

Shire of Shark Bay

Confirmed Minutes of the Ordinary Council Meeting 17 December 2014



Monkey Mia Dolphins





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The unconfirmed minutes of the Ordinary meeting of the Shark Bay Shire Council held in the Council Chamber at the Shark Bay Recreation Centre, Francis Street, Denham on 17 December 2014 commencing at 3.00 pm

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1. DECLARATION OF OPENING

The President declared the meeting open at 3.00 pm

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

ATTENDANCES

Cr C Cowell	President
Cr K Capewell	Deputy President
Cr M Prior	
Cr G Ridgley	
Cr L Bellottie	
Cr K Laundry	
Mr P Anderson	Chief Executive Officer
Ms C Wood	Executive Manager Finance and Administration
Mrs G McBride	Executive Manager Community Development
Mr B Galvin	Works Manager
Mrs R Mettam	Executive Assistant
Mrs F Hoult	EA Assistant

APOLOGIES

Cr B Wake	Leave of absence approved Item 5.1 Ordinary Council meeting 17 December 2014
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VISITORS

7 visitors and Ms F Castling and Mr J Borisoff

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

Nil

4. PUBLIC QUESTION TIME

The President opened Public Question Time at 3.01 pm and as no questions the President closed Public Question Time at 3.01 pm.

5. APPLICATIONS FOR LEAVE

5.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR WAKE

GV0000

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Capewell

Seconded Cr Prior

Council Resolution

Councillor Wake is granted leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on the 17 December 2014.

6/0 CARRIED

Background

Councillor Wake has applied for leave of absence from the ordinary meeting of Council scheduled for 17 December 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 Wake 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 the 17 December 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 Wake leave of absence but must include the reasons for the refusal for not granting the leave in the resolution.

Legal Implications

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

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

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

Policy Implications

There are no policy implications relative to this report.

Financial Implications

There are no financial implications relative to this report.

Strategic Implications

There are no strategic implications relative to this report.

Voting Requirements

Simple Majority Required

Signatures

Author	<i>R Mettam</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	17 December 2014

6. **PETITIONS**

Nil

7. **CONFIRMATION OF MINUTES**

7.1 **CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 26 NOVEMBER 2014**

Moved Cr Laundry
Seconded Cr Ridgley

Council Resolution

That the minutes of the Ordinary Council Meeting held on 26 November 2014, as circulated to all Councillors, be confirmed as a true and accurate record.

6/0 CARRIED

8. **ANNOUNCEMENTS BY THE CHAIR**

Cr Capewell has invited two guests Ms Fay Castling and Mr Joe Borisoff.

Horizon Power and the Shire of Shark Bay Christmas Lights winner's presentation was made by the President to the following:

Business Section

Winner: Shark Bay Community Resource Centre

Second: Surf N Dolphin

Residential Section

Winner: Kerry O'Neill

Second Place Draw: Jacquie Fitzpatrick and Belinda Russell

9. PRESIDENT'S REPORT

GV00002

Committee Membership

Member	Audit Committee
Member	Gascoyne Zone of Western Australian Local Government Association
Member	Western Australian Local Government Association Country Zone – Gascoyne Region
Member	Development Assessment Panel
Member (Chair)	Shark Bay 2016 Commemoration Advisory Committee
Deputy Delegate	Shark Bay Marine Facilities Management Committee
Deputy Delegate	Works Committee
Deputy Delegate	Gascoyne Regional Road Group
Deputy Delegate	Gascoyne Regional Collaboration Group

Other Committee Membership

Member	Gascoyne Development Commission Board
Member	Gascoyne Development Commission Audit Sub-Committee
Member	Ningaloo-Shark Bay National Landscapes Steering Committee
Member (Chair)	Local Emergency Management Committee
Member	Gascoyne Regional Tourism Strategy steering committee
Deputy Delegate	Western Australian Local Government Association – State Council Committee

Attendance

27 November 2014	Western Australian Local Government Association Gascoyne Zone meeting Regional Road Group meeting Local Emergency Management Committee
2 December 2014	Gascoyne Tourism Strategy teleconference
5 December 2014	Thank a Volunteer Day celebrations
9 December 2014	R.Muirhead re 2016 Commemoration events
10 December 2014	Gascoyne Development Commission Risk and Audit Committee meeting – Carnarvon Gascoyne Development Commission Board meeting – Carnarvon Councillors meeting with R Muirhead re 2016 event - Denham
11 December 2014	2016 Local Committee meeting with R Muirhead
15 December 2014	Shark Bay School book presentations evening
15 December	School presentation
17 December 2014	December Shire Council meeting

Signature

Councillor

Date of Report

Councillor Cowell

8 December 2014

Moved Cr Ridgley
Seconded Cr Capewell

Council Resolution

That the President's activity report for December 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

Attendance

17 December 2014

Ordinary Council meeting

General Matters

The Shark Bay Bio-security Group organized and held a community dog baiting at the Hamelin racks.

Mustering of goats and sheep and shearing has been taking place in the pastoral ward. Tourism business are very quiet and there is very little traffic on the roads.

Signatures

Councillor

Councillor Wake

Date of Report

7 December 2014

Moved Cr Capewell
Seconded Cr Prior

Council Resolution

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

6/0 CARRIED

10.2 Cr Capewell
GV00005

Committee Membership

Member	Works Committee
Member	Audit Committee

17 DECEMBER 2014

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

Attendance

11 November 2014 Attend Remembrance Day
14 November 2014 Attend Seniors Annual Lunch
10 November 2014 Councillors meeting with R Muirhead re 2016
event - Denham

General Matters

Nil

Signatures

Councillor *Councillor Capewell*
Date of Report 8 December 2014

Moved Cr Prior
Seconded Cr Laundry

Council Resolution

**That Councillor Capewell's December 2014 report on activities as Council
representative be received.**

6/0 CARRIED

10.3 Cr Laundry
GV00013

Committee Membership

Member Audit Committee

Meeting Attendance

11 November 2014 2016 Commemoration Advisory meeting with R
Muirhead re 2016 event - Denham

General Matters

Nil

Signatures

Councillor *Councillor Laundry*
Date of Report 17 December 2014

17 DECEMBER 2014

Moved Cr Prior
Seconded Cr Capewell

Council Resolution

That Councillor Laundry's December 2014 report on activities as Council representative be received.

6/0 CARRIED

10.4 Cr Bellottie
GV00010

Nil

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

Meeting Attendance

10 November 2014	Councillors meeting with R Muirhead re 2016 event – Denham
11 November	2016 Committee Shark Bay Community Resource Centre Committee meeting

General Matters

Nil

Signatures

Councillor	<i>Councillor Ridgley</i>
Date of Report	11 December 2014

Moved Cr Capewell
Seconded Cr Prior

Council Resolution

That Councillor Ridgley's December 2014 report on activities as Council representative be received.

6/0 CARRIED

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	Works Committee
<u>Attendance</u>	
27 November 2014	Regional Roads Group meeting
1 December 2014	Shark Bay Arts Council meeting
2 December 2014	Shark Bay Primary School community thank you morning tea
4 December 2014	Shark Bay Tourism Association meeting
5 December 2014	Thank a Volunteer function
5 December 2014	Farewell drinks for Sharyn Burvill
10 December 2014	Meeting with Richard Muirhead
11 December 2014	Shark Bay Tourism Association meeting with Richard Muirhead
12 December 2014	Borneo Exhibition Group Sandakan scholarship selection panel
12 December 2014	Shire of Shark Bay Christmas function

General Matters

Nil

Signatures

Councillor	<i>Councillor Prior</i>
Date of Report	7 December 2014

Moved	Cr Laundry
Seconded	Cr Capewell

Council Resolution

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

6/0 CARRIED

19.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Moved Cr Laundry
Seconded Cr Prior

Council Resolution

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

19.1 Proposed Bed and Breakfast – Lot 21 (17) Terry Deschamps Way, Denham.

6/0 CARRIED

19.1 PROPOSED BED AND BREAKFAST – LOT 21 (17) TERRY DESCHAMPS WAY, DENHAM

P4204

Author

Liz Bushby, Gray & Lewis

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

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

Moved Cr Prior
Seconded Cr Laundry

Council Resolution

That Council:

1. **Approve the application lodged by Phillip Thompson for a Bed and Breakfast on Lot 21 (17) Terry Deschamps Way, Denham subject to the following conditions:**
 - (i) **The existing dwelling is approved for use as a ‘Bed and Breakfast’ however shall not accommodate more than 6 guests at any one time.**
 - (ii) **Prior to occupation or use of the existing dwelling for a ‘Bed and Breakfast’, the owner shall lodge a Fire and Emergency Response Plan for separate written approval of the Chief Executive Officer. The Plan shall address matters such as a fire escape route map (for guests), smoke detectors, and provision of fire extinguishers.**
 - (iii) **The owner / applicant to be responsible for implementation of a Fire and Emergency Response Plan.**
 - (iv) **There shall not be any food preparation or cooked meals provided by the operator to guests unless otherwise agreed to in writing by the Shire Chief Executive Officer.**
 - (v) **All carparking is to be fully accommodated on site at all times to the satisfaction of the Chief Executive Officer.**

- (vi) Any sign for the business must be located within the property boundaries and the sign face shall not exceed an area of 0.2 square metres.
2. Include a footnote / advice note on any planning approval to advise the applicant that:
- (a) Planning approval does not negate the need to comply with any separate legislation such as health requirements. If you wish to provide cooked meals to guests in the future then you will need to register as a food premises under the *Health Act 1911*.
- (b) It is recommended that you liaise with your insurance company as many residential public liability insurance policies exclude the use of premises for commercial purposes. Please note that the Shire takes no responsibility for safety and public liability of guests in the accommodation.
3. Note that the application has been advertised and no formal submissions have been received.

6/0 CARRIED

Background

Council is to consider an application for 'Bed and Breakfast' accommodation within an existing dwelling located on Lot 21 (17) Terry Deschamps Way, Denham.

Lot 21 (17) is located on the corner of Terry Deschamps Way and Oxenham Court in Denham – refer location plan.



The lot has been developed with an existing dwelling – refer aerial.



Comment

- *Scheme requirements*

The subject land is zoned 'Residential Development' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme'). Subdivision in this area has occurred in accordance with an Outline Development Plan (by Taylor Burrell) and the built form has been guided by Design Guidelines.

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

A 'Bed and Breakfast' is designated as an 'A' use in the 'Residential Development' zone under 'Table 1: Zoning Table' of the Scheme. The 'A' designation '*means that the use is not permitted unless the local government has exercised discretion by granting planning approval after giving special notice in accordance with Clause 9.4*'.

Clause 9.4 of the Scheme requires the application to be advertised for 14 days. The Shire advertised the proposal by writing to nearby and adjoining landowners (including Landcorp). Advertising closed on the 12 December 2014 and no submissions were received.

- *Description of Application*

The applicants live in the existing dwelling and propose to utilise three (3) double rooms for guests. There will be a maximum of 6 guests at any one time.

Each room is provided with air conditioning, a flat screen television, wireless internet access and an en-suite.

The floor layout allows for one guestroom on the ground floor, and two guestrooms on the upper storey. The applicant / owner will remain in the central master bedroom on the upper storey.

Plans are available for viewing on Councillor request, however are not included in this report for protection of privacy.

- *Food preparation and meals*

The applicant has advised that there is an outdoor alfresco area that has a fridge, sink, barbeque with side burners and outside table. The applicant does not intend to cook for any guests however they will have access to the alfresco area to prepare and cook their own meals.



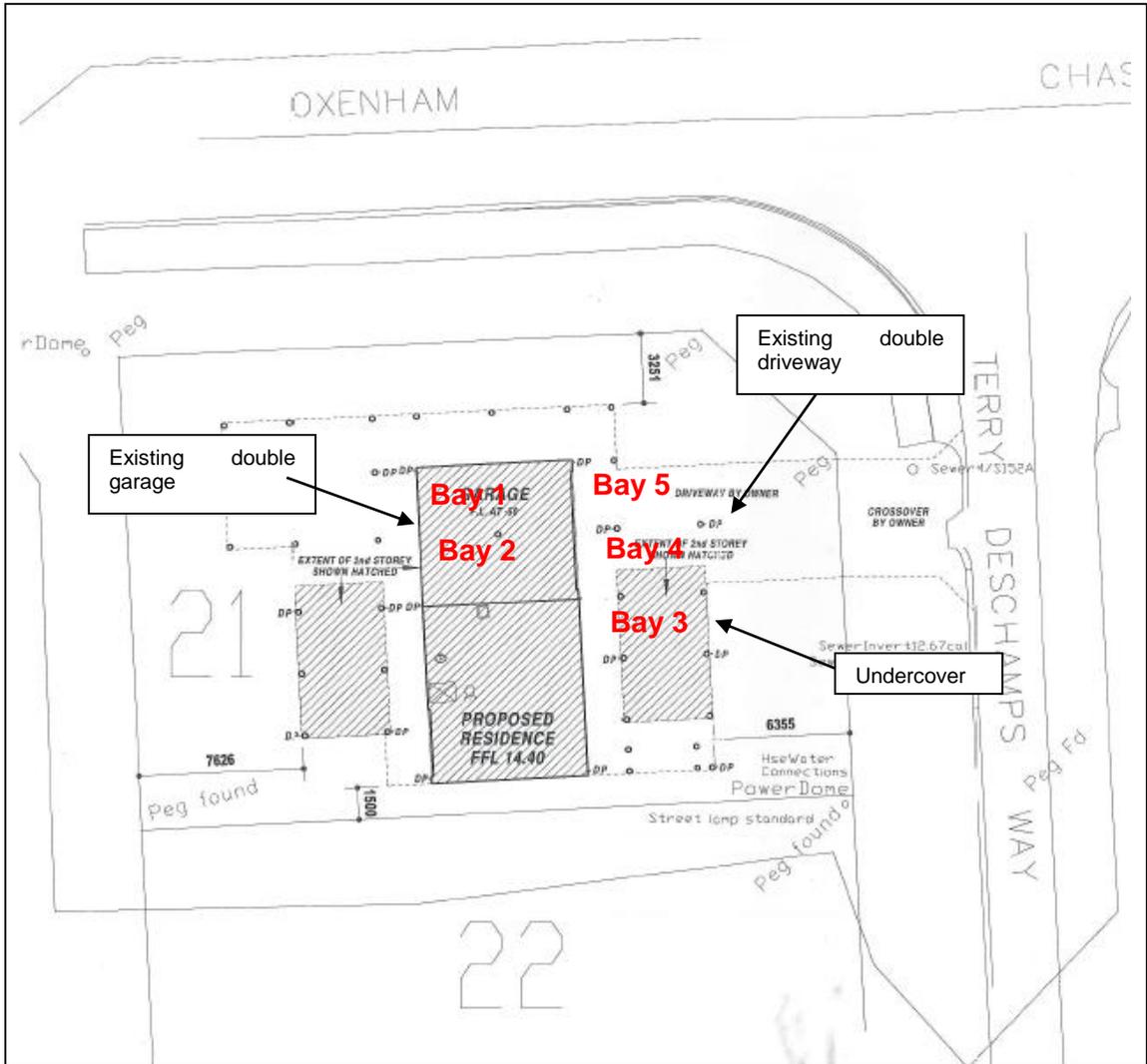
Gray & Lewis has liaised with the Shires Environmental Health Officer who confirmed that the Bed and Breakfast will not have to be registered as a 'food premises' under the *Health Act 1911*, provided the applicant is not cooking or providing food to guests.

- *Parking*

The existing dwelling needs to be provided with 2 carparking bays to comply with the Residential Design Codes. There also needs to be adequate on site parking for guests.

Carparking is to the discretion of Council however it is recommended that one carbay per room be utilised as a guide, as it is consistent with the Scheme parking requirement for 'motel' which requires one carbay per bedroom.

The applicant has lodged a color coded plan demonstrating that there is a minimum of five on site carbays. Gray & Lewis has marked the bays on a ground floor site plan for ease of reference.



Site Plan showing ground floor layout

The applicant has also submitted photographs showing the parking area.



- *Amenity and noise*

As the applicant lives in the existing house and will be present when guests stay in the accommodation, it is their interest to effectively manage noise in a manner to protect neighbours residential amenity.

It is recognised that people on holidays may have different daily habits than local residents with a work routine. Gray & Lewis is aware of a number of Bed and Breakfast accommodation facilities operating in residential areas (within the City of Belmont for example) where there have not been any amenity impacts.

In the event that Council has any reservations over noise, a condition can be imposed requiring lodgement of a management plan, similar to that which has been imposed on 'holiday homes'. It should be noted however that management plans are normally required for holiday homes as the owners may not necessarily live in Denham.

- *Fire and Emergency Response Plan*

The Western Australian Planning Commission has guidelines for 'Holiday Homes – Short stay use of residential dwellings' ('Western Australian Planning Commission Guidelines'). The Western Australian Planning Commission Guidelines only apply to standard and large holiday homes.

As occupiers of holiday homes are not familiar with the house layout, the Western Australian Planning Commission Guidelines recommend an emergency response plan be required.

Whilst these guidelines do not apply to the 'Bed and Breakfast', Gray & Lewis recommends that an Emergency Response Plan be required as a condition of planning approval and it should include a fire escape route map to be displayed in the dwelling. Gray & Lewis recommends an Emergency Response Plan be provided as guests in the Bed and Breakfast will also be unfamiliar with the house layout.

An Emergency Response plan will maximise guest safety in the event of a fire and can include emergency contact details.

Legal Implications

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

Policy Implications

There are no policy implications relative to this report.

Financial Implications

The application may broaden the accommodation experience available to tourist and / or workers in the area.

Strategic Implications

There are no strategic implications relative to this report.

Voting Requirements

Simple Majority Required

Signatures

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

16 December 2014

17 DECEMBER 2014

Moved Cr Capewell
Seconded Cr Prior

Council Resolution

That Council suspend Standing Orders, clause 9.5 Limitation on number speeches to be suspended at 3.21 pm for open discussion on presentation by Mr Geoff Wardle on Item 13.1 Planning Application for 7 Short Stay Units – Lot 304 Sunday Island Bay, Dirk Hartog Island.

6/0 CARRIED

Mr Geoff Wardle made a presentation to the Council on the 7 Short Stay Units proposed for Lot 3304 Sunday Island Bay, Dirk Hartog Island.

Cr Ridgley left the Council Chamber at 3.34 pm.

Cr Ridgley returned to the Council Chamber at 3.36 pm

Moved Cr Prior
Seconded Cr Capewell

Council Resolution

That Council reinstate standing Orders at 3.40 pm.

6/0 CARRIED

13.1 PRELIMINARY REPORT – PLANNING APPLICATION FOR 7 SHORT STAY UNITS – LOT 304 SUNDAY ISLAND BAY, DIRK HARTOG ISLAND

P4281

Author

Liz Bushby, Gray & Lewis

Disclosure of Any Interest

Disclosure of Interest: Gray and Lewis

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

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as World Heritage Project and Executive Officer of the Department of Parks and Wildlife.

Moved Cr Prior
Seconded Cr Capewell

Council Resolution

That Council:

- Note that amended plans have been lodged by Hypermarket Pty Ltd for short term accommodation (7 building envelopes) on Lot 304 Sunday Island Bay, Dirk Hartog Island.**

2. Authorise the Chief Executive Officer to request the following information be provided by the applicant within 60 days or an alternative time period agreed to in writing by the Chief Executive Officer as listed below:
- (A) An amended site plan that includes:
 - i. A scale no greater than 1:1000 (can be A1 size)
 - ii. A total of 7 building envelopes to reflect the proposed development being 7 short stay accommodation units with retention of setbacks to existing lot boundaries. All other building envelopes to be deleted as they will be subject of a future separate application.
 - iii. The floor plan layout for each building envelope to be superimposed onto the new scaled site plan with notation of the relevant Building Design (1, 2 or 3) with clarification on whether any 'duplex' designs are proposed.
 - iv. Deletion of any proposed 'lot' boundaries as the applicant will need to lodge a separate subdivision application to the Western Australian Planning Commission who is the determining authority for all subdivision proposals.
 - v. The existing lot to be shown in its entirety on one site plan (not cut into two halves) with all existing lot boundary dimensions.
 - vi. Existing site levels in Australian Height Datum (AHD) and proposed Finished Floor Levels in AHD.
 - (B) A new separate plan sheet be provided for 'Building Design 3' which is to scale, has a detailed floor plan layout and elevations to an equal quality as provided for Building Design 1 and 2 that demonstrate the building appearance to the south, east, west and north. Alternatively the applicant may simply use Building Design 1 or 2 for Building Envelope 1B.
 - (C) Review and confirm all floor areas to include any outdoor living areas which are enclosed.
 - (D) An updated Environmental Report to include an amended site plan showing 7 building envelopes as the 'proposed site accommodation layout' (on page 52) in lieu of the superseded 2013 site plan.
 - (E) An amended photomontage that only shows the 7 short stay accommodation units proposed in this planning application.
 - (F) Two CD's with an electronic pdf copy of all documents and plans.
 - (G) Further clarification on management of the proposed short stay facility and how the waste management plan will be implemented.
 - (H) Fifteen full plan sets for consultation.
3. Authorise the Chief Executive Officer to determine whether additional information provided by the applicant is sufficient for commencement of formal advertising.

4. **Authorise the Chief Executive Officer to commence formal advertising for a period of 21 days once satisfactory amended plans are received, and advertising is to include the following:**
 - i. **A public notice on the Shire Public Noticeboard**
 - ii. **An advertisement in an official newspaper circulating in the district.**
 - iii. **Formal referral to the Environmental Protection Authority in accordance with Section 38 of the *Environmental Protection Act 1986*.**
 - iv. **Letters to key stakeholders including:**
 - **Shark Bay World Heritage Advisory Committee**
 - **Department of Parks and Wildlife**
 - **Department of Environment Regulation**
 - **Department of Planning (Coastal Branch)**
 - **Department of Transport**
 - **Department of Planning (Tourism Branch)**
 - **Department of Water**
 - **Health Department of Western Australia**
 - **Department of Lands (Henty Ferrar)**
 - **All landowners of green title lots on Dirk Hartog Island**
5. **Advise the applicant that the Shire requests amended plans be provided in a timely manner as the application has been ongoing for an extended time period.**
6. **Authorise the Chief Executive Officer to notify the Western Australian Planning Commission that the application is not being formally referred to a Development Assessment Panel as the development is being staged, and the estimated cost for Stage 1 is below the threshold of \$7 million which entails mandatory referral.**

6/0 CARRIED

Précis

An application for 33 short stay units on Lot 304 was lodged by Hypermarket Pty Ltd in October 2013.

The applicant has submitted additional information and revised plans on the 26 November 2014 and seeks to progress the application.

The applicant has advised they only seek approval for Stage 1 of development consisting of 7 short stay accommodation units.

Background

- *2013 Application*

An application for 33 short stay accommodation units was lodged with the Shire of Shark Bay in 2013. The original documents also referred to staff accommodation, gym and a lodge.

The original application was referred to relevant authorities and key stakeholders for public comment in November 2013.

Subsequent to commencement of consultation Gray & Lewis liaised with the applicant and raised concern over:

- (i) The need for detailed plans and images that would clearly show what the development would look like. There was some uncertainty about the final development outcome.
- (ii) Coastal setbacks as raised by the Department of Planning.

Gray & Lewis had discussions with the applicant (Geoff Wardle) in late 2013 whereby he indicated an intention to lodge amended detailed plans for 7 units.

The application was placed on hold pending more detailed plans and additional information from the applicant.

- *Lot History*

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

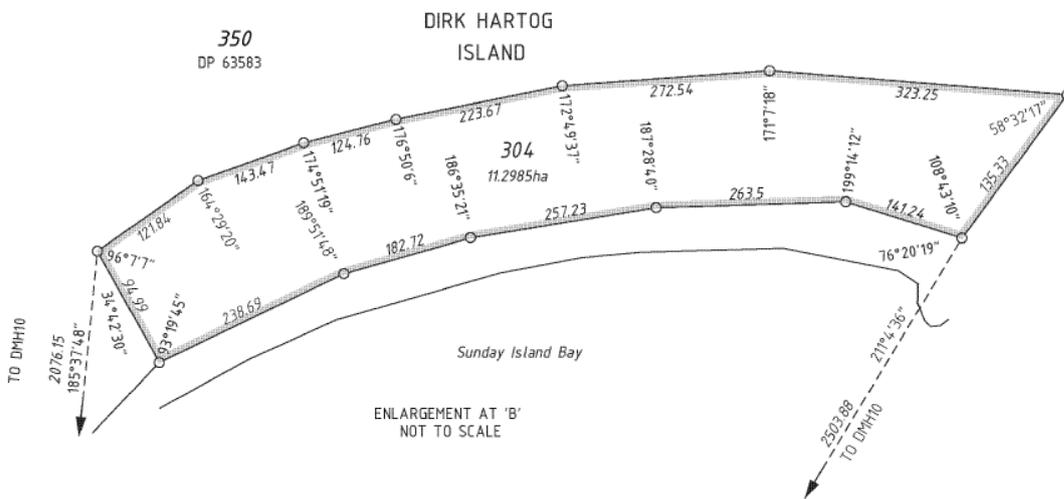
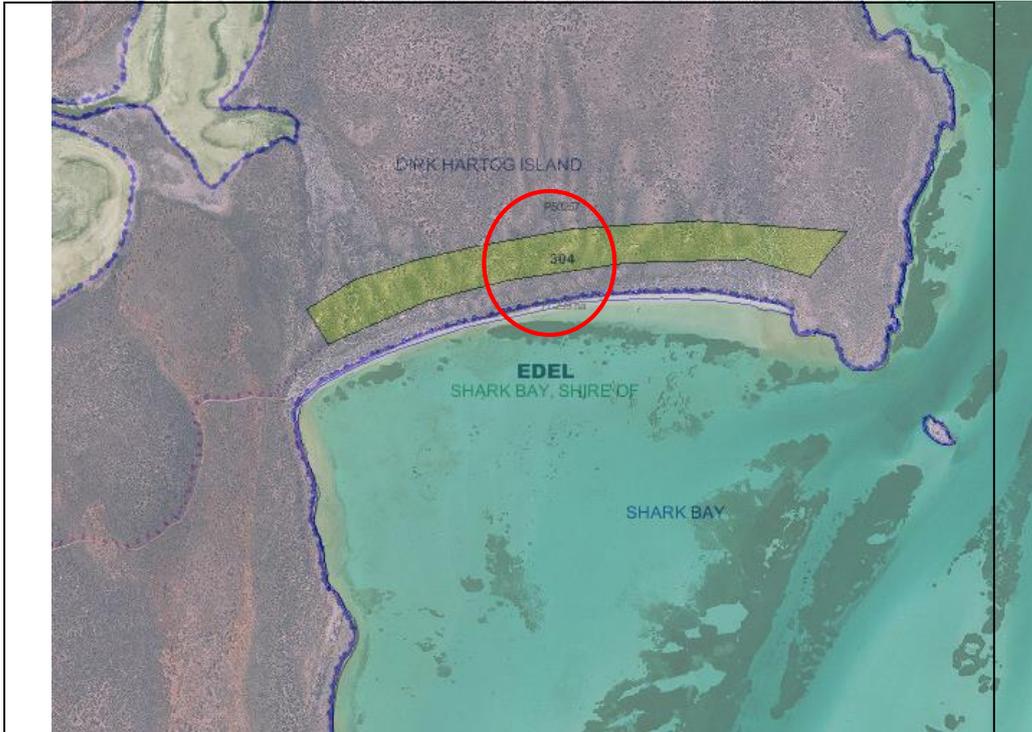
There is a restrictive covenant on the Certificate of Title of Lot 304 which allows the land to be used for the purpose of low impact eco tourism including visitor accommodation units and staff accommodation, subject to normal local government and other necessary approvals.

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

The covenant is to the benefit of the Minister for Lands under the Land Administration Act 1997.

- *Location*

A location plan and survey diagram is included below for ease of reference.



Comment

Gray & Lewis has not undertaken a full planning assessment of the application due to (1) time constraints and (2) the need for external advice.

