

Shire of Shark Bay

Minutes of the Ordinary Council Meeting held on the 27 August 2014



Whale calf in Denham Sound





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The minutes of the Ordinary meeting of the Shark Bay Shire Council held in the Council Chamber at the Shark Bay Recreation Centre, Francis Street, Denham on 27 August 2014 commencing at 9.00 am.

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1. DECLARATION OF OPENING

The President declared the meeting open at 9.02am

2 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED

ATTENDANCES

Cr C Cowell	President
Cr K Capewell	Deputy President
Cr M Prior	
Cr B Wake	
Cr L Bellottie	
Cr K Laundry	

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

APOLOGIES

Cr G Ridgley	Leave of Absence was approved at the Ordinary Council meeting 27 August 2014 – Item 5.1
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VISITORS

3 Visitors in the Gallery

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

Nil

4. PUBLIC QUESTION TIME

The President opened Public Question Time at 9.02 am.

Mr Derek Weston addressed the Council regarding the Shark Bay Entertainers to become an incorporated group; they are seeking a \$800.00 donation.

The President advised that this item would be discussed further at Item 19.1 on the Agenda.

Mr Hargreaves addressed the Council regarding the usage of the Town Common.

The President advised that the use of the Town Common would be considered by Council in light of Mr Hargreaves request.

The President closed Public Question Time at 9.25am

5. APPLICATIONS FOR LEAVE

5.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR RIDGLEY
GV00008

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Prior
Seconded Cr Wake

Council Resolution

Councillor Ridgley is granted leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on 27 August 2014.

6/0 CARRIED

Background

Councillor Ridgley has applied for leave of absence from the ordinary meeting of Council scheduled for 27 August 2014. The Council in accordance with Section 2.25 of the ***Local Government Act 1995*** as amended may by resolution grant leave of absence to a member.

Comment

Councillor Ridgley has advised the Chief Executive Officer due to work commitments he will be unable to attend the Ordinary meeting of Council scheduled to be held on 27 August 2014 and has requested leave of absence be granted by Council for this meeting.

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

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

Legal Implications

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

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

- (5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council –
- a) If no meeting of the council at which a quorum is present is actually held on that day; or
 - b) If the non attendance occurs while –
 - a. 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)
 - b. while proceedings in connection with the disqualification of the member have been commenced or are pending; or
 - c. while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending

Policy Implications

There are no Policy implications associated with this report

Financial Implications

There are no financial implications associated with this report

Strategic Implications

There are no Strategic implications associated with this report

Voting Requirements

Simple Majority Required

Signatures

Author	<i>R Mettam</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	26 August 2014

27 AUGUST 2014

6. PETITIONS

Nil

7. CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 30 JULY 2014

Moved Cr Capewell
Seconded Cr Laundry

Council Resolution

That the minutes of the Ordinary Council meeting held on 30 July 2014, as circulated to all Councillors, be confirmed as a true and accurate record.

6/0 CARRIED

8. ANNOUNCEMENTS BY THE CHAIR

Nil

9. PRESIDENT'S REPORT

GV00002

Council Committee Membership

Member

Member

Member

Member

Member (Chair)

Deputy Delegate

Deputy Delegate

Deputy Delegate

Deputy Delegate

Other Committee Membership

Member

Member

Member

Member (Chair)

Member

Deputy Delegate

Audit Committee

Gascoyne Zone of Western Australian Local Government Association

Western Australian Local Government Association Country Zone – Gascoyne Region Development Assessment Panel

Shark Bay 2016 Commemoration Advisory Committee

Shark Bay Marine Facilities Management Committee

Works Committee

Gascoyne Regional Road Group

Gascoyne Regional Collaboration Group

Gascoyne Development Commission Board

Gascoyne Development Commission Audit Sub-Committee

Ningaloo-Shark Bay National Landscapes Steering Committee

Local Emergency Management Committee

Gascoyne Regional Tourism Strategy steering committee

Western Australian Local Government Association – State Council Committee

Attendance

28 July

29

29

Agenda meeting – Chief Executive Officer

Induction – new councillor

Project3 consultants meeting

27 AUGUST 2014

4 August	Australian National Landscapes meeting
7	Gascoyne Regional display – Gascoyne Development Commission Royal Show teleconference
12/13	Gascoyne Development Commission Board Meeting – Coral Bay
14	Gascoyne Regional display – Gascoyne Development Commission Royal Show teleconference
19	National Literacy Week – Shark Bay School
22	Gascoyne Development Commission – Strategic Workshop – Carnarvon
27	August Ordinary Council meeting

Date of Report 18 August 2014

Moved Cr Capewell
Seconded Cr Prior

Council Resolution

That the President's activity report for 27 August 2014 be received.

6/0 CARRIED

10 COUNCILLORS' REPORTS

10.1 Cr Wake
GV00007

Committee Membership

Member	Works Committee
Member	Audit Committee
Member	Gascoyne Regional Road Group
Member	Development Assessment Panel
Deputy Delegate	Gascoyne Zone of Western Australian Local Government Association

Verbal report on Local Government Week, report will be presented to next Council Meeting.

Moved Cr Prior
Seconded Cr Capewell

Council Resolution

That Councillor Wake's August 2014 report on activities as Council representative be received.

6/0 CARRIED

27 AUGUST 2014

10.2 Cr Capewell
GV00005

Committee Membership

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

NIL REPORT

10.3 Cr Laundry
GV00013

Committee Membership

Member	Audit Committee
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NIL REPORT

10.4 Cr Bellottie
GV00010

Committee Membership

Member	Audit Committee
Member	Works Committee
Member	St John's Ambulance – Shark Bay Sub Centre

NIL REPORT

10.5 Cr Ridgley
GV00008

Committee Membership

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

NIL REPORT

10.6 Cr Prior
GV00006

Committee Membership

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

Meeting Attendance

04 Aug	Shark Bay Arts Council Meeting
06 to 08 Aug	Attended WALGA Conference in Perth
18 Aug. 14	Shark Bay Tourism Association Meeting

General Matters

Nil

Date of Report 18 August 2014

Moved	Cr Capewell
Seconded	Cr Laundry

Council Resolution

That Councillor Prior's August 2014 report on activities as Council representative be received.

6/0 CARRIED

11. ADMINISTRATION REPORT

11.1 REVIEW OF POLICY MANUAL

CM00037

Author

Chief Executive Officer

Disclosure of Any Interest

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest due to being a Member/Secretary of Shark Bay Pistol Club.

Moved Cr Prior
Seconded Cr Cowell

Council Resolution

1. That the proposed Council Policies contained in the attachment to the report of the Chief Executive Officer be adopted;
2. That the Administration policies contained in the attachment to the report of the Chief Executive Officer be noted;
3. That the Council policy manual be reviewed on an annual basis in accordance with adopted policy;
4. That local public notice of the proposed Gratuities Policy 1.14 in accordance with s5.50 of the *Local Government Act 1995* be given; and
5. That Statewide public notice of the intention to have a Regional Price Preference policy (No 2.8) be given in accordance with Regulation 24E of the Local Government (Functions and General) Regulations 1996, and the results reported to Council in due course.

6/0 CARRIED

Background

The Shire's policy manual has not been reviewed in its entirety for some time. A copy of the current policy manual is attached. While there is no legal requirement to review the manual as a whole, keeping it up to date and relevant to the issues of the day will assist in better decision making.

Policies cannot override Acts of Parliament, Regulations, Planning Schemes or Local Laws. While not binding, policies assist in:

- Guiding decision making;
- Providing a measure of consistency; and
- Dealing with issues or problems that might not be immediately apparent.

Comment

A review of the current policy manual has been undertaken. The extent of change required is extensive. A new Council and Administration policy manual has been circulated under separate cover.

Overall:

1. The old manual combined policies that relate to Council decision making, with those that relate to day to day operations and staff management. This can create confusion as to which party has responsibility for areas that are the province of the other. As such it has been split into:
 - a. Council policies; and
 - b. Administration policies.
2. The indexing system has become disused over time, so much so that it is now difficult to group like subjects together. As such, in relation to Council policies, a new system that groups policies using program classifications from the annual budget has been used.
3. Administration policies have been simply indexed around major subject areas.
4. Some policies appear to have been developed to respond to an issue that may have been topical at the time but are no longer relevant.
5. Others relate to topics that are better dealt with by other means such as via a delegation of authority, as part of the Shire's Local Planning Scheme, have been rendered outdated by new legislation, or the practice has simply changed.
6. A separate report has been submitted and adopted by Council regarding proposed policies under the Shire's Local Planning Scheme.
7. A number of policies that are interrelated have been combined.
8. A tracking box has been added to each Council Policy to better assist in tracking its origin and the legislation or guideline to which the subject might relate.
9. In many cases, text of legislation that might relate to a policy is not quoted in the policy itself but a link is provided to allow reference to the legislation if required.

A new draft Policy Manual is attached. Due to the extent of changes suggested, it is not feasible to show changes to individual policies, but in addition to the overall major and structural changes summarised above, the following are of note:

- An additional line in the 'Gratuities' policy (now Policy number 1.14) has been added, to provide for employees who may be leaving after more than 3 years' service. This policy simply sets out the maximum value for a gift that might be paid to a departing employee after service with the Shire.

In addition, s5.50 of the Local Government Act requires that local public notice be given of the policy. Regulation 19A of the Local Government (Administration) Regulations 1996 also caps the amounts that can be paid as a gratuity to an employee who is not a Chief Executive Officer or designated senior employee to no more than a year's salary, or \$5,000 in all other cases. The proposed policy is well under these amounts.
- The Investment of Surplus Funds Policy (now Policy number 2.4) has been amended to reflect Regulations and current practice, which is to invest only in term deposits in banks.

- The modalities (i.e. limits and quotations required) in the Purchasing Policy (now Policy 2.7) for amounts below \$100,000 has been redrafted to reflect typical costs now incurred by the Shire. The need to obtain quotes (verbal or written) remains for significant purchases.
- Similarly, Policy 2.8 (Local Price Purchasing Preference) allows a local government to apply a discount when evaluating tenders from locally based firms. The policy has been simplified based on a model developed by the Western Australian Local Government Association and the amounts the Shire is able to discount have been increased to reflect the maximums provided for by Regulation 24E of the Local Government (Functions and General) Regulations 1996.

Almost all of the administration policies that relate to staff have been reworked, and using models developed by the Western Australian Local Government Association. This should make future maintenance less of a burden.

Over time, and with each review, the Shire's policies will be improved. This review will provide a good foundation to make future reviews easier.

Legal Implications

General

Section 2.7 (2)(b) of the *Local Government Act 1995* (the Act) provides that:

2.7. Role of council

(1) The council —

- (a) governs the local government's affairs; and*
- (b) is responsible for the performance of the local government's functions.*

(2) Without limiting subsection (1), the council is to —

- (a) oversee the allocation of the local government's finances and resources; and*
- (b) determine the local government's policies.*

Amongst other things, s5,41 sets out the functions of the Chief Executive Officer, including to:

- (d) manage the day to day operations of the local government; and*
- (g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees);*

The boundary between Council responsibilities and those of a Chief Executive Officer are not precisely defined but in general, the objective is for Councils to focus on strategy and long term planning, while the Chief Executive Officer is to deal with operational and day to day matters. The suggested split of policies into 'Council' and 'administration' will assist to achieve this.

There are few specific legislative requirements where local governments are required to develop policies. In relation to this review, these are listed below.

Gratuities

Section 5.50 of the Local Government Act requires that:

- (1) *A local government is to prepare a policy in relation to employees whose employment with the local government is finishing, setting out —*
 - (a) *the circumstances in which the local government will pay an employee an amount in addition to any amount to which the employee is entitled under a contract of employment or award relating to the employee; and*
 - (b) *the manner of assessment of the additional amount, and cause local public notice to be given in relation to the policy.*

The proposed Policy 1.14 sets out the Gratuities policy. The requirement to give local public notice is reflected in the recommendation to Council above.

Procurement for amounts below \$100,000

Regulation 11A of the Local Government (Functions and General) Regulations 1996 provides that:

A local government is to prepare or adopt, and is to implement, a purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$100 000 or less or worth \$100 000 or less.

The proposed Policy 2.7 sets these requirements out.

Local purchasing preference

Part 4A of the Local Government (Functions and General) Regulations allow a local government to give a discount to local suppliers when assessing tenders. Regulation 24E provides that:

- (1) *Where a local government intends to give a regional price preference in relation to a process, the local government is to —*
 - (a) *prepare a proposed regional price preference policy (if no policy has yet been adopted for that kind of contract); and*
 - (b) *give Statewide public notice of the intention to have a regional price preference policy and include in that notice —*
 - (i) *the region to which the policy is to relate; and*
 - (ii) *details of where a complete copy of the proposed policy may be obtained; and*
 - (iii) *a statement inviting submissions commenting on the proposed policy, together with a closing date of not less than 4 weeks for those submissions;*

and

- (c) *make a copy of the proposed regional price preference policy available for public inspection in accordance with the notice.*

The requirement to give local public notice is reflected in the recommendation to Council above.

General

A reference to any legal requirements in relation to individual Policies are listed in the tracking box at the end of each one.

Policy Implications

Virtually every Policy has been subject to a change of some sort. Overall though and as noted above, a regular review will ensure they remain useful and topical.

Financial Implications

There are advertising costs associated with the adoption of the gratuity policy and the local price preference policy. These are not excessive and are required to be undertaken.

Strategic Implications

There are no strategic implications associated with this report, but it ensures that the structure of the Shire's policy manual overall reflects a separation of roles and responsibilities should assist in ensuring the future prospect of any confusion is reduced.

Voting Requirements

Simple Majority Required

Date of Report

12 August 2014

Appendix 1

1.1 OCCUPATIONAL SAFETY AND HEALTH POLICY

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

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

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

The employer aims to meet their objectives by:

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

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

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

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

Paul Anderson	Sylvia Martin	
Chief Executive Officer	Occupational Safety and Health Officer	
Date 5/8/14	**Date** 5/8/14	

Originated Date: 01/12/10	Version Number: 2	«Image:ORSLogo» Page 1 of 1
Last Review Date: 14/01/14	Prepared By: Sylvia Martin	
Next Review Due Date: 14/01/16	Approved By: Paul Anderson	

11.2 APPLICATION FOR USE OF THE TOWN COMMON
RES49809

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved Cr Capewell
Seconded Cr Prior

Council Resolution

That a license to occupy an area as depicted on the application submitted by Ms T Weiss be granted for a period of five (5) years on the following conditions:

- 1. Ongoing compliance with the guidelines of the Shire's Management Statement for the Town Common.**
- 2. The allocated area being suitably fenced to ensure stock is contained within the approved area.**
- 3. The approval of the Minister of Lands is confirmed.**

6/0 CARRIED

Background

The Shire of Shark Bay has a Management Order on Reserve 49809 which has a current purpose classified as Town Common. The area of the reserve is 1,139.223 hectares.

The Council in 2009 considered a policy in relation to the common and advertised the policy for comment. (Attached at end of the item) it is unclear if the policy was formally adopted, however the principles of the policy appeared to have been put into place and it is now referred to as a Management Statement.

The license allowed for an applicant to apply for a term of up to five (5) years.

Given the area is Reserve vested in the Council, the Council Property Local Laws can be applied to this area.

The following licenses have been issued for use of the common:

Mrs Alison McLean
License issued 1 June 2013 expires 31 May 2018
Area 4.2 Hectares

All conditions have been complied with, including the fencing of the area allocated and the license has been approved by the Minister.

There are two other occupants of the common at present, their applications were presented at the July 2010 meeting of Council and conditional approval was granted subject to conditions.

The applicants were

Mrs Margaret Hargreaves

License conditional approved by council July 2010 expiring June 2015

Area 1,500m²

Mr Henk Van Eek

License conditionally approved by council July 2010 expiring June 2015

Area 5 Hectare

The process that was applied to these licenses has been reviewed due to some recent issues and the license is reaching the end date. These investigations appear to indicate that the full process was not followed and the conditions the approvals were contingent upon have not been fully met.

It would also appear that the approval of the Minister has not been sought by the shire in regard to these licenses.

It is proposed to work with the individuals to facilitate the meeting of the Council conditions and the submission of an application that can be reviewed and approved by the Council and the Minister.

There are conditions on the issued licenses relating to the tenure and stock control devices relevant to the license approval which will be further investigated to ensure compliance with the original approvals issued.

Comment

A request for an area of the common has been submitted by Ms Tracey Weiss (attached at end of the item).

Ms Weiss has identified the area that she would like to occupy and has indicated that the area will be fenced to contain her animals. Refer photos.

This will ensure compliance with the Councils Management Statement and conditions imposed on other licenses that have been issued for occupation of the common.

Due to increased requests it is proposed by the administration to survey the common and establish designated blocks to assist the Council and applicants in identifying suitable allotments.

All existing allocations and uses of the common will be identified and an outline plan will be developed.

Legal Implications

The Council has a Management Statement in place in regard to use of the common which should be adhered to by all users.

The Council Property Local Law also has clauses that refer to the behaviour of individuals who utilise Council property.

Policy Implications

There are no policy implications applicable to this report.

Financial Implications

There is currently no fee structure in place for application or ongoing use for the Town Common.

The imposition of fees for all users of the Town Common should be considered at a later date. Any consideration could be based upon the individuals/groups use of the area and can be based upon the use of the common i.e. private use or associated with a business.

Strategic Implications

There are no Strategic Implications associated with this item.

Voting Requirements

Simple Majority Required

Date of Report

12 August 2014

Management Statement for the Occupation and use of the Town Common

- a) The shire is to maintain a register of all occupiers of the town common along with the following base data;
 - 1. The area and location of land being utilised along with the specific infrastructure thereon.
 - 2. The number of stock being grazed.
 - 3. Other activities that are being undertaken. E.g., sand extraction, trail bike riding etc.
- b) Occupiers of the town common
 - 1. All occupiers of the town common will require a license to be granted for the designated purpose of occupation of the town common for a term not exceeding (5) years and be subject to the approval in writing from the minister for lands.

The approved licence will specify all current activities undertaken pursuant to the licence and detail any conditions of approval relative to that occupation.
- c) Reporting Requirements
 - 1. A report will be provided to council on an annual basis detailing current occupiers of the town common that includes their infrastructure, stock details, cubic metres of sand removed and other details of change that may have occurred.
- d) General Management Statement for Occupiers
 - 1. All occupiers of the town common will observe basic requirements for its occupation.
 - 2. Activities are to be controlled and maintained to ensure long term environmental sustainability and ultimate re-instatement of its land use.
 - 3. Due respect is to be observed to other occupiers of the town common with regard to mutual required services and infrastructure.
 - 4. Activity infrastructure will be required to be set back a specified distance from the access road as determined by the shire.
 - 5. An area stock control device will be required to access the town common.
 - 6. Speed limits will be specified on the access road within the town common.
 - 7. Occupiers of the town common are required to address issues of concern directly to the shire and not to other occupiers.
- B) That “General Management Statement for occupiers” includes licensed occupiers of the common are to ensure that all activities conform to any relevant legislation/statutory requirements.

27 AUGUST 2014

SHIRE OF SHARK BAY

65 Knight Terrace
Denham WA 6537
PO Box 126 Denham WA 6537

RES11667

RECEIVED

11 AUG 2014



Telephone (08) 9948 1218

Facsimile (08) 9948 1237

Email admin@sharkbay.wa.gov.au

All correspondence to the
Chief Executive Officer

Shire of Shark Bay
APPLICATION FOR USE OF TOWN COMMON

As a condition of the license approval for the use of Town Common, the Applicant acknowledges and agrees that:

- Occupation of the common will require that all activities conform with any relevant legislation or other statutory requirements, including the Town Common Policy;
- License approval will be granted with the acknowledgment and agreement that the Shire of Shark Bay, its officials, employees and agents shall not be held responsible for personal injuries or damages sustained or property or stock lost or stolen on the Town Common;
- The Shire of Shark Bay reserves the right to refuse the issue of a license for an activity that is not considered appropriate to the Town Common.

