgement of drawings and specifications for approval as a request for certifying services. A local government should explain the two-stage process, the local government's policy and fees for the certifying service,

and the options available to use a private certifier to lodge a certified application, or where appropriate, the right to lodge an uncertified application.

An application lodged in the form used under the repealed *Local Government (Miscellaneous Provisions) Act* can be treated as a request for certifying services. Part of the service will be to get the applicant to provide the information necessary to complete the new application form for a certified application. When the form is completed the permit authority will lodge it and process it as a certified application.

No prescribed time limits apply to a request for certifying services before the stage of lodging the completed form for a certified application. The local government can ask for more information, or require certificates from specialists, as required to complete the certificate of design compliance or the application form. The prescribed time limits, and other formal requirements for certified applications, apply once the completed application form is lodged. Having provided certifying services it is unlikely that the local government acting as permit authority will need to ask for more information, or will refuse the formal application, once it is lodged.

Certified Application

If an applicant presents a completed application form for a certified application together with a certificate of design compliance it should be treated as a certified application under the *Building Act* section 14. The application must be processed within the prescribed time, and for the prescribed fee. An applicant may require the permit authority to deal with an application as a certified application, and in that case the prescribed time limits and fees will apply. If the application is not complete the permit authority may request further information under section 18. If the application does not comply with the requirements of section 16, or the permit authority is not satisfied under section 20 it may refuse the application.

Uncertified Application

If an applicant presents a completed application form for an uncertified application it must be processed within the prescribed time, and for the prescribed fee. An applicant may require the permit authority to deal with an application as an uncertified application, and in that case the prescribed time limits and fees will apply. If the application is not complete the permit authority may request further information under section 18. If the application does not comply with the requirements of section 16, or the permit authority is not satisfied under section 20 it may refuse the application.

Permit approval and issuing

A local government will be a Permit Authority under the Act. This is a separate function to that of a certifier. The Permit Authority checks the application for a permit is complete and has the associated certificate included in the application. The permits and supporting certificate are:

Permit	Certificate	
Building Permit	Certificate of Design Compliance	
Demolition Permit	No Certificate	
Occupancy Permit	New Buildings (with a current Certificate of Design Compliance)	Existing Buildings
	Certificate of Construction Compliance	Certificate of Building Compliance

Table 2

A correctly filled out certificate mentioned in *Table 2* will only confirm that the building conforms to building regulations and requirements. It may, but doesn't have to, certify the building meets other laws or requirements, such as planning, health, fire or heritage requirements. It is the role of the permit authority to ensure that the application is consistent with these requirements, including any that are specific to the local government – such as footpath deposits. In addition the permit authority must ensure that all levies and fees are paid.

The functions of Local Government in the new building approvals process

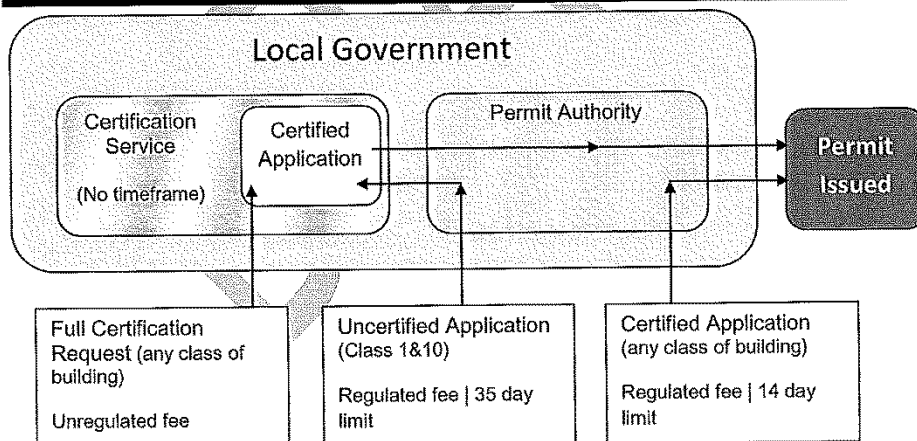


Figure 1

Levies

Permit authorities will be responsible for the collection of the Building Services Levy and can charge fees for applications. A draft schedule of fees will be available from the Building Commission in due course.

An Overview of the New Building Approvals System

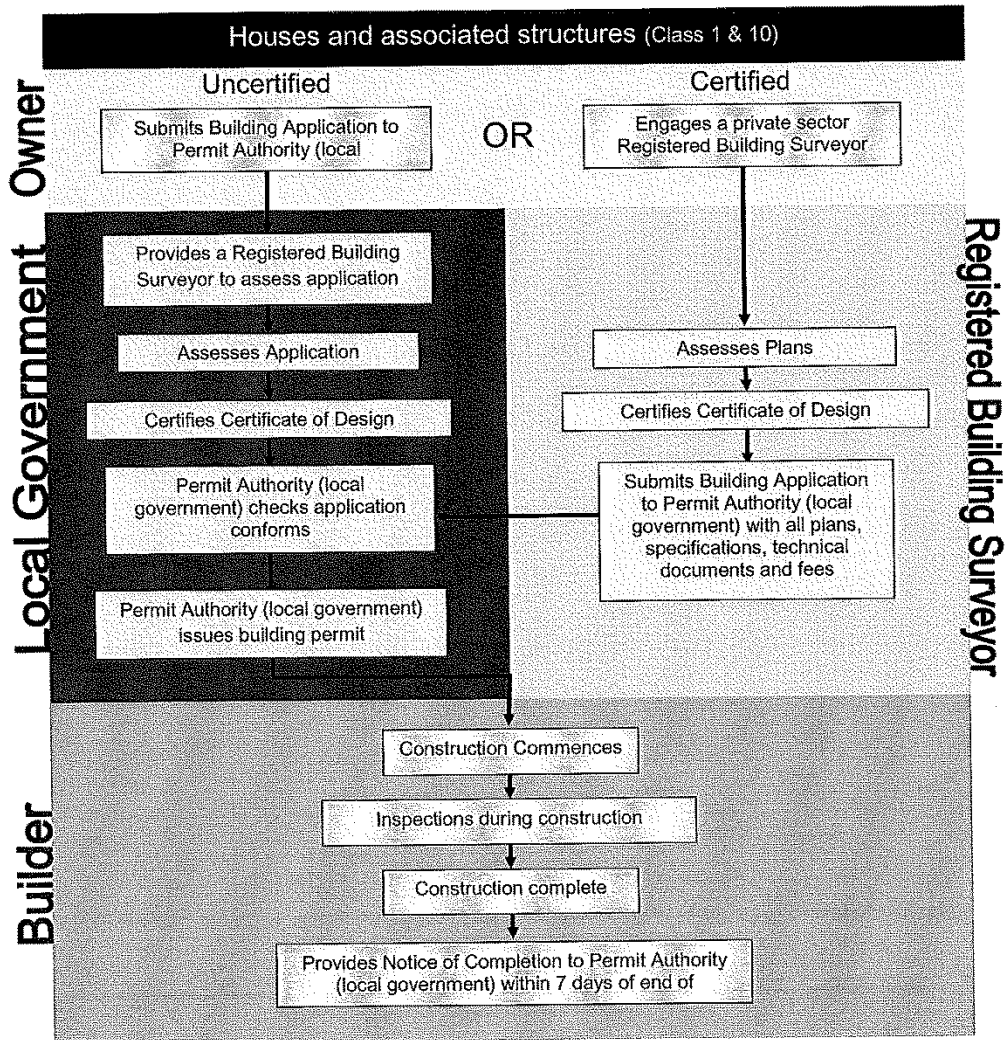


Figure 2

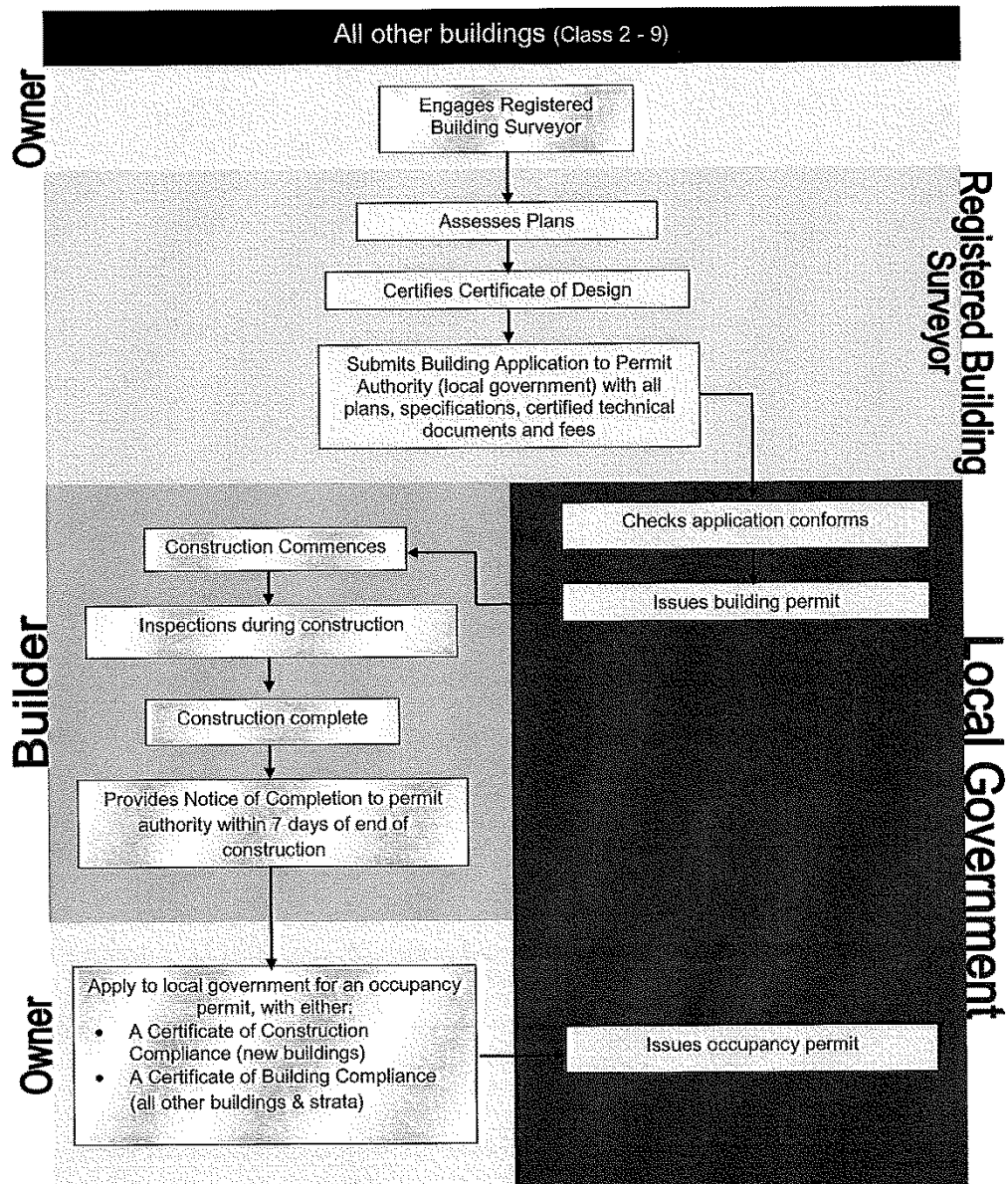


Figure 3

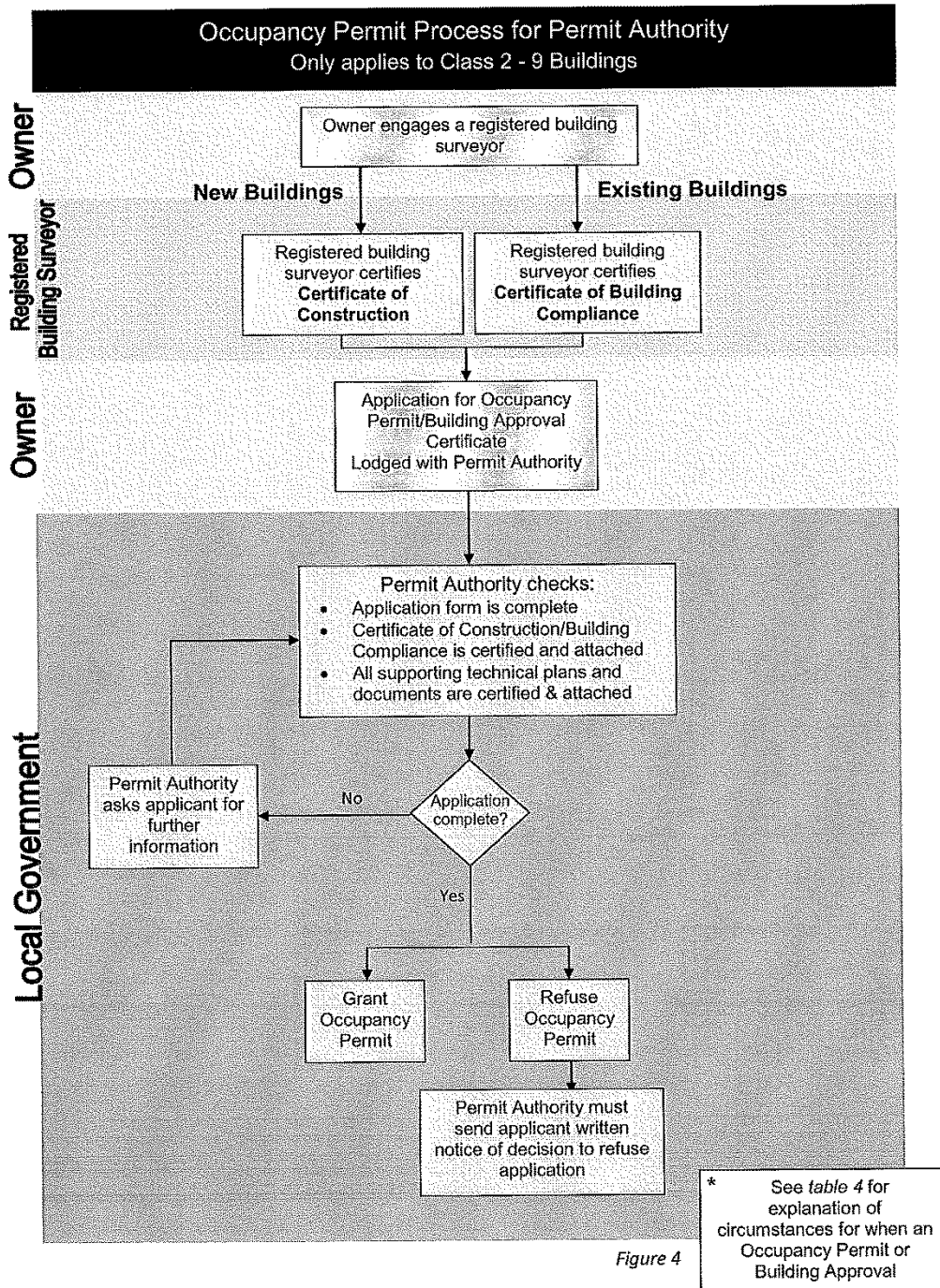


Figure 4

Permits and Certificates

The permit authority will issue permits (including the building approval certificate, which is considered a permit) that are to be signed by an officer who has the right to act on behalf of the permit authority by delegation of powers (under section 127 of the *Building Act*).

Applications for a Building or Demolition Permit

Buildings that don't need a Permit – s66

Although all buildings and incidental structures are required to comply with the building standards, there will be some buildings that do not require a building, demolition or occupancy permit.

The regulations will use risk as the basis for deciding whether a permit is needed. Consideration of risk can take into account:

- Value – building work with a low value so that it would not be ruinous to the owner if the building needed to be removed or modified to comply with standards.
- Low risk to the owners and the public – These would include structures such as fences, small, or low, retaining walls, garden sheds, pergolas and the like.
- Low concern to permit authorities – Buildings where there is limited impact on neighbours and/or that do not have planning or engineering implications.
- Location – if a building is in a remote location, where the risk to the public or occupiers of the building is low.

Building Permit – s16

A local government permit authority will need to run two approval streams. Both certified and uncertified building permit applications can be received by the permit authority (see under *the new terms – what do they mean* section).

A permit authority may add its own conditions or requirements to a permit, to cover local issues that would not otherwise be included in the permit, at their discretion. A permit authority may not add conditions to anything contained within the certificate of design compliance, i.e. concerning building standards.

If the application is declined, the permit authority must, within 5 days, provide the grounds and reasons for the decision to the affected person (normally, but not always, the applicant or owner) in writing. It must also state the ability for right of review via the State Administrative Tribunal.

When a permit authority grants a building permit, a copy of the permit must be sent to EACH owner listed on the building permit application.

Certified – s14

In the case of certified building applications submitted by a private certifier, a permit authority is required to check that all the paperwork complies with the certificate of design compliance, and that the certificate of design compliance is signed by an appropriately qualified registered building surveyor. A checklist of these requirements will be available from the Building Commission. The certificate of design compliance provides evidence that the plans meet the

appropriate building standards. The permit authority is not obliged to review the certificate of design compliance, and the plans associated with it.

The permit authority can accept a certified application for a complete building or for part of a building.

The permit authority may refuse to grant a permit if it considers that there is a significant error in the information or a document (including the certificate of design compliance) associated with the application or that granting the permit would be inconsistent with any of its functions under any written law or an agreement with the owner.

The permit authority will then need to check all the non building-standards related issues prescribed in the regulations, such as planning approval, heritage, FESA and/or health requirements, if these issues have not been covered by the certificate of design compliance.

Once the permit authority is satisfied that the application meets the requirements, it must issue a building permit.

This must be done within the prescribed time of receiving the application. If further information is required, the clock will stop until the information is supplied from the applicant. The further information must be supplied within the time specified by the permit authority. A maximum time limit will be prescribed in regulations. If this is not the case, the permit authority may refuse to consider the application. The prescribed time for the applicant to supply further information is a maximum of 21 (calendar) days.

If a decision is not made within the prescribed time, the application is deemed refused, and the applicant/owner can appeal to the State Administrative Tribunal for a determination on the decision.

The permit authority may continue to process and determine the application after the prescribed time has elapsed. However, the permit authority must refund the application fee.

Uncertified – s17

This type of permit application is essentially the same as the system under the *Local Government (Miscellaneous Provisions) Act 1960*, where the permit authority will accept an application, but only for class 1 and 10 buildings. The permit authority will then assign the application to a suitably qualified registered building surveyor. It's likely that this person will be employed within the permit authority, but there is no requirement to do this.

An uncertified building permit application must be assessed within the prescribed time of receiving it. If more information is required, the clock is stopped until the required information is supplied. The information must be supplied within the time specified by the permit authority, or less. A maximum time limit will be prescribed in regulations. If this is not the case, the permit authority may refuse to consider the application. The prescribed time for the applicant to supply further information is a maximum of 21 (calendar) days.

A local government (as opposed to a permit authority) can accept an uncertified application for class 2 to 9 buildings, but only via their certification function, if they have one. Once the local council certification function certifies a certificate of construction compliance, the applicant or owner can apply to the permit authority function of the local government to have the application processed and a permit issued.

Checking Certified Applications

When accepting certified applications for a building permit, a permit authority must check the following:

No.	Check list	Explanation
1	Application completed fully and correctly	The Building Commission will provide a suite of standard forms, available to download from our website and will supply a checklist, to help ensure that the form is properly filled out.
2	Accompanied by certificate of design compliance.	A certificate of design compliance must be signed by the registered building surveyor. An approved certificate template will be provided by the Building Commission.
3	Registered building surveyor is independent of the owner and/or builder. They must not be an employee of either the builder or the owner	A permit authority will be able to search the registration database to ensure that the building surveyor is not the builder or owner.
4	Application form has been signed by each owner of the land or their agent (an agent is allowed to act on behalf of the owner when given the power of attorney).	This is to ensure that owner of the land that is to be built on has knowledge and has given consent to the building work to commence.
5	The certificate of design compliance is issued through a registered building surveyor contractor or other prescribed person.	A permit authority will be able to search the registration database to ensure the building surveyor contractor is appropriately registered.
6	Technical certificates are signed by suitable specialists and issued through a registered contractor or public authority. The regulations will set out the qualifications for giving a technical certificate in each speciality.	A permit authority will be able to search the registration database to ensure the contractor is appropriately registered.
7	That consent of the adjoining owner or a court order has been obtained to authorise an encroachment or impairment of adjoining land	Consent or order attached to application

8	Where required home indemnity, professional indemnity insurance or other prescribed insurance cover is obtained.	Cover note/insurance policy attached to application
9	The Building Services (known as the Building Commission levy) and BCITF levies have been paid.	Payment, or proof of payment, accompanies the application
10	The proposal complies with heritage requirements or orders.	Evidence that application complies with heritage requirements, when relevant.
11	The applicant has obtained the prior approvals prescribed in the regulations. The regulations may prescribe prior approvals for Planning, Health and FESA compliance. See also regulations under 16(d) that will require an application to state whether any of these prior approvals have been obtained. Regulations under 19(5) may also require that the building surveyor to include in the certificate of design compliance a statement of compliance with the prior approvals.	This information will be available on the Certificate of Design Compliance
12	Checks the applicant, in the current application, is complying with the prior approvals prescribed in the regulations.	This will be set out in the accompanying certificate of design compliance, but the permit authority can also check.
13	Confirms the building work complies with relevant provisions of other written laws prescribed by the regulations. This allows for compliance with laws that do not require an approval or authority to be obtained such as deposits for damage to footpaths, protection for pedestrians, etc. that may justify refusal to grant a permit.	These will be local government/permit authority requirements.
14	Confirms the building work complies with local government policies, etc. that are not written laws covered by 20(1)(p). These include things such as crossover, drainage, areas subject to flooding and other local government engineering requirements and the like.	These will be local government/permit authority requirements.

Demolition Permit – s21

An application for a demolition permit can be made for an entire building or for an incidental structure and may apply to one or more stages of demolition rather than for the entire building.

The application should be considered as an uncertified application, as it will not be lodged with the permit authority with any prior certification (see *table 1*). The timeframe for approving the application is prescribed in regulations. The prescribed time will be 35 days.

Permit authorities can set the duration of the demolition permit.

The demolition contractor must be qualified to undertake the type of demolition that is being applied for, and all conditions and other requirements, such as heritage and provisions for work affecting other land must be adhered to, to the satisfaction of the permit authority before a demolition licence can be issued.

Checking Demolition Permit Applications

When accepting an application for a demolition permit, a permit authority must check the following:

- the same as for a building permit, where applicable; and
- whether the demolition contractor is required to be licensed under *Occupational Safety and Health Regulations 1996* Part 3 Division 9 Subdivision 7;
- compliance with standards that may apply to buildings undergoing demolition work;
- any remaining parts to be used as retaining walls or protection structures are suitable. This may require a technical certificate or a certificate of design compliance; and
- that demolition work complies with relevant provisions of other written laws prescribed by the regulations. This allows for compliance with laws that do not require an approval or authority to be obtained (such as deposits for damage to footpaths, rat baiting, etc.) that may justify refusal to grant a permit.

A check sheet will be supplied by the Building Commission that will aid permit authorities in determining whether an application has been submitted correctly.

Decision Not to Grant a Building Permit or Demolition Permit – s22

A permit authority is not obliged to issue a permit if it considers there is an error in the application.

Occupancy Permits and Building Approval Certificates – Part 4

A permit authority will issue occupancy permits, which are only applicable to class 2-9 buildings, and building approval certificates. Occupancy permits are new to the building approvals process and building approval certificates will be used for a wider range of circumstances than previously. They can be used to manage a number of different circumstances, including:

- confirming compliance of a completed building;
- temporary or staged occupation of an incomplete building;
- approving a permanent or short-term change of use and/or classification;
- registration of a strata scheme, plan of re-subdivision;
- retrospectively approving unauthorised buildings; or
- confirming compliance of an existing, authorised, building.

Occupancy Requirements Matrix

		Class 2 – 9 buildings	Class 1 & 10 buildings
Building has a current Building Permit <ul style="list-style-type: none">• Completed building• Temporary or staged occupation of an incomplete building	Certificate of Construction Compliance	Occupancy Permit	Building Approval Certificate (not mandatory)
All other applications <ul style="list-style-type: none">• Short term change of use• Permanent change of approved use and/or classification• Registration of strata scheme, plan of re-subdivision• Retrospectively approving unauthorised buildings• Confirming compliance of an existing, authorised building	Certificate of Building Compliance	Occupancy Permit	Building Approval Certificate (mandatory when retrospectively approving unauthorised buildings)

Table 4

Occupancy Permits – s40 – s54

Under the *Building Act 2011* it is an offence to occupy a building without a valid occupancy permit. The permit confirms that the building is safe to occupy and that it meets all relevant building regulations and standards. The owner of the building is responsible for ensuring that the occupancy permit is complied with.

Occupancy permits can include requirements for ongoing use of the building including specifying the maintenance, testing and inspection of equipment, machinery and systems in the buildings.

In addition regulations may require mandatory testing, maintenance or other requirements dealing with health, safety, amenity and sustainability of a building.

Building Approval Certificates – s46 – s54

Building Approval Certificates are available for single residential and non habitable buildings and incidental structures where an occupancy permit is not required. Building Approval Certificates are not mandatory, but can be used to confirm the status of a building for a legal, insurance or any other reason.

Certificate of Construction Compliance – s56

A certificate of construction compliance accompanies an application for an occupancy permit for new Class 2-9 buildings, either for a permanent occupancy permit, or for a temporary occupancy permit. It can also accompany an application for a building approval certificate for new Class 1 and 10 buildings. As a rule of thumb (except in strata title cases) a building with a certificate of design compliance will need a certificate of construction compliance when applying for an occupancy permit.

The certificate of construction compliance confirms that the construction has been completed in accordance with the certificate of design compliance (that accompanies a building permit) including that all tests and inspections have been undertaken.

Certificate of Building Compliance – s57

When submitting an application for an occupancy permit or building approval certificate when the building doesn't have a current certificate of design compliance, a certificate of building compliance must accompany it. This certificate of building compliance confirms that the building or structure complies with the regulations that were or are pertinent to it. The certificate of building compliance can be used for a wide range of circumstances, as is outlined in *Table 3*. It should be noted that an unoccupied new building requiring strata titling would require a certificate of building compliance, not a certificate of construction compliance.

Strata Applications – s50

When applying to register a strata scheme, or a plan of re-subdivision, the process requires lodging an occupancy permit application, or building approval certificate application, depending on the circumstances as set out in *Table 3*. This new process will replace the old 'Form 7' that was available from Landgate. The application must include a certificate of building compliance, certified by a registered building surveyor.

An occupancy permit or building approval certificate will confirm to Landgate that the building complies with the relevant building approvals, including where appropriate, those relating to strata titling or re-subdivision.

DRAFT

Notices

Notice of Decision Not to Grant a Permit – s24

Permit Authorities are required to give written notice of the decision not to grant a permit within 5 days of the decision being made. The Notice must contain the grounds and reasons for not granting the permit. As with all other permits, applications and notices, a standard form will be available to download from the Building Commission website.

Notice of Completion – s33

The builder named on the building permit, or the demolition contractor, named on the demolition permit, must issue a notice of completion to the permit authority within 7 days of completion of the work.

This establishes an end date for the work for liability and record-keeping purposes.

Notice of Cessation – s34

A builder or demolition contractor can issue a Notice of Cessation to a permit authority that triggers suspension of the permit (s35) and notifies the permit authority that work has stopped. This can be issued at any time whilst the building or demolition permit is in effect.

Any inspection certificates are to be submitted with the Notice of Cessation for storage with the relevant building records.

Suspension of Building or Demolition Permit - s35

Suspension occurs when there is no nominated builder or demolition contractor responsible for the work.

This can occur if:

- the responsible person is dismissed or walks away from the job, and provides the permit authority with a Notice of Cessation; or
- the responsible person ceases to be eligible under the Registration Bill.

The permit has no effect from the start of the suspension until the relevant permit authority approves a new builder or demolition contractor, or until the permit expires.

Work affecting other land – part 6

The extent to which a permit authority is concerned with work affecting other land is to check that the certificates supporting permit applications, for instance the certificate of design compliance, show that the building work is likely to adversely affect neighbouring land. This covers building or demolition work that may adversely impact other land (or structures on the neighbouring land) by affecting its bearing capacity or drainage; cause the need for protection structures, such as underpinning or piling; change party walls or fences; or require encroachments or access onto the other land.

If this is the case, there should be a notice and permission documents attached to the application. If there is no mention of the likelihood of the building work affecting other land on the supporting certificate, then the permit authority can either rely on this information, or can, when assessing the application, decide that there is a

likelihood of the building work affecting other land and request that consent is sought from the affected party.

In circumstances where there is a need to enter, or likelihood that the building work will affect, other land during construction, there is now a formal process to follow. This process is primarily between the builder and the owner of the affected land.

Consent from the owners of the land, or a court order, will be required before any work affecting other land is commenced, or any encroachment or access is made.

Notice of Work Affecting Other Land – s85

The Notice will be a standard form available to download from the Building Commission. It will ask for details about the work affecting the other land, including how and what might be encroaching, what the impact might be to the other land and information on any protective measures will be put in place, such as structures. This notice also covers if there is need for a worker to access other land or if there is an issue with party walls or boundary fencing.

The Notice will have a standard approval form attached to be completed by each owner of the affected land (or their agent under a power of attorney) to give, or not give, consent.

If the consent is not given, then it is possible to apply through the Magistrates Court for a court order to make a judgement on whether the work can continue as planned.

Obtaining consent or court orders process – s83

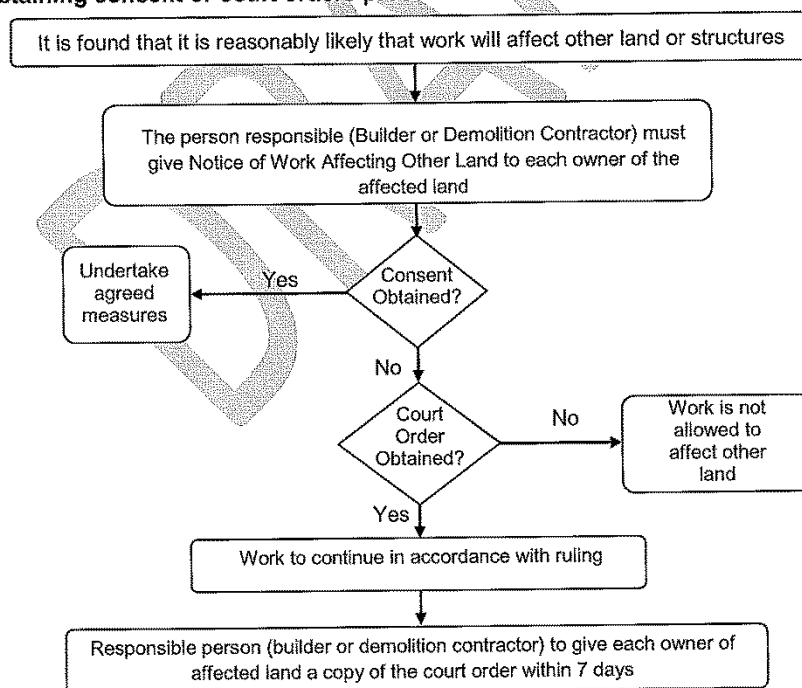


Figure 5

Encroachment – s76

The person responsible for the work (defined as the person nominated as the builder or demolition contractor on the building or demolition permit, or owner if there is no permit) cannot extend a building or structure onto adjoining land without the consent of the owner of the affected land.

There are situations where the consent of the owner is not given or needed:

- When the encroachment is allowed through a court order;
- When the encroachment is prescribed as minor; and
- When the encroachment is over Crown land, and the permission of the Minister is given.

Court orders – s86

A court order can be sought from the Magistrates Court if consent from the owner has not been given within a statutory 28 days after the notice was given to the owner, or if the person responsible for the work is asked to provide further information, the time limit is 14 days after the further information was given.

Minor encroachments

No consent is needed in cases where the encroachment is deemed minor. The definition of a minor encroachment is contained within the Department of Lands 'Government Land Bulletin No. 5 – June 2003', where the details are set out in the bulletin's annexure. This document will be referenced within the regulations for the *Building Act*. This document is available from the Department of Regional Development and Lands.

Crown land

When an encroachment is over Crown land and is not of a minor nature, permission must be sought from the Minister responsible for the *Land Administration Act 1997*, who is the Minister for Regional Development and Lands.

Building Information – s128

Permit authorities will be required to keep records of all building related information. Permit authorities must keep a register of permits, building approval certificates and orders made by the permit authority. This must be kept in a manner that is prescribed by the Building Commission.

A permit authority must amend the register to reflect any changes to a building permit, a demolition permit, an occupancy permit, a building approval certificate or a building order.

Public Access to Register of Permits – s128/129

The register of permits, certificates and building orders must be available for inspection by members of the public during normal office hours. The register is an open and free resource.

Access to building records – s130/131

The permit authority must make available copies of building records, such as a building permit, demolition permit, occupancy permit, building approval certificate or

building order. Copies of these are restricted and a prescribed fee will be charged to supply the document(s).

Access to these documents requires that the person formally apply and that they are an 'interested person'. An 'interested person' is defined as an owner of the building to which the building records relate, or someone with written consent from the owner. Also other interested parties as set out in regulations.

Providing Information to the Building Commissioner – s132

The Building Commission is required to submit an annual report under the *Building Act*. Permit authorities are thus required to give the Building Commissioner the necessary information from their records so that the annual report on the status of the built environment in Western Australia can be compiled. This requirement extends to requests from the Building Commissioner for matters that come under the *Building Services (Complaint Resolution and Administration Act 2011)*. This may include issues such as monitoring developments relating to the regulation of building services in the State, administering the collection of the levy, advising the Minister or providing information, education and/or training on building standards.

The Building Commission will prescribe the format that this information is delivered to the Building Commissioner.

Use of Building Commission Forms

Many of the forms that are set out in the *Building Act 2011*, are to be standard, and will be downloadable from the Building Commission website. Permit Authorities will not be able to change the fields that are set out within these standard forms. However, the fields can be transposed into a permit authority's systems. Permit Authorities will be able to put their logo, or other identifying symbol, on the permits that they issue. They cannot do this with application forms.

Delegations – s127

A Special Permit Authority or a Local Government can delegate any of its powers or duties as a permit authority to only a person employed by the Special Permit Authority or a Local Government (under the *Local Government Act 1995* – section 5.36). They cannot delegate their power to the private sector. The delegation must be in writing, executed by, or on behalf of, the Special Permit Authority or Local Government. The person that has the delegated power cannot delegate those powers to someone else.

Enforcement – s94 to s118 (Part 8)

Permit authorities have the necessary powers to ensure work complies with a building or demolition permit, that buildings are used in accordance with an occupancy permit and that buildings comply with building codes and standards.

The local government may take enforcement action when a building is built, or demolished without a building or demolition permit.

A permit authority that issued the permit may take enforcement action if building work:

- contravenes a building, demolition or occupancy permit;
- is unfit for use or occupancy;
- is a danger to occupants or adjoining owners; or
- is used in contravention of the Act or regulations.

Authorised Persons

Authorised persons carry out enforcement functions for permit authorities. Authorised persons may have significant powers to enter buildings and obtain evidence and therefore are limited to being employees of the relevant permit authority.

The authorised person must carry an identity card that has been issued by the permit authority and display it, or have it available, when carrying out enforcement duties.

Enforcement Powers

An authorised person has the powers to:

- enter a building (at the consent of the owner/occupier or with an entry warrant);
- inspect a building and take evidence, giving a receipt of any object taken from the premises;
- evacuate a dangerous building or direct someone from a dangerous place, or give directions generally;
- obtain information; and
- use force or assistance.

Entry Warrant

An authorised person can obtain an entry warrant from a Justice of the Peace, and the warrant must be executed by any authorised person.

Building Orders

Building Orders (a standard form from the Building Commission) can be used to require someone to:

- stop suspected unauthorised building or demolition work;
- remove a suspected unauthorised building or incidental structure;
- do new building or demolition work to prevent or stop unauthorised work or an unauthorised building or incidental structure;
- evacuate a building that has been built or occupied without authorisation;
- take action to prevent breaching this Bill;
- provide an appropriate finish on a close wall; or
- deal with a dangerous building or incidental structure.

The issuing person or permit authority must give 14 days' notice of a proposed building order and why it is to be served. A response can be submitted to the issuer and the response must be taken into account before the building order comes into effect. The building order can be issued for a limited time, and once the order has been complied with, the person must notify the issuer.

A building order cannot be issued when:

- the building has a valid occupancy permit or building approval certificate;
- an application has been made for an occupancy permit or building approval certificate and the application is still under consideration;
- an application for an occupancy permit or building approval certificate has been refused but the period for application for a review has not expired; or
- an application for review has been made and the SAT is still considering the review.