This report recommends that additional information be requested from the applicant, and the application be advertised by the Shire for public comment.

The Shire has opportunity to request additional information at this early stage.

The applicants submission is included at the end of this report.

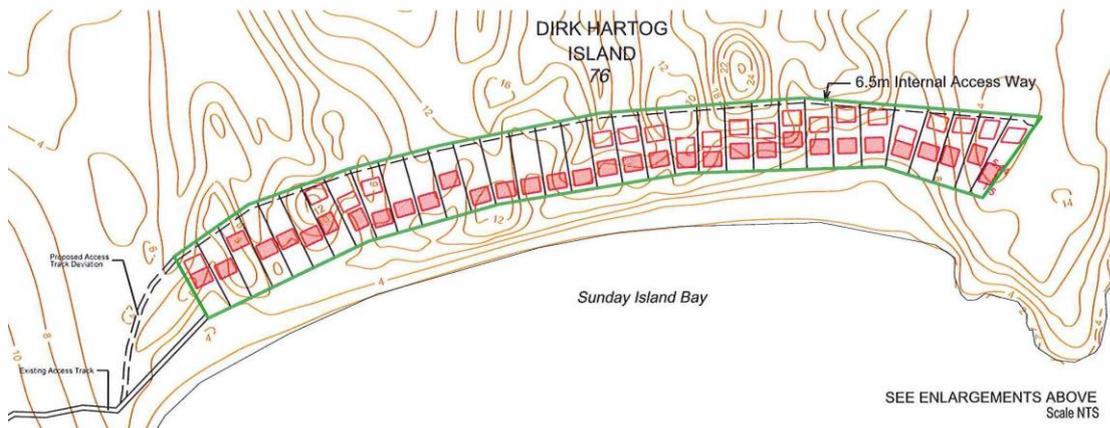
- *Zoning*

Lot 304 is zoned 'Rural / Pastoral' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme'), and is also contained within a Special Control Area (SCA) applicable to the Shark Bay World Heritage Property.

- *Site Plan – Building Envelopes*

The applicant has submitted a site plan showing building envelopes for 33 short stay accommodation units however has confirmed in writing that approval is only sought for 7 short stay accommodation units – Attachment 2.

The applicant indicates that building envelopes have been sited having regard for matters such as coastal setbacks and views – refer extract below.



A full set of plans is included as Attachment 3. Gray & Lewis has highlighted the seven building envelopes in blue on the site plan.

The building envelopes are numbered 1-33 on the site plan and the applicant has shown proposed 'lots'. Some 'lots' have 2 building envelopes that are labelled 'A' or 'B'.

The applicant advises that:

- 'Building Envelope A' is for primary (short stay) accommodation units
- 'Building Envelope B' is for 'duplex units, staff accommodation and other associated infrastructure'.

The total number of (future) proposed building envelopes shown on the site plan for short stay accommodation, duplex units, staff accommodation or other infrastructure is 54.

The ultimate total number of accommodation units may exceed 54 as some building envelopes could be 'duplexes' (2 units in one building envelope).

- *Staging and Proposed Development*

The applicant has advised that development will occur in three stages as follows:

- (i) Stage 1 – Seven short stay accommodation units with ancillary infrastructure and building envelopes.
- (ii) Stage 2 – Eleven accommodation units following completion of Stage 1.
- (iii) Stage 3 - Following completion of Stage 2.

Gray & Lewis has previously advised the applicant that the plans lodged should only show the extent of development as proposed in the application.

There is concern that the plans as submitted will cause confusion to key stakeholders during public consultation. It is recommended that the applicant be requested to provide an amended site plan that only shows the proposed 7 building envelopes.

- *Building Design*

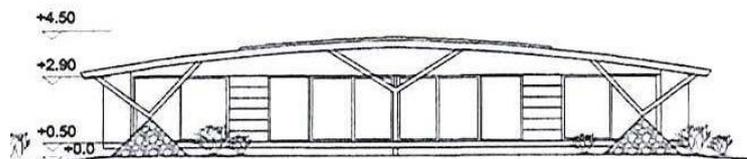
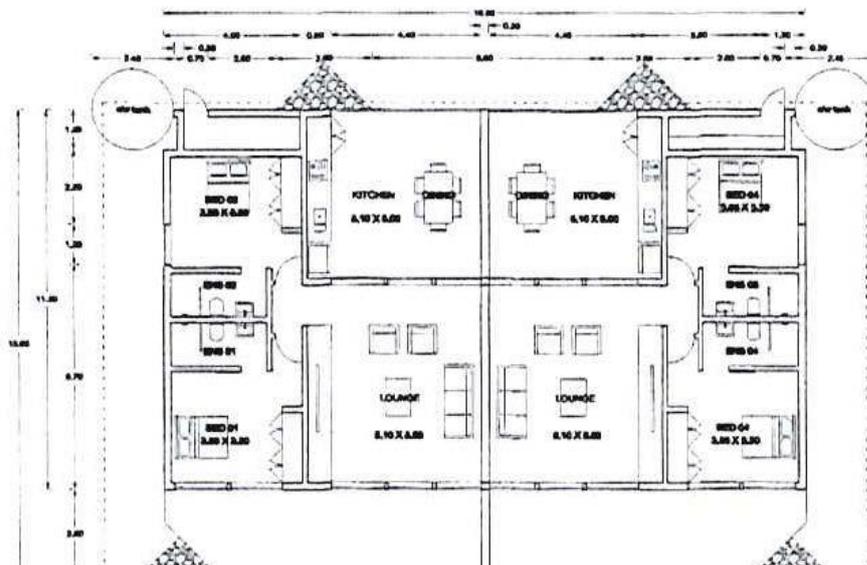
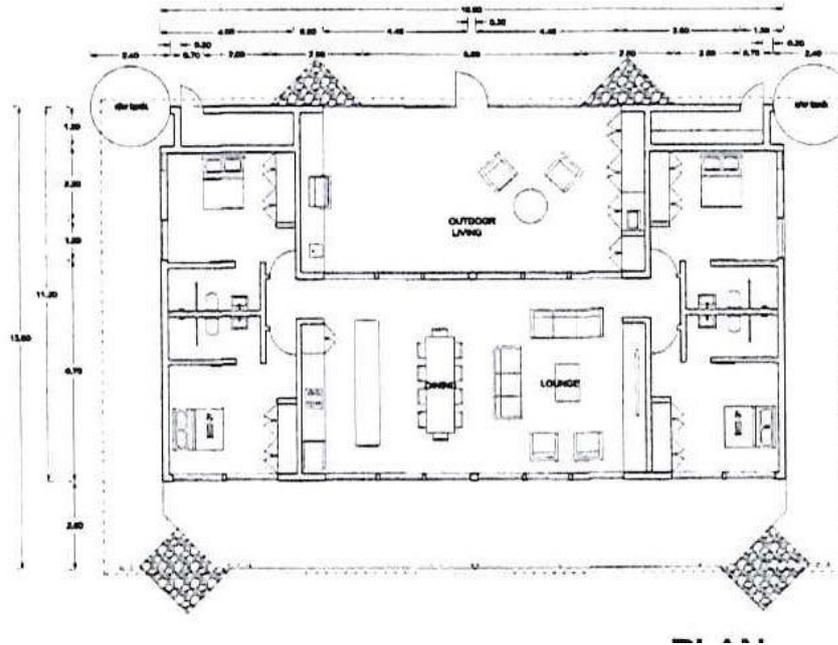
The applicant advises there are three building designs referred to as 'Building Design 1, 2 and 3'. However there are two floor plan options within each design classification being:

- A single accommodation model and;
- A 'duplex' model.

It is assumed that only single accommodation models are proposed for the seven units however it needs to be clarified with the applicant.

The building designs are included below for ease of reference, and in Attachment 3.

1. Building Design 1: Floor Area 161sqm – Proposed for building envelopes marked 1A, 3, 6, 17 and 23B on the site plan.



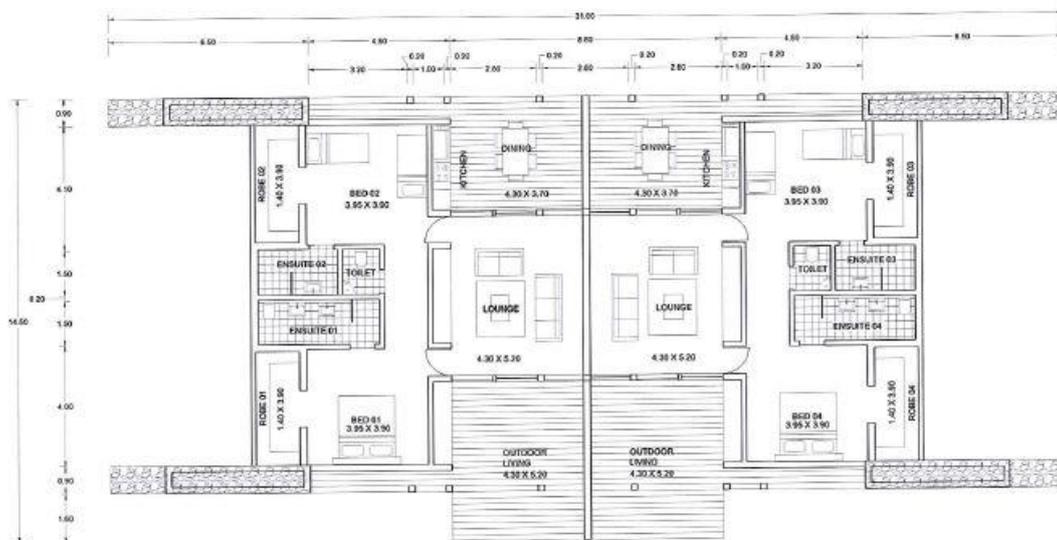
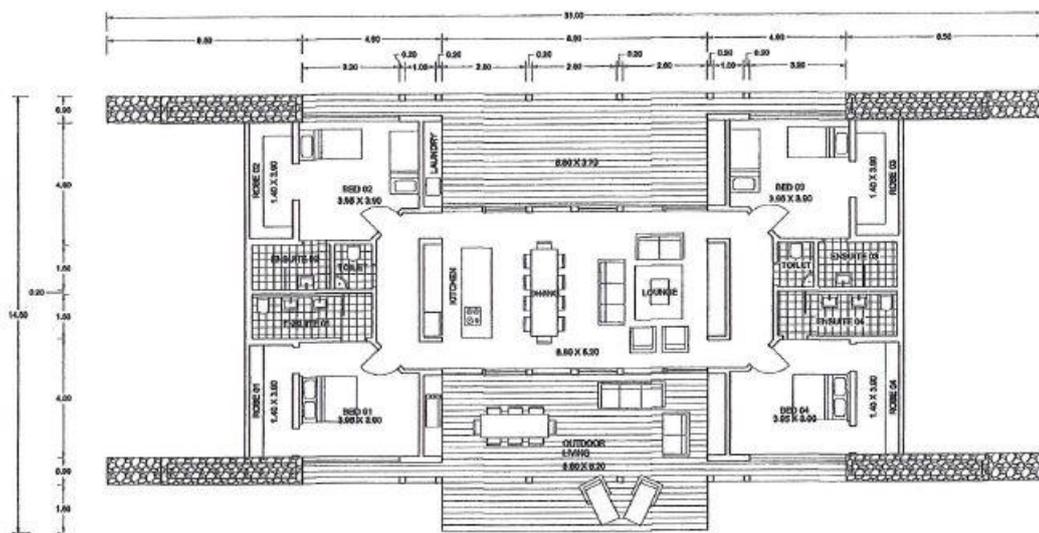
Although the plans indicate a floor area of 161sqm for Building Design 1, it appears the applicant has excluded the rear 'outdoor living area' which seems to be enclosed with windows.

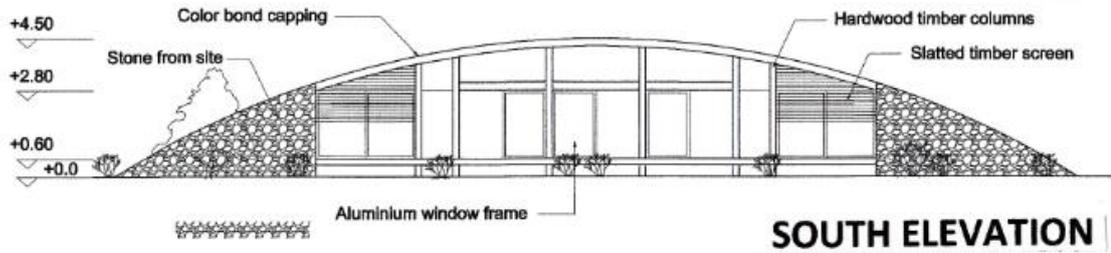
The Scheme defines 'gross floor area' as '*means the aggregate of the total floor area of each level of a building including the thickness of the external walls but excluding the space set aside for the parking of wheeled vehicles and for the accommodation of service vehicles where such space is included in the building*'.

Gray & Lewis is of the view that the enclosed 'outdoor living area' should be included in the Floor Area. This is consistent with the approach of the Residential Design Codes which only allows roofed areas to be included as open space where they are open on at least two sides, and the restrictive covenant on Lot 304 which excludes unenclosed open verandahs from the floor area calculation.

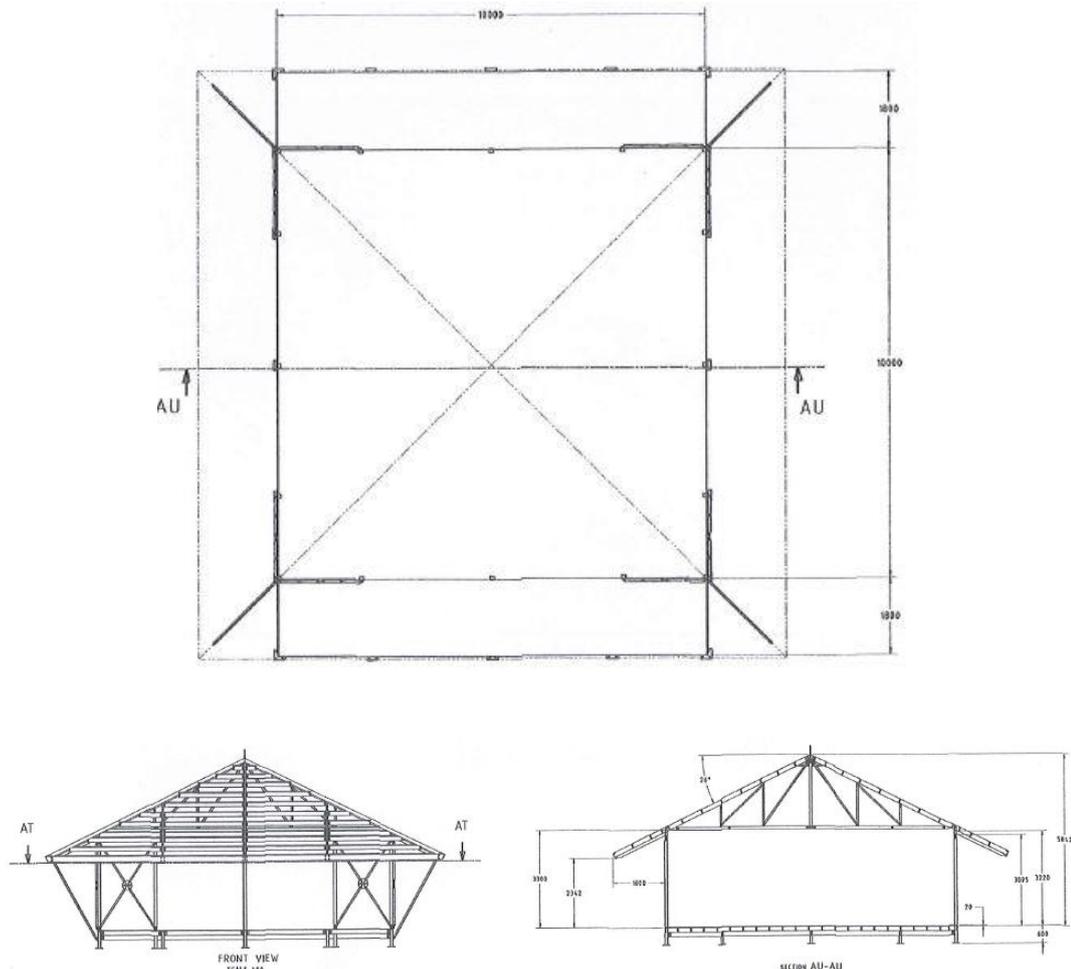
It is recommended that the applicant be advised that the floor areas should be amended to include any outdoor living areas which are enclosed. The Gross Floor Area of Building Design 1 is approximately 261.32m² (ie 18.8m x 13.9m).

2. Building Design 2: Floor Area 165sqm – Proposed for building envelope marked 23A on the site plan.





2. Building Design 3: Floor Area 100sqm – Proposed for building envelope marked 1B on the site plan.



The plans provided for 'Building Design 3' are not to scale, do not show any internal floor layout, and lack detailed elevations.

It is recommended that the applicant be requested to provide:

- A. Floor Plans superimposed onto a lower scale site plan so it is clear which building design (single or duplex accommodation) applies to each envelope without written explanation; and
- B. A separate plan sheet be provided for 'Building Design 3' which is to scale, has detailed floor plan layout and elevations to an equal quality as provided for Building Design 1 and 2 that demonstrate the building appearance to the south, east, west and north.

- *Relevant Zone Objectives*

The objectives of the 'Rural / Pastoral' zone are:

- a) to retain the existing pastoral leases for pastoral industry;
- b) to prohibit the use of any land which may be incompatible to the existing uses or which may adversely affect the expansion of the areas adjacent to Denham, Monkey Mia and Nanga;
- c) to prohibit the erection of any structure other than a fence on the land subject to inundation; and
- d) to ensure that Rural/Pastoral uses protect World Heritage Values, minimise land degradation, promote soil conservation and ensure the sustainable use of land for rural purposes.
- e) to provide for low key tourism uses that are compatible with the operations of pastoral leases and the World Heritage Values.

The land is no longer subject to any pastoral lease however relevant to this application Council needs to be satisfied that the development is a 'low key tourism use' and 'compatible with world heritage values'.

It is recommended that future consultation include referral to the Shark Bay World Heritage Advisory Committee.

- *Landuse Permissibility*

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

If the landuse is listed in the Scheme's Zoning Table, it dictates the permissibility of the use in the relevant zone.

The applicant has applied for 7 'short stay accommodation' units.

The Scheme has an existing landuse definition for 'short term accommodation' which '*means two or more detached dwellings, chalets or similar, on one lot let for holiday purposes, none of which are occupied by the same tenant for continuous period of more than four months*'.

The landuse of 'short term accommodation' is listed a 'D' use in 'Table: Zoning Table' of the Scheme in the Rural /Pastoral zone. Essentially this means that '*the use is not permitted unless the local government has exercised its discretion by granting planning approval*'.

- *World Heritage and Environmental Matters*

In accordance with Clause 6.2.4 of the Scheme, the local government is to have regard for the Environmental Protection Authority 'Guidance statement for assessment of development proposals in the Shark Bay World Heritage Property' area. The

Guidelines specifically address the need for consultations with regards to referring development applications within and adjacent to the Shark Bay World Heritage Property.

The World Heritage listing does not prevent development however there is an expectation that developments be carefully evaluated from an environmental perspective.

Gray & Lewis referred the original application for 33 short term accommodation units to the Environmental Protection Authority for consideration of environmental issues in 2013. No Environmental Protection Authority advice was received as the application was placed on hold pending additional information.

It is recommended that this new application be formally referred to the Environmental Protection Authority (on receipt of amended plans) to ascertain whether formal environmental assessment is required.

The Environmental Protection Authority can make decisions about whether to assess the proposal, the appropriate level of assessment, the key environmental factors in assessments, the environmental acceptability of proposal, and the conditions that should be applied.

The Environmental Protection Authority may determine that no environmental assessment is required, or set a level for environmental assessment. The Environmental Protection Authority also has the ability to request additional information from the applicant.

Gray & Lewis does not recommend determination of the application until such time as Environmental Protection Authority advice has been obtained.

The applicant has written their own 'Environmental Report' and advised it was prepared in consultation with Department of Parks and Wildlife (then Department of Environment and Conservation). Ordinarily environmental reports would be prepared by a professional environmental consultant with specific expertise in that area.

The applicants 'Environmental Report' includes the superseded 2013 site plan as the '*proposed site accommodation layout*' (on page 52) which will likely cause confusion during advertising. It is recommended that the applicant be requested to update the Environmental Report to include an amended site plan showing 7 building envelopes.

- *Coastal Considerations*

The Scheme requires a minimum finished floor level not less than RL 3.2 metres AHD (Australian Height Datum) for 'Land subject to Inundation'.

The site plan shows contours which appear to be Australian Height Datum levels (AHD). No Finished Floor Levels are provided however the applicants' written submission indicates Finished Floor Levels's for each building envelope '*are between 6 and 16 metres AHD*'.

In Point 2a (vi) of the 'Officer Recommendation' in this report, Gray & Lewis has recommended that the applicant be requested to provide existing site levels in AHD and proposed Finished Floor Level's in AHD.

It is to Councils discretion whether to ask for this level of detail however it is

a standard plan requirement, and will assist Department of Planning to assess the coastal report. It is likely the applicant will need to engage a licenced surveyor to assist with levels.

Council has obligation to have regard for any relevant State Planning Policy under Clause 10.2 e) of the Scheme.

State Planning Policy 2.6 (SPP 2.6) provides for land use and development decision-making within the coastal zone including managing development and land use change; establishment of coastal foreshore reserves; and to protect, conserve and enhance coastal values.

The Policy aims to provide a relatively low risk of development being adversely impacted by coastal inundation over a 100 year planning horizon. Coastal setbacks are calculated having regard for a 500 year average recurrence interval (ARI) event, plus an allowance for sea level rise.

The original application was referred to the Department of Planning who recommended that the applicant lodge a coastal assessment or information that addresses compliance with SPP 2.6.

The applicant has lodged a report by Damara WA PTY Ltd on 'Coastal Setback Allowances'. Damara WA indicates that all the building envelopes are setback beyond the erosion hazard line except site 4 which requires confirmation that levels are greater than 4.7m AHD. Site 4 is not included in this application.

It is recommend that consultation occur with the Department of Transport and Department of Planning to ascertain the adequacy of the coastal report.

- *Visual Impact / aesthetics*

Building design is a subjective issue and visual impact is most relevant in terms of protecting the World Heritage values of the area. Comments from Shark Bay World Heritage Advisory Committee will form an important part of the visual impact assessment.

It is noted that the proposed building designs are of a low building scale, are not bulky in appearance and do not protrude into the skyline.

The applicant has provided a photomontage of the entire proposed development, photographs of scale models and has advised a scale model will be delivered to the Shire prior to the Council meeting.



The applicant confirms all colours will be as per the World Heritage colour palette. Building materials will include a combination of limestone blocks, light weight panels and fully insulated colorbond roofing.

Building materials will generally be manufactured to kit level and transported in knock down form for easy assembly. The applicant has indicated they will be imported from overseas.

For ease of consultation it is recommended that the applicant be requested to lodge an amended photomontage that only shows the 7 buildings proposed.

- *Future Subdivision*

Gray & Lewis is of the view that the plans should not show any 'proposed' lots as any subdivision requires separate approval by the Western Australian Planning Commission. It is recommended that the applicant be requested to show only the existing lot boundaries and dimensions.

There is uncertainty as to whether the Western Australian Planning Commission will support further subdivision of Lot 304.

The 'Environmental Report' states that *'each separate leisure accommodation unit may be owned by investors, investor groups, private individuals and other interested parties'*.

- *Servicing*

The 'Environmental Report' states that each accommodation unit and its infrastructure will operate independently for the provision of power, water and sewerage under the direction of a project manager.

The Environmental Report indicates power will be a combination of wind, solar and a generator. Water will be a combination of rainwater, desalinated ocean water, and ground water pumped from either West Wells or Two Wells. Effluent disposal is proposed via leach drains.

There is limited information on proposed services at this stage, therefore separate approvals will be required for some of the more significant infrastructure, such as any wind turbines or desalination plant. The Shire can impose conditions on development for the submission of more detailed plans for minor ancillary development such as water tanks and generators.

The applicant will have to lodge a separate application to install any new effluent system which will be assessed by the Shire's Environmental Health Officer.

As the land is currently un-serviced the Shire can request that the applicant provide more detailed servicing information prior to commencing consultation.

- *Access*

The site plan shows an existing access track connecting to the south west corner of the lot which was approved by the Conservation Commission of Western Australia – Attachment 4.

The proposed access is to the north west portion of the lot. The applicant has discussed the alternative route with the Department of Parks and Wildlife however it has not been formally approved.

It is recommended that the Shire refer this matter to the Department of Parks and Wildlife for advice.

- *Management Plans*

The applicant has prepared a waste management plan and foreshore management plan which needs to be referred to the Department of Parks and Wildlife for advice.

Gray & Lewis has not re- examined the waste management plan in depth due to time constraints.

- *Development outside of Lot 304*

The planning application only relates to Lot 304 so any structures outside of the lot boundaries do not form part of this application.

- *Restrictive Covenant and Local Planning Scheme*

A restrictive covenant is a private agreement between two parties that restricts the use or enjoyment of land owned by one of those parties, for the benefit of another party – in this case the benefit is to the Minister for Lands. A restrictive covenant is recorded on a Certificate of Title for Lot 304 and outlines limitations for future development.

There are some conflicts between the provisions of the restrictive covenant and the provisions of the Shires Scheme. For example, the covenant limits short stay accommodation to a maximum of 3 months in a calendar year whereas the Scheme allows occupation of short term accommodation for up to 4 months.

Another example is the restrictive covenant limits the floor area of short term accommodation to 90m² (excluding unenclosed verandahs) whereas the Scheme has no floor size limitation.

Restrictive covenants and planning controls are not related and provide for different forms of restriction. A restrictive covenant is a restriction on title however planning controls arise from legislation.

The existence of a restrictive covenant applicable to Lot 304 may not technically be a valid planning consideration, however it causes complications as:

- (i) The Scheme has a specific clause that extinguishes any restrictive covenant that limits the number of residential dwellings on a lot. The clause does not apply in this case so there is specific provision in the Scheme to vary a restrictive covenant.
- (ii) Restrictive covenants are recognised property interests.

From a practical perspective it would not seem logical for the local government to approve any development that conflicts with the restrictive covenant if it can be avoided. For this reason it is recommended that the application be referred to the Department of Lands for advice.

Gray & Lewis is of the view that the restrictive covenant does not limit the Shire's decision making ability, as it is the owner who is responsible for complying with the restrictive covenant.

The Minister for Land has the ability to require forfeiture of the freehold title for any breach of the restrictive covenant under Section 35 of the Land Administration Act 1997.

Depending on advice by Department of Lands, the Shire may need to consider obtaining legal advice on this situation.

- *Estimated Cost of Development*

The estimated cost for each unit is between \$150,000.00 and \$180,000.00. The estimated cost for stage 1 is approximately \$1,260,000.00.

The ultimate cost of all future development will be between \$8,100,000.00 and \$9,720,000.00 (calculated based on 54 building envelopes).

If the applicant proceeded with the entire development as one application, there would be mandatory referral to a Development Assessment Panel. The application would be determined by a Development Assessment Panel as opposed to the Shire.

It is recommended that the Shire notify the Western Australian Planning Commission (Development Assessment Panel) of the application as issues have been raised by local governments that significant staged applications avoid the need for a Development Assessment Panel determination.

Legal Implications

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

Clause 9.2 of the Scheme outlines the 'accompanying material' to be provided as part of a planning application including site plans, elevations, and floor plans.

Environmental Protection Act 1986 – Part IV of the *Environmental Protection Act 1986* (the Act) makes provision for the EPA to undertake environmental impact assessment of significant proposals, strategic proposals and schemes.