(Electronic: please fill out grey areas, save and return via email)

SIGNATURE: *Tracey Weiss*DATE: *11/08/2014*

PLEASE PRINT FULL NAME: TRACEY WEISS

TELEPHONE NUMBER: *049802 0372*ADDRESS: *A4 BLUE DOLPHIN CARAVAN PARK, DENHAM*

* The person signing this application on behalf of an organization must have the authority to sign on behalf of said group or organization, and by signing this certifying that he/she has such authority.

CONTACT DETAILSFIRST NAME: *TRACEY*LAST NAME: *WEISS*BUSINESS/ORGANISATION NAME: *—*POSTAL ADDRESS: *c/o 53 HUGHES ST, DENHAM.*HOME PHONE NUMBER: *— 0498020372*WORK PHONE NUMBER: *9948 1400*FAX NUMBER: *9948 1410*

1

Shire of Shark Bay
Application for Use of Town Common

27 AUGUST 2014

Town Common Use

Please provide a short description of the activities that you wish to undertake at the Town Common. Eg: Stock tenure.

This will be a stock tenure for horses - there will be 2 (with a maximum of 3) at any one time. As there is no grazing, hay / lucerne will be provided daily.

Please see proposal for details.

List the vehicles which will be used to access to Common?

1.	SUV - HYUNDAI TERRACAN
2.	CAR - HYUNDAI GETZ
3.	HORSE FLOAT TO BRING HORSES OR TAKE THEM OUT

What infrastructure or stock control devices will be utilised?

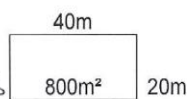
Please tick appropriate box.

Shed ☒ Caravan ☒ Shade structure ☒ Internal fences ☒ Gates ☒

Location and Area in m² to be fenced

Example:

Please see proposal and Google Earth map for details



Or None of the above ☐

Length of time you wish to utilize the Common within a period of 5yrs? REQUEST THE MAXIMUM TIME OF 5 YEARS; WITH OPTION OF RENEWAL.

27 AUGUST 2014

Stock Application

I hereby apply for permission to occupy the Shire of Shark Bay Town Common for the following stock:-

- (3) horse/s 3 as a maximum but 2 as standard.
- (—) cattle
- (1) sheep GOAT (rescued - mother killed)
- (—) camels
- (—) chickens

Other considerations that may be applicable? Eg: Special Circumstances.

On receipt of your application it will be placed in the Agenda for the upcoming council meeting for approval of your licence. Once approved by the Shire of Shark Bay Council the licence will then be referred to the Minister of Land pursuant to the provisions of Section 20 of the Land Administration Act 1997.

I have read and understood all parts of the application for use of the common and am fully aware of all that is required of me as a lessee. I agree to abide by the Licence to Occupy once approved by the Minister of Lands.

Signed By Lessee

Print full name: TRACEY WEISS

Signed: T Weiss Date: 11/08/2014

➤ How to lodge this application

BY POST;

Address the application to: The Chief Executive Officer
Shire of Shark Bay
PO Box 164
Denham WA 6537

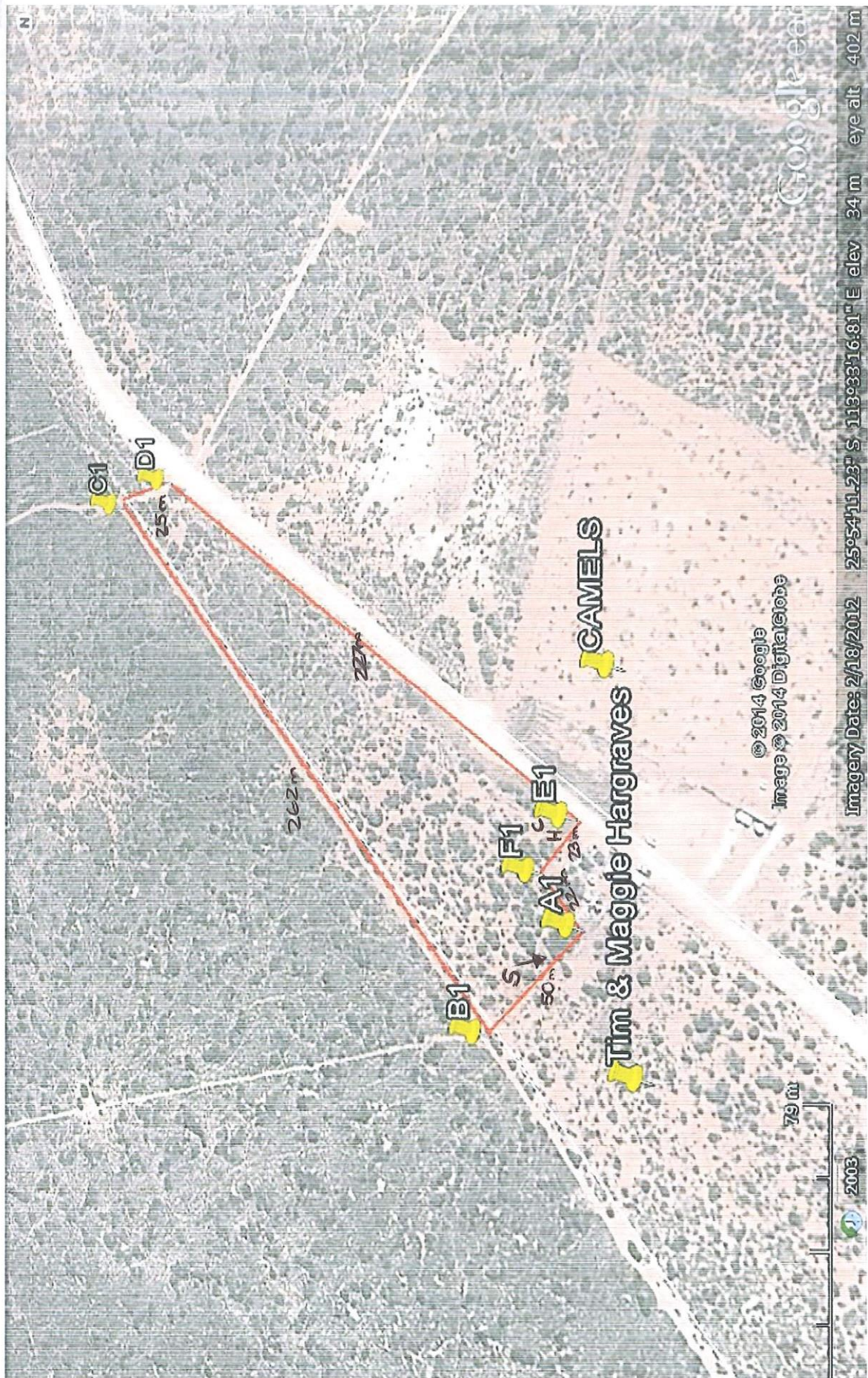
Courier or personal Delivery: Shire Offices
65 Knight Terrace
Denham WA 6537

Electronically: admin@sharkbay.wa.gov.au

Contact the Shire offices on:

Phone: 08) 9948 1218
Fax: 08) 9948 1237
E-mail: admin@sharkbay.wa.gov.au

3
Shire of Shark Bay
Application for Use of Town Common



PROPOSAL TO SHIRE OF SHARK BAY COUNCIL

FROM: Tracey Weiss

DATE: 11 August 2014

SUBJECT: APPLICATION FOR USE OF A PORTION OF THE TOWN COMMON,
DENHAM, SHARK BAY

PROPOSAL DESCRIPTION

Application for use of a "portion" of the Town Common to accommodate 2 (to a maximum of 3) horses at any one time. Any indigenous animals occurring naturally in the area will be free to move through the area. Any indigenous animals which have been rescued and are being nursed back to health may also be accommodated on this portion from whence they will be able to move off freely when they are ready.

PROPOSAL BACKGROUND

This application for a portion of the Town Common has been submitted as I have recently relocated to Denham (working for Silver Chain) and I own a horse. My husband, Dr Shawn Powell, is currently completing a contract in Geraldton after which he will make a decision as to where he would like to be, perhaps here in Denham, hence my request for more than one horse.

As there are no residential properties large enough to accommodate horses (or other livestock), the Town Common is my only alternative and since this is the specific purpose of a Town Common, I wish to utilise this option.

PORTION POSITION AND MEASUREMENTS

The co-ordinate for the portion I would like to apply for is as follows (see Google Earth Printout attached):

A1 25 54'13.20" S	113 33'14.18" E	B1 25 54'12.00" S	113 33'12.00" E
C1 25 54'07.00" S	113 33'19.48" E	D1 25 54'07.50" S	113 33'19.60" E
E1 25 54'13.07" S	113 33'15.34" E	F1 25 54'13.00" S	113 33'14.70" E

Perimeter is as follows:

A1 – B1	+/- 50m	B1 – C1	+/- 262m
C1 – D1	+/- 25m	D1 – E1	+/- 227m
E1 – F1	+/- 23m	F1 – A1	+/- 22m

Total perimeter +/- 609m

Both these sets of figures are approximate as the satellite image is not projected as 100% accurate to the ground. They are, however, within a few centimetres of the correct length on

the ground. Although there is no grazing, my horse/s will be fed hay daily to accommodate for the lack of grazing (as is the case currently in Geraldton).

PORTION DETAILS / PROPOSED STRUCTURES

The area relevant to this application backs directly onto the existing boundary fence (see points B1 to C1 on the Google Earth Printout).

The area also abuts Tim and Maggie Hargreaves' portion with their knowledge and acceptance (see points A1 to B1 on the Google Earth Printout).

I will fix any broken wiring / fence posts on the B1-C1 stretch.

I will fence the rest of the area from C1-D1-E1-F1-A1 in the same manner (steel droppers with two strands of wire but using electrified wiring for the top strand (solar powered).

The Hargreaves and I have come to an arrangement for water.

I will erect a shade structure for the horse/s using a steel frame (properly sunk into the ground) with shade cloth sides and a shade cloth or canvas roof. This will not be bigger than approximately 6m x 4m. No floor will be necessary. This is marked "S" on the Google Earth Printout.

I will construct a shed to store bales of hay. This will be constructed using a steel frame and corrugated iron sheets. This shed will be no bigger than approximately 4m x 2m. A floor may be required – wooden pallets will be used. This is Marked "H" on the Google Earth Printout.

I will place a caravan (this will be painted green to blend in to the landscape) on the portion to be used as storage for tack and feeds, horse care products and medications, spares and tools for the upkeep of the fences, water, caravan, shelter and shed. This is marked "C" on the Google Earth Printout.

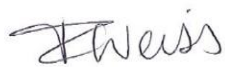
CONCLUSION

I trust that my proposed portion of land and structures are acceptable to the Shire and that my application will be seen in a positive light.

Should you have any queries or questions regarding any part of this application, please contact me directly on 049 802 0372 / twiss45@gmail.com

ATTACHMENTS

1. Official Shire of Shark Bay Application form
2. A Google Earth print out with the demarcated area I am requesting.


TRACEY WEISS.

The President adjourned the Ordinary Council Meeting at 10.52am

The President reconvened the Ordinary Council Meeting at 11.09am

12. FINANCE REPORT

12.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED
CM00017

Author

Finance Officer / Accounts Payable

Disclosure of any interest

Nil

Moved Cr Capewell

Seconded Cr Cowell

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$673,872.36 be accepted.

6/0 CARRIED

Comment

The schedules of accounts for payment covering - Municipal fund account cheque numbers 26644 to 26656 totalling \$32,463.63

Municipal fund account electronic payment numbers MUNI EFT 15817-15936 totalling \$469,209.93

Municipal fund account for July payroll totalling \$105,270.00

Trust fund account cheque numbers 1024-1027 totalling \$303.55

Trust fund account electronic payment numbers totalling \$42,475.95

Trust fund Police Licensing for July 2014 totalling \$24,149.30

The schedule of accounts submitted to each member of Council on 22 August 2014 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.

Voting Requirements

Simple Majority Required

Date of Report

27 August 2014

27 AUGUST 2014

**SHIRE OF SHARK BAY
MUNI CHEQUES 26644-26656 TO 31 JULY 2014**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
26644	01/07/2014	CANCELLED		
26645	01/07/2014	SHIRE OF SHARK BAY	SHIRE VEHICLE REGISTRATIONS	-4715.50
26646	03/07/2014	SHARK BAY NEWSAGENCY	STATIONERY AND NEWSPAPERS MONTHLY ACCOUNT JUNE 2014	-457.07
26647	11/07/2014	HORIZON POWER	STREET LIGHT MONTHLY ACCOUNT	-3112.70
26648	17/07/2014	HORIZON POWER	ELECTRICITY U6/34 HUGHES STREET	-109.75
26649	17/07/2014	WATER CORPORATION	FISH CLEANING FACILITIES SERVICE CHARGE	-53.78
26650	22/07/2014	ELGAS LIMITED	GAS FOR REFUSE SITE	-165.00
26651	25/07/2014	WATER CORPORATION	ANNUAL INDUSTRIAL WASTE FEE SBDC	-223.00
26652	28/07/2014	ELGAS LIMITED	CYLINDER, TANKS AND METER ANNUAL CHARGE	-254.10
26653	28/07/2014	KALHAVEN HOLDINGS	JOINT MARKETING CAMPAIGN 13/14 DISCOVER AUSTRALIA	-11000.00
26654	28/07/2014	WATER CORPORATION	ASPEN, SKIPPERS AND SHIRE OF SHARK BAY RECREATION CENTRE DESAL USAGE AND OVAL DESAL USAGE 53 DAYS	-4351.21
26655	30/07/2014	HORIZON POWER	ELECTRICITY LOT 555 DURLACHER STREET	-247.12
26656	30/07/2014	WATER CORPORATION	WATER CHARGES FOR SHIRE PROPERTIES	-7774.40
TOTAL				\$32,463.63

27 AUGUST 2014

SHIRE OF SHARK BAY

MUNI EFTS 15817-15936 TO 31 JULY 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT15817	-EFT15832	USED IN TRUST		
EFT15833	03/07/2014	SHARK BAY BAKERY	CATERING FOR RAD ROCK CLIMBING WALL	-20.00
EFT15834	03/07/2014	S.A.BURTON	SEAL SES SHED FLOOR	-7150.00
EFT15835	03/07/2014	CDH ELECTRICAL	REPAIR LIGHTS FORESHORE TOILETS	-193.38
EFT15836	03/07/2014	DENHAM IGA X-PRESS	MONTHLY ACCOUNT	-1848.62
EFT15837	03/07/2014	ROBBRO WA	SUBCONTRACTORS ROADS	-59501.75
EFT15838	03/07/2014	SHARK BAY CLEANING SERVICE	MONTHLY CLEANING ACCOUNT	-10748.40
EFT15839	03/07/2014	SHARK BAY CAR HIRE	DOCTOR CAR HIRE JUNE 2014	-495.00
EFT15840	03/07/2014	TELSTRA CORPORATION LIMITED	COMMUNITY SMS MESSAGES JUNE 2014	-332.54
EFT15841	04/07/2014	CONWAY HIGHBURY	REVIEW OF LOCAL LAWS AND POLICIES	-1683.00
EFT15842	04/07/2014	HITS RADIO	ADVERTISING ON RADIO JUNE 2014	-595.10
EFT15843	04/07/2014	INSTRUMENT CHOICE	PH TESTER WORKS DEPARTMENT	-273.90
EFT15844	04/07/2014	MITRE 10 S/B MARINE & HARDWARE	MONTHLY HARDWARE ACCOUNT	-1557.79
EFT15845	04/07/2014	METEOR STONE	LIMESTONE BLOCKS REC CENTRE GROUNDS	-4216.39
EFT15846	04/07/2014	OAKLEY EARTHWORKS	CONCRETE FOR EMERGENCY SERVICES SHEDS	-11176.28
EFT15847	04/07/2014	SHARK BAY CLEANING SERVICE	10 GAS REFILLS FOR BBQS OCT/DEC/FEB/MAY 13/14	-342.50
EFT15848	04/07/2014	TELSTRA CORPORATION LIMITED	1300 PHONE SBDC	-31.75
EFT15849	04/07/2014	WESTRAC EQUIPMENT	MIRROR FOR CAT INTEGRATED TOOL CARRIER	-43.47
EFT15850	11/07/2014	AUSTRALIA POST	POSTAGE JUNE 2014	-157.98
EFT15851	11/07/2014	DUN & BRADSTREET	SOLICITORS COSTS RAVEN MULTIHULLS	-508.20
EFT15852	11/07/2014	SHARK BAY SUPERMARKET	MONTHLY ACCOUNT	-1153.63
EFT15853	11/07/2014	GEARING BUTCHER'S	ROBBRO SUPPLIES	-947.90
EFT15854	11/07/2014	GERALDTON FUEL COMPANY	JUNE 2014 FUEL ACCOUNT	-51665.92
EFT15855	11/07/2014	TOLL IPEC	FREIGHT	-13.34
EFT15856	11/07/2014	JJ HAWKINS	FREIGHT ON BLOCKS FOR REC WALL	-6120.18
EFT15857	11/07/2014	LANDMARK OPERATIONS	GALV FENCE DROPPERS	-807.31
EFT15858	11/07/2014	MIDWEST FIRE PROTECTION SERV.	QTLY SERVICE & INSPECTION OF FIRE ALARM SYSTEM	-2183.28
EFT15859	11/07/2014	NORTHERN GUARDIAN	ADVERTISING DIFFERENTIAL RATES FOR 2014/2015	-226.70
EFT15860	11/07/2014	QUEENSBERRY INFO TECHNOLOGY	RENEWAL OF DOMAIN WWW.SHARKBAYVISIT.COM	-495.00
EFT15861	11/07/2014	MP ROGERS & ASSOCIATES	MANAGEMENT OF CONSTRUCTION PHASE OF	-4383.10