Legal Proceedings – Part 12

Permit authorities and local governments will be the only entities that will be able to prosecute offences. There is a 6 year limit to prosecute for:

- no building permit;
- no demolition permit;
- building work not in compliance with a building permit;
- demolition work not in compliance with a demolition permit;
- building work not in compliance with applicable standards;
- buildings not in compliance with applicable standards;
- demolition work not in compliance with applicable standards whether done by a demolition contractor or by an owner;
- unauthorised building encroachments;
- adversely affected land without consent or court order;
- unauthorised protection works or failing to notify the affected owner or the permit authority;
- unauthorised works affecting a party wall, substantial dividing fence or boundary retaining wall; or
- failing to provide the requisite notification to the affected owner (79(2)(a)) or the permit authority.

For any other offence, the time limit is 3 years.

Transition arrangements

To help make the introduction of the new building approval system as smooth as possible, regulations and guidelines will clarify what happens over the transition period.

Lodging applications in the transition period

If an application for a building licence is lodged before commencement of the *Building Act*, but the licence is approved after the commencement, then a Transition Building Permit will be issued. This will be a building permit, but it will be allowed to be incomplete where there were no requirements in the previous system.

As Permit Authorities cannot specify conditions to a permit that affect the building standards covered in a Certificate of Design Compliance under the new Act, but can under the previous regime, Transition Permits will be allowed to contain conditions relating to building standards, as there will be no Certificate of Design Compliance.

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Disclaimer

The information contained in this document is a guide to the new building approvals system under the Building Act 2011. The information provided is not intended to be exhaustive or as legal advice to you. Should you be unclear as to your obligations you should seek independent legal advice.

11.2 VACATION OF PREMISES - COMMUNITY RESOURCE CENTRE (65 - 67 KNIGHT TERRACE)
P1031

Author

Executive Manager

Tourism, Community and Economic Development

Disclosure of Any Interest

Nil

Moved

Cr Hanscombe

Seconded

Cr Wake

Council Resolution

That Council issues an Expression of Interest to gauge an interest and suitable use for the section of 65-67 Knight Terrace currently being occupied by the Shark Bay Community Resource Centre.

5/0 CARRIED

Background

With the imminent relocation of the Shark Bay Community Resource Centre to their newly refurbished premises, the space they currently occupy in the Council owned building at 65-67 Knight Terrace (the "Demised Premises") will become vacant.

Shark Bay Community Resource Centre has not paid any rent during their occupation of the building. In 2001 Council had agreed to offer the Shark Bay Community Resource Centre a three year peppercorn lease but parties never entered into a written formal lease agreement. There are only correspondence and meeting minutes referring to lease arrangement between the Shire and Shark Bay Community Resource Centre.

Comment

To generate more potential business activity in the town centre, it is suggested that the front shop Demised Premises are offered via a process of "Expressions of Interest" for occupation on a leasehold basis.

The space is approximately 130 sqm with a large front area, a small meeting room and a large meeting room at the back with access available from both the front and back of the building. Plumbing facilities are limited to one toilet and a hand basin and it would be difficult to increase this due to land fall to the sewerage system.

The building is in good condition and with its ocean frontage may be desirable as a commercial retail space or other business premises, and if leased would provide the Shire with an income source.

Although plans are in place to build new Council offices, this will be dependent upon sufficient funding being available so it is unlikely that the building would be vacated or redeveloped in the near to mid future.

If new Council buildings were erected, Council would need to make decisions regarding the Knight Terrace premises. Options include selling outright, leasing the existing buildings as is or re-developing the site. Any decisions regarding the future of the site would need to take into account the impact on current long term lessees and the potential impact on important businesses in the town.

The Shire is currently leasing its premises on Knight Terrace to The Captains Cutter for use of a hairdressing salon. This lease is due to expire in 2014 but with a further 5 year option so it would seem prudent to make use of the space vacated by the Community Resource Centre at least until 2019 when the Captain's Cutter lease is due for re-negotiation and Council has had the opportunity to explore all the options for the future of the site.

Legal Implications

The Shire of Shark Bay Town Planning Scheme No 3.

Approval of lease by the State Administration Tribunal.

Commercial Tenancy (Retail Shops) Agreements Act 1985. Current amendment of the Act provides for a minimum 5 years tenancy and no applications to short lease. That means that a new amendment allows local governments to grant short term retail shop lease with a term of up to 6 months without the need to seek the State Administrative Tribunal approval.

Section 13 clause 1 of the Retail Shop Act reads that:

- (a) *Current Term is the term of the lease which is less than 5 years; and*
- (b) *Option Term is the Current Term plus any term that may be obtained by the tenant by way of an option to renew the lease totals less than 5 years,*

the lease shall be taken to give the tenant an option to renew the lease for a term commencing immediately after the expiry of the current term and the option term, if any, and ending on a day specified by the tenant that is not later than 5 years after the day of commencement of the current term.

Policy Implications

All relevant policies pursuant to Town Planning Scheme No 3

Financial Implications

By gauging interest in the likelihood of achieving a suitably negotiated lease, a modest income stream could be created for the Shire.

Strategic Implications

It is important for a small community to have an active business centre.

Voting Requirements

Simple Majority Required

Date of Report

16 March 2012

11.3 VACATION OF PREMISES - CAR HIRE SHOP (SHOP 6, 69 KNIGHT TCE)

P1031

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr McLaughlin

Seconded Cr Pepworth

Council Resolution

That Council issues an Expression of Interest to gauge interest and suitable use for the Shop 6, 69 Knight Terrace currently being occupied by Shark Bay Car Hire.

5/0 CARRIED

Background

The Shire of Shark Bay is a proprietor of premises situated at Shop 6, 69 Knight Terrace known as former Ice Cream Shop (the "Demised Premises").

The Demised Premises have been currently utilises by the Shark Bay Car Hire. The Shire (the "Lessor") leased the premises to Mr Bullock (the "Lessee") for the term of 3 years with a further one year option. The initial lease commenced on 16 April 2009 and is due to expire on 15 April 2012.

Mr Bullock had advised to the Shire that he is not intending to extend or continue with the lease.

Comment

To generate more potential business activity in the town centre, it is suggested that the front shop Demised Premises are offered via a process of "Expressions of Interest" for occupation on a leasehold basis.

The Demised Premises do not offer suitability to be utilised for the purpose of a food premises. The shop is only 13.5 m² with the provision of a reception counter and a single hand wash basin. Its potential for effective use would be restricted to part time or occasional usage. The Demised Promises may be suitable for a small scale retail business.

Although the Shire has plans to build a new offices it is unlikely that the building would be vacated or redeveloped in the near future. If new Shire buildings were erected, Council would need to make decisions regarding the Knight Terrace premises. Options include selling outright, leasing the existing buildings as is or re-developing the site. Any decisions regarding the future of the site would need to take into account the impact on current long term lessees and the potential impact on important businesses in the town.

Expression of interest could be advertised via local Inscription Post.

Legal Implications

The Shire of Shark Bay Town Planning Scheme No 3.

Approval of lease by the State Administration Tribunal.
Commercial Tenancy (Retail Shops) Agreements Act 1985. Current amendment of the Act provides for a minimum 5 years tenancy and no applications to short lease. That means that a new amendment allows local governments to grant short term retail shop lease with a term of up to 6 months without the need to seek the State Administrative tribunal approval.

Section 13 clause 1 of the Retail Shop Act reads that:

- (c) Current Term is the term of the lease which is less than 5 years; and*
- (d) Option Term is the Current Term plus any term that may be obtained by the tenant by way of an option to renew the lease totals less than 5 years,*

the lease shall be taken to give the tenant an option to renew the lease for a term commencing immediately after the expiry of the current term and the option term, if any, and ending on a day specified by the tenant that is not later than 5 years after the day of commencement of the current term.

Policy Implications

All relevant policies pursuant to Town Planning Scheme No 3

Financial Implications

The revenue raised from the lease of Demised Premises is minimal.

The current rent for the property is \$2,280 pa payable by monthly instalments of \$190 on the first day of each and every calendar month in advance to the Shire.

The lease of Demised Premises has the ability to generate a modest income for a local business.

Strategic Implications

It is important for a small community to have an active business centre.

Voting Requirements

Simple Majority Required

Date of Report

14 March 2012

11.4 LEASE FOR MONKEY MIA WASTE WATER TREATMENT PLANT (LOT 302, RESERVE 49108)
RES49108

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Pepworth

Seconded Cr Cowell

Officer Recommendation

Authority be granted to the Chief Executive Officer to commence a negotiation with Aspen Parks Property Management in relation to proposed Monkey Mia Waste Water Treatment Plant.

That the lease for Monkey Mia Waste Water Treatment Plant on Reserve 49108, Lot 302 be negotiated with Aspen Parks Property Management Pty Ltd for a period of years for the purpose of “Effluent Disposal” only and with an annual rental of \$......payable..... .

Amendment

Reason: The council considered that further information was required in regard to the overall issues associated with the Monkey Mia licence.

Moved Cr Pepworth

Seconded Cr Cowell

Council Resolution

That Council lay the matter on the table until further information is sourced.

5/0 CARRIED

Background

Aspen Parks Property Management (the “Aspen”) has proposed an extension of reserve to accommodate Waste Water Treatment Plant at Monkey Mia.

Aspen is seeking council consent which is required in order to commence a development of anticipated Waste Water Treatment Plant.

Aspen have proposed a significantly larger reserve for the Waste Water Treatment Plant (area marked red on attached plan). It is proposed that the Waste Water Treatment Plant will be located outside the Lot 302, on the neighbouring Reserve 1686. The evaporation ponds on Lot 302 will be used as part of the Waste Water Treatment Plant as will the swales located to the south of the proposed Waste Water Treatment Plant.

The Department of Environment and Conservation granted an approval to expand Lot 302 and associated ponds to be excised from Reserve 1686 and a new reserve vested with the Shire of Shark Bay to accommodate Aspen’s proposal.

As a result, Reserve 49108 was created and vested in the Shire for the purpose of "Effluent Disposal" with the authority to lease, sub-lease or license for the designated purpose the whole or any portion of the Reserve for any term not exceeding 99 years from the date of the lease, subject to the approval of the Minister for Lands being first obtained.

Comment

It is recommended that proposed lease agreement for Waste Water Treatment Plant is signed for the period of a base lease agreement which expires on 31 October 2013 that timeline consistency is sustained.

Council has an opportunity to decide on proposed conditions of a new lease agreement with Aspen Parks for proposed Waste Water Treatment Plant.

A new lease agreement will be presented to the Lessee - Aspen Parks with a requirement to be responsible for all outgoings which may be associated with the lease, land and Waste Water Treatment Plant. Lessee will be also accountable for management of the Waste Water Treatment Plant and any obligations associated with the administration of the Waste Water Treatment Plant including any environmental or heritage obligations if required by law.

Legal Implications

Approval of the Minister under section 18(7) of the *Land Administration Act 1997* is a condition precedent to the grant of a lease.

Policy Implications

Nil

Financial Implications

Lot 302 on DP 51888 is 3600m² with limited services and access used for effluent disposal. It has been advised to the Shire by a *Senior Consultant Valuer* that this land has only minimum value of between \$900 to \$1,000 pa excluding GST and outgoings for lease purposes.

It is recommended that the Lessee is charged a minimum of the \$1,000pa excluding GST and outgoings as the cost of administering the lease.

Strategic Implications

Nil

Voting Requirements

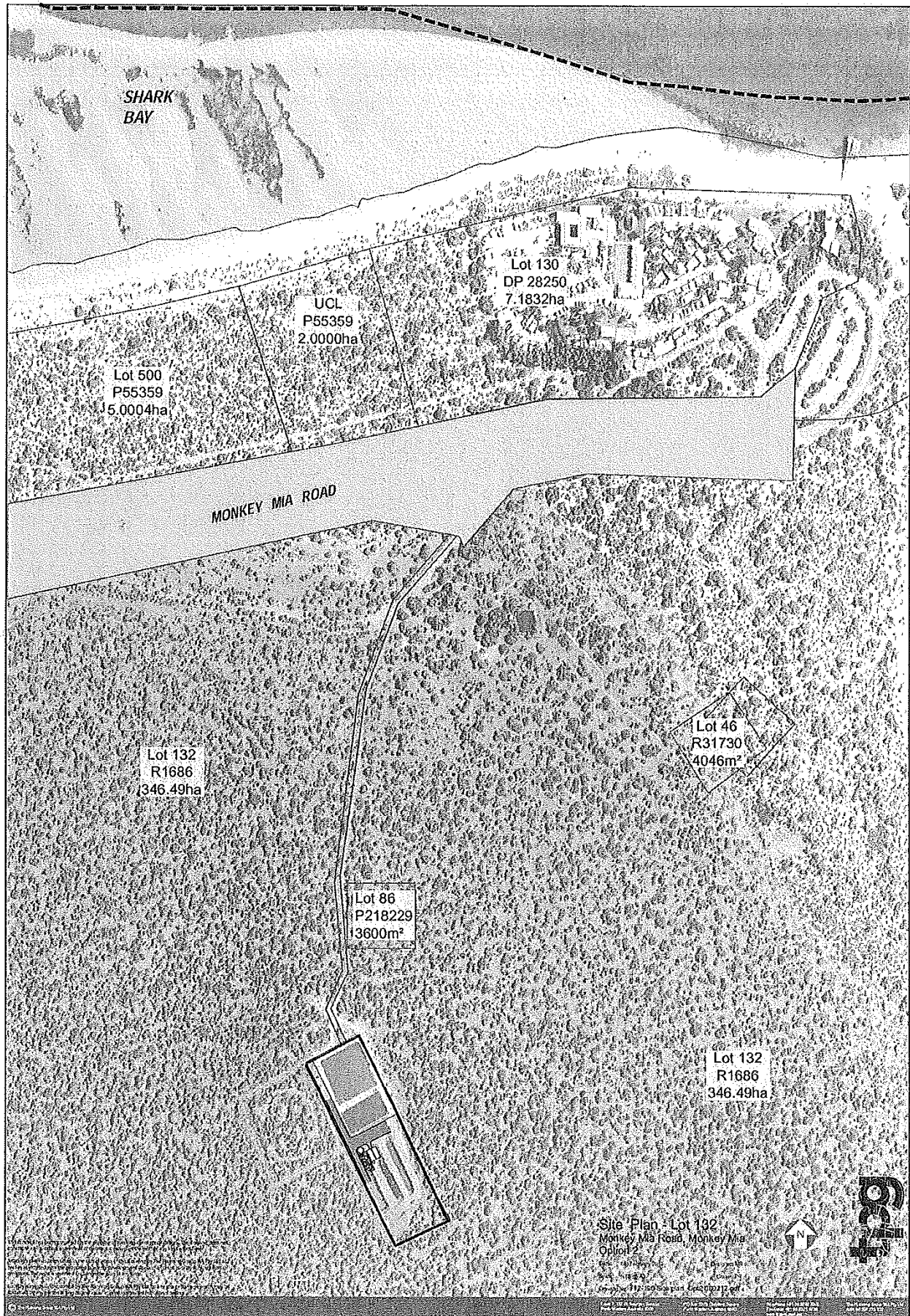
Simple Majority Required

Date of Report

14 February 2012

Heather Davies was introduced as the new Co-ordinator of the Shark Bay World Heritage Discovery and Visitor Centre

Council adjourned at 10.20 am and reconvened at 10.45 am



11.5 STAFF USAGE OF COUNCIL'S CORPORATE FLIGHT ACCOUNT
PO101

Author

Executive Manager

Tourism, Community and Economic Development

Disclosure of Any Interest

Nil

Moved

Cr Pepworth

Seconded

Cr McLaughlin

Council Resolution

That Council adopts the following new policy:

10.31 Use of Council Corporate Flight Account by Staff

- (1) That staff be able to access Council's Corporate Flight Account where there is no financial disadvantage or tax implication to the Shire.***
- (2) That access to Council's Corporate Flight Account be limited to staff who have completed their probationary period and their immediate family including spouse, children, parents and siblings.***
- (3) That bookings may only be made using Council's Corporate Flight Account by the Creditor Clerk after approval from the staff member's immediate supervisor.***
- (4) Payment of accounts is to be made by the staff member through the Shire's debtors system within 7 days of booking.***

5/0 CARRIED

Background

Flights to and from Shark Bay are prohibitively expensive and may deter some staff from travelling or their families visiting the region.

The Shire has a corporate account with Skippers aviation which provides substantial savings on regular flight costs, in some cases up to 40% reduction.

Comment

While it is advantageous to the Shire to have these reduced prices for corporate travel, if these savings were extended to staff and their immediate families it would provide an added benefit to encourage new employees and to retain existing ones.

Control of the account would remain within the Shire's creditor system and all use of the account would need to be approved by the employee's immediate supervisor.

Policy Implications

This is a new policy.

Financial Implications

There will be no financial impact on the Shire but will provide a financial saving to staff.

Strategic Implications

May assist in recruiting and retaining quality staff.

Voting Requirements

Simple Majority Required

Date of Report

15 March 2012

12. FINANCE REPORT

12.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED

Author

Finance Officer / Accounts Payable

Disclosure of any interest

Nil

Moved Cr McLaughlin

Seconded Cr Pepworth

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$386,000.75 be accepted.

5/0 CARRIED

Comment

The schedules of accounts for payment covering - Municipal fund account cheque numbers 25947 to 25973 totalling \$11,242.24

Municipal fund account electronic payment numbers MUNI EFT 11394 – 11425 and 11443 - 11491 totalling \$ 222,249.64

Municipal fund account for payroll periods beginning 26/02/2012 ending 11/03/2012 totalling \$108,613.37

Trust fund account cheque numbers 846 – 848 totalling \$661.00

Trust fund Police Licensing for February 2012 totalling \$16,671.65 and for March beginning 1/03/2012 to 16/03/2012 totalling \$9,445.40

and

Trust fund account electronic payment numbers EFT 11416 and 11426 – 11442 totalling \$17,117.45

The schedule of accounts submitted to each member of Council on 23 March 2012 has been checked and are fully supported by vouchers and invoices. All vouchers and invoices have been duly certified as to the receipt of goods and services and the cost of goods and services received.

Date of Report

13 March 2012

**SHIRE OF SHARK BAY
ORDINARY COUNCIL MEETING 28 MARCH 2012
MUNI CHQS 25947-25972**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
25947	22/02/2012	SHARK BAY FUEL	PARTS	-261.35
25948	22/02/2012	DEPT OF TRANSPORT	APPLICATION	-74.62
25949	28/02/2012	DEPT OF PREMIER & CABINET	STATE LAW PUBLISHER	-291.20
25950	28/02/2012	TELSTRA CORPORATION LIMITED	ANTENNA - TRANSMITTER	-2045.14
25951	28/02/2012	SKIPPERS AVIATION	FLIGHTS FOR SBIC INTERVIEWEES	-1184.00
25952	28/02/2012	WESTERN INDEPENDENT FOODS	FREIGHT-WATER FOUNTAIN	-47.30
25953	28/02/2012	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-330.38
25954	28/02/2012	AUSTSAFE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-95.24
25955	28/02/2012	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-357.51
25956	28/02/2012	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-570.80
25957	28/02/2012	AGEST PTY LTD	SUPERANNUATION CONTRIBUTIONS	-100.20
25958	28/02/2012	AMP CORPORATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-251.88
25959	28/02/2012	AXA AUSTRALIA	SUPERANNUATION CONTRIBUTIONS	-328.88
25960	28/02/2012	BT BUSINESS SUPER	SUPERANNUATION CONTRIBUTIONS	-324.80
25961	28/02/2012	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-385.36
25962	28/02/2012	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1030.94
25963	28/02/2012	ONE STEP SUPER	SUPERANNUATION CONTRIBUTIONS	-209.92
25964	28/02/2012	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	-243.70
25965	28/02/2012	WESTPAC SECURITIES	SUPERANNUATION CONTRIBUTIONS	-330.38
25966	28/02/2012	REST	SUPERANNUATION CONTRIBUTIONS	-737.33
25967	28/02/2012	SMA SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-222.80
25968	28/02/2012	AUSTRALIANSUPER	SUPERANNUATION CONTRIBUTIONS	-402.10
25969	02/03/2012	SKIPPERS AVIATION	REIMBURSEMENT	-296.00
25970	08/03/2012	LANDGATE	GRV VALUATION	-241.16
25971	08/03/2012	SHARK BAY NEWSAGENCY	NEWSPAPERS	-210.38
25972	08/03/2012	TELSTRA CORPORATION LIMITED	FESA TELSTRA USELESS LOOP	-385.66
25973	12/03/2012	SHARK BAY FUEL	OIL	-283.21
			TOTAL	\$11,242.24

**SHIRE OF SHARK BAY
ORDINARY COUNCIL MEETING 28 MARCH 2012
MUNI EFT 11394-11415, 11417-11425, 11443-11491**

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT11394	22/02/2012	J & K HOPKINS	FILING CABINET	-319.00
EFT11395	22/02/2012	BLACKWOODS ATKINS	TRANSFORMER	-180.73
EFT11396	22/02/2012	BUNNINGS BUILDING	FENCE-DENHAM HALL	-761.93
EFT11397	22/02/2012	BAJA DATA & ELECTRICAL SERVICES	GPO FITTED	-171.60
EFT11398	22/02/2012	DENHAM IGA X-PRESS	CONTRACTORS	-82.60
EFT11399	22/02/2012	LGIS WORKCARE	WORKER'S COMP	-4312.00
EFT11400	22/02/2012	MALIBU NOMINEES	WOODLEIGH BYRO RD	-74844.00
EFT11401	22/02/2012	ONESTEEL GERALDTON	FENCING POSTS	-171.29
EFT11402	22/02/2012	LOADSTAR TRAILERS	TRADESMAN TRAILER	-4843.01
EFT11403	22/02/2012	PURCHER INTERNATIONAL PTY LTD	TURBOCHARGER CURSOR 13	-6166.55
EFT11404	22/02/2012	SHARK BAY CLEANING SERVICE	CLEANING CONTRACT	-5327.85
EFT11405	24/02/2012	BAJA DATA & ELECTRICAL SERVICES	TO REPAIR BBQ OPP HERITAGE	-99.00
EFT11406	24/02/2012	BRIAN JOHN GALVIN	TELEPHONE - REIMBURSEMENT	-918.56
EFT11407	24/02/2012	CHERYL COWELL	MEETING ATTENDANCES	-2520.00
EFT11408	24/02/2012	JOHN JOSEPH HANSCOMBE	MEETING ATTENDANCE	-936.00
EFT11409	24/02/2012	TOLL IPEC PTY LTD	FREIGHT	-183.06
EFT11410	24/02/2012	KEITH MICHAEL CAPEWELL	MEETING ATTENDANCE FEE	-720.00
EFT11411	24/02/2012	JOE MCLAUGHLIN	MEETING ATTENDANCE	-720.00
EFT11412	24/02/2012	DARREN PEPWORTH	MEETING ATTENDANCE	-720.00
EFT11413	24/02/2012	MARGARET PRIOR	MEETING ATTENDANCE FEE	-720.00
EFT11414	24/02/2012	PAPER PLUS	MANILLA FOLDERS AND POSTAGE	-79.28
EFT11415	24/02/2012	BRIAN WAKE	MEETING ATTENDANCES	-918.02
EFT11417	28/02/2012	PRIORITY SHARK BAY PTY LTD	FLIGHT TO CARNARVON & RETURN	-490.35
EFT11418	28/02/2012	HERITAGE RESORT SHARK BAY	REFRESHMENTS	-400.70
EFT11419	28/02/2012	LGIS RISK MANAGEMENT	OCC HEALTH & SAFETY CONTRACTS	-4037.00
EFT11420	28/02/2012	RICHARD CLAUDE MORONEY	REMOVE RUBBISH AROUND SBIC	-30.00
EFT11421	28/02/2012	SHARK BAY SKIPS	SUPPLY AND LIFT OF SKIP BINS	-428.00
EFT11422	28/02/2012	LAURIE MCKELL	PAINTING OF COUNCIL CHAMBERS	-731.50
EFT11423	28/02/2012	SUNSET MURA MURA CAFE	CATERING	-135.00

ORDINARY COUNCIL MINUTES

28 MARCH 2012

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT11424	28/02/2012	TOTAL UNIFORMS	UNIFORMS	-38.00
EFT11425	28/02/2012	WALGA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-7206.61
EFT11443	02/03/2012	ALL PARKS PRODUCTS	BBQ FOR PENSIONER UNITS	-4067.80
EFT11444	02/03/2012	REYNOLDS GRAPHICS	TV ADVERTISEMENT PRODUCTION	-1056.00
EFT11445	02/03/2012	BAJA DATA & ELECTRICAL	REPAIR BBQ WEST END/ KNIGHT	-223.05
EFT11446	02/03/2012	GERALDTON MOWER & REPAIRS	HEDGER BLADES	-295.60
EFT11447	02/03/2012	TOLL IPEC PTY LTD	FREIGHT	-105.63
EFT11448	02/03/2012	KELLY, IAN	SURVEYING NEW BOAT RAMPS	-4998.40
EFT11449	02/03/2012	MITRE 10 SHARK BAY HARDWARE	KEYS FOR UNIT 5/23 HUGHES ST	-9.00
EFT11450	02/03/2012	PAPER PLUS	MONITOR STANDS	-152.52
EFT11451	02/03/2012	SHARK BAY CLEANING SERVICE	CLEANING CONTRACT FOR SBIC	-9326.65
EFT11452	02/03/2012	SHARKBAY EARTHMOVING	FOR FEB-RUBBISH COLLECTION	-5143.16
EFT11453	02/03/2012	LAURIE MCKELL	PAINTING OF COUNCIL CHAMBERS	-528.00
EFT11454	02/03/2012	W & K PAINTING	LETTERING FOR SBIC	-75.00
EFT11455	08/03/2012	DENHAM IGA X-PRESS	MEETING - GDC	-300.74
EFT11456	08/03/2012	UHY HAINES NORTON	ANNUAL RETURN	-3740.00
EFT11457	08/03/2012	HORIZON POWER-SBIC	SBIC ELECTRICITY - MONTHLY ACC	-5444.64
EFT11458	08/03/2012	MCLEODS	CONTRACT ON ROYALTIES - SHELL	-516.24
EFT11459	08/03/2012	MITRE 10 SHARK BAY HARDWARE	HARDWARE	-874.70
EFT11460	08/03/2012	SHARK BAY TAXI SERVICE	SHIRE/OVERLANDER RUN	-832.70
EFT11461	08/03/2012	STEVE FULLSTON	LABOUR -FENCE AT 51 DURLACHER	-4800.00
EFT11462	08/03/2012	SHARK BAY CAR HIRE	CAR HIRE TO TRANSPORT DOCTOR	-440.00
EFT11463	08/03/2012	SUNSET MURA MURA CAFE	LUNCH FOR SHIRE COUNCIL MEETING	-240.00
EFT11464	08/03/2012	WALGA	RECRUITMENT SBIC COORDINATOR	-2200.00
EFT11465	08/03/2012	AUSTRALIA POST	LOCAL POST	-296.23
EFT11466	08/03/2012	SHARK BAY SUPERMARKET	STAFF FUNCTION	-189.54
EFT11467	08/03/2012	HORIZON POWER-STREET LIGHTING	STREET LIGHTS	-2816.70
EFT11468	08/03/2012	HORIZON POWER-MAIN USAGE	ELECTRICITY	-5475.14
EFT11469	08/03/2012	PRESTIGE INSTALLATIONS	TO CHECK AIR COND IN OFFICE	-286.00
EFT11470	08/03/2012	RAY WHITE REAL ESTATE	RENT ON 34 HUGHES	-1105.00
EFT11471	08/03/2012	SHARK BAY SKIPS	SUPPLY AND LIFT OF SKIP BINS	-354.00
EFT11472	08/03/2012	WALGA	TENDER L/THOUSE KEEPER'S	-5593.50
EFT11473	12/03/2012	ARTCRAFT PTY LTD	BARRIER MESH	-192.50
EFT11474	12/03/2012	BOOEASY AUSTRALIA PTY LTD	BOOEASY	-198.00

ORDINARY COUNCIL MINUTES

28 MARCH 2012

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT11475	12/03/2012	BOC LIMITED	CONTAINER RENTAL	-67.02
EFT11476	12/03/2012	GERALDTON FUEL COMPANY	FUEL	-20268.38
EFT11477	12/03/2012	GOLDEN WEST NETWORK	ADVERTISING ON GWN	-440.00
EFT11478	12/03/2012	HOSEXRESS	HYD PUMP	-416.90
EFT11479	12/03/2012	TOLL IPEC PTY LTD	FREIGHT- BOOKS	-109.58
EFT11480	12/03/2012	ITVISION	TRAINING RATES & PROPERTY	-6369.09
EFT11481	12/03/2012	MITRE 10 SHARK BAY HARDWARE	CB RADIOS AND AERIALS	-4330.50
EFT11482	12/03/2012	NEW SOUTH BOOKS	BALANCE OF ORDER	-41.94
EFT11483	12/03/2012	NORTHERN GUARDIAN	ADVERTISING -PLANNING STRATEGY	-368.60
EFT11484	12/03/2012	OAKLEY EARTHWORKS	EARTH WORKS	-2289.29
EFT11485	12/03/2012	PRESTIGE	CHECK ON FAULTY AIR CONDITIONER	-88.00
EFT11486	12/03/2012	PAPER PLUS	STATIONERY	-54.06
EFT11487	12/03/2012	REECE PTY LTD	DRILL DRIVER	-2292.04
EFT11488	12/03/2012	TRUCKLINE PARTS CENTRE	SPRING PAK	-576.27
EFT11489	12/03/2012	TRUCK CITY	HYD OIL TANK	-834.30
EFT11490	12/03/2012	WESTRAC EQUIPMENT PTY LTD	HYD HOSE MAIN	-365.46
EFT11491	12/03/2012	WALTONS GERALDTON	INSERTS	-2250.13
			TOTAL	\$222,249.64

28 MARCH 2012

**SHIRE OF SHARK BAY
ORDINARY COUNCIL MEETING 28 MARCH 2012
TRUST CHQS 846-848**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
846	24/02/2012	JOHANNES FRANCISCUS BAKKER	GYM KEY REFUND	-10.00
847	01/03/2012	KALBARRI TUDOR HOLIDAY PARK	BOOEASY FEB 12	-51.00
848	07/03/2012	DEPARTMENT OF FISHERIES	REFUND OF BUS DEPOSIT	-600.00
			TOTAL	\$661.00

**SHIRE OF SHARK BAY
ORDINARY COUNCIL MEETING 28 MARCH 2012
TRUST EFTS - EFT 11416, 11426-11442**

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT11416	24/02/2012	NIMA SHERPA	GYM KEY REFUND	-20.00
EFT11426	01/03/2012	NINGALOO WHALESARK N DIVE	BOOKEASY FEB 12	-1650.00
EFT11427	01/03/2012	PRIORITY SHARK BAY PTY LTD	TOURS FEB 12	-304.50
EFT11428	01/03/2012	AUSSIE OFFROAD TOURS	TOURS FEB 12	-333.21
EFT11429	01/03/2012	BLUE LAGOON PEARLS	TOURS FEB 12	-147.90
EFT11430	01/03/2012	BAY LODGE	BOOKEASY FEB 12	-153.00
EFT11431	01/03/2012	DENHAM SEASIDE TOURIST VILLAGE	BOOKEASY FEB 12	-195.50
EFT11432	01/03/2012	DENHAM VILLAS	BOOKEASY FEB 12	-1457.75
EFT11433	01/03/2012	HARTOG COTTAGES	BOOKEASY FEB 12	-841.50
EFT11434	01/03/2012	KALBARRI EDGE RESORT	BOOKEASY FEB 12	-697.04
EFT11435	01/03/2012	ASPEN MONKEY MIA PTY LTD	BOOKEASY FEB 12	-222.70
EFT11436	01/03/2012	MONKEYMIA WILDSIGHTS	TOUR FEB 12	-5452.62
EFT11437	01/03/2012	OCEANSIDE VILLAGE	BOOKEASY FEB 12	-1496.00
EFT11438	01/03/2012	PAULS GALLERY	ART SALES FEB 12	-156.60
EFT11439	01/03/2012	SHARKBAY COACHES	TOURS FEB 12	-121.80
EFT11440	01/03/2012	SHIRE OF SHARK BAY	BOOKEASY COMM FEB 12	-2072.28
EFT11441	01/03/2012	TRADEWINDS SEAFRONT APT	BOOKEASY FEB 12	-1173.00
EFT11442	01/03/2012	WULA GUDA NYINDA (CAPES)	TOURS FEB 12	-239.25
				\$17,117.45

12.2 FINANCIAL REPORTS TO 29 FEBRUARY 2012

Author

Executive Manager
Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Pepworth
Seconded Cr Cowell

Council Resolution

**That the monthly financial reports to 29 February 2012 as attached be received.
5/0 CARRIED**

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **29 February 2012** are attached.

Voting Requirements

Absolute Majority Required.

Date of Report

21 March 2012

SHIRE OF SHARK BAY
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

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Material Variance Report	Attachment
Capital Expenditure Report	Attachment

ORDINARY COUNCIL MINUTES

28 MARCH 2012

Shire of Shark Bay
Operating Statement Reported by Nature & Type
Operating Statement for the 8th month ended 29 February 2012

	Year To Date Ended 29/Feb/12 \$	Full Year 2011/12 Budget \$
Revenues - Classified according to Nature & Type		
Rates	943,893	941,507
User Fees & Charges	734,305	1,276,101
Grants & Subsidies - Operating	1,185,867	1,505,413
Grants & Subsidies - Capital	2,669,207	6,154,008
Interest	112,218	155,295
Other	109,435	128,542
Profit on Sale of Assets	53,030	96,187
Total Revenues	5,807,956	10,257,053
Expenses - Classified according to Nature & Type		
Employee Costs	949,467	1,823,038
Materials & Contracts	1,283,138	1,350,250
Utility Charges	122,191	220,740
Interest/Debt Servicing	15,695	29,341
Other Expenses	45,168	89,279
Insurance	145,653	151,958
Depreciation Non-Current Assets	1,038,790	1,707,404
Loss on Sale of Assets	1,206	1,589
Total Expenses	3,601,307	5,373,600
Net Result from Operations	2,206,649	4,883,453

Shire of Shark Bay
Operating Statement Reported by Program
Operating Statement for the 8th month ended 29 February 2012

	Year To Date Ended 29/Feb/12 \$	Full Year 2011/12 Budget \$
Revenues		
General Purpose Funding	1,895,550	2,218,059
Governance	52,521	35,419
Law, Order, Public Safety	34,951	49,055
Health	931	2,159
Housing	45,650	73,840
Community Amenities	206,756	272,637
Recreation and Culture	2,526,227	4,812,569
Transport	646,179	2,198,308
Economic Services	396,603	795,007
Other Property & Services	2,587	-
Total Revenues	5,807,956	10,257,053
Expenses		
General Purpose Funding	67,595	104,802
Governance	169,876	370,242
Law, Order, Public Safety	87,079	236,645
Health	35,812	58,134
Housing	68,090	106,625
Community Amenities	341,516	567,552
Recreation and Culture	846,215	1,390,788
Transport	1,343,273	1,603,466
Economic Services	579,583	935,346
Other Property & Services	62,267	-
Total Expenses	3,601,307	5,373,600
Net Result from Operations	2,206,649	4,883,453

ORDINARY COUNCIL MINUTES

28 MARCH 2012

SHIRE OF SHARK BAY
RATE SETTING STATEMENT
FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

	NOTE	29 February 2012 Actual \$	29 February 2012 Y-T-D Budget \$	2011/2012 Budget \$	Variances Budget to Actual Y-T-D %
Operating					
Revenues/Sources	1,2				
General Purpose Funding		951,657	942,082	1,276,552	1.02%
Governance		52,521	29,598	33,830	77.45%
Law, Order, Public Safety		34,951	36,756	49,055	(4.91%)
Health		931	1,593	2,159	(41.56%)
Housing		45,650	55,377	73,840	(17.57%)
Community Amenities		206,756	239,384	272,637	(13.63%)
Recreation and Culture		2,526,227	3,141,921	4,612,569	(19.60%)
Transport		646,179	2,159,168	2,198,308	(70.07%)
Economic Services		396,603	596,169	795,007	(33.47%)
Other Property and Services		2,587	0	1,589	
		4,864,063	7,202,048	9,315,546	(32.46%)
(Expenses)/(Applications)	1,2				
General Purpose Funding		(67,595)	(61,117)	(104,802)	10.60%
Governance		(169,876)	(215,983)	(368,653)	(21.35%)
Law, Order, Public Safety		(87,079)	(137,956)	(236,645)	(36.88%)
Health		(35,812)	(33,880)	(58,134)	5.70%
Housing		(68,090)	(61,929)	(106,625)	9.95%
Community Amenities		(341,516)	(331,470)	(567,552)	3.03%
Recreation & Culture		(846,215)	(822,219)	(1,390,788)	2.92%
Transport		(1,343,273)	(1,186,518)	(1,603,466)	13.21%
Economic Services		(579,583)	(547,475)	(935,346)	5.86%
Other Property and Services		(62,267)	(18,246)	(1,589)	
		(3,601,307)	(3,416,793)	(5,373,600)	5.40%
Adjustments for Non-Cash (Revenue) and Expenditure					
(Profit)/Loss on Asset Disposals	4	(51,825)	(63,065)	(94,598)	(17.82%)
Movement in Employee Benefit Provisions				6,066	
Depreciation on Assets	2(a)	1,038,790	1,138,269	1,707,404	(8.74%)
Capital Revenue and (Expenditure)					
Capital Grants and Contributions				-	
Purchase Land Held for Resale	3	-	-	-	
Purchase Land and Buildings	3	(2,732,663)	(3,368,438)	(5,052,657)	(18.87%)
Purchase Infrastructure Assets - Roads	3	(379,443)	(476,216)	(714,324)	(20.32%)
Purchase Infrastructure Assets - Public Facilities		(85,897)	(1,225,333)	(1,838,000)	(92.99%)
Purchase Infrastructure Assets - Footpaths		(512)	(33,333)	(50,000)	(98.46%)
Purchase Heritage Assets		(17,341)	(213,979)	(320,968)	(91.90%)
Purchase Plant and Equipment	3	(387,938)	(623,247)	(934,870)	(37.76%)
Purchase Furniture and Equipment	3	(31,440)	(82,335)	(123,502)	(61.81%)
Proceeds from Disposal of Assets	4	105,955	123,333	185,000	(14.09%)
Repayment of Debentures	5	(58,409)	(43,511)	(65,267)	34.24%
Proceeds from New Debentures	5	-	-	-	
Self-Supporting Loan Principal Income				48,000	
Purchase of Investments		-	-	-	
Proceeds from Disposal of Investments		-	-	-	
Transfers to Reserves (Restricted Assets)	6	(51,564)	(213,562)	(213,562)	(75.86%)
Transfers from Reserves (Restricted Assets)	6		60,000	60,000	(100.00%)
			-	-	
ADD Net Current Assets July 1 B/Fwd	7	2,614,491	2,517,825	2,517,825	
LESS Net Current Assets Year to Date	7	2,168,852	2,223,170	-	
Amount Raised from Rates	8	(943,893)	(941,507)	(941,507)	

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

**SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012**

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Basis of Accounting

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

(b) The Local Government Reporting Entity

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

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

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 9.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

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

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

Collectibility of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

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

Land Held for Resale

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

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

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

(i) Fixed Assets

Initial Recognition

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

Revaluation

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

**SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

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

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

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

(k) Impairment

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

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

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2011.