The *Environment Impact Assessment (Part IV Divisions 1 and 2) Administrative Procedures 2012* (Administrative Procedures 2012) set out the principles and practices adopted by the Environmental Protection Authority for dealing with referrals and assessing proposals under Part IV of the Act.

The Act states that proposals which are likely, if implemented, to have a significant effect on the environment may be referred to the Environmental Protection Authority, and the Environmental Protection Authority must decide whether or not to assess the proposal. Decision-making authorities are required to refer significant proposals.

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

Environment Protection and Biodiversity Conservation Act 1999 - Under the *Environment Protection and Biodiversity Conservation Act 1999*, actions that have, or are likely to have, a significant impact on a matter of national environmental significance require approval from the Australian Government Minister for the Environment (the Minister). The Minister will decide whether assessment and approval is required under the Environment Protection and Biodiversity Conservation Act.

The nine matters of national environmental significance protected under the Environmental Protection and Biodiversity Conservation Act are:

- world heritage properties
- national heritage places
- wetlands of international importance (listed under the Ramsar Convention)
- listed threatened species and ecological communities
- migratory species protected under international agreements
- Commonwealth marine areas
- the Great Barrier Reef Marine Park
- nuclear actions (including uranium mines)
- a water resource, in relation to coal seam gas development and large coal mining development

Policy Implications

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

Financial Implications

There are no financial implications associated with the development.

Strategic Implications

A Draft Tourism Strategy is being finalised for the Shire of Shark Bay. Tourism development on Dirk Hartog Island may widen the available tourist experiences available in the locality.

Voting Requirements

Simple Majority Required

Signatures

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

10 December 2014

17 DECEMBER 2014

Mr Paul Anderson
Chief Executive Officer
Shire of Shark Bay
Knight Terrace
Denham W A 6537

Dear Paul,

Development Application – 33 Short-Stay Accommodation Units – Lot 304 Sunday Island Bay

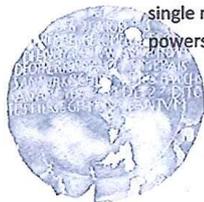
Further to our application for development approval for short- stay accommodation units (a discretionary use under the existing 'rural/pastoral zone) submitted in October 2013 (subsequently withdrawn for variation to meet Grey and Lewis requests) we have included herein our revised application for Council approval for the development of 33 short- stay accommodation units on Lot 304.

A Location

- Lot 304 is located on the northern shoreline of Sunday Island Bay on Dirk Hartog Island, has an area of 11.295ha (28 acres) and is set back from the shoreline with an area of the Dirk Hartog Island National Park separating the Lot from the foreshore.

B Statutory Planning

- Lot 304 is a freehold land parcel currently zoned 'rural/pastoral' under the provisions of the Shire of Shark Bay Local Planning Scheme No 3.
- A change to this zoning from 'rural/pastoral' to 'special purpose' was proposed within the Shire of Shark Bay 'Interim Planning Strategy' and approved by the State Planning Commission in December 2013. Due to delays in establishing coastal setback formulae for Denham township this strategy is yet to be formally adopted by the Shire's Town Planning Consultants Grey and Lewis and the Western Australian Planning Commission.
- Under the current scheme Council's town planning consultants Grey and Lewis have confirmed that the Council can consider an application for short- term accommodation on Lot 304 as 'a discretionary use' in the existing 'rural/pastoral' zone.
- The Shire granted approval for the development of a single residential development on another lot 305 in 2009(located on the opposite side of Sunday Island Bay) and approved a single residential development on lot 304 in 2013 using, in each case, its discretionary powers. Approval for this development is submitted upon the same basis.



1616

"The 25th October is here arrived the ship "Eendracht" of Amsterdam, the upper merchant Gilles Miebaïs of Liege, skipper Dirk Hartoghs of Amsterdam. The 27 ditto we sail for Bantum, the under merchant Jan Stins, the upper steersman Peter Doores of Bil. Anno 1616".

400 YEAR ANNIVERSARY 2016

Dirk Hartog Island
Discovered 1616



Shark Bay
Western Australia
A WORLD HERITAGE ISLAND

AUSTRALIA'S MOST HISTORICAL LOCATION

COPY

PERTH

Phone: 08 9335 5114
Fax: 08 9335 5772
Mobile: 0428 747 922
Email: gwa04410@bigpond.net.au
info@dirkharlogisland.com
Web: www.dirkharlogisland.com

ISLAND

Phone: 08 9948 1211
PO Box 107
North Fremantle WA 6159

C Proposed Development

The enclosed plans include details of the proposed building envelopes for the short-term accommodation units and associated infrastructure including that for the location of the already approved single dwelling (Envelope 14) and associated future infrastructure.

1 Building Envelopes

Building envelope locations have been selected for both best views and to comply with coastal setback allowances included within the Damara W A Pty Ltd report.

- a. Each building envelope is located between 6 and 16 meters AHD.
- b. "A" building envelopes are allocated to primary accommodation units.
- c. "B" building envelopes are allocated to secondary accommodation including, duplex units, staff accommodation and other associated infrastructure.

2 Staging

A staging plan is included in this application with Stage 1 to be commenced following development approval.

Stage 1

- Submission of building envelopes for approval
- Submission for development approval for seven short-stay accommodation units with ancillary infrastructure:

Stage 2 following completion of Stage 1 for up to 11 accommodation units.

Stage 3 following completion of Stage 2.

3 Building Design

- Three typical building designs for the accommodation units are included and attached to this submission.
- Scale models of the proposed accommodation units have been constructed to provide an indication of the style of buildings proposed and to demonstrate elevations.
- A scale model of the landscape covering units 10-15 has been constructed and provided with this submission.
- A photoshop representation of Lot 304 - the site - with the proposed buildings is also included to provide an indicative view of buildings as relative to the landscape.

Stage 1 building design allocations:

- o 'Building Design 1' Envelope 1A, Envelope 3, Envelope 6, Envelope 17, Envelope 23B.
- o 'Building Design 2' Envelope 23A.
- o Building Design 3 Envelope 1B.
- o Detailed working drawings will be submitted for each accommodation unit following Council approval. Building materials will be a combination of limestone blocks, lightweight panels and fully insulated colourbond roofing.
- o All colours will be sympathetic to the site and surrounds and complying with the World Heritage pallet provided by the World Heritage Committee for Shark Bay.
- o The accommodation units as with the approved single dwelling will be constructed to a high standard and will comply with the Shire's building requirements.

3 Servicing

It is intended that each accommodation unit will be serviced in the following way:

- o **Power**
Power will be supplied to each accommodation unit via individual and separate renewable remote power systems with back- up generator.
- o **Water**
Water will be supplied by a combination of rainwater and desalinated sea water. Experience at Lot 62 supports an ability to meet the water demands via this combination without at this initial stage requiring to supplement it with water from West Well via the agreed water easement. This however is an option that is available for the future.
- o **Effluent Disposal**
Preliminary advice from consultants(as in the case of Lot 305) recommends that due to the remoteness of the location and the operational effectiveness, a conventional septic tank and leach drain system similar to that operating on Lot 62(for more than 100 years without the identification of any detrimental effects on the ground or adjacent ocean) and approved and operating on Lot 305 is thought to be the most appropriate proposal for on-site effluent disposal. The area of land surrounding accommodation units is no less than 3500 square meters , is set well back from the ocean foreshore and provides adequate area for tanks and leach drains to be accommodated.
- o **Waste Management**
In consultation with DPaW a Waste Management Plan has been prepared and has been already submitted to Council.

- **Telecommunications**
the site is currently serviced by mobile phone access and no fixed line telecommunications are to be connected.
- **Mail**
All mail will be accessed from the Post Office located at Denham. There will be no formal mail delivery to the site.
- **Access**
 - (i) Access to the site has been agreed with DPaW and includes access from the beach to the existing track to the west of the site and then joining with the agreed DPaW access track to the lot from that point.
 - (ii) Additional access from the beach to the lot during the construction process has been discussed with DPaW local Manager and is to be agreed upon on site with DPaW officers when the time is appropriate.
 - (iii) Pedestrian access from the beach to the site is to be agreed upon with DPaW following the completion of each stage of the construction process. DPaW have advised that they will consider boardwalks and other structures within the National Park between the site and the beach front facing the Marine Park via the development of an appropriate licence/lease including provision to reflect ownership changes following a subdivision approval.
- **Car Parking**
Vehicles will be able to access each accommodation unit via an unmade track located to the rear of Lot 304, as shown on the plan, and then directly to each accommodation unit. There is no provision for visitor parking.
- **Boat Access**
The location is accessible from the ocean via boat and it is proposed that moorings will be laid to support the use of visitor boats similar to those already in place for Lot 305.
- **Air Access**
Dirk Hartog Island has an existing unsealed airstrip which is the subject of an access agreement between Hypermarket Pty Ltd and DPaW. Access from the airstrip to the site at Sunday Island Bay is via existing National Park tracks and from those tracks over the DPaW agreed access route to the lot.

4 Environmental Report

With consultation and input from DPaW an Environmental Report has been prepared and is included with this submission.

A botanical survey of the site was conducted in 2009 (table 8 and 9, p62-63 of Environmental Report); there are 266 recorded flora species on Dirk Hartog Island. There are no listed declared rare flora on the island.

Five land systems occur on Dirk Hartog Island three of which – Coast, Edel and Inscription - collectively make up 99% of the entire islands area. Lot 304 located at Sunday Island Bay is classified within the Edel Land System which comprises approx. 32.5% of the total island area and occurs in the eastern and south eastern parts of the island.

The Edel Land System consists of undulating sandy plains with minor low dunes, limestone rises and some saline flats, low cliffs and tall or low heath.

Lot 304 is undulating with hills and reentrants which allow full protection from the prevailing winds, spectacular views and the opportunity to create a world- class tourist leisure destination. From the southern boundary located at 4m AHD the site rises to between 10 and 20m AHD at various points towards the northern boundary of the lot.

The vegetation of the Edel Land System (including Lot 304) consists of tall and/or low open heath or low shrub land and is atypical to the eastern coastline of the island. Typically the soils of Dirk Hartog Island are sandy: within the proposed development area of Lot 304 the soils are similar and also contain a proportion of limestone outcrops particularly to the east of the site (p55 Environmental Report).

5 Coastal Setback

Damara W A Pty Ltd have prepared a report in regard to Coastal Setback Allowances for Sunday Island Bay following the provision of a plan including proposed building envelopes prepared by Whelans subsequent to an on- site visit and physical locationing by G Wardle in January 2014 :that plan was subsequently amended on the advice of Damara W A Pty Ltd and is included in the report provided in this regard.

6 Costings

Preliminary costings set the building construction costs between \$150,000.00 and \$180,000 for each accommodation unit depending upon the final design chosen, its location and the final internal fit out.(it is proposed that each building will be imported from overseas in a fully knockdown construction basis)

5 Conclusion

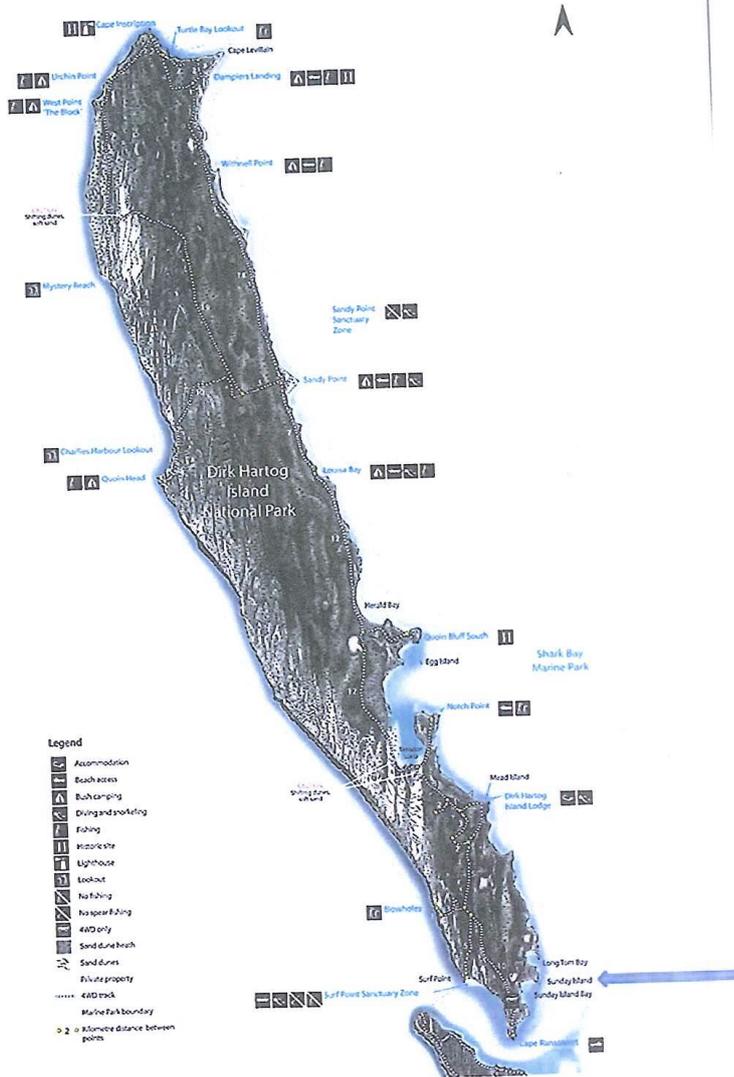
It is considered that the use proposed is consistent with the existing land use zone of the site within Local Planning Scheme No 3 subject to Council discretion; we respectfully request that Council-

- Approve the proposal for the establishment of building envelopes as included in the attached plans and the staged development of 33 short- stay accommodation units as provided in the drawings attached.

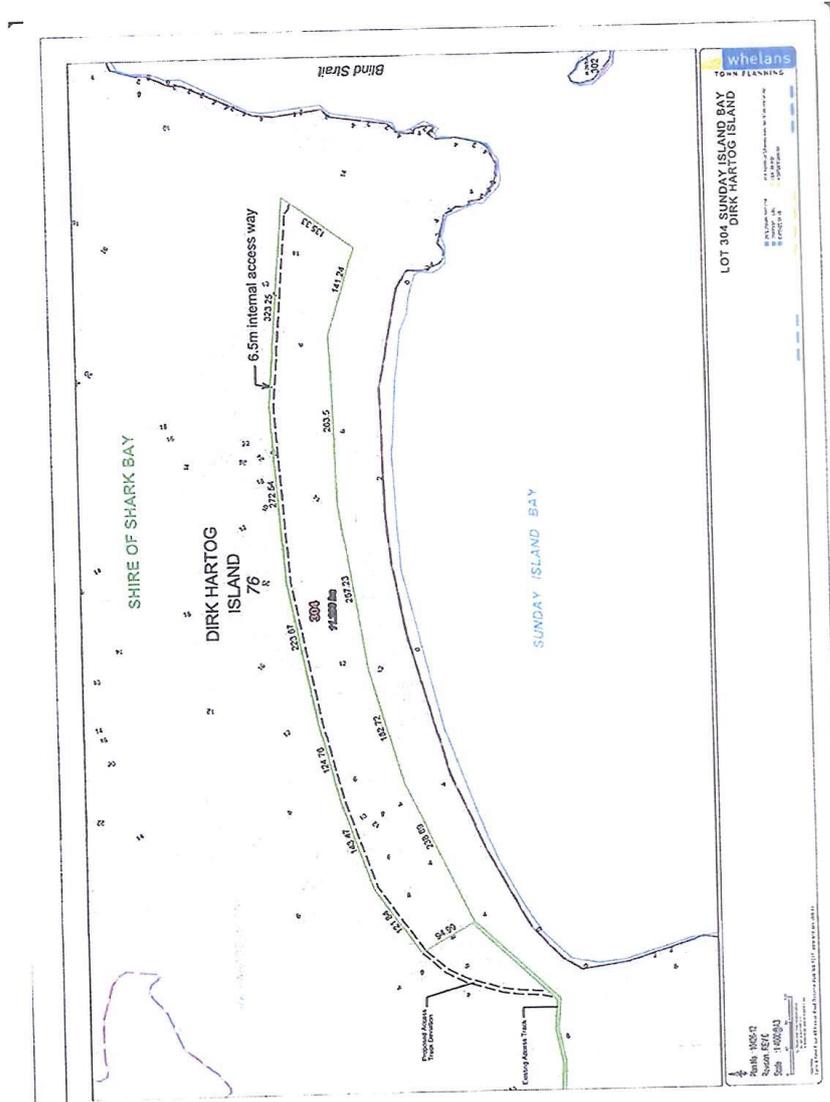
Yours Faithfully


Geoff Wardle
Hypermarket Pty Ltd

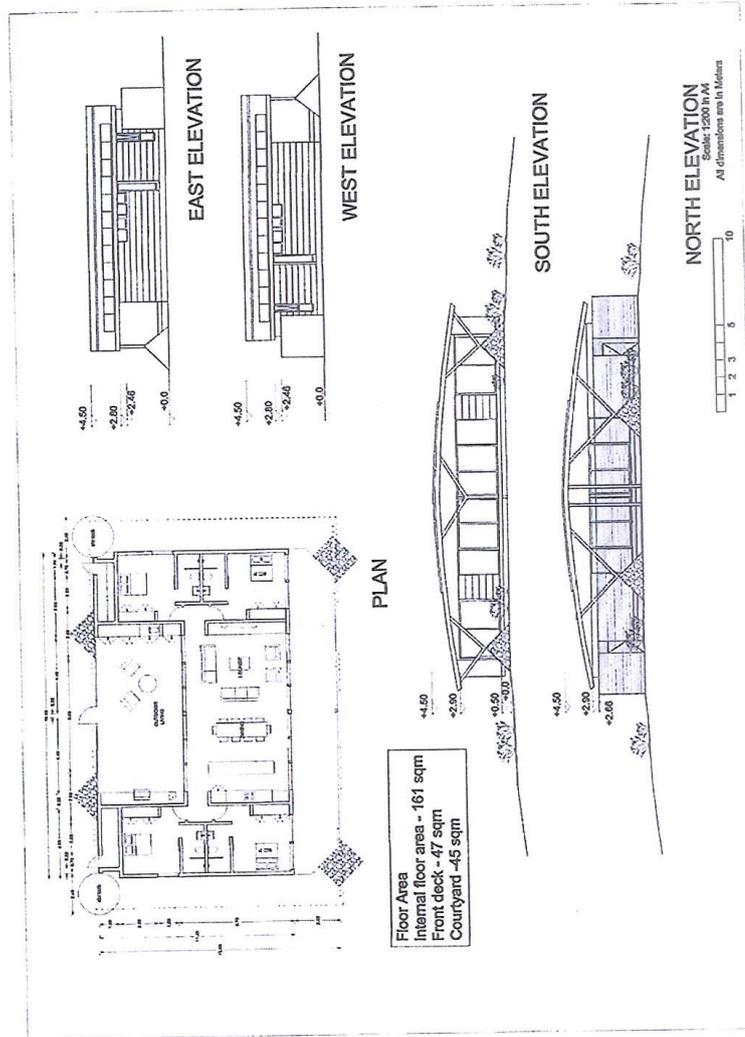
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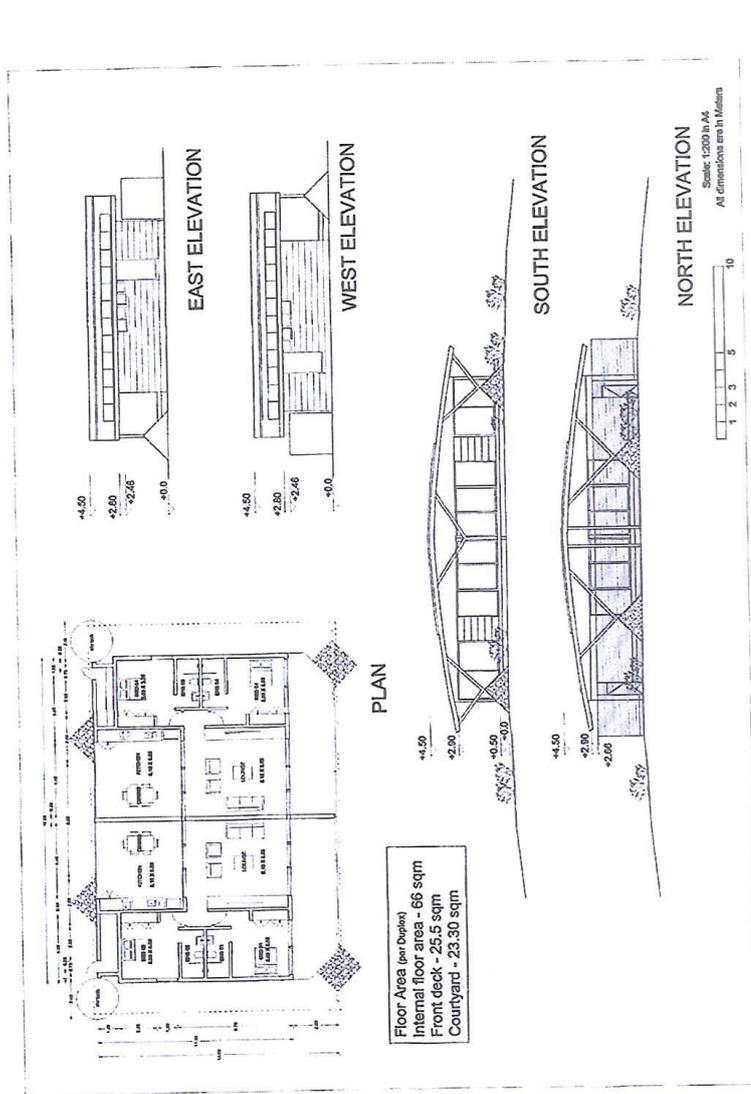
Dirk Hartog Island-Sunday Island Bay Location



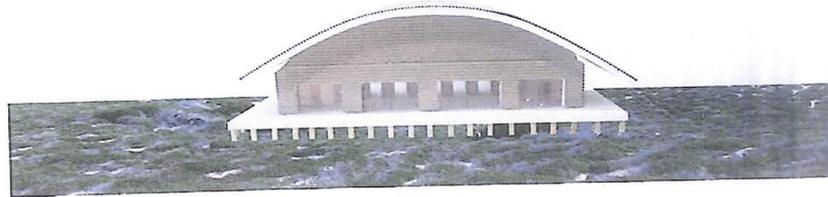
Lot 304 Survey Drawing with dimensions



Design 1 Full Accommodation Unit



Design 1 Duplex Accommodation Unit



Front View Building Model 1



45° View Building Model 1



Side View Building Model 1



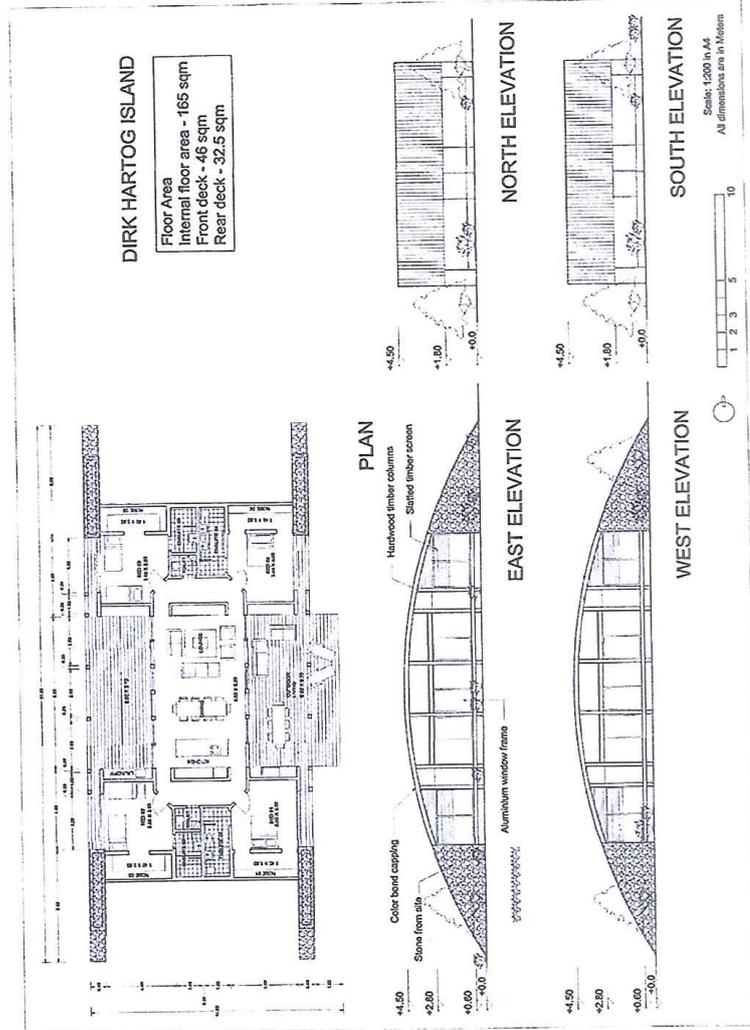
Rear 45° View Building Model 1



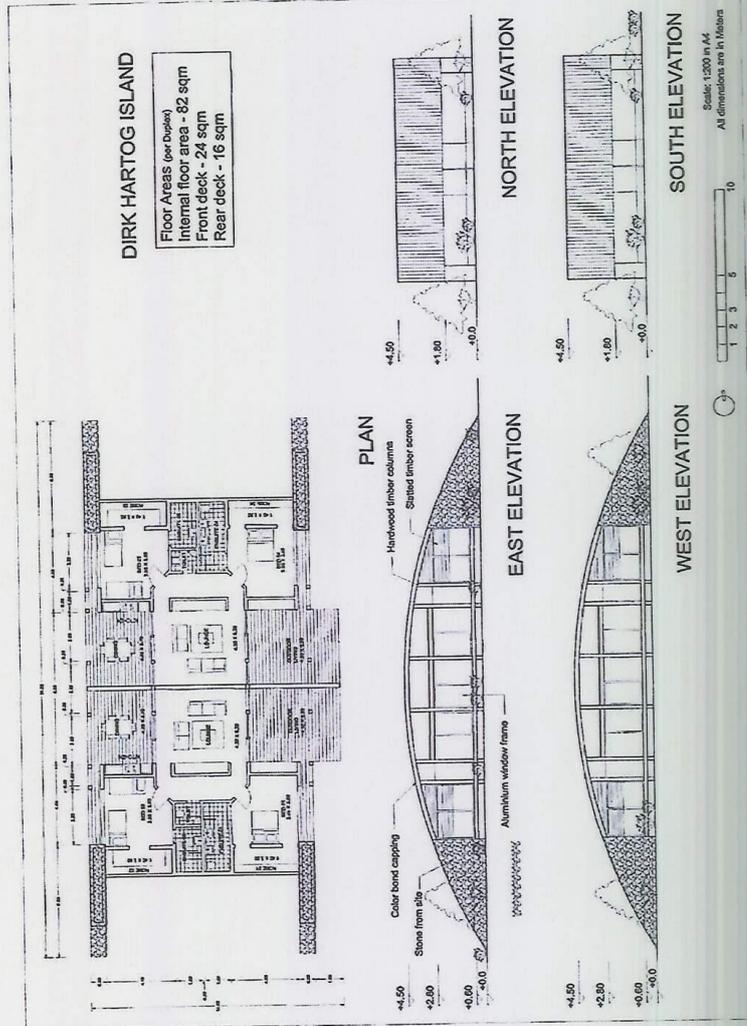
Rear View Building Model 1



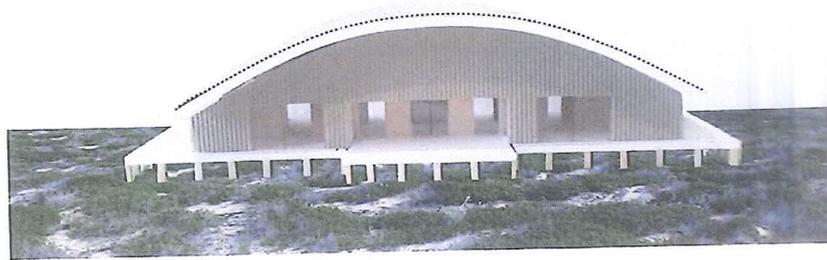
Rear 45° view Building Model 1



Building Design Model 2 Full Accommodation Unit



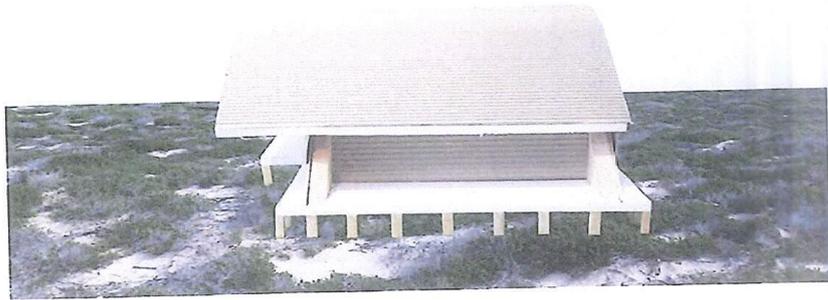
Building Design Model 2 Duplex Accommodation Unit