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT15862	11/07/2014	SHARK BAY TAXI SERVICE	MONKEY MIA JETTY REPLACEMENT	
EFT15863	11/07/2014	WALGA	SHIRE OVERLANDER RUN JUNE 2014	-1430.00
EFT15864	11/07/2014	AUSTRALIA'S CORAL COAST	COUNCIL TRAINING CR BELLOTTIE AUGUST 2014	-425.00
EFT15865	11/07/2014	BOOEASY AUSTRALIA	AUTUMN ADVERTISING CAMPAIGN 2014	-55.00
EFT15866	11/07/2014	DEPARTMENT OF PARKS AND WILDLIFE	BOOEASY FEES MAY 2014	-198.00
EFT15867	11/07/2014	CHUBB FIRE & SECURITY	MONKEY MIA PASSES	-958.50
EFT15868	11/07/2014	SHARK BAY FUEL & SERVICE CENTRE	MONITORING DIALLER ALARM SBDC JULY-SEPTEMBER	-139.67
EFT15869	11/07/2014	MCLEODS BARRISTERS AND SOLICITORS	MONTHLY FUEL ACCOUNT	-82.51
EFT15870	11/07/2014	SUNPRINTS CLOTHING COMPANY	LEASE SHOP 3 69 KNIGHT TCE HAIRDRESSING SALON	-187.55
EFT15871	11/07/2014	TOURISM COUNCIL	MERCHANDISE SBDC	-1989.75
			VISITOR CENTRE ACCREDITATION & MARKETING LEVY	-958.00
			VCA LEVEL 1 MEMBERSHIP TOURISM COUNCIL	
			BRONZE MEMBERSHIP	
EFT15872	15/07/2014	SHIRE OF NORTHAMPTON	CONSULTANT FEES BUILDING INSPECTOR	-1732.50
EFT15873	15/07/2014	BOOEASY AUSTRALIA	BOOEASY MONTHLY FEES JUNE 2014	-198.00
EFT15874	15/07/2014	BOC LIMITED	CONTAINER RENTAL JUNE 2014	-72.56
EFT15875	15/07/2014	S.A.BURTON	WEATHER STRIPS TO EMERGENCY SERVICES SHED DOORS	-1371.70
EFT15876	15/07/2014	CORAL COAST PLUMBING	TESTING AND REPAIRS OF RPZ VALVES	-890.00
EFT15877	15/07/2014	ATOM-GERALDTON INDUSTRIAL SUPPLIES	LADDERS FOR WORKS DEPARTMENT	-605.55
EFT15878	15/07/2014	GRAY & LEWIS LAND USE PLANNERS	GENERAL PLANNING JUNE 2014	-3031.88
EFT15879	15/07/2014	JASON SIGNMAKERS	WORLD HERITAGE SIGNS	-16754.10
EFT15880	15/07/2014	SHARK BAY COMMUNITY RESOURCE CENTRE	INSCRIPTION POST JUNE/JULY 2014, COPYING DONATION ST ANGLICAN CHURCH	-36.00
EFT15881	15/07/2014	SHARK BAY FREIGHTLINES	FREIGHT	-6848.07
EFT15882	17/07/2014	BOLTS R US	STAINLESS MACHINE SCREWS FOR REC CENTRE GROUNDS	-126.95
EFT15883	17/07/2014	FORTUS CPS WEAR PARTS	SCARIFIER TIP FOR JOHN DEER GRADER	-119.91
EFT15884	17/07/2014	RUSSELL TODD CHAMBERLAIN	RENT 39 DURLACHER STREET	-1157.30
EFT15885	17/07/2014	C Y O'CONNOR INSTITUTE	MUNICIPAL LAW A TRAINING MATTHEW JAMES	-512.00
EFT15886	17/07/2014	FLEET HYDRAULICS	FREIGHT FOR 4" PUMP	-181.50

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT15887	17/07/2014	GERALDTON AG SERVICES	GAS STRUTS FOR LOADER BONNET	-182.71
EFT15888	17/07/2014	GASCOYNE OFFICE EQUIPMENT	INK CARTRIDGES RICOH COPIER	-2310.00
EFT15889	17/07/2014	GERALDTON TV & RADIO SERVICES	FIRE ALARM BELL, MEGAPHONE AND TRANSCEIVERS	-923.00
EFT15890	17/07/2014	TOLL IPEC	FREIGHT	-102.26
EFT15891	17/07/2014	OCEANSIDE VILLAGE	ACCOMMODATION FOR WINTER MARKET CLOWNS	-200.00
EFT15892	17/07/2014	PROFESSIONAL PC SUPPORT	FIX PDF PRINTING ISSUE AT OFFICE	-70.00
EFT15893	17/07/2014	PAPER PLUS OFFICE NATIONAL	STATIONERY	-477.56
EFT15894	17/07/2014	RAY WHITE REAL ESTATE SHARK BAY	RENT 34 HUGHES STREET	-1127.00
EFT15895	17/07/2014	SKIPPERS AVIATION	RETURN FLIGHT PERTH TO MONKEY MIA SALLY HIGGINS 2016 CELEBRATIONS	-626.00
EFT15896	17/07/2014	SHARK BAY BOWLING CLUB INC	FINANCIAL ASSISTANCE PROGRAM ROUND 1 14/15	-6000.00
EFT15897	17/07/2014	SHARK BAY SPEEDWAY CLUB (INC)	FINANCIAL ASSISTANCE PROGRAM ROUND 1 14/15	-6000.00
EFT15898	17/07/2014	SHARK BAY AIR CHARTER	AIRFLIGHT FOR DUTCH AMBASSADOR TO DIRK HARTOG ISLAND	-616.00
EFT15899	17/07/2014	WALGA	DEATH NOTICE MR R (DICK) HOULT IN THE WEST AUSTRALIAN	-296.77
EFT15900	17/07/2014	CARNARVON SIGNS	SIX BANNERS PROMOTING THE WINTER FESTIVAL AND SBDC	-2155.00
EFT15901	17/07/2014	YADGALAH ABORIGINAL CORP	FINANCIAL ASSISTANCE PROGRAM ROUND 1 14/15	-6000.00
EFT15902	17/07/2014	LGIS INSURANCE BROKING	INSURANCE 14/15	-33044.77
EFT15903	17/07/2014	LGISWA	INSURANCE 14/15	-98324.26
EFT15904	22/07/2014	BUNNINGS BUILDING SUPPLIES	INDICATOR BOLT SET FOR PUBLIC CONVENIENCES	-133.00
EFT15905	22/07/2014	BAJA DATA & ELECTRICAL SERVICES	REWIRE HOT WATER SYSTEM AT EMERGENCY SERVICES BUILDING	-99.00
EFT15906	22/07/2014	BATTERY MART	BATTERY FOR 4" WATER PUMP	-251.90
EFT15907	22/07/2014	THINK WATER GERALDTON	CAMLOCK FITTINGS FOR 4" WATER PUMP	-78.95
EFT15908	22/07/2014	OAKLEY EARTHWORKS PTY LTD	FOOTPATH CONSTRUCTION SPAVEN, LEEDS AND BARNARD STREETS	-19957.30
EFT15909	22/07/2014	SKIPPERS AVIATION	RETURN FLIGHT PERTH TO MONKEY MIA THUSHARA WIJESIRI AUDITOR	-1252.00
EFT15910	22/07/2014	SHARK BAY COMMUNITY RESOURCE CENTRE	DONATION DENHAM SENIORS PHOTOCOPYING	-1.10
EFT15911	22/07/2014	SHARK BAY CLEANING SERVICE	MONTHLY CLEANING ACCOUNT	-5346.00
EFT15912	22/07/2014	SHARK BAY SKIPS	SKIP BINS USELESS LOOP TURN OFF & MARINA JUNE	-3452.00

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
			2014	
EFT15913	22/07/2014	THOMAS LACHLAN	REIMBURSE MEAL EXPENSES	-83.50
EFT15914		USED IN TRUST		
EFT15915	25/07/2014	GRIFFIN VALUATION ADVISORY	VALUATION OF LAND AND BUILDINGS	-13378.84
EFT15916	25/07/2014	BAJA DATA & ELECTRICAL SERVICES	REPAIR TO LIGHTS IN REC CENTRE FOYER	-6501.00
EFT15917	25/07/2014	BRIAN JOHN GALVIN	WORKS MANAGER UTILITY REIMBURSEMENT	-807.74
EFT15918	25/07/2014	DUN & BRADSTREET	SOLICITORS FOR RAVEN MULTIHULLS	-121.00
EFT15919	25/07/2014	GHD	PREP OF DENHAM TOWNSITE STRUCTURE PLAN	-12515.80
EFT15920	25/07/2014	GERALDTON TV & RADIO SERVICES	HAND HELD UHF RADIOS FOR FIRE DRILLS	-177.99
EFT15921	25/07/2014	HERITAGE RESORT SHARK BAY	FINANCIAL ASSISTANCE PROGRAM ROUND 1 14/15	-4000.00
EFT15922	25/07/2014	PRESTIGE INSTALLATIONS (WA)	REMOVE AND REINSTALL CONDENSER UNIT FOR CONCRETE INSTALLATION	-269.50
EFT15923	25/07/2014	TELSTRA CORPORATION LIMITED	MOBILE MONTHLY ACCOUNT	-566.71
EFT15924	28/07/2014	ATOM-GERALDTON INDUSTRIAL SUPPLIES	AIR HOSE AND NOZZLE DEPOT PLANT AND CABLE TIES FOR BANNERS	-206.25
EFT15925	28/07/2014	TOLL IPEC	FREIGHT	-139.74
EFT15926	28/07/2014	RAZ CREATIONS	SHADE SAIL REPAIRS	-225.00
EFT15927	28/07/2014	ROSHER E & MJ	CUTTING BLADES FOR MOWER	-217.80
EFT15928	28/07/2014	SKIPPERS AVIATION	REIMBURSABLE FLIGHTS MR AND MSTR BRAND	-626.00
EFT15929	28/07/2014	STORMSFORTHELORD MURPHY	HC LEARNERS PERMIT STORM MURPHY	-160.20
EFT15930	28/07/2014	TELSTRA CORPORATION LIMITED	LANDLINE MONTHLY ACCOUNT	-1695.35
EFT15931	30/07/2014	ALL THINGS STAINLESS	BALLUSTRATE POSTS FOR REC CENTRE GROUNDS	-1659.05
EFT15932	30/07/2014	TOLL IPEC	FREIGHT	-62.89
EFT15933	30/07/2014	RICHARD CLAUDE MORONEY	SBDC MAINTENANCE JUNE 2014	-30.00
EFT15934	30/07/2014	MCKELL FAMILY TRUST	RUBBISH COLLECTION JUNE 2014, PAINTING PENSIONER UNIT 1	-9127.58
EFT15935	30/07/2014	SCITECH DISCOVERY CENTRE	SCITECH SHOW AT THE WINTER MARKETS	-3895.00
EFT15936	31/07/2014	AUSTRALIAN TAXATION OFFICE	BAS JUNE CORRECTION 2014	-14782.00
TOTAL				\$469,209.93

27 AUGUST 2014

**SHIRE OF SHARK BAY
TRUST CHEQUES 1024-1027 TO 31 JULY 2014**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
1024	02/07/2014	TAMALA SELLENGER	GYM CARD DEPOSIT REFUND	-20.00
1025	07/07/2014	JULIE GEORGE	GYM CARD RETURN	-20.00
1026	31/07/2014	HOWARD COCK	ART SALES JULY 2014	-148.80
1027	31/07/2014	OCEAN VIEW VILLAS	BOOEASY JULY 2014	-114.75
TOTAL				\$303.55

SHIRE OF SHARK BAY**TRUST EFTS 15832-16031 TO 31 JULY 2014**

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT15832	02/07/2014	TANYA HOLMAN	GYM CARD DEPOSIT REFUND	-20.00
EFT15914	24/07/2014	LEONIE HUNTER	LIBRARY REFUND	-50.00
EFT16003	31/07/2014	PRIORITY SHARK BAY PTY LTD	TOURS JULY 2014	-2035.80
EFT16004	31/07/2014	BEST WESTERN HOSPITALITY INN GERALDTON	BOOKEASY JULY 2014	-143.65
EFT16005	31/07/2014	BAY LODGE MIDWEST OASIS	BOOKEASY JULY 2014	-1406.75
EFT16006	31/07/2014	BLUE LAGOON PEARLS	TOURS JULY 2014	-822.15
EFT16007	31/07/2014	CARNARVON CENTRAL APARTMENTS	BOOKEASY JULY 2014	-357.00
EFT16008	31/07/2014	SHARK BAY COASTAL TOURS	TOURS JULY 2014	-1856.58
EFT16009	31/07/2014	DENHAM VILLAS	BOOKEASY JULY 2014	-2996.25
EFT16010	31/07/2014	GASCOYNE OFFSHORE AND MARINE SERVICES PTY LTD	TOURS JULY 2014	-3947.40
EFT16011	31/07/2014	HARTOG COTTAGES	BOOKEASY JULY 2014	-497.25
EFT16012	31/07/2014	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	BOOKEASY JULY 2014	-255.00
EFT16013	31/07/2014	HAMELIN STATION STAY	TOURS JULY 2014	-790.50
EFT16014	31/07/2014	INTEGRITY COACH LINES (AUST) PTY LTD	TOURS JULY 2014	-673.20
EFT16015	31/07/2014	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	TOURS JULY 2014	-5147.00
EFT16016	31/07/2014	TRISH MILBURN	ART SALES JULY 2014	-36.00
EFT16017	31/07/2014	ASPEN MONKEY MIA PTY LTD	BOOKEASY JULY 2014	-1401.65
EFT16018	31/07/2014	MONKEYMIA WILDSIGHTS	TOURS JULY 2014	-7678.75
EFT16019	31/07/2014	NANGA BAY RESORT	BOOKEASY JULY 2014	-25.50
EFT16020	31/07/2014	WA OCEAN PARK PTY LTD	TOURS JULY 2014	-313.20
EFT16021	31/07/2014	OCEANSIDE VILLAGE	BOOKEASY JULY 2014	-170.00
EFT16022	31/07/2014	SHARK BAY HOTEL MOTEL	BOOKEASY JULY 2014	-242.25
EFT16023	31/07/2014	SHARK BAY HOLIDAY COTTAGES	BOOKEASY JULY 2014	-306.00
EFT16024	31/07/2014	SHARK BAY COACHES	BOOKEASY JULY 2014	-629.45
EFT16025	31/07/2014	SIETSKE HUNN	ART SALES JULY 2014	-7.00
EFT16026	31/07/2014	SHIRE OF SHARK BAY	TOUR AND BOOKEASY COMMISSION JULY 2014	-5802.72
EFT16027	31/07/2014	SHARK BAY SCENIC QUAD BIKE TOURS	TOURS JULY 2014	-2088.00

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16028	31/07/2014	THREE ISLANDS WHALE SHARK DIVE	BOOKEASY JULY 2014	-385.00
EFT16029	31/07/2014	TRADEWINDS SEAFRONT APARTMENTS	BOOKEASY JULY 2014	-986.00
EFT16030	31/07/2014	WULA GUDA NYINDA (CAPES)	TOURS JULY 2014	-1257.15
EFT16031	31/07/2014	WEELAWAY ON GREGORY	BOOKEASY JULY 2014	-148.75
TOTAL				\$42,475.95

12.2 FINANCIAL REPORTS TO 31 JULY 2014

CM00017

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Laundry
Seconded Cr Cowell

Council Resolution

That the monthly financial report to 31 July 2014 as attached be received.

6/0 CARRIED

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **31 July 2014** are attached.

Voting Requirements

Simple Majority Required

Date of Report

21 August 2014

SHIRE OF SHARK BAY

MONTHLY FINANCIAL REPORT

For the Period Ended 31 July 2014

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

SHIRE OF SHARK BAY							
STATEMENT OF FINANCIAL ACTIVITY							
(Statutory Reporting Program)							
For the Period Ended 31 July 2014							
	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		6,150	0	1,114	1,114		▲
General Purpose Funding - Rates	9	1,204,172	1,202,755	1,224,378	21,623	1.80%	▲
General Purpose Funding - Other		2,029,119	41,401	38,140	(3,261)	(7.88%)	▼
Law, Order and Public Safety		74,436	104	897	793	762.50%	▲
Health		1,500	850	0	(850)	(100.00%)	▼
Housing		84,560	7,026	15,320	8,294	118.05%	▲
Community Amenities		267,200	8,349	171,118	162,769	1949.56%	▲
Recreation and Culture		244,307	18,513	30,062	11,549	62.38%	▲
Transport		436,544	79,616	25,090	(54,526)	(68.49%)	▼
Economic Services		861,845	61,969	3,665	(58,304)	(94.08%)	▼
Other Property and Services		36,000	1,667	569	(1,098)	(65.87%)	▼
Total Operating Revenue		5,245,833	1,422,250	1,510,354	88,104		
Operating Expense							
Governance		(259,368)	(111,390)	(32,971)	78,419	(70.40%)	▲
General Purpose Funding		(191,533)	(105,610)	(104,290)	1,320	(1.25%)	▲
Law, Order and Public Safety		(283,998)	(17,571)	(18,845)	(1,274)	7.25%	▼
Health		(67,923)	(5,190)	(4,827)	363	(6.99%)	▲
Housing		(108,593)	(16,542)	(18,338)	(1,796)	10.85%	▼
Community Amenities		(655,312)	(45,245)	(49,278)	(4,033)	8.91%	▼
Recreation and Culture		(1,668,236)	(184,059)	(130,468)	53,591	(29.12%)	▲
Transport		(1,909,500)	(160,130)	(50,643)	109,487	(68.37%)	▲
Economic Services		(1,224,386)	(101,857)	(78,727)	23,130	(22.71%)	▲
Other Property and Services		(43,500)	(78,286)	193	78,479	(100.25%)	▲
Total Operating Expenditure		(6,412,349)	(825,880)	(488,193)	337,687		
Funding Balance Adjustments							
Add back Depreciation		1,906,098	158,840	0	(158,840)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	24,276	0	0	0		
Adjust Provisions and Accruals				13,820	13,820		
Net Cash from Operations		763,858	755,210	1,035,980	280,770		
Capital Revenues							
Grants, Subsidies and Contributions	11	3,096,525	24,593	88,310	63,717	259.09%	▲
Proceeds from Disposal of Assets	8	178,000	0	0	0		
Total Capital Revenues		3,274,525	24,593	88,310	63,717		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(727,270)	(2,500)	(28,593)	(26,093)	(1043.72%)	▼
Infrastructure - Roads	13	(856,981)	(23,501)	(75,020)	(51,519)	(219.22%)	▼
Infrastructure - Public Facilities	13	(3,459,886)	(7,367)	(21,503)	(14,136)	(191.89%)	▼
Infrastructure - Streetscapes	13	(25,000)	0	0	0		
Infrastructure - Footpaths	13	(50,400)	0	(14,056)	(14,056)		▼
Infrastructure - Drainage	13	(30,000)	0	0	0		
Heritage Assets	13	(74,000)	0	0	0		
Plant and Equipment	13	(857,500)	(1,250)	0	1,250	100.00%	▲
Furniture and Equipment	13	(27,000)	0	(5,068)	(5,068)		▼
Total Capital Expenditure		(6,108,037)	(34,618)	(144,240)	(109,622)		
Net Cash from Capital Activities		(2,833,512)	(10,025)	(55,930)	(45,905)		
Financing							
Proceeds from New Debentures		0	0	0	0		
Transfer from Reserves	7	1,528,900	0	0	0		
Repayment of Debentures	10	(105,311)	(32,112)	(32,112)	0	0.00%	
Transfer to Reserves	7	(1,205,578)	0	0	0		
Net Cash from Financing Activities		218,011	(32,112)	(32,112)	0		
Net Operations, Capital and Financing		(1,851,643)	713,073	947,938	234,865		▲
Opening Funding Surplus(Deficit)	3	1,851,643	1,851,643	1,851,643			
Closing Funding Surplus(Deficit)	3	0	2,564,716	2,799,581	234,865		▲
Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.							
Refer to Note 2 for an explanation of the reasons for the variance.							
This statement is to be read in conjunction with the accompanying Financial Statements and notes.							