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

(l) Trade and Other Payables

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

**SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Employee Benefits

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

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

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

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

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

(n) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(o) Provisions

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

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

(p) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council's intentions to release for sale.

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

2. STATEMENT OF OBJECTIVE

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

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

GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

HOUSING

Provision and maintenance of rented housing accommodation for pensioners.

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

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

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

	29 February 2012 Actual \$	2011/12 Budget \$
3. ACQUISITION OF ASSETS		
The following assets have been acquired during the period under review:		
<u>By Program</u>		
Governance		
Furniture and Equipment	13,867	79,000
Land and Buildings	60,587	55,000
Plant and Equipment	73,872	152,000
	<u>148,326</u>	<u>286,000</u>
Law, Order, Public Safety		
Land and Buildings	8,450	50,000
Plant and Equipment	13,118	58,870
	<u>21,568</u>	<u>108,870</u>
Housing		
Land and Buildings	11,662	60,000
	<u>11,662</u>	<u>60,000</u>
Community Amenities		
Infrastructure Assets - Public Facilities	420	105,000
	<u>420</u>	<u>105,000</u>
Recreation and Culture		
Land and Buildings	2,643,912	4,764,922
Infrastructure Assets - Public Facilities	0	240,000
Furniture and Equipment	17,573	44,502
Plant and Equipment	0	16,000
Heritage Assets	17,341	320,968
	<u>2,678,825</u>	<u>5,386,392</u>
Transport		
Land and Buildings	16,503	72,735
Plant and Equipment	292,498	708,000
Infrastructure Assets - Footpaths	512	50,000
Infrastructure Assets - Roads	379,443	714,324
Infrastructure Assets - Public Facilities	34,682	1,278,000
	<u>723,637</u>	<u>2,823,059</u>
Economic Services		
Infrastructure assets - Public Facilities	50,796	215,000
Land and Buildings	0	50,000
	<u>50,796</u>	<u>265,000</u>
	<u>3,635,234</u>	<u>9,034,321</u>
<u>By Class</u>		
Furniture and Equipment	31,440	123,502
Land and Buildings	2,732,663	5,052,657
Plant and Equipment	387,938	934,870
Heritage Assets	17,341	320,968
Infrastructure Assets - Roads	379,443	714,324
Infrastructure Assets - Public Facilities	85,897	1,838,000
Infrastructure Assets - Footpaths	512	50,000
	<u>3,635,234</u>	<u>9,034,321</u>

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

4. DISPOSALS OF ASSETS

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

<u>By Program</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	29 February 2012 Actual \$	29 February 2012 Actual \$	29 February 2012 Actual \$
Governance			
Nissan Patrol CEO Vehicle	33,833	38,864	5,030
Transport			
Multipac Vibrating Roller	0	48,000	48,000
Ford Ranger Country Ute	20,296	19,091	(1,205)
Economic Services			
			-
			-
	54,129	105,955	51,825

<u>By Class</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	29 February 2012 Actual \$	29 February 2012 Actual \$	29 February 2012 Actual \$
Property Plant & Equipment			
Nissan Patrol CEO Vehicle	33,833	38,864	5,030
Multipac Vibrating Roller	0	48,000	48,000
Ford Ranger Country Ute	20,296	19,091	(1,205)
	54,129	105,955	51,825

Summary

Profit on Asset Disposals
Loss on Asset Disposals

29 February
2012
Actual
\$

53,030
(1,205)
51,825

SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-11	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2011/12 Actual \$	2011/12 Budget \$	2011/12 Actual \$	2011/12 Budget \$	2011/12 Actual \$	2011/12 Budget \$
Loan 48 McCleary Property	121,678	-	29,357	21,146	92,321	100,532	4,192	7,318
Loan 48 McCleary Property - Shire Office	103,652	-	9,160	18,014	94,492	85,638	3,571	6,234
Loan 53 Staff Housing	144,453	-	14,071	14,291	130,382	130,162	4,673	8,824
Loan 56 Staff Housing	146,128	-	5,821	11,816	140,307	134,312	3,259	6,965
	515,911	-	58,409	65,267	457,503	450,644	15,695	29,341

All debenture repayments were financed by general purpose revenue.

(b) New Debentures 2011/12

No new loans have been taken as at 29 February 2012

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

	2011/2012 Actual \$	2011/2012 Budget \$
6. RESERVES		
Cash Backed Reserves		
(a) Office Replacement/Refurbishment		
Opening Balance	959,607	906,421
Amount Set Aside / Transfer to Reserve	31,973	97,576
Amount Used / Transfer from Reserve		
	<u>991,580</u>	<u>1,003,997</u>
(b) Pensioner Unit Maintenance		
Opening Balance	198,280	200,440
Amount Set Aside / Transfer to Reserve	7,085	26,320
Amount Used / Transfer from Reserve		(60,000)
	<u>205,365</u>	<u>166,760</u>
Recreation Facility		
(c) Replacement/Upgrade		
Opening Balance	219,336	206,762
Amount Set Aside / Transfer to Reserve	7,307	35,237
Amount Used / Transfer from Reserve	-	-
	<u>226,643</u>	<u>241,999</u>
(d) Plant Replacement Reserve		
Opening Balance	148,676	140,282
Amount Set Aside / Transfer to Reserve	4,953	37,920
Amount Used / Transfer from Reserve		-
	<u>153,629</u>	<u>178,202</u>
(e) LSL Reserve		
Opening Balance	108,566	95,313
Amount Set Aside / Transfer to Reserve	3,368	6,066
Amount Used / Transfer from Reserve		-
	<u>111,934</u>	<u>101,379</u>
(f) Monkey Mia Jetty Reserve		
Opening Balance	7,379	6,964
Amount Set Aside / Transfer to Reserve	246	10,443
Amount Used / Transfer from Reserve		-
	<u>7,625</u>	<u>17,407</u>
Total Cash Backed Reserves	<u>1,696,776</u>	<u>1,709,744</u>

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

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

6. RESERVES (Continued)	Actual \$	Budget \$
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Office Replacement/Refurbishment Reserve	31,973	97,576
Pensioner Unit Maintenance Reserve	7,085	26,320
Recreation Facility Replacement/Upgrade Rese	7,307	35,237
Plant Replacement Reserve	4,953	37,920
Long service Leave Reserve	0	6,066
Monkey Mia Jetty Reserve	246	10,443
	<u>51,564</u>	<u>213,562</u>
Transfers from Reserves		
Office Replacement/Refurbishment Reserve	0	0
Pensioner Unit Maintenance Reserve	0	(\$60,000)
Recreation Facility Replacement/Upgrade Rese	0	0
Plant Replacement Reserve	0	0
	<u>0</u>	<u>(\$60,000)</u>
Total Transfer to/(from) Reserves	<u>51,564</u>	<u>153,562</u>

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

Office Replacement/Refurbishment Reserve

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

Pensioner Unit Maintenance Reserve

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

Recreation Facility Upgrade/Replacement Reserve

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

Plant Replacement Reserve

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

LSL Reserve

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

Monkey Mia Jetty Reserve

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

The pensioner unit maintenance reserve is expected to be utilised in 2011/2012

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

	29 February 2012 Actual \$	Brought Forward 1-Jul \$
7. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Municipal Bank	1,512,404	2,367,495
Cash Backed Reserves	1,696,776	1,641,844
Cash Advances	700	700
Receivables - Rates	110,301	16,207
Receivables - General	496,922	364,988
Debtors loans	0	48,000
Receivables - ESL	935	-
Inventories	91,566	91,566
	<u>3,909,605</u>	<u>4,530,800</u>
LESS: CURRENT LIABILITIES		
Payables	-43,976	-274,465
NET CURRENT ASSET POSITION	<u>3,865,629</u>	<u>4,256,335</u>
Less: Cash - Restricted	-1,696,776	-1,641,844
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>2,168,852</u>	<u>2,614,491</u>

SHIRE OF SHARK BAY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2011/12 Actual Rate Revenue \$	2011/12 Actual Interim Rates \$	2011/12 Actual Back Rates \$	2011/12 Actual Total Revenue \$	2011/12 Budgeted \$
Differential General Rate								
Gross Rental Value	8,1324	342	8,783,003	582,125	8,263	1,043	591,431	581,939
Unimproved Value	15,3694	20	1,390,873	212,887	(174)	-	212,713	212,887
Unimproved Value Pastoral	2,7839	12	757,960	18,565	-	-	18,565	20,961
Sub-Totals		374	10,931,836	813,577	8,089	1,043	822,709	815,787
Minimum Rates	Minimum \$							
Gross Rental Value	640.00	243		155,520	-	-	155,520	155,520
Unimproved Value	640.00	5		3,200	-	-	3,200	3,200
Sub-Totals		248	0	158,720	-	-	158,720	158,720
Specified Area Rates (Note 9)								
Discounts							981,429	974,507
Write offs							(37,536)	(29,000)
Totals		622					943,893	941,507

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

The general rates detailed above for the 2011/12 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

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

Shire of Shark Bay
Statement of Financial Position as at 29 February 2012

	Note	8th Month 29/02/2012
		\$
Current Assets		
Bank	1	2,089,152
Cash Advances	2	700
Receivables - Rates	3	110,301
Receivables - ESL	4	935
Receivables - General	5	496,922
Prepayments	6	-
Inventories	7	91,566
Short Term Investments	8	68,807
Reserve Fund Investments	9	1,584,842
Total Current Assets		4,443,225
Non Current Assets		
Rates - Deferred	15	5,189
Receivables	16	-
Investments - Non Current	17	43,127
Furniture & Equipment	18	1,308,245
Plant & Equipment	19	1,195,657
Land & Buildings	20	9,669,374
Heritage Assets	21	265,985
Infrastructure Assets	22	17,135,571
Total Non Current Assets		29,623,149
Total Assets		34,066,373
Current Liabilities		
Creditors	10	158,201
ESL Liability	11	404
Trust Creditors	12	543,245
Provisions	13	153,168
Borrowings	14	65,267
Total Current Liabilities		920,284
Non Current Liabilities		
Provisions	23	39,759
Borrowings	24	392,236
Total Non Current Liabilities		431,995
Total Liabilities		1,352,279
Net Assets/Liabilities		32,714,094
Net Assets are Represented by:		
Ratepayers' Equity		
Accumulated Surplus/Deficit	25	23,277,141
Reserves - Asset Revaluation	26	7,795,110
Reserves - Cash Backed	27	1,641,844
Total Ratepayers' Equity		32,714,094

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

ORDINARY COUNCIL MINUTES

28 MARCH 2012

Shire of Shark Bay Notes to Statement of Financial Position as at 29 February 2012

Note	Classification	Particulars	Balance 29/02/2012
1	Bank	Municipal Fund Bank	\$1,089,236
		Municipal Telenet Saver	\$1,000
		Gold Term Deposit	\$422,168
		Trust Bank	\$576,747
			<u>\$2,089,152</u>
2	Cash Advances	Petty Cash Float	\$0
		Till Float	\$200
		SBIC Till Float	\$300
		Refuse Site Float	\$200
			<u>\$700</u>
3	Receivables - Rates	Receivables - Rates	<u>\$110,301</u>
4	Receivables - ESL	ESL Control	\$0
		State Revenue - ESL Pensioner Rebate	\$935
			<u>\$935</u>
5	Receivables - General	Receivables - General	470,212
		State Revenue Pensioner Rebate	11,896
		FBT Provision	14,814
			<u>\$496,922</u>
6	Prepayments	Prepaid Expenses - Materials/Contracts	\$0
			<u>\$0</u>
7	Inventories	Inventories	<u>\$91,566</u>
8	Investments - Current	LSL Investment Term Deposit	\$68,807
			<u>\$68,807</u>
9	Reserve Fund Investments	Office Replacement Reserve Term Deposit	\$991,580
		Pensioner Unit Reserve	\$205,365
		Rec. Fac. Repic/Upgrade Reserve	\$226,643
		Plant Purchase Reserve Investment	\$153,629
		Monkey Mia Jetty Reserve	\$7,625
			<u>\$1,584,842</u>
10	Creditors	Sundry Creditors	\$133,211
		Rate Refund Suspense Account	(623)
		Excess Rates Receipts	\$14,385
		Payroll Suspense	\$1,000
		Suspense Account - Bank Reconciliation	\$10,228.65
			<u>\$158,201</u>
11	ESL Liability	ESL Levied	<u>\$404</u>
12	Trust Creditors		<u>\$543,245</u>
13	Provisions - Current	Annual Leave	\$84,361
		Long Service Leave	\$68,807
			<u>\$153,168</u>
14	Borrowings - Current	Loans Due and Payable Within 3 Months	<u>\$65,267</u>
		Total Current Assets/Liabilities	<u>\$3,522,940</u>

ORDINARY COUNCIL MINUTES

30 MAR 2012

15	Receivable - Rates	Rates Deferred		\$5,189
16	Receivables - Non Current	Self Supporting Loan		\$0
17	Investments - Current	LSL Investment		\$43,127
18	Furniture & Equipment	Furniture and Office Equipment	2,822,907	
		Less Provision for Depreciation	(1,563,372)	\$1,308,245
19	Plant & Equipment	Plant and Equipment	3,168,232	
		Less Provision for Depreciation	(2,332,544)	\$1,195,657
20	Land & Buildings	Land	489,489	\$489,489
		Buildings	8,558,650	
		Less Provision for Depreciation	(2,114,319)	\$9,179,885
				\$9,669,374
21	Heritage Assets	Heritage Assets	348,874	
		Less Provision for Depreciation	(98,229)	\$265,985
22	Infrastructure Assets	Public Facilities	2,332,506	
		Less Provision for Depreciation	(491,775)	\$1,871,640
		Roads	17,011,899	
		Less Prov. for Depreciation Mun	(5,304,224)	\$12,068,106
		Town Streets	2,518,136	
		Less Provision for Depreciation	(698,844)	\$1,836,303
		Streetscapes	109,488	
		Less Provision for Depreciation	(30,008)	\$130,278
		Footpaths	993,895	
		Less Provision for Depreciation	(138,641)	\$855,766
		Drainage, Culverts	407,671	
		Less Provision for Depreciation	(36,193)	\$371,478
				\$17,135,571
23	Provisions - Non Current	Long Service Leave		\$39,756
24	Borrowings - Non Current	Loans Due and Payable in Excess of 3 Months		\$392,236
		Total Non Current Assets/Liabilities		\$29,191,154
		NET ASSET/LIABILITIES		\$32,714,094
25	Accumulated Surplus/Deficit	Accumulated Surplus as at 1 July 2010		\$21,070,492
		Transfers to Reserves		\$0
		Transfers from Reserves		\$0
		Plus Operating Surplus YTD		\$2,206,649
				\$23,277,141
26	Reserves Asset Revaluation	Land & Buildings		\$749,298
		Public Facilities		\$22,740
		Town Streets		\$288,918
		Bush Roads		\$6,790,540
		Footpaths		\$521,449
				\$7,795,110
27	Reserves Cash Backed	Office Replacement Reserve		\$959,607
		Pensioner Unit Reserve		\$198,280
		LSL Reserve		\$108,566
		Plant Replacement Reserve		\$148,676
		Recreation Facility Replac./Upgrade Reserve		\$219,336
		Monkey Mia Jetty Reserve		\$7,379
				\$1,641,844
		TOTAL EQUITY		\$32,714,094

ORDINARY COUNCIL MINUTES

28 MARCH 2012

SHIRE OF SHARK BAY
(E183)Printed on : 20.03.12 at 16:24
Page No. : 2GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORT

For Period Ending 31.03.12

Date from : 01.07.11 Date To : 29.02.12

Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Amendments	Sub Department Budget	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
1	03	002		Municipal Fund GENERAL PURPOSE FUNDING GENERAL PURPOSE INCOME							
				GENERAL PURPOSE INCO Sub-programme Total	-1090287.00	0.00	-1090287.00	-1090287.00	-726848.00	-823546.50	96698.50
				Sub-programme : 003 INTEREST ON INVESTMENTS							
				0304120 Interest Earned - Office Re	-59015.00	0.00	-59015.00	-59015.00	-39336.00	-32206.59	-7129.41
				0304125 Interest Earned - Pensioner	-12194.00	0.00	-12194.00	-12194.00	-8128.00	-7135.81	-992.19
				0304130 Interest Earned - Recreation	-13489.00	0.00	-13489.00	-13489.00	-8992.00	-7360.84	-1631.36
				0304132 Interest Earned - Plant Rep	-9143.00	0.00	-9143.00	-9143.00	-6088.00	-4989.61	-1098.39
				0304133 Interest Earned - Monkey Ml	-454.00	0.00	-454.00	-454.00	-296.00	-247.64	-48.36
				0304140 Interest Earned - Investment	-55000.00	-10000.00	-65000.00	-65000.00	-43328.00	-56221.33	12893.33
				Total OPERATING INCOME	-149295.00	-10000.00	-159295.00	-159295.00	-106168.00	-108161.62	1993.62
				0304620 Transfer Interest - Pension	12194.00	0.00	12194.00	12194.00	8128.00	7084.98	1043.02
				0304625 Transfer Interest - Office	59015.00	0.00	59015.00	59015.00	39336.00	31972.81	7363.19
				0304630 Transfer Interest - Recreat	13489.00	0.00	13489.00	13489.00	8992.00	7307.21	1684.79
				0304632 Transfer Interest - Plant R	9143.00	0.00	9143.00	9143.00	6088.00	4953.39	1134.61
				0304633 Transfer Interest - Monkey	454.00	0.00	454.00	454.00	296.00	245.85	50.15
				Total CAPITAL EXPENDITURE	94295.00	0.00	94295.00	94295.00	62840.00	51564.24	11275.76
				Total	-55000.00	-10000.00	-65000.00	-65000.00	-43328.00	-56597.38	13269.38
				Total	-55000.00	-10000.00	-65000.00	-65000.00	-43328.00	-56597.38	13269.38
				INTEREST ON INVESTME Sub-programme Total	-55000.00	-10000.00	-65000.00	-65000.00	-43328.00	-56597.38	13269.38
				Sub-programme : 004 OTHER GENERAL PURPOSE INCOME							
				00400995 Telephone - Online Police L	600.00	0.00	600.00	600.00	400.00	254.16	145.84
				00401600 Governance Overheads Alloca	54499.00	0.00	54499.00	54499.00	36328.00	37657.00	-1329.00
				Total OPERATING EXPENDITURE	55099.00	0.00	55099.00	55099.00	36728.00	37911.16	-1183.16
				00403460 Photocopying - Contra	0.00	0.00	0.00	0.00	0.00	108.27	-108.27
				00403610 Debt Recovery Costs	-500.00	0.00	-500.00	-500.00	-328.00	0.00	-328.00
				00403755 Photocopying	-115.00	0.00	-115.00	-115.00	-72.00	908.86	-980.86
				00403779 Scanning Charges	0.00	0.00	0.00	0.00	0.00	-9.09	9.09
				00404412 Commission - Emergency Serv	4000.00	0.00	4000.00	4000.00	2664.00	-4000.00	1336.00
				00404413 Commission - Police Departm	-15000.00	0.00	-15000.00	-15000.00	-10000.00	-10900.52	900.52
				00404414 Reimbursements - Police Lic	2360.00	0.00	2360.00	2360.00	-1664.00	0.00	-1664.00
				00404440 Other Minor Charges	-100.00	0.00	-100.00	-100.00	-64.00	0.07	-64.07
				Total OPERATING INCOME	-22215.00	0.00	-22215.00	-22215.00	-14792.00	-13892.41	-899.59
				Total	32884.00	0.00	32884.00	32884.00	21936.00	24018.75	-2082.73
				Total	32884.00	0.00	32884.00	32884.00	21936.00	24018.75	-2082.73
				OTHER GENERAL PURPOS Sub-programme Total	32884.00	0.00	32884.00	32884.00	21936.00	24018.75	-2082.73

Confirmed at Council meeting 26 April 2012 – Signed by the President Cr C Cowell

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GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORTSHIRE OF SHARK BAY
(B183)

Date from : 01.07.11 Date To : 29.02.12

Fund	: 1	Municipal Fund	Department:			
Programme	: 03	GENERAL PURPOSE FUNDING	Sub Depart:			
Sub-programme	: 004	OTHER GENERAL PURPOSE INCOME	Budget	Y.T.D.	Y.T.D.	
COA no.		Description	Amendments	Budget	Actual	Variance
				Current		
				Budget		
GENERAL PURPOSE FUND Programme Total				-2034752.00	-1776390.60	419950.60
				-15790.00	-1356440.00	
				-2018962.00		

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ORDINARY COUNCIL MINUTES

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SHIRE OF SHARK BAY
(B183)

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GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORT

Date from : 01.07.11 Date To : 29.02.12

Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 051 MEMBERS OF COUNCIL										
05100715				Cleaning - Council Chamber	670.00	0.00	670.00	440.00	0.00	440.00
05100730				Maintenance - Council Chamber	2000.00	0.00	2000.00	1328.00	629.49	698.51
05100910				Archives - Outside Storage	2500.00	0.00	2500.00	1664.00	0.00	1664.00
05100980				Publications & Subscription	11500.00	0.00	11500.00	7664.00	10200.33	-2536.33
05101010				Conference Expenses - Membe	14500.00	0.00	14500.00	9664.00	3688.79	5975.21
05101060				Meeting Attendance Fees - M	32100.00	0.00	32100.00	21400.00	21680.00	-280.00
05101062				Members Allowances (Comms &	3500.00	0.00	3500.00	2328.00	2358.02	-30.02
05101065				Accommodation & Meals - Mem	10000.00	0.00	10000.00	6664.00	1754.37	4909.63
05101070				Reimbursement Other - Membe	2500.00	0.00	2500.00	1664.00	0.00	1664.00
05101073				Reimbursement Travel - Memb	5000.00	0.00	5000.00	3328.00	1070.10	2257.90
05101080				Travel External - Members	6000.00	0.00	6000.00	4000.00	1414.68	2585.32
05101083				Uniforms - Members	3500.00	0.00	3500.00	2328.00	0.00	2328.00
05101085				President's Allowance	6600.00	0.00	6600.00	4400.00	4304.00	96.00
05101090				Refreshments & Receptions	8000.00	3000.00	11000.00	7328.00	9523.39	-2295.39
05101125				Donations - Contra	3000.00	0.00	3000.00	2000.00	58.04	1941.96
05101126				Donations - Cash	5000.00	0.00	5000.00	3328.00	3090.91	237.09
05101281				Strategic Planning	25000.00	0.00	25000.00	16664.00	14080.05	2583.95
05101282				Policy and Local Laws Revie	20000.00	0.00	20000.00	13328.00	3670.00	9658.00
05101403				Audit Fees	22600.00	0.00	22600.00	15064.00	9540.19	5523.81
05101410				Shire Inquiry Compliance	8000.00	-8000.00	0.00	0.00	0.00	0.00
05101470				Insurance - Members	5734.00	0.00	5734.00	3816.00	5879.94	-2059.94
05101600				Governance Overheads Alloca	119146.00	0.00	119146.00	79424.00	55672.00	23752.00
05101610				Health Overheads Allocated	6052.50	0.00	6052.50	4032.00	3026.00	1006.00
05102480				Election Expenses	9500.00	3000.00	12500.00	8328.00	12102.05	-3774.05
05102490				Community & Public Relation	2000.00	0.00	2000.00	1328.00	86.36	1241.64
05102665				Other Minor Expenditure	1000.00	0.00	1000.00	664.00	163.70	500.30
Total OPERATING EXPENDITURE					335402.50	-2000.00	333402.50	222176.00	164088.41	58087.59
05103650				Reimbursements - Other	-500.00	0.00	-500.00	-328.00	-17.80	-310.20
05103749				Nonrefunded Election Deposi	-80.00	0.00	-80.00	-48.00	0.00	-48.00
Total OPERATING INCOME					-580.00	0.00	-580.00	-376.00	-17.80	-358.20
Total					334822.50	-2000.00	332822.50	221800.00	164070.61	57729.39
Total					334822.50	-2000.00	332822.50	221800.00	164070.61	57729.39
MEMBERS OF COUNCIL Sub-programme Total					334822.50	-2000.00	332822.50	221800.00	164070.61	57729.39
Sub-programme : 052 ADMINISTRATION OTHER										
05200560				Fringe Benefits Tax	17000.00	0.00	17000.00	11328.00	0.00	11328.00
05200590				Recruitment/Relocation Cost	12000.00	2500.00	37000.00	24656.00	16913.41	7742.59
05200610				Salaries & Wages	53674.00	-28608.00	505066.00	336704.00	308369.46	28334.54
05200612				Contract Staff	15000.00	12500.00	27500.00	18328.00	24027.92	-5699.92

ORDINARY COUNCIL MINUTES

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SHIRE OF SHARK BAY
(B183)GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORTPrinted on : 20.03.12 at 16:24
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Date from : 01.07.11 Date To : 29.02.12

Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Amendments	Sub Budget	Department:	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
05200640	05200640	05200640	05200640	Staff Medicals	300.00	0.00	0.00		25000.00	16664.00	9452.23	200.00
05200660	05200660	05200660	05200660	Staff Training	25000.00	0.00	0.00		4000.00	2664.00	2796.35	7211.77
05200665	05200665	05200665	05200665	Staff Uniforms	4000.00	0.00	0.00		11550.00	7696.00	5778.52	132.35
05200670	05200670	05200670	05200670	Superannuation - CC 3.5%	48030.00	0.00	0.00		48030.00	32016.00	28212.60	1917.48
05200675	05200675	05200675	05200675	Superannuation - Occupation	15000.00	0.00	0.00		15000.00	10000.00	173.36	3803.40
05200680	05200680	05200680	05200680	Travel & Accommodation - St	15000.00	0.00	0.00		15000.00	10000.00	173.36	9826.64
05200685	05200685	05200685	05200685	Insurance - Workers Compens	1512.00	0.00	0.00		1512.00	10336.00	18035.92	-7699.92
05200715	05200715	05200715	05200715	Cleaning - Shire Office	9405.00	0.00	0.00		9405.00	6264.00	5744.48	519.52
05200730	05200730	05200730	05200730	Maintenance - CEO House	5000.00	0.00	0.00		5000.00	3304.00	901.76	2402.24
05200773	05200773	05200773	05200773	Telephone - Accountant	800.00	0.00	0.00		800.00	528.00	417.53	110.47
05200775	05200775	05200775	05200775	Utilities - Shire Office	20000.00	0.00	0.00		20000.00	14302.47	14302.47	-974.47
05200860	05200860	05200860	05200860	Vehicle Running Costs - CEO	9000.00	0.00	0.00		9000.00	5984.00	5868.91	115.09
05200861	05200861	05200861	05200861	Vehicle Running Costs - Adm	2984.00	0.00	0.00		2984.00	1976.00	1220.57	755.43
05200862	05200862	05200862	05200862	Vehicle Running Costs - DCE	5484.00	-2484.00	0.00		3000.00	1984.00	19528.40	-17544.40
05200905	05200905	05200905	05200905	Advertising - General	9500.00	-3000.00	0.00		6500.00	4328.00	2768.75	1559.25
05200920	05200920	05200920	05200920	Computer Consumables	1000.00	0.00	0.00		1000.00	664.00	108.20	555.80
05200925	05200925	05200925	05200925	Computer Hardware Maintenan	4000.00	0.00	0.00		4000.00	2664.00	3934.68	-1290.68
05200930	05200930	05200930	05200930	Computer Software Support	36000.00	0.00	0.00		36000.00	24000.12	35308.12	-11308.12
05200940	05200940	05200940	05200940	First Aid Supplies	300.00	0.00	0.00		300.00	200.00	0.00	200.00
05200950	05200950	05200950	05200950	Office Equipment Maintenan	5000.00	-2500.00	0.00		2500.00	1664.00	0.00	1664.00
05200955	05200955	05200955	05200955	Office Furniture & Equipmen	2000.00	0.00	0.00		2000.00	1328.82	1523.82	-195.82
05200960	05200960	05200960	05200960	Photocopier - Servicing	6000.00	-4000.00	0.00		2000.00	1328.00	45.45	1282.55
05200965	05200965	05200965	05200965	Photocopier - Stationery	4000.00	-4000.00	0.00		0.00	0.00	0.00	0.00
05200970	05200970	05200970	05200970	Postage - Office	3000.00	0.00	0.00		3000.00	2000.00	2896.35	-896.35
05200975	05200975	05200975	05200975	Printing & Stationery - Gov	13000.00	5000.00	0.00		18000.00	12000.00	12044.43	-44.43
05200980	05200980	05200980	05200980	Publications & Subscription	8000.00	0.00	0.00		8000.00	5328.00	2985.27	2342.73
05200990	05200990	05200990	05200990	Staff Amenities	2800.00	0.00	0.00		2800.00	1864.00	1116.68	747.32
05200995	05200995	05200995	05200995	Telephone - Office	13500.00	0.00	0.00		12500.00	8328.00	4979.82	3348.18
05201285	05201285	05201285	05201285	Reimbursement Other - Expen	200.00	0.00	0.00		200.00	128.00	0.00	128.00
05201301	05201301	05201301	05201301	Depreciation - Plant & Equi	37864.16	0.00	0.00		37864.16	25240.00	10635.36	14604.64
05201302	05201302	05201302	05201302	Depreciation - Furniture &	44830.44	0.00	0.00		44830.44	29880.00	22119.09	7760.91
05201303	05201303	05201303	05201303	Depreciation - Buildings	21086.68	0.00	0.00		21086.68	14056.00	13317.67	738.33
05201410	05201410	05201410	05201410	Bad Debts	1500.00	0.00	0.00		1500.00	1000.00	0.00	1000.00
05201413	05201413	05201413	05201413	Bank Fees	3500.00	0.00	0.00		3500.00	2328.00	1274.40	1053.60
05201414	05201414	05201414	05201414	ATO - Penalty Interest	300.00	0.00	0.00		300.00	200.00	825.42	-625.42
05201416	05201416	05201416	05201416	Bank Service Charges Other	2000.00	2000.00	0.00		4000.00	2664.00	2886.96	-222.96
05201426	05201426	05201426	05201426	Interest Loan 48 - Shire Of	6234.08	0.00	0.00		6234.08	4152.00	3570.96	581.04
05201428	05201428	05201428	05201428	Interest Loan 53 - Staff Ho	8824.12	0.00	0.00		8824.12	5980.00	4673.12	1206.88
05201429	05201429	05201429	05201429	Interest Loan 56 - Staff Ho	6963.93	0.00	0.00		6963.93	4640.00	3258.62	1381.38
05201453	05201453	05201453	05201453	Insurance - Staff House (51	526.00	0.00	0.00		526.00	344.00	526.53	-182.53
05201454	05201454	05201454	05201454	Insurance - Staff House (5	785.00	0.00	0.00		785.00	785.79	785.79	-265.79
05201457	05201457	05201457	05201457	Insurance - Staff (80 Durla	499.00	0.00	0.00		499.00	328.00	499.50	-171.50
05201470	05201470	05201470	05201470	Insurance - General	8846.00	0.00	0.00		8846.00	5996.00	8505.44	-2609.44
05201501	05201501	05201501	05201501	Loss on Sale of Asset	1589.00	0.00	0.00		1589.00	1056.00	0.00	1056.00
05201605	05201605	05201605	05201605	Governance Overheads Recove	-1064518.00	0.00	0.00		-1064518.00	-654956.00	-54706.00	-54706.00
05202580	05202580	05202580	05202580	Legal Expenses	7000.00	0.00	0.00		7000.00	4664.00	31938.64	14725.36
05202665	05202665	05202665	05202665	Other Minor Expenditure	500.00	0.00	0.00		500.00	328.00	0.00	328.00

Confirmed at Council meeting 26 April 2012 – Signed by the President Cr C Cowell

ORDINARY COUNCIL MINUTES

28 MARCH 2012

SHIRE OF SHARK BAY
(B183)GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORTPrinted on : 20.03.12 at 16:24
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For Period Ending 31.03.12

Date from : 01.07.11 Date To : 29.02.12

Fund	Department:	Original	Current	Y.T.D.	Y.T.D.	Variance
Programme : 04 GOVERNANCE	Sub Department:	Budget	Budget	Budget	Actual	
Sub-programme : 052 ADMINISTRATION OTHER	Amendments					
COA no. Description						
05210701 39 Durlacher Street	0.00	0.00	0.00	1456.98	-1456.98	
05210730 Maintenance - Staff House (0.00	5000.00	5000.00	3170.54	1829.46	
05210773 Telephone - Staff House (CE	0.00	1770.00	1770.00	523.93	1246.07	
05210775 Utilities - Staff House (CE	0.00	4000.00	4000.00	2826.39	1173.61	
05220730 Maintenance - Shire Offices	5000.00	5000.00	10000.00	12808.93	-6160.93	
05220773 Telephone - Staff House (RA	0.00	1200.00	1200.00	858.31	341.69	
05230730 Maintenance - Staff House (0.00	5000.00	5000.00	1439.09	3560.91	
05230775 Utilities - Staff House (51	0.00	3500.00	3500.00	2457.25	1042.75	
05240775 Utilities - Staff House (80	0.00	3500.00	3500.00	919.51	2580.49	
Total	4908.00	37339.41	42247.41	27864.00	5787.89	22076.11
05203638 OPERATING EXPENDITURE	0.00	-10.00	-10.00	0.00	0.00	
05203650 Reimbursements - Dishonour	0.00	-5000.00	-5000.00	-4903.19	1575.19	
05203658 Reimbursements - Staff Unif	0.00	-5000.00	-5000.00	-328.00	4671.99	
05203661 Reimbursements - Staff Trav	0.00	-1000.00	-1000.00	212.39	-876.39	
05203663 Reimbursements - Staff Phon	0.00	-500.00	-500.00	0.00	-328.00	
05203713 Council Minutes - Postage R	0.00	-500.00	-500.00	-180.00	-320.00	
05203727 Freedom of Information Fee	0.00	-100.00	-100.00	-157.95	103.95	
05204250 Profit on Sale of Asset	0.00	-12229.00	-12229.00	-8152.00	-5030.49	
05204405 Insurance Reimbursement	-19400.00	-15000.00	-34400.00	-22928.00	-18446.25	
05204490 WALGA Advert & Telstra Reba	0.00	-2500.00	-2500.00	-1664.00	-836.00	
Total	-19400.00	-37339.00	-56739.00	-37784.00	-52503.59	14719.59
05204516 OPERATING INCOME	0.00	14291.35	14291.35	9520.00	14070.67	-4550.67
05204517 Principal Loan 53 - Staff H	0.00	18013.55	18013.55	12008.00	9159.73	2848.27
05204518 Principal Loan 48 - Shire O	0.00	11815.77	11815.77	7872.00	5820.72	2051.28
05204675 Transfer to Office Replacem	5000.00	38561.00	43561.00	29040.00	0.00	29040.00
05204734 Shire Offices - Upgrade & R	0.00	25000.00	25000.00	16664.00	0.00	16664.00
05204750 Staff Housing Capital Works	0.00	25000.00	25000.00	16664.00	60586.55	-43922.55
05204820 Computer System Upgrade/New	0.00	30000.00	30000.00	20000.00	0.00	20000.00
05204870 Computer Hardware Upgrade/N	0.00	20000.00	20000.00	13328.00	7324.37	6003.63
05204875 Computer Software Upgrade/N	0.00	6000.00	6000.00	4000.00	0.00	4000.00
05204975 Office Furniture & Equipmen	2500.00	5000.00	7500.00	5397.80	-397.80	
05204977 Upgrade Council Chambers	0.00	5000.00	5000.00	3328.00	1145.00	2183.00
05205055 Photocopier Upgrade/New	0.00	18000.00	18000.00	12000.00	11711.00	289.00
05205335 CEO Vehicle Replacement	0.00	65000.00	65000.00	43328.00	62151.18	-18833.18
05205338 Pool Vehicle Replacement	0.00	42000.00	42000.00	28000.00	0.00	28000.00
05205340 CEO Vehicle Replacement	0.00	45000.00	45000.00	30000.00	0.00	30000.00
Total	7500.00	368681.67	376181.67	250752.00	177377.02	73374.98
05205340 CAPITAL EXPENDITURE	-6992.00	368682.08	361690.08	240832.00	130661.32	110170.68
Total	-6992.00	368682.08	361690.08	240832.00	130661.32	110170.68
ADMINISTRATION OTHER Sub-programme Total	-6992.00	368682.08	361690.08	240832.00	130661.32	110170.68