Front View Building Model 2



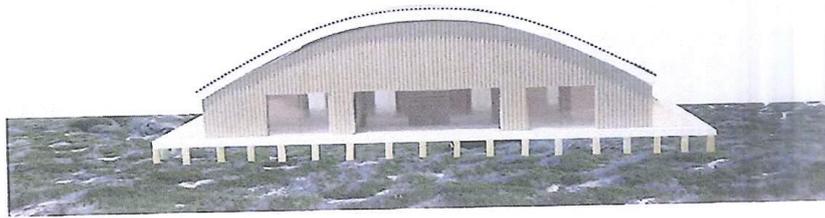
45° Front view Model 2



Side View Building Accommodation Model 2



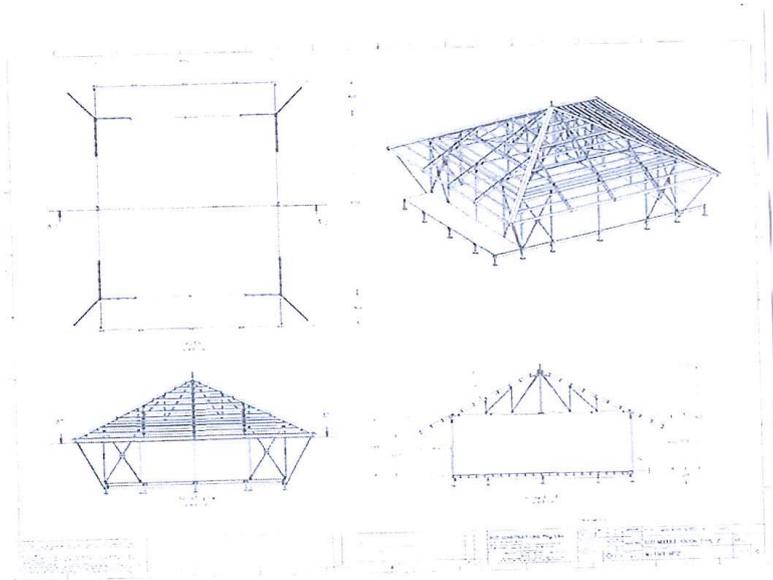
75° View of Building Accommodation Model 2



Rear View Building Accommodation Model 2



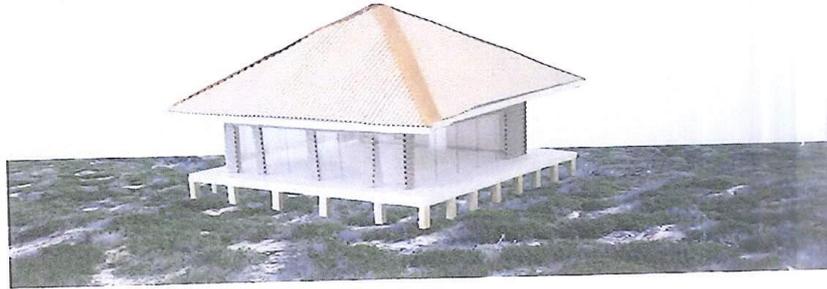
45° Rear View Building Accommodation Model 2



Building Design 3 Ecostructure Design



Front View Building Accommodation Model 3



45°View building Accommodation Model 3



Side View Building Accommodation Model 3



75°View building Accommodation Model 3



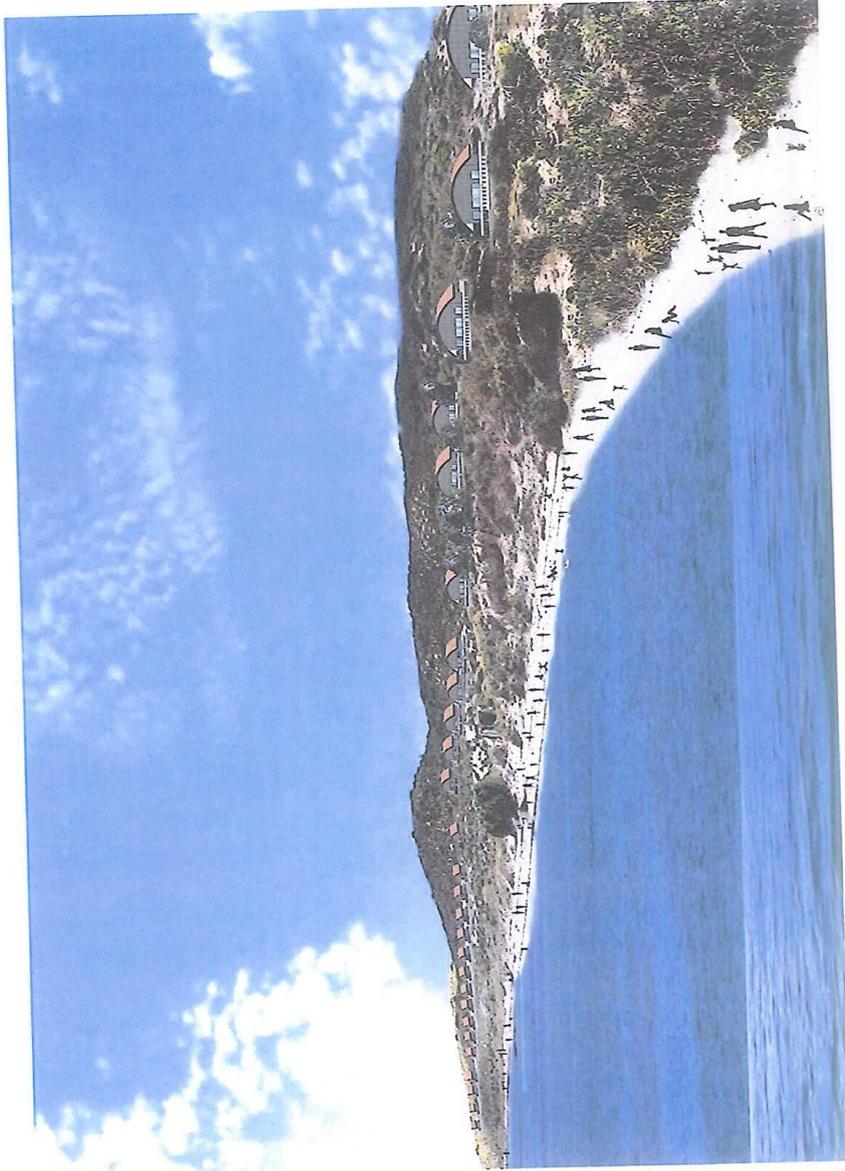
Rear View Building Accommodation Model 3



75° View Building Accommodation Model 3



Side View Building Accommodation Model 3



Photoshop Representation Sunday Island Bay

11. ADMINISTRATION REPORT

11.1 AGED PERSONS UNITS
CP00002

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved Cr Prior
Seconded Cr Cowell

Council Resolution

That a Business Case be developed for further consideration by Council for the construction of Well-Aged Pensioner Units and a Community Centre to be situated on Reserve 24426 and on part of Reserve 40498.

6/0 CARRIED

Background

The Council currently has 13 pensioner units situated in Hughes Street, these units were built in three stages commencing from 1989, and are all one bedroom units.

The units are built on reserve 24426 which is vested in the Shire of Shark Bay for the purposes of aged person's homes.

The reserve is in excess of 1 hectare and extends significantly to the rear of the current units and would have adequate area to accommodate a minimum of a further 12 units.

This is not including the area of land that the ambulance building is currently situated on which is on Reserve 40498 with the current purpose of community centre, the child care centre is also situated on part of Reserve 40498.

Dependent upon Council final solution for the ambulance building the Council may have the opportunity to utilise this area in conjunction with any expansion of the aged accommodation and community facilities.

Comment

The Council has discussed the concept of establishing additional aged persons units to enable residents to age in place in affordable and suitable accommodation.

The process to establish additional units would require the development of a business case to substantiate the economic sustainability and community benefit and all costs associated with the project so that the Council can make an informed decision. The business case if accepted by Council would also enable the administration to seek funding sources identified in the business case.

The units in place have been in place for a number of years and the majority have been upgraded when they become vacant.

However they have become dated and unfortunately do not provide for the residents as they age in place.

Any new units would comply with current regulations and be configured to ensure that any access issues would be addressed to enable the utilisation of wheelchairs and motorised gophers.

Whilst the units have not had full occupancy for some time, this has predominately due to progressive upgrades that are being undertaken.

The construction of new units will enable a greater diversity of individuals to occupy the units and contribute to the economy of the town

Given the proposed increase in the number of units will increase the resident population it may also be viable to include the construction of a community room that can be utilised by the residents and others for activities.

All aspects such as locations within the lot, access, dwelling sizes, fittings and joint partners can be reviewed and identified during the business case stage.

The preparation of a business case would give the council a clear strategic objective and enable the administration to pursue funding opportunities in line with the business case.

Legal Implications

There are no legal implications relevant to this report

Policy Implications

There are no policy implications relevant to this report

Financial Implications

The cost to establish and maintain the units will be identified by the business case and will include avenues to source funding.

The cost to establish a business case should be in the vicinity of \$15,000.

The Council has sufficient funds in the strategic planning section of the budget to fund a business case.

Strategic Implications

Address outcome 3.7 Community Infrastructure that meets the needs of families, youth and retirees.

Provides a strategic imperative for the Council to pursue.

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer

P Anderson

Date of Report

10 December 2014

Landgate

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11.2 MONKEY MIA INFRASTRUCTURE RESERVE
RES 49108

Author

Chief Executive Officer

Disclosure of Any Interest

Disclosure of Interest: Cr Ridgley

Nature of Interest: Impartiality Interest as works from the Monkey Mia Jetty

Moved Cr Capewell

Seconded Cr Prior

Council Resolution

That the lease with Aspen Monkey Mia Pty Ltd on Reserve 49108 for the purposes of Power generation, effluent treatment and disposal, water treatment, resort infrastructure and related purposes be approved and the Shire President and Chief Executive Officer be authorised to affix the Common Seal of the Shire of Shark Bay to the finalised lease document.

6/0 CARRIED

Background

At the May 2012 meeting of council the following was resolved:

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

That the lease for Monkey Mia Waste Water Treatment Plant on Reserve 49108, Lot 302 be negotiated with Aspen Parks Property Management Pty Ltd for a period consistent with the head lease on Reserve 40727, for the purpose of "Effluent Disposal" only and with an annual rental of \$1,000 payable annually.

These negotiations have been ongoing due to various changes of staff within Aspens and the proposed varying uses of the land to include a greater definition of infrastructure.

The area of land has also varied to accommodate the proposed and infrastructure that has been placed on site. This anomaly was recognised by council in the original discussions however the dealings with Department of Land did not allow for the expansion that had to occur to fit the required infrastructure on site. This has now been addressed in regard to the overall area of the proposed lease.

Comment

The principal changes to the 2005 and the 2012 version of the Infrastructure Site Lease are as follows:

The lessee is now shown as Aspen Monkey Mia Pty Ltd which is consistent with the lessee as described in the Resort Lease;

Clause 1.1- Definition of 'Facility' has been amended to include all of the infrastructure which has been constructed on the leased premises and not only the waste water treatment plant;

Clause 1.1-Deletion of reference to Lot 3001. The details of the lot which will be the subject of the Infrastructure Lease are not as yet known, nor the details of the Management Order as these will be provided by the Department of Lands;

Clause 1.1-Definition of 'Management Order' has been amended in anticipation of the creation of a management order for the infrastructure lot by Department of Land;

Clause 2.3-This clause has been included to reflect the fact that an easement under section 144 of the *Land Administration Act 1997* will be granted by the Minister for Lands for the benefit of the holder of the Infrastructure Lease to ensure access between the infrastructure lot/premises and the Resort premises. The clause requires the Shire to consent to the grant of the easement by the Minister under section 144;

Clauses 7.4 and 7.5 have been amended to provide that the lessee will not be required to indemnify the Shire against any act or omission of the Shire and furthermore that the Shire is released from any loss or damage to the premises or to the property of the lessee and any liability arising from the Premises unless such loss or damage or liability arises out of the actions or omissions of the Shire. These clauses have been amended so that any requirement to indemnify or release the Shire does not extend to the actions or omissions of the Shire rather than only the negligent or wrongful acts or omissions of the Shire;

Clause 8.2-This clause has been amended to reflect that the lessee must repair any damages to the premises including structural damage unless such damage is caused by the Shire and its servants, agents and/or contractors;

Clause 8.8 which is a general repair clause imposed on the lessee is now expressed to be subject to clause 8.2 (which excludes the lessee from the requirement to repair any damage caused to the premises by the Shire);

Clause 9 (Contamination)-This clause has been amended to require that the lessee remediate the premises promptly and in accordance with the requirements of the Department of Environment and Conservation rather than the Shire;

Clause 10.1 has been amended to reflect the fact that the infrastructure lot has now been developed and this clause describes the development which has been constructed on the lot;

Clause 11 (Use)-This clause has been amended slightly to provide that the Shire will not unreasonably withhold its consent to the display or affixing of any advertisements on the premises (in its capacity as lessor);

Clause 15 (Default)-This clause has been amended to require the Shire to issue a written notice of demand for any outstanding amounts (which have been unpaid for 90 days after the issues of the notice) prior to this constituting an event of default. Previously, there was no requirement for the Shire to issue such a notice in order to trigger a default event for non-payment of any Amounts Payable for in excess of 90 days;

Clause 19-(Requirement to remove property on determination of the lease). This clause has been amended to enable the timeframe for removal of property from the premises on the determination of the lease to be extended by the Shire;

Clause 20.1-This clause has been amended so that the lessee is released from its obligations under the lease on assignment save as to any obligations which accrued prior to the assignment date;

Clause 25 (Dispute resolution)-This clause has been amended to provide that rather than disputes being dealt with by commercial arbitration, that they are dealt with by expert determination;

Clause 31 (No absolute caveat)-This amendment was requested by Department of Land to ensure that no absolute caveat may be lodged over the certificate of Crown Land Title to the Land without the consent of the Shire and the Minister for Lands;

Clause 34-(Minister for Lands Consent). This clause has been amended at the request of the Minister for Lands to ensure that the Lease is made expressly subject to the consent of the Minister and that the consent of the Minister for Lands must first be sought prior to any dealings in respect of the Lease;

Schedule-The description of the Land will need to be amended as soon as the Crown Land Title for the lot is created and a management order for the land is issued. Item 6 which describes the permitted purpose of the lease has also been amended to reflect the additional uses on the infrastructure lot/premises.

The above changes are relatively minor and have been made to reflect the fact that the site has been further developed since the 2005 draft of the Infrastructure Lease and the variations undertaken and reviewed in the 2012 version.

This version has endeavored to capture all the relevant points and put in place a lease that allows for infrastructure required for the future expansion of the resort

Department of Land has also requested some minor changes mainly for the benefit of the Minister and the Shire.

Legal Implications

Approval of the Minister under section 18(7) of the Land administration act 1997 is a condition precedent to the granting of a lease.

Policy Implications

There are no policy implications relevant to this report

Financial Implications

The Annual rental amount of \$1,000 referred to in councils resolution of May 2012 has been incorporated in the head lease for the Monkey Mia resort.

Strategic Implications

Address council objective for the district of Sustainable Growth and Progress

Voting Requirements

Simple Majority Required

Signatures

Author

C. Wood

Chief Executive Officer

P. Anderson

Date of Report

9 December 2014

11.3 REVIEW OF RISK MANAGEMENT, LEGISLATIVE COMPLIANCE AND INTERNAL CONTROLS

CM00036

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved Cr Ridgley

Seconded Cr

Council Resolution

That Council adopts the report on the Review of Risk Management, Legislative Compliance and Internal Controls in accordance with regulation 17 of the Local Government (Audit) Regulations 1996.

6/0 CARRIED

Background

The Local Government (Audit) Regulations 1996 Regulation 17 requires the following:

- (1) *The Chief Executive Officer is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —*
 - (a) *risk management; and*
 - (b) *internal control; and*
 - (c) *legislative compliance.*
- (2) *The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.*
- (3) *The Chief Executive Officer is to report to the audit committee the results of that review.*

The report has been completed by UHY Haines Norton and is attached for Council's information. This is the inaugural review in response to Regulation 17. Regulation 16 (c) requires the Audit Committee to review the report and report to Council on the results of its review however, as all members of Council make up the Audit Committee this report has been provided direct to Council.

Comment

The review of risk, internal control and legislative compliance of Shire of Shark Bay systems and procedures is a new legislative requirement and is to be undertaken by the Chief Executive Officer every 2 years.

The attached report identifies areas of improvement for the Shire and these recommendations will be addressed over the next 2 years.

Legal Implications

Regulation 17 of the Local Government (Audit) Regulations 1996 applies to this report.

Policy Implications

There are no policy implications relative to this report.

Financial Implications

The review provides some areas of improvement however it is not expected that there will be any financial implications associated with the improvements.

Strategic Implications

Outcome 1.2: To improve fiscal management practices and procedures, and maximise operating revenues and social capital.

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

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer

P Anderson

Date of Report

11 December 2014

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 Prior

Seconded

Cr Laundry

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$1,020,813.71 be accepted.

6/0 CARRIED

Comment

The schedules of accounts for payment covering - Municipal fund account cheque numbers 26693 to 26696 totalling \$8,766.71.

Municipal fund account electronic payment numbers MUNI EFT 16538 – 16697 totalling \$860,738.31.

Municipal fund direct debits for December totalling \$1,244.95.

Municipal fund account for December payroll totalling \$109,451.00.

Trust fund account cheque numbers 1042-1045 totalling \$882.98.

Trust fund account electronic payment numbers 16548 - 16721 totalling \$26,065.06 and

Trust fund Police Licensing for December 2014 cheque 141505 totalling \$13,664.70

The schedule of accounts submitted to each member of Council on 12 December 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

Signature

Author

D Oakley

Chief Executive Officer

P Anderson

Date of Report

9 December 2014

**SHIRE OF SHARK BAY
MUNI CHEQUES 26693-26696 TO 30 NOVEMBER 2014**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
26693	14/11/2014	HORIZON POWER	STREET LIGHTING MONTHLY ACCOUNT	-2805.80
26694	14/11/2014	HORIZON POWER	MAIN USAGE ELECTRICITY MONTHLY ACCOUNT	-2567.42
26695	14/11/2014	KEVAN JOSEPH LAWSON	BUILD TOILET BLOCK IN SES SHED	-3288.28
26696	14/11/2014	WATER CORPORATION	CRC SALINE USAGE AND SERVICE CHARGE	-105.21
			TOTAL	\$8,766.71

17 DECEMBER 2014

SHIRE OF SHARK BAY
MUNI EFTS 16538-16697 TO 30 NOVEMBER 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16538	03/11/2014	LAURENCE JAMES MICHAEL BELLOTTIE	MEETING ATTENDANCE FEE	-547.30
EFT16539	03/11/2014	CHERYL LORRAINE COWELL	MEETING ATTENDANCE FEE	-1795.03
EFT16540	03/11/2014	KEITH MICHAEL CAPEWELL	MEETING ATTENDANCE FEE	-755.21
EFT16541	03/11/2014	KEVIN LAUNDRY	MEETING ATTENDANCE FEE	-547.30
EFT16542	03/11/2014	MARGARET PRIOR	MEETING ATTENDANCE FEE	-547.30
EFT16543	03/11/2014	PROFESSIONAL PC SUPPORT	NEW OFFICE LAPTOP	-2178.00
EFT16544	03/11/2014	GREGORY LEON RIDGLEY	MEETING ATTENDANCE FEE	-547.30
EFT16545	03/11/2014	TELSTRA CORPORATION LIMITED	LANDLINE MONTHLY ACCOUNT	-1789.33
EFT16546	03/11/2014	VANGUARD PRESS	ROYAL SHOW HANDOUT LITERATURE	-1362.90
EFT16547	03/11/2014	BRIAN WAKE	MEETING ATTENDANCE FEE AND TRAVEL	-943.34
EFT16548	-EFT16581	USED IN TRUST		
EFT16582	-EFT16611	CANCELLED EFTS		
EFT16612	06/11/2014	ALAN JEFFERY COX	RECRUITMENT POLICE CLEARANCE REIMBURSEMENT	-62.40
EFT16613	06/11/2014	SHARK BAY BAKERY	REFRESHMENTS OCM OCTOBER 2014	-48.00
EFT16614	06/11/2014	BAJA DATA & ELECTRICAL SERVICES	REPAIR FORESHORE BBQ FAULT, SBDC FIRE UNIT AND REPLACE LIGHTS AT PENSIONER UNIT 4	-508.75
EFT16615	06/11/2014	S.A.BURTON	PENSIONER UNITS-SUPPLY AND INSTALL THRESHOLD RAMPS, RENOVATE UNIT 5 KITCHEN AND REPAIR UNIT 1 SLIDING DOOR	-7020.33
EFT16616	06/11/2014	DEPARTMENT OF PARKS AND WILDLIFE	HOLIDAY PASSES FOR RESALE	-435.60
EFT16617	06/11/2014	COOL THATCH	GAZEBO REPLACEMENT NETTAS BEACH	-4700.00
EFT16618	06/11/2014	DATA #3	MICROSOFT, WINDOWS SOFTWARE ASSURANCE	-6512.11
EFT16619	06/11/2014	DENHAM IGA X-PRESS	MONTHLY ACCOUNT	-367.61
EFT16620	06/11/2014	SHARK BAY SUPERMARKET	MONTHLY ACCOUNT	-211.42
EFT16621	06/11/2014	SHARK BAY FUEL & SERVICE CENTRE	MONTHLY ACCOUNT	-97.25
EFT16622	06/11/2014	GEARING BUTCHER'S	SAUSAGES FOR STARGAZING EVENT	-78.34
EFT16623	06/11/2014	GERALDTON MOWER & REPAIRS SPECIALISTS	MOWER PARTS, EARTH AUGER AND BIT FOR DEPOT	-1894.40
EFT16624	06/11/2014	HARTOG HAVEN HOLIDAY HOUSE	STARGAZING GROUP ACCOMMODATION	-450.00

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16625	06/11/2014	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	ACCOMMODATION AND MEALS FOR WORK CREW AND ROBBRO 13/10/14-30/10/14	-9980.00
EFT16626	06/11/2014	HERITAGE RESORT SHARK BAY	ACCOMMODATION FOR GYM MAINTENANCE AND MONKEY MIA JETTY CONSULTANT AND COLLABORATION MEETING DINNER WITH CARNARVON AND EXMOUTH SHIRES	-597.40
EFT16627	06/11/2014	TOLL IPEC	FREIGHT	-12.79
EFT16628	06/11/2014	JOHN FAMLONGA	REPLACEMENT OF DEPOT WALLS	-30761.00
EFT16629	06/11/2014	MITRE 10 SHARK BAY	MONTHLY HARDWARE ACCOUNT	-834.02
EFT16630	06/11/2014	PHIL THOMSON	CROSSOVER REIMBURSEMENT	-742.50
EFT16631	06/11/2014	PAULS TYRES	SUPPLY, FIT, REPAIR TYRES VARIOUS VEHICLES	-435.05
EFT16632	06/11/2014	SHARK BAY TAXI SERVICE	OVERLANDER RUN OCTOBER 2014	-1166.00
EFT16633	06/11/2014	SHARK BAY HOTEL MOTEL	REFRESHMENTS OCM OCTOBER 2014	-100.00
EFT16634	06/11/2014	SHARK BAY NEWSAGENCY	NEWSPAPERS AND STATIONERY AUGUST, SEPTEMBER AND OCTOBER	-1776.10
EFT16635	06/11/2014	SHARK BAY MECHANICAL & TOWING SERVICES	REPAIR TYRE 46SB	-45.00
EFT16636	06/11/2014	SHARK BAY FREIGHTLINES	FREIGHT	-448.76
EFT16637	06/11/2014	SHARK BAY AIR CHARTER	FLIGHT CR COWELL CR PRIOR AND MR ANDERSON FOR AVIATION ROUTE MEETING WITH GDC	-606.65
EFT16638	06/11/2014	MCKELL FAMILY TRUST	STREET SWEEPING AND RUBBISH COLLECTION OCTOBER 2014	-10074.92
EFT16639	06/11/2014	SHARK BAY CAR HIRE	DOCTOR CAR HIRE OCTOBER 2014	-495.00
EFT16640	06/11/2014	SALTWATER CAFE	REFRESHMENTS OCM OCTOBER 2014	-269.50
EFT16641	06/11/2014	TELSTRA CORPORATION LIMITED	COMMUNITY SMS AND SHARK BAY DISCOVERY CENTRE 1300 MONTHLY ACCOUNT OCTOBER 2014	-142.85
EFT16642	10/11/2014	MARITIME CONSTRUCTIONS	PROGRESS CLAIM 4 FOR MONKEY MIA JETTY	-502079.60
EFT16643	10/11/2014	TOURISM KEY	LOCAL TOURISM PLANNING STRATEGY	-27500.00
EFT16644	-EFT16645	USED IN TRUST		
EFT16646	14/11/2014	STATE LIBRARY OF WA	LOST/DAMAGED LIBRARY BOOKS	-166.10
EFT16647	14/11/2014	GLENN BANGAY	MEAL EXPENSES BUILDING SURVEYOR	-156.54
EFT16648	14/11/2014	AMORA SHELLS	MERCHANDISE	-687.14
EFT16649	14/11/2014	BAJA DATA & ELECTRICAL SERVICES	FORESHORE BBQ REPLACED FUSE	-121.00
EFT16650	14/11/2014	BOOKEASY AUSTRALIA	BOOKEASY OCTOBER 2014	-198.00
EFT16651	14/11/2014	BOC LIMITED	CONTAINER RENTAL	-285.07