Confirmed at the Ordinary Council meeting held on the 24 September 2014 – Signed by the President Cr Cowell _____

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

SHIRE OF SHARK BAY							
STATEMENT OF FINANCIAL ACTIVITY							
(By Nature or Type)							
For the Period Ended 31 July 2014							
	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Rates	9	1,241,140	1,239,723	1,261,251	21,528	1.74%	
Operating Grants, Subsidies and Contributions	11	2,390,348	77,949	7,000	(70,949)	(91.02%)	▼
Fees and Charges		1,375,327	95,153	233,386	138,233	145.27%	▲
Interest Earnings		113,220	3,291	(185)	(3,476)	(105.62%)	
Other Revenue		106,850	6,134	8,902	2,768	45.12%	
Profit on Disposal of Assets	8	18,947	0	0	0		
Total Operating Revenue		5,245,832	1,422,250	1,510,354	88,104		
Operating Expense							
Employee Costs		(1,817,949)	(210,994)	(96,887)	114,107	54.08%	▲
Materials and Contracts		(2,026,588)	(164,172)	(148,309)	15,863	9.66%	▲
Utility Charges		(161,250)	(13,447)	(24,155)	(10,708)	(79.63%)	▼
Depreciation on Non-Current Assets		(1,906,098)	(158,840)	0	158,840	100.00%	▲
Interest Expenses		(26,811)	0	3,912	3,912		
Insurance Expenses		(168,478)	(167,489)	(119,616)	47,873	28.58%	▲
Other Expenditure		(261,951)	(110,938)	(103,138)	7,800	7.03%	▲
Loss on Disposal of Assets	8	(43,223)	0	0	0		
Total Operating Expenditure		(6,412,348)	(825,880)	(488,193)	337,687		
Funding Balance Adjustments							
Add back Depreciation		1,906,098	158,840	0	(158,840)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	24,276	0	0	0		
Adjust Provisions and Accruals		0		13,820	13,820		▲
Net Cash from Operations		763,858	755,210	1,035,981	280,771		
Capital Revenues							
Grants, Subsidies and Contributions	11	3,096,525	24,593	88,310	63,717	259.09%	▲
Proceeds from Disposal of Assets	8	178,000			0		
Total Capital Revenues		3,274,525	24,593	88,310	63,717		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(727,270)	(2,500)	(28,593)	(26,093)	(1043.72%)	▼
Infrastructure - Roads	13	(856,981)	(23,501)	(75,020)	(51,519)	(219.22%)	▼
Infrastructure - Public Facilities	13	(3,459,886)	(7,367)	(21,503)	(14,136)	(191.89%)	▼
Infrastructure - Streetscapes	13	(25,000)	0	0	0		
Infrastructure - Footpaths	13	(50,400)	0	(14,056)	(14,056)		▼
Infrastructure - Drainage	13	(30,000)	0	0	0		
Heritage Assets	13	(74,000)	0	0	0		
Plant and Equipment	13	(857,500)	(1,250)	0	1,250	100.00%	▲
Furniture and Equipment	13	(27,000)	0	(5,068)	(5,068)		▼
Total Capital Expenditure		(6,108,037)	(34,618)	(144,240)	(109,622)		
Net Cash from Capital Activities		(2,833,512)	(10,025)	(55,930)	(45,905)		
Financing							
Proceeds from New Debentures		0	0	0	0		
Transfer from Reserves	7	1,528,900	0	0	0		
Repayment of Debentures	10	(105,311)	(32,112)	(32,112)	0	0.00%	
Transfer to Reserves	7	(1,205,578)	0	0	0		
Net Cash from Financing Activities		218,011	(32,112)	(32,112)	0		
Net Operations, Capital and Financing		(1,851,643)	713,073	947,938	234,866		
Opening Funding Surplus(Deficit)	3	1,851,643	1,851,643	1,851,643	0	0.00%	
Closing Funding Surplus(Deficit)	3	0	2,564,716	2,799,581	234,866		
Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.							
Refer to Note 2 for an explanation of the reasons for the variance.							
This statement is to be read in conjunction with the accompanying Financial Statements and notes.							

Confirmed at the Ordinary Council meeting held on the 24 September 2014 – Signed by the President Cr Cowell _____

MINUTES OF THE ORDINARY COUNCIL MEETING

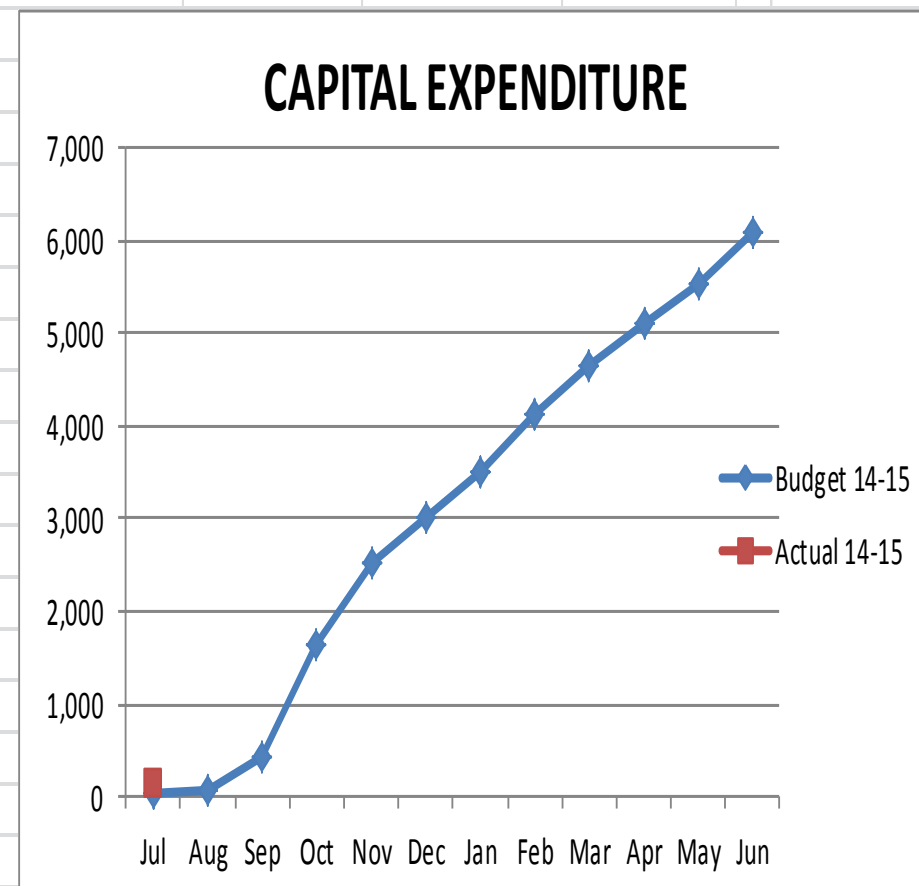
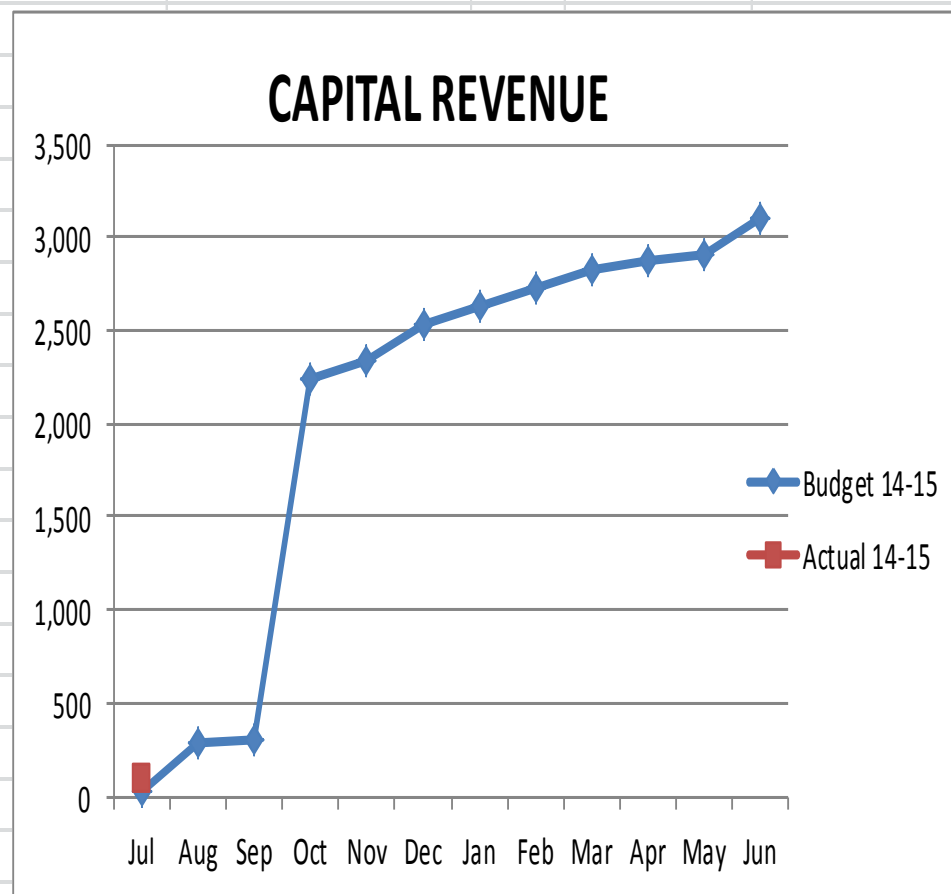
27 AUGUST 2014

SHIRE OF SHARK BAY
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 July 2014

Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	28,453	140	28,593	2,500	727,270	(26,093)
Infrastructure Assets - Roads	13	0	75,020	75,020	23,501	856,981	(51,519)
Infrastructure Assets - Public Facilities	13	21,395	108	21,503	7,367	3,459,886	(14,136)
Infrastructure Assets - Footpaths	13	14,056	0	14,056	0	50,400	(14,056)
Infrastructure Assets - Drainage	13	0	0	0	0	30,000	0
Infrastructure Assets - Streetscapes	13	0	0	0	0	25,000	0
Heritage Assets	13	0	0	0	0	74,000	0
Plant and Equipment	13	0	0	0	1,250	857,500	1,250
Furniture and Equipment	13	0	5,068	5,068	0	27,000	(5,068)
Capital Expenditure Totals		63,904	80,336	144,240	34,618	6,108,037	(109,622)
Funded By:							
Capital Grants and Contributions				19,003	23,501	3,096,525	4,498
Borrowings				0	0	0	0
Other (Disposals & C/Fwd)				104,865	6,592	1,265,056	(98,273)
Own Source Funding - Cash Backed Reserves							
Infrastructure Reserve				15,165	775	927,900	(14,390)
Pensioner Unit Maintenance Reserve				140	2,500	30,000	2,360
Plant Replacement Reserve				0	0	461,000	0
Recreation Facility Reserve				0	0	110,000	0
Total Own Source Funding - Cash Backed Reserves				15,305	3,275	1,528,900	(12,030)
Own Source Funding - Operations				5,068	1,250	217,556	(3,818)
Capital Funding Total				144,240	34,618	6,108,037	(109,622)

Confirmed at the Ordinary Council meeting held on the 24 September 2014 – Signed by the President Cr Cowell _____

Comments and graphs



MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

Shire of Shark Bay									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 31 July 2014									
1. SIGNIFICANT ACCOUNTING POLICIES									
(a) Basis of Preparation									
The budget has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this budget are presented below and have been consistently applied unless stated otherwise.									
Except for cash flow and rate setting information, the budget has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.									
The Local Government Reporting Entity									
All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this budget.									
In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.									
All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 16 to this budget document.									
(b) 2013/14 Actual Balances									
Balances shown in this budget as 2013/14 Actual are as forecast at the time of budget preparation and are subject to final adjustments.									
(c) Rounding Off Figures									
All figures shown in this budget, 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 (GST)									
Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).									
Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.									
Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.									
(f) Superannuation									
The Council contributes to a number of Superannuation Funds on behalf of employees.									
All funds to which the Council contributes are defined contribution plans.									

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

SHIRE OF SHARK BAY									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 31 July 2014									
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)									
(g) Cash and Cash Equivalents									
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.									
Bank overdrafts are shown as short term borrowings in current liabilities in the statement of financial position.									
(h) Trade and Other Receivables									
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.									
Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.									
Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.									
(i) Inventories									
General									
Inventories are measured at the lower of cost and net realisable value.									
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.									
Land Held for Resale									
Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.									
Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.									
Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.									
(j) Fixed Assets									
Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.									
Mandatory Requirement to Revalue Non-Current Assets									
Effective from 1 July 2012, the Local Government (Financial Management) Regulations were amended and the measurement of non-current assets at Fair Value became mandatory.									

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 31 July 2014									
1.	SIGNIFICANT ACCOUNTING POLICIES (Continued)								
(j)	Fixed Assets (Continued)								
	The amendments allow for a phasing in of fair value in relation to fixed assets over three years as follows:								
	(a) for the financial year ending on 30 June 2013, the fair value of all of the assets of the local government that are plant and equipment; and								
	(b) for the financial year ending on 30 June 2014, the fair value of all of the assets of the local government -								
	(i) that are plant and equipment; and								
	(ii) that are -								
	(I) land and buildings; or								
	(II) infrastructure;								
	and								
	(c) for a financial year ending on or after 30 June 2015, the fair value of all of the assets of the local government.								
	Thereafter, in accordance with the regulations, each asset class must be revalued at least every 3 years.								
	In 2013, Council commenced the process of adopting Fair Value in accordance with the Regulations.								
	Relevant disclosures, in accordance with the requirements of Australian Accounting Standards, have been made in the budget as necessary.								
	Land Under Control								
	In accordance with Local Government (Financial Management) Regulation 16(a), the Council was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of state or regional significance.								
	Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.								
	Whilst they were initially recorded at cost (being fair value at the date of acquisition (deemed cost) as per AASB 116) they were revalued along with other items of Land and Buildings at 30 June 2014.								
	Initial Recognition and Measurement between Mandatory Revaluation Dates								
	All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above.								
	In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.								
	Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation of the next anniversary date in accordance with the mandatory measurement framework detailed above.								

SHIRE OF SHARK BAY									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 31 July 2014									
1.	SIGNIFICANT ACCOUNTING POLICIES (Continued)								
(j)	Fixed Assets (Continued)								
	Revaluation								
	Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.								
	Transitional Arrangement								
	During the time it takes to transition the carrying value of non-current assets from the cost approach to the fair value approach, the Council may still be utilising both methods across differing asset classes.								
	Those assets carried at cost will be carried in accordance with the policy detailed in the Initial Recognition section as detailed above.								
	Those assets carried at fair value will be carried in accordance with the Revaluation Methodology section as detailed above.								
	Land Under Roads								
	In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in the local government.								
	Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.								
	In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.								
	Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.								
	Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.								
	Depreciation								
	The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.								

SHIRE OF SHARK BAY									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 31 July 2014									
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)									
(j) Fixed Assets (Continued)									
Major depreciation periods used for each class of depreciable asset are:									
Buildings25 to 50 years									
Construction other than buildings (Public Facilities)5 to 50 years									
Plant and Equipment5 to 15 years									
Furniture and Equipment4 to 10 years									
Heritage25 to 50 years									
Roads25 years									
Footpaths50 years									
Sewerage piping75 years									
Water supply piping & drainage systems75 years									
The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.									
An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.									
Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.									
When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus.									
Capitalisation Threshold									
Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.									
(k) Fair Value of Assets and Liabilities									
When performing a revaluation, the Council uses a mix of both independent and management valuations using the following as a guide:									
Fair Value is the price that Council would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.									

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

SHIRE OF SHARK BAY									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 31 July 2014									
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)									
(k) Fair Value of Assets and Liabilities (Continued)									
As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.									
To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).									
For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.									
Fair Value Hierarchy									
AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:									
Level 1									
Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.									
Level 2									
Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.									
Level 3									
Measurements based on unobservable inputs for the asset or liability.									
The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.									
Valuation techniques									
The Council selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Council are consistent with one or more of the following valuation approaches:									
Market approach									
Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.									

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

SHIRE OF SHARK BAY									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 31 July 2014									
1.	SIGNIFICANT ACCOUNTING POLICIES (Continued)								
(k)	Fair Value of Assets and Liabilities (Continued)								
	Income approach								
	Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.								
	Cost approach								
	Valuation techniques that reflect the current replacement cost of an asset at its current service capacity.								
	Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Council gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.								
	As detailed above, the mandatory measurement framework imposed by the Local Government (Financial Management) Regulations requires, as a minimum, all assets carried at a revalued amount to be revalued at least every 3 years.								
(l)	Financial Instruments								
	Initial Recognition and Measurement								
	Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).								
	Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.								
	Classification and Subsequent Measurement								
	Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost.								
	Amortised cost is calculated as:								
	(a) the amount in which the financial asset or financial liability is measured at initial recognition;								
	(b) less principal repayments and any reduction for impairment; and								
	(c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.								

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

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

SHIRE OF SHARK BAY							
NOTES TO AND FORMING PART OF THE BUDGET							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)							
(m) Impairment of Assets (Continued)							
For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.							
(n) Trade and Other Payables							
Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.							
(o) Employee Benefits							
Short-Term Employee Benefits							
Provision is made for the Council's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.							
The Council's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The Council's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.							
Other Long-Term Employee Benefits							
Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations or service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.							
The Council's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Council does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.							

SHIRE OF SHARK BAY							
NOTES TO AND FORMING PART OF THE BUDGET							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)							
(p) Borrowing Costs							
Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.							
(q) Provisions							
Provisions are recognised when the Council has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.							
Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.							
(r) Current and Non-Current Classification							
In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where the Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Council's intentions to release for sale.							

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

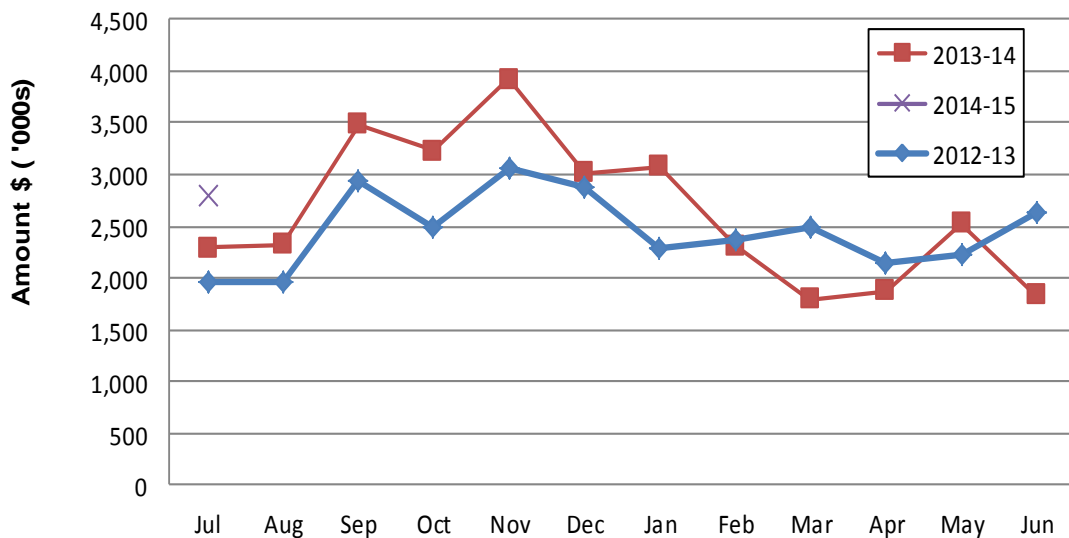
Shire of Shark Bay					
EXPLANATION OF MATERIAL VARIANCES					
For the Period Ended 31 July 2014					
Note 2: EXPLANATION OF MATERIAL VARIANCES					
Reporting Program	Var. \$	Var. %	V	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	1,114		▲	Timing	No reportable variance
General Purpose Funding - Rate	21,623	1.80%	▲	Permanent	Rate revenue higher than expected
General Purpose Funding - Other	(3,261)	(7.88%)	▼	Timing	Interest earned yet to mature
Law, Order and Public Safety	793	762.50%	▲	Permanent	Increase in reimbursement - SES
Housing	8,294	118.05%	▲	Timing	Pensioner units rent issued in advance
Community Amenities	162,769	1949.56%	▲	Timing	Rubbish charges raised for the year
Recreation and Culture	11,549	62.38%	▲	Timing	Increase sales at Shark Bay Discovery Centre
Transport	(54,526)	(68.49%)	▼	Timing	Road Preservation Grant not yet received
Economic Services	(58,304)	(94.08%)	▼	Timing	Awaiting Main Road advice on works
Other Property and Services	(1,098)	(65.87%)	▼	Timing	Less income from refunds
Operating Expense					
Governance	78,419	(70.40%)	▲	Timing	Administration costs lower than expected
General Purpose Funding	1,320	(1.25%)	▲	Timing	No reportable variance
Law, Order and Public Safety	(1,274)	7.25%	▼	Timing	Annual insurance fully paid
Health	363	(6.99%)	▲	Timing	Health consultant visits less than expected
Housing	(1,796)	10.85%	▼	Timing	Pensioner Units maintenance higher than
Community Amenities	(4,033)	8.91%	▼	Timing	Progress on the Northern Planning Program
Recreation and Culture	53,591	(29.12%)	▲	Timing	Depreciation expense yet to be charged for July
Transport	109,487	(68.37%)	▲	Timing	and country road maintenance just beginning for the year
Economic Services	23,130	(22.71%)	▲	Timing	Private works revenue lower than expected due to delayed advice from Main Roads on work
Other Property and Services	78,479	(100.25%)	▲	Timing	Over recovery of plant and labour costs
			‡		
Capital Revenues					
Grants, Subsidies and	63,717	259.09%	▲	Timing	First payment for RRG projects received
Proceeds from Disposal of Assets	0		‡		No reportable variance
			‡		
Capital Expenses			‡		
Land and Buildings	(26,093)	(1043.72%)	▼	Timing	YTD budget incorrect - project carried forward from 13/14 progressing
Infrastructure - Roads	(51,519)	(219.22%)	▼	Timing	YTD budget incorrect - project carried forward from 13/14 progressing
Infrastructure - Public Facilities	(14,136)	(191.89%)	▼	Timing	Carried forward project - Recreation Grounds work is progressing
Infrastructure - Footpaths	(14,056)		▼	Permanent	Expense from 13/14
Infrastructure - Drainage	0		‡	Timing	No reportable variance
Heritage Assets	0		‡	Timing	No reportable variance
Plant and Equipment	1,250	100.00%	▲	Timing	No purchases for plant have been made this year
Furniture and Equipment	(5,068)		▼	Permanent	Expense from 13/14
			‡		
Financing					
Loan Principal	0	0.00%	‡	Timing	No reportable variance