Confirmed at Council meeting 26 April 2012 – Signed by the President Cr C Cowell

28 MARCH 2012

SHIRE OF SHARK BAY
(B183)GENERAL LEDGER SYSTEM
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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 101 FIRE PREVENTION										
10101462	Insurance - Fire				3251.00	0.00	3261.00	2158.00	2840.01	-672.01
10101600	Governance Overheads Alloca				18477.00	0.00	18477.00	12312.00	11462.00	850.00
10102495	Fire Fighting				3000.00	0.00	3000.00	2000.00	13958.34	-11958.34
10102500	Fire Prevention				5200.00	0.00	5200.00	3456.00	971.50	2484.50
Total OPERATING EXPENDITURE										
10103218	FESA Grant - Operating Bush				29938.00	0.00	29938.00	19936.00	29331.85	-9295.85
10103655	Reimbursements - Fire fight				-7540.00	0.00	-7540.00	-5024.00	-5855.00	631.00
					0.00		7250.00	4832.00	7252.29	-2420.29
Total OPERATING INCOME										
Total					-7540.00		-290.00	-192.00	1597.29	-1789.29
Total					22398.00		29648.00	19744.00	30829.14	-11085.14
Total					22398.00		29648.00	19744.00	30829.14	-11085.14
FIRE PREVENTION Sub-programme Total										
					22398.00		29648.00	19744.00	30829.14	-11085.14
Sub-programme : 102 ANIMAL CONTROL										
10200975	Printing & Stationery - Law				500.00	0.00	500.00	328.00	0.00	328.00
10201600	Governance Overheads Alloca				16825.00	0.00	16825.00	11216.00	10642.00	574.00
10202315	Animal Destruction				100.00	0.00	100.00	64.00	0.00	64.00
10202450	Dog License Discs				50.00	0.00	50.00	32.00	0.00	32.00
10202460	Dog Tidy Dispensers				500.00	1500.00	2000.00	1328.00	1129.29	198.71
10202580	Legal Expenses - Law & Orde				500.00	0.00	500.00	328.00	0.00	328.00
10202565	Other Minor Expenditure				250.00	0.00	250.00	160.00	0.00	160.00
10202690	Maintenance - Pound				500.00	0.00	500.00	328.00	0.00	328.00
Total OPERATING EXPENDITURE										
10203701	Animal Handling Equipment				19225.00	1500.00	20725.00	13784.00	11771.29	2012.71
10203719	Dog Sustainance Fees				-190.00	0.00	-190.00	-120.00	0.00	-120.00
10203810	Fines & Penalties - Dog Act				-45.00	0.00	-45.00	-24.00	0.00	-24.00
10203858	Dog Registration Fees				-1800.00	0.00	-1800.00	-160.00	0.00	-160.00
Total OPERATING INCOME										
Total					-2285.00	0.00	-2285.00	-1504.00	-1742.00	238.00
Total					16940.00	1500.00	18440.00	12280.00	10029.29	2250.71
Total					16940.00	1500.00	18440.00	12280.00	10029.29	2250.71
ANIMAL CONTROL Sub-programme Total										
					16940.00	1500.00	18440.00	12280.00	10029.29	2250.71
Sub-programme : 103 OTHER LAW ORDER&PUBLIC SAFETY										
10301250	Electronic Sign Trailer - R				0.00	0.00	0.00	0.00	23.05	-23.05
10301301	Depreciation - Plant & Equi				6811.48	0.00	6811.48	4536.00	3459.01	1076.99

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Fund	Programme	Sub-programme	COA no.	Description	Department:	Sub Department:	Original Budget	Amendments	Budget	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
10301303	1	Municipal Fund											
10301600	05	LAW, ORDER AND PUBLIC SAFETY											
10302425		Sub-programme : 103 OTHER LAW, ORDER&PUBLIC SAFETY											
10302750				Depreciation - Buildings			1828.48		0.00	1828.48	1216.00	559.21	656.79
10302795				Governance Overheads Allocat			17535.00		0.00	17535.00	11688.00	11462.00	226.00
10302800				Cyclone Cleanup			6862.00		0.00	6862.00	4568.00	6411.60	-1843.60
10309950				Ranger Patrols			133560.00	-24018.00	0.00	109542.00	73024.00	15309.20	57714.80
				SES Denham - Operating			10673.00		0.00	10673.00	7104.00	7568.00	-464.00
				SES Useless Loop - Operatin			10052.00		0.00	10052.00	6688.00	1241.13	5446.87
				Telephone - Road Sign Trail			160.00		0.00	160.00	104.00	43.11	60.89
				Total OPERATING EXPENDITURE			187481.96	-24018.00	0.00	163463.96	108928.00	46076.31	62851.69
10303218				Grant FESA - SES			-20700.00		0.00	-20700.00	-13800.00	-15525.00	1725.00
10303220				FESA SES Capital Grants			-16870.00		0.00	-16870.00	-11240.00	-18577.95	7337.95
10303401				Contribution - SES			0.00		0.00	0.00	0.00	-703.36	703.36
10303824				Fines and Penalties Local L			-1660.00		0.00	-1660.00	-1104.00	0.00	-1104.00
				Total OPERATING INCOME			-39230.00		0.00	-39230.00	-26144.00	-34806.31	8662.31
10305302				Ranger Vehicle Capital			42000.00		0.00	42000.00	28000.00	0.00	28000.00
10305304				Emergency Services Building			50000.00		0.00	50000.00	33328.00	8450.00	24878.00
10305305				FESA - SES Capital Grant Pr			16870.00		0.00	16870.00	11240.00	13117.90	-1877.90
				Total CAPITAL EXPENDITURE			108870.00		0.00	108870.00	72568.00	21567.90	51000.10
				Total			257121.96	-24018.00	0.00	233103.96	155352.00	32837.90	122514.10
				Total			257121.96	-24018.00	0.00	233103.96	155352.00	32837.90	122514.10
				OTHER LAW, ORDER&PUBL Sub-programme Total			257121.96	-24018.00	0.00	233103.96	155352.00	32837.90	122514.10
				LAW, ORDER AND PUBLI Programme Total			296459.96	-15268.00	0.00	281191.96	187376.00	73696.33	113679.67

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Fund Programme Sub-Programme : COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 151 HEALTH INSPECTION							
15100612	Contract Staff - MRS	90000.00	0.00	90000.00	60000.00	45000.00	15000.00
15100625	Consultant Fees - Health	0.00	0.00	0.00	0.00	4887.31	-4887.31
15100680	Travel & Accommodation - St	30000.00	0.00	30000.00	20000.00	13492.43	6507.57
15100730	Maintenance - Staff House (0.00	0.00	0.00	0.00	380.85	-380.85
15100773	Telephone - MRS	500.00	0.00	500.00	328.00	174.70	153.30
15100775	Utilities - Staff House (MR	0.00	0.00	0.00	0.00	1363.23	-1363.23
15100975	Printing & Stationery - Hea	150.00	0.00	150.00	96.00	0.00	96.00
15100980	Publications & Subscription	400.00	0.00	400.00	264.00	0.00	264.00
15101600	Governance Overheads Alloca	23128.00	0.00	23128.00	15416.00	13098.00	2318.00
15101615	Health Overheads Recovered	-107734.50	0.00	-107734.50	-71816.00	-53878.00	-17938.00
Total OPERATING EXPENDITURE							
15103784	Septic Tank Inspect Fees	36443.50	0.00	36443.50	24288.00	24518.52	-230.52
15103870	Itinerant Food Vendors Lice	-452.00	0.00	-452.00	-296.00	0.00	-296.00
15103875	Offensive Trade License	-200.00	0.00	-200.00	-128.00	-206.00	78.00
15103884	Septic Tank Application Fee	-285.00	0.00	-285.00	-184.00	-725.00	541.00
		-1222.00	0.00	-1222.00	-808.00	0.00	-808.00
Total OPERATING INCOME							
		-2159.00	0.00	-2159.00	-1416.00	-931.00	-485.00
Total							
		34284.50	0.00	34284.50	22872.00	23587.52	-715.52
		34284.50	0.00	34284.50	22872.00	23587.52	-715.52
HEALTH INSPECTION Sub-programme Total							
		34284.50	0.00	34284.50	22872.00	23587.52	-715.52
Sub-programme : 152 PREVENTATIVE SERVICES							
15202310	Analytical Expenses	700.00	0.00	700.00	464.00	378.55	85.45
15202320	Mosquito Control (fogging)	4000.00	0.00	4000.00	2648.00	738.36	1909.64
Total OPERATING EXPENDITURE							
		4700.00	0.00	4700.00	3112.00	1116.91	1995.09
Total							
		4700.00	0.00	4700.00	3112.00	1116.91	1995.09
		4700.00	0.00	4700.00	3112.00	1116.91	1995.09
PREVENTATIVE SERVICE Sub-programme Total							
		4700.00	0.00	4700.00	3112.00	1116.91	1995.09
Sub-programme : 153 OTHER HEALTH							
15301600	Governance Overheads Alloca	11210.00	0.00	11210.00	7472.00	6551.00	921.00
15302505	Flying Doctor Services	5500.00	0.00	5500.00	3664.00	3450.00	214.00
15302813	St John Ambulance - Shark B	280.00	0.00	280.00	184.00	175.26	8.74
Total OPERATING EXPENDITURE							
		16990.00	0.00	16990.00	11320.00	10176.26	1143.74

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Fund	: 1	Municipal Fund																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										
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OTHER HEALTH Sub-programme Total 16990.00 0.00 16990.00 11320.00 10176.26 1143.74

Sub-programme : 154 BUILDING HEALTHY COMMUNITIES

HEALTH Programme Total 55974.50 0.00 55974.50 37304.00 34880.69 2423.31

r C Cowell _____

ORDINARY COUNCIL MINUTES

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Fund Programme : 09 HOUSING Sub-programme : 091 Staff Housing COA no. Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 091 Staff Housing						
09100010 34 Hughes Street Unit 6	17500.00	0.00	17500.00	11664.00	9560.67	2103.33
09100020 Staff House 65 Brockman Str	10000.00	0.00	10000.00	664.00	1517.03	-853.03
Total OPERATING EXPENDITURE	18500.00	0.00	18500.00	12328.00	11077.70	1250.30
09110510 Rental Income 34 Hughes Str	0.00	0.00	0.00	0.00	-600.00	600.00
09110530 Rental Income 39 Durlacher	0.00	-3600.00	-3600.00	-2400.00	-2600.00	200.00
Total OPERATING INCOME	0.00	-3600.00	-3600.00	-2400.00	-3200.00	800.00
Total	18500.00	-3600.00	14900.00	9928.00	7877.70	2050.30
Total	18500.00	-3600.00	14900.00	9928.00	7877.70	2050.30
Staff Housing Sub-programme Total	18500.00	-3600.00	14900.00	9928.00	7877.70	2050.30
Sub-programme : 251 PENSIONER UNITS						
25100735 Maintenance - Pensioner Unit	1300.00	0.00	1300.00	848.00	106.99	741.01
25100736 Maintenance - Pensioner Unit	1300.00	0.00	1300.00	848.00	0.00	848.00
25100737 Maintenance - Pensioner Unit	1300.00	0.00	1300.00	848.00	97.37	750.63
25100738 Maintenance - Pensioner Unit	1300.00	0.00	1300.00	848.00	179.45	668.55
25100739 Maintenance - Pensioner Unit	1300.00	0.00	1300.00	848.00	539.00	309.00
25100740 Maintenance - Pensioner Unit	1300.00	0.00	1300.00	848.00	0.00	848.00
25100741 Maintenance - Pensioner Unit	1300.00	0.00	1300.00	848.00	99.00	749.00
25100742 Maintenance - Pensioner Unit	1300.00	0.00	1300.00	848.00	271.92	576.08
25100743 Maintenance - Pensioner Unit	1300.00	0.00	1300.00	848.00	0.00	848.00
25100744 Maintenance - Pensioner Unit	1300.00	0.00	1300.00	848.00	0.00	848.00
25100745 Maintenance - Pensioner Unit	1300.00	0.00	1300.00	848.00	405.30	442.70
25100746 Maintenance - Pensioner Unit	340.00	0.00	340.00	208.00	180.49	27.51
25100747 Maintenance - Pensioner Unit	1300.00	0.00	1300.00	848.00	376.54	471.46
25100757 Maintenance - Pensioner Unit	4500.00	9470.00	13970.00	9304.00	9778.41	-474.41
25100776 Utilities - Pensioner Unit	1360.00	0.00	1360.00	904.00	1234.40	-330.40
25100777 Utilities - Pensioner Unit	1360.00	0.00	1360.00	904.00	1234.40	-330.40
25100778 Utilities - Pensioner Unit	1360.00	0.00	1360.00	904.00	1234.40	-330.40
25100779 Utilities - Pensioner Unit	1360.00	0.00	1360.00	904.00	1234.40	-330.40
25100780 Utilities - Pensioner Unit	1360.00	0.00	1360.00	904.00	1234.40	-330.40
25100781 Utilities - Pensioner Unit	1360.00	0.00	1360.00	904.00	1234.40	-330.40
25100782 Utilities - Pensioner Unit	1360.00	0.00	1360.00	904.00	1234.40	-330.40
25100783 Utilities - Pensioner Unit	1360.00	0.00	1360.00	904.00	1234.40	-330.40
25100784 Utilities - Pensioner Unit	1360.00	0.00	1360.00	904.00	1234.40	-330.40
25100785 Utilities - Pensioner Unit	1360.00	0.00	1360.00	904.00	1234.40	-330.40
25100786 Utilities - Pensioner Unit	1360.00	0.00	1360.00	904.00	1234.40	-330.40
25100787 Utilities - Pensioner Unit	1360.00	0.00	1360.00	904.00	1234.40	-330.40
25100788 Utilities - Pensioner Unit	1360.00	0.00	1360.00	904.00	1234.40	-330.40
25100798 Utilities - Pensioner Units	6200.00	0.00	6200.00	4128.00	1107.25	3020.75

Confirmed at Council meeting 26 April 2012 – Signed by the President Cr C Cowell

ORDINARY COUNCIL MINUTES

28 MARCH 2012

SHIRE OF SHARK BAY
(B183)

Date from : 01.07.11 Date To : 29.02.12

GENERAL LEDGER SYSTEM
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Fund Programme Sub-programme : 251 PENSIONER UNITS COA no. Description	Original Budget	Department: Sub Department: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
25101303 Depreciation - Buildings	9048.92	0.00	9048.92	6032.00	5101.18	930.82
25101470 Insurance - Pensioner Units	2501.00	0.00	2501.00	1664.00	2503.50	-839.50
25101600 Governance Overheads Alloca	26203.00	0.00	26203.00	17464.00	17193.00	271.00
25101610 Health Overheads Allocated	6052.50	0.00	6052.50	4032.00	3026.00	1006.00
Total OPERATING EXPENDITURE	88125.42	9470.00	97595.42	64760.00	57012.60	7747.40
25103960 Rent - Pensioner Unit 1	-5460.00	0.00	-5460.00	-3640.00	-3770.00	130.00
25103961 Rent - Pensioner Unit 2	-5460.00	0.00	-5460.00	-3640.00	-3770.00	130.00
25103962 Rent - Pensioner Unit 3	-5460.00	0.00	-5460.00	-3640.00	-3770.00	130.00
25103963 Rent - Pensioner Unit 4	-5460.00	0.00	-5460.00	-3640.00	-3770.00	130.00
25103964 Rent - Pensioner Unit 5	-5460.00	2730.00	-2730.00	-1816.00	0.00	-1816.00
25103965 Rent - Pensioner Unit 6	-5460.00	0.00	-5460.00	-3640.00	-3770.00	130.00
25103966 Rent - Pensioner Unit 7	-5460.00	0.00	-5460.00	-3640.00	-3770.00	130.00
25103967 Rent - Pensioner Unit 8	-5460.00	0.00	-5460.00	-3640.00	-3770.00	130.00
25103968 Rent - Pensioner Unit 9	-8320.00	0.00	-8320.00	-5544.00	-5750.00	206.00
25103969 Rent - Pensioner Unit 10	-5460.00	0.00	-5460.00	-3640.00	-3770.00	130.00
25103970 Rent - Pensioner Unit 11	-5460.00	0.00	-5460.00	-3640.00	-3770.00	130.00
25103971 Rent - Pensioner Unit 12	-5460.00	0.00	-5460.00	-3640.00	-3770.00	130.00
25103972 Rent - Pensioner Unit 13	-5460.00	5460.00	0.00	0.00	1000.00	-1000.00
Total OPERATING INCOME	-73840.00	8190.00	-65650.00	-43760.00	-42450.00	-1310.00
25104680 Transfer to Pensioner Unit	14126.00	0.00	14126.00	9416.00	0.00	9416.00
25104785 Pensioner Units Capital Wor	60000.00	0.00	60000.00	40000.00	11662.30	28337.70
Total CAPITAL EXPENDITURE	74126.00	0.00	74126.00	49416.00	11662.30	37753.70
25106030 Transfer from Pensioner Uni	-60000.00	0.00	-60000.00	-40000.00	0.00	-40000.00
Total CAPITAL INCOME	-60000.00	0.00	-60000.00	-40000.00	0.00	-40000.00
Total	28411.42	17660.00	46071.42	30416.00	26224.90	4191.10
Total	28411.42	17660.00	46071.42	30416.00	26224.90	4191.10
PENSIONER UNITS Sub-programme Total	28411.42	17660.00	46071.42	30416.00	26224.90	4191.10
HOUSING Programme Total	46911.42	14060.00	60971.42	40344.00	34102.60	6241.40

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SHIRE OF SHARK BAY
(B183)GENERAL LEDGER SYSTEM
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Date from : 01.07.11 Date To : 29.02.12

Fund	Department:	Budget	Current	Y.T.D.	Y.T.D.	Variance
Programme		Amendments	Budget	Budget	Actual	
Sub-programme						
COA no.	Description	Original				
		Budget				
Fund : 1 Municipal Fund						
Programme : 10 COMMUNITY AMENITIES						
Sub-programme : 303 TOWN PLANNING®IONAL DEVELOP						
COA no. Description						
Sub-programme : 303 TOWN PLANNING®IONAL DEVELOP						
30301600	Governance Overheads Allocated	39276.00	39276.00	25184.00	22105.00	4079.00
30301610	Health Overheads Allocated	48420.00	48420.00	32280.00	24217.00	8063.00
30302410	Consultant Fees	30000.00	30000.00	20000.00	7690.14	12309.86
30302665	Other Minor Expenditure	1000.00	1000.00	664.00	56.50	607.50
30302860	Town Planning Advertising	2000.00	2000.00	1328.00	632.73	695.27
30302870	Town Planning Amendments	7500.00	7500.00	5000.00	562.50	4437.50
30302880	Town Planning Scheme No 3	3500.00	3500.00	2328.00	0.00	2328.00
Total OPERATING EXPENDITURE						
30303716	Development Applications	131696.00	131696.00	87784.00	55263.87	32520.13
30303759	Planning Advice - Written	-48000.00	-22000.00	-14664.00	-17383.43	2719.43
30303761	Planning Orders & Requisites	-500.00	-500.00	-328.00	-62.73	-265.27
30303761	Scheme Amendments/Rezoning	-2000.00	-2000.00	-1328.00	-1007.00	-321.00
30303781	Structure Plans/Redevelopme	-500.00	-500.00	-328.00	0.00	-328.00
30303791	Home Occupation Licences	-500.00	-500.00	-328.00	-210.68	-117.32
30303865	Certificate for Liquor Lice	-600.00	-600.00	-400.00	-138.00	-262.00
30303867		-200.00	-200.00	-128.00	0.00	-128.00
Total OPERATING INCOME						
30305591	Townscape Construction	-52300.00	-26300.00	-17504.00	-18801.84	1297.84
Total CAPITAL EXPENDITURE						
30305591		30000.00	30000.00	20000.00	420.00	19580.00
Total						
Total						
Total						
TOWN PLANNING®ION Sub-programme Total						
109396.00						
109396.00						
109396.00						
Sub-programme : 304 OTHER COMMUNITY AMENITIES						
30400715	Cleaning - Public Convenien	27880.00	27880.00	18584.00	18313.31	270.69
30400730	Maintenance - Public Conven	4500.00	4500.00	2984.00	2526.70	457.30
30400760	Maintenance - Mortuary	1500.00	1500.00	1000.00	0.00	1000.00
30400775	Utilities - Public Convenien	4000.00	4000.00	2664.00	1451.05	1212.95
30401303	Depreciation - Buildings	11619.12	11619.12	7842.84	7842.84	-98.84
30401304	Depreciation - Public Facil	13036.30	13036.30	8688.00	7513.23	1174.77
30401470	Insurance - Public Convenien	865.00	865.00	576.00	787.15	-211.15
30401600	Governance Overheads Allocated	23758.00	23758.00	15840.00	15556.00	284.00
30401610	Health Overheads Allocated	6052.50	6052.50	4032.00	3026.00	1006.00
30401930	Maintenance - Cemeteries	5000.00	8000.00	5320.00	6947.65	-1627.65
30402383	Cemetery Burial Expenses	2000.00	4000.00	2656.00	2823.64	-167.64
30410715	Cleaning - Mortuary	400.00	400.00	264.00	190.12	73.88
30411470	Insurance - Cemetery & Mort	280.00	280.00	184.00	254.80	-70.80
Total OPERATING EXPENDITURE						
100900.92						
105900.92						
67232.49						
3303.51						

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Date from : 01.07.11

Date To : 29.02.12

Fund : 1 Municipal Fund		Department:			
Programme : 10 COMMUNITY AMENITIES		Sub Depart:			
Sub-programme : 304 OTHER COMMUNITY AMENITIES		Budget			
COA no.	Description	Original Budget	Amendments	Current Budget	Y.T.D. Budget
30403517	Contribution - Shark Bay RS	2000.00	0.00	2000.00	1328.00
30403706	Cemetery Fees	-1000.00	0.00	-1000.00	-684.00
30403860	Funeral Directors License	-250.00	0.00	-250.00	-160.00
Total	OPERATING INCOME	750.00	0.00	750.00	504.00
30403525	Oval - Facilities	15000.00	0.00	15000.00	10000.00
Total	CAPITAL EXPENDITURE	15000.00	0.00	15000.00	10000.00
Total		116650.92	5000.00	121650.92	81040.00
Total		116650.92	5000.00	121650.92	81040.00
OTHER COMMUNITY AMEN Sub-programme Total		116650.92	5000.00	121650.92	81040.00
COMMUNITY AMENITIES Programme Total		399915.20	53740.00	453655.20	302336.00
				135179.91	167156.09

r C Cowell

ORDINARY COUNCIL MINUTES

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SHIRE OF SHARK BAY
(B183)GENERAL LEDGER SYSTEM
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Date from : 01.07.11 Date To : 29.02.12

Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 351 PUBLIC HALL & CIVIC CENTRES										
35100715	Cleaning - Denham Hall			7840.00	0.00		7840.00	5224.00	4424.35	799.65
35100730	Maintenance - Community Cen			6000.00	0.00		6000.00	3984.00	2786.42	1197.58
35100775	Utilities - Old Police Stat			260.00	0.00		260.00	168.00	743.40	-575.40
35101125	Donation - Contra Hall Hire			4000.00	0.00		4000.00	2664.00	450.00	2214.00
35101302	Depreciation - Furniture &			6818.04	0.00		6818.04	4544.00	4602.19	-58.19
35101303	Depreciation - Buildings			67372.24	0.00		67372.24	44904.00	12963.23	31940.77
35101310	Depreciation - Hexitage Ass			1806.24	0.00		1806.24	1200.00	1827.92	-627.92
35101452	Insurance - Community Build			3830.00	0.00		3830.00	2552.00	3485.30	-933.30
35101600	Governance Overheads Alloca			25832.00	0.00		25832.00	17216.00	17193.00	23.00
35101610	Health Overheads Allocated			6052.50	0.00		6052.50	4032.00	3026.00	1006.00
35110730	Maintenance - Denham Hall			5000.00	0.00		5000.00	3312.00	5799.34	-2487.34
35110775	Utilities - Community Centr			2650.00	0.00		2650.00	1760.00	831.86	928.14
35120730	Maintenance - Overlander Ha			1000.00	0.00		1000.00	664.00	297.31	366.69
35120775	Utilities - Denham Hall			5750.00	2250.00		8000.00	5328.00	4490.78	837.22
35130730	Maintenance-Old Police Stat			2500.00	15000.00		17500.00	11648.00	5666.57	5981.43
Total OPERATING EXPENDITURE										
35103327	Grant Funding - Community H			146711.02	17250.00		163961.02	109200.00	68587.67	40612.33
35103340	Grant - GDC R4R Rec Centre			-24502.00	0.00		-24502.00	-16328.00	-24502.00	8174.00
35103342	Grant - CLGF Rec Centre			-430397.00	0.00		-430397.00	-26664.00	330.00	-26994.00
35103343	Contribution - POS Rec Cent			-200000.00	0.00		-200000.00	-286928.00	0.00	-286928.00
35103344	Grant - GDC R4R Rec Centre			-340000.00	0.00		-340000.00	-133328.00	0.00	-133328.00
35103430	Denham Hall Hire - Contra			-4000.00	0.00		-4000.00	-226664.00	-2217910.00	-48754.00
35103431	Contributions - Overlander			-150.00	0.00		-150.00	-96.00	0.00	-96.00
35103795	Hire - Denham Hall Tables C			-100.00	0.00		-100.00	-64.00	0.00	-64.00
35103906	Hire - Community Centre			-500.00	0.00		-500.00	-328.00	-363.64	35.64
35103910	Hire - Denham Hall			-250.00	0.00		-250.00	-160.00	-1140.91	980.91
35103955	Rent - Property Building (C			-100.00	0.00		-100.00	-64.00	-95.45	31.45
Total OPERATING INCOME										
35104675	Transfer to Recreation Faci			-4099999.00	0.00		-4099999.00	-2732388.00	-2243682.00	-489606.00
35104701	Community Centre Improvemen			21748.00	5000.00		26748.00	17832.00	0.00	17832.00
35104702	Community Building/Hall Upg			5000.00	0.00		5000.00	3328.00	12168.87	-8840.87
35104780	Rec Centre Planning GDC R4R			24502.00	0.00		24502.00	16328.00	5558.60	10769.40
35104785	Rec Centre Construction			59305.00	0.00		59305.00	35336.00	71245.96	-31709.96
35104786	Rec Centre Additional Works			3900000.00	0.00		3900000.00	2600000.00	2302488.83	297511.17
				630397.00	0.00		630397.00	420264.00	191593.64	228670.36
Total CAPITAL EXPENDITURE										
				4640352.00	5000.00		464952.00	3097288.00	2583055.90	514232.10
Total										
				687664.02	22250.00		709914.02	473200.00	407961.57	65238.43
				687664.02	22250.00		709914.02	473200.00	407961.57	65238.43
PUBLIC HALL & CIVIC Sub-programme Total										
				687664.02	22250.00		709914.02	473200.00	407961.57	65238.43

Confirmed at Council meeting 26 April 2012 – Signed by the President Cr C Cowell

ORDINARY COUNCIL MINUTES

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SHIRE OF SHARK BAY
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For Period Ending 31.03.12GENERAL LEDGER SYSTEM
PROGRAMME PROGRESS REPORT

Date from : 01.07.11 Date To : 29.02.12

Fund : 1 Municipal Fund		Department:					
Programme : 11 RECREATION AND CULTURE							
Sub-programme : 352 FORESHORE							
COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 352 FORESHORE							
35200715	Cleaning - Fish Cleaning Fa	35500.00	0.00	35500.00	23664.00	22165.29	1497.71
35200730	Maintenance Fish Cleaning F	3400.00	0.00	3400.00	2256.00	1409.83	846.17
35200775	Utilities - Fish Cleaning F	2400.00	0.00	2400.00	1600.00	2899.94	-1299.94
35201304	Depreciation - Public Facilit	20769.80	0.00	20769.80	13840.00	9669.52	4170.48
35201463	Insurance-Foreshore Facilit	1212.00	0.00	1212.00	808.00	1141.49	-333.49
35201600	Governance Overheads Alloca	31156.00	0.00	31156.00	20768.00	20468.00	300.00
35201920	Beach/Rock Wall Maintenance	8000.00	0.00	8000.00	5328.00	2096.83	3231.17
35202060	Foreshore BBQ Facilities Mt	5000.00	0.00	5000.00	3312.00	1494.10	1817.90
35202205	Seaweed Removal Marina Boat	3780.00	0.00	3780.00	2512.00	4559.35	-2047.35
35202235	Swimming Hole Maintenance	10400.00	0.00	10400.00	6920.00	189.96	6730.04
35210715	Cleaning - Foreshore/Lagoon	43822.00	12178.00	56000.00	37328.00	37988.00	-660.00
35210775	Utilities-Foreshore/Lagoon	900.00	0.00	900.00	600.00	530.14	69.86
Total	OPERATING EXPENDITURE	166339.80	12178.00	178517.80	118936.00	104613.45	14322.55
35203328	Grants - Public Facilities	-60000.00	0.00	-60000.00	-40000.00	0.00	-40000.00
Total	OPERATING INCOME	-60000.00	0.00	-60000.00	-40000.00	0.00	-40000.00
35205531	Rock Wall	20000.00	0.00	20000.00	13328.00	0.00	13328.00
35205532	Knight Terrace Boat Ramps C	80000.00	0.00	80000.00	53328.00	0.00	53328.00
Total	CAPITAL EXPENDITURE	100000.00	0.00	100000.00	66656.00	0.00	66656.00
Total		206339.80	12178.00	218517.80	145592.00	104613.45	40978.55
Total		206339.80	12178.00	218517.80	145592.00	104613.45	40978.55
FORESHORE		206339.80	12178.00	218517.80	145592.00	104613.45	40978.55
Sub-programme Total		206339.80	12178.00	218517.80	145592.00	104613.45	40978.55
Sub-programme : 353 OTHER RECREATION & SPORT							
35300730	Maintenance - Mini Golf Cen	500.00	0.00	500.00	320.00	505.71	-185.71
35300775	Utilities - Mini Golf Centr	3000.00	0.00	3000.00	2000.00	1883.04	116.96
35300860	Vehicle Running Costs (Bus)	4984.00	0.00	4984.00	3304.00	2560.70	743.30
35301122	Contribution - Community Bu	500.00	0.00	500.00	328.00	150.00	178.00
35301165	Sporting Clubs - Assistance	6000.00	0.00	6000.00	3984.00	5436.66	-1452.66
35301304	Depreciation - Public Facilit	22128.20	0.00	22128.20	14752.00	15805.00	-1053.00
35301475	Insurance-Recreation Facilit	1128.00	0.00	1128.00	752.00	1025.56	-273.56
35301600	Governance Overheads Alloca	33346.00	0.00	33346.00	22224.00	22105.00	119.00
35302125	Multi-Purpose Courts	5000.00	0.00	5000.00	3320.00	205.88	3114.12
35302195	Misc Equipment Repairs	1000.00	0.00	1000.00	664.00	230.64	433.36
35302240	Town Common/Little Lagoon M	3000.00	0.00	3000.00	1992.00	1891.80	100.20
35302242	Town Oval Maintenance	22000.00	11000.00	33000.00	21992.00	25811.45	-3819.45
35302280	Walk Trail - Maintenance	500.00	0.00	500.00	328.00	87.19	240.81
35304730	Maintenance Community Gym	0.00	0.00	0.00	0.00	760.00	-760.00

Confirmed at Council meeting 26 April 2012 - Signed by the President Cr C Cowell

ORDINARY COUNCIL MINUTES

28 MARCH 2012

SHIRE OF SHARK BAY
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PROGRAMME PROGRESS REPORT

For Period Ending 31.03.12

Date from : 01.07.11 Date To : 29.02.12

Fund	COA no.	Description	Department: Sub Department:	Original Budget	Amendments	Budget	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
1	11	Municipal Fund RECREATION AND CULTURE								
353	353	OTHER RECREATION & SPORT								
353010775		Utilities - Multi-Purp. Cou		178767.20	21000.00	199767.20	132992.00	136154.09	136154.09	-3162.09
353012160		Parks And Gardens		-2500.00	0.00	-2500.00	-1664.00	-1168.51	-1168.51	-495.49
353020775		Utilities - Parks & Gardens		-5000.00	0.00	-5000.00	-3328.00	-4432.74	-4432.74	1104.74
353030775		Utilities - Town Oval		-2133.00	0.00	-2133.00	-1416.00	-140.91	-140.91	-1275.09
35303913		Denham Oval Hire		-500.00	0.00	-500.00	-328.00	-281.82	-281.82	-46.18
35303945		Property Reserves Rent - Cl		-1100.00	0.00	-1100.00	-728.00	0.00	0.00	-728.00
		Total OPERATING EXPENDITURE		-11233.00	0.00	-11233.00	-7464.00	-6023.98	-6023.98	-1440.02
		Total		167534.20	21000.00	188534.20	125528.00	130130.11	130130.11	-4602.11
		Total		167534.20	21000.00	188534.20	125528.00	130130.11	130130.11	-4602.11
		OTHER RECREATION & S Sub-programme Total		167534.20	21000.00	188534.20	125528.00	130130.11	130130.11	-4602.11
354	354	TV & RADIO RE-BROADCASTING								
35401470		Insurance - TV Satellite		111.00	0.00	111.00	72.00	101.01	101.01	-29.01
35401600		Governance Overheads Alloca		14287.00	0.00	14287.00	9520.00	9826.00	9826.00	-306.00
35402255		TV Receiver/transmitter		8100.00	0.00	8100.00	5392.00	4399.54	4399.54	992.46
		Total OPERATING EXPENDITURE		22498.00	0.00	22498.00	14984.00	14326.55	14326.55	657.45
		Total		22498.00	0.00	22498.00	14984.00	14326.55	14326.55	657.45
		Total		22498.00	0.00	22498.00	14984.00	14326.55	14326.55	657.45
		TV & RADIO RE-BROADC Sub-programme Total		22498.00	0.00	22498.00	14984.00	14326.55	14326.55	657.45
355	355	LIBRARIES								
35500970		Postage - Library		500.00	0.00	500.00	328.00	377.28	377.28	-49.28
35500975		Printing and Stationery		0.00	0.00	0.00	0.00	155.76	155.76	-155.76
35500995		Telephone - Library		400.00	0.00	400.00	264.00	261.52	261.52	2.48
35501470		Insurance - Library		62.00	0.00	62.00	40.00	56.42	56.42	-16.42
35501600		Governance Overheads Alloca		48688.00	0.00	48688.00	32456.00	28656.00	28656.00	3800.00
35502307		AMLIB Library License		1500.00	0.00	1500.00	1000.00	1489.76	1489.76	-489.76
35502585		Library Books		500.00	0.00	500.00	328.00	403.89	403.89	-75.89
35502665		Other Minor Expenditure		2000.00	0.00	2000.00	1328.00	0.00	0.00	1328.00
		Total OPERATING EXPENDITURE		53650.00	0.00	53650.00	35744.00	31400.43	31400.43	4343.57