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16652	14/11/2014	DEPARTMENT OF PARKS AND WILDLIFE	MONKEY MIA PASSES FOR RESALE	-2295.00
EFT16653	14/11/2014	CENTAMAN SYSTEMS	CENTAMAN ANNUAL LICENSE 1/12/2014-30/11/2015	-3619.65
EFT16654	14/11/2014	RUSSELL TODD CHAMBERLAIN	RENT 39 DURLACHER STREET DECEMBER 2014	-1157.30
EFT16655	14/11/2014	DENHAM PAPER AND CHEMICAL SUPPLIES	HANDTOWELS FOR OFFICE	-112.20
EFT16656	14/11/2014	GASCOYNE DEVELOPMENT COMMISSION	CONTRIBUTION TO 2014 PERTH ROYAL SHOW GASCOYNE DISPLAY	-2000.00
EFT16657	14/11/2014	GERALDTON FUEL COMPANY	FUEL MONTHLY ACCOUNT OCTOBER 2014	-9400.03
EFT16658	14/11/2014	GERALDTON TROPHY CENTRE	COUNCILLOR NAME PLAQUE AND HONOUR BOARD LETTERING	-81.00
EFT16659	14/11/2014	UHY HAINES NORTON	REGULATION 17 REVIEW	-16579.20
EFT16660	14/11/2014	HARVEY NORMAN COMPUTER SUPERSTORE	WORKS CAMERA	-349.00
EFT16661	14/11/2014	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	ACCOMMODATION AND MEALS FOR WORKS CREW 3/11/14-6/11/14	-2920.00
EFT16662	14/11/2014	TOLL IPEC	FREIGHT	-10.68
EFT16663	14/11/2014	JTAGZ	LIFETIME REGISTRATION TAGS	-151.80
EFT16664	14/11/2014	KEN LAWSON	FUEL REIMBURSEMENT STARGAZING EVENT	-122.21
EFT16665	14/11/2014	MCLEODS BARRISTERS AND SOLICITORS	OZ SHACK DEVELOPMENT-NANGA CARAVAN PARK, INTERPRETATION OF MONKEY MIA LEASE, SHOP 4 AND 6, 65-67 KNIGHT TERRACE LEASES	-4396.94
EFT16666	14/11/2014	OPUS	VALUATION OF ROADS AND ROMAN II UPDATES	-4455.00
EFT16667	14/11/2014	PURCHER INTERNATIONAL	FUSO REPAIR PARTS	-773.83
EFT16668	14/11/2014	PRESTIGE INSTALLATIONS	AIRCONDITIONER SERVICE AT SHIRE OFFICE AND PENSIONER UNITS	-2002.00
EFT16669	14/11/2014	PLUMOVATION	WATER METER REPAIR PENSIONER UNITS, CHILD CARE CENTRE AND 65 KNIGHT TERRACE DOWNPIPE	-1540.00
EFT16670	14/11/2014	PAULS TYRES	REPLACE, REPAIR TYRES TO VARIOUS VEHICLES	-212.00
EFT16671	14/11/2014	MP ROGERS & ASSOCIATES	MONKEY MIA JETTY REPLACEMENT MANAGEMENT	-19497.65
EFT16672	14/11/2014	ROBBRO WA	SHARK BAY ROAD RECONDITIONING	-8470.00
EFT16673	14/11/2014	RICHARD CLAUDE MORONEY	MAINTENANCE SBDC OCTOBER 2014	-31.00
EFT16674	14/11/2014	RAY WHITE REAL ESTATE SHARK BAY	RENT 34 HUGHES STREET DECEMBER 2014	-1127.00
EFT16675	14/11/2014	SKIPPERS AVIATION	RETURN FLIGHTS FOR GYM MAINTENANCE, MONKEY MIA JETTY CONSULTANT, STAFF TRAINING S MARTIN REIMBURSABLE FLIGHTS, F HOULT, R MARIU	-2817.00

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16676	14/11/2014	SHARK BAY COMMUNITY RESOURCE CENTRE	SPORTS AND REC CENTRE MANAGEMENT OCTOBER 2014, INSCRIPTION POSTS OFFICE AND SBDC AUGUST SEPTEMBER OCTOBER NOVEMBER AND PHOTOCOPYING DONATION ST ANDREWS	-4939.15
EFT16677	14/11/2014	SHARK BAY CLEANING SERVICE	MONTHLY CLEANING ACCOUNT	-11886.39
EFT16678	14/11/2014	SUNPRINTS CLOTHING COMPANY	MERCHANDISE	-550.00
EFT16679	14/11/2014	TRUCKLINE PARTS CENTRE	PARTS FOR CAMP FUEL/STOREROOM TRAILER	-362.24
EFT16680	14/11/2014	LANDGATE	EASEMENTS FOR THE SHIRE OF SHARK BAY	-255.20
EFT16681	14/11/2014	WESTRAC EQUIPMENT	CUSHION PADS & UNIVERSAL JOINT FOR CAT LOADER	-311.04
EFT16682	14/11/2014	WEST-OZ WEB SERVICES	BOOKING COMMISSION SBDC	-32.50
EFT16683	-EFT16683	USE IN TRUST		
EFT16684	17/11/2014	AUSTRALIAN TAXATION OFFICE	OCTOBER 2014 BAS	-78291.00
EFT16685	21/11/2014	BOC LIMITED	CONTAINER RENTAL	-84.42
EFT16686	21/11/2014	GASCOYNE OFFICE EQUIPMENT	PHOTOCOPIER REPAIR AND MAINTENANCE	-853.45
EFT16687	21/11/2014	JOHN FAMLONGA	FABRICATION OF BANNER POLES	-7084.00
EFT16688	21/11/2014	OAKLEY EARTHWORKS	CONCRETE FOR FOOTPATHS AT SUNTER PLACE.	-36166.90
EFT16689	21/11/2014	SHARK BAY CLEANING SERVICE	MONTHLY CLEANING ACCOUNT	-6736.13
EFT16690	21/11/2014	SHARK BAY SKIPS	SKIP BINS MONTHLY ACCOUNT	-2849.00
EFT16691	27/11/2014	LAURENCE JAMES MICHAEL BELLOTTIE	MEETING ATTENDANCE FEE	-529.64
EFT16692	27/11/2014	CHERYL LORRAINE COWELL	MEETING ATTENDANCE FEE	-1737.12
EFT16693	27/11/2014	KEITH MICHAEL CAPEWELL	MEETING ATTENDANCE FEE	-730.85
EFT16694	27/11/2014	KEVIN LAUNDRY	MEETING ATTENDANCE FEE	-529.64
EFT16695	27/11/2014	MARGARET PRIOR	MEETING ATTENDANCE FEE	-529.64
EFT16696	27/11/2014	GREGORY LEON RIDGLEY	MEETING ATTENDANCE FEE	-529.64
EFT16697	27/11/2014	BRIAN WAKE	MEETING ATTENDANCE FEE	-727.66
T16698	-EFT166721	USED IN TRUST		
				TOTAL \$860,738.31

17 DECEMBER 2014

**SHIRE OF SHARK BAY
TRUST CHEQUES 1042-1045 30 NOVEMBER 2014**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
1042	03/11/2014	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	BCITF LEVY FLEETWOOD	-735.78
1043	17/11/2014	GENEVIEVE MAY DOUGLAS	GYM CARD DEPOSIT REFUND	-20.00
1044	30/11/2014	EMILY ELIZABETH WARD	ART SALES NOVEMBER 2014	-31.20
1045	30/11/2014	ROGER WINSTON CHRISTISON	ART SALES NOVEMBER 2014	-96.00
			TOTAL	\$882.98

17 DECEMBER 2014

**SHIRE OF SHARK BAY
TRUST EFTS 16548 TO 16721 30 NOVEMBER 2014**

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16548	03/11/2014	DEPARTMENT OF COMMERCE	BUILDING LEVY	-471.81
EFT16549	03/11/2014	MARY MOFFAT	LIBRARY DEPOSIT REFUND	-50.00
EFT16550	03/11/2014	SHARK BAY SPEEDWAY CLUB	BUS DEPOSIT REFUND	-600.00
EFT16551	03/11/2014	SARAH DEVINE	GYM DEPOSIT REFUND	-20.00
EFT16552	03/11/2014	SHIRE OF SHARK BAY	BCITF AND BUILDING LEVY COLLECTION FEE	-33.25
EFT16553	03/11/2014	YAMATJI MARLPA ABORIGINAL CORPORATION	HALL CLEANING DEPOSIT REFUND	-270.00
EFT16644	11/11/2014	RACHEL RODGERS	LIBRARY DEPOSIT REFUND	-70.00
EFT16645	11/11/2014	TAMALA SELLENGER	GYM CARD DEPOSIT REFUND	-20.00
EFT16683	17/11/2014	MICHAEL BALCOMBE	GYM CARD DEPOSIT REFUND	-20.00
EFT16698	30/11/2014	JAMES SNR POLAND	ART SALES NOVEMBER 2014	-32.00
EFT16699	30/11/2014	PRIORITY SHARK BAY	TOUR BOOKINGS NOVEMBER 2014	-1252.80
EFT16700	30/11/2014	BAY LODGE MIDWEST OASIS	BOOKEASY NOVEMBER 2014	-85.00
EFT16701	30/11/2014	BLUE LAGOON PEARLS	TOUR BOOKINGS NOVEMBER 2014	-130.50
EFT16702	30/11/2014	SHARK BAY COASTAL TOURS	TOUR BOOKINGS NOVEMBER 2014	-1151.01
EFT16703	30/11/2014	DEPARTMENT OF COMMERCE	BUILDING SERVICES LEVY NOVEMBER 2014	-35.50
EFT16704	30/11/2014	DENHAM VILLAS	BOOKEASY NOVEMBER 2014	-595.00
EFT16705	30/11/2014	FIONA ATKINSON	BOOKEASY REFUND FOR OVERPAYMENT	-40.00
EFT16706	30/11/2014	GASCOYNE OFFSHORE AND MARINE SERVICES	BOOKEASY NOVEMBER 2014	-233.75
EFT16707	30/11/2014	HARTOG COTTAGES	BOOKEASY NOVEMBER 2014	-395.25
EFT16708	30/11/2014	HAMELIN STATION STAY	BOOKEASY NOVEMBER 2014	-149.60
EFT16709	30/11/2014	INTEGRITY COACH LINES	TOUR BOOKINGS NOVEMBER 2014	-209.10
EFT16710	30/11/2014	MONKEY MIA YACHT CHARTERS	TOUR BOOKINGS NOVEMBER 2014	-2618.70
EFT16711	30/11/2014	ASPEN MONKEY	BOOKEASY NOVEMBER 2014	-2323.90
EFT16712	30/11/2014	MONKEYMIA WILDSIGHTS	TOUR BOOKINGS NOVEMBER 2014	-6881.75
EFT16713	30/11/2014	OCEANSIDE VILLAGE	BOOKEASY NOVEMBER 2014	-331.50
EFT16714	30/11/2014	SHARK BAY HOTEL MOTEL	BOOKEASY NOVEMBER 2014	-697.00
EFT16715	30/11/2014	SHARK BAY HOLIDAY COTTAGES	BOOKEASY NOVEMBER 2014	-420.75

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16716	30/11/2014	SHARKBAY CARAVAN PARK	BOOKEASY NOVEMBER 2014	-144.50
EFT16717	30/11/2014	SIETSKE HUNN	ART SALES NOVEMBER 2014	-7.00
EFT16718	30/11/2014	SHIRE OF SHARK BAY	TOUR AND BOOKEASY COMMISSIONS AND BUILDING LEVY COLLECTION FEE NOVEMBER 2014	-3369.16
EFT16719	30/11/2014	SHARK BAY SCENIC QUAD BIKE TOURS	TOUR BOOKINGS NOVEMBER 2014	-548.10
EFT16720	30/11/2014	TRADEWINDS SEAFRONT APARTMENTS	BOOKEASY NOVEMBER 2014	-824.50
EFT16721	30/11/2014	WULA GUDA NYINDA	TOUR BOOKINGS NOVEMBER 2014	-2033.63
			TOTAL	\$26,065.06

12.2 FINANCIAL REPORTS TO 30 NOVEMBER 2014

CM00017

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Capewell
Seconded Cr Ridgley

Council Resolution

**That the monthly financial report to 30 November 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 **30 November 2014** are attached.

Voting Requirements

Simple Majority Required

Signature

Author	<i>C Wood</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	10 December 2014

LOCAL GOVERNMENT ACT 1995	
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996	
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Note 7	Cash Backed Reserves
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Note 12	Trust
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UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

SHIRE OF SHARK BAY							
STATEMENT OF FINANCIAL ACTIVITY							
(Statutory Reporting Program)							
For the Period Ended 30 November 2014							
	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		6,150	1,500	39,052	37,552	2503.49%	▲
General Purpose Funding - Rates	9	1,204,172	1,203,199	1,220,338	17,139	1.42%	▲
General Purpose Funding - Other		2,029,119	992,999	1,007,485	14,486	1.46%	▲
Law, Order and Public Safety		74,436	73,242	24,056	(49,186)	(67.16%)	▼
Health		1,500	1,350	751	(599)	(44.37%)	▼
Housing		84,560	35,280	42,565	7,285	20.65%	▲
Community Amenities		267,200	208,495	219,204	10,709	5.14%	▲
Recreation and Culture		244,307	101,088	143,100	42,012	41.56%	▲
Transport		436,541	231,657	234,876	3,219	1.39%	▲
Economic Services		861,845	346,390	366,628	20,238	5.84%	▲
Other Property and Services		36,000	8,335	10,160	1,825	21.89%	▲
Total Operating Revenue		5,245,830	3,203,535	3,308,215	104,680		
Operating Expense							
Governance		(259,368)	(129,442)	(176,742)	(47,300)	36.54%	▼
General Purpose Funding		(191,533)	(136,126)	(140,291)	(4,165)	3.06%	▼
Law, Order and Public Safety		(283,998)	(170,346)	(127,523)	42,823	(25.14%)	▲
Health		(67,923)	(26,410)	(18,040)	8,370	(31.69%)	▲
Housing		(108,593)	(49,577)	(80,964)	(31,387)	63.31%	▼
Community Amenities		(655,312)	(268,553)	(277,920)	(9,367)	3.49%	▼
Recreation and Culture		(1,668,236)	(742,159)	(741,851)	307	(0.04%)	▲
Transport		(1,909,497)	(781,636)	(649,909)	131,727	(16.85%)	▲
Economic Services		(1,224,386)	(490,309)	(459,594)	30,715	(6.26%)	▲
Other Property and Services		(43,500)	(62,472)	(36,541)	25,931	(41.51%)	▲
Total Operating Expenditure		(6,412,346)	(2,857,030)	(2,709,374)	147,655		
Funding Balance Adjustments							
Add back Depreciation		1,906,098	794,200	915,680	121,480	15.30%	▲
Adjust (Profit)/Loss on Asset Disposal	8	24,276	0	63,662	63,662		▼
Adjust Provisions and Accruals				0	0		
Net Cash from Operations		763,858	1,140,705	1,578,183	437,478		
Capital Revenues							
Grants, Subsidies and Contributions	11	3,096,525	2,342,301	1,873,045	(469,256)	(20.03%)	▼
Proceeds from Disposal of Assets	8	178,000	0	80,000	80,000		▲
Total Capital Revenues		3,274,525	2,342,301	1,953,045	(389,256)		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(727,270)	(581,789)	(344,136)	237,653	40.85%	▲
Infrastructure - Roads	13	(856,981)	(340,036)	(145,221)	194,815	57.29%	▲
Infrastructure - Public Facilities	13	(3,459,886)	(778,671)	(1,768,832)	(990,161)	(127.16%)	▼
Infrastructure - Streetscapes	13	(25,000)	(8,150)	0	8,150	100.00%	▲
Infrastructure - Footpaths	13	(50,400)	(11,200)	(39,022)	(27,822)	(248.41%)	▼
Infrastructure - Drainage	13	(30,000)	(6,668)	(250)	6,418	96.25%	▲
Heritage Assets	13	(74,000)	(30,112)	(13,573)	16,539	54.93%	▲
Plant and Equipment	13	(857,500)	(686,750)	(487,286)	199,464	29.04%	▲
Furniture and Equipment	13	(27,000)	(2,500)	(9,140)	(6,640)	(265.58%)	▼
Total Capital Expenditure		(6,108,037)	(2,445,876)	(2,807,459)	(361,583)		
Net Cash from Capital Activities		(2,833,512)	(103,575)	(854,414)	(750,839)		
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)	(44,003)	(51,876)	(7,873)	(17.89%)	
Transfer to Reserves	7	(1,205,578)	0	0	0		
Net Cash from Financing Activities		218,011	(44,003)	(51,876)	(7,873)		
Net Operations, Capital and Financing		(1,851,643)	993,127	671,894	(321,234)		▲
Opening Funding Surplus(Deficit)	3	1,851,643	1,851,643	1,789,436	(62,207)		
Closing Funding Surplus(Deficit)	3	0	2,844,770	2,461,330	(383,441)		▲

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.

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

SHIRE OF SHARK BAY							
STATEMENT OF FINANCIAL ACTIVITY							
(By Nature or Type)							
For the Period Ended 30 November 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	\$ 1,240,167	\$ 1,257,306	\$ 17,139	1.38%	
Operating Grants, Subsidies and Contributions	11	2,390,348	1,222,323	1,209,614	(12,709)	(1.04%)	
Fees and Charges		1,375,327	684,531	725,261	40,730	5.95%	▲
Interest Earnings		113,220	16,455	19,342	2,887	17.54%	
Other Revenue		106,850	40,059	96,691	56,632	141.37%	▲
Profit on Disposal of Assets	8	18,947	0	0	0		
Total Operating Revenue		5,245,832	3,203,535	3,308,215	104,680		
Operating Expense							
Employee Costs		(1,817,949)	(795,114)	(657,087)	138,027	17.36%	▲
Materials and Contracts		(2,026,588)	(859,847)	(713,664)	146,183	17.00%	▲
Utility Charges		(161,250)	(69,624)	(34,458)	35,166	50.51%	▲
Depreciation on Non-Current Assets		(1,906,098)	(794,200)	(915,680)	(121,480)	(15.30%)	▼
Interest Expenses		(26,811)	0	(5,065)	(5,065)		▼
Insurance Expenses		(168,478)	(168,479)	(129,580)	38,899	23.09%	▲
Other Expenditure		(261,951)	(169,766)	(190,178)	(20,412)	(12.02%)	▼
Loss on Disposal of Assets	8	(43,223)	0	(63,662)	(63,662)		
Total Operating Expenditure		(6,412,348)	(2,857,030)	(2,709,374)	147,655		
Funding Balance Adjustments							
Add back Depreciation		1,906,098	794,200	915,680	121,480	15.30%	▲
Adjust (Profit)/Loss on Asset Disposal	8	24,276	0	63,662	63,662		▲
Adjust Provisions and Accruals		0			0		
Net Cash from Operations		763,858	1,140,705	1,578,183	437,478		
Capital Revenues							
Grants, Subsidies and Contributions	11	3,096,525	2,342,301	1,873,045	(469,256)	(20.03%)	▼
Proceeds from Disposal of Assets	8	178,000	0	80,000	80,000		▲
Total Capital Revenues		3,274,525	2,342,301	1,953,045	(389,256)		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(727,270)	(581,789)	(344,136)	237,653	40.85%	▲
Infrastructure - Roads	13	(856,981)	(340,036)	(145,221)	194,815	57.29%	▲
Infrastructure - Public Facilities	13	(3,459,886)	(778,671)	(1,768,832)	(990,161)	(127.16%)	▼
Infrastructure - Streetscapes	13	(25,000)	(8,150)	0	8,150		▼
Infrastructure - Footpaths	13	(50,400)	(11,200)	(39,022)	(27,822)	(248.41%)	▼
Infrastructure - Drainage	13	(30,000)	(6,668)	(250)	6,418	96.25%	▲
Heritage Assets	13	(74,000)	(30,112)	(13,573)	16,539	54.93%	▲
Plant and Equipment	13	(857,500)	(686,750)	(487,286)	199,464	29.04%	▲
Furniture and Equipment	13	(27,000)	(2,500)	(9,140)	(6,640)	(265.58%)	▼
Total Capital Expenditure		(6,108,037)	(2,445,876)	(2,807,459)	(361,583)		
Net Cash from Capital Activities		(2,833,512)	(103,575)	(854,414)	(750,839)		
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)	(44,003)	(51,876)	(7,873)	(17.89%)	▼
Transfer to Reserves	7	(1,205,578)	0	0	0		
Net Cash from Financing Activities		218,011	(44,003)	(51,876)	(7,873)		
Net Operations, Capital and Financing		(1,851,643)	993,127	671,893	(321,234)		
Opening Funding Surplus(Deficit)	3	1,851,643	1,851,643	1,789,436	(62,207)	(3.36%)	
Closing Funding Surplus(Deficit)	3	0	2,844,770	2,461,329	(383,441)		

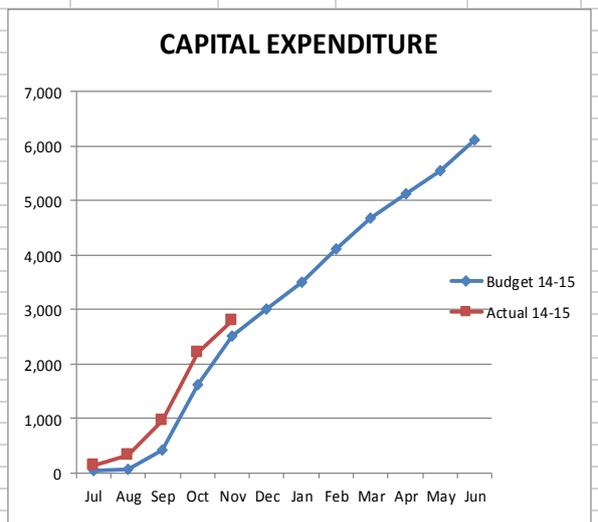
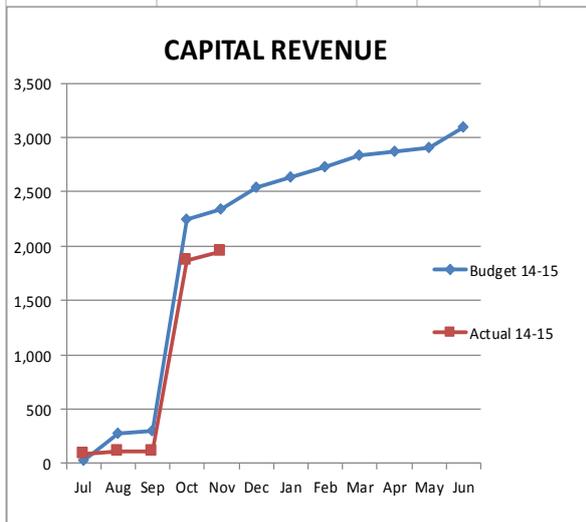
Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

SHIRE OF SHARK BAY							
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING							
For the Period Ended 30 November 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	299,201	44,935	344,136	581,789	727,270	237,653
Infrastructure Assets - Roads	13	0	145,221	145,221	340,036	856,981	194,815
Infrastructure Assets - Public Facilities	13	1,690,222	78,609	1,768,832	778,671	3,459,886	(990,161)
Infrastructure Assets - Footpaths	13	39,022	0	39,022	11,200	50,400	(27,822)
Infrastructure Assets - Drainage	13	0	250	250	6,668	30,000	6,418
Infrastructure Assets - Streetscapes	13	0	0	0	8,150	25,000	8,150
Heritage Assets	13	13,573	0	13,573	30,112	74,000	16,539
Plant and Equipment	13	15,220	472,067	487,286	686,750	857,500	199,464
Furniture and Equipment	13	0	9,140	9,140	2,500	27,000	(6,640)
Capital Expenditure Totals		2,057,237	750,221	2,807,459	2,445,876	6,108,037	(361,583)
Funded By:							
Capital Grants and Contributions				1,694,005	863,032	3,096,525	(830,973)
Borrowings				0	0	0	0
Other (Disposals & C/Fwd)				513,521	783,369	1,265,056	269,848
Own Source Funding - Cash Backed Reserves							
Infrastructure Reserve				77,436	128,225	927,900	50,789
Pensioner Unit Maintenance Reserve				17,278	12,500	30,000	(4,778)
Plant Replacement Reserve				472,067	579,000	461,000	106,933
Recreation Facility Reserve				6,751	50,000	110,000	43,249
Total Own Source Funding - Cash Backed Reserves				573,531	769,725	1,528,900	196,194
Own Source Funding - Operations				26,402	29,750	217,556	3,348
Capital Funding Total				2,807,459	2,445,876	6,108,037	(361,583)



Shire of Shark Bay									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 30 November 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.									

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
For the Period Ended 30 November 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.										

17 DECEMBER 2014

SHIRE OF SHARK BAY									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 30 November 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.									

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

SHIRE OF SHARK BAY									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 30 November 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 30 November 2014									
1.	SIGNIFICANT ACCOUNTING POLICIES (Continued)								
(j)	Fixed Assets (Continued)								
	Major depreciation periods used for each class of depreciable asset are:								
	Buildings						25 to 50 years		
	Construction other than buildings (Public Facilities)						5 to 50 years		
	Plant and Equipment						5 to 15 years		
	Furniture and Equipment						4 to 10 years		
	Heritage						25 to 50 years		
	Roads						25 years		
	Footpaths						50 years		
	Sewerage piping						75 years		
	Water supply piping & drainage systems						75 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.								

17 DECEMBER 2014

SHIRE OF SHARK BAY									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 30 November 2014									
1.	SIGNIFICANT ACCOUNTING POLICIES (Continued)								
(k)	Fair Value of Assets and Liabilities (Continued)								
	<p>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.</p>								
	<p>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).</p>								
	<p>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.</p>								
	Fair Value Hierarchy								
	<p>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:</p>								
	Level 1								
	<p>Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.</p>								
	Level 2								
	<p>Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.</p>								
	Level 3								
	<p>Measurements based on unobservable inputs for the asset or liability.</p>								
	<p>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.</p>								
	Valuation techniques								
	<p>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:</p>								
	Market approach								
	<p>Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.</p>								

SHIRE OF SHARK BAY											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
For the Period Ended 30 November 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)							
(l) Financial Instruments (Continued)							
<i>Impairment</i>							
A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which has an impact on the estimated future cash flows of the financial asset(s).							
In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.							
In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.							
For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.							
<i>Derecognition</i>							
Financial assets are derecognised where the contractual rights for receipt of cash flows expire or the asset is transferred to another party, whereby the Council no longer has any significant continual involvement in the risks and benefits associated with the asset.							
Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.							
(m) Impairment of Assets							
In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.							
Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.							
Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116) whereby any impairment loss of a revaluation decrease in accordance with that other standard.							

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.				