Shire of Shark Bay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2014

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 31 Jul 2014	30th June 2014	YTD 31 Jul 2013
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	1,239,177	1,077,678	2,139,921
Cash Restricted	4	1,994,965	1,994,965	1,873,669
Receivables - Rates	6	1,390,922	15,073	5,920
Receivables -Other	6	459,192	1,115,568	631,846
Interest / ATO Receivable/Trust		5,242	6,876	0
Inventories		139,424	139,424	139,424
		5,228,923	4,349,584	4,790,781
Less: Current Liabilities				
Payables		(207,070)	(321,119)	(247,152)
Provisions		(227,306)	(227,306)	(227,306)
		(434,376)	(548,425)	(474,458)
Less: Cash Reserves	7	(1,994,965)	(1,994,965)	(1,873,669)
Net Current Funding Position		2,799,581	1,806,194	2,442,654

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

Shire of Shark Bay							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
For the Period Ended 31 July 2014							
Note 4: CASH AND INVESTMENTS							
		Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution Maturity Date
(a) Cash Deposits							
	Municipal Bank Account		187,759			187,759	Bankwest At Call
	Reserve Bank Account			965		965	Bankwest At Call
	Telenet Saver		254,152			254,152	Bankwest At Call
	Trust Bank Account				8,468	8,468	Bankwest At Call
	Cash On Hand		700			700	Bankwest On Hand
(b) Term Deposits							
	Municipal Gold		796,567			796,567	Bankwest
	Trust				161,978	161,978	Bankwest
	Reserve Investment Account			1,994,000		1,994,000	Bankwest
	Total		1,239,177	1,994,965	170,446	3,404,588	
Comments/Notes - Investments							
Surplus funds invested for terms conducive to cashflow requirements							

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

Shire of Shark Bay							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
For the Period Ended 31 July 2014							
Note 5: BUDGET AMENDMENTS							
Amendments to original budget since budget adoption. Surplus/(Deficit)							
GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus				0
	Permanent Changes						
	This note will only apply after the budget review						

SHIRE OF SHARK BAY

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 July 2014

Note 5 (a): BUDGET AMENDMENTS - CORPORATE BUSINESS PLAN LINKAGE

A number of additional operating actions were forecast to be undertaken during the current period of the Corporate Business Plan CBP which result in additional operating expenditure or revenue. The additional activities for the current year are summarised below along with the amount included within the budget and budget amendments.

Strategy Ref	Strategy	Action Ref	Action	2013-14 per CBP	Adopted Budget	Amended Budget	YTD Expenditure
	This note will only apply after the budget review						
	Total			-	-	-	-

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

Shire of Shark Bay

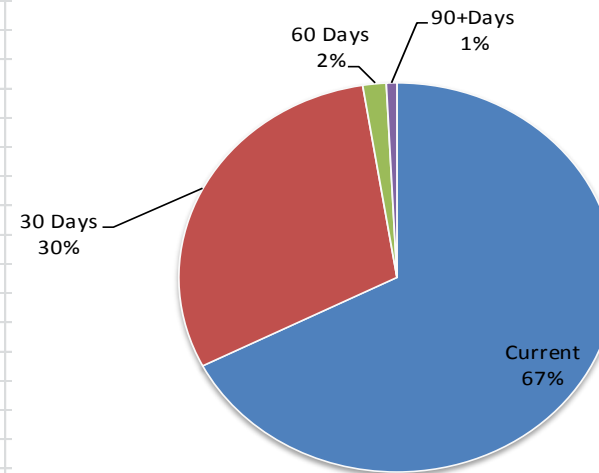
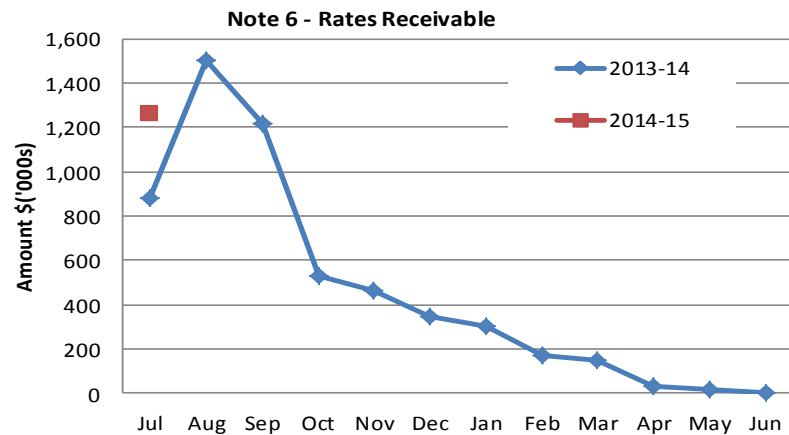
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 July 2014

Note 6: RECEIVABLES

Receivables - Rates Receivable	YTD 31 Jul 2014	30 June 2014	Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$		\$	\$	\$	\$
Opening Arrears Previous Years	5,744	6,217	Receivables - General	444,481	197,507	11,416	5,149
Levied this year	1,261,346	1,119,537	Total Receivables General Outstanding				658,553
<u>Less</u> Collections to date	(3,752)	(1,120,010)	Amounts shown above include GST (where applicable)				
Equals Current Outstanding	1,263,338	5,744					
Net Rates Collectable	1,263,338	5,744					
% Collected	0.30%	99.49%					

Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables Rates

Low collection rate due to issue of rates in July

Comments/Notes - Receivables General

Sundry debtors at an acceptable level - Principal debtor is Dept of Main Roads

MINUTES OF THE ORDINARY COUNCIL MEETING

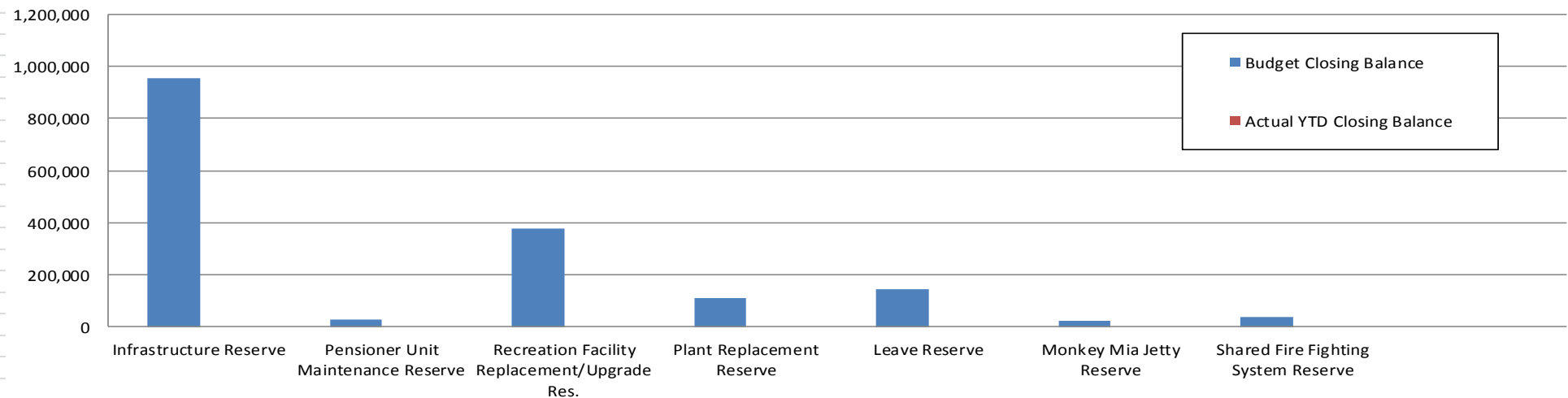
27 AUGUST 2014

Shire of Shark Bay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2014

Note 7: Cash Backed Reserve

2014-15										
Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Infrastructure Reserve	1,163,060	43,000		676,658	0	(927,900)	0		954,818	
Pensioner Unit Maintenance Reserve	56,875	2,100		0	0	(30,000)	0		28,975	
Recreation Facility Replacement/Upgrade Res.	469,092	17,000		0	0	(110,000)	0		376,092	
Plant Replacement Reserve	114,832	5,000		450,000	0	(461,000)	0		108,832	
Leave Reserve	134,189	4,700		5,000	0	0	0		143,889	
Monkey Mia Jetty Reserve	19,419	720		0	0	0	0		20,139	
Shared Fire Fighting System Reserve	37,498	1,400		0	0	0	0		38,898	
	1,994,965	73,920	0	1,131,658	0	(1,528,900)	0		1,671,643	0

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



27 AUGUST 2014

Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 July 2014

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal					Current Budget			
					YTD 31 07 2014			
Cost	Accum Depr	Proceeds	Profit (Loss)		Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	Comments
\$	\$	\$	\$		\$	\$	\$	
				Plant and Equipment				
			0	Community Bus	18,947	0	(18,947)	
			0	Works Manager Ute	(6,081)	0	6,081	
			0	Town Supervisor Ute	(1,838)	0	1,838	
			0	Grader	(35,304)	0	35,304	
0	0	0	0		(24,276)	0	24,276	
Comments - Capital Disposal/Replacements								
No Capital disposals or acquisitions have been made this year to date.								

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

Shire of Shark Bay													
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY													
For the Period Ended 31 July 2014													
Note 9: RATING INFORMATION			Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Budget Rate Revenue \$	Budget Interim Rate \$	Budget Back Rate \$	Budget Total Revenue \$
RATE TYPE													
Differential General Rate													
Gross Rental Value			8.6183	305	4,011,093	347,218	0	0	347,218	345,688	500	0	346,188
GRV - Commercial			8.6183	54	3,755,697	323,677	0	0	323,677	323,677	0	0	323,677
GRV - Industrial			8.6183	39	551,945	47,568	0	0	47,568	47,568	0	0	47,568
Unimproved Value			19.3581	6	671,384	129,967	0	0	129,967	129,967	1,000	0	130,967
UV Mining			19.3581	11	701,415	135,781	0	0	135,781	114,075	0	0	114,075
UV Pastoral			10.6928	12	757,960	81,047	0	0	81,047	81,047	0	0	81,047
Sub-Totals				427	10,449,494	1,065,258	0	0	1,065,258	1,042,022	1,500	0	1,043,522
Minimum Payment			Minimum \$										
Gross Rental Value			765.00	169	955,032	129,285	0	0	129,285	129,285	0	0	129,285
GRV - Commercial			765.00	28	178,274	21,420	0	0	21,420	21,420	0	0	21,420
GRV - Industrial			765.00	6	46,233	4,590	0	0	4,590	4,590	0	0	4,590
Unimproved Value			765.00	5	7,209	3,825	0	0	3,825	3,825	0	0	3,825
UV Mining				2	0	1,530	0	0	0	1,530	0	0	1,530
Sub-Totals				210	1,186,748	160,650	0	0	159,120	160,650	0	0	160,650
Amount from General Rates									1,224,378				1,204,172
Specified Area Rates									36,968				36,968
Totals									1,261,346				1,241,140
Comments - Rating Information													
Rates raised are higher than budgeted due to revaluations in some categories.													

27 AUGUST 2014

Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 July 2014

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-14	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Loan 48 - McCleary Property	53,675	0	10,855	22,085	42,820	31,590	-	2,022
Loan 48 - Shire Office	45,723	0	12,743	25,926	32,980	19,797	-	2,373
Loan 53 - Staff Housing	98,693	0	8,514	17,305	90,179	81,388	106	5,559
Loan 56 - Staff Housing	108,482	0	0	14,105	108,482	94,377	(845)	6,242
Loan 57 - Monkey Mia Bore	275,129	0	0	25,890	275,129	249,239	(3,173)	10,615
	581,702	0	32,112	105,311	549,590	476,391	(3,912)	26,811

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

<p style="text-align: center;">Shire of Shark Bay NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31 July 2014</p>								
Note 11: GRANTS AND CONTRIBUTIONS								
Program/Details GL	Grant Provider	Approval	2014-15 Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	1,438,211	0	1,438,211	0	0	0
Grants Commission - Roads	WALGGC	Y	419,520	0	419,520	0	0	0
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	0	0	0	0		
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Y	70,426	0	70,426	0	0	0
FESA SES Capital Grants	Dept. of Fire & Emergency Serv.	Y	88,500	0	0	88,500	0	0
COMMUNITY AMENITIES								
Grant - Recycling at Landfill	Gascoyne Development Commission	Y	378,341			378,341	0	0
RECREATION AND CULTURE								
Walk Trail Grant Funding	LotteryWest	N	1,500	0	1,500	0	0	0
Grant - Community Bus	LotteryWest	N	60,000			60,000	0	0
Grant - Jimmy Poland project	LotteryWest	Y	11,000	0	11,000	0	0	0
Grant - Tennis Court Resurfacing	Dept. of Sport and Recreation	N	100,000			100,000	0	0
TRANSPORT								
Road Preservation Grant	State Initiative	Y	77,741	0	77,741	0	0	0
Useless Loop Road - Mtce	Main Roads WA	Y	314,000	0	314,000		0	0
Contributions - Road Projects	Ocean Park	Y	0	0	0	0		
Contributions - Road Projects	Pipeline	Y	7,650	0	7,650	0	0	0
Roads To Recovery Grant - Cap	Roads to Recovery	Y	192,071	0	0	192,071	0	0
RRG Grants - Capital Projects	Regional Road Group	Y	295,113	0	0	295,113	118,045	177,068
Grant - MM Boat Ramp Carpark	Dept. of Transport	Y	232,500	0	0	232,500	0	0
Grant - R4R Monkey Mia Jetty	Dept. of Regional Development	Y	1,750,000	0	0	1,750,000	0	0
ECONOMIC SERVICES								
Contributions-Seniors Projects	Council of the Aged WA	Y	1,000	0	1,000	0	0	0
Grants - Youth Activities	Dept. of Communities	Y	1,000	0	1,000	0	0	0
Contribution - Monkey Mia	Dept. of Parks and Wildlife	Y	48,300		48,300		0	0
TOTALS			5,486,873	0	2,390,348	3,096,525	118,045	177,068
Operating	Operating		2,390,348				0	
Non-Operating	Non-operating		3,096,525				118,045	
			<u>5,486,873</u>				<u>118,045</u>	

Confirmed at the Ordinary Council meeting held on the 24 September 2014 – Signed by the President Cr Cowell _____

27 AUGUST 2014

Shire of Shark Bay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2014

Note 12: TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 14	Amount Received	Amount Paid	Closing Balance 31-Jul-14
	\$	\$	\$	\$
Election Deposits	240	0	0	240
Library Card Bond	50	100	(50)	100
Kerb/Footpath Deposit	4,200	0	0	4,200
Building Completion Bond	71,728	0	0	71,728
Bond Key	1,690	260	(60)	1,890
Police Licensing	2,347	38,189	(39,798)	738
Marquee Deposit	700	0	0	700
Sunter Place - Recreation Reserve	90,250	0	0	90,250
Tours Sales	0	29,399	(29,399)	0
Bookeasy Sales	0	13,271	(13,271)	0
Community Bus	0	600	0	600
	171,205	81,818	(82,577)	170,446

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

SHIRE OF SHARK BAY										
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY										
For the Period Ended 31 July 2014										
Note 13: CAPITAL ACQUISITIONS										
YTD 31 07 2014										
% of Completion	Level of Completion Indicator	Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
		Land Improvements								
		Governance								
0%	○	Shire Office Carpark Capital Works	3.7.1	CEO	(20,000)	0	0	0	0	Not started
		Governance Total			(20,000)	0	0	0	0	
		Buildings								
		Housing								
85%	●	Construction Staff Housing Sunter Place	1.2.4	CEO	(217,096)	0	(11,825)	(11,825)		Finalisation of buildings and landscaping to be done
0%	○	Staff Housing - 5 Spaven Way	1.2.4	CEO	(3,750)	0	0	0	0	Not started
0%	○	Staff Housing - 65 Brockman St	1.2.4	EMCDT	(3,750)	0	0	0	0	Not started
1%	○	Staff Housing - 51 Durlacher St	1.2.4	EMFA	(3,750)	0	0	0	0	Dishwasher and Hot water system to be installed
0%	○	Staff Housing - 80 Durlacher St	1.2.4	EMCDT	(3,750)	0	0	0	0	Not started
20%	○	Pensioner Units Capital	1.2.4	EMCDT	(30,000)	(2,500)	(140)	2,360	(140)	Units 1, 2, and 5 being renovated
		Housing Total			(262,096)	(2,500)	(11,965)			
		Law, Order And Public Safety								
90%	●	Emergency Services Building Construction	3.7.1	CEO	(269,991)	0	(1,109)	(1,109)		Car park and landscaping to be done
90%	●	Emergency Services Building Site Works	3.7.1	CEO	(17,183)	0	(15,519)	(15,519)		
		Law, Order And Public Safety Total			(287,174)	0	(16,628)			
		Recreation And Culture								
0%	○	Recreation Centre - Sound Proofing	3.7.1	EMCDT	(50,000)	0	0	0		Not started
0%	○	Town Hall Pathways and Wall Extension	3.7.1	WKM	(25,000)	0	0	0		In planning stage
0%	○	Overlander Hall Upgrade	3.7.1	EMCDT	(50,000)	0	0	0	0	Not started
		Recreation And Culture Total			(125,000)	0	0			
		Transport								
0%	○	Depot - Replacement of Depot Walls	3.7.1	WKM	(25,000)	0	0	0	0	Awaiting quotes
0%	○	Replacement of Air Conditioners	3.7.1	WKM	(8,000)	0	0	0	0	Not started
		Transport Total			(33,000)	0	0			
		Land and Buildings Total			(727,270)	(2,500)	(28,593)			
		Drainage/Culverts								
		Transport								
0%	○	Drainage/Sump Construction	3.7.1	WKM	(30,000)	0	0	0	0	Concept plans before council
		Transport Total			(30,000)	0	0			
		Drainage/Culverts Total			(30,000)	0	0			