Confirmed at Council meeting 26 April 2012 – Signed by the President Cr C Cowell

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SHIRE OF SHARK BAY
(E183)GENERAL LEDGER SYSTEM
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Fund	Programme	COA no.	Description	Original Budget	Department: Sub Department: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Fund : 1 Municipal Fund									
Programme : 11 RECREATION AND CULTURE									
Sub-programme : 355 LIBRARIES									
35503850	Reimbursements - Other			-100.00	0.00	-100.00	-64.00	0.00	-64.00
35503813	Fines & Penalties - Librar			-100.00	0.00	-100.00	-64.00	-130.41	66.41
Total	OPERATING INCOME			-200.00	0.00	-200.00	-128.00	-130.41	2.41
Total				53450.00	0.00	53450.00	35616.00	31270.02	4345.98
Total				53450.00	0.00	53450.00	35616.00	31270.02	4345.98
LIBRARIES Sub-programme Total									
				53450.00	0.00	53450.00	35616.00	31270.02	4345.98
Sub-programme : 356 OTHER CULTURE									
35600775	Utilities - Gallia Curci			500.00	0.00	500.00	328.00	142.90	185.10
35601304	Depreciation - Public facil			11250.32	0.00	11250.32	7496.00	3965.85	3330.15
35601310	Depreciation - Heritage Ass			13092.08	0.00	13092.08	8728.00	5557.13	3170.87
35601465	Insurance - Gallia Curci			935.00	0.00	935.00	616.00	850.00	-234.00
35602080	Maintenance - Veilsheda/Gall			6000.00	0.00	6000.00	3984.00	4208.28	-224.28
Total	OPERATING EXPENDITURE			31777.40	0.00	31777.40	21152.00	14724.16	6427.84
35603375	Grant - HMAS Sydney II Memo			-140000.00	0.00	-140000.00	-93328.00	0.00	-93328.00
Total	OPERATING INCOME			-140000.00	0.00	-140000.00	-93328.00	0.00	-93328.00
35605101	Oral Pastoral History			0.00	0.00	0.00	0.00	8316.66	-8316.66
35605690	HMAS Sydney II Memorials			140000.00	0.00	140000.00	93328.00	0.00	93328.00
Total	CAPITAL EXPENDITURE			140000.00	0.00	140000.00	93328.00	8316.66	85011.34
Total				31777.40	0.00	31777.40	21152.00	23040.82	-1888.82
Total				31777.40	0.00	31777.40	21152.00	23040.82	-1888.82
OTHER CULTURE Sub-programme Total									
				31777.40	0.00	31777.40	21152.00	23040.82	-1888.82
Sub-programme : 357 MUSEUM									
35701310	Depreciation - Heritage Ass			481.80	0.00	481.80	320.00	325.23	-5.23
35701490	Insurance - Veilsheda			51.00	0.00	51.00	32.00	46.41	-14.41
35701600	Governance Overheads Alloca			13971.00	0.00	13971.00	9312.00	9006.00	306.00
Total	OPERATING EXPENDITURE			14503.80	0.00	14503.80	9664.00	9377.64	286.36
35705125	Cape Inscription Restoratio			320968.00	0.00	320968.00	213976.00	9024.09	204951.91
Total	CAPITAL EXPENDITURE			320968.00	0.00	320968.00	213976.00	9024.09	204951.91
Total				335471.80	0.00	335471.80	223640.00	18401.73	205238.27
Total				335471.80	0.00	335471.80	223640.00	18401.73	205238.27

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Fund : 1 Municipal Fund	Department:	Original	Current	Y.T.D.	Y.T.D.	Variance
Programme : 11 RECREATION AND CULTURE	Sub Depart:	Budget	Budget	Budget	Actual	
Sub-programme : 357 MUSEUM	Budget Amendments					
COA no. Description						
MUSEUM	0.00	335471.80	223640.00	18401.73	205238.27	
Sub-programme Total		335471.80				
Sub-programme : 358 YOUTH RECREATION						
35800610 Salary and Wages	0.00	0.00	0.00	1800.92	-1800.92	
35802950 Youth Projects	0.00	5000.00	5000.00	5600.00	-2272.00	
Total OPERATING EXPENDITURE	0.00	5000.00	5000.00	7400.92	-4072.92	
35803240 Grants - Youth Activities	0.00	0.00	0.00	-1000.00	1000.00	
Total OPERATING INCOME	0.00	0.00	0.00	-1000.00	1000.00	
Total	0.00	5000.00	5000.00	6400.92	-3072.92	
Total	0.00	5000.00	5000.00	6400.92	-3072.92	
YOUTH RECREATION	0.00	5000.00	5000.00	6400.92	-3072.92	
Sub-programme Total		5000.00				
Sub-programme : 359 INSCRIPTION POST						
Sub-programme : 360 WORLD HERITAGE						
36000610 Salaries & Wages	-17961.00	200986.00	183025.00	122016.00	106068.39	15947.61
36000660 Staff Training - SBIC	0.00	2500.00	2500.00	1664.00	2208.84	-544.84
36000665 Staff Uniforms - SBDC	0.00	1200.00	1200.00	800.00	3047.48	-2247.48
36000670 Superannuation - CC Super 3	0.00	2150.00	2150.00	1432.00	1030.14	401.86
36000675 Superannuation - Occupation	0.00	18089.00	18089.00	12056.00	10647.94	1408.06
36000680 Travel & Accom. Staff - SBI	0.00	3500.00	3500.00	2328.00	0.00	2328.00
36000685 Insurance - Workers Comp	0.00	5806.00	5806.00	3864.00	5283.46	-1419.46
36000715 Cleaning - SBIC	0.00	33400.00	33400.00	22264.00	21114.15	1149.85
36000730 Maintenance - SBIC	0.00	25872.00	25872.00	17323.00	12167.79	5064.21
36000773 Telephone - SBIC Manager	0.00	0.00	0.00	0.00	41.70	-41.70
36000775 Utilities - SBIC	0.00	54000.00	54000.00	36000.00	35970.48	29.52
36000895 Advertising SBIC	4000.00	8000.00	12000.00	8000.00	10239.92	-2239.92
36000901 Merchant Fees - SBWHDC	0.00	3200.00	3200.00	2128.00	630.08	1477.92
36000902 CommissionExpense - Visitor	0.00	4800.00	4800.00	3200.00	2146.42	1053.58
36000905 Travelling Exhibition Costs	0.00	9000.00	9000.00	6000.00	4616.84	1383.16
36000920 Computer Consumables (SBIC)	2000.00	3000.00	5000.00	3328.00	4164.48	-836.48
36000965 Photocopier - Stationery SB	0.00	0.00	0.00	0.00	703.24	-703.24
36000970 Postage - SBIC	0.00	500.00	500.00	328.00	0.00	328.00
36000975 Printing & Stationery-Rec/C	0.00	2000.00	2000.00	1328.00	1178.26	149.74
36000977 Promo Material - SBIC	0.00	6500.00	6500.00	4328.00	4206.04	121.96
36000995 Telephone - SBIC	0.00	4500.00	4500.00	3000.00	2264.29	735.71
36001302 Depreciation - Furniture an	0.00	19051.48	19051.48	12696.00	10163.28	2532.72

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GENERAL LEDGER SYSTEM PROGRAMME PROGRESS REPORT

SHIRE OF SHARK BAY
(B183)

Date from : 01.07.11 Date To : 29.02.12

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ORDINARY COUNCIL MINUTES

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SHIRE OF SHARK BAY
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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
: 1 Municipal Fund										
: 12 TRANSPORT										
Sub-programme : 451 STREETS,ROADS,BRIDGES,DEPOTS										
Description										
Sub-programme : 451 STREETS,ROADS,BRIDGES,DEPOTS										
45100760	Maintenance & Operating Dep			30500.00	0.00	30500.00	20320.00	19654.40	665.60	
45100775	Utilities - Depot			6270.00	0.00	6270.00	4176.00	2797.10	1378.90	
45100995	Telephone - Depot			2600.00	0.00	2600.00	1728.00	1383.48	344.52	
45101301	Depreciation - Plant & Equip			19236.68	0.00	19236.68	12816.00	9860.57	2955.43	
45101302	Depreciation - Furn & Equip			0.00	0.00	0.00	0.00	2183.59	-2183.59	
45101303	Depreciation - Land & Build			15624.74	0.00	15624.74	10416.00	12313.78	-1897.78	
45101305	Depreciation - Roads (Non T			684518.88	0.00	684518.88	456336.00	453616.94	2719.06	
45101306	Depreciation - Town Streets			101350.00	0.00	101350.00	67560.00	67056.95	503.05	
45101307	Depreciation - Footpaths			21034.88	0.00	21034.88	14016.00	13861.30	154.70	
45101308	Depreciation - Drain & Culv			5360.04	0.00	5360.04	3568.00	3618.19	-50.19	
45101309	Depreciation - Streetscapes			1367.16	0.00	1367.16	904.00	1595.29	-691.29	
45101470	Insurance - Depot			3553.00	2095.00	5650.00	3760.00	5616.27	-1856.27	
45101600	Governance Overheads Alloca			46037.00	0.00	46037.00	30688.00	27835.00	2853.00	
45101940	Crossovers			10000.00	0.00	10000.00	6664.00	687.27	5976.73	
45102000	Drainage/Sump Maintenance			2500.00	0.00	2500.00	1664.00	2623.33	-959.33	
45102050	Entry Statement - Maintenanc			0.00	7750.00	7750.00	5160.00	7723.35	-2569.35	
45102215	Street & Traffic Signs			10500.00	0.00	10500.00	6992.00	5622.12	1369.88	
45102220	Street Light Maintenance			600.00	0.00	600.00	400.00	600.00	-200.00	
45102225	Street Lighting			32000.00	0.00	32000.00	21328.00	21544.77	-216.77	
45102440	Depot Tools and Minor Plant			7000.00	0.00	7000.00	4664.00	3220.14	1443.86	
45102760	Road Data Collection			1600.00	0.00	1600.00	1056.00	446.71	609.29	
45102761	Engineering Consultancy - D			6000.00	0.00	6000.00	4000.00	4000.00	0.00	
45110150	Pastoral Airstrip - Mtce			6000.00	0.00	6000.00	3984.00	2439.76	1544.24	
45112245	Town Streets Maintenance			90917.00	0.00	90917.00	60240.00	78191.81	-17951.81	
45121935	Country Roads Maintenance			321576.00	0.00	321576.00	214104.00	285536.34	-71432.34	
45121940	Flood damage Repairs			250000.00	0.00	250000.00	166556.00	211772.42	-45116.42	
45132230	Street Sweeping			53084.00	0.00	53084.00	35272.00	25174.39	10097.61	
45210079	Old Knight Terrace			0.00	1500.00	1500.00	1000.00	1442.25	-442.25	
Total	OPERATING EXPENDITURE			1729231.38	11345.00	1740576.38	1159472.00	1268423.52	-108951.52	
45103270	Road Preservation Grant			-62626.00	0.00	-62626.00	-41744.00	-62626.00	20882.00	
45103280	Useless Loop Road - Mtce			-245000.00	0.00	-245000.00	-163328.00	-230000.00	66672.00	
45103290	Contributions Road Projects			-35000.00	0.00	-35000.00	-23328.00	0.00	-23328.00	
45103360	Roads To Recovery Grant - C			-196143.00	0.00	-196143.00	-130760.00	0.00	-130760.00	
45103365	RRG Grants - Capital Projec			-200846.00	0.00	-200846.00	-133896.00	-114235.00	-19661.00	
45103368	Special Grants			-250000.00	0.00	-250000.00	-166664.00	0.00	-166664.00	
45103385	Capital Grants - Regional D			-57735.00	0.00	-57735.00	-38488.00	-57735.00	19247.00	
Total	OPERATING INCOME			-1047350.00	0.00	-1047350.00	-698208.00	-464596.00	-233612.00	
45104713	Depot Buildings Capital Wor			72735.00	0.00	72735.00	48488.00	16502.60	31995.40	
45105350	Depot Tools and Major Plant			20000.00	0.00	20000.00	13328.00	9299.93	4028.07	
45105419	Communications Upgrade			5000.00	0.00	5000.00	3328.00	2705.45	622.55	
45105720	Freycinet Drive School Car			70000.00	0.00	70000.00	46664.00	13026.73	33637.27	
45145250	Footpaths Construction			50000.00	0.00	50000.00	33328.00	5121.33	32815.67	

Confirmed at Council meeting 26 April 2012 – Signed by the President Cr C Cowell

Total OPERATING EXPENDITURE	30595.94	1500.00	32095.94	21368.00	13372.32	7995.68
Grant - RBFS NM Boat Ramp F	-180000.00	0.00	-180000.00	-120000.00	-85358.19	-3461.81
45403506						

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Fund	Programme	COA no.	Description	Department: Sub Department:	Original Budget	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
: 1 Municipal Fund									
: 12 TRANSPORT									
Sub-programme : 454 MONKEY MIA BOATING FACILITIES									
45403507	Grant - R4R	Monkey Mia Jet		0.00	-100000.00	-8000.00	-666664.00	0.00	-666664.00
45403708	Charges -Monkey Mia Jetty			0.00	-8000.00		-5328.00	-3925.45	-1402.55
Total					-1188000.00		-791932.00	-89283.64	-702708.36
45404660	Transfer to Monkey Mia Jet			5000.00	9989.00		9992.00	0.00	9992.00
45405550	Monkey Mia Boat Ramp - Capi			0.00	120000.00		80000.00	6189.69	73810.31
45405551	Monkey Mia Jetty Capital Wo			0.00	1000000.00		666664.00	2200.00	664464.00
Total CAPITAL EXPENDITURE					1129989.00		756656.00	8389.69	748266.31
Total					-27415.06	-20915.06	-13968.00	-67521.63	53553.63
Total					-27415.06	-20915.06	-13968.00	-67521.63	53553.63
MONKEY MIA BOATING F Sub-programme Total									
					6500.00	-20915.06	-13968.00	-67521.63	53553.63
Sub-programme : 455 DENHAM MARINE FACILITIES									
45500775	Utilities -Denham Marina El			0.00	4400.00		2928.00	2250.37	677.63
45501304	Depreciation - Public Facil			0.00	4523.92		3098.00	3679.15	-671.15
45501471	Insurance - Rec. Boat Ramp			0.00	434.00		288.00	338.52	-50.52
45501600	Governance Overheads Alloca			0.00	20375.00		13576.00	13098.00	478.00
45501960	Denham Hardstand Mtce			0.00	1500.00		984.00	1743.32	-759.32
45501975	Denham Marina Monitoring			0.00	1500.00		1000.00	1000.00	0.00
45501975	Denham Marina Winch House M			0.00	900.00		592.00	61.17	530.83
45501980	Denham Pen/Recreatn. Jetty M			0.00	3200.00		2120.00	1600.29	519.71
45501990	Denham Service Jetty Mtce			0.00	9000.00		5984.00	6378.62	-394.62
45501992	Denham Rec/Jetty/Boat Ramp			0.00	3300.00		2184.00	3956.10	-1772.10
45501995	Denham Slipway Mtce			0.00	4300.00		2848.00	1571.68	1276.32
45501997	Denham Marina Slipway Haula			0.00	2700.00		1732.00	2908.40	-1116.40
45502090	Marina Gen Mtce/Repairs/Van			0.00	1900.00		1248.00	75.18	1172.82
45502100	Marina Rubbish Removal			0.00	7500.00		5000.00	3337.28	1662.72
45510775	Utilities -Denham Marina Wa			0.00	2500.00		1684.00	2080.16	-416.16
Total OPERATING EXPENDITURE					68032.92		45216.00	43078.24	2137.76
45503352	Grant - Denham Marina			0.00	-42000.00		-28000.00	0.00	-28000.00
45503353	Grant - R4FS Denham Boat Ra			0.00	-6000.00		-4000.00	0.00	-4000.00
45503730	Fuel Wharfage Charge			0.00	-12000.00		-8000.00	-4335.26	-3664.74
45503745	Marina Slipway Charges			0.00	-500.00		-500.00	0.00	-328.00
45503747	Marina Utility Charges			0.00	-2000.00		-1328.00	-749.54	-578.46
45503753	Pen and Berthing Fees			0.00	-50000.00		-3328.00	-37358.26	4030.26
45503786	Service Jetty Hardstand Fee			0.00	-2500.00		-1684.00	-1853.90	191.90
Total OPERATING INCOME					-115000.00		-76648.00	-44298.96	-32349.04
45505548	Marina Boat Ramp Capital Wo			0.00	8000.00		5328.00	0.00	5328.00
45505551	Denham Commercial Jetty Cap			0.00	5000.00		3328.00	0.00	3328.00
45505552	Winch House and Jinker Capi			0.00	20000.00		13328.00	0.00	13328.00

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Fund Programme Sub-programme COA no.	Description	Department: Sub Department:		Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
		Amendments	Budget				
45505553	CCTV Marina Monitoring Setu	0.00	0.00	4000.00	4192.11	4192.11	-1528.11
45505554	Marina Development Planning	0.00	0.00	55000.00	22100.00	22100.00	14564.00
	Total CAPITAL EXPENDITURE		0.00	92000.00	26292.11	26292.11	35019.89
	Total		0.00	45032.92	25071.39	25071.39	4808.61
	Total		0.00	45032.92	25071.39	25071.39	4808.61
DENHAM MARINE FACILI Sub-programme Total			0.00	45032.92	25071.39	25071.39	4808.61
TRANSPORT			43339.00	2310322.24	1420731.06	1420731.06	118364.94
Programme Total			43339.00	2310322.24	1539096.00	1420731.06	118364.94

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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 501 COMMUNITY DEVELOPMENT										
15402441	Maintenance				1200.00	1100.00	2300.00	1520.00	1044.41	475.59
50100610	Salaries & Wages-CD				144503.00	-23676.00	120827.00	80544.00	52948.99	27595.01
50100670	Superannuation - CC 3.5%				2714.00	0.00	2714.00	1808.00	536.80	1271.20
50100675	Insurance Worker's Comp.				13005.00	0.00	13005.00	8864.00	4867.96	3796.04
50100685	Staff Housing				4189.00	0.00	4189.00	2792.00	3812.90	-1020.90
50100770	Governance Overheads Alloca				18000.00	0.00	18000.00	12000.00	7997.11	4002.89
50101600	Other Minor Expenditure				27579.00	0.00	27579.00	18384.00	15536.00	2828.00
50102665	Seniors Projects				1000.00	0.00	1000.00	664.00	0.00	664.00
50102790					5000.00	0.00	5000.00	3328.00	3837.67	-509.67
Total OPERATING EXPENDITURE					217190.00	-22576.00	194614.00	129704.00	90601.84	39102.16
15403722	Gymnasium Membership				-1809.00	-1391.00	-3200.00	-2128.00	-3249.97	1121.97
50103669	Reimbursement-Seniors Proje				0.00	0.00	0.00	0.00	-360.00	360.00
Total OPERATING INCOME					-1809.00	-1391.00	-3200.00	-2128.00	-3609.97	1481.97
50104703	Telecentre Capital Works				50000.00	0.00	50000.00	33328.00	0.00	33328.00
Total CAPITAL EXPENDITURE					50000.00	0.00	50000.00	33328.00	0.00	33328.00
Total					265381.00	-23967.00	241414.00	160904.00	86991.87	73912.13
Total					265381.00	-23967.00	241414.00	160904.00	86991.87	73912.13
COMMUNITY DEVELOPMENT Sub-programme Total										
Total					265381.00	-23967.00	241414.00	160904.00	86991.87	73912.13
Sub-programme : 502 TOURISM & AREA PROMOTION										
50201131	Business Assoc. Donations				6000.00	0.00	6000.00	4000.00	0.00	4000.00
50201470	Insurance - General				108.00	0.00	108.00	72.00	98.28	-26.28
50201500	Governance Overheads Alloca				33877.00	0.00	33877.00	22584.00	19649.00	2935.00
50202390	Community Events/Festivals				29000.00	0.00	29000.00	19304.00	36927.52	-17623.52
50202850	Tourism Promotion				28000.00	0.00	28000.00	18556.00	20777.33	-2121.33
50202855	Accommodation Study Update				1000.00	0.00	1000.00	564.00	0.00	664.00
50202920	Web Site Development				4500.00	0.00	4500.00	3000.00	1820.00	1180.00
Total OPERATING EXPENDITURE					102485.00	0.00	102485.00	68280.00	79272.13	-10992.13
50203230	Festivals/Events -Other Gra				0.00	0.00	0.00	0.00	-1000.00	1000.00
50203420	Contribution - Monkey Mia R				-46000.00	0.00	-46000.00	-30564.00	-46593.00	15929.00
50203511	Reimbursements - Other				-75000.00	0.00	-75000.00	-50000.00	0.00	-50000.00
50203650	Caravan Park Registration				-2050.00	0.00	-2050.00	-1360.00	0.00	-1360.00
50203855	Lodging House Lic/ B&B Acco				-3700.00	0.00	-3700.00	-2464.00	-3395.00	931.00
50203863	Caravan Park Leases				-150.00	0.00	-150.00	-96.00	-113.50	17.50
50203903	Lease - Reserve 30716				-43000.00	0.00	-43000.00	-28664.00	0.00	-28664.00
50203923					-120.00	0.00	-120.00	-80.00	-112.73	32.73

Confirmed at Council meeting 26 April 2012 – Signed by the President Cr C Cowell

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PRIVATE WORKS	-115891.00	0.00	-115891.00	20543.49	-97831.49
Sub-programme Total					

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SHIRE OF SHARK BAY
 (B183)

GENERAL LEDGER SYSTEM
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Date from : 01.07.11 Date To : 29.02.12

Fund : 1 Municipal Fund	Department:			
Programme : 13 ECONOMIC SERVICES	Sub Department:			
Sub-programme : 505 PRIVATE WORKS				
COA no. Description	Original Budget	Amendments	Current Budget	Y.T.D. Budget
ECONOMIC SERVICES	426485.83	-23967.00	402518.83	268216.00
Programme Total				Y.T.D. Actual
				263132.59
				Variance
				5083.41

ned by the President Cr C Cowell _____

ORDINARY COUNCIL MINUTES

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SHIRE OF SHARK BAY
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Date from : 01.07.11 Date To : 29.02.12

Fund	Programme	Sub-programme	COA No.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 551 PUBLIC WORKS OVERHEADS										
55100509				Annual Leave	59058.00	0.00	59058.00	39368.00	61400.72	-22032.72
55100520				Camp Allowance	15620.00	0.00	15620.00	10408.00	3102.00	7306.00
55100530				Dependant Child Allowance	1518.66	0.00	1518.66	1008.00	0.00	1008.00
55100540				District Allowance	18414.00	0.00	18414.00	1272.00	127.87	12144.13
55100550				Shark Bay Allowance	37350.00	0.00	37350.00	24896.00	684.27	24211.73
55100565				Long Service Leave	14777.51	0.00	14777.51	9848.00	7428.57	2419.43
55100570				Other Allowances	10484.50	0.00	10484.50	6984.00	2894.04	4089.96
55100585				Public Holidays	28725.00	0.00	28725.00	19144.00	20039.62	-895.62
55100600				Rostered Days Off	16781.00	0.00	16781.00	11184.00	3105.65	16038.35
55100630				Sick Leave	600.00	0.00	600.00	400.00	18350.56	-7166.56
55100640				Staff Medicals	1200.00	0.00	1200.00	800.00	0.00	400.00
55100650				Staff Training	25000.00	0.00	25000.00	16664.00	3321.21	-2521.21
55100660				Voluntary Services Leave	0.00	0.00	0.00	0.00	3774.97	12889.03
55100670				Superannuation - CC Super 3	7356.00	0.00	7356.00	4904.00	103.24	-103.24
55100675				Superannuation - Occupation	67263.00	0.00	67263.00	44840.00	2006.16	2897.84
55100685				Workers Compensation Ins.	21703.00	0.00	21703.00	14464.00	36081.98	8758.02
55100690				Works Clothing & Safety Equ	12000.00	0.00	12000.00	8000.00	19748.82	-5284.82
55100773				Telephone - Works Superviso	1200.00	0.00	1200.00	800.00	1521.92	6478.08
55100775				Utilities - Works Superviso	3500.00	0.00	3500.00	2328.00	918.56	-118.56
55101480				Insurance On Works	22282.00	0.00	22282.00	14848.00	1627.06	700.94
55101556				Allocation Of Deputy Works	12869.42	0.00	12869.42	8576.00	20276.62	-5428.62
55101559				Allocation Of Works Supervi	42000.00	0.00	42000.00	28000.00	11355.90	-2779.90
55101580				Less Public Works Overheads	-624250.09	0.00	-624250.09	-416160.00	16544.53	11455.47
55101600				Governance Overheads Alloca	175823.00	0.00	175823.00	117208.00	-248062.80	-168097.20
55102665				Other Minor Expenditure	0.00	0.00	0.00	0.00	119534.00	-2326.00
				Total OPERATING EXPENDITURE	0.00	0.00	0.00	-72.00	106021.83	-106093.83
55104642				Transfer to Long Service Le	6250.00	0.00	6250.00	4160.00	3368.21	791.79
				Total CAPITAL EXPENDITURE	6250.00	0.00	6250.00	4160.00	3368.21	791.79
				Total	6250.00	0.00	6250.00	4088.00	109390.04	-105302.04
				Total	6250.00	0.00	6250.00	4088.00	109390.04	-105302.04
PUBLIC WORKS OVERHEADS Sub-programme Total										
					6250.00	0.00	6250.00	4088.00	109390.04	-105302.04
Sub-programme : 552 PLANT OPERATION COSTS										
55201585				Less Plant Operating Costs	-288254.00	0.00	-288254.00	-198832.00	-287135.07	88303.07
55201620				Plant Depreciation Recovere	-285964.06	0.00	-285964.06	-190640.00	-88934.65	-101705.35
55201623				Plant Operating Costs - Dep	285964.06	0.00	285964.06	190640.00	172953.44	17686.56
55201626				Plant Oper Costs - Fuels &	135500.00	0.00	135500.00	90328.00	78975.73	11352.27

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Date from : 01.07.11 Date To : 29.02.12

Fund	Department:	Original	Current	Y.T.D.	Y.T.D.	Variance
Programme	Sub Department:	Budget	Budget	Budget	Actual	
COA no.	Description	Amendments				
55201632	Plant Op.Cost - Ins/lic/Bor	27389.00	27389.00	18256.00	27783.42	-9527.42
55201635	Plant Oper Cost - Parts/Rep	58000.00	58000.00	38664.00	28903.63	9760.37
55201637	Plant Oper Cost - Wages/Pla	56365.00	56365.00	37568.00	36416.42	1151.58
55201639	Plant Operating Costs - Tyr	21000.00	21000.00	14000.00	2290.00	11710.00
	Total OPERATING EXPENDITURE	0.00	0.00	-16.00	-28747.08	28731.08
	Total	0.00	0.00	-16.00	-28747.08	28731.08
	Total	0.00	0.00	-16.00	-28747.08	28731.08
PLANT OPERATION COST Sub-programme Total						
		0.00	0.00	-16.00	-28747.08	28731.08
Sub-programme : 553 STOCK PURCHASES & ISSUES						
53301653	Purchases - Bulk Fuel Depot	0.00	0.00	0.00	60703.41	-60703.41
53301654	Issues - Bulk Fuel Depot	0.00	0.00	0.00	-84702.00	84702.00
53301657	Purchases - Bulk Fuel Tanker	0.00	0.00	0.00	-17414.82	17414.82
53301658	Issues - Bulk Fuel Tanker	0.00	0.00	0.00	-13347.00	13347.00
53301661	Purchases Emulsion	0.00	0.00	0.00	2200.00	-2200.00
53301663	Purchases - Engine Oil Stoc	0.00	0.00	0.00	1692.95	-1692.95
53301667	Purchases-Gear/Diff Oil Stc	0.00	0.00	0.00	436.36	-436.36
53301669	Purchases - Grease Stock	0.00	0.00	0.00	436.36	-436.36
	Total OPERATING EXPENDITURE	0.00	0.00	0.00	-15165.10	15165.10
	Total	0.00	0.00	0.00	-15165.10	15165.10
	Total	0.00	0.00	0.00	-15165.10	15165.10
STOCK PURCHASES & IS Sub-programme Total						
		0.00	0.00	0.00	-15165.10	15165.10
Sub-programme : 554 SALARIES & WAGES						
55401570	Gross Total Salaries & Wage	1626529.00	1626529.00	1084352.00	910309.43	174042.57
55401590	Leas Salaries/Wages Allocat	-1626529.00	-1626529.00	-1084352.00	-910309.43	-174042.57
55401600	UNALLOCATED SALARIES & WAGE	0.00	0.00	0.00	157.68	-157.68
	Total OPERATING EXPENDITURE	0.00	0.00	0.00	157.68	-157.68
	Total	0.00	0.00	0.00	157.68	-157.68
	Total	0.00	0.00	0.00	157.68	-157.68
SALARIES & WAGES Sub-programme Total						
		0.00	0.00	0.00	157.68	-157.68
Sub-programme : 555 UNCLASSIFIED						
55501280	Refunds Expenditure	0.00	0.00	0.00	989.61	-989.61

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Fund : 1 Municipal Fund		Department:		Y.T.D.		Y.T.D.		Variance
Programme : 14 OTHER PROPERTY AND SERVICES		Sub Department:		Budget		Actual		
COA no.	Description	Original Budget	Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual		
Total OPERATING EXPENDITURE		0.00	0.00	0.00	0.00	989.61	-989.61	
55504460	Refunds Income	0.00	0.00	0.00	0.00	-3576.81	3576.81	
Total OPERATING INCOME		0.00	0.00	0.00	0.00	-3576.81	3576.81	
Total		0.00	0.00	0.00	0.00	-2587.20	2587.20	
Total		0.00	0.00	0.00	0.00	-2587.20	2587.20	
UNCLASSIFIED		0.00	0.00	0.00	0.00	-2587.20	2587.20	
Sub-programme Total		0.00	0.00	0.00	0.00	-2587.20	2587.20	
OTHER PROPERTY AND S Programme Total		6250.00	0.00	6250.00	4072.00	63048.34	-58976.34	

Mr C Cowell

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Fund	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 601 RESERVES INCOME FROM MUNI A/C								
60106105		LSL Reserve Income	0.00	0.00	0.00	0.00	-3368.21	3368.21
60106110		Pensioner Unit Reserve Inco	0.00	0.00	0.00	0.00	-7084.98	7084.98
60106115		Plant Replacement Income	0.00	0.00	0.00	0.00	-4953.39	4953.39
60106125		Office Replacement Income	0.00	0.00	0.00	0.00	-31972.81	31972.81
60106140		Rec Fac. Repic/Upgrade Rese	0.00	0.00	0.00	0.00	-7307.21	7307.21
60106155		Monkey Nia Jetty Reserve -	0.00	0.00	0.00	0.00	-245.85	245.85
Total CAPITAL INCOME								
Total			0.00	0.00	0.00	0.00	-54932.45	54932.45
Total			0.00	0.00	0.00	0.00	-54932.45	54932.45
RESERVES INCOME FROM Sub-programme Total								
			0.00	0.00	0.00	0.00	-54932.45	54932.45
Sub-programme : 602 RESERVES EXPENSE TO MUNI A/C								
RESERVES								
Programme Total			0.00	0.00	0.00	0.00	-54932.45	54932.45

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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
1	Municipal Fund	32	000	BALANCE SHEET						
				Sub-programme : 000 BALANCE SHEET						
				73106513 Creditors Control	0.00	0.00	0.00	0.00	-133210.61	133210.61
				73106526 Payroll Suspense Account	0.00	0.00	0.00	0.00	-1000.00	1000.00
				73106528 ESL Levied	0.00	0.00	0.00	0.00	-403.68	403.68
				73106529 Excess Rates Receipts	0.00	0.00	0.00	0.00	-14384.76	14384.76
				73106531 Rate Refund Suspense Account	0.00	0.00	0.00	0.00	623.35	-623.35
				73106534 Suspense Account - Bank Rec	0.00	0.00	0.00	0.00	-10228.65	10228.65
				73206551 BCLTF Levy - Expense	0.00	0.00	0.00	0.00	11928.11	-11928.11
				73206552 Bond - Kerb/Footpath - Expe	0.00	0.00	0.00	0.00	1200.00	-1200.00
				73206553 Bond - Library - Expense	0.00	0.00	0.00	0.00	100.00	-100.00
				73206556 Building Completion Bond -	0.00	0.00	0.00	0.00	1200.00	-1200.00
				73206560 Election Deposits - Expense	0.00	0.00	0.00	0.00	400.00	-400.00
				73206563 Hall Bond - Expense	0.00	0.00	0.00	0.00	270.00	-270.00
				73206564 Key Deposits - Expense	0.00	0.00	0.00	0.00	170.00	-170.00
				73206567 Police Licensing - Expense	0.00	0.00	0.00	0.00	171718.25	-171718.25
				73206578 Community Bus - Expenditure	0.00	0.00	0.00	0.00	618.00	-618.00
				73206580 Marquee Deposit - Expense	0.00	0.00	0.00	0.00	1345.00	-1345.00
				73206583 Building Licence Levy - Exp	0.00	0.00	0.00	0.00	568.00	-568.00
				73206586 Fundraising Collection - Ex	0.00	0.00	0.00	0.00	10.00	-10.00
				73206591 Tour Sales - Expense	0.00	0.00	0.00	0.00	180743.08	-180743.08
				73206592 Bookcase Sales - Expense	0.00	0.00	0.00	0.00	86746.40	-86746.40
				73206650 Aerobics Group - Income	0.00	0.00	0.00	0.00	-140.69	140.69
				73206651 BCLTF Levy - Income	0.00	0.00	0.00	0.00	-12014.81	12014.81
				73206652 Bond - Library - Income	0.00	0.00	0.00	0.00	-100.00	100.00
				73206653 Bond - Marina Facilities	0.00	0.00	0.00	0.00	-4050.00	4050.00
				73206655 Bond Kerb/Footpath - Income	0.00	0.00	0.00	0.00	-6300.15	6300.15
				73206656 Building Completion Bond -	0.00	0.00	0.00	0.00	-144204.96	144204.96
				73206659 Community Groups - Income	0.00	0.00	0.00	0.00	-1295.93	1295.93
				73206660 Election Deposits - Income	0.00	0.00	0.00	0.00	-400.00	400.00
				73206663 Hall Bond - Income	0.00	0.00	0.00	0.00	-540.00	540.00
				73206664 Key Deposits - Income	0.00	0.00	0.00	0.00	-1280.00	1280.00
				73206665 Man in the Biosphere - Inco	0.00	0.00	0.00	0.00	-700.80	700.80
				73206667 Police Licensing - Income	0.00	0.00	0.00	0.00	-172687.16	172687.16
				73206671 Syd Hatch Pty Ltd - Income	0.00	0.00	0.00	0.00	-2191.00	2191.00
				73206673 Trust Clearing Acc - Income	0.00	0.00	0.00	0.00	-14994.00	14994.00
				73206677 Len Thomas Trust - Income	0.00	0.00	0.00	0.00	-800.00	800.00
				73206678 Community Bus - Income	0.00	0.00	0.00	0.00	-1518.00	1518.00
				73206680 Marquee Deposit - Income	0.00	0.00	0.00	0.00	-2710.00	2710.00
				73206681 Policeman's Ball - Income	0.00	0.00	0.00	0.00	-750.66	750.66
				73206682 Community Chest - Income	0.00	0.00	0.00	0.00	-6349.58	6349.58
				73206683 Building Licence Levy - Inc	0.00	0.00	0.00	0.00	-1009.50	1009.50
				73206686 Fundraising Collection - In	0.00	0.00	0.00	0.00	-50.00	50.00
				73206687 Public Open Space Trust - I	0.00	0.00	0.00	0.00	-312458.30	312458.30
				73206689 Hillside Residential Dual U	0.00	0.00	0.00	0.00	-46112.00	46112.00
				73206691 Tour Sales - Income	0.00	0.00	0.00	0.00	-181769.08	181769.08

Confirmed at Council meeting 26 April 2012 – Signed by the President Cr C Cowell

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SHIRE OF SHARK BAY
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PROGRAMME PROGRESS REPORT