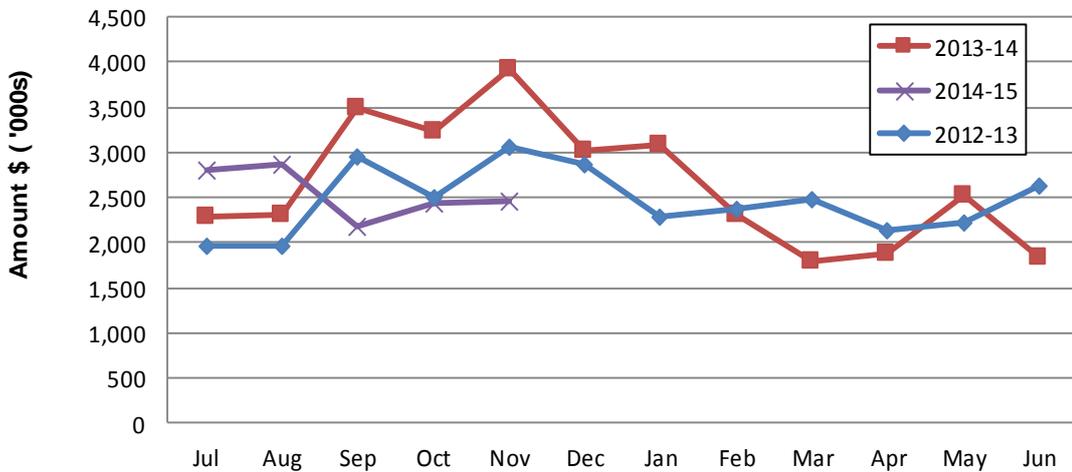
UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

Shire of Shark Bay					
EXPLANATION OF MATERIAL VARIANCES					
For the Period Ended 30 November 2014					
Note 2: EXPLANATION OF MATERIAL VARIANCES					
Reporting Program	Var. \$	Var. %	V	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	37,552	2503.49%	▲	Timing	Reimbursement of legal expenses
General Purpose Funding - Rate	17,139	1.42%	▲	Permanent	Rate revenue higher than expected
General Purpose Funding - Other	14,486	1.46%	▲	Timing	Commission on Police Licencing higher
Law, Order and Public Safety	(49,186)	(67.16%)	▼	Timing	Operating Grant still to be received
Health	(599)	(44.37%)	▼	Timing	Misc fees yet to be received
Housing	7,285	20.65%	▲	Timing	Pensioner Units rents raised in advance
Community Amenities	10,709	5.14%	▲	Permanent	Rubbish charges raised for Residential and Commercial Properties
Recreation and Culture	42,012	41.56%	▲	Timing	Increase sales at Shark Bay Discovery Centre
Transport	3,219	1.39%	▲	Timing	No reportable variance
Economic Services	20,238	5.84%	▲	Timing	Entry fees to Monkey Mia received from DPAW
Other Property and Services	1,825	21.89%	▲	Timing	Diesel Fuel Rebate received on a montly basis - previously annually
Operating Expense					
Governance	(47,300)	36.54%	▼	Timing	Administration costs includes risk review expenditure and insurance claim
General Purpose Funding	(4,165)	3.06%	▼	Timing	Allocation of administration expenses higher than expected.
Law, Order and Public Safety	42,823	(25.14%)	▲	Timing	YTD budget for SES incorrect funding received quarterly
Health	8,370	(31.69%)	▲	Timing	Health consultant visits less than expected
Housing	(31,387)	63.31%	▼	Timing	Pensioner Units maintenance higher than expected.
Community Amenities	(9,367)	3.49%	▼	Timing	Progress on the Northern Planning Program Plans higher than YTD budget
Recreation and Culture	307	(0.04%)	▲	Timing	No reportable variance
Transport	131,727	(16.85%)	▲	Timing	Country road maintenance under expended at this time.
Economic Services	30,715	(6.26%)	▲	Timing	Private works for Shark Bay Road has just commenced for the year.
Other Property and Services	25,931	(41.51%)	▲	Timing	Over recovery on stock issues.
Capital Revenues					
Grants, Subsidies and Contributions	(469,256)	(20.03%)	▼	Timing	Still awaiting capital grant payments which will occur once payments made.
Proceeds from Disposal of Assets	80,000	0.00%			YTD budget incorrect.
Capital Expenses					
Land and Buildings	237,653	40.85%	▲	Timing	Finalisation of the Emergency Precinct yet to occur
Infrastructure - Roads	194,815	57.29%	▲	Timing	Road projects are beginning to be implemented
Infrastructure - Public Facilities	(990,161)	(127.16%)	▼	Timing	Expenditure on Monkey Mia Jetty higher than YTD budget
Infrastructure - Footpaths	(27,822)	(248.41%)	▼	Permanent	Expense from 13/14
Infrastructure - Drainage	6,418	96.25%	▲	Timing	Major work yet to commence
Heritage Assets	16,539	54.93%	▲	Timing	Heritage projects at planning stage
Plant and Equipment	199,464	29.04%	▲	Timing	Grader purchased - not reflected in YTD budget
Furniture and Equipment	(6,640)	(265.58%)	▼	Permanent	Expense from 13/14
Financing					
Loan Principal	(7,873)	(17.89%)		Timing	YTD Budget not correct

Shire of Shark Bay				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 30 November 2014				
Note 3: NET CURRENT FUNDING POSITION				
		Positive=Surplus (Negative=Deficit)		
	Note	YTD 30 Nov 2014	30th June 2014	YTD 30 Nov 2013
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	2,853,756	1,077,678	2,670,274
Cash Restricted	4	1,994,965	1,994,965	1,873,669
Receivables - Rates	6	336,542	15,073	533,703
Receivables -Other	6	51,217	1,115,568	419,717
Interest / ATO Receivable/Trust		10,484	6,876	11,584
Inventories		146,545	146,545	139,424
		5,393,509	4,356,705	5,648,371
Less: Current Liabilities				
Payables		(688,063)	(323,153)	(280,373)
Provisions		(249,152)	(249,152)	(227,306)
		(937,215)	(572,305)	(507,679)
Less: Cash Reserves	7	(1,994,965)	(1,994,965)	(1,873,669)
Net Current Funding Position		2,461,329	1,789,436	3,267,023

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

YTD Budget is overspent due to timing of payments for the Monkey Mia in comparison to the YTD budget.

17 DECEMBER 2014

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 30 November 2014								
Note 4: CASH AND INVESTMENTS								
		Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a)	Cash Deposits							
	Municipal Bank Account	1.25%	52,030			52,030	Bankwest	At Call
	Reserve Bank Account	0.00%		965		965	Bankwest	At Call
	Telenet Saver	2.50%	2,001,027			2,001,027	Bankwest	At Call
	Trust Bank Account	0.00%			7,879	7,879	Bankwest	At Call
	Cash On Hand		700			700	Bankwest	On Hand
(b)	Term Deposits							
	Municipal Gold 1	3.40%	400,000			400,000	Bankwest	Feb 2015
	Municipal Gold 2	3.40%	400,000			400,000	Bankwest	Feb 2015
	Trust	3.40%			163,817	163,817	Bankwest	Feb 2015
	Reserve Investment Account	3.65%		1,994,000		1,994,000	Bankwest	Jan 2015
	Total		2,853,756	1,994,965	171,695	5,020,417		
Comments/Notes - Investments								
Surplus funds invested for terms conducive to cashflow requirements								

Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

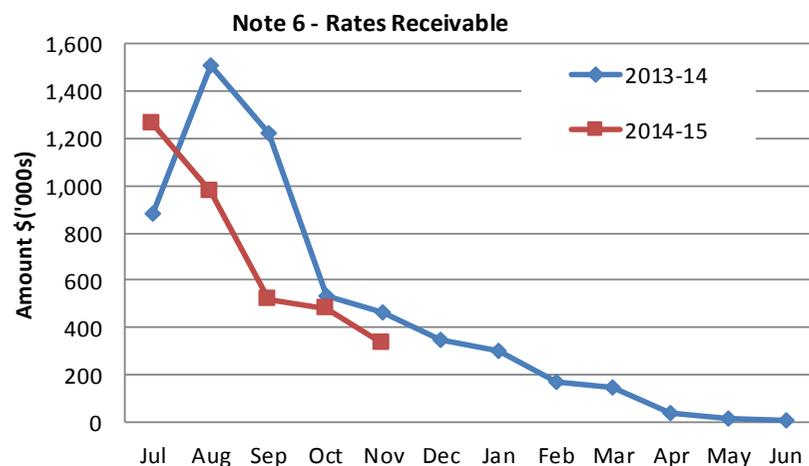
For the Period Ended 30 November 2014

Note 6: RECEIVABLES

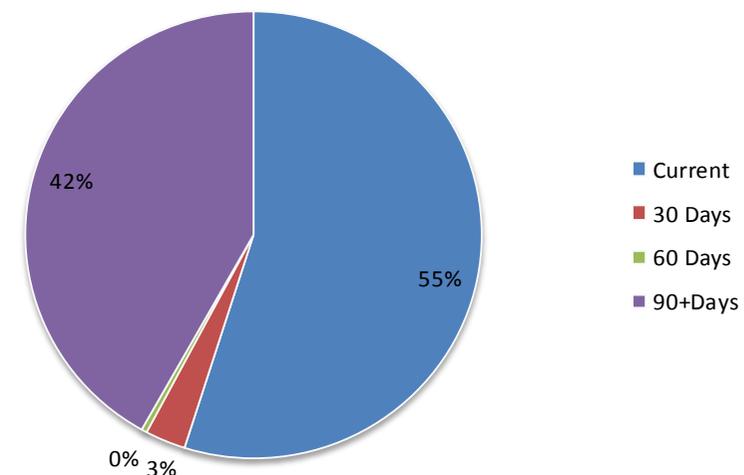
	YTD 30 Nov 2014	30 June 2014
Receivables - Rates Receivable		
	\$	\$
Opening Arrears Previous Years	5,744	6,217
Levied this year	1,261,346	1,119,537
Less Collections to date	(933,007)	(1,120,010)
Equals Current Outstanding	334,083	5,744
Net Rates Collectable	334,083	5,744
% Collected	73.63%	99.49%

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	27,858	1,457	198	21,237
Total Receivables General Outstanding				50,751

Amounts shown above include GST (where applicable)



Receivables - General



Comments/Notes - Receivables Rates

Collection rate similar to 2013/14 at this time

Comments/Notes - Receivables General

Sundry debtors at an acceptable level

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

Shire of Shark Bay

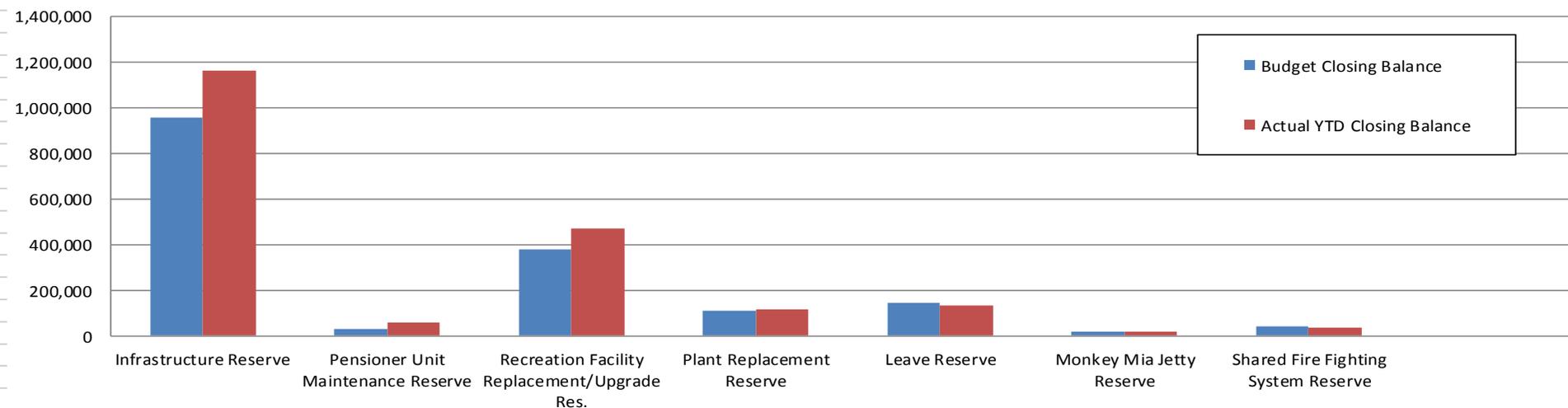
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 November 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	1,163,060
Pensioner Unit Maintenance Reserve	56,875	2,100		0	0	(30,000)	0		28,975	56,875
Recreation Facility Replacement/Upgrade Res.	469,092	17,000		0	0	(110,000)	0		376,092	469,092
Plant Replacement Reserve	114,832	5,000		450,000	0	(461,000)	0		108,832	114,832
Leave Reserve	134,189	4,700		5,000	0	0	0		143,889	134,189
Monkey Mia Jetty Reserve	19,419	720		0	0	0	0		20,139	19,419
Shared Fire Fighting System Reserve	37,498	1,400		0	0	0	0		38,898	37,498
	1,994,965	73,920	0	1,131,658	0	(1,528,900)	0		1,671,643	1,994,965

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



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Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 November 2014

Note 8 CAPITAL DISPOSALS								
Actual YTD Profit/(Loss) of Asset Disposal				Current Budget YTD 30 11 2014			Comments	
Cost	Accum Depr	Proceeds	Profit (Loss)	Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance		
\$	\$	\$	\$	\$	\$	\$		
				Plant and Equipment				
			0	Community Bus	18,947	0	(18,947)	
			0	Works Manager Ute	(6,081)	0	6,081	
31,830	(8,511)	0	(23,319)	SES Vehicle (Useless Loop)	0	-23,319	(23,319)	
			0	Town Supervisor Ute	(1,838)	0	1,838	
148,067	(27,724)	80,000	(40,343)	Grader	(35,304)	(\$40,343)	(5,039)	
179,897	(36,235)	80,000	(63,662)		(24,276)	(63,662)	(39,386)	
Comments - Capital Disposal/Replacements								

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

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Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 November 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 \$	
Differential General Rate												
Gross Rental Value	8.6183	305	4,011,093	345,080	1,180	0	346,261	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	129,967	129,967	1,000	0	130,967	
UV Mining	19.3581	11	701,415	139,645	(6,700)	0	132,945	114,075	0	0	114,075	
UV Pastoral	10.6928	12	757,960	80,799	0	0	80,799	81,047	0	0	81,047	
Sub-Totals		427	10,449,494	1,066,738	(5,520)	0	1,061,218	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	0	0	0	0	1,530	0	0	1,530	
Sub-Totals		210	1,186,748	159,120	0	0	159,120	160,650	0	0	160,650	
Concessions							(94,577)				(94,481)	
Amount from General Rates							1,125,761				1,109,691	
Specified Area Rates							36,968				36,968	
Totals							1,162,729				1,146,659	

Comments - Rating Information

Rates raised are higher than budgeted due to revaluations in some categories.

17 DECEMBER 2014

Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 November 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	6,948	14,105	101,534	94,377	2,463	6,242
Loan 57 - Monkey Mia Bore	275,129	0	12,815	25,890	262,314	249,239	2,496	10,615
	581,702	0	51,876	105,311	529,826	476,391	5,065	26,811

All debenture repayments were financed by general purpose revenue except Loan 57 which is funded through a Specified Area Rate.

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

Shire of Shark Bay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2014

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	723,607	714,605
Grants Commission - Roads	WALGGC	Y	419,520	0	419,520	0	211,223	208,297
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	0	0	0	0	1,940	
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Y	70,426	0	70,426	0	16,461	53,965
FESA SES Capital Grants	Dept. of Fire & Emergency Serv.	Y	88,500	0	0	88,500	0	88,500
COMMUNITY AMENITIES								
Grant - Recycling at Landfill	Gascoyne Development Commission	Y	378,341			378,341	0	378,341
RECREATION AND CULTURE								
Walk Trail Grant Funding	LotteryWest	N	1,500	0	1,500	0	0	1,500
Grant - Community Bus	LotteryWest	N	60,000			60,000	0	60,000
Grant - Jimmy Poland project	LotteryWest	Y	11,000	0	11,000	0	207	10,793
Grant -Tennis Court Resurfacing	Dept. of Sport and Recreation	N	100,000			100,000	0	100,000
TRANSPORT								
Road Preservation Grant	State Initiative	Y	77,741	0	77,741	0	84,500	0
Useless Loop Road - Mtce	Main Roads WA	Y	314,000	0	314,000		120,000	194,000
Contributions - Road Projects	Miscellaneous	Y	0	0	0	0	5,000	0
Contributions - Road Projects	Pipeline	Y	7,650	0	7,650	0	0	7,650
Roads To Recovery Grant - Cap	Roads to Recovery	Y	192,071	0	0	192,071	0	192,071
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	232,500
Grant - R4R Monkey Mia Jetty	Dept. of Regional Development	Y	1,750,000	0	0	1,750,000	1,750,000	0
ECONOMIC SERVICES								
Contributions-Seniors Projects	Council of the Aged WA	Y	1,000	0	1,000	0	800	0
Grants - Youth Activities	Dept. of Communities	Y	1,000	0	1,000	0	1,000	0
Contribution - Monkey Mia	Dept. of Parks and Wildlife	Y	48,300		48,300		49,876	0
TOTALS			5,486,873	0	2,390,348	3,096,525	3,082,659	2,419,289
	Operating		2,390,348				1,209,614	
	Non-operating		3,096,525				1,873,045	
			<u>5,486,873</u>				<u>3,082,659</u>	

17 DECEMBER 2014

Shire of Shark Bay				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 30 November 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 30-Nov-14
	\$	\$	\$	\$
Election Deposits	240	0	(240)	0
Library Card Bond	50	250	(250)	50
Kerb/Footpath Deposit	4,200	0	0	4,200
Building Completion Bond	71,728	814	0	72,542
Bond Key	1,690	840	(700)	1,830
Police Licensing	2,347	122,337	(123,996)	689
Marquee Deposit	700	700	(700)	700
Building Licence Levy		659	(659)	0
Sunter Place - Recreation Reserve	90,250	1,025	0	91,275
Tours Sales	0	151,112	(151,112)	0
Bookeasy Sales	0	50,074	(50,074)	0
BCITF Levy	0	884	0	884
Hall Bond	0	540	(270)	270
Community Bus	0	600	(600)	0
	171,205	329,835	(328,601)	172,440

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

Physical % 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								Level of Completion Indicators
		Governance								0% ○
										20% ○
0%	○	Shire Office Carpark Capital Works	3.7.1	CEO	(20,000)	(6,666)	0	6,666		40% ○
		Governance Total			(20,000)	(6,666)	0	6,666		60% ○
		Buildings								80% ○
		Housing								100% ●
95%	●	Construction Staff Housing Sunter Place	1.2.4	CEO	(217,096)	(211,893)	(116,022)	95,871		Finalisation of 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	Not started
0%	○	Staff Housing - 80 Durlacher St	1.2.4	EMCDT	(3,750)	0	0	0	0	Not started
80%	●	Pensioner Units Capital	1.2.4	EMCDT	(30,000)	(12,500)	(17,278)	(4,778)	(17,278)	Units 1, 2, and 5 renovated
		Housing Total			(262,096)	(224,393)	(133,300)	91,093		
		Law, Order And Public Safety								
95%	●	Emergency Services Building Construction	3.7.1	CEO	(269,991)	(269,991)	(24,514)	245,477		
95%	●	Emergency Services Building Site Works	3.7.1	CEO	(17,183)	(17,183)	(147,214)	(130,031)		Project almost complete
		Law, Order And Public Safety Total			(287,174)	(287,174)	(171,728)	115,446		
		Recreation And Culture								
5%	○	Recreation Centre - Sound Proofing	3.7.1	EMCDT	(50,000)	(50,000)	0	50,000		Options being looked at
20%	○	Town Hall Pathways and Wall Extension	3.7.1	WKM	(25,000)	(5,556)	(11,451)	(5,895)		Disabled Carpark asphalt laid
5%	○	Overlander Hall Upgrade	3.7.1	EMCDT	(50,000)	0	0	0	0	Finalising quotes
		Recreation And Culture Total			(125,000)	(55,556)	(11,451)	44,105		
		Transport								
100%	●	Depot - Replacement of Depot Walls	3.7.1	WKM	(25,000)	0	(25,615)	(25,615)	(25,615)	Works completed
100%	●	Replacement of Air Conditioners	3.7.1	WKM	(8,000)	(8,000)	(2,043)	5,957	(2,043)	Works completed
		Transport Total			(33,000)	(8,000)	(27,658)	(19,658)		
		Land and Buildings Total			(727,270)	(581,789)	(344,136)	237,653		

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

Physical % 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
		Drainage/Culverts								
		Transport								
10%	○	Drainage/Sump Construction	3.7.1	WKM	(30,000)	(6,668)	(250)	6,418	(250)	Plans Accepted. Orders being placed.
		Transport Total			(30,000)	(6,668)	(250)	6,418		
		Drainage/Culverts Total			(30,000)	(6,668)	(250)	6,418		
		Footpaths								
		Transport								
50%	●	Footpath Construction	3.7.1	WKM	(50,400)	(11,200)	(39,022)	(27,822)		Construction started
		Transport Total			(50,400)	(11,200)	(39,022)	(27,822)		
		Footpaths Total			(50,400)	(11,200)	(39,022)	(27,822)		
		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)	(2,500)	(3,291)	(791)	(3,291)	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	(454)	(454)	(454)	Requirements to be identified
		Governance Total			(17,000)	(2,500)	(3,744)	(1,244)		
		Recreation And Culture								
50%	●	Discovery Centre - Furniture & Equipment	2.4.1	EMCDT	(10,000)	0	(5,395)	(5,395)	(5,395)	New display to be installed
		Recreation And Culture Total			(10,000)	0	(5,395)	(5,395)		
		Furniture & Office Equip. Total			(27,000)	(2,500)	(9,140)	(6,640)		
		Heritage Assets								
		Recreation And Culture								
0%	○	Shade over Velsheda	2.2.2	WKM	(5,000)	0	0	0	0	Planning stage
100%	●	Directional Plaque	2.2.2	EMCDT	(19,000)	(19,000)	(13,573)	5,427		Plaque received and installed
0%	○	Refurbishment of Old Jail and Stables	2.2.2	CEO	(50,000)	(11,112)	0	11,112	0	Investigating funding
		Recreation And Culture Total			(74,000)	(30,112)	(13,573)	16,539		
		Heritage Assets Total			(74,000)	(30,112)	(13,573)	16,539		

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

Physical % 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
		Plant , Equipment and Vehicles								
		Law, Order And Public Safety								
0%	○	SES Rescue Equipment	3.7.1	EMFA	(88,500)	(88,500)	0	88,500		Purchases not yet completed by SES
		Law, Order And Public Safety Total			(88,500)	(88,500)	0	88,500		
		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	0		
		Transport								
100%	●	Fire Fighting Pumps	1.1.6	WKM	(8,000)	(8,000)	(6,576)	1,424		Completed
0%	○	Depot Tools and Major Plant	1.1.6	WKM	(15,000)	(6,250)	(845)	5,405		As required
0%	○	Communications Upgrade	1.1.6	WKM	(5,000)	(5,000)	(979)	4,021		As required
100%	●	Water Tanker	1.1.6	WKM	(120,000)	(120,000)	(101,730)	18,270	(101,730)	Completed
75%	◉	Town Supervisor's Ute	1.1.6	WKM	(45,000)	(45,000)	0	45,000	0	Accepted. Ordered. Awaiting delivery
75%	◉	Works Manager's Ute	1.1.6	WKM	(49,000)	(49,000)	0	49,000	0	Accepted. Ordered. Awaiting delivery
0%	○	Major Plant Items	1.1.6	WKM	(25,000)	(15,000)	0	15,000		As required
100%	●	Pallet Racking	1.1.6	WKM	(7,000)	0	(6,820)	(6,820)		Completed
100%	●	Grader	1.1.6	WKM	(350,000)	(350,000)	(370,336)	(20,336)	(370,336)	Completed
		Transport Total			(624,000)	(598,250)	(487,286)	110,964		
		Plant , Equipment and Vehicles Total			(857,500)	(686,750)	(487,286)	199,464		

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

Physical % 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
		Public Facilities								
		Community Amenities								
0%	○	Refuse Tip and Recycling	2.4.2	WKM	(378,341)	(84,076)	0	84,076		Awaiting funding
		Community Amenities Total			(378,341)	(84,076)	0	84,076		
		Recreation And Culture								
0%	○	Town Oval Bore	3.7.1	WKM	(30,000)	(25,954)	(1,005)	24,949		Not started
		Economic Services Total			(30,000)	(25,954)	(1,005)	24,949		
		Recreation And Culture								
0%	○	Foreshore Rock Wall	3.7.1	WKM	(10,000)	(3,334)	0	3,334	0	Awaiting low tides
80%	●	Recreation Centre Grounds	1.6.7	EMCDT	(191,545)	(57,948)	(66,977)	(9,029)		Landscaping to be completed
0%	○	Charlie Sappie Park	3.7.1	WKM	(15,000)	(5,141)	(93)	5,048	(93)	Awaiting plans from DPAW
0%	○	Foreshore Revitalisation	3.7.1	CEO	(200,000)	(44,444)	0	44,444	0	Awaiting approval for funding
50%	●	Replacement of Gazebos	3.7.1	WKM	(20,000)	0	(6,751)	(6,751)	(6,751)	Nettas installed. Awaiting path installation.
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)	(110,867)	(73,822)	37,045		
		Transport								
90%	●	Monkey Mia Jetty	1.6.5	CEO	(2,200,000)	(488,888)	(1,622,240)	(1,133,352)		Project progressing
15%	○	Monkey Mia Boat Ramp Carpark	1.6.5	WKM	(310,000)	(68,886)	(71,765)	(2,879)	(71,765)	Started initial earthworks. Awaiting jetty completion
		Transport Total			(2,510,000)	(557,774)	(1,694,005)	(1,136,231)		
		Public Facilities Total			(3,459,886)	(778,671)	(1,768,832)	(990,161)		

UNCONFIRMED MINUTES OF THE ORDINARY COUNCIL MEETING

17 DECEMBER 2014

Physical % 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
		Roads (Non Town)								
		Transport								
100%	●	Useless Loop Road RRG 13/14	1.1.6	WKM	(52,059)	(37,172)	(74,628)	(37,456)	(74,628)	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)	(42,682)	0	42,682	0	Not started
8%	○	Useless Loop Road - Resheet RRG	1.1.6	WKM	(229,957)	0	0	0	0	Pot hole repairs
10%	○	Hamelin Pool Road - Reseal RRG	1.1.6	WKM	(90,000)	(90,000)	0	90,000	0	Awaiting sealing contractors
		Transport Total			(686,799)	(169,854)	(74,628)	95,226		
		Roads (Non Town) Total			(686,799)	(169,854)	(74,628)	95,226		
		Streetscapes								
		Economic Services								
0%	○	Information Bay Signage	2.1.3	EMCDT	(25,000)	(8,150)	0	8,150		Signage Consultant engaged
		Economic Services Total			(25,000)	(8,150)	0	8,150		
		Streetscapes Total			(25,000)	(8,150)	0	8,150		
		Town Streets								
		Transport								
35%	○	Durlacher Street/Barnard Street R2R	1.1.6	WKM	(170,182)	(170,182)	(70,593)	99,589	(70,593)	Barnard Wall Completed - Solar Lights installed
		Transport Total			(170,182)	(170,182)	(70,593)	99,589		
		Town Streets Total			(170,182)	(170,182)	(70,593)	99,589		
		Capital Expenditure Total			(6,108,037)	(2,445,876)	(2,807,459)	(361,583)		

12.3 ANNUAL REPORT 2013/2014

FM00009

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved Cr Capewell
Seconded Cr Prior

Council Resolution

That Council –

- 1. Adopts the Shire of Shark Bay 2013/2014 Annual Report.**
- 2. Adopts the Shire of Shark Bay 2013/2014 audited annual financial statements.**
- 3. Adopts the Audit Report for 2013/2014 from the auditors UHY Haines Norton.**
- 4. Receives the Management Report for 2013/2014 from the Shire's auditors UHY Haines Norton.**
- 5. Require the Chief Executive Officer to make the Annual Report available and give public notice of an Annual Electors' Meeting to be held in the Council Chambers at the Shark Bay Recreation Centre on 4 February 2015 commencing at 7.00 pm in accordance with section 5.27(2) of the *Local Government Act 1995*.**

6/0 CARRIED BY ABSOLUTE MAJORITY

Background

The 2013/2014 Annual Report, which includes the annual financial statements and auditor's report, has been prepared in accordance with section 5.53 of the Local Government Act and is attached under separate cover.

The Annual Report highlights the Shire's achievements in 2013/14 under the outcomes in the Strategic Community Plan.

Following the acceptance of the Annual Report the Council must have a meeting of electors not more than 56 days after the acceptance of the Annual Report for the previous financial year. This means that the last day that the Council can hold an electors' meeting is 11 February 2015.

Comment

The annual financial statements are included in the Annual Report and reflect an unqualified audit report.

The audit management report comments on the financial ratios which local government is now required to report on in the annual financial statements. The ratios particularly identified by the auditor include the asset sustainability ratio, debt service cover ratio, and the operating service ratio.

The asset sustainability ratio shows the extent that assets are renewed or replaced in comparison to the depreciation level. There was a reduction in this ratio in 2013/14

mainly due to the high level of new capital projects and therefore when those projects are completed the ratio should improve.

The debt service ratio shows the Council's ability to service debt out of its general funds from operations. The result for 2013/14 was a reduction in the level due to the reduced profit due to the prepayment of the Financial Assistance Grant in 2012/13 and the increase in financing costs for the Monkey Mia Bore which are financed by a specified area rate. The budget for 2014/15 shows an improvement to this ratio.

The operating ratio measures the Council's financial sustainability. This ratio is a negative result in 2013/14 which is below the target level and is mainly due to a decrease in revenue and an increase in expenses. This is due to the prepayment in 2012/13 of grants for capital projects which were undertaken in 2013/14. The budget for 2014/15 shows an improvement in this ratio.

Legal Implications

Sections 5.53, 5.54 and 5.55 of the *Local Government Act 1995* refer to the acceptance of the annual report.

Policy Implications

There are no policy implications associated with this report.