Confirmed at the Ordinary Council meeting held on the 24 September 2014 – Signed by the President Cr Cowell _____

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

YTD 31 07 2014										
% of Completion	Level of Completion Indicator	Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
		Footpaths								
		Transport								
0%	○	Footpath Construction (As Per Footpath Plan)	3.7.1	WKM	(50,400)	0	(14,056)	(14,056)		Expenditure from last year
		Transport Total			(50,400)	0	(14,056)			
		Footpaths Total			(50,400)	0	(14,056)			
		Furniture & Office Equip.								
		Governance								
0%	○	Computer Hardware Upgrade/New	1.2.1	EMFA	(5,000)	0	0	0	0	Requirements to be identified
0%	○	Computer Software Upgrade/New	1.2.1	EMFA	(5,000)	0	0	0	0	Requirements to be identified
0%	○	Council Chambers Furniture and Equipment	1.2.1	EMFA	(2,000)	0	0	0	0	Requirements to be identified
0%	○	Office Furniture & Equipment	1.2.1	EMFA	(5,000)	0	0	0	0	Requirements to be identified
		Governance Total			(17,000)	0	0			
		Recreation And Culture								
50%	●	Discovery Centre - Furniture & Equipment	2.4.1	EMCDT	(10,000)	0	(5,068)	(5,068)	(5,068)	Requirements to be identified
		Recreation And Culture Total			(10,000)	0	(5,068)			
		Furniture & Office Equip. Total			(27,000)	0	(5,068)			
		Heritage Assets								
		Recreation And Culture								
0%	○	Shade over Velshedha	2.2.2	WKM	(5,000)	0	0	0		Planning stage
50%	●	Directional Plaque	2.2.2	EMCDT	(19,000)	0	0	0		In production
0%	○	Refurbishment of Old Jail and Stables	2.2.2	CEO	(50,000)	0	0	0	0	Investigating funding
		Recreation And Culture Total			(74,000)	0	0			
		Heritage Assets Total			(74,000)	0	0			

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

% of Completion	Level of Completion Indicator	YTD 31 07 2014								
		Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
		Plant , Equipment and Vehicles								
		Law, Order And Public Safety								
0%	○	SES Rescue Equipment	3.7.1	EMFA	(88,500)	0	0	0		Purchases not yet completed by SES
		Law, Order And Public Safety Total			(88,500)	0	0			
		Recreation And Culture								
0%	○	Recreation Centre - Scissor Lift	1.6.7	EMCDT	(35,000)	0	0	0		Not started
0%	○	Community Bus	1.6.7	EMCDT	(110,000)	0	0	0	0	Investigating funding
		Recreation And Culture Total			(145,000)	0	0			
		Transport								
0%	○	Fire Fighting Pumps	1.1.6	WKM	(8,000)	0	0	0		Pumps ordered
0%	○	Depot Tools and Minor Plant	1.1.6	WKM	(15,000)	(1,250)	0	1,250		As required
0%	○	Communications Upgrade	1.1.6	WKM	(5,000)	0	0	0		As required
0%	○	Water Tanker	1.1.6	WKM	(120,000)	0	0	0	0	Recommendation before council
0%	○	Town Supervisor's Ute	1.1.6	WKM	(45,000)	0	0	0	0	Quotes started
0%	○	Works Manager's Ute	1.1.6	WKM	(49,000)	0	0	0	0	Quotes started
0%	○	Major Plant Items	1.1.6	WKM	(25,000)	0	0	0		As required
0%	○	Pallet Racking	1.1.6	WKM	(7,000)	0	0	0		Quotes started
0%	○	Grader	1.1.6	WKM	(350,000)	0	0	0	0	Recommendation before council
		Transport Total			(624,000)	(1,250)	0			
		Plant , Equipment and Vehicles Total			(857,500)	(1,250)	0			

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

% of Completion	Level of Completion Indicator	YTD 31 07 2014								Comment
		Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	
		Public Facilities								
		Community Amenities								
0%	○	Refuse Tip and Recycling	2.4.2	WKM	(378,341)	0	0	0		Awaiting funding
		Community Amenities Total			(378,341)	0	0			
		Economic Services								
0%	○	Town Oval Bore	3.7.1	WKM	(30,000)	0	0	0		Not started
		Economic Services Total			(30,000)	0	0			
		Recreation And Culture								
0%	○	Foreshore Rock Wall	3.7.1	WKM	(10,000)	0	0	0	0	Awaiting low tides
80%	●	Recreation Centre Grounds	1.6.7	EMCDT	(191,545)	(6,592)	(20,761)	(14,169)		Gazebo and BBQ to be completed
0%	○	Charlie Sappie Park	3.7.1	WKM	(15,000)	(775)	0	775	0	Awaiting plans from DPAW
0%	○	Foreshore Revitalisation	3.7.1	CEO	(200,000)	0	0	0	0	Awaiting approval for funding
0%	○	Replacement of Gazebos	3.7.1	WKM	(20,000)	0	0	0	0	Researching materials
0%	○	Practice Cricket Nets	3.7.1	WKM	(5,000)	0	0	0	0	Researching materials options
0%	○	Tennis Court Resurfacing	3.7.1	EMCDT	(100,000)	0	0	0	0	Seeking quotes
		Recreation And Culture Total			(541,545)	(7,367)	(20,761)			
		Transport								
0%	○	Monkey Mia Jetty	1.6.5	CEO	(2,200,000)	0	(635)	(635)		Project commenced
0%	○	Monkey Mia Boat Ramp Carpark	1.6.5	WKM	(310,000)	0	(108)	(108)	(108)	Started initial earthworks
		Transport Total			(2,510,000)	0	(743)			
		Public Facilities Total			(3,459,886)	(7,367)	(21,503)			

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

% of Completion	Level of Completion Indicator	YTD 31 07 2014								Comment
		Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	
		Roads (Non Town)								
		Transport								
100%	●	Useless Loop Road RRG	1.1.6	WKM	(52,059)	0	(52,059)	(52,059)	(52,059)	Completed
0%	○	Woodleigh-Bryo Floodway RRG	1.1.6	WKM	(122,712)	0	0	0	0	Researching culvert options
0%	○	Road Projects R2R	1.1.6	WKM	(192,071)	0	0	0	0	Not started
8%	○	Useless Loop Road - Resheet RRG	1.1.6	WKM	(229,957)	(23,501)	(18,260)	5,241	(18,260)	Pot hole repairs
0%	○	Hamelin Pool Road - Reseal RRG	1.1.6	WKM	(90,000)	0	0	0	0	Researching sealing contractors
		Transport Total			(686,799)	(23,501)	(70,319)			
		Roads (Non Town) Total			(686,799)	(23,501)	(70,319)			
		Streetscapes								
		Economic Services								
0%	○	Information Bay Signage	2.1.3	EMCDT	(25,000)	0	0	0		Awaiting response from Tourism Association
		Economic Services Total			(25,000)	0	0			
		Streetscapes Total			(25,000)	0	0			
		Town Streets								
		Transport								
0%	○	Durlacher Street-Reseals R2R	1.1.6	WKM	(170,182)	0	(4,701)	(4,701)	(4,701)	Researching drainage options
		Transport Total			(170,182)	0	(4,701)			
		Town Streets Total			(170,182)	0	(4,701)			
		Capital Expenditure Total			(6,108,037)	(34,618)	(144,240)			

12.3 LEASES – ANNUAL PAYMENT REQUEST
RES 40344, RES 40771

Author

Debtors Clerk

Disclosure of Any Interest

Nil

Moved Cr Capewell
Seconded Cr Prior

Council Resolution

That Council:-

- 1. Charge the Shark Bay Bowling Club an amount of \$150 for the 2014/2015 financial year in accordance with its lease agreement; and**
- 2. Charge the Shark Bay Speedway Club an amount of \$150 for the 2014/2015 financial year in accordance with its lease agreement.**

6/0 CARRIED

Background

Council has in place lease agreements with the Shark Bay Bowling Club and the Shark Bay Speedway Club which provides for Council to impose lease payments for the use of the land on an “on demand” basis.

Therefore, each year Council needs to determine whether the payment should be charged. Over the last 8 years charges have been applied as follows:

Year	Shark Bay Speedway	Shark Bay Bowling Club
2013-14	Waived	Waived
2012-13	Not Raised	Not Raised
2011-12	Not Raised	Not Raised
2010-11	Paid	Paid
2009-10	Paid	Paid
2008-09	Paid	Paid
2007-08	Paid	Paid
2006-07	Paid	Paid
2005-06	Paid	Paid

Legal Implications

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

27 AUGUST 2014

Policy Implications

There are no policy implications associated with this item.

Financial Implications

The imposition of these charges will generate an increase in revenue of \$300 which has not been included in the budget.

Strategic Implications

There are no Strategic Implications associated with this report.

Voting Requirements

Simple Majority Required

Date of Report

13 August 2014

13 TOWN PLANNING REPORT

**13.1 PROPOSED EXPANSION OF RESERVE 49108 FOR MONKEY MIA WASTE WATER TREATMENT PLANT
RES 49108**

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

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

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest due to being an Executive Officer for the Shark Bay World Heritage Advisory Committee.

Disclosure of Interest: Cr Bellottie

Nature of Interest: Impartiality Interest due to being a Board member on the Shark Bay World Heritage Advisory Committee.

Disclosure of Interest: Cr Wake

Nature of Interest: Impartiality Interest due to being a Board member on the Shark Bay World Heritage Advisory Committee and asked for comment (iv).

Moved Cr Prior
Seconded Cr Capewell

Council Resolution

That Council authorise the Chief Executive Officer to advise the Department of Lands as follows:

- (i). The Shire of Shark Bay supports the proposal to excise a 2.7224 hectare portion out of Reserve 1686 and amalgamate it into Reserve 49108 for 'Effluent Disposal and Infrastructure' purposes.**
- (ii) Reserve 49108 has nearly been developed to full capacity and an expanded area is needed to cater for any future Waste Water Treatment Plant upgrades or infrastructure expansion to service Monkey Mia.**
- (iii) Currently Reserve 49108 is reserved 'public purpose' under the Shire of Shark Bay Local Planning No 3 which is under review. The expanded reserve can be correctly shown on new town planning scheme maps once the proposal is finalised. Department of Lands is therefore requested to keep the Shire informed on this matter.**
- (iv) As both reserves are located in a World Heritage area, the Shire respectfully requests that the Department also refer the proposal to the Shark Bay World Heritage Advisory Committee for comment.**

6/0 CARRIED

Précis

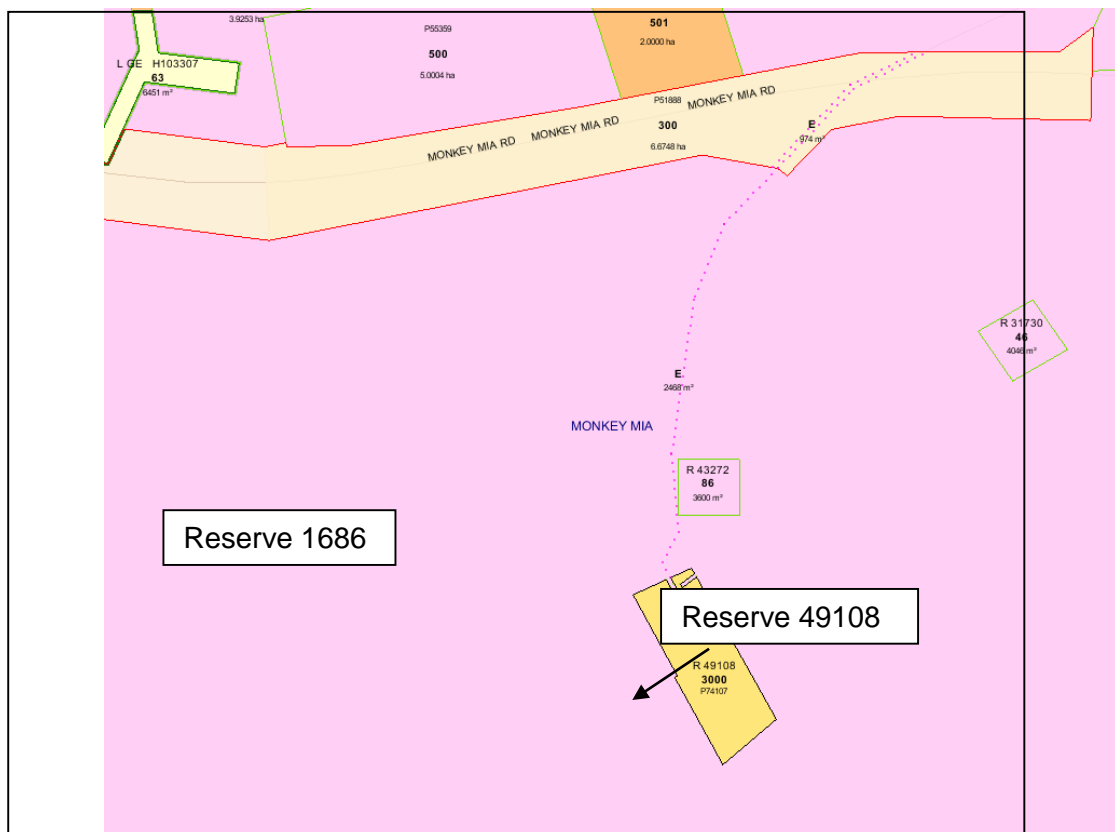
Council is to provide comment to the Department of Lands on a proposal to expand Reserve 49108.

Background

- Existing development / location*

Reserve 49108 contains the existing Waste Water Treatment Plant which services Monkey Mia, and is set aside for 'effluent disposal' with a Management Order to the Shire of Shark Bay with power to lease up to 99 years.

It is surrounded by adjacent Reserve 1686 which is set aside for 'recreation' and is managed by the Shire and the Minister for Environment.



- Existing Planning Approval*

The last planning approval issued for Reserve 49108 was for infrastructure upgrades in February 2013. Reserve 49108 has been substantially developed.

- Zoning*

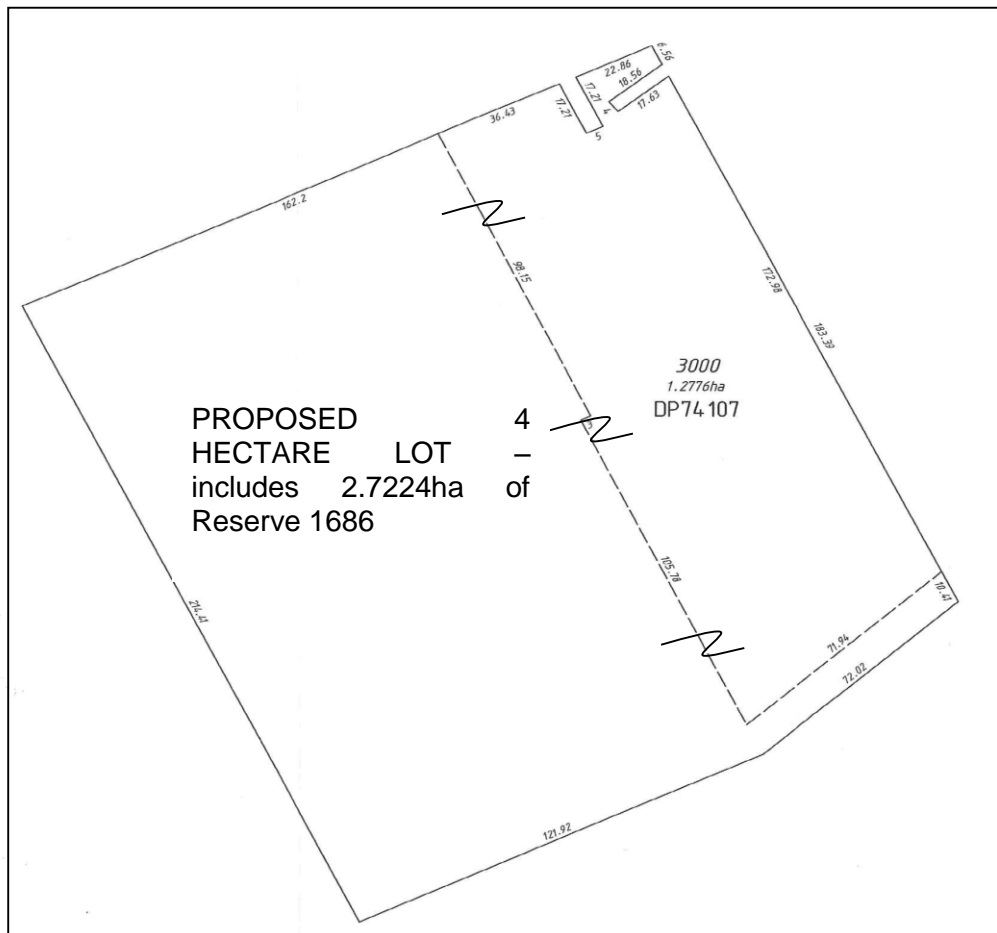
The Waste Water Treatment Plant is reserved 'Public Purpose' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme'). Adjacent Reserve 1686 is reserved as 'Parks and Recreation' under the Scheme.

Both reserves are also in the Special Control Area for the Shark Bay World Heritage Property area.

Comment

The Department of Lands advises that Aspen Monkey Mia Pty Ltd has requested an extension to the Waste Water Treatment Plant.

The proposal is to excise a 2.7224 hectare portion out of Reserve 1686 and amalgamate it into Reserve 49108. This will result in the size of Reserve 49108 increasing from 1.2776 hectares to 4 hectares – refer plan below.



The purpose of the new 'amalgamated' reserve is proposed to change to 'Effluent Disposal and Infrastructure'.

As Reserve 49108 is almost fully developed, the increased reserve size would cater for any future infrastructure expansion needs.

Whilst future development opportunities at Monkey Mia are reliant on preparation of an Outline Development Plan, the expansion of Reserve 49108 will assist maximise future development opportunities at Monkey Mia.

Accordingly, it is recommended that Council support the proposal.

Legal Implications

Not applicable

27 AUGUST 2014

Policy Implications

Not applicable

Financial Implications

Not applicable

Strategic Implications

If the proposal proceeds, then Gray & Lewis will endeavour to have the 'expanded' Waste Water Treatment Plant area modified on any future scheme maps to accurately reflect any reserve boundary changes (as part of the Scheme Review).

Voting Requirements

Simple Majority Required

Date of Report

8 August 2014

27 AUGUST 2014

1-CR-17037

RES49108



Government of Western Australia
Department of Lands

Regional and Metro Services

Your ref:
Our ref: 50281-2007 Job No. 141787
Enquires: Lily Sutomo
Ph: (08) 6552 4616 Fax: (08) 6552 4413
Email: lily.sutomo@lands.wa.gov.au

31 July 2014

RECEIVED

6 AUG 2014

Chief Executive Officer
Shire of Shark Bay
PO Box 128
DENHAM WA 6537

Shire of Shark Bay

Dear Sir/Madam

**PROPOSED PORTION OF LAND TO BE EXCISED FROM RESERVE 1686 FOR
AMALGAMATION INTO ADJOINING RESERVE 49108 – SHIRE OF SHARK BAY**

Aspen Monkey Mia Pty Ltd has requested an extension to Waste Water Treatment Plant located on Reserve 49108. I enclose a sketch prepared by McMullen Nolan Group and a Smartplan print for your reference.

The proposal is to excise of a 2.7224 hectare portion of Reserve 1686 for amalgamation into adjoining Reserve 49108. Subsequently, it is also proposed to amend the purpose of the enlarged Reserve 49108 to "Effluent Disposal and Infrastructure".