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Fund	Programme	COA No.	Description	Original Budget	Department: Sub Department: Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
73206692	Bookeasy Sales - Income			0.00	0.00	0.00	0.00	-85835.15	85835.15
73306770	Provision for Annual Leave			0.00	0.00	0.00	0.00	-84360.80	84360.80
73306775	Provision - Long Service Le			0.00	0.00	0.00	0.00	-68807.06	68807.06
73406825	Loan Liability - Current			0.00	0.00	0.00	0.00	-65267.02	65267.02
77107520	Long Service Leave - Non Cu			0.00	0.00	0.00	0.00	-39759.03	39759.03
77207570	Loan Liability - Non Curren			0.00	0.00	0.00	0.00	-450644.11	450644.11
Total LIABILITIES									
70106210	Municipal Fund Bank			0.00	0.00	0.00	0.00	-1410687.30	1410687.30
70106215	Municipal Telenet Saver Acc			0.00	0.00	0.00	0.00	1089235.81	-1089235.81
70106220	Municipal Gold Term Deposit			0.00	0.00	0.00	0.00	1000.00	-1000.00
70106240	Trust Fund Bank			0.00	0.00	0.00	0.00	422168.46	-422168.46
70106250	Trust Fund Public Open Spac			0.00	0.00	0.00	0.00	66826.09	-66826.09
70206275	Office Till Float			0.00	0.00	0.00	0.00	509921.14	-509921.14
70206276	SBIC Till Float			0.00	0.00	0.00	0.00	200.00	-200.00
70206277	Refuse Site Float			0.00	0.00	0.00	0.00	300.00	-300.00
70306301	Receivables - Rates (Curren			0.00	0.00	0.00	0.00	200.00	-200.00
70406322	State Revenue Pensioner Reb			0.00	0.00	0.00	0.00	110301.03	-110301.03
70406323	FBT Clearing			0.00	0.00	0.00	0.00	11896.18	-11896.18
70406325	State Rev ESL Pensioner Reb			0.00	0.00	0.00	0.00	14814.00	-14814.00
70406335	Sundry Debtors			0.00	0.00	0.00	0.00	934.72	-934.72
70606385	Stock On Hand			0.00	0.00	0.00	0.00	470211.71	-470211.71
70706425	LSL Investment - Current			0.00	0.00	0.00	0.00	91566.28	-91566.28
70806475	Office Replacement Res Inve			0.00	0.00	0.00	0.00	68807.06	-68807.06
70806480	Pensioner Unit Reserve Inve			0.00	0.00	0.00	0.00	991579.54	-991579.54
70806485	Plant Replacement Reserve I			0.00	0.00	0.00	0.00	205365.21	-205365.21
70806490	Rec. Fac Replc/Upgrade Rese			0.00	0.00	0.00	0.00	153629.09	-153629.09
70806495	Monkey Mia Jetty Reserve			0.00	0.00	0.00	0.00	226643.23	-226643.23
75106880	Receivables - Rates (Deferr			0.00	0.00	0.00	0.00	7625.01	-7625.01
75306975	LSL Investment - Non Curren			0.00	0.00	0.00	0.00	5189.04	-5189.04
75407010	Land			0.00	0.00	0.00	0.00	43127.24	-43127.24
75407011	Buildings			0.00	0.00	0.00	0.00	489488.78	-489488.78
75407012	Provision For Depreciation			0.00	0.00	0.00	0.00	8558650.06	-8558650.06
75507075	Furniture And Office Equipm			0.00	0.00	0.00	0.00	-2114319.12	2114319.12
75507076	Less Provision for Deprecia			0.00	0.00	0.00	0.00	2822907.03	-2822907.03
75607120	Heritage Assets			0.00	0.00	0.00	0.00	-1563371.74	1563371.74
75607121	Less Prov. for Depreciation			0.00	0.00	0.00	0.00	346873.85	-346873.85
75707150	Plant And Equipment			0.00	0.00	0.00	0.00	-98229.35	98229.35
75707151	Less Provision for Deprecia			0.00	0.00	0.00	0.00	3156232.32	-3156232.32
75807220	Public Facilities			0.00	0.00	0.00	0.00	-2332543.96	2332543.96
75807221	Less Provision for Deprecia			0.00	0.00	0.00	0.00	2332505.54	-2332505.54
75807222	Less Prov. for Depreciation			0.00	0.00	0.00	0.00	-491774.95	491774.95
75807250	Roads (non Town)			0.00	0.00	0.00	0.00	17011898.52	-17011898.52
75807251	Less Prov. for Depreciation			0.00	0.00	0.00	0.00	-5304223.99	5304223.99
76007320	Streetscapes			0.00	0.00	0.00	0.00	109487.57	-109487.57
76007321	Less Prov. for Depreciation			0.00	0.00	0.00	0.00	-30005.60	30005.60
76107370	Town Streets			0.00	0.00	0.00	0.00	2518135.78	-2518135.78
76107371	Less Prov. for Depreciation			0.00	0.00	0.00	0.00	-698843.91	698843.91

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

Printed on : 20.03.12 at 16:24

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For Period Ending 31.03.12

Date from : 01.07.11 Date To : 29.02.12

Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Department: Sub Department: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
76207420	1	Municipal Fund		Footpaths	0.00	0.00	0.00	0.00	993894.83	-993894.83
76207421	32	BALANCE SHEET		Less Prov. for Depreciation	0.00	0.00	0.00	0.00	-138641.28	138641.28
76307470				Drainage, Culverts	0.00	0.00	0.00	0.00	407671.36	-407671.36
76307471				Less Prov. for Depreciation	0.00	0.00	0.00	0.00	-36193.34	36193.34
79007620				Municipal Accumulation Acco	0.00	0.00	0.00	0.00	-21070491.79	21070491.79
79107654				Asset Revaluation - L & Bui	0.00	0.00	0.00	0.00	-7795109.92	7795109.92
79107670				LSL Reserve Accumulation	0.00	0.00	0.00	0.00	-108566.09	108566.09
79107680				Office Replacement Accumula	0.00	0.00	0.00	0.00	-959606.73	959606.73
79107685				Pensioner Unit Reserve Accu	0.00	0.00	0.00	0.00	-198280.23	198280.23
79107690				Plant Reserve Accumulation	0.00	0.00	0.00	0.00	-148675.70	148675.70
79107694				Monkey Mia Jetty Reserve Ac	0.00	0.00	0.00	0.00	-7379.16	7379.16
79107695				Rec Fac. Replc/Upgrade Accu	0.00	0.00	0.00	0.00	-219336.02	219336.02
Total ASSETS					0.00	0.00	0.00	0.00	-76306.40	76306.40
Total					0.00	0.00	0.00	0.00	-1486993.70	1486993.70
Total					0.00	0.00	0.00	0.00	-1486993.70	1486993.70
BALANCE SHEET				Sub-programme Total	0.00	0.00	0.00	0.00	-1486993.70	1486993.70
BALANCE SHEET				Programme Total	0.00	0.00	0.00	0.00	-1486993.70	1486993.70
Grand Totals					4269881.55	89089.00	4358970.55	2903336.00	0.00	2903336.00

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COA	Description	Current Budget	YTD Budget	YTD Actual	Variance	Variance \$5000 or 5% of YTD	Budget Comment
General Purpose Income							
Operating Income							
00203245	Grants Commission - General	(812,491.00)	(406,245.50)	(613,414.50)	207,169.00	Material Variance	Early grant payment
00203246	Grants Commission - Roads	(277,796.00)	(138,898.00)	(210,132.00)	71,234.00	Material Variance	Early grant payment
Interest on Investments							
Operating Income							
00304120	Interest Earned - Office Replacement Reserve	(59,015.00)	(39,336.00)	(32,206.59)	(7,129.41)	Material Variance	Budget Profile
00304140	Interest Earned - Investments	(65,000.00)	(43,328.00)	(56,221.33)	12,893.33	Material Variance	Interest on grant funding
Capital Expenses							
00304625	Transfer Interest - Office Replacement Reserve	59,015.00	39,336.00	31,972.81	7,363.19	Material Variance	Budget Profile
Members of Council							
Operating Expenses							
05101010	Conference Expenses - Members	14,500.00	9,664.00	3,688.79	5,975.21	Material Variance	Timing
05101282	Policy and Local Laws Review	20,000.00	13,328.00	3,670.00	9,668.00	Material Variance	Timing
05101403	Audit Fees	22,600.00	15,064.00	9,540.19	5,523.81	Material Variance	Timing
05101600	Governance Overheads Allocated	119,146.00	79,424.00	55,672.00	23,752.00	Material Variance	Overheads less than budget
Administration							
Operating Expenses							
05200610	Salaries & Wages	505,066.00	336,704.00	308,369.46	28,334.54	Material Variance	Staff costs lower than budget Contract staff utilised to fill vacant staff
05200612	Contract Staff	27,500.00	18,328.00	24,027.92	(5,699.92)	Material Variance	positions
05200660	Staff Training	25,000.00	16,664.00	9,452.23	7,211.77	Material Variance	Timing
05200680	Travel & Accommodation - Staff	15,000.00	10,000.00	173.36	9,826.64	Material Variance	Timing
05200862	Vehicle Running Costs - Dceo Vehicle	3,000.00	1,984.00	19,528.40	(17,544.40)	Material Variance	Timing
05201301	Depreciation - Plant & Equipment	37,864.16	25,240.00	10,635.36	14,604.64	Material Variance	Timing
05201302	Depreciation - Furniture & Equipment	44,830.44	29,880.00	22,119.09	7,760.91	Material Variance	Timing
05201605	Governance Overheads Recovered	(1,064,518.00)	(709,672.00)	(654,966.00)	(54,706.00)	Material Variance	Overheads less than budget
05202580	Legal Expenses	70,000.00	46,664.00	31,938.64	14,725.36	Material Variance	Legal expenses below budget
5220730	Maintenance - Shire Offices	10,000.00	6,648.00	12,808.93	(6,160.93)	Material Variance	Timing

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COA	Description	Current Budget	YTD Budget	YTD Actual	Variance	Variance \$5000 or 5% of YTD Budget	Comment
Operating Income							
05204405	Insurance Claim Legal Expenses	(34,400.00)	(22,928.00)	(41,574.25)	18,646.25	Material Variance	Barnard Street claim reimbursement
Capital Expenses							
5204750	Staff Housing Capital Works	25,000.00	16,664.00	60,586.55	(43,922.55)	Material Variance	Staff housing included in Solar Power Project
5204734	Shire Offices - Upgrade	25,000.00	16,664.00	0.00	16,664.00	Material Variance	No expense YTD
05204870	Computer Hardware Upgrade/New	20,000.00	13,328.00	7,324.37	6,003.63	Material Variance	Timing
05205340	DCEO Vehicle Replacement	45,000.00	30,000.00	0.00	30,000.00	Material Variance	Processing not completed
05205338	Poot Vehicle Replacement	42,000.00	28,000.00	0.00	28,000.00	Material Variance	Processing not completed
05205335	Ceo Vehicle Replacement	65,000.00	43,328.00	62,161.18	(18,833.18)	Material Variance	Cost less than budgeted, budget profile
Fire Prevention							
Operating Expenses							
10102495	Fire Fighting	3,000.00	2,000.00	13,958.34	(11,958.34)	Material Variance	Fire fighting activity to be reimbursed by FESA
Other Law, Order & Public Safety							
Operating Expense							
10302750	Ranger Patrols	109,542.00	73,024.00	15,309.20	57,714.80	Material Variance	No full time ranger appointed yet
10302800	Ses Useless Loop - Operating	10,062.00	6,688.00	1,241.13	5,446.87	Material Variance	Timing
Operating Income							
10303220	FESA SES Capital Grants	(16,870.00)	(11,240.00)	(18,577.95)	7,337.95	Material Variance	FAHCSIA grant allocated to FESA account
Capital Expenses							
10305302	Ranger Vehicle Capital	42,000.00	28,000.00	0.00	28,000.00	Material Variance	No expense YTD
10305304	Emergency Services Building	50,000.00	33,328.00	8,450.00	24,878.00	Material Variance	Timing
Health Inspection							
Operating Expenses							
15100612	Contract Staff - Mrs	90,000.00	60,000.00	45,000.00	15,000.00	Material Variance	Change in contractual arrangement
15100880	Travel & Accommodation - Staff	30,000.00	20,000.00	13,492.43	6,507.57	Material Variance	Change in contractual arrangement
15101615	Health Overheads Recovered	(107,734.50)	(71,816.00)	(53,878.00)	(17,938.00)	Material Variance	Health overheads less than budget
Pensioner Units							
Capital Expenditure							
25104785	Pensioner Units Capital Works	60,000.00	40,000.00	11,662.30	28,337.70	Material Variance	Timing

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance	Variance \$5000 or 5% of YTD	Budget Comment
Sanitation - Household Refuse							
Operating Expenses							
30102190	Refuse Site Maintenance	100,000.00	66,648.00	77,837.44	(11,189.44)	Material Variance Refuse Site clean up	
30102210	Refuse Site Gate Attendance	100,000.00	66,666.00	45,570.80	21,085.20	Material Variance Timing, tip face work allocated to maintenance	
Capital Expense							
30105575	Refuse Site Infrastructure	60,000.00	39,992.00	0.00	39,992.00	Material Variance Timing	
Sanitation Other							
Operating Income							
30203743	Main Roads Rubbish Collection	(10,975.00)	(7,312.00)	0.00	(7,312.00)	Material Variance Invoice to be raised	
Town Planning and Regional Development							
Operating Expenses							
30301610	Health Overheads Allocated	48,420.00	32,280.00	24,217.00	8,063.00	Material Variance Health overheads less than budget	
30302410	Consultant Fees	30,000.00	20,000.00	7,690.14	12,309.86	Material Variance Timing	
Capital Expense							
30306591	Townscape Construction	30,000.00	20,000.00	420.00	19,580.00	Material Variance Timing	
Other Community Amenities							
Capital Expense							
30405525	Oval - Facilities	15,000.00	10,000.00	0.00	10,000.00	Material Variance No expense YTD	
Public Hall & Civic Centres							
Operating Expenses							
35101303	Depreciation - Buildings	67,372.24	44,904.00	12,963.23	31,940.77	Material Variance Timing, allowance for Rec Centre depreciation operating costs associated with building	
35103730	Maintenance-Old Police Station	17,500.00	11,648.00	5,666.57	5,981.43	Material Variance renovation	
Operating Income							
35103327	Grant Funding - Community Hall	(24,502.00)	(16,328.00)	(24,502.00)	8,174.00	Material Variance Funding received, Solar Power Project	
35103340	Grant - GDC R4R Rec Centre	(40,000.00)	(26,664.00)	330.00	(26,994.00)	Material Variance Posting error	
Capital Expenditure							
35104701	Community Centre Improvements	5,000.00	3,328.00	12,168.87	(8,840.87)	Material Variance Solar Power Project	
35104702	Community Building/Hall Upgrade	24,502.00	16,328.00	5,558.60	10,769.40	Material Variance Solar power Project	
35104780	Rec Centre Planning GDC R4R	59,305.00	39,536.00	71,245.96	(31,709.96)	Material Variance Timing	
35104785	Rec Centre Construction	3,900,000.00	2,600,000.00	2,302,488.83	297,511.17	Material Variance Timing of Invoices	
35104786	Rec Centre Additional Works	630,397.00	420,264.00	191,593.64	228,670.36	Material Variance Timing, Transformer for Rec Centre	

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COA	Description	Current Budget	YTD Budget	YTD Actual	Variance	Variance \$5000 or 5% of YTD	Budget Comment
Foreshore							
Operating Expenses							
35202235	Swimming Hole Maintenance	10,400.00	6,920.00	189.96	6,730.04	Material Variance	Timing
Operating Income							
35203328	Grants - Public Facilities	(60,000.00)	(40,000.00)	0.00	(40,000.00)	Material Variance	Timing
Capital Expenditure							
35205531	Rock Wall	20,000.00	13,328.00	0.00	13,328.00	Material Variance	No expense YTD
Other Culture							
Operating Income							
35603375	Grant - HMAS Sydney II Memorial	(140,000.00)	(93,328.00)	0.00	(93,328.00)	Material Variance	Timing
Capital Expenditure							
35605101	Oral Pastoral History	0.00	0.00	8,316.66	(8,316.66)	Material Variance	Not budgeted
35605690	HMAS Sydney II Memorials	140,000.00	93,328.00	0.00	93,328.00	Material Variance	No expense YTD
Museum							
Capital Expenditure							
35705125	Cape Inscription Restoration Capital	320,968.00	213,976.00	9,024.09	204,951.91	Material Variance	Timing
World Heritage							
Operating Expenses							
36000610	Salaries & Wages	183,025.00	122,016.00	106,068.39	15,947.61	Material Variance	Reduced Centre Operating Hours
36000730	Maintenance - Sbic	25,872.00	17,232.00	12,187.79	5,084.21	Material Variance	Timing
36001600	Governance Overheads Allocated	43,727.00	29,144.00	22,924.00	6,220.00	Material Variance	Timing
36002699	Purchase - Merchandise	80,000.00	53,328.00	35,942.25	17,365.75	Material Variance	Timing of purchases
Operating Income							
36003722	Entrance Fees - Sbic	(70,000.00)	(46,664.00)	(30,481.30)	(16,182.70)	Material Variance	Timing
36003770	Sale - Merchandise	(95,000.00)	(63,328.00)	(41,490.57)	(21,837.43)	Material Variance	Timing
36003791	Visitor Centre Booking Commission	(60,000.00)	(40,000.00)	(34,622.53)	(5,377.47)	Material Variance	Timing
Capital Expenditure							
36004790	Shark Bay Interp Centre - Land and Buildings	170,220.00	113,480.00	60,855.80	52,624.20	Material Variance	Solar Power Project
36005490	Building - Plant & Equipment	16,000.00	10,664.00	0.00	10,664.00	Material Variance	Timing

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COA	Description	Current Budget	YTD Budget	YTD Actual	Variance	Variance \$5000 or 5% of YTD	Budget Comment
Streets, Roads, Bridges, Depots							
Operating Expenses							
45101940	Crossovers	10,000.00	6,664.00	687.27	5,976.73	Material Variance	Timing
45112245	Town Streets Maintenance	90,917.00	60,240.00	78,191.81	(17,951.81)	Material Variance	Timing
45121935	Country Roads Maintenance	321,576.00	214,104.00	285,536.34	(71,432.34)	Material Variance	Timing
45121940	Flood Damage Repairs	250,000.00	166,656.00	211,772.42	(45,116.42)	Material Variance	Timing
45132230	Street Sweeping	53,084.00	35,272.00	25,174.39	10,097.61	Material Variance	Timing of invoices
Operating Income							
45103280	Useless Loop Road - Mtce	(245,000.00)	(163,328.00)	(230,000.00)	66,672.00	Material Variance	Timing
45103290	Contributions Road Projects	(35,000.00)	(23,328.00)	0.00	(23,328.00)	Material Variance	Timing
45103360	Roads To Recovery Grant - Cap	(196,143.00)	(130,760.00)	0.00	(130,760.00)	Material Variance	Timing
45103365	Rtg Grants - Capital Projects	(200,846.00)	(133,896.00)	(114,235.00)	(19,661.00)	Material Variance	second claim payment
Capital Expenses							
45104713	Depot Buildings Capital Works	72,735.00	48,488.00	16,502.60	31,985.40	Material Variance	Solar Power Project
45105720	Freyinet Drive School Car Park	70,000.00	46,664.00	13,026.73	33,637.27	Material Variance	Timing of works
1451452500	Footpaths Construction	50,000.00	33,328.00	512.33	32,815.67	Material Variance	Timing
45156690	Country Roads - R2R	166,911.00	111,264.00	247,118.72	(135,854.72)	Material Variance	Useless Loop Project over budget
45165670	Country Roads - Rtg	301,270.00	200,832.00	113,312.47	87,519.53	Material Variance	Timing, Stella Rowley Drive & Useless Loop
45185785	Town Street Reseals	246,143.00	164,088.00	5,984.69	158,103.31	Material Variance	Timing
Road Plant Purchases							
Operating Income							
45204250	Profit On Sale Of Assets	(83,958.00)	(55,968.00)	(48,000.00)	(7,968.00)	Material Variance	Timing
Capital Expenses							
45205318	Butchers Camp & Donger Upgrade	75,000.00	50,000.00	0.00	50,000.00	Material Variance	No expense YTD
Monkey Mia Boating Facilities							
Operating Expenses							
45401304	Depreciation - Pub. Facilities	14,803.94	9,864.00	2,466.27	7,397.73	Material Variance	Allowance for new facilities
Operating Income							
45403506	Grant - RBFS MM Boat Ramp Facilities	(180,000.00)	(120,000.00)	(95,358.19)	(34,641.81)	Material Variance	Finger Jetty Project payment received
Capital Expenses							
45405550	Monkey Mia Boat Ramp - Capital	120,000.00	80,000.00	6,189.69	73,810.31	Material Variance	Timing, awaiting approval
45405551	Monkey Mia Jetty Capital Works	1,000,000.00	666,664.00	2,200.00	664,464.00	Material Variance	Timing, awaiting approval

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COA	Description	Current Budget	YTD Budget	YTD Actual	Variance	Variance \$5000 or 5% of YTD	Budget Comment
Denham Boating Facilities							
Capital Expenditure							
4505554	Marina Development Planning	55,000.00	36,664.00	22,100.00	14,564.00	Material Variance	Timing
Community Development							
Operating Expenses							
50100610	Salaries & Wages	120,827.00	80,544.00	52,948.99	27,595.01	Material Variance	Exec position
Tourism & Area Promotion							
Operating Expenses							
1502023900	Community Events/Festivals	29,000.00	19,304.00	36,927.52	(17,623.52)	Material Variance	First round of donations utilised
Operating Income							
50203511	Contribution - Entry statement Power	(75,000.00)	(50,000.00)	0.00	(50,000.00)	Material Variance	Timing
50203903	Caravan Park Leases	(43,000.00)	(28,664.00)	0.00	(28,664.00)	Material Variance	Timing
Capital Expenses							
50205725	Entry Statement/Carpark	215,000.00	143,328.00	50,795.69	92,532.31	Material Variance	Timing, First project partly completed
Other Economic Services							
Operating Expenses							
50402900	Property Valuation Expense	15,000.00	10,000.00	3,000.00	7,000.00	Material Variance	Timing
Capital Expenses							
50404535	Principal Loan 48 - McCabeary	21,146.35	21,146.35	29,357.38	(8,211.03)	Material Variance	Need to check allocation
Private Works							
Operating Expenses							
50501900	Private Works - Other	37,364.00	24,904.00	261,637.90	(236,733.90)	Material Variance	Main roads work being allocated to other
50521810	MRWA M/Mia Rd Totalling A/c	74,299.00	49,520.00	13,284.40	36,235.60	Material Variance	Main roads work being allocated to other
50531900	MRWA Shark Bay Rd Totalling A/c	351,897.00	234,584.00	63,048.38	171,535.62	Material Variance	Main roads work being allocated to other
Operating Income							
50504030	MRWA Monkey Mia Road	(92,874.00)	(61,912.00)	(12,914.89)	(48,997.11)	Material Variance	Timing
50504040	MRWA Shark Bay Road	(439,872.00)	(293,248.00)	(277,822.43)	(15,425.57)	Material Variance	Timing

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COA	Description	Current Budget	YTD Budget	YTD Actual	Variance	Variance \$5000 or 5% of YTD Budget	Budget Comment
Public Works Overheads							
Operating Expenses							
55100509	Annual Leave	59,058.00	39,368.00	61,400.72	(22,032.72)	Material Variance	Check Allocation
55100520	Camp Allowance	15,620.00	10,408.00	3,102.00	7,306.00	Material Variance	Timing
55100540	District Allowance	18,414.00	12,272.00	127.87	12,144.13	Material Variance	Check Allocation
55100550	Shark Bay Allowance	37,350.00	24,896.00	684.27	24,211.73	Material Variance	Timing
55100600	Rostered Days Off	28,725.00	19,144.00	3,105.65	16,038.35	Material Variance	Timing
55100630	Sick Leave	16,781.00	11,184.00	18,350.56	(7,166.56)	Material Variance	Timing
55100660	Staff Training	25,000.00	16,664.00	3,774.97	12,889.03	Material Variance	Timing
55100675	Superannuation - Occupational	67,263.00	44,840.00	36,081.98	8,758.02	Material Variance	Timing
55100685	Workers Compensation Ins.	21,703.00	14,464.00	19,748.82	(5,284.82)	Material Variance	Budget Profile
55100690	Works Clothing & Safety Equip	12,000.00	8,000.00	1,521.92	6,478.08	Material Variance	Timing
55101480	Insurance On Works	22,282.00	14,848.00	20,276.62	(5,428.62)	Material Variance	Budget Profile
55101559	Allocation Of Works Supervisor	42,000.00	28,000.00	16,544.53	11,455.47	Material Variance	Timing
55101580	Less Public Works Overheads Allocated Works.	(624,250.09)	(416,160.00)	(248,062.80)	(188,097.20)	Material Variance	Timing
Plant Operation Costs							
Operating Expenses							
55201585	Less Plant Operating Costs Allocated Works/Se	(298,254.00)	(198,832.00)	(287,135.07)	88,303.07	Material Variance	Timing
55201620	Plant Depreciation Recovered	(285,964.06)	(190,640.00)	(88,934.65)	(101,705.35)	Material Variance	Timing, plant utilisation
55201623	Plant Operating Costs - Deprec	285,964.06	190,640.00	172,963.44	17,686.56	Material Variance	Timing
55201626	Plant Oper Costs - Fuels & Oil	135,500.00	90,328.00	78,975.73	11,352.27	Material Variance	Timing
55201632	Plant Op.Cost - Ins/Lic/Borrow	27,389.00	18,256.00	27,783.42	(9,527.42)	Material Variance	Timing
55201635	Plant Oper Cost - Parts/Repair	58,000.00	38,664.00	28,903.63	9,760.37	Material Variance	Timing
55201639	Plant Operating Costs - Tyres	21,000.00	14,000.00	2,290.00	11,710.00	Material Variance	Timing
Stock Purchases & Issues							
Operating Expenses							
55301653	Purchases - Bulk Fuel Depot	0.00	0.00	60,703.41	(60,703.41)	Material Variance	Not Budgeted
55301654	Issues - Bulk Fuel Depot	0.00	0.00	(84,702.00)	84,702.00	Material Variance	Not Budgeted
55301657	Purchases - Bulk Fuel Tanker	0.00	0.00	17,414.82	(17,414.82)	Material Variance	Not budgeted
55301658	Issues - Bulk Fuel Tanker	0.00	0.00	(13,347.00)	13,347.00	Material Variance	Not budgeted
Salaries & Wages							
Operating Expenses							
55401570	Gross Total Salaries & Wages	1,626,529.00	1,084,352.00	910,309.43	174,042.57	Material Variance	Timing
55401590	Less Salaries/Wages Allocated	(1,626,529.00)	(1,084,352.00)	(910,309.43)	(174,042.57)	Material Variance	Timing

28 MARCH 2012

SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 29 FEBRUARY 2012

Program	Description	Project	Budget	YTD	Funding Source	Comment
ADMINISTRATION						
<i>Furniture and Office Equipment</i>						
	Misc. Hardware Purchases/Upgrades	Computer Replacement	10,000	7,324	Municipal Fund	5 Computers have been purchased, Extra computer and laptop still to be purchased
		Server Replacement	30,000	0	Municipal Fund	Compiling quotes and checking compatibility of new software with
	Misc. Software Purchases/Upgrades	Chairs	6,000	0	Municipal Fund	Synergy and other applications.
	Council Chambers	Tablet PCs	5,000	1,145	Municipal Fund	Software purchase part of server upgrade
		General Replacement	10,000	0	Municipal Fund	Redesign of chambers and furniture is currently being considered
	Office Furniture & Equipment	Photocopier	5,000	5,398	Municipal Fund	Compiling quotes and researching appropriate platform for ease of use and compatibility
			18,000	11,711	Municipal Fund	Three new work stations, desks, chairs, return and shelving purchased
			84,000	25,578		Project completed, new photocopier purchased
Buildings						
	Upgrade and Refurbishment of Shire Office	Shire office carpark	25,000	0	Municipal Fund	Project to be incorporated into the completion of the Fisheries building
	Staff Housing Capital Works					
	Solar Power for houses		0	43,770	CLGF Regional Group Project	Project completed, costs to be allocated to project
	5 Spaven Way	Capital Maintenance	5,000	4,200	Municipal Fund	Capital maintenance as required
	45 Brockman Street	Capital Maintenance	5,000	3,278	Municipal Fund	Capital maintenance as required
	51 Durlacher Street	Capital Maintenance	5,000	3,289	Municipal Fund	Capital maintenance as required
		Landscaping	5,000	6,050	Municipal Fund	Retaining wall completed, fencing starts 13/02/2012
	80 Durlacher	Capital Maintenance	5,000	0	Municipal Fund	Capital maintenance as required
			50,000	60,587		
Plant and Equipment						
	CEO Vehicle		65,000	62,161	Municipal Fund	New Prado purchased
	DCEO Vehicle		45,000	0	Municipal Fund	New Kluger on order, delivery due late March
	Admin Pool Vehicle		42,000	0	Municipal Fund	New Kluger on order, delivery due late March
			152,000	62,161		
Total Administration			286,000	148,326		

28 MARCH 2012

SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 29 FEBRUARY 2012

Program	Description	Project	Budget	YTD	Funding Source	Comment
LAW, ORDER AND PUBLIC SAFETY						
<i>Buildings</i>	Emergency Services Building	Headworks, carpark, fencing	50,000	8,450	Municipal Fund	Concept Design stage, awaiting confirmation on land.
			50,000	8,450		
Plant and Equipment						
Rangers Vehicle SES Capital Equipment			42,000	0	Municipal Fund	Deferred until further consideration given to ranger appointment.
			16,870	13,118	FESA Capital Grants	Marques purchased, air conds fitted, trailer ordered.
			58,870	13,118		
Total Law, Order and Public Safety			108,870	21,568		
HOUSING						
<i>Buildings</i>	Pensioner Units Capital Works					
	Capital Maintenance		15,000	2,500	Pensioner unit reserve	Capital maintenance as required, on going
	Fencing		25,000		Pensioner unit reserve	Project not commenced
	Landscaping		10,000		Pensioner unit reserve	Project not commenced
	Community Area		10,000	9,162	Pensioner unit reserve	Project underway.
			60,000	11,662		
Total Housing			60,000	11,662		
COMMUNITY AMENITIES						
<i>Infrastructure Assets - Public Facilities</i>						
Townscaple Construction	Lighting and Pathways		30,000	420	Municipal Fund	Works incorporated into completion of Fisheries building.
	Water tanks		10,000	0	Municipal Fund	Project anticipated to start March 2012
	Shed		35,000	0	Municipal Fund	Project anticipated to start March 2012
	Mulcher		15,000	0	Municipal Fund	Deferred until Gascoyne Regional Waste Management plan is considered.
			90,000	420		
Infrastructure Assets						
	Oval bore tank roof replacement		15,000	0	Municipal Fund	Project anticipated to start March 2012
			15,000	0		
Total Community Amenities			105,000	420		

28 MARCH 2012

SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 29 FEBRUARY 2012

Program	Description	Project	Budget	YTD	Funding Source	Comment
RECREATION AND CULTURE						
<i>Buildings</i>						
	Town Hall Solar Power	CLGF Regional Projects	24,502	5,559	CLGF Regional Group Project	Project completed, costs to be allocated to project
	Multi Purpose Building		3,900,000	2,302,463	Royalties for Regions	Construction in progress
	Rec Centre Additional Works		550,387	191,594	CLGF and POS funds	Construction in progress
	Rec Centre Planning carry over		59,305	71,245	CLGF	Construction in progress
	Discovery Centre Solar Power	CLGF Regional Projects	170,220	60,856	CLGF Regional Group Project	Project completed, costs to be allocated to project
	Community Resource Centre Grounds	Gar Park, Old Jail, Landscaping	50,000	0	Municipal Fund	Awaiting construction works to each final stage
	Community Centre Capital Works		5,000	0	Municipal Fund	Capital maintenance as required
	Community Centre Solar Power		0	12,169	CLGF Regional Group Project	Project completed, costs to be allocated to project
			4,839,424	2,643,911		
<i>Infrastructure Assets - Public Facilities</i>						
	Rock Vial		20,000	0	Municipal Fund	Capital maintenance works will be carried out when tides are suitable
	HMAS Sydney I Memorial		140,000	0	Royalties for Regions	Awaiting Cabinet approval
	Entry Statement Power and Lighting		100,000	0	Regional Headworks, GDC	Awaiting submissions from Horizon Power
	Denham Entry Statement		90,000	50,796	Municipal Fund	Project completed
	Welcome Signage		25,000	0	Municipal Fund	Project not commenced
	Knight Terrace Eastern Carpark Boat Ramp		80,000	0	Municipal Fund	Project commenced, awaiting plans for DOF placement approval
			455,000	50,796		
<i>Furniture and Office Equipment</i>						
	Discovery centre - Furniture & Fittings					
		Display Entry Curtain	5,000		Municipal Fund	Project not commenced
		Lighting	13,000	15,383	Municipal Fund	Project completed
		Catering Fridge	2,000	1,325	Municipal Fund	Project completed, large domestic fridge purchased
			20,000	16,708		
<i>Plant and Equipment</i>						
	Discovery Centre - Plant and Equipment					
		Electronic Displays	15,000	865	Municipal Fund	Capital maintenance as required, reception display tv screen replaced
		Mini Scaffold	1,000	0	Municipal Fund	Project not commenced
			16,000	865		
<i>Heritage Assets</i>						
	Dirk Hartog Lighthouse Cottage Restoration		320,968	9,024	Dept of Sustainability and Dept of Cabinet	Tender issued
	Oral Pastoral History Book		0	8,317	Trust and Municipal fund	Payment two of three for book printing
			320,968	17,341		
Total Recreation and Culture			5,651,392	2,729,621		

28 MARCH 2012

SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 29 FEBRUARY 2012

Program	Description	Project	Budget	YTD	Funding Source	Comment
TRANSPORT						
Buildings						
	Upgrade Depot Workshop		15,000	0	Municipal Fund	Quotes received and being assessed
	Depot Solar Power	CLGF Regional Projects	57,735	16,503	CLGF Regional Group Project	Project completed, costs to be allocated to project
			72,735	16,503		
Plant and Equipment						
	Depot Tools and Major Plant	Major Plant	20,000	9,300	Municipal Fund	Ongoing as required
	Communications Upgrade		5,000	2,705	Municipal Fund	Ongoing as required
	Replacement Ute Country		42,000	37,045	Municipal Fund	New Hilux Purchased
	Replacement Ute Town Supervisor		42,000	0	Municipal Fund	New Hilux ordered, delivery expected late February 2012
	Town Loader		250,000	0	Municipal Fund	Quotes received and being assessed
	Low Loader		100,000	78,447	Municipal Fund	Second hand low loader purchased
	Vibrating Roller		170,000	165,000	Municipal Fund	New Bomag roller purchased
	Camp Mess Van Replacement		40,000	0	Municipal Fund	Research being undertaken to explore options
	Camp Supervisor Van		35,000	0	Municipal Fund	Research being undertaken to explore options
			704,000	292,497		
Infrastructure Assets - Roads						
	Street light Kerbing Knight Terrace		50,000	0	Municipal Fund	In planning stage
	Barnard Street Road Reconstruction		50,000	5,955	Roads to Recovery	Project underway, pavers removed and tack coat applied
	School Carpark		70,000	13,027	Municipal/School	Project underway, tack coat applied
	Stella Rowley Drive - RRG		84,743	86,198	Regional Road Group	Project completed
	Useless Loop Road - RRG		216,527	27,115	Regional Road Group	Ongoing program
	Knight Terrace Reseal R2R		145,143	0	Roads to Recovery	Project not commenced
	Useless Loop Road - R2R		98,000	176,730	Roads to Recovery	Project completed
	Woodleigh-Byro Road R2R		69,811	70,368	Roads to Recovery	Project completed
			784,324	379,445		
Infrastructure Assets - Denham Mairne Facilities						
	Winch House and Jinker Capital Maintenance		20,000	0	Municipal Fund	Wheels for jinker have been sourced
	Denham Boat Ramp Chafers and Rails		8,000	0	RBS round	Quotes received
	Commercial Jetty Capital Works		5,000	0	Municipal Fund	Capital maintenance as required
	CCTV Monitoring	Installation	4,000	4,192	Municipal Fund	Cameras installed, network connections still to be configured.
	Marina Development Plan		55,000	22,100	RBS round	Project is progressing, community surveys out in February 2012.
			92,000	26,292		
Infrastructure Assets - Monkey Mia Boating Facilities						
	Monkey Mia Jetty Upgrade		1,000,000	2,200	Royalties for Regions	Awaiting Cabinet approval
	Monkey Mia Boat Ramp		120,000	6,190	RBS round	Awaiting plans for DOT placement approval
			1,120,000	8,390		
Infrastructure Assets - Footpaths						
	Hartog Cres Footpath		50,000	512	Municipal Fund	Footpath plan adopted, project started.
			50,000	512		
Total Transport			2,823,059	723,637		
Total Asset Acquisition			9,034,321	3,635,234		

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Capital Tracking 2011-2012 FEB.xlsx

SHIRE OF SHARK BAY
CAPITAL EXPENDITURE AS AT 29 FEBRUARY 2012

Program	Description	Project	Budget	YTD	Funding Source	Comment
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Summary**Summary of Asset Acquisitions by Function**

	Budget	YTD
Governance	286,000	148,326
Law Order and Public Safety	108,870	21,568
Housing	60,000	11,962
Community Amenities	105,000	420
Recreation and Culture	5,651,392	2,729,621
Transport	2,823,059	723,637
Economic Services	0	0
	9,034,321	3,635,234

Summary of Asset Acquisitions by Asset Class

	Budget	YTD
Furniture and Equipment	104,000	42,286
Land and Buildings	5,072,159	2,741,113
Plant and Equipment	930,870	368,641
Heritage Assets	320,968	17,341
Infrastructure Assets - Roads (Non-Town)	614,324	360,431
Infrastructure Assets - Town Streets	170,000	19,012
Infrastructure Assets - Public Facilities	1,772,000	85,898
Infrastructure Assets - Streetscapes	0	0
Infrastructure Assets - Footpaths	50,000	512
Infrastructure Assets - Drainage/Culverts	0	0
	9,034,321	3,635,234

Confirmed at Council meeting 26 April 2012 – Signed by the President Cr C Cowell _____

13. TOWN PLANNING REPORT

Nil

14. BUILDING REPORT

- 14.1 PROPOSED AMENITIES BUILDING (BATHROOM AND LAUNDRY) FOR OVERLANDER ROADHOUSE – LOT 174 NORTH WEST COASTAL HIGHWAY, VIA DENHAM
P2003

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Declaration of Interest: Gray & Lewis receive planning fees for advice to the Shire

Nature of Interest: Financial Interest – Section 5.65 of *Local Government Act 1995*

Declaration of Interest: Cr Wake

Nature of Interest: Proximity Interest as adjoining property

Moved

Cr Pepworth

Seconded

Cr Hanscombe

Cr Wake left the council chamber at 11.06am

Officer Recommendation

That Council:

1. **Approve the application lodged by Russell and Carol Aughey for an amenity building (bathroom and laundry) on Lot 174 North West Coastal Highway, Via Denham subject to the following conditions:**
 - (i) **All stormwater from roofed and paved areas shall be collected and disposed of on-site unless otherwise approved in writing by the Chief Executive Officer.**
 - (ii) **The development shall be connected to the reticulated sewerage system.**
 - (iii) **The plans dated February 2012 (SD-00082) shall form part of this planning approval. No modifications can occur to the approved plans unless specifically agreed to in writing by the Shire Chief Executive Officer.**
2. **The applicant is advised that this is planning consent only, and is not authorised to commence any on site work or construction. You are required to obtain a separate building licence prior to any works commencing. It is important to note that a new *Building Act 2011* is scheduled to commence in April 2012.**

Amendment:

Reason: Council wanted to be certain that the building was on the lease area.