Financial Implications

The annual report includes the Shire's audited annual financial statements, which present the Shire's financial position as at 30 June 2014 and is a useful tool for evaluating the Shire's operations.

Strategic Implications

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

Voting Requirements

Absolute Majority Required

Signatures

Chief Executive Officer

P Anderson

Date of Report

11 December 2014

17 DECEMBER 2014



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10 December 2014

The Shire President
Shire of Shark Bay
PO Box 126
DENHAM WA 6537

Dear Cr Cowell

MANAGEMENT REPORT FOR THE YEAR ENDED 30TH JUNE 2014

We advise that we have completed our audit procedures for the year ended 30th June 2014 and enclose our Audit Report.

We are required under the Local Government Audit Regulations to report certain compliance matters in our audit report. Other matters which arise during the course of our audit that we wish to bring to Council's attention are raised in this management report.

It should be appreciated that our audit procedures are designed primarily to enable us to form an opinion on the financial statements and therefore may not bring to light all weaknesses in systems and procedures which may exist. However, we aim to use our knowledge of the Shire's organisation gained during our work to make comments and suggestions which, we hope, will be useful to you.

COMMENT ON RATIOS

Last year (the year ended 30 June 2013) saw the introduction of new financial reporting ratios for local governments in Western Australia.

This year (the year ended 30 June 2014) is the second year of these new ratios and the information relating to these ratios is summarised below:

	Target Ratio ¹	Shire's Actual Ratios			3 Year Trend ²
		2014	2013	2012	
Current Ratio	≥ 1	2.81	3.27	2.78	↓
Asset Sustainability Ratio	≥ 1.1	0.76	1.20	1.16	↓
Debt Service Cover Ratio	≥ 15	(0.15)	19.23	16.66	↓
Operating Surplus Ratio	≥ 0.15	(0.67)	0.05	(0.01)	↓
Own Source Revenue Coverage Ratio	≥ 0.9	0.46	0.46	0.47	↓
Asset Consumption Ratio	≥ 0.75	0.82	0.77	0.70	↑
Asset Renewal Funding Ratio	≥ 1.05	N/A	N/A	N/A	

Key

Above target as per guidelines	Within acceptable banding as per guidelines	Below acceptable banding as per guidelines
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¹ Target ratios per Department of Local Government (DLG) Guidelines except the Debt Service Cover Ratio which is a target devised by UHY Haines Norton (and based on experience). For information, DLG Guidelines establish a target Debt Service Cover Ratio of 5.

² The 3 year trend compares the 2014 ratio to the average of the last 3 years (except for the Asset Consumption and Asset Renewal Funding Ratios which are the 2 year trend).

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1

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Astute advice



COMMENT ON RATIOS (CONTINUED)

Ratios provide useful information when compared to industry and internal benchmarks and assist in identifying trends. Whilst not conclusive in themselves, understanding ratios, their trends and how they interact is beneficial for the allocation of scarce resources and planning for the future.

We provide commentary on specific ratios (identified as red in the table above) as follows:

Asset Sustainability Ratio

This ratio is below the target level and trending downwards.

This ratio measures the extent to which assets are being renewed/replaced as compared to the amount consumed (depreciation). A review of Council's capital expenditure during the year ended 30 June 2014 indicates a reduction in capital renewal expenditure due partly to Council's resources being utilised on new capital projects. Capital expenditure on new projects is not taken into account in calculating this ratio and may be a reason for short term fluctuations.

Interpretation of this ratio should be considered together with the Asset Consumption Ratio (ACR) (above target at 0.82).

The ACR for the year suggests Council is currently replacing or renewing its existing assets at about the same rate they are wearing out. Notwithstanding this, Council should consider reviewing the Shire's long term capital investment program to help ensure asset renewal is maintained at an appropriate level with sufficient funding support in the future.

The interpretation of these ratios is much improved if they are calculated as an average over time (at least 5 years) as this reduces skewing by large scale intermittent investment in major infrastructure.

Debt Service Cover Ratio

This ratio is well below the target level and trending downwards.

This ratio measures Council's ability to service debt out of its uncommitted or general purpose funds available from its operations.

Whilst we acknowledge the overall level of borrowings has decreased, the decrease in the ratio has occurred as a result of a negative operating result (refer to our comments regarding the Operating Surplus Ratio).

Whilst this ratio is below target levels for the 2013-14 financial year, we note the 2014-15 budget indicates an improvement. Should the budgeted operating surplus for 2014-15 be achieved and the budgeted debt repayments occur, the ratio would be 6.11 for the 2014-15 financial year.

As can be seen by our comments relating to the Operating Surplus Ratio, the overall financial position of Council needs to be carefully monitored.



COMMENT ON RATIOS (CONTINUED)

Operating Surplus Ratio

This ratio is well below the target level and trending downwards.

The Operating Surplus Ratio measures Council's financial sustainability having regard to asset management and the community's service level needs.

A negative ratio indicates the local government is experiencing an operating deficit. A sustained period of deficits will erode Council's ability to service debt and maintain both its operational service level and asset base over the longer term whilst a positive ratio which is consistently above 0.15 provides the Shire with greater flexibility in meeting operational service levels and asset management requirements.

Council's Statement of Comprehensive Income indicates the main reasons for the downward trend to be the decrease in revenue together with an increase in expenses.

Whilst this ratio is below target levels for the 2013-14 financial year and budgeted to remain below target levels at 30 June 2015 (0.39), the 2014-15 budget does indicate the ratio should start improving by 30 June 2015.

Summary

Whilst all ratios (with the exception of the Current Ratio) are new and we accept it may take some time for their implication to be fully understood, they should be duly considered as part of the overall financial management of the Shire.

In addition to other financial practices, we suggest it is prudent for Council and management to monitor all ratios in future financial years as they strive to manage the scarce resources of the Shire.

ASSET MANAGEMENT PLANS

The Asset Renewal Funding Ratio was not able to be calculated as the Shire's asset management plan does not include the required capital expenditure for all major asset classes over the next 10 years.

To help ensure compliance with statutory requirements, and to help Council manage its assets as efficiently as possible, Asset Management Plans for all classes of assets should be completed as well as submitted to the Department as a matter of urgency.

We noted no other matters we wish to draw to Council's attention.

UNCORRECTED MISSTATEMENTS

We advise there were no uncorrected misstatements noted by us during the course of our audit.

We take this opportunity to thank the Chief Executive Officer, Executive Manager Finance and Administration and all staff for the assistance provided during the audit.

Should you wish to discuss any matter relating to the audit or any other matter, please do not hesitate to contact us.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'G. Godwin'.

GREG GODWIN
PARTNER

Encl

13 TOWN PLANNING REPORT

13.1 PRELIMINARY REPORT – PLANNING APPLICATION FOR 7 SHORT STAY UNITS – LOT 304 SUNDAY ISLAND BAY, DIRK HARTOG ISLAND

This item has been dealt with on page 19 after item 19.1

13.2 PROPOSED OUTBUILDING – LOCATION 110 OCEAN PARK ROAD, DENHAM

P2055

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

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

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as World Heritage Project and Executive Officer of the Department of Parks and Wildlife

Moved Cr Capewell

Seconded Cr Laundry

Council Resolution

That Council:

- 1. Approve the application for an outbuilding on Location 110 Ocean Park Road, Denham subject to the following conditions:**
 - (i) The Finished Floor Level of the outbuilding shall be no less than RL 3.2 metres AHD (Australian Height Datum).**
 - (ii) The plans lodged with this application shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive officer.**
 - (iii) The outbuilding shall not be used for habitation at any time.**
 - (iv) The outbuilding to be constructed out of non-reflective materials and colours chosen from the Peron pallet to the satisfaction of the Chief Executive Officer.**
- 2. An advice note to be included to advise the applicant that *‘The Shire recommends the applicant undertake Coastal Hazard Risk Management and Adaption Planning for likely impacts of coastal hazards on facilities developed on this land’.***

6/0 CARRIED

Précis

An application has been lodged for an outbuilding on Location 110 Ocean Park Road, Denham.

Background

- *Zoning*

The subject land is zoned 'Special Use 14' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme').

Under Schedule 4 of the Scheme permitted uses include oceanarium and associated incidental uses, shop, café/restaurant, camping area and workers accommodation.

The land is also within the Special Control Area for Shark Bay World Heritage Property.

- *Existing Development*

The land has been developed with an Oceanarium and associated infrastructure. There is an existing dwelling located in the south east portion of the lot.

- *Land Ownership*

The subject land is owned by the State of Western Australia and there is a crown lease to the applicant.

Gray & Lewis referred the application informally to the Department of Lands who confirmed in writing that they have no objection to the application and that the lessee can sign the application form.

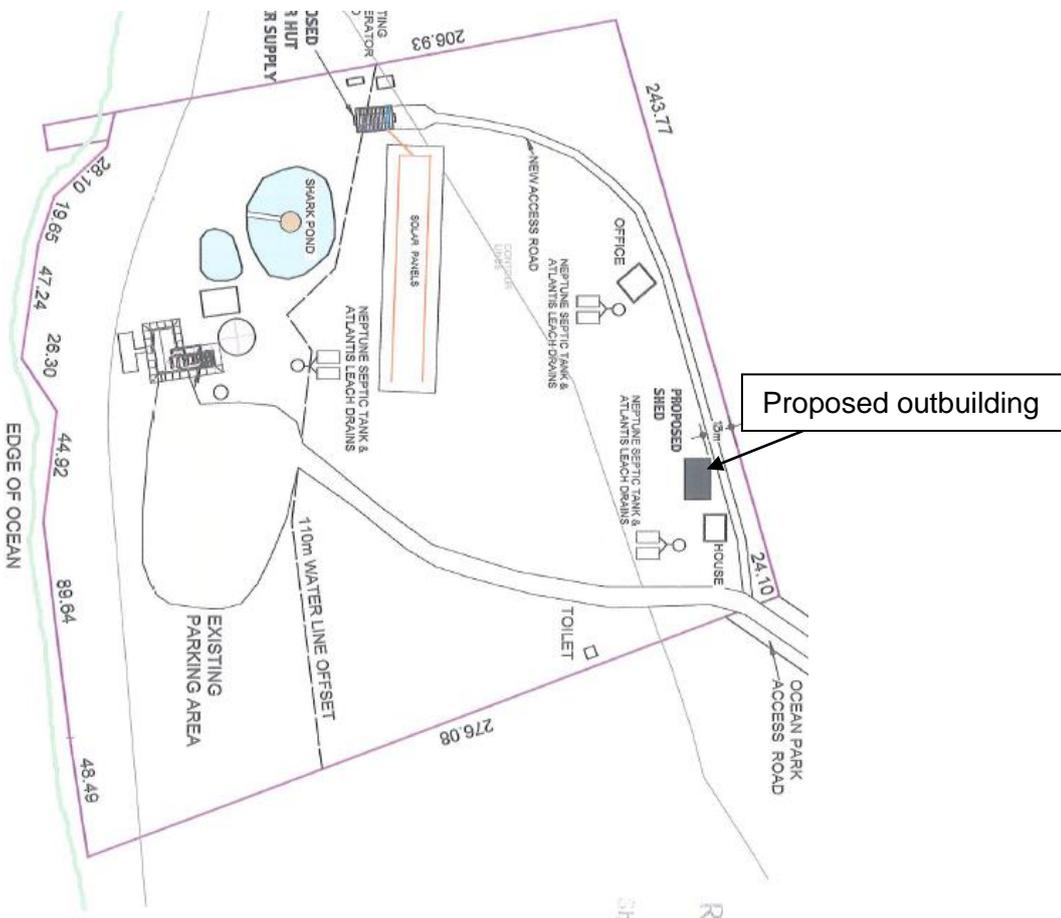
Comment

- *Description of development*

The area immediate north of the existing house is utilised for carparking and boat parking (associated with the residence) – refer photographs.



The applicant proposes an outbuilding within the cleared area north of the house for covered carparking and for storage of their boat.



The site plan does not include contours or levels however the applicant has lodged photographs demonstrating that the proposed development area is relatively flat. Site plans without levels have historically been accepted for outbuilding applications, where

no retaining walls are proposed, and the applicant demonstrates the topography is not undulating.

The outbuilding is proposed to have a total floor area of 158.72m² (16 metres by 9.92 metres). The wall height ranges from 3.42 metres to 4.025 metres to the peak of the sloping roof.

It will be constructed out of colorbond material with pale Eucalyptus walls and Deep Ocean roof.

- *World Heritage*

Under the Scheme, the Shire has discretion to refer any application in the World Heritage area to the Shark Bay World Heritage Advisory Committee and the Department of Parks and Wildlife.

Gray & Lewis has not referred this application to Shark Bay World Heritage Advisory Committee or the Department of Parks and Wildlife due to time constraints. The application was lodged on the 9 December 2014, and Gray & Lewis has expedited referral to Council as December is the last meeting for 2014.

Gray & Lewis has advised the applicant that Council has the option to defer determination of the application in order to allow consultation to occur with the Shark Bay World Heritage Advisory Committee and the Department of Parks and Wildlife.

Gray & Lewis recommends that the Shire determine the application without consultation for the following reasons:

- (i) The development is ancillary to the existing dwelling;
- (ii) The proposed outbuilding is not significant in terms of scale or bulk;
- (iii) The outbuilding will be setback over 200 metres from the ocean.
- (iv) The development is for non habitable purposes.

- *Coastal Matters*

The Scheme requires a minimum finished floor level not less than RL 3.2 metres AHD (Australian Height Datum) for 'Land subject to Inundation'.

As discussed, the site plan does not include any levels, therefore Council can require the applicant to lodge more detailed plans prior to determining the application.

Council has obligation to have regard for any relevant State Planning Policy under Clause 10.2 e) of the Scheme.

State Planning Policy 2.6 (SPP 2.6) provides for land use and development decision-making within the coastal zone including managing development and land use change; establishment of coastal foreshore reserves; and to protect, conserve and enhance coastal values.

The Policy aims to provide a relatively low risk of development being adversely impacted by coastal inundation over a 100 year planning horizon. Coastal setbacks

are calculated having regard for a 500 year average recurrence interval event, plus an allowance for sea level rise.

This application has not been referred to the Department of Planning and no coastal assessment has been lodged by the applicant.

A previous application on this land was referred to Department of Planning in 2012 for a helipad (which did not proceed). At that time the Department advised of no objections to development as they recognised the tourist development relies on a coastal site, however they recommended the applicant undertake Coastal Hazard Risk Management and Adaption Planning for likely impacts of coastal hazards on facilities.

It is recommended that a footnote advice be included on any planning approval reiterating the recommendation for a Coastal Hazard Risk Management and Adaption Planning by the applicant.

Gray & Lewis also recommends that a condition be imposed on development to ensure it complies with the Scheme which requires a minimum finished floor level not less than RL 3.2 metres AHD (Australian Height Datum) for 'Land subject to Inundation'.

Legal Implications

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

Policy Implications

There are no policy implications relative to this report.

Financial Implications

There are no financial implications relative to this report.

Strategic Implications

There are no strategic implications relative to this report.

Voting Requirements

Simple Majority Required

Signatures

Author *L Bushby*

Chief Executive Officer *P Anderson*

Date of Report 10 December 2014

13.3 LOT 555 AND 556 DURLACHER STREET, DENHAM – PROPOSED SIGNAGE (SAINT JOHN AMBULANCE)

P4380, CM00049

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

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

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as Committee member of the St John's Ambulance Shark Bay sub centre

Disclosure of Interest: Cr Bellottie

Nature of Interest: Impartiality Interest as Shire representative of the St John's Ambulance committee

Moved Cr Prior
Seconded Cr Ridgley

Council Resolution

That Council:

1. **Note that development is consistent with an approved Outline Development Plan adopted for Lot 555 and 556 Durlacher Street, Denham.**
2. **Approve the planning application lodged by Saint John Ambulance for signage on Lot 555 Durlacher Street, Denham subject to the following conditions:**
 - (i) **The plans lodged with this application shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive officer.**
 - (ii) **The development approved is to be substantially commenced within 2 years of the date of this approval. The approval lapses if the development has not substantially commenced before expiration of the 2 year period.**

6/0 CARRIED

Précis

Council is to consider an application for signage lodged by Saint John Ambulance for Lot 555 Durlacher Street, Denham.

Background

Lot 555 is currently zoned 'Residential Development' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme'). Development is to be in accordance with an Outline Development Plan endorsed by Council.

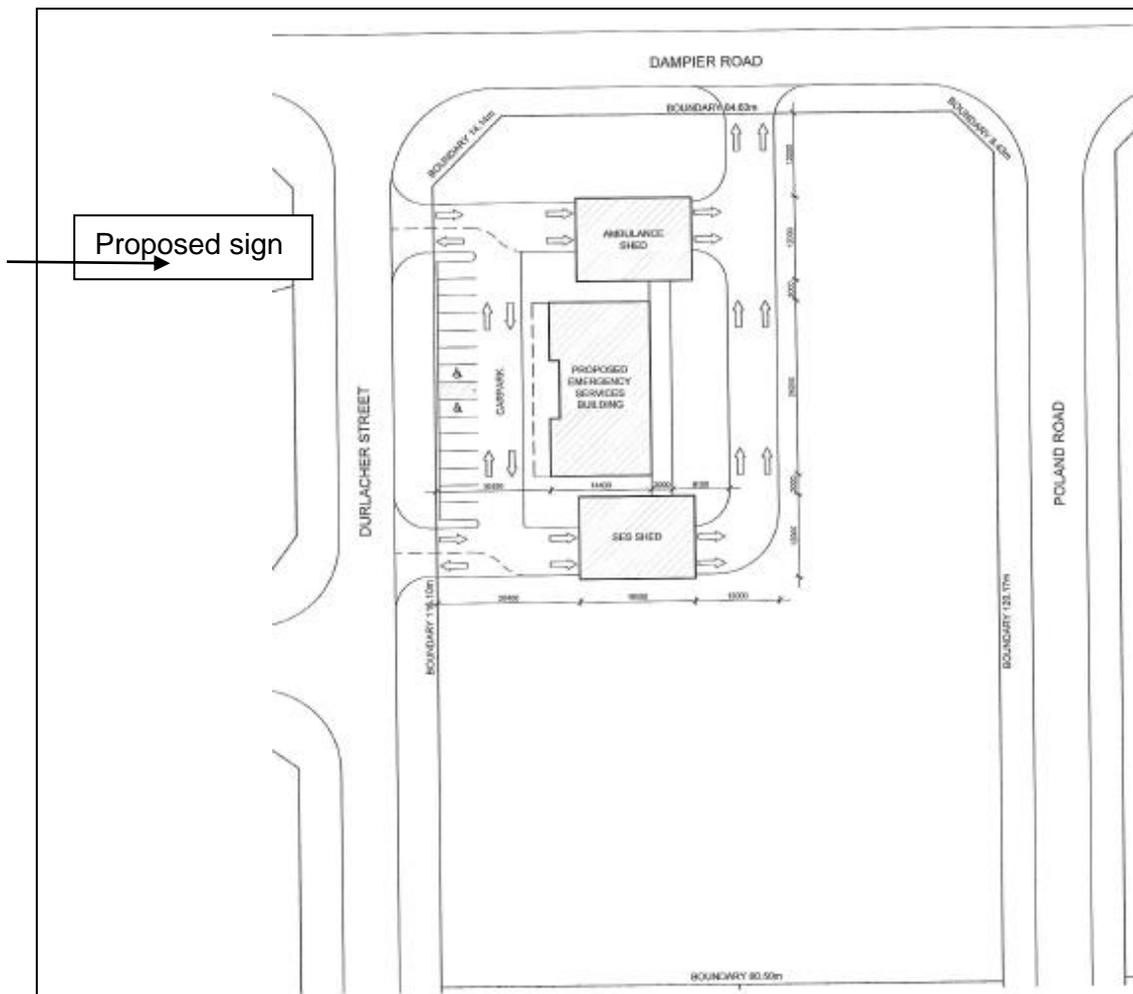
17 DECEMBER 2014

Council adopted an Outline Development Plan for Lots 555 and 556 at its meeting held on the 28 August 2013 to guide future development for the emergency services building and ambulance shed.

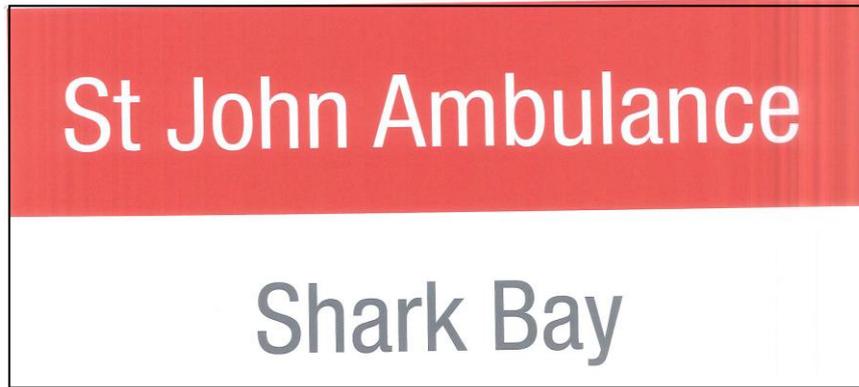
The land has been developed in accordance with the adopted Outline Development Plan.

Comment

Saint John Ambulance has lodged a planning application to erect a sign on their existing shed facing Durlacher Street. The existing shed has two roller doors facing Durlacher Street, and the applicant has advised the sign will be erected on the right hand side panel of the building façade.



The sign will read 'St John Ambulance Shark Bay' and will measure 2.4 metres by 1.2 metres, which is the same size as a separate sign already approved for Shark Bay State Emergency Services on Lot 555 (in September 2014).



The proposed sign is ancillary development to that already approved on the Lot, and will enable the organisation premises to be readily identifiable from the street.

Legal Implications

Shire of Shark Bay Local Planning Scheme No 3

Policy Implications

There are no policy implication relative to this report.

Financial Implications

There are no financial implications to this report.

Strategic Implications

As part of the Scheme Review a future 'community purpose' reservation is proposed for Lot 555. The Scheme review has been placed on hold whilst a coastal report is being finalised for Denham townsite by MP Rogers.

Voting Requirements

Simple Majority Required

Signatures

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

3 December 2014

13.4 PROPOSED BOAT HIRE BUSINESS – LOT 233 (123) DAMPIER ROAD, DENHAM

P1334

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, therefore, declare a Section 5.65 of *Local Government Act 1995*.

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as World Heritage and Executive Officer for the Department of Parks and Wildlife

Moved Cr Ridgley

Seconded Cr Laundry

Council Resolution

That Council:

1. **Approve the application lodged by Fabrice Treuil for boat hire (motor vehicle, boat or caravan sales) on Lot 233 (123) Dampier Road, Denham subject to the following conditions:**
 - (i) **The maximum number of boats available for hire to the general public shall be limited to 2 unless otherwise approved in writing by the Shire Chief Executive Officer.**
 - (ii) **No loading or unloading of boats is to occur that interferes with the parking of vehicles in the 7 carbay parking area shown on the site plan submitted as part of the application. All car parking bays in the car park are to be made available at all times for the parking of vehicles by visitors and employees.**
 - (iii) **A bunded area shall be provided for any drum, petrol or oil storage within an existing building that sufficiently caters for potential spill to the satisfaction of the Chief Executive Officer.**
 - (iv) **This approval is for the use of the existing building for boat storage and hire only.**
 - (vi) **The plans lodged with this application shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive officer.**
2. **Include the following footnote advice on the planning approval:**
 - (a) **The Shire had to process the application as ‘motor vehicle, boat or caravan sales’ as defined under the Shire of Shark Bay Local Planning Scheme No 3 as ‘means premises used to sell or hire**

17 DECEMBER 2014

motor vehicles, boats or caravans'. Despite this, approval is only granted for the hire of boats as proposed in the application.

(b) This approval is for boat hire on Lot 233 only and the applicant needs to obtain separate approvals from the Department of Transport for the proposed business.

3. Authorise the Shire Chief Executive Officer to notify the Department of Transport of the planning consent granted for boat hire on Lot 233, and recommend that they refer any separate application entailing activities within the Shark Bay and Henri Freycinet Harbour areas to the Shark Bay World Heritage Advisory Committee and the Department of Parks and Wildlife to ensure there are adequate measures for protection of world heritage values.

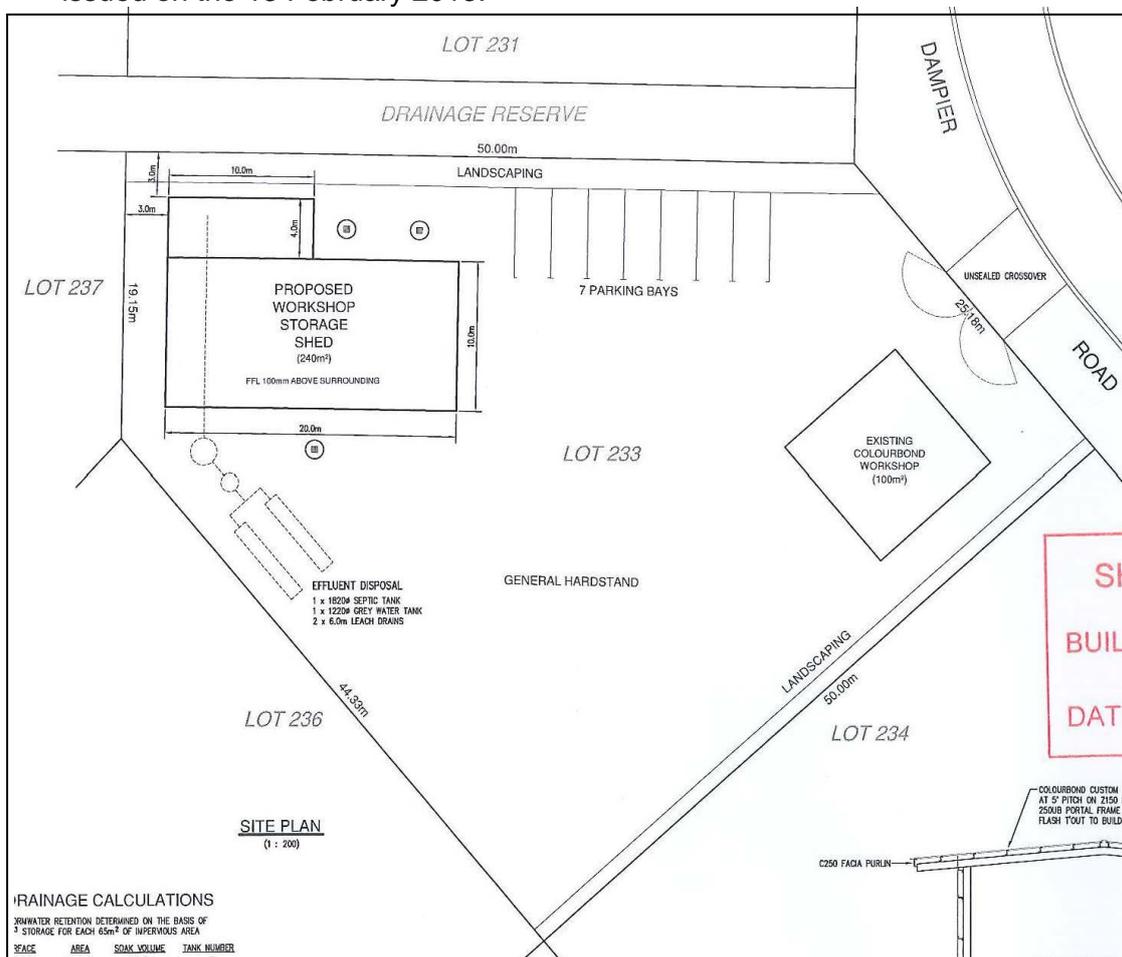
6/0 CARRIED

Précis

Council is to consider an application proposing to store and hire pontoon boats on Lot 233 Dampier Road, Denham.

Background

There are two existing sheds located on the subject lot and an existing crossover to Dampier Road. A building permit for the shed in the north west portion of the lot was issued on the 13 February 2013.