Reserve 49108 is currently set aside for the purpose of "Effluent Disposal" with a Management Order to the Shire of Shark Bay with power to lease up to 99 years subject to the consent of the Minister for Lands.

Reserve 1686 is set aside for the purpose of "Recreation" and is managed by the Shire of Shark Bay and Conservation and Land Management Executive Body (now Minister for Environment).

The Department of Lands now seeks your comments and agreements.

Should you have any enquiries, please contact me on the above telephone number.

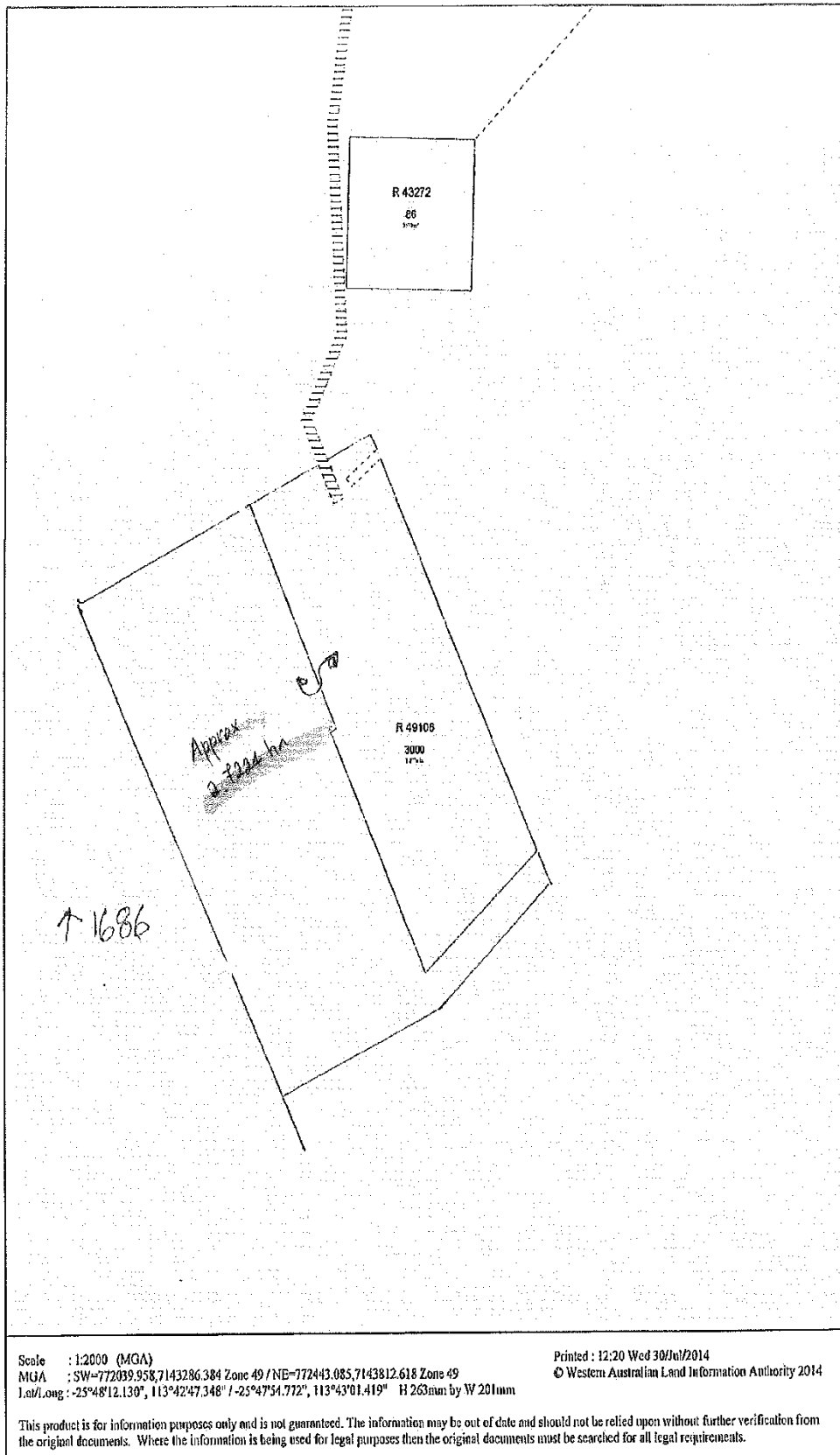
Yours faithfully

LILY SUTOMO
for MANAGER – MID WEST
REGIONAL AND METRO SERVICES

Enc

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27 AUGUST 2014



27 AUGUST 2014



14 HEALTH REPORT

NIL

15 BUILDING REPORT

NIL

16 WORKS REPORT

**16.1 EASTERN END KNIGHT TERRACE PARKING LANE
RD00019**

Author

Works Manager

Disclosure of Any Interest

Nil

Moved Cr Capewell
Seconded Cr Wake

Council Resolution

That the concept plans for the installation of Kerbed Embankment Stormwater Treatment and Landscaping be further developed, including costings and presented to the September meeting of Council for consideration.

6/0 CARRIED

Background

At the Ordinary Council meeting 25 June 2014, it was brought to Council's attention the need to rectify the confusing parking lane along the Eastern End of Knight Terrace from the roundabout at IGA Eziway Supermarket and Netta's Beach.

On the 22 July 2014, Mr Adam Wilmot and Ms Colleen Murphy, representatives from GHD, presented the Denham Town Site Structure Plan to Council members. Comment was made that the Denham Town Site Structure Plan was complete and under budget and as Mr Adam Wilmot is an Engineer, we may be able to utilise his expertise around Town.

The Works Manager took this opportunity to show Mr Adam Wilmot and Ms Colleen Murphy some of the issues associated with storm water drainage and parking along Knight Terrace and sought their opinion.

Comment

After showing Mr Adam Wilmot and Mrs Colleen Murphy the problems along Knight Terrace, various concept ideas were discussed for the concerns observed.

Attached is a sketched idea for the Eastern section of Knight Terrace and an email from Colleen to Adam with her recommendation.

The object of this report is to ascertain if the Council members agree with the concept idea before any time is spent on official designs and budgeting.

Kerbed Embayment Stormwater Treatment and Landscaping (KESTrAL's) have been recommended by GHD. The Works Manager believes this initial concept is sound in principle. The road along the Eastern end of Knight Terrace where these KESTrALs are planned to be installed has a total combined width of 9 metres. This consists of 5.8 metres of road width and 3.2 metres of parking lane width. These widths are more than adequate for this treatment to be installed. The benefits of installing KESTrALs will be three fold,

- 1 Provide friendlier environmental stormwater runoff
- 2 Provide clear marking of existing onstreet parking and
- 3 Provide slow points along this section of road providing a safer environment for the users of this foreshore area.

Legal Implications

There are no legal implications associated with this report.

Policy Implications

There are on Policy implications associated with this report.

Financial Implications

The 2014-15 budget has an allocation of \$30 000.00 for drainage upgrades. A portion of this funding could be allocated to this project if required. Detailed costings can be submitted if Council agrees to the concept ideas presented in this report.

Strategic Implications

Objective 2	Protecting our precious natural environment
Outcome 2.2.1	Improve the appearance, attractiveness and diversity of uses to add to Town Centre vibrancy. (Provide safer environment for pedestrian and vehicles.)
Outcome 2.4.1	To consider the natural environment in all Shire operations. (Provide improved environmental management of stormwater.)
Outcome 2.4.3	Ensure Council operations follow environmental best practices.

Voting Requirements

Simple Majority Required

Date of Report

15 August 2014

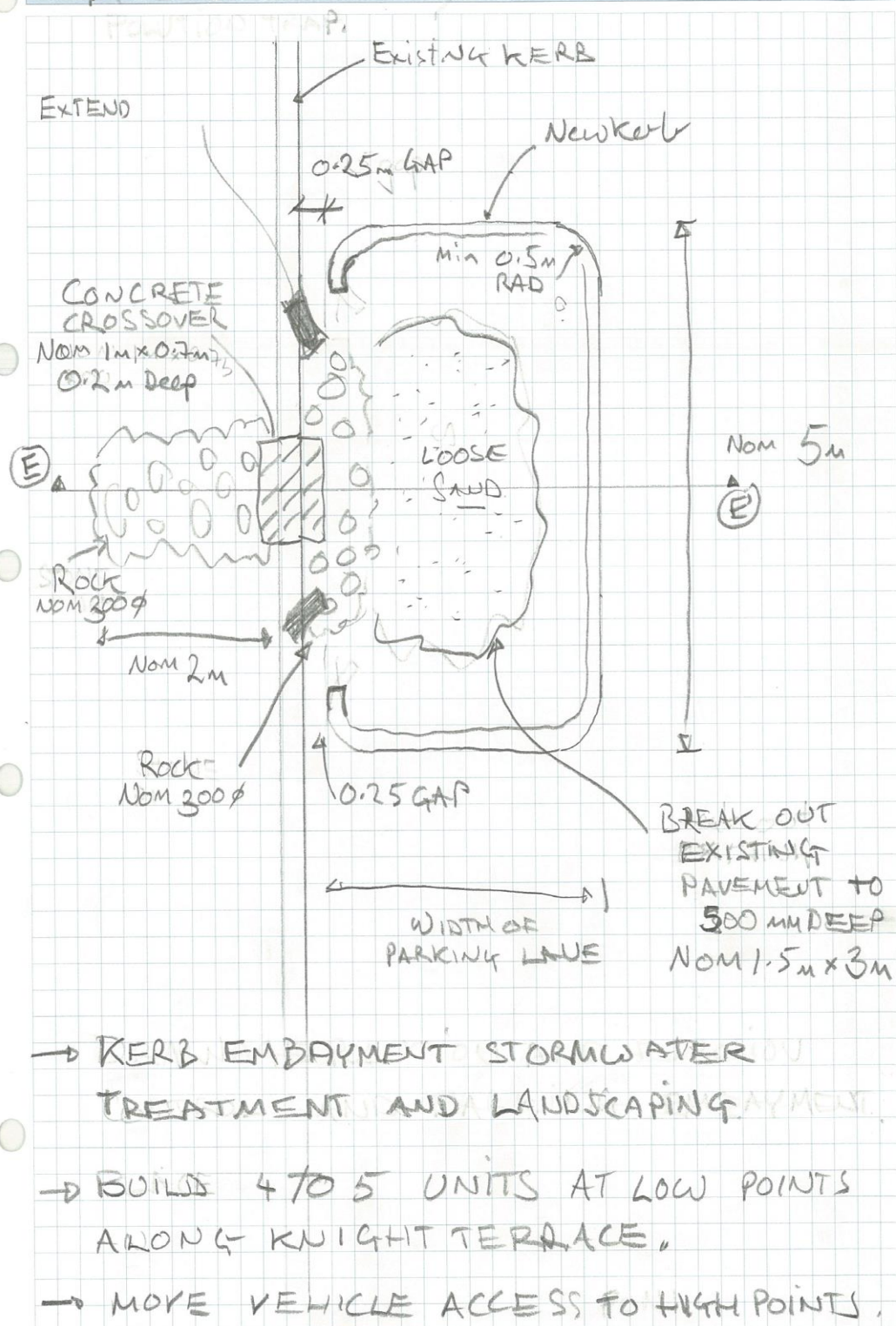
27 AUGUST 2014



CLIENTS | PEOPLE | PERFORMANCE

CALCULATIONS

Client	SHIRE OF SHARK BAY	Job no.	6130298	Sheet	1.6
Project	TOWNSITE STRATEGY	Calcs by	ADAM WILMOT	Date	13.8.14
Subject	KE STAL	Checked by	COLLEEN MURPHY	Date	13.8.14



From: Colleen Murphy
Sent: Wednesday, 13 August 2014 11:27 AM
To: Adam Wilmot
Subject:

Knight Terrace – East of Hamelin Road

Current Issue

***Scouring at existing informal stormwater outfalls to Denham Sound.
Traffic issue due to confusion of onstreet parking area as traffic lane.***

Solution

Kerbed Embayment Stormwater Treatment and Landscaping (KESTrAL)

Description

Parking Embayments cut into existing onstreet parking area, comprising sand traps and rocked outfalls to Denham Sound.

Diversion of stormwater via a sand/vegetation infiltration basin and a rocked outfall will reduce the velocity and quantity of stormwater. This will alleviate current scouring issues and potentially result in achieving a small amount of water quality improvement by removing gross pollutants and enabling greater infiltration and treatment of stormwater before it enters Denham Sound. The construction of KESTrALs within the existing car parking area of Knight Terrace will create clearer embayments, thereby reducing existing traffic issues that arise where the onstreet parking area is confused with traffic lanes.

KESTrALs can be constructed easily utilising resources available at low cost to the Shire, and existing skills within the Shire's works crew.

To maximise efficacy, KESTrALs should be installed at low points along the roadside, ensuring any other vehicle or pedestrian crossovers relocated to high points to manage uncontrolled flows. A kerb line survey will be necessary to identify these locations.

17 TOURISM, RECREATION AND CULTURE REPORT

**17.1 INFRINGEMENT NOTICES FOR ILLEGAL CAMPING AND UNATTACHED TRAILER PARKING
LE00009**

Author

Executive Manager Tourism Community and Economic Development

Disclosure of Any Interest

Nil

Moved Cr Capewell
Seconded Cr Wake

Council Resolution

- 1) That Council withdraw infringements totalling \$4,150 made up of outstanding fines detailed in the attached list as follows:**
- **International driver/rental vehicles \$2,600**
 - **Interstate vehicles \$900**
 - **Disputed infringements \$650**

6/0 CARRIED

Background

From January to July 2014 the Shire of Shark Bay's Ranger issued 82 infringement notices for illegal camping and unattached trailer offences for a total of \$8,200 in fines. Of these \$2,450 have been paid leaving an outstanding balance of \$5,750.

Of these notices \$2,000 were issued to interstate vehicles. Of this \$1,100 has been paid leaving an outstanding balance of \$900. \$3,200 worth of notices were issued to international visitors and/or rental vehicles. Of these \$600 have been paid leaving an outstanding balance of \$2,600.

There were also seven infringement notices totalling \$650 for parking unattached trailers at Monkey Mia or incorrect parking at the town boat ramps. These are being disputed due to absent or ambiguous signage. Information provided by Monkey Mia Resort at the time of guests booking instructed them to park their boats and trailers in the boat ramp carpark which is only designed for day use.

\$2,400 of the infringement notices were issued to Western Australian registered vehicles with \$800 being paid leaving an outstanding balance of \$1,600.

These figures are summarised below.

	Infringements	Paid	Outstanding
Interstate	\$ 2,000	\$ 1,100	\$ 900
International/rental	\$ 3,200	\$ 600	\$ 2,600
in dispute	\$ 650		\$ 650
Western Australian	\$ 2,350	\$ 750	\$ 1,600
	\$ 8,200	\$ 2,450	\$ 5,750

Comment

The Shire of Shark Bay has not previously been registered with the Department of Transport to request owner details based on vehicle registrations however this has now been put in place and would cost Council between \$3.25 and \$18.25 per vehicle enquiry with \$3.25 the fee for a standard vehicle. This service is only available for vehicles registered in Western Australian.

The Shire was also not registered with the Fines Enforcement Registry who attempt to enforce unpaid infringement notices. The Shire is required to provide vehicle owner details and therefore would need to obtain the information from the Department of Transport before proceeding.

At the time of registering each outstanding infringement notice, the Fines Enforcement Registry charges an enforcement fee of \$14.65 which can increase to \$46.40 if the matter proceeds to court. These fees are recoverable from the alleged offender but will only be refunded to Council if and when the fine is paid.

The Fines Enforcement Registry is only able to assist where the owner of the vehicle resides in Western Australia. They are unable to assist with enforcement on interstate or international travellers.

Administration has made attempts to determine driver details of rental vehicles, which the rental company is required to provide. However in the majority of cases the drivers are international travellers (predominantly French) making enforcement of the infringement very difficult. The current amount of outstanding fines to either international drivers or rental vehicles is \$2,600 with very little chance of recovery.

Although recovery of interstate and international infringements is unlikely, Council recovered \$1,700 of the \$5,200 in fines issued over a seven month period from these groups.

Signage at the Monkey Mia boat ramp has been improved to advise that unattached trailers cannot be parked at the boat ramp. Administration has held discussions with Monkey Mia management concerning information provided to their guests to ensure they are clear about boat parking facilities.

Legal Implications

Infringement notices are issued under *Schedule 1 – Caravan Parks and Camping Grounds Act 1995 Section 23(3)*.

Enforcement notices are issued under the *Fines, Penalties and infringement Notice Enforcement Regulations 1994, Schedule 2 Division 1 – Enforcement Fees for part 3 of the Act*

Policy Implications

There are no policy implications relevant to this report.

Financial Implications

By withdrawing \$4,150 in infringement notices, Council would lose all chance to recover these funds, however given the difficulty in enforcing interstate and international fines, there is little chance of any cost recovery.

By referring infringement notices to the Fines Enforcement Registry Council has a good chance to recover fines, however the Department of Transport would charge a minimum of \$3.25 per vehicle information request, and the Fines Enforcement Registry fees of between \$14.65 and \$46.40 would only be refunded to Council if the Registry is successful in enforcing the fine. The costs need to be considered against cost recovery before proceeding with enforcement.

Strategic Implications

There are no strategic implications relevant to this report.