Council Resolution

That Council:

1. Approve the application lodged by Russell and Carol Aughey for an amenity building (bathroom and laundry) on Lot 174 North West Coastal Highway, Via Denham subject to the following conditions:
 - (i) All stormwater from roofed and paved areas shall be collected and disposed of on-site unless otherwise approved in writing by the Chief Executive Officer.
 - (ii) The development shall be connected to the reticulated sewerage system.
 - (iii) The plans dated February 2012 (SD-00082) shall form part of this planning approval. No modifications can occur to the approved plans unless specifically agreed to in writing by the Shire Chief Executive Officer.
2. The applicant is advised that this is planning consent only, and is not authorised to commence any on site work or construction. You are required to obtain a separate building licence prior to any works commencing. It is important to note that a new *Building Act 2011* is scheduled to commence in April 2012.
3. That the Main Roads Department and Regional Development and Lands be consulted on the issue to ensure the Building is situated on the applicant's property.

4/0 CARRIED

Cr Wake returned to the Council Chamber at 11.15 am

Précis

The proposed amenity building will service the existing Overlander Roadhouse, and be available to workers and guests.

Background

The Overlander is a roadhouse located approximately 705 kilometres North of Perth, right on the junction of the Monkey Mia turnoff. It is located on Lot 174 which has an approximate area of 2.2 hectares.

Comment

- *Zoning*

Lot 174 is zoned 'Special Use' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme'). The Special Use zone allows for a range of uses including

Service Station, Bulk Fuel, Shop, Restaurant, Transport Depot, Caravan Park, Camping Areas and Limited Transient Accommodation.

- *Description of Development*

The new building will have a floor area of 48m² and is proposed to be constructed out of concrete block walls with a colorbond roof.

- *Officer comment*

The proposed amenities building is ancillary to existing development already contained on the site. The new building will be setback over 57 metres from the Highway, there are no amenity or visual impacts as it will be screened by existing development, and the building location will not unduly interfere with carparking or vehicle manoeuvring areas on the lot.

It is recommended that the application be supported.

- *Building Aesthetics*

If Council seeks to ensure that the external walls are finished to a high standard, then Council can impose a condition on development requiring lodgement of a detailed external colour schedule prior to the issue of a building licence, and require the concrete block walls to be finished or painted to the satisfaction of the Chief Executive Officer.

Gray & Lewis has not recommended a condition on the development as it appears the view of the amenities building will be limited from the Highway.

- *Consultation*

Councillors should note that no consultation has been undertaken as part of the planning assessment. Gray & Lewis would ordinarily recommend that applications involving development of land adjacent to North West Coastal Highway be referred to Main Roads WA for comment. This application has not been referred as there are no major traffic implications, and the use is ancillary.

Legal Implications

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

Policy Implications

Not Applicable.

Financial Implications

The Shire pays planning fees to Gray & Lewis for planning advice.

Strategic Implications

The working document of the Draft Local Planning Strategy is currently being advertised for informal preliminary public comment. The Draft Local Planning Strategy recommends retention of the existing 'Special Use' zone for the Overlander, however recommends that the landuses and conditions in the Scheme be improved.

For example, the Scheme only allows for a 'service station' to operate on the site however there should be flexibility to also allow for a roadhouse (consistent with Special Use zone 7 which is the Billabong Roadhouse). The Scheme has two separate definitions for service station and roadhouse.

Voting Requirements

Simple Majority Required

Date of Report

2 March 2012

14.2 PROPOSED SINGLE HOUSE – LOT 305 DIRK HARTOG ISLAND
P4282

Author

LIZ BUSHBY, GRAY & LEWIS LANDUSE PLANNERS

Disclosure of Any Interest

Gray & Lewis receive planning fees for advice to the Shire, therefore, declare a Financial Interest – Section 5.65 of *Local Government Act 1995*

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest an employee of the Department of Environment and Conservation – Shark Bay World Heritage Advisory Committee Executive Officer

Moved Cr Pepworth

Seconded Cr Hanscombe

Council Resolution

That Council:

1. **Approve the application lodged by Richard Young (JCY Architects and Urban Designers) on behalf of Janana Nominees Pty Ltd for a single dwelling on Lot 305 Dirk Hartog Island subject to the following conditions:**
 - (i) **Lodgement of a detailed colour and material schedule for separate written approval by the Shire Chief Executive Officer. The detailed colour and material schedule shall require separate written approval prior to the issue of a building licence, and shall incorporate colours for rainwater tanks, external walls and the roof of the dwelling that are sympathetic and blend with the landscape and natural environment of Dirk Hartog Island to the satisfaction of the Shire Chief Executive Officer.**
 - (ii) **All vehicle parking, driveways, manoeuvring and circulation areas shall be designed and constructed in accordance with the approved plan (two car bays) unless otherwise approved in writing by the Shire Chief Executive Officer. The areas must be constructed out of crushed limestone as shown on the site plan within 12 months of**

the issue of a building licence, unless otherwise agreed to in writing by the Chief Executive Officer.

- (iii) All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains, drainage pits and soak wells shall be maintained in a clean and clear condition free of obstruction from anything. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land.
- (iv) All driveway and parking areas shall be maintained to a trafficable standard at all times.
- (v) No clothes drying devices shall be erected or clothes dried outside which are visible from the ocean side (north east) of the lot and from Sunday Island Bay.
- (vi) A non-trafficable area for effluent disposal shall be provided prior to occupation or use of the single dwelling building. Approved on site effluent disposal must be installed and in operation prior to occupation of the dwelling.
- (vii) Water tank(s) with a minimum capacity of 25,000 litres must be installed and in operation prior to occupation of dwelling.
- (viii) The owners / applicant to lodge a detailed waste management plan addressing how waste disposal will be managed to service the proposed residential use. The waste management plan to be implemented prior to occupation of the single dwelling.
- (ix) The plans lodged with this application (Elevations Revision A dated 9.02.2012 and amended Site Plan Revision C dated 13.03.2012) shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Shire Chief Executive Officer. The approved plans include a modified site plan received on the 13 March 2012.
- (x) This approval is for the building to be used as a single house only and is not an approval for any short stay accommodation, residential building, or holiday/ tourist accommodation.
- (xi) A minimum setback of 100 metres to be provided between the coast and the proposed house in accordance with the plans submitted.
- (xii) The owner / applicant to lodge a Foreshore Management Plan to the Shire for separate written approval by the Chief Executive Officer prior to occupation or use of the development, or an alternative time period agreed to in writing by the Chief Executive Officer.

2. Advise the applicant / owners via footnotes on the planning consent as follows:

- (a) In regards to Condition (i), the detailed colour schedule will be referred to the Shark Bay World Heritage Advisory Committee and

Department of Environment and Conservation for comment, prior to consideration by the Chief Executive Officer. No colours capable of causing reflection or glare will be supported, and the white colorbond used for the outbuilding will not be supported for use on the proposed house. The owner is encouraged to select colours that will blend with the colours of the natural landscape and vegetation on the lot. The Shire recommends that the applicant liaise closely with Department of Environment and Conservation prior to lodging a colour schedule to the Shire, which can be referred to the Shark Bay World Heritage Advisory Committee for comment. Department of Environment and Conservation can assist with the colour selection.

- (b) In regards to Condition (ii), the applicant is advised that approval for a driveway and parking on Lot 305 is not an approval to utilise the adjacent foreshore or national park. Any permanent access or temporary access into the lot using adjacent land is required to be approved separately by Department of Environment and Conservation. The Shire is aware that Department of Environment and Conservation has given written approval for a permanent access into Lot 305 from the north, and you need to ensure that the proposed driveway connects seamlessly.
- (c) In regards to Condition (vi), the owners are advised that a separate application needs to be lodged to the Shire for approval for installation of any on site effluent disposal.
- (d) The owners are advised that the Shire will not issue a Certificate of occupancy for the proposed residential dwelling until all servicing requirements have been met including water supply, effluent disposal, waste management and waste disposal.
- (e) In relation to Condition (viii), the Shire notes that Department of Environment and Conservation is developing a waste management plan which will consider waste associated with freehold lots on the Island. In the interim, arrangements need to be made with Department of Environment and Conservation on how to manage waste for the site. To comply with Condition (viii) the owners should submit either a waste management plan approved in writing by Department of Environment and Conservation, or written confirmation from the Department of Environment and Conservation that waste management has been addressed.
- (f) In regards to Condition xii, the owner / applicant is advised that a foreshore management plan is required to demonstrate how the owners / occupiers intend to utilise the foreshore. The Shire will refer any foreshore management plan to Department of Environment and Conservation, and will not approve a foreshore management plan until it has been endorsed by Department of Environment and Conservation. If pedestrian access is proposed within the foreshore, then there needs to be an approved pathway and appropriate structures, such as boardwalks to maximise foreshore protection. The foreshore management plan needs to clearly state that there will

be no permanent access in the foreshore and no vehicular access. Department of Environment and Conservation can offer assistance if you have any queries regarding Condition xii.

- (g) Please be advised that that planning approval has been granted for the plans as submitted with your application. The Shire Chief Executive officer may approve minor changes to the internal layout in consultation with the Shires Building Surveyor however any plans lodged as part of a building license application shall generally be in accordance with the plans already processed with this planning application.
 - (h) A planning consent is not an approval to commence any site works or clearing. A building license must be obtained for all works. It is recommended that you liaise directly with Department of Environment and Conservation prior to undertaking any clearing of the lot. A separate or amended clearing permit may be required.
 - (i) The landowners are advised that due to the remote location and lack of road frontage, the Shire will not provide a rubbish collection service to the development.
 - (j) The owners are advised that there are restrictive covenants on the Certificate of Title which place restrictions on development and use of the land. The owners are responsible in ensuring compliance with the covenants.
 - (k) Department of Environment and Conservation has advised that any basic raw material required for building construction or roading associated with this development will need to be sourced from within the freehold Lot 305 or brought to the site from an approved quarry location. Basic Raw Material supplies are very limited on Dirk Hartog Island National Park and Statutory Regulation precludes use of Basic Raw Material from within the National Park for purposes not associated with protection and management of the park. Any quarry activity on Lot 305 or other freehold areas would be subject to separate assessment.
3. Advise the owners of Lot 305 in separate correspondence (than the planning approval) by the Chief Executive Officer that:
- It is important for owners of land on Dirk Hartog Island to be aware that the existing 'Rural / Pastoral' zone applicable to Lot 305 is insufficient, and zonings are being examined as part of a Draft Local Planning Strategy. The Draft LPS recommends that the zoning needs to be changed to 'Special Use' and that an Outline Development Plan should be required to guide future development.
 - A change in zoning for Lot 305 is essential in order to facilitate any future eco tourism development on Lot 305. The owners may pursue an amendment to the Shires Scheme to rezone Lot 305 once a Draft LPS is more progressed and has been lodged and endorsed by the Western Australian Planning Commission for formal advertising.

- **The Shire and Department of Environment and Conservation suggest that the owners commence planning of an Outline Development Plan to guide future eco tourism development.**
- 4. **Authorise the Chief Executive Officer to write to the Minister for Lands and notify him of the planning approval granted by the Shire for Lot 305, and request that the Minister advise the Shire how the restrictive covenants on the title will be enforced, given the existing Rural / Pastoral zoning of the land and inadequate landuse controls available under the Shires Local Planning Scheme No 3.**
- 5. **Delegate authority to the Chief Executive Officer in accordance with Clause 11.3.1 of the Shire of Shark Bay Local Planning Scheme No 3 to deal with all aspects of the conditions of planning approval, minor plan variations as part of the building licence process and issue any separate approvals required as outlined in the conditions.**

Sergeant Dave Christ entered the meeting at 11.26 am

5/0 CARRIED

Précis

An application has been lodged by Richard Young (JCY Architects and Urban Designers) on behalf of Janana Nominees Pty Ltd for a single house and associated servicing infrastructure on Lot 305 Dirk Hartog Island.

BACKGROUND

- *Lot History*

Gray & Lewis is of the understanding that the State Government exchanged three freehold parcels of land with the lessee of Dirk Hartog Island. Now there are expectations by new owners that the lots can be developed.

There are restrictive covenants on the Certificate of Title of Lot 305 which allow the land to be used for the purpose of low impact eco tourism including visitor accommodation units and staff accommodation.

The covenants include restrictions on the number of visitor accommodation units as a ratio to the lot area, limits the floor area of visitor units and staff accommodation; limits occupation of visitor units to short stay, and requires accommodation units and buildings to comply with all relevant local, state and Commonwealth Government statutory approvals.

The covenant has been made by the Minister for Lands under the Land Administration Act 1997. Gray & Lewis is of the understanding that there was no consultation with the Shire on this matter, and that the Minister would need to deal with any breach of the covenants.

It is recommended that the Shire's Chief Executive Officer write to the Minister for Lands and provide the Minister with advice of this approval.

- *Existing approval for a Single Dwelling and Outbuilding*

An application lodged by Taylor Burrell Barnett for a single house, outbuilding and associated servicing infrastructure on Lot 305 Dirk Hartog Island was considered by Council at the Ordinary Meeting held on the 30 September 2009 (refer Item 11.2).

Council granted delegated authority to the Chief Executive Officer to issue conditional planning approval for the development.

Planning approval for a single house, outbuilding and associated infrastructure on Lot 305 was issued on the 7 October 2009.

An outbuilding was constructed on the lot following the issue of a building licence by the Shire. The dwelling approved in 2009 was not constructed although the applicant has indicated that the concrete pad commenced.

COMMENT

- *Introduction*

The owners sought to modify the design of the single house, and was advised by Gray & Lewis that a new planning application was required. A new planning application has been lodged for a different single house design than previously approved in 2009.

The owner has provided a plan which shows a comparison of the existing approved floor plan and elevation, and the proposed new design – refer over page.

- *Zoning and Landuse*

Lot 305 is zoned 'Rural / Pastoral' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme'), and is also contained within a Special Control Area (SCA) applicable to the Shark Bay World Heritage Property.

The applicant has applied for a 'single house' which is a discretionary use in the 'Rural / Pastoral' zone therefore is not permitted unless Council has exercised discretion by granting planning approval.

A 'Single Dwelling' is defined in the Residential Design Codes as "*a dwelling standing wholly on its own green title or survey strata lot, together with any easement over adjoining land for support of a wall or for access or services but excludes dwellings on titles with areas held in common property*".

The applicant has confirmed in writing that the development will be used as a single house and "*it is not proposed to rent out individual rooms for short stay, temporary or holiday accommodation*".

- *Proposed Development*

The proposed dwelling will be located approximately 43.2 metres from the 'front' north east boundary facing the ocean, and approximately 55.6 metres from the north west boundary.

A new site plan has also been submitted – refer over page. The building envelope has been moved further north on the lot than that previously approved in 2009.

There will be cut and fill to accommodate the new dwelling as illustrated in the building section drawings which show the ground level. The lot contour is above 18 at the front patio with a finished floor level of 19.5. Based on the scaled section drawing there will be a maximum of 1.2 metres of fill to accommodate the patio area. The lot will be cut into to accommodate the main portion of the dwelling.

The proposed single dwelling includes five separate bedrooms with en-suits. The dwelling has two kitchens, two living / dining areas and one laundry.

Bedroom 5 has access to its own en-suite, living / dining area and kitchen. Each bedroom has external access and no internal access connection to the central kitchen dining area.

The dwelling is proposed to be constructed out of hebel panels and the roof will be colorbond. No details on colours have been provided.

- *Access and carparking*

Vehicles can only access the Island by the existing single barge, and there are a number of tracks that provide access around the island.

The applicants have liaised with Department of Environment and Conservation to secure a temporary access on the eastern side of the lot to enable transportation of building materials to the site from Sunday Island Bay. A temporary fabricated track system has been installed and was used to transport materials onto the lot for construction of the existing outbuilding.

The applicants have written approval from Department of Environment and Conservation for a permanent track access from the Cape Ransonnet track which was endorsed by the Conservation Commission.

The initial site plan lodged with this application proposed a driveway from the southern corner of the lot. Gray & Lewis requested an amended site plan showing all driveway access from the north west in line with the permanent access approved by Department of Environment and Conservation. The amended site plan was submitted on the 13 March 2012.

The driveway and parking bays are proposed to be constructed out of crushed limestone.

- *World Heritage and Environmental Matters*

Gray & Lewis formally referred this application to both the Shark Bay World Heritage Advisory Committee and Department of Environment and Conservation (DEC) for comment, as permissible under the Scheme.

A summary of consultation comments is included below, and a full copy of each submission is available to Councillors on request:

Submitter		Summary	Officer Comment
Shark Bay World Heritage Advisory Committee	1a.	Your request for a response on the application for a new dwelling on lot 305 has been referred 'out of session' to Committee members, and comments and queries are provided below.	Noted.
	1b.	One of the key concerns is the visual impact that the dwelling may have on the aesthetic values of the Shark Bay landscapes which have been formally recognised through inscription on the World Heritage Island, particularly given the largely undeveloped nature of Dirk Hartog Island.	Noted.
	1c.	Whilst it is noted that the proponent has attempted to address these impacts through amendments to the design, it is difficult to judge the visual impacts of the proposed dwellings without an artist's impression or digital mock-up of how the development will appear from key access points when placed in the landscape. This would enable a more realistic assessment of building heights, and how well the buildings blend in with the landscape. It is assumed that the buildings would not be visible from South Passage, but would be from the adjacent waters and possibly the Carrarang coastline.	Noted, however given that there is an existing planning approval for a single house on the lot, it would be onerous to require a visual impact assessment.
	1d.	Although the design of the proposed building appears to fit into the 'low impact eco-tourism' category and materials to be used include colorbond ultra for the roof, etc. there is no mention of the actual colour. To establish the visual impact of the completed building, it would be helpful if colours for the roof and outside walls could be identified. It is noted that the constructed shed on Lot 305 is white colorbond which is not compatible with the surrounding landscape and some means of mitigating this adverse visual impact should be sought.	Noted. Gray & Lewis has recommended that a condition be imposed on any approval requiring lodgement of a detailed colour schedule. The Shire can refer the colour schedule to Department of Environment and Conservation and the Shark Bay World Heritage Advisory Committee for comment.
	1e.	Functionally, the manager's dwelling contains four toilets and the current concept development provides for an additional 24 toilets, with a quote for a bio-cycle effluent management system provided. Further information is	Noted. The owners will require separate approval for on-site

		<p>requested on effluent management particularly;</p> <ul style="list-style-type: none"> - Where will the effluent disposal system and bitterns disposal site be located? - Have the impacts of bittern's disposal system on the terrestrial and marine environment been considered and determined? 	<p>effluent disposal, and a condition can be imposed on any planning approval requiring adequate on site effluent disposal to be provided. In addition, a certificate of occupancy will not be issued by the Shire until adequate on site effluent has been approved and installed.</p>
	1f.	<p>The maximum capacity volume of fresh water to be produced was indicated by the proponent, however the volume of bitterns to be disposed that will result and the amount of seawater required to produce that volume of fresh sea water were not. What are the likely volumes and concentrations of the waste water from this process?</p>	<p>Water supply is proposed through rainwater tanks which will be required to be installed as a condition of any planning approval issued by the Shire.</p>
	1g.	<p>In summary, the committee does not believe this proposal represents a significant issue for the maintenance of the World Heritage values based on the information provided, however it does recommend that the Department of Environment and Conservation should work closely with the proponent to ensure visual impacts are minimised through appropriate design, placement and materials used, as well as appropriate ongoing management of construction, access and users, to ensure that the World Heritage values are protected.</p>	<p>Noted. The owners have been liaising closely with DEC on development matters. Gray & Lewis has also worked closely with DEC in assessing the current planning application.</p>
Department of Environment and Conservation	2a.	<p>Referral to the Environmental Protection Authority: Environmental Protection Authority Guidance Statement No. 40 sets out the principles of assessing development proposals in the Shark Bay World Heritage Property. The World Heritage values most at risk with this proposal are the visual landscape values of the area and the marine environment which could be at risk from effluent. As long as the proposal adequately addresses visual landscape impacts, the risk to scenic values should be mitigated. Effluent risk can be managed with appropriate development approval conditions. In this context, Department of Environment and Conservation does not consider that the proposal requires referral to the Environmental Protection Authority at this</p>	<p>Noted. Gray & Lewis has recommended that a condition be imposed on any approval requiring lodgement of a detailed colour schedule. The Shire can refer the colour schedule to Department of Environment and Conservation and the Shark Bay World Heritage Advisory Committee for comment.</p>
	2b.		

		stage.	
	2c.	<p>Outline Development Plan: While the current zoning of the site does not require the preparation of an Outline Development Plan for Lot 305, the potential is that the proposed dwelling will eventually become part of a larger eco-tourism development on Lot 305. In this context, it is suggested that the developers be encouraged to consider preparation of an Outline Development Plan as a priority, which would avoid any unnecessary delays once changes to purpose of the Lot 305 are enacted.</p>	<p>Noted. The Shire can encourage the owners to start preparing an Outline Development Plan, however changing the zoning of the land is the highest priority.</p>
	2d.	<p>Servicing requirements: The conditional approval reference 8/2009 provided by the Shire of Shark Bay in 2009 included a condition that the residential dwelling will not be issued with a certificate of occupancy until all servicing requirements relative to water supplies, effluent disposal and waste management and waste disposal have been resolved to the satisfaction of the Shire of Shark Bay and Department of Environment and Conservation. This condition has not been met and a similar condition should be included on any future development approvals for this lot and others on Dirk Hartog Island.</p>	<p>Gray & Lewis has liaised with the Shire Building Surveyor. An occupancy certificate is a building matter so should not be imposed as a planning condition. However a footnote advice on any approval is recommended to advise the owner of this matter.</p>
	2e.	<p>Basic Raw Material: Any Basic Raw Material required for building construction or roading associated with this development will need to be sourced from within the freehold Lot 305 or brought to the site from an approved quarry location. Basic Raw Material supplies are very limited on Dirk Hartog Island National Park and Statutory Regulation precludes use of BRM from within the National Park for purposes not associated with protection and management of the park. Any quarry activity on Lot 305 or other freehold areas would be subject to separate assessment.</p>	<p>Noted. This information can be included as a footnote / advice note on any approval.</p>
	2f.	<p>Restrictive covenants: A series of restrictive covenants are attached to Lot 305. A footnote advice drawing the developer's attention to the existing covenants would be appropriate.</p> <p>Visual impact: The Shark Bay World Heritage Property Landscape Study</p>	<p>Noted. This information can be included as a footnote / advice note on any approval.</p> <p>Noted and agreed. Gray & Lewis has recommended that a condition be imposed on any</p>

	2g.	<p>prepared by John Cleary et.al in 2001 identified the Sunday Island Bay area as Zone B classification in terms of Public Sensitivity Zoning within the Shark Bay World Heritage Plan Landscape Study. Visual impacts of the proposed construction at Lot 305 should be carefully considered with particular regard to colours and design to minimise visual impact. It is noted that the new proposal states that the concrete walls of the single dwelling will be rendered in a colour sympathetic to the area. All construction associated with the new development should be finished in colours sympathetic to the area. Department of Environment and Conservation is able to assist the proponent in selecting suitable colours for roofing and external walls to minimise impact on the visual landscape values of the area. A development condition should be considered that the colours of the roof and external walls are determined in consultation with Department of Environment and Conservation.</p> <p>Foreshore Management Plan: Given the proximity of Lot 305 to a section of foreshore gazetted as National Park, the preparation of a foreshore management plan in consultation with and to the satisfaction of Department of Environment and Conservation should be prepared.</p>	<p>approval requiring lodgement of a detailed colour schedule.</p> <p>Noted. Gray & Lewis does not recommend that planning conditions be to the satisfaction of a third party, such as Department of Environment and Conservation, however a condition can be imposed for a foreshore management plan and the Shire would consult with Department of Environment and Conservation over this matter.</p>
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- *Coastal Setbacks*

The application was referred to the Department of Planning Coastal Branch for advice on coastal setbacks.

The Western Australian Planning Commission has a 'Statement of Planning Policy No. 2.6 – State Coastal Planning Policy' which outlines formulas to calculate coastal setbacks. Council is required to consider any state planning policy in accordance with Clause 10.2(e) of its Scheme.

The Department of Planning has advised that the risk of coastal erosion or inundation over the 100 year planning timeframe is considered relatively low for the following reasons:

- i) Proposed development is setback 100m (HSD not specified) from Sunday Bay Island which is a site sheltered by aspect as it is on the eastern side of Dirk Hartog Island, and appears to have a seemingly shallow nearshore environment.
- ii) There is no identifiable historic trend of erosion or accretion between 1986 and 2002 (extent of aerial photographs). There are also several seagrass patches visible in both aerial photographs, suggesting a relatively stable environment over the intervening years.
- iii) The proposed development appears to have an elevation of approximately 20m however, no datum is supplied. Assuming the datum is AHD, LAT, HAT or similar, the risk of inundation is considered relatively low.

The Department of Planning has confirmed that a more detailed coastal processes assessment is not considered essential given the relatively small scale of the development.

Department of Planning recommended that the proponent should be responsible of the implementation of a foreshore management plan as well as the funding, maintenance, monitoring and management of foreshore works for a period not less than five years commencing from completion of all foreshore works.

- *Servicing*

No new information on servicing has been lodged with the application, however Gray & Lewis has liaised with the applicant who verbally advised as follows:

- i) A generator has been installed in the existing outbuilding so power is already provided. Previously they investigated solar and wind options however it was cost prohibitive without any government subsidy / incentives.
- ii) Sufficient rainwater to service the site will be via rainwater tanks. Tanks will be installed to service the house.
- v) They have been discussing on site effluent disposal with the Shire. It is likely a conventional septic tank and leach drain system will be utilised.

Gray & Lewis has recommended conditions to address servicing, including a waste management plan.

- *Clearing of Vegetation*

The owners have an existing permit to clear native vegetation on Lot 305 under the Environmental Protection Act 1986. The clearing permit issued by Department of Environment and Conservation allows for 0.19 hectares of vegetation to be cleared for two building envelopes, and these appear to be based on the 2009 dwelling and outbuilding plans.

Clearing is dealt with under separate legislation, however it is recommended that an advice note be included on any approval to alert the owners that they may require an amended or new clearing permit.

- *Visual Impact / aesthetics*

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

Notwithstanding the above, it is noted that the proposed building is single storey, is of a low building scale, is not bulky in appearance, and will be located 100 metres from the coastline.

Having regard for the comments provided by the Shark Bay World Heritage Advisory Committee and Department of Environment and Conservation, it is not considered that the building will have a high visual impact. Due to the low scale vegetation on the island and proximity of the lot to the coast, any development will have some visible presence.

The proposed colours and materials are of importance when examining visual impact. Both the Shark Bay World Heritage Advisory Committee and Department of Environment and Conservation have advised that the colours and materials need to be sympathetic to the natural environment of the island and are an important factor.

Clause 10.2 of the Scheme outlines general matters to be considered by Council, and includes issues such as the compatibility of development with its setting, likely affect on natural environment, preservation of amenity, relationship to development on adjoining land or other land in the locality, and comments or submissions received by any authority.

It is recommended that a condition be imposed on any development to require lodgement of a detailed colour and material schedule to be approved separately in writing by the Shire's Chief Executive Officer. The Chief Executive Officer can consult with the Shark Bay World Heritage Advisory Committee and Department of Environment and Conservation on proposed materials and colours. The Department of Environment and Conservation has already confirmed that they can assist the applicant in selecting suitable colours.

LEGAL IMPLICATIONS

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

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

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

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

POLICY IMPLICATIONS

The Western Australian Planning Commission has a 'Statement of Planning Policy No. 2.6 – State Coastal Planning Policy' which is discussed in the body of this report.

The Shire of Shark Bay has no adopted Local Planning Policy to guide development on Dirk Hartog Island, and it is noted that the current zoning has inadequate landuse controls for development of freehold lots.

There have been some informal discussions about the need for some policy guidelines and development of colour schedules at an officer level. Gray & Lewis are of the understanding that the Shark Bay World Heritage Advisory Committee may discuss the issue of colour schedules / design criteria at its upcoming April meeting.

FINANCIAL IMPLICATIONS

The Shire pays planning fees to Gray & Lewis for planning advice.

STRATEGIC IMPLICATIONS

The Shire has a working document - Draft Local Planning Strategy, which recommends that the Dirk Hartog Island lots be re-zoned to 'Special Use' with specific development requirements and conditions.

The Draft Local Planning Strategy is in early stages, and is being advertised for preliminary informal public comment until the 30 March 2012.

It is recommended that the applicant be advised of the Draft Local Planning Strategy, that the Local Planning Strategy recommends an Outline Development Plan be developed to guide future eco tourism development, and that changing the existing zoning of Lot 305 is of vital importance to facilitate any future development.

VOTING REQUIREMENTS

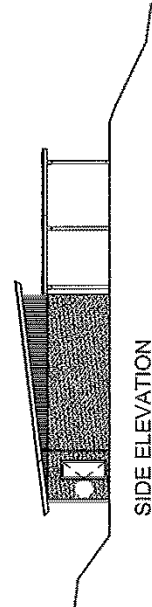
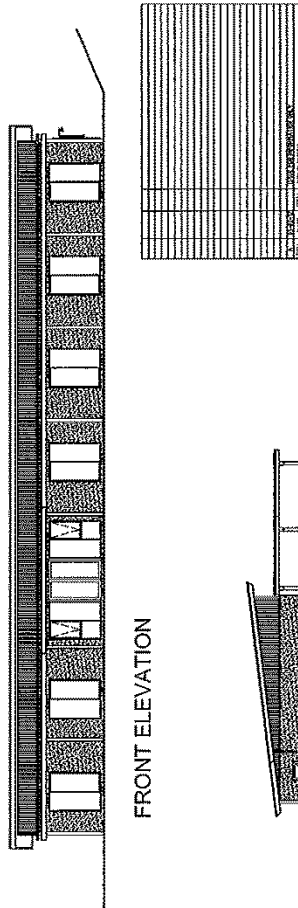
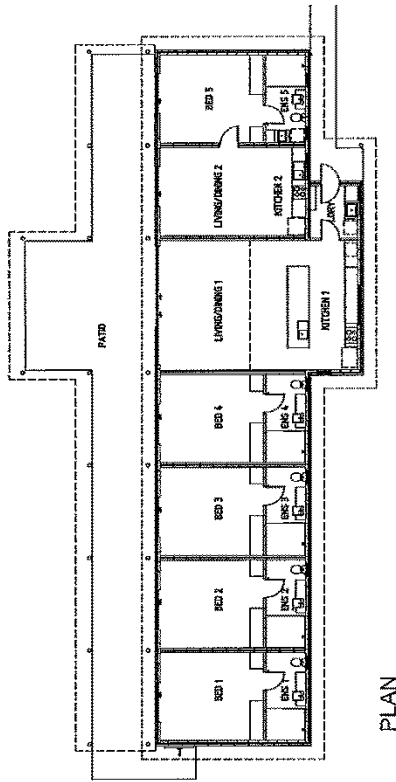
Simple Majority Required

Date of Report

16 March 2012

SCALE BAR:
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© 2000 JONES COULTER YOUNG PTY LTD
This is a professional drawing and shall not be used for any other purpose without the written consent of the author.