Comment

- *Zoning and Landuse Classification*

Lot 233 Dampier Road is zoned 'Industrial' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme').

In assessing any application Council has to consider the 'best fit' landuse definition applicable to the proposed development under the Scheme. The crux of this application is to allow for boat hire.

The most applicable definition under the Scheme is 'motor vehicle, boat or caravan sales' which '*means premises used to sell or hire motor vehicles, boats or caravans*'.

The landuse of 'motor vehicle, boat or caravan sales' is designated as a 'P' (permitted) use in the Industrial zone under 'Table 1 : Zoning Table'. The 'P' symbol '*means that the use is permitted by the Scheme providing the use complies with the relevant development standards and the requirements of the Scheme*'.

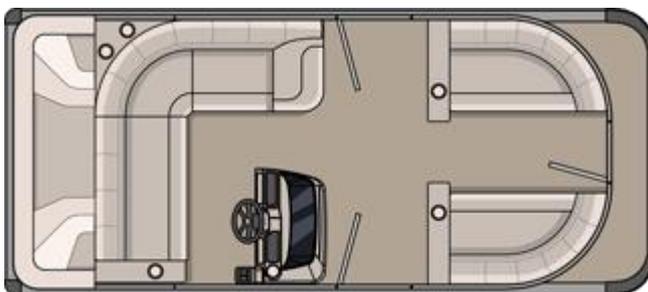
As the proposed landuse is 'permitted' Council is not able to refuse the boat hire use because of unsuitability of the use within the Industrial zone, however may impose conditions on development to comply with any relevant development standards or requirements of the Scheme.

- *Description of application*

The applicant has lodged a detailed submission which is summarised below for ease of convenience;

- The boat rental business will be based at Lot 233 (123) Dampier Road in Denham.
- There will be a maximum of three boats on the lot at any one time including 2 hire boats and one rescue boat. Each boat has a 5.5 metre long trailer.
- There are two existing sheds on the lot. One shed is used by the landowner to store a privately owned boat. The second shed will be used for the storage of boats, safety equipment, trailers and the hire of boats.
- All boats will be on their own trailer and parked within a building.
- The business will operate 7 days per week from 4.00am to 10.00pm.
- Boats will be cleaned and rinsed on the lot.
- Refuelling of boat tanks will occur at petrol stations. Swapping of 20 litre fuel tanks does not entail any fuel spillage as all fuel tanks are designed for quick release and there are pressure sensitive fuel lines so once pressure is released fuel is automatically shut off.
- There will be 4.26 metre platoon boat and 4.9 metre platoon boat available for hire.
- Customers can pick up a hire boat on a trailer from Lot 233 or the business operator will take the trailer and boat out to the client at a public jetty.
- Any storage of petrol, oil etc will be in a chemical cage within one of the existing sheds.

The applicant has provided pictures of the boats included below for ease of reference:



A full copy of the applicants' submission is included at the end of the report.

- *Parking Provision and Assessment*

There are no specific carparking requirements for 'motor vehicle, boat or caravan sales' under the Scheme, therefore carparking is to the discretion of Council.

The applicant has submitted a site plan showing 7 carparking bays along the north boundary. The proposed business is only small scale and only 2 hire boat customers will likely attend the site at any one time for pickup of hire boats.

Gray & Lewis is of the view that sufficient carparking is provided on site.

- *Loading and unloading*

Council needs to be satisfied that there are sufficient loading and unloading areas on site for boat trailers with adequate manoeuvrability on site.

The applicant has advised there will be 3 boats on site and only 2 available for hire. As all three boats will be parked within an existing building, the balance open areas of the lot can be utilised for loading and unloading.

The applicant has indicated that in the future if the business grows and they want to increase the number of hire boats available, then they will look for a larger site.

- *Marine Safety*

It is important for the planning assessment to focus on the activities proposed as part of the planning application on Lot 233, rather than off site activities by hire customers (eg similar to how car hire would be treated).

Council can only place conditions on any planning approval that reasonably and fairly relate to the activities proposed on Lot 233.

Despite this, the applicant has provided advice on safety issues which is useful background information as summarised below;

- The applicant will be the licenced recreational skipper for all boats, which are class 4 leisure craft, and advises there will be a Safety Management System plan in place.
- All boats will have a satellite phone, GPS, navigation lights, and meet all maritime safety requirements such as lifeboats, first aid kits, fresh water, Shark Bay maps etc
- The owner will operate a rescue boat, can track all boats locations through GPS, and can switch off boat engines remotely through a laptop.
- Hire boats will only be driven in Shark Bay and Henri Freycinet Harbour areas which are classified as Class 4 open waters.
- The boats are inspected by naval architects who check and ensure vessels meet the National Standard for hire and drive vehicles. The applicant has advised inspections are required every 5 years.

It should be noted that leisure (hire and drive) boats are regulated by separate legislation which impose operational limits on domestic commercial vessels such as class 4 leisure craft:

- Marine Safety (Domestic Commercial Vessel) National Law 2012, Schedule 1 (National Law).
- National Standard for Commercial Vessels (NSCV) Part F2—Leisure Craft.

The Department of Transport (DoT) administers the National Law, Regulations, Marine Orders and relevant NSCV -National Standard for Commercial Vessels parts on behalf of the Australian Maritime Safety Authority (AMSA). To ensure safe operations of domestic commercial vessels such as Class 4 leisure craft, a Safety Management Plan is required by DoT.

Legal Implications

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

The most applicable provisions of the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme') are summarised below:

- Clause 5.11 of the Scheme outlines development requirements for the Industrial zone.
- Clause 5.14 of the Scheme outlines carparking requirements.
- Clause 10.2 of the Scheme outlines matters to be considered by the local government including things such as the compatibility of a use or development with its setting, preservation of amenity, relationship to development on adjacent land etc.

Policy Implications

There are no policy implication relative to this report.

Financial Implications

The Draft Shire of Shark Bay Tourism Strategy has been prepared and is still being finalised. The proposed development may assist to broaden the available tourism experiences for visitors to the Shire, which in turn may have beneficial economic impacts.

Strategic Implications

The Shire of Shark Bay Local Planning Strategy has no major implications for this development.

Voting Requirements

Simple Majority Required

Signatures

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

9 December 2014

17 DECEMBER 2014

Address: 36 Rosenberg Crescent
Kalgoorlie 6430
M: 04 333 614 98
P: 08 9097 5425
E: fab.treuil@yahoo.com

Shire Of Shark Bay

25/11/2014

Application for Pontoon Boat Hire at Shark Bay Denham WA

The boat rental business will be based at 123 (lot233) Dampier road Denham.

Hours of operation 7 days a week 4am to 10pm

Amount of boats to start of with 2 up to 20 and one rescue boat per 10 boats.

There are two sheds on this site the shed marked as "existing colourbond workshop 100sqm" will be used as storage for boats. It will also be used to store safety equipment, trailers etc for the hire of pontoon boats.

Boats will be cleaned and rinsed out at the above address. Refuelling of fuel tanks will be done at petrol stations, although swapping of 20ltr fuel tanks does not create an issue as all fuel tanks are designed for quick release from fuel tank with no fuel spilled these are pressure sensitive fuel lines once pressure released fuel is automatically shut off. This will be strictly monitored and maintained and checked prior to every use.

I will be the Licensed Recreational Skipper for these class 4 leisure craft, there will be a Safety Management System plan in place which will be obtained through Department of Transport WA it will fall under <http://www.transport.wa.gov.au/imate/marine/leisure-craft-hire-and-drive-operations.asp>

This is specific to Pontoon Boat Hire

http://www.transport.wa.gov.au/mediaFiles/marine/MAC_FS_RST_LeisureCraftOps.pdf

All boats including rescue boat will each have assigned its own Satellite Phone this will be based on The Iridium Network through an approved Satellite network provider (Telstra).

The boats will also have a GPS unit in each one, which will allow me to track 24/7 where each boat is; I can even switch off motors remotely from my laptop or tablet.

Each boat will meet all Maritime safety requirements which will include life jackets for adults, children and infants. There will be first aid kits, Maps of Shark Bay, fresh water etc on each boat.

These boats will also have navigation lights fully operational for those early to rise fisherman.

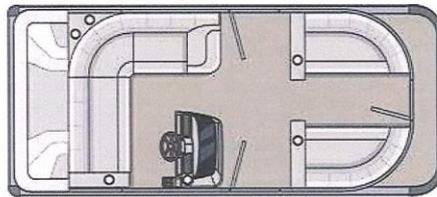
The boats will be equipped with specially designed bbq's that attach to the rails of the boat.

No mooring will be required at this stage but if this is an option in Denham, I may take this up for the rescue boat to be in the water 24/7, but at this stage with only two boats to begin with, there are just too many boat ramps available so a trailable rescue boat makes more sense.

There will be two sizes available in pontoon boats 4.26 metre as pictured below



And a 4.9 metre as pictured below



These boats will be equipped with Evinrude ETEC 40 hp motors.

I will also as a requirement from Department of Transport have a \$10,000,000 public liability Certificate of Currency for each boat.

If it is at all possible I would like to have a base at Denham foreshore but I would have to be instructed by Council as to where this would be permitted. I would gladly discuss this in person with a council member.

Thankyou and Regards

Fabrice Treuil

Additional information lodged by email on the 1 December 2014

Hi Liz Bushby

I want to make it clear that these pontoon boats are to be Leisure craft (Hire-and-drive vessels) for both Henri Freycinet Harbour and Shark Bay as mentioned above (licensed Recreational Skipper). If the hirer has a boating license I am still partially responsible for vessel while been hired out.

These pontoon boats are to be taken to any council owned boat ramp and car parking in Denham or Shark Bay, these may even end up near Carnarvon.

I will have strict rules concerning use of pontoon boats, as no boats will be hired out in dangerous wind or storm conditions. Basically any wind conditions over 38 kph will be deemed too dangerous for boating.

Boats will be initially surveyed by appropriate boat surveyors as a requirement by DoT and safety equipment etc to Standards and will meet National Standards for Commercial Vessels.

Shark Bay and Henri Freycinet Harbour are classified as Class 4 open waters so this will be strictly monitored.

The boundaries I want set out are basically the same boundaries set by Dot

 [Additional limits for sealed hire-and-drive vessel 5.5 metres and over: Shark Bay](#)

Except they will not be going outside of Shark Bay or Henri Freycinet Harbour.

Thankyou and Regards

Fabrice Treuil

Additional information lodged by email on the 4 December 2014

Hi Liz

Hopefully this helps in your questions.

1. Maximum number of boats to be on site at any one time and advise whether all boats will be parked within the existing buildings. If some are to be parked outside of the building the boat parking, trailer parking and unloading areas should be indicated on the site plan.

The maximum number of boats on the site will be three. 2 Pontoon and 1 rescue boat. I will retract up to twenty simply because if I find I need extra boats I will have to find a different premises to base myself at in Denham.

2. No and size of trailers for transporting boats. If trailers will be parked outside of the buildings can you show the trailer parking area on the site plan? They should be situated so as not to interfere with on site customer parking.

The boats will all have their own trailer. Trailers will be about 5.5mtrs long. They will be parked inside building with boats.

3. Written confirmation on whether customers will pick up the boats on a trailer from the Dampier Road property or whether you will take boats out to public jetties for the customer (or both).

Customers will have a choice of either picking up boats from Dampier road or public jetties.

Scenario 1.

Customer picks up boat from Dampier rd 6am goes for 4 hrs in Denham. I have a customer who wants to hire for 2 hrs in Denham. I will let first hirer know that trailer needs to be unhitched from his vehicle and switched to new hirers vehicle or brought back to Dampier Street.

Scenario 2.

Customer picks up boat from Dampier Street and goes to Monkey Mia say 4 hr hire, another customer wants to hire boat from Monkey Mia for say 4 hrs. I would let both know exchange will be at Monkey Mia public jetty. If client cannot bring back boat then I will pick up boat after hirer is finished and take it back to Dampier rd or to next client.

In all fairness I have no idea what time and where boats will be most used, (my expectations will be Denham and Monkey Mia) I will be responsible for the clients and boats basically from pick up to returns.

So to answer your question whether customers will pick up the boats on a trailer from the Dampier Road property. Yes and yes I may take boats out to public jetties for the customer.

4. Will you be using both buildings on site for the business or is there any existing business that will still operate on the same lot?

As far as I am aware no other business operates on that sight the owner uses it to store his personal boat. He does not live in Denham. I will only be using the building I have shown boats in.

5. Any on site storage of petrol, oil, chemicals? Just need any to be on a bunded hardstand area in case of spillage.

Yes I can easily set up a chemical cage for storage of petrol, oil, chemicals etc on a bunded area of hardstand inside shed.

6. Out of interest, does the DoT have to approve a System Management Plan before you can operate?

Yes there are operating system guidelines in place, and I must adhere to those guidelines both as a Recreational Skipper and as a Hire Drive Operator I must keep logs etc. you can view this by clicking on link below and go to 8.4.2.3 pg 46 to pg 49 <http://www.amsa.gov.au/forms-and-publications/domestic/publications/documents/NRIP00101.pdf>

7. I wasn't sure what you meant by 'boats will initially be surveyed by appropriate boat surveyors as a requirement of DoT'. Is that a private marine surveyor who would inspect the vessels and basically so a bit of a safety check?

Yes correct they are basically naval architects who go over the vessel and ensure it meets National Standard for Hire Drive vessels. This has to be done every 5 yrs.

Here is a link. The Hire Drive boats are classed as Partially smooth waters leisure craft Hire and drive (class 4D)

Commercial Vessel [AMSA 521](#)

This must be done before I am issued with approval by DoT for business.

Hopefully that answers your questions

Kindest Regards

Fabrice Treuil

ADDENDUMS

Addendum 1 – Information on Department of Transport website

Addendum 2 –Department of Transport Skipper Ticket requirements

Addendum 3 – Shark Bay areas

Note: The applicant's submission includes links to website information which has been printed by Gray & Lewis and attached as an addendum.



Department of
Transport

Commercial Vessel Safety
Information Sheet

Recreational Skippers Ticket requirements for Leisure Craft Operations

With the commencement of the Recreational Skippers Ticket requirements for recreational vessels in 2006, it was identified that this legislative requirement would impact upon the operation of Leisure Craft (Hire and Drive) operations. The purpose of Leisure craft (Hire and Drive) operations is to provide a hirer with a vessel that could be used for recreational purposes in Western Australian waters and in that regard may, dependent upon the vessel type and recreational use, need the requirement to hold an RST

To that end it was determined the following:

- At least one person acting as skipper/master on board a trailerable hire and drive vessel with an engine capacity in excess of 4.5kW (6Hp) must hold an RST when operating in Western Australian navigable waters. This is consistent with the general application of the RST to recreational vessels.
- On-site and itinerant Leisure craft (hire and drive vessels), such as personal water craft (PWC), house boats and party pontoons hirer's will be exempt from the requirement, subject to appropriate alternative safety interventions being in place. This is in recognition of the operating parameters of itinerant vessel operations, where vessels are limited to a tightly defined area, generally within sight of the hire and drive operator and with the availability of on-site rescue vessels or other safety interventions
 - PWCs operations will required remotely-operated cut-out switches
 - On-site operations, hiring out house boats and party pontoons, where the vessel operates out of sight of the hire operation will be required to provide the Department with approved training and assessment in the form of a safety briefing for hirers who do not hold an RST. The assessment will cover appropriate basic competencies relative to the vessel type and area of operation but will not cover all aspects of the RST, nor will it result in the issue of an RST certificate.

Type of Hire and Drive operation <i>(see Notes overleaf)</i>	RST Required	
Trailable dinghy ¹ (with engine in excess of 4.5 kW (6 Hp)) in WA waters	Yes	
Onsite Houseboats ² , with Department approved safety briefing for hirer's not holding an RST	Preferred	No
Onsite Party Pontoons ² , with Department approved safety briefing for hirer's not holding an RST	Preferred	No
Onsite Personnel Water Craft ² (PWC)	Preferred	No
Itinerant Hire ³	Preferred	No



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www.transport.wa.gov.au
ABN 27 285 64 3255

Information Sheet – Recreational Skippers Ticket requirements for Leisure Craft Operations

Notes:

- 1. Trailerised hire:** Vessels are hired from a licensed business premise and may be operated on navigable waters throughout the State. Certificates of Operation will have prescribed limits on the area of operation. Most vessels may be used on all smooth waters and open waters within five nautical miles of the coast, although some Certificates of Operation specify a particular harbour, bay or area around an island.

- 2. On-site hire:** Vessels are hired and operated from a Local Government Authority (LGA) approved hire site on a foreshore. Onsite hire operations require written approval from the relevant LGA. Certificates of Operation will stipulate the restricted area of operation these vessel are able to undertake activities

These activities are generally within sight of the Leisure craft (hire and drive) site operator and with the availability of on-site rescue vessels or other safety interventions.

All PWC hire and drive licences are restricted to the on-site category.

- 3. Itinerant hire:** Operations where vessels are limited to a tightly defined area, generally within sight of the Leisure craft (hire and drive) site operator and with the availability of on-site rescue vessels or other safety interventions, or as part of , and in conjunction with, a tour operation.

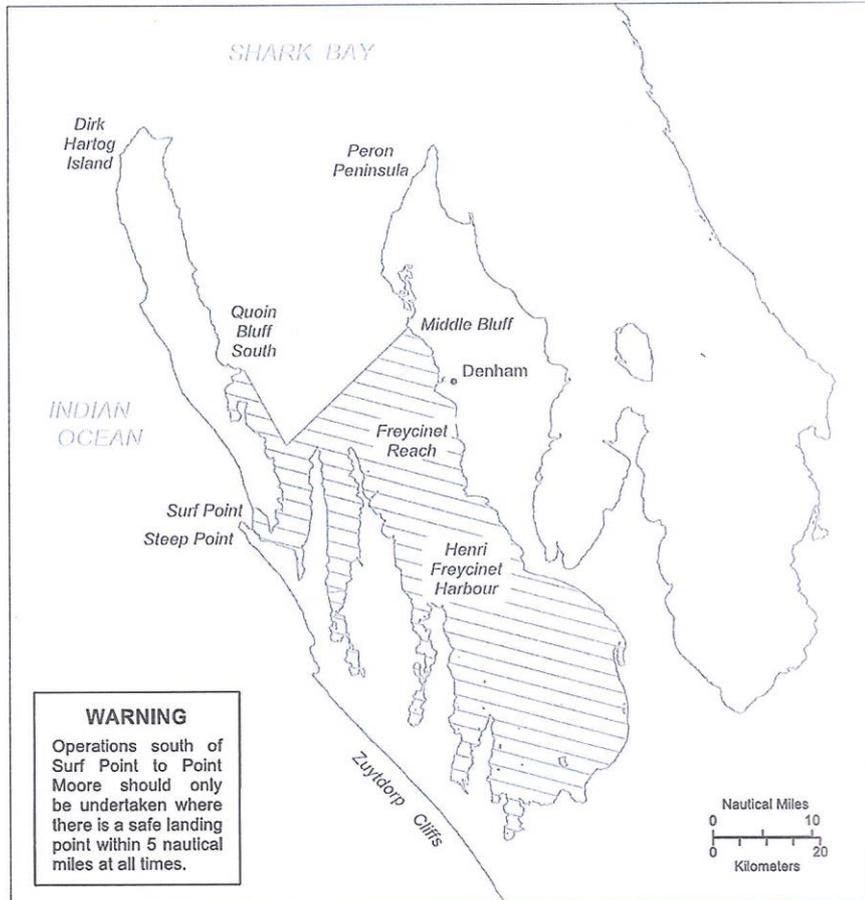
Issued: 12/12/2013

Director,
Commercial Vessel Safety

ADDITIONAL AREA OF OPERATION FOR HIRE AND DRIVE POWER DINGHIES APPROVED FOR OPERATIONS TO 5 NM FROM THE MAINLAND

SHARK BAY

Within the confines of Henri Freycinet Harbour and Freycinet Reach to a limit of a line drawn: (i) due east from the eastern extremity of Quoin Bluff South (Dirk Hartog Island) for 500 metres (to approximately E113°09.525'53.3), (ii) then in a straight line on a bearing of 150 degrees true to a point 45 degrees true from Tumbledown Point (approximately E113°14.5 S26°00.9), (iii) then in a straight line on a bearing 45 degrees true to Peron Peninsula (approximately 500 metres south-east of Middle Bluff). South of Dirk Hartog Island, operations are also limited to east of a line drawn: (i) from Surf Point on Dirk Hartog Island due south to the mainland.



Department of Transport
 Geographic Information Management
 Plan Number: 1239-08-03
 Prepared: December 2004
 Scale: 1:900,000



-  Standard 5 Nautical Mile Limit
-  Additional Operating Area

[Addendum 1

Leisure craft (hire-and-drive) operations

Find out about laws that regulate leisure craft (hire-and-drive vessel) operations.

National commercial vessel survey and marine qualifications

Marine Safety (Domestic Commercial Vessel) National Law Act 2012 - Schedule 1

From 1 July 2013 all commercial vessel survey and marine qualification information may be found on the Australian Maritime Safety Authority (AMSA) website.

For further assistance please contact the Department of Transport on 1300 723 226.

Leisure craft standards and applicable legislation

Leisure craft (hire-and-drive vessels) in Australia are regulated by the following legislation and standards:

- [Marine Safety \(Domestic Commercial Vessel\) National Law 2012, Schedule 1 \(National Law\)](#).
- [National Standard for Commercial Vessels \(NSCV\) Part F2—Leisure Craft](#).

These laws and standards impose certain [operational limits](#) on leisure craft in Western Australia. To ensure safe operations of domestic commercial vessels such as Class 4 leisure craft, a Safety Management Plan is required, for further information of this requirement please go to the [Safety Management Systems](#) page.

In Western Australia, the Department of Transport administers the National Law, Regulations, Marine Orders and relevant NSCV parts on behalf of the Australian Maritime Safety Authority (AMSA).

For information on the Recreational Skippers Ticket and its use with leisure (Hire and Drive) craft, please visit [about the RST](#).

Please [contact the Commercial Vessels Safety Branch](#) for enquiries.



[Recreational Skippers Ticket: Requirements for Leisure Craft Operations](#)



[Australian Maritime Safety Authority \(AMSA\)](#)

Source: Department of Transport website

14 BUILDING REPORT

Nil

15 HEALTH REPORT

Nil

16 WORKS REPORT

Nil

17 TOURISM, RECREATION AND CULTURE REPORT

17.1 PREMIER'S AUSTRALIA DAY ACTIVE CITIZENSHIP AWARDS 2015

CR00001

Author

Community Development Officer

Disclosure of Any Interest

Disclosure of Interest: Cr Prior

Nature of Interest: Impartiality Interest as nominator

Moved Cr Ridgley

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

Officers Recommendation

1) That this report be noted.

2) Council nominate individuals or groups for the awards if any are suitable.

Moved Cr Ridgley

Seconded Cr Cowell

Council Resolution

That the Officers recommendation be noted and That Council nominate the following:

Premier's Australia Day Active Citizenship Award for a person of 25 years or older to (EMBARGOED until 26 January 2015).

Premier's Australia Day Active Citizenship Award for a community group or event to (EMBARGOED unit 26 January 2015).

6/0 CARRIED

Background

Nominations were called for the Australia Day Active Citizenship Awards in the following categories:

Premier's Australia Day Active Citizenship Award for a person of 25 years or older.

Premier's Australia Day Active Citizenship Award for a community group or event.

Premier's Australia Day Active Citizenship Award for a person under 25 years.

Comment

Adverting the call for nominations for the Premier's Australia Day Active Citizenship Awards commenced in early October 2014. The Awards were promoted through social media, radio, inscription Post and also via SMS and as announcements at community events and meetings. Nominations closed on Friday 28 November.

The Shire of Shark Bay did not receive any nominations for the 2015 Australia Day Active Citizenship Awards.

Previous recipients of the Awards are –

Year	Premier's Australia Day Active Citizenship Award for a person of 25 years or over	Premier's Australia Day Active Citizenship Award for a person under 25 years	Premier's Australia Day Active Citizenship Award for a community group or event
2000	Laurie Hillary	Janita Bellottie	Shark Bay Festival
2001	Netta Blennerhassett	Tim Castle	Shark Bay Speedway Club - Far Western Speedway Championships
2002	Hilary Currie	Kavita Pepper	Shark Bay Bowling Club - Melbourne Cup Day
2003	Steve Copeland	No nominations received	Shark Bay Arts Council
2004	Robin and Barbara Gregory	No nominations received	No nominations received
2005	Bernie Guerini	Megan Armitt	Shark Bay Arts Council Gubanga Winthu Celebration (Southerly Wind Celebration)
2006	Natalie Matson	Martin Wake	Shark Bay Fishing Club Inc - Shark Bay Fishing Fiesta
2007	Paul Low	No nominations received	No nominations received
2008	Eileen Grantham	Craig Brown	Shark Bay RSL Sub Branch
2009	Rebecca Moroney	No nominations received	No nominations received
2010	Julie Robins	No nominations received	Volunteer Marine Rescue – Shark Bay
2011	Errol Bartlet-Torr	No nominations received	St John's Ambulance – Shark Bay
2012	Fay Castling	Rhett McGill	Samuari Karate
2013	Judith Britza	Dana Norman	Shark Bay Pastoral Association
2014	Mark Sewell	Ben Norman	Shark Bay Arts Council – Bare Foot Black Tie event.

Legal Implications

There are no legal implications relevant to this report.

Policy Implications

There are no policy implications relevant to this report.

Financial Implications

The Premiers Australia Day Active Citizenship Awards attract no financial implications.

Strategic Implications

3.3 – Existing strong community spirit and pride will be fostered, promoted and encouraged.

Voting Requirements

Simple Majority Required

Signatures

Author
Chief Executive Officer

R Stanley
P Anderson

Date of Report

8 December 2014

18 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

NIL

19 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

19.1 PROPOSED BED AND BREAKFAST – LOT 21 (17) TERRY DESCHAMPS WAY, DENHAM

This item has been dealt with on page 12 after item 19.1

20 MATTERS BEHIND CLOSED DOORS

20.1 MONKEY MIA RESORT LEASE

Author

Chief Executive Officer

Disclosure of Any Interest

Disclosure of Interest: Cr Ridgley

Nature of Interest: Impartiality Interest as works from the jetty at Monkey Mia

Moved Cr Laundry
Seconded Cr Capewell

Council Resolution

That the lease with Aspen Monkey Mia Pty Ltd on Reserve 40727 Lot 130 on deposited plan 54332 for the purposes of Tourism Development be approved and the Shire President and Chief Executive Officer be authorised to affix the Common Seal of the Shire of Shark Bay to the finalised lease document.

6/0 CARRIED

All Council staff and the gallery left the Council Chamber at 5.26 pm.

20.2 CHIEF EXECUTIVE OFFICER'S EMPLOYMENT PACKAGE

Author

Shire President

Disclosure of Any Interest

Moved Cr Ridgley
Seconded Cr Capewell

Mr Anderson returned to Council Chamber at 5.52 pm

Mr Anderson left the Council Chamber at 6.12 pm

Council Resolution

1. That the Chief Executive Officer's comments in regard to the Council resolution at the November meeting in relation to a request for additional leave and amended vehicle usage within his employment package, be considered and discussed further.
2.
 - A) That the request by the Chief Executive Officer to vary the individual components of his total employment reward package be considered.
 - B) That the request by the Chief Executive Officer to vary the individual components of his total employment reward package be endorsed.
3. That Council consider the Chief Executive Officer's request to initiate discussions regarding a new employment contract to take effect at the expiration of the current contract on 27 September 2015.

That Council agree to enter into discussions with the Chief Executive Officer with the aim to finalise discussions and execute a new contract by the March 2015 Ordinary meeting of Council.

6/0 CARRIED

Moved Cr Ridgley
Seconded Cr Prior

Council Resolution

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

6/0 CARRIED

At 6.14 pm 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 25 February 2015 in Council Chambers commencing at 3.00 pm.

22 CLOSURE OF MEETING

As there was no further business the President closed the Ordinary Council meeting at 6.16 pm.