Voting Requirements

Simple Majority Required

Date of Report

18 August 2014

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

	Notice	Date	Rego	Fine	paid	state/country
	Paid					
1	767	29/03/2014	FHD866	\$ 100	29/04/2014	UNKNOWN
2	768	29/03/2014	NR292	\$ 100	29/04/2014	NT
3	769	31/03/2014	1BL715	\$ 100	2/04/2014	WA
4	770	4/04/2014	1BCM475	\$ 100	4/04/2014	WA
5	772	4/04/2014	833MY	\$ 100	4/04/2014	QLD
6	773	4/04/2014	1EFR072	\$ 100	4/04/2014	WA
7	776	8/04/2014	UTV692	\$ 100	9/04/2014	UNKNOWN
8	781	10/04/2014	1EHP259	\$ 100	11/04/2014	WA
9	782	10/04/2014	XYM 572	\$ 100	11/04/2014	UNKNOWN
10	783	12/04/2014	825LWC	\$ 100	14/05/2014	QLD
11	792	15/04/2014	BSN938	\$ 100	15/04/2014	WA
12	796	21/04/2014	PIP003	\$ 100	23/04/2014	UNKNOWN
13	854	13/05/2014	1EGL 796	\$ 100	13/05/2014	WA
14	856	18/05/2014	KU 4126	\$ 100	19/05/2014	QLD
15	861	20/05/2014	H36499	\$ 50	22/05/2014	NSW
16	871	17/06/2014	1EAB 114	\$ 100	17/06/2014	WA
17	872	17/06/2014	S236 BBR	\$ 100	17/06/2014	SA
18	874	18/06/2014	1ECH 713	\$ 100	19/06/2014	WA
19	879	23/06/2014	ZXU 825	\$ 100	23/06/2014	UNKNOWN
20	757	13/03/2014	1EHM827	\$ 100	13/03/2014	France
21	758	13/03/2014	1BGI702	\$ 100	13/03/2014	France
22	764	28/03/2014	1ATR444	\$ 100	28/03/2014	France
23	884	26/06/2014	D-12-UI	\$ 100	25/07/2014	France Tas
24	885	30/06/2014	MH907P	\$ 100	30/06/2014	Belgium
25	889	17/07/2014	1EIE 196	\$ 100	17/07/2014	UK
			TOTAL	\$ 2,450		

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

	Notice	Date	Rego	Fine	paid	state/country
	INTERNATIONAL/RENTAL VEHICLES					
26	756	2/03/2014	1BDA 597	\$ 100		France
27	759	14/03/2014	436 MZX	\$ 100		France
28	761	15/03/2014	9GJ 839	\$ 100		Greece
29	762	26/03/2014	1AWR 967	\$ 100		France
30	763	26/03/2014	AU 1405	\$ 100		France
31	765	29/03/2014	1AOA 564	\$ 100		France
32	766	29/03/2014	AU 1793	\$ 100		France
33	771	4/04/2014	QQU 184	\$ 100		France
34	775	8/04/2014	1EKD 669	\$ 100		France
35	777	9/04/2014	5822BAC	\$ 100		France
36	784	12/04/2014	MKH 720	\$ 100		UK
37	785	14/04/2014	QSP 023	\$ 100		France
38	786	14/04/2014	DV66LD	\$ 100		France
39	787	14/04/2014	1BC9PU	\$ 100		France
40	791	15/04/2014	T8H703	\$ 100		France
41	800	6/05/2014	1ASA 954	\$ 100		France
42	880	23/06/2014	1GNM 002	\$ 100		UK
43	886	4/07/2014	XWP476	\$ 100		Germany
44	887	9/07/2014	1CMB528	\$ 100		France
45	888	10/07/2014	1CMB528	\$ 100		France
46	890	17/07/2014	T984	\$ 100		France
47	891	25/07/2014	1GGTAL	\$ 100		France
48	892	25/07/2014	1AUW 785	\$ 100		Italy
49	774	7/04/2014	1DCT 820	\$ 100		wicked
50	797	23/04/2014	1DUO 581	\$ 100		Wicked
51	760	14/03/2014	1EFR 889	\$ 100		wicked
			TOTAL	\$ 2,600		

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

	Notice	Date	Rego	Fine	paid	state/country
	INTERSTATE					
52	788	14/04/2014	S537 AGG	\$ 100		SA
53	799	30/04/2014	WT260357	\$ 100		Unknown
54	852	13/05/2014	BB8279	\$ 100		QLD
55	855	15/05/2014	BD 82 YP	\$ 100		NT
56	860	20/05/2014	S558 BAR	\$ 100		SA
57	862	21/05/2014	NHL 595	\$ 100		Unknown
58	863	22/05/2014	454 LWC	\$ 100		QLD
59	864	21/05/2014	S558 BAR	\$ 100		SA
60	881	23/06/2014	040 TLN	\$ 100		QLD
			TOTAL	\$ 900		
	Notice	Date	Rego	Fine	paid	state/country
	IN DISPUTE					
61	778	9/04/2014	1TIU 574	\$ 50		WA
62	779	9/04/2014	1TNR 375	\$ 50		WA
63	780	9/04/2014	1TJF 075	\$ 50		WA
64	789	14/04/2014	C637	\$ 100		WA
65	795	21/04/2014	1TMI 614	\$ 200		WA
66	869	4/06/2014	1THU 764	\$ 100		WA
67	870	6/06/2014	1THU 764	\$ 100		WA
			TOTAL	\$ 650		
	WESTERN AUSTRALIAN VEHICLES					
68	793	21/04/2014	1TPC 735	\$ 100		WA
69	794	21/04/2014	1BMI 994	\$ 200		WA
70	798	28/04/2014	CH403	\$ 100		WA
71	853	13/05/2014	8 AZ 121	\$ 100		WA
72	854	15/05/2014	SJ 128	\$ 100		WA
73	858	20/05/2014	1DQV 754	\$ 100		WA
74	859	20/05/2014	GG10540	\$ 100		WA
75	864	20/05/2014	1EKJ 402	\$ 100		WA
76	866	22/05/2014	1DQD 754	\$ 100		WA
77	868	26/05/2014	ZYP 480	\$ 100		WA
78	873	17/06/2014	1ASG 229	\$ 100		WA
79	875	19/06/2014	1ECJ 147	\$ 100		WA
80	877	20/06/2014	1CVF 319	\$ 100		WA
81	882	23/06/2014	1ALK 952	\$ 100		WA
82	883	24/06/2014	UYO 721	\$ 100		WA
			TOTAL	\$ 1,600		

MINUTES OF THE ORDINARY COUNCIL MEETING

27 AUGUST 2014

		total issued		\$ 8,200	
		less paid		\$ 2,450	
		outstanding		\$ 5,750	
		less WA vehicles		\$ 1,600	
		Write off		\$ 4,150	
		INTERNATIONAL/RENTAL VEHICLES		\$ 2,600	
		INTERSTATE		\$ 900	
		IN DISPUTE		\$ 650	
				\$ 4,150	
		INTERNATIONAL PAID		\$ 600	
		INTERSTATE/UNKNOWN PAID		\$ 1,100	

17.2 BANNER POLES ON KNIGHT TERRACE
TT00004

Author

Executive Manager Tourism Community and Economic Development

Disclosure of Any Interest

Disclosure of Interest: Cr Prior

Nature of Interest: Financial Interest being the owner of a business that would utilise this opportunity.

Cr Prior left the Council Chambers at 11.46am.

Moved: Cr Capewell

Seconded: Cr Wake

Council Resolution

That Council suspend Standing Orders, clause 9.5 Limitation on number speeches be suspended at 11.47am for open discussion on item 17.2. Banner Poles on Knight Terrace.

5/0 CARRIED

Moved: Cr Capewell

Seconded: Cr Wake

Council Resolution

That Council reinstate Standing Orders at 12.00pm

5/0 CARRIED

Moved: Cr Capewell

Seconded: Cr Wake

Council Resolution

That Council allow Cr Prior to return to Council Chambers to participate in discussion.

5/0 CARRIED

Cr Prior returned to Council Chambers at 12.01pm.

Officers Recommendation

- 1) That a planning application seeking to utilise the Banner Poles in the Road Reserve on Knight Terrace Denham for commercial advertising be drafted and submitted to Council for consideration.
- 2) Subject to planning approval being granted the Banner Poles in the road reserve on Knight Terrace Denham be made available for hire on a monthly basis to local businesses for advertising purposes in accordance with the Shire of Shark Bay Thoroughfares Local Laws.
- 3)

- a) That a private works fee based upon the cost recovery for the erection/removal of advertising signs on the council banner poles for commercial business be applied.

Or

- b) A monthly or part thereof fee of \$..... be applied for commercial businesses utilising the banner poles for advertising purposes.

Or

- c) That the administration draft terms and conditions to be considered by Council enabling commercial business located in the Shire of Shark Bay the opportunity to provide a banner advertising their business for display on the Banner Poles in Knight Terrace Denham free of charge.

Moved: Cr Capewell
Seconded: Cr Laundry

Council Resolution

- 1) That a planning application seeking to utilise the Banner Poles in the Road Reserve on Knight Terrace Denham for commercial advertising be drafted and submitted to Council for consideration.**
- 2) Subject to planning approval being granted the Banner Poles in the road reserve on Knight Terrace Denham be made available for hire on a monthly basis to local businesses for advertising purposes in accordance with the Shire of Shark Bay Thoroughfares Local Laws.**
- 3) That the administration draft terms and conditions to be considered by Council enabling commercial business located in the Shire of Shark Bay the opportunity to provide a banner advertising their business for display on the Banner Poles in Knight Terrace Denham free of charge**

Cr Prior left Council chambers at 12.06pm

5/0 CARRIED

Cr Prior returned to Council Chambers 12.08pm

Background

The Banner Poles in Knight Terrace since being erected have been used exclusively for council and community purposes. The option to make the Banner Poles available to private business was discussed during the 2014/2015 budget and a provision was included to manufacture and install an additional 4 banner poles.

Comment

The existing and proposed additional Banner Poles could also provide the opportunity for local businesses and event holders to produce their own banners to use as highly visible promotional advertising.

The potential for advertising in Knight Terrace would provide a highly visible advertising medium for business that is currently not available. The exposure potential is far greater than the currently existing directional signs and would assist the potential of the information bay signage.

If Council considers the concept of commercial advertising an appropriate use for the Banner Poles it imposes a charging regime it considers suitable.

The Shires Town Planning Scheme and Council's Thoroughfares Local Laws also have clauses in relation to commercial advertising signs and these clauses would also have to be addressed.

The Poles have the capacity for two banners each and the estimated cost of erecting/removing banners is \$150.00 which includes labour and plant usage for one hour.

This may present an issue if a commercial operator only produced one banner but the cost difference to erect one or two banners on the same pole is minimal.

The initial cost of manufacturing each pole was \$1,200 and it is estimated that the life of the poles is ten years, making a depreciated value \$10 per month per pole.

The Council can either use a full cost recovery method based on private works for the erection of the banner with an administration charge to cover depreciation, or a hire based upon the length of time the banner was displayed.

In either scenario there may have to be a time limitation on the period that an advertising banner is displayed, and possible exclusions to ensure community events are prominently displayed.

A period of one month could be used as an initial guide and reviewed dependent upon the demand of the poles for advertising.

The council may also consider the advertising to be of assistance to the business community and provide the erection of any banners as a free service to the commercial operators for a fixed period of time, on the condition that the banners are provided by the business and other conditions the council see fit to impose.

There could be issues in regard to this proposal and it would be appropriate for the administration to draft terms and conditions for council consideration in regard to the utilisation of the poles by commercial premises to ensure that there were no disagreements in regard to the use of the poles.

Legal Implications

Town Planning Scheme

Advertising signs require planning approval under the Shires Local Planning Scheme the road is 'reserved' and all development on reserved land requires planning approval.

The Shire is exempt for development that constitutes a 'public work' which covers signs for road safety, street name signs etc but not commercial advertising signs.

A planning application and consideration by the council to allow commercial advertising will need to be considered and if appropriate approved.

This would then enable the council to erect commercial advertising material on the Banner Poles in accordance with the Town Planning Scheme.

The Shire's Thoroughfares Local Laws will also apply

Part 3 – Advertising Signs on Thoroughfares

The relevant clauses of the scheme are as follows:

"advertising sign" means a sign used for the purpose of advertisement and includes an "election sign";

- (1) A person shall not, without a permit –
 - (a) erect or place an advertising sign on a thoroughfare; or
 - (b) post any bill or paint, place or affix any advertisement on a thoroughfare.
- (2) (a) in any other location where, in the opinion of the local government, the sign is likely to obstruct lines of sight along a thoroughfare or cause danger to any person using the thoroughfare;

3.3 Matters to be considered in determining application for permit

In determining an application for a permit for the purpose of clause 3.2(1), the local government is to have regard to -

- (a) any other written law regulating the erection or placement of signs within the district;
- (b) the dimensions of the sign;
- (c) other advertising signs already approved or erected in the vicinity of the proposed location of the sign;
- (d) whether or not the sign will create a hazard to persons using a thoroughfare; and

Due to the nature of the signs being consistent in line with the banner specifications the council has addressed the majority of the clauses of the local law.

A permit in accordance with the Local Law will still be required, however this permit can be either issued individually or to the Council on an annual basis, whilst it may seem onerous this ensures compliance with the Local Law which maintains control of advertising in the Shire.

The utilisation of the banners has the effect of placing controls over the dimensions, content and placement of the banners.

Policy Implications

If Council resolves to allow advertising banners to be installed on Shire owned poles, a policy in line with the Thoroughfare Local Laws will need to be developed, predominately based upon time allocation and location to ensure that the display of advertisements within the Shire of Shark Bay does not adversely impact on the amenity of the Knight Terrace streetscape, while providing appropriate exposure for business, activities or services.

Financial Implications

Possibility of an additional source of income to the Shire if Council considers a charge is appropriate.

The cost to provide the service free of charge would be in the vicinity of \$150 per pole per month and would be dependent upon the take up by commercial advertisers.

Charges are inclusive of full cost recovery of wages, overheads, plant and depreciation. Installation and removal of banners could be charged as private works at a fixed cost.

Revenue may be raised through charging a monthly rental fee for the poles.

Strategic Implications

Objective 2.2 To increase investment opportunities, improve attractiveness and the diversity of uses to add to the Town Centre vibrancy.

Voting Requirements

Simple Majority Required

Date of Report

20 August 2014

27 AUGUST 2014

18 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

NIL

19 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Moved Cr Prior
Seconded Cr Cowell

Council Resolution

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

19.1 Donations and Financial Assistance Program

20.5 Monkey Mia Lease

6/0 CARRIED

19.1 DONATIONS AND FINANCIAL ASSISTANCE PROGRAM

GS00001

Author

Executive Manager Tourism Community and Economic Development

Disclosure of Any Interest

Disclosure of Interest: Cr Laundry

Nature of Interest: Impartiality Interest as is a Committee Member for the Shark Bay Entertainers.

Moved Cr Prior
Seconded Cr Capewell

Council Resolution

The Shire of Shark Bay consider the request for a donation of financial assistance to the Shark Bay Entertainers to enable them to commence Incorporation proceedings and open a bank account.

6/0 CARRIED

Moved Cr Prior
Seconded Cr Capewell

Council Resolution

That Council donates \$800 to the Shark Bay Entertainers and that the funds be acquitted and subject to a clause to be added to their constitution that if the Organisation winds up, all assets be gifted to the Shire of Shark Bay.

6/0 CARRIED

The President adjourned the Ordinary Council meeting at 12.23 pm.

The President reconvened the Ordinary Council meeting at 12.50 pm.

Background

Following the performance and workshops by the Lady Brand Village Choir in December 2013, a group of motivated community members formed a singing group named the "Shark Bay Entertainers." Their efforts have now expanded to include the production of a play which they hope to perform in December 2014.

The group is not only made up of singers and actors, but are using the skills of the wider community to build and decorate sets, make costumes and assist with backstage production.

Comment

The Shark Bay Entertainers wish to become incorporated and open a bank account and are requesting that the Shire assist them with \$800 towards these aims. As a fledgling group the Shark Bay Entertainers have not had the opportunity to do any fundraising to date.

The Shark Bay Entertainers group was not sufficiently formed in time to apply for funding from the May 2014 Donations and Financial Assistance grant round and funding from the November round would not become available until January 2015. Their intention is to use their first performance to kick start their own fundraising efforts which will allow them to apply for future grants.

Legal Implications

There are no legal implications relevant to this report.

Policy Implications

There are no policy implications relevant to this report

Financial Implications

Council's 2014/2015 budget has provision of \$7,500 for cash donations.

Strategic Implications

Outcome 4.1.4 Facilitate cultural and family events.

Voting Requirements

Simple Majority Required

Signatures

Author

S Burwill

Chief Executive Officer

P Anderson

Date of Report

26 August 2014

20 MATTERS BEHIND CLOSED DOORS

Moved Cr Capewell
Seconded Cr Prior

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.

6/0 CARRIED

**20.1 LEASE SHOP 6, 67A KNIGHT TERRACE, DENHAM
 LS00020**

Author

Executive Manager
Finance and Administration

Disclosure of Any Interest

Disclosure of Interest: Cr Prior

Nature of Interest: Financial Interest as is an owner of a business interested in applying for lease.

Cr Prior left Council Chambers at 12.49pm.

Officer Recommendation

That Council:-

1. Enter into a five (5) year lease with Monkey Mia Yacht Charters Pty Ltd for Shop 6, 67A Knight Terrace, Denham at a lease charge of \$6,160 plus GST and outgoings effective from 1 July 2014; or
2. Advertise the lease of Shop 6, 67A Knight Terrace, Denham should the current lessee not wish to enter into a new lease.

Moved: Cr Capewell
Seconded: Cr Cowell

Council Resolution

Enter into a five (5) year lease with Monkey Mia Yacht Charters Pty Ltd for Shop 6, 67A Knight Terrace, Denham at a lease charge of \$5,345 plus GST and CPI effective from 1 July 2014.

5/0 CARRIED

Cr Prior returned to Council Chambers at 1.08pm

20.2 UNAUTHORISED DEVELOPMENT – LOT 4 NANGA ROAD, NANGA P2016

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

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

Disclosure of Interest: Cr Prior

Nature of Interest: Impartiality Interest as has issues outside of Council with owner of property concerned.

Disclosure of Interest: Cr Wake

Nature of Interest: Proximity Interest – Operate same type of business

Cr Wake left Council Chambers at 1.09pm

Moved Cr Capewell

Seconded Cr Prior

Council Resolution

That Council:

1. **Authorise the Chief Executive Officer to write to the owner of Lot 4 Nanga Road, Denham to explain the breach of the Scheme and request removal of the unauthorised structures within 60 days.**

Note: The letter will be drafted by Gray & Lewis.

2. **Authorise the Chief Executive Officer or Shires Environmental Health Officer / Building Surveyor to inspect the premises at Lot 4 Nanga Road, Denham following expiry of the 60 day period to ascertain if the matter has been resolved.**
3. **Note that a further report on this matter will be referred to a future Council meeting if it remains unresolved.**

5/0 CARRIED

Cr Wake returned to Council Chambers at 1.16pm.

27 AUGUST 2014

20.3 SUPPLY OF NEW SEMI WATER TANKER
CM00014

Author

Works Manager

Disclosure of Any Interest

Nil

Moved Cr Capewell

Seconded Cr Wake

Council Resolution

The recommendation submitted by the Works Manager in the confidential evaluation report for supply of New Semi Water Tanker be considered.

6/0 CARRIED

Moved Cr Wake

Seconded Cr Capewell

Council Resolution

That Council award to Howard Porter for the supply of a new Semi Water Tanker for the purchase price submitted of \$98,590.00. Howard Porter has provided the most advantageous Quote and best value for money to the Shire of Shark Bay based on the assessment of the qualitative criteria and pricing structures offered under Supply of Semi Water Tanker.

6/0 CARRIED

20.4 NEW GRADER
CM00014

Author

Works Manager

Disclosure of Any Interest

Nil

Moved Cr Prior

Seconded Cr Capewell

Council Resolution

The recommendation submitted by the Works Manager in the confidential evaluation report for Supply and Delivery of a new 6X6 Grader as per the conditions of quote be considered.

6/0 CARRIED

Moved Cr Wake
Seconded Cr Capewell

Council Resolution

That Council award to Hitachi Construction Machinery Pty Ltd the supply of a new John Deere 672G 6X6 Grader for the purchase price submitted of \$353,500.00 and the sale to Hitachi Construction Machinery Pty Ltd of Council's John Deere 672D 6X6 Grader for the price of \$80,000.00. Hitachi Construction Machinery Pty Ltd has provided the most advantageous Quote and best value for money to the Shire of Shark Bay based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under Supply and Delivery of a New 6X6 Grader.

6/0 CARRIED

20.5 **MONKEY MIA LEASE**
RES 40727

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved Cr Capewell
Seconded Cr Cowell

Council Resolution

The President and Chief Executive Officer be authorised to sign the extension to the lease with Aspen Monkey Mia Pty Ltd in relation to Lot 130 on Deposited Plan 54332 (Monkey Mia), for a fifteen (15) year period commencing on 1 November 2013 and expiring on 31 October 2028 subject to the following conditions:

The Lessor and the Lessee acknowledge and agree that if the Lessee is granted a new lease which includes the Premises after the date of this deed (New Lease):

a) the New Lease will replace the lease for the Further Term granted under this deed; and

b) the lease for the Further Term granted under this deed will automatically terminate,

on and from the commencement date of the New Lease.

c) all terms and conditions in relation to current rental payments remain in force.

6/0 CARRIED

Moved Cr Prior
Seconded Cr Cowell

Council Resolution

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

6/0 CARRIED

At 1.37pm 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 public gallery who had returned to the meeting.

21 DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of Council will be held on the 24 September 2014 in Council Chambers commencing at 9.00 am.

22 CLOSURE OF MEETING

The President closed the Ordinary Council meeting at 1.39 pm.