CURRENT PROPOSED DESIGN

JCY architects and urban designers
3/258 Dunes Street, Beach Waters, Adelaide 5022
T: 08 8448 2477 F: 08 8448 2488
A: 10/100 Dunes Street, Beach Waters, Adelaide 5022
T: 08 8448 2477 F: 08 8448 2488

PROJECT NAME
DARK HARTOS ISLAND ACCOMMODATION

DATE
10/10/11

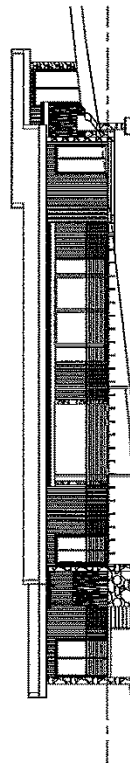
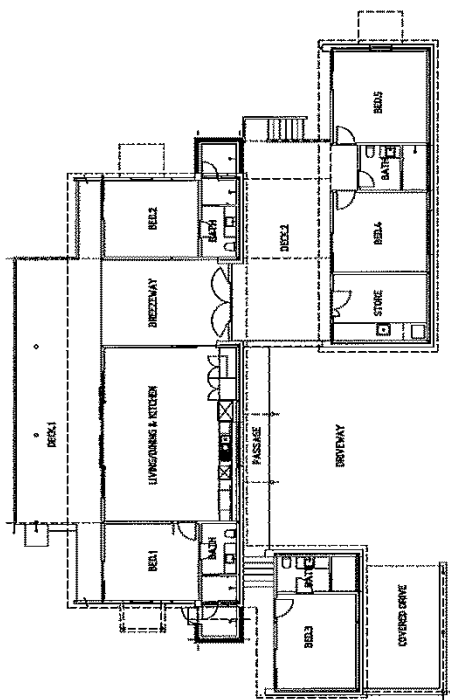
DESIGNED BY
JCY

COMPARISON BETWEEN CURRENT & PREVIOUSLY APPROVED DESIGNS

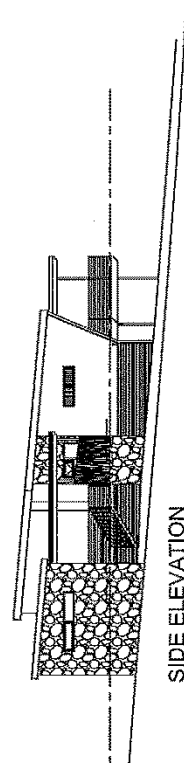
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DATE
10/10/11

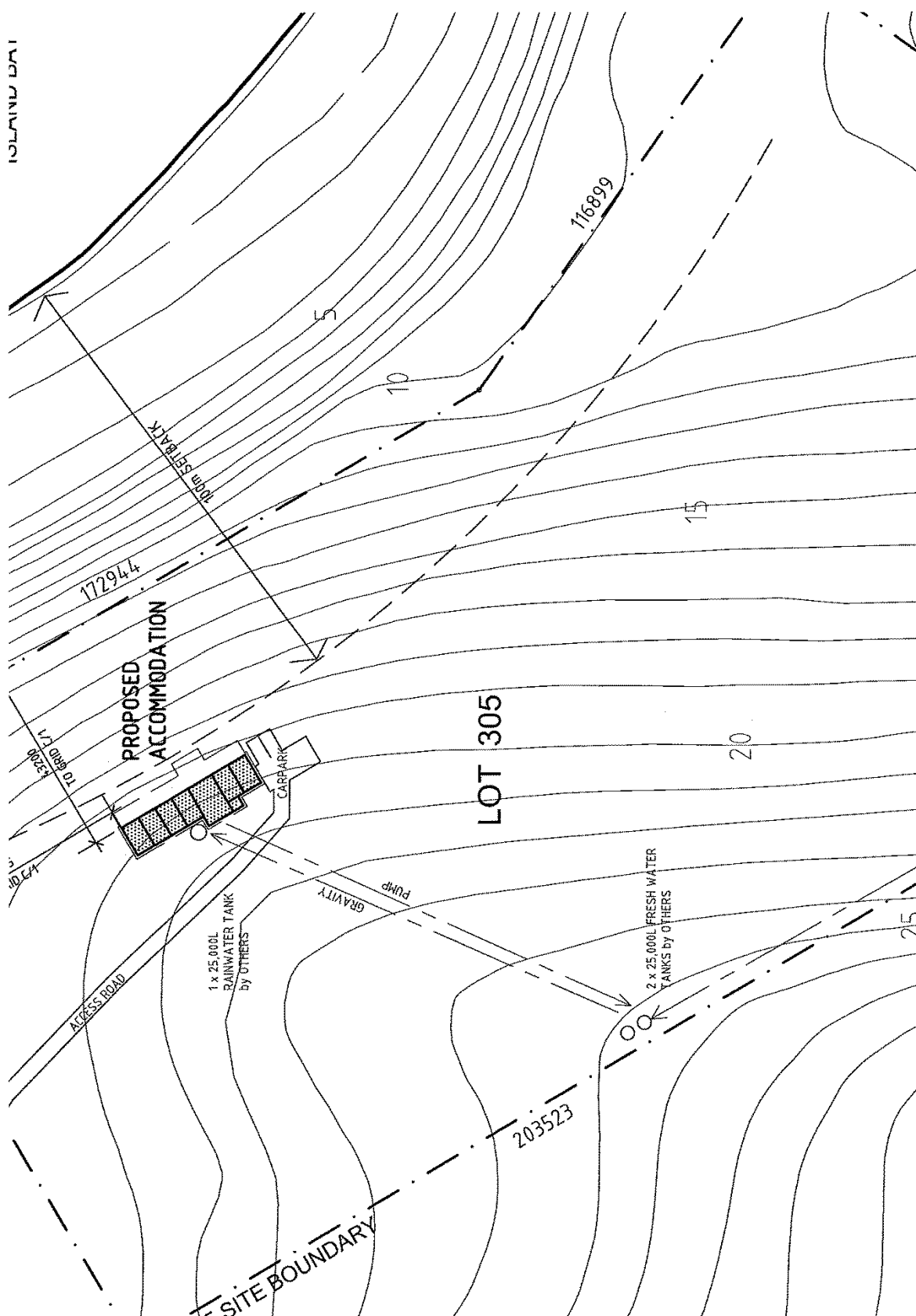
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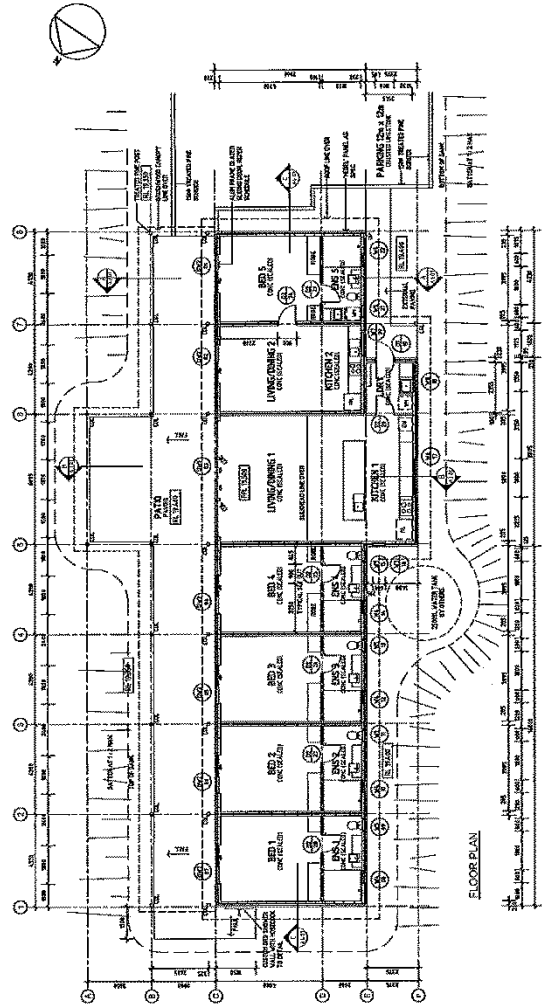
FRONT ELEVATION



PREVIOUSLY APPROVED DESIGN



Confirmed at Council meeting 26 April 2012 – Signed by the President Cr C Cowell _____



joy architects and urban designers
2234 Pier Street, Perth, Western Australia 6000
T +61 8 9491 1177 F +61 8 9225 2818 www.joy.arch

PROJECT NAME: **DIRK HARTOG ISLAND ACCOMMODATION**
 DRAWING TITLE: **FLOOR PLAN**
 ROOM: **ROOF PLAN**
 SCALE: **CEILING PLAN**
 DRAWN BY: **12**
 CHECKED BY: **12**
 APPROVED BY: **12**
 DATE: **02.01**
 SHEET: **02.01** OF **02.01**

[illegible]



NOTES:

1. ALL COLORBOND ROOFING SHEETS, FLASHINGS AND TRIMS SHALL BE COLORBOND ULTRA
2. ALL TIMBER PLATES AND FASCIA BEARDS, AND RIDGE FRAMING IF TIMBER, SHALL BE TREATED PINE TIMBER GRADE FOR TIGHTS RESISTANT.

[illegible]

joy

architects and urban designers

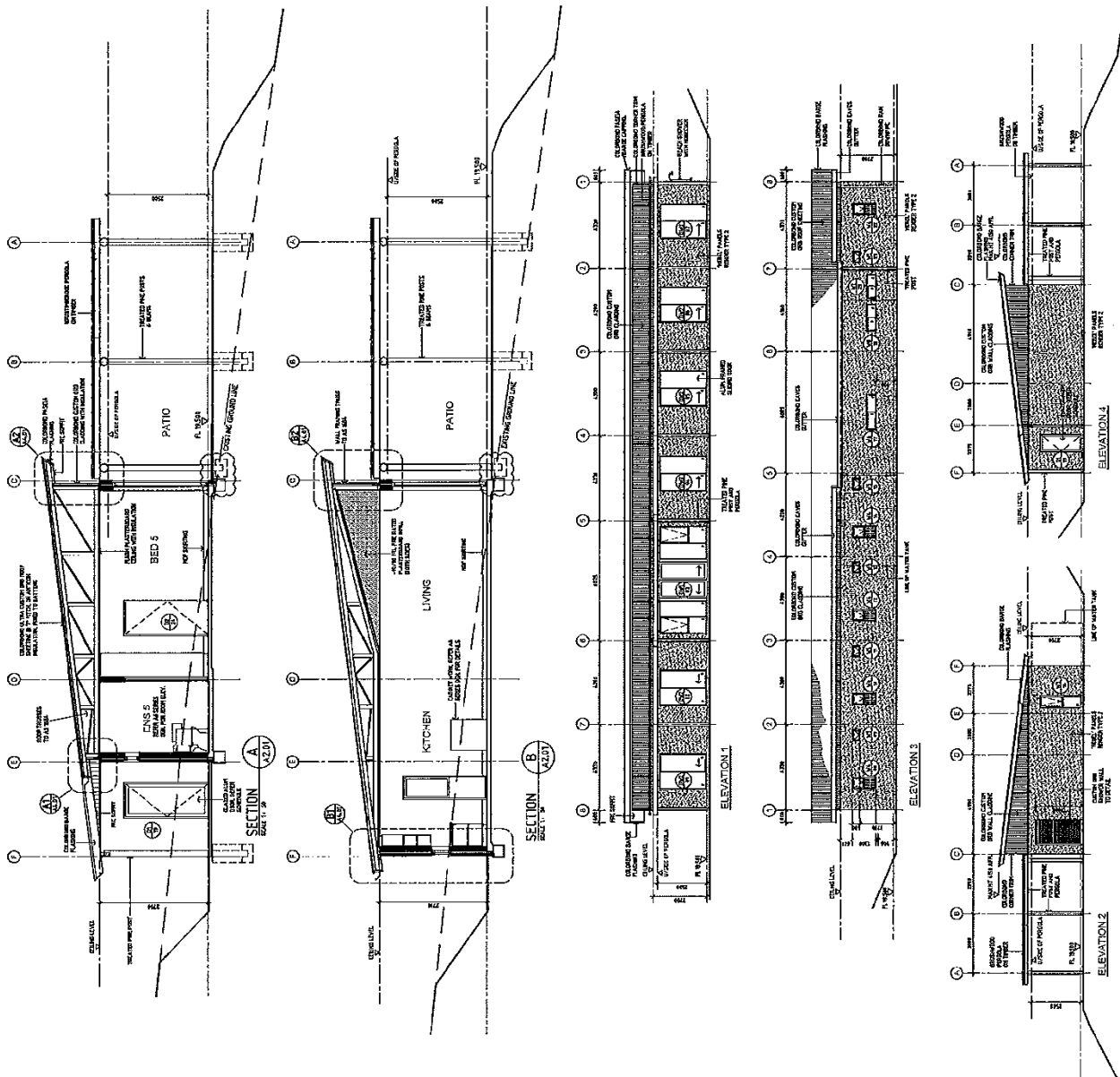
2724 Pier Street, P.O. Box Watsonville, CA 95000
T +610 8048-1477 F +610 804-1818 www.joy.net
AEN 74 7C8 751 248 | ACH 308 250 744

PROJECT NAME
DIRK HARTOG ISLAND ACCOMMODATION

CU/RTD FILE
ELEVATIONS, SECTIONS

DATE AND BY 6/10/99 gjh	CHECKED BY IH	APPROVED BY RY	PROJECT NO. 0725
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DATE DEC 2001
NEW YORK A

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14.3 PROPOSED HOLIDAY HOME – LOT 211, STRATA LOT 2 (NO. 7B) FRY COURT
P1498

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Gray & Lewis receive planning fees for advice to the Shire,

Nature of Interest: Financial Interest – Section 5.65 of *Local Government Act 1995*

Moved Cr Pepworth

Seconded Cr Wake

Council Resolution

That Council:

1. In accordance with Clause 4.4.2 (a) of the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme'), determine that the 'holiday home' use may be consistent with the objectives of the Residential zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval.
2. Note that the application has already been advertised in accordance with Clause 9.4 of the Scheme and that no written submissions or objections have been received.
3. Approve the application lodged by Richard and Jacqui Towell for a 'Holiday Home' with breakfast service on Lot 211, Strata Lot 2 (No 7B) Fry Court, Denham subject to the following conditions:
 - (i) The existing dwelling may be used as a standard or large holiday home however shall not accommodate more than 12 people at any one time.
 - (ii) Prior to occupation or use of the existing dwelling for a holiday home / accommodation, the owner shall lodge a Fire and Emergency Response Plan to the Shire. The Plan shall address matters such as a fire escape route map, smoke detectors, and provision of fire extinguishers.
 - (iii) The owner / applicant to be responsible for implementation of a Fire and Emergency Response Plan.
 - (iv) The owner / applicant to lodge a Holiday Home Management Plan within 3 months of the date of this planning consent. The Holiday Home Management Plan is to nominate a local manager / caretaker within the vicinity of the property, detail how nuisances or noise complaints will be addressed by the manager / caretaker and include information on management of the holiday home and property.

- (v) All carparking is to be fully accommodated on site at all times.
 - (vi) Any sign for the business must be located within the property boundaries and the sign face shall not exceed an area of 0.2 square metres. For the purpose of commercial advertising signage may describe the premises as Bed and Breakfast.
 - (vii) All cooking associated with providing holiday home guests with breakfast shall occur within the existing dwelling and all food consumption shall occur on site.
2. Include a footnote / advice note on any planning approval to advise the applicant that:
- (a) Planning approval does not negate the need to comply with any separate legislation such as health requirements.
 - (b) It is recommended that you liaise with your insurance company as many residential public liability insurance policies exclude the use of premises for short rentals. Please note that the Shire takes no responsibility for safety and public liability of guests in the accommodation.

5/0 CARRIED

Précis

Council is to consider an application to use an existing dwelling at 7B Fry Court, Denham as holiday accommodation. A breakfast service will be offered to guests by the owner.

Background

- *Existing development*

Lot 211 has been developed with two dwellings and each is located on their own strata lot. This application relates to the dwelling located to the rear on Strata Lot 2.

The existing dwelling on Strata Lot 2 is two storey containing a bedroom, bathroom/laundry and carport on the ground floor, and 1 bedroom, a kitchen, lounge, dining, bathroom and 2 bedrooms on the first storey. The ground floor bedroom / bathroom / laundry is fully lockable.

- *Requirement for Planning Approval*

It is recognised that historically holiday accommodation has likely occurred in Denham without obtaining any local government approval. This situation is not unique to Denham, and holiday accommodation has occurred uncontrolled in many coastal locations.

Technically, under the Shires current Scheme, planning approval is required for all “*development on land zoned and reserved under the Scheme*”. It is important to note that ‘development’ does not only include buildings and construction works, but can also include the use of land.

Whilst it may be unlikely that the Shire seeks to actively control and register holiday homes that have become established in Denham over many years, legally it could be argued that any new holiday home requires planning approval, similar to other forms of accommodation such as Bed and Breakfast and short stay accommodation.

Comment

- *Proposed Development*

The owners of the dwelling at 7B Fry Court live elsewhere in Denham, and would like to rent out the existing dwelling for holiday accommodation, and where required provided a breakfast service to guests.

Gray & Lewis has liaised with the owners and the proposal is described below:

- The house may be rented as a whole for short term accommodation and it can accommodate up to 7 people. Where the house is rented out as a whole, no breakfast services will be offered by the owners.
- Where the house is available and has not been rented out as a whole, then the owners would like to rent out the ground floor bedroom independently, and offer a service where they provide breakfast (using the cooking facilities in the upper storey part of the house which has a kitchen).
- The owners would like to advertise the premises as a 'Bed and Breakfast', and cater for walk in customers.
- The owners live in Denham, so can attend the site and maintain the property.
- The owners would like flexibility to rent out the bottom half of the house when it has not been booked in its entirety for a holiday home, so breakfast can be cooked upstairs to service the downstairs guests.
- There may be cases where they rent out the bottom portion of the house and the guests do not require breakfast, but they would like the option to provide it. It may be a cooked breakfast or continental depending on the guests needs.
- The owner has advised that they are going to attend a food handling course, and have some experience in this industry.

- *Zoning*

The subject property is zoned 'Residential R12.5/30' under the Shire of Shark Bay Local Planning Scheme No 2 ('the Scheme').

The objective of the Residential zone is "*to provide for residential development at a range of densities with a variety of housing to meet the needs of different household types through the application of the residential Design Codes.*"

- *Landuse Classification and Scheme Definitions*

When an application is lodged, part of the planning assessment involves examining the landuse definitions in the Scheme, and determining the 'best fit' landuse classification.

If the landuse is listed in the Scheme's Zoning table, it dictates the permissibility of the use in the relevant zone. If the landuse is not listed in the Schemes zoning table, then Council has discretion to consider the use as a 'Use Not Listed'.

The applicant initially lodged a planning application proposing to use the existing dwelling as a 'Bed and Breakfast'. Gray & Lewis has advised the applicant that the proposed use does not fall under the Scheme's 'Bed and Breakfast' definition as the owners do not live on the premises.

Under the Scheme, a 'Bed and Breakfast' is defined as *'means a dwelling, used by a resident of the dwelling, to provide accommodation for persons away from their normal place of residence on a short term commercial basis and includes the provision of breakfast'*.

The Shires Scheme has a definition for 'short term accommodation' however it does not apply to the proposed application as it specifically refers to *"two or more attached dwellings.....on one lot let for holiday purposes...."*.

The Shires Scheme and the Western Australian Planning Commission Model Scheme Text both do not have a specific landuse definition for the proposed use, so it is recommended that other sources for landuse classification be considered.

The Western Australian Planning Commission has guidelines for 'Holiday Homes – Short stay use of residential dwellings'. The Western Australian Planning Commission Guidelines include definitions for standard and large holiday homes.

A standard holiday home is defined as *'means a single house (excluding ancillary accommodation), which might also be used for short stay accommodation for no more than six people (but does not include a bed and breakfast, guesthouse, chalet and short stay accommodation unit).'*

A large holiday home is the same as a standard holiday home, except that it can provide for more than 6 people but not more than 12 people at any one time.

As the proposal cannot be reasonably classified as a 'Bed and Breakfast', Gray & Lewis recommends that Council consider the landuse as a 'holiday home'. There is nothing in the 'Holiday Home' definition that expressively prevents the owner providing a breakfast service for guests.

- *Process for a Use Not Listed*

A 'holiday home' is a landuse that is not specifically listed in the Zoning Table of the Scheme. Under Clause 4.4.2 of the Scheme Council has three options in determining any application involving a 'Use Not Listed' as follows:

- a) Determine that the use is consistent with the objectives of the particular zone and is therefore permitted;
- b) Determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or
- c) Determine the use is not consistent with the objectives of the particular zone and is therefore not permitted.

Gray and Lewis does not recommend Option 1 as the objective of the Residential zone is primarily to cater for residential uses, and approval of the development as a 'permitted' use will set a precedent for all future 'holiday home' applications to also be processed as permitted uses. There may be circumstances where Council receives

an application for a holiday home in a residential zone and consider the location to be unsuitable.

Gray & Lewis recommends Council pursue Option 2, and consider that the proposed 'holiday home' use may be consistent with the objective of the Residential zone. Whilst the Residential zone is to provide for housing, there is discretion under the Scheme to consider non residential uses having regard to normal planning considerations such as amenity, streetscape, landuse compatibility etc

- *Consultation*

To expedite processing of the application and in anticipation that Council may pursue Option 2 as described above in this report, the application has been advertised for 14 days in accordance with Clause 9.4 of the Scheme.

Letters were sent to adjacent landowners and no comments were lodging during advertising.

- *Amenity*

In some local authorities there has been issues with landuse conflict between holiday homes and dwellings used as permanent residences. The habits of holiday makers can be different from those of residents, and conflict can occur in the form of noise, anti-social behaviour and the like.

In this case, it is understood that there are a number of holiday homes already operating in Fry Court, and no adverse comments have been received from adjacent landowners indicating any conflict.

The owners of the property live in the town and can lodge a management plan outlining procedures to deal with any nuisance issues such as noise.

- *Carparking*

The existing dwelling is well serviced with two covered carparking bays. If guests have cars then they can be accommodated to the rear of the dwelling.

- *Fire and Emergency Response Plan*

As occupiers of the dwelling will be unfamiliar with the house layout, the Western Australian Planning Commission Guidelines recommend an emergency response plan be required. This can be a condition of planning approval and should include a fire escape route map to be displayed in the dwelling.

- *Location*

The Western Australian Planning Commission Guidelines generally recommend that holiday home locations be identified in a local planning strategy or local planning policy. Gray & Lewis is of the understanding that generally there has not been any

major conflicts between holiday accommodation and residential dwellings in Denham.

The proposed holiday home generally complies with the Western Australian Planning Commission Guidelines which state that as a guide, holiday homes “*are most appropriate in areas of high tourism amenity and close to key tourist attractions such as the beach, town centre or rural areas.*”

The subject dwelling is within walking distance of the beach and services in town.

- *Building standard*

The Western Australian Planning Commission Guidelines also recommend that dwellings comply with the Building Code of Australia and be inspected to ensure the dwelling is of a “safe and adequate standard”.

As the Shire currently has no ‘in house’ Building Surveyor, it is recommended that this could be dealt with through the Fire and Emergency response Plan, which needs to examine matters such as emergency escape route plans, smoke detectors, and fire extinguishers.

- *Term of Planning Approval*

Council has the option of limiting the term of the planning approval issued for the use. This would allow Council to re-assess the suitability of the site, location and landuse compatibility.

Gray & Lewis has not recommended limiting the term of approval on the understanding that generally holiday home uses throughout Denham have not caused any landuse conflict.

Legal Implications

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

Policy Implications

WAPC guidelines for ‘Holiday Homes – Short stay use of residential dwellings’ – explained in the body of this report.

Financial Implications

The Shire pays fees to Gray & Lewis for planning advice.

Tourism and businesses have local economic benefits.

Strategic Implications

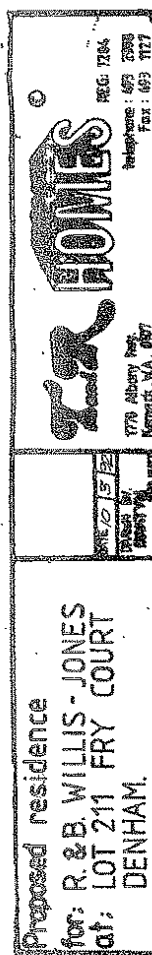
In the longer term, the Shire may consider developing a tourism strategy. This is an action recommended in the Draft Local Planning Strategy.

Voting Requirements

Simple Majority Required

Date of Report

16 March 2012



15. HEALTH REPORT

Nil

Sergeant Christ made a presentation to Council

Cr Wake left the Council Chamber at 12.19 pm

Cr Wake returned to the Council Chamber at 12.21 pm

Council meeting adjourned at 12.23 pm

Council meeting reconvened at 1.05 pm with Mr B Galvin present

16. WORKS REPORT

16.1 WORK MANAGERS REPORT – MARCH 2012

RO105

Author

Works Manager

Disclosure of Any Interest

Nil

Moved

Cr Pepworth

Seconded

Cr Hanscombe

Council Resolution

That the Works Managers report on the activities for the month of March 2012 be endorsed.

5/0 CARRIED

Moved

Cr Pepworth

Seconded

Cr Hanscombe

Council Resolution

That Council endorse the actions of the Works Manager in seeking compensation for the damage identified on the Woodleigh-Byro road caused by the Dampier Bunbury Natural gas pipeline works being undertaken currently.

5/0 CARRIED

Background

The following report contains a brief description of significant activities, events and issues that were raised during the last month.

Comment

Town

The new drinking fountain has been installed next to the playground on the foreshore. An extension was included to allow easier access to water for the fishing fiesta event which is held annually.

Kerbing has been completed at the new school car park and the asphalt should be laid straight after the Easter break.

There have also been some kerbs laid along Barnard Street.

There have been some repairs to the rock wall on the foreshore that was damaged by the consistent high tides that we have had lately.

The old tank next to the new recreational centre has been removed. This has improved the visual aspect of the recreational centre; while this was being done all of the old rural water pipe was also removed.

The new roof for the town oval tank is in the process of being replaced. In conjunction with this project we will also clean out the oval tank as there is a build up of sludge in the bottom of the tank.

The recreational boat ramp has been sand blasted with a high pressure water blaster (60 000 PSI) and it is hoped this will alleviate some of the problems associated with the slippery ramps that we have been experiencing. The D-fenders have also been installed.

The yearly boat surveys have been completed and there were a total of 7 boats hauled up for varying surveys.

The shade sail over the playground has been repaired and has now been reinstalled over the playground.

Useless Loop Road

Seal preparations are underway on the Useless Loop Road. The first 2.5 Km of road is nearly ready for sealing. This has been placed on hold for the short term to allow for a maintenance grade to be completed before the Easter break.

Legal Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report 20 March 2012

17. TOURISM, RECREATION AND CULTURE REPORT

17.1 CLEAN UP AUSTRALIA DAY REPORT

CO102

Author

Community Development Officer

Disclosure of Any Interest

Declaration of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as closely related to the Author of the item

Moved Cr Pepworth

Seconded Cr Wake

Council Resolution

The Clean Up Australia Day 2012 report be endorsed and that \$500 be included in next year's budget to continue the program.

5/0 CARRIED

Background

The following report contains an overview of the Clean Up Australia Day events held in Denham on the 2 and 11 of March.

Comment

The Shire of Shark Bay registered with the Clean Up Australia Day Council in early January. We were provided with clean up bags, posters, first aid kits and hand sanitiser.

The Shark Bay School conducted their clean up on Friday 2 March. The whole school participated in the event that saw a total of 10 bags of rubbish collected from the school grounds, Skate Park and Denham foreshore. Shire depot staff then collected the bags for designated drop off points close to the school.

Shark Bay's Clean Up was held on Sunday 11 March, a week after the official date (March 4), the date change was due to the event coinciding with a long weekend and few people being available to volunteer. Registration for the Clean Up commenced at 8.30am at the shelter on the Denham foreshore, a total of 19 people registered. Areas targeted were Little Lagoon, Denham foreshore, Stella Rowley Drive, Shark Bay Road and the Rubbish Tip Road. Twenty bags of rubbish were collected from these clean up points. The rubbish was left at pick up points and was collected by

Shire depot staff the next day. All participants in the Clean Up were invited back to the Denham foreshore for a BBQ breakfast.

Clean Up Australia Day was advertised in the Inscription Post, posters on all local display board, emails and on the radio.

Policy Implications

Nil

Financial Implications

BBQ breakfast and Clean Up items (gloves etc).
\$500.00

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report

14 March 2012

17.2 GASCOYNE GAMES – SHARK BAY 2012

NO106.01

Author

Executive Manager

Tourism, Community and Economic Development

Disclosure of Any Interest

Nil

Moved

Cr Pepworth

Seconded

Cr McLaughlin

Council Resolution

That Council endorse the Gascoyne Games being held by the Shire of Shark Bay from Friday 14 September – Sunday 16 September 2012.

5/0 CARRIED

Background

The Gascoyne Games is a biannual event that is hosted by each of the four Gascoyne Shires in turn. The Shire of Shark Bay will be hosting the Gascoyne Games in 2012 and a Games Committee has been established.

Comment

Organisation of the Gascoyne Games is moving ahead and a definite date needs to be set so that planning and scheduling can progress.

The second Games Committee meeting was held on 21 March 2012 and a provisional date for the games was set for 14-16 September.

Other Gascoyne Shires have been canvassed and these dates do not conflict with any other major events in the region.

Policy Implications

Nil

Financial Implications

The Shire's grant application to the Department of Sport and Recreation was successful and the Department has committed \$5,000 to the games. An application has been submitted to Events Corp for grant funding and the result is pending. Other Gascoyne Shires have previously been successful in securing this funding when they held the games.

Strategic Implications

Holding the Gascoyne Games in the Shire of Shark Bay offers many opportunities to address the objectives of the Strategic Plan:

1. Sustainable growth and progress

With the event being well publicised and promoted both regionally and farther afield, the potential for increased tourism numbers is substantial. We anticipate that we will

attract participants and spectators from the Gascoyne and also potentially from the Mid-West and Pilbara regions. This gives the opportunity for visitors to get a taste for the area and plan for returning.

The influx of 500+ people into the town gives local accommodation providers, tour operators, restaurants and other retail outlets the opportunity to maximise their profits.

2. *Natural Environment*

Using the games as a means of promoting the region, visitors will be able to experience and appreciate the unique and precious environment around Shark Bay.

3. *Social*

The Games provide an excellent opportunity for the community members to socialise with each other as well as with people from further afield with different backgrounds, skill sets and interests. This can assist in building community spirit, pride and networks within the town and throughout the region.

The promotion of recreational activities contributes to strong communities and healthier lives.

Voting Requirements

Simple Majority Required

Date of Report

22 March 2012

17.3 DONATION REQUEST FROM SHARK BAY RSL SUB-BRANCH
CL101.08

Author

Executive Manager

Tourism, Community and Economic Development

Disclosure of Any Interest

Nil

Moved

Cr Pepworth

Seconded

Cr Wake

Council Resolution

That Council donate \$500 to the Shark Bay RSL Sub-Branch from the Community Events/Festivals budget to assist the RSL with their luncheon planned to follow the Anzac Day service on 25 April 2012.

5/0 CARRIED

Background

Keith Backhouse, secretary/treasurer of the Shark Bay Sub Branch RSL has written to Council requesting a donation of \$500 to assist with a light dinner at the Shark Bay Hotel following the Anzac Day service. People attending the dinner would purchase their own beverages.

Comment

Anzac Day is an important part of Australia's history when we remember the men and women who have died during conflicts. The Shark Bay RSL is only a small group that wishes to involve the community in acknowledging our debt to our diggers by providing a small event.

Policy Implications

NIL

Financial Implications

This dinner is in line with other community events which are allowed for in the Community Events/Festivals budget.

Strategic Implications

NIL

Voting Requirements

Simple Majority Required

Date of Report

16 March 2012

18. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Moved Cr Pepworth
Seconded Cr Wake

Council Resolution

That Council accept the tabling of Urgent Business Item 19.1 – Regional Business Plan and Item 19.2 – Tender 2011/12-05 Footpaths and Associated Earthworks and 19.3. Monkey Mia Resort Lease

5/0 CARRIED

19.1 REGIONAL BUSINESS PLAN

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved Cr Pepworth
Seconded Cr Cowell

Council Resolution

That Council agree and support the recommendations as set out in the Regional Business Plan and shown hereunder with the following amendment to recommendation 1; insert the words, “yet not limited to”, after “That the Gascoyne Regional Collaborative Group implement regional sharing for the following services.

Recommendation 1

That the Gascoyne Regional Collaborative Group implements regional sharing for the following services yet not limited to (in priority order)

**Integrated Strategic Planning
Information Communication Technology Management
Human Resources Support Services
Corporate Financial Service
Waste Management
Regional Tourism Activities
Regulatory Services
Risk Management**

Recommendation 2

That the Gascoyne Regional Collaborative Group implement a partnering arrangement as its initial governance structure, in accordance with this Regional Business Plan, to support the implementation of regional shared services

Recommendation 3

That the Gascoyne Regional Collaborative Group be disbanded at the completion of its current activities and after the establishment of an alliance charter in accordance with this Regional Business Plan and a new partnering arrangement, the Gascoyne Regional Service Alliance be established for the implementation and ongoing delivery of regional shared services.

Recommendation 4

That the Gascoyne Regional Service Alliance develops an alliance charter to establish a governance framework in accordance with this Regional Business Plan and this framework is to include:

The establishment of an alliance board;

The adoption accountability and transparency provisions in accordance with the requirements for a major trading undertaking to be applied to each regional shared service; and

The establishment of services level agreements for each shared service.

Recommendation 5

That a review by the alliance board of the most appropriate governance structure be aligned to the major review of the Regional Strategic Community Plan scheduled to occur every four (4) years and any change in the structure be the subject of a business case to support the change.

4/1 CARRIED

Background

The Regional Collaborative Group as part of the process towards formalising the process in accordance with the agreement and under the direction of the Minister for Local Government was required to prepare a Regional Business Plan.

UHY Haines Norton was contracted to undertake this task and has been working with councils over the past 6 months to prepare the plans for adoption by the Regional Collaborative Group. Individual strategic community plans were also introduced that were aligned with the objectives of the Regional Plan

The participating councils have all had input into the process and the individual strategic community plans all reflect the desire to continue with the collaborative process.

The draft plan has been circulated under separate cover for councillor's information.

Comment

The recommendations originating from the report are as follows:

Recommendation 1

That the Gascoyne Regional Collaborative Group implement regional sharing for the following services (in priority order)

Integrated Strategic Planning

Information Communication Technology Management

Human Resources Support Services

Corporate Financial Service

Waste Management

Regional Tourism Activities

Regulatory Services

Risk Management

Chief Executive Officer's comment

This recommendation is clear and provides opportunities for the council to provide a greater range of services without expending significant resources, however there should not be the limiting factor of constraining the regional sharing opportunities to the areas listed. The inclusion of the wording *but not limited to* following services would enable the Gascoyne Regional Collaborative Group to explore other opportunities to share services as they presented themselves.

Recommendation 2

That the Gascoyne Regional Collaborative Group implement a partnering arrangement as its initial governance structure, in accordance with this Regional Business Plan, to support the implementation of regional shared services.

Chief Executive Officer's comment

Agreed:

Recommendation 3

That the Gascoyne Regional Collaborative Group be disbanded at the completion of its current activities and after the establishment of an alliance charter in accordance with this Regional Business Plan and a new partnering arrangement, the Gascoyne Regional Service Alliance be established for the implementation and ongoing delivery of regional shared services.

Chief Executive Officer's comment

Agreed no need for the two committees to continue as the function of the collaborative group will be redundant.

Recommendation 4

That the Gascoyne Regional Service Alliance develops an alliance charter to establish a governance framework in accordance with this Regional Business Plan and this framework is to include:

The establishment of an alliance board;

The adoption accountability and transparency provisions in accordance with the requirements for a major trading undertaking to be applied to each regional shared service; and

The establishment of services level agreements for each shared service.

Chief Executive Officer's comment

The alliance board would in effect take over from the Gascoyne Regional Collaborative Group and oversee the regional shared services in a similar manner as a regional council.

Recommendation 5

That a review by the alliance board of the most appropriate governance structure be aligned to the major review of the regional strategic community plan scheduled to occur every four (4) years and any change in the structure be the subject of a business case to support the change.

Chief Executive Officer's comment

The recommendations provide an avenue to address the issues raised by the Minister and will assist the ongoing operations of the council by providing a greater capacity and depth in resources.

The ongoing affect of the recommendations and the report once enacted will provide the council with the ability to share the burden of the costs associated with a number of core functions which will provide greater stability and service delivery.

Legal Implications

Nil

Policy Implications

Nil

Financial Implications

The cost implications to introduce the recommendations are difficult to assess at this point in time, however the majority of the expenses to date associated with this project have been met by the State Government.

It would be anticipated that through the shared services structure the cost to council to deliver services would be reduced.

However, this is yet to be determined as there are a number of activities that the council has not expended significant funds (Human Resource Support Services, Integrated Strategic Planning) on and will need to make and investment in these areas.

There are other areas that the council may significantly benefit from such as Regional Tourism Services, Regulatory Services and Information Communication Technology Management.

Strategic Implications

Addresses outcome 4.3 of the Shire of Shark Bays Strategic Community Plan
To improve collaboration and shared services with other Local, State and Federal Government Agencies, Industry and Community organisations

Voting Requirements

Simple Majority Required

Date of Report

23 March 2012

19.2 TENDER 2011/12-05 CONSTRUCTION OF FOOTPATHS AND ASSOCIATED EARTHWORKS
TE2011/12-05

Author

Works Manager

Disclosure of Any Interest

Nil

Moved Cr Pepworth
Seconded Cr Hanscombe

Council Resolution

The recommendation submitted by the Works Manager in the confidential evaluation report for Tender 2011/12-05 Construction of Footpaths and Associated Earthworks as per the conditions of tender be considered.

5/0 CARRIED

Moved Cr Pepworth
Seconded Cr Hanscombe

Council Resolution

That Council appoint Oakley Earthmoving, based on the assessment of the Capability, Warranty and pricing considerations offered under Tender 2011/12-05 – Construction of Footpaths and Associated Earthworks to the period ending 30 June 2014.

5/0 CARRIED

Summary

A request for Tender to establish a contractor to Construct Footpaths for the Shire of Shark Bay within the township of Denham for a period ending on 30 June 2014 was called and ended at 4.00pm on Monday 26 March 2012.

The request for tender called for the following.

- Pricing per Square metre of Grey concrete 25 mpa, laid with all associated costs

- Pricing per Square metre of coloured concrete (Terracotta 3%) 25 mpa, laid with all associated costs.
- Pricing per linear metre for kerb repairs (when damaged kerb is adjacent to constructed footpath).
- Pricing per stormwater drain repair (when stormwater drain is adjacent to constructed footpath).

Pricing per ramp / road crossing. The RFT document was advertised in the West Australian on Monday the 12 March 2012 with a closing time of 4.00pm 26 March 2012. One tender was received.

Background

Quotes were called for to construct 3 footpaths around town. One footpath at the Azure estate, one footpath at the Landcorp estate and one new footpath along Dirk Place and Hartog Crescent.

As these quotes were over the allowable figure of \$100 000.00 for quotations, the tendering process needed to be followed.

As there is now a 5 year plan for footpaths within the township of Denham it was thought to be prudent to extend the contract for footpath construction out to 30 June 2014 to ensure that footpath works would proceed efficiently for the next two years.

Comment

Nil

Legal Implications

Tender regulations

Policy Implications

Conforms to the Shire of Shark Bay's Purchasing Policy.

Financial Implications

There are work programs expected to progress as soon as this tender process has been completed. These programs need to be started to ensure works are completed within the scheduled time.

Strategic Implications

Assists in the strategic objective of providing and maintaining quality infrastructure to the community.

Voting Requirements

Simple Majority Required

Date of Report

27 March 2012

Confirmed at Council meeting 26 April 2012 – Signed by the President Cr C Cowell _____

19.3 MONKEY MIA RESORT LEASE
LE101 / CA102

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved Cr Pepworth
Seconded Cr McLaughlin

Council Resolution

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

5/0 CARRIED

Cr Wake left the Council Chamber at 2.35pm and returned to Council Chamber at 2.37pm

Moved Cr Pepworth
Seconded Cr McLaughlin

Council Resolution

That the meeting be re-opened to members of the public.

5/0 CARRIED

Cr Pepworth and Cr Hanscombe left the Council chamber at 3.24 pm

At 3.27pm the President read aloud the Council decision that had been taken during the time the meeting was closed to the public for the benefit of the staff and public gallery who had returned to the meeting.

Cr Pepworth and Cr Hanscombe returned to Council Chamber at 3.28 pm

Moved Cr Pepworth
Seconded Cr Hanscombe

Council Resolution

That the President and Chief Executive Officer meet with representatives from Aspen Resort to negotiate a way forward that does not significantly financially disadvantage the shire.

5/0 CARRIED

20. DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of Council will be held on Thursday 26 April 2012 in Council Chambers commencing at 9.00 am

21. CLOSURE OF MEETING

As there was no further business the President closed the meeting at 3.36 pm.