

# Shire of Shark Bay

## Minutes of the Ordinary Council meeting held on the 24 June 2015





24 JUNE 2015



## DISCLAIMER

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Shark Bay during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Shark Bay.

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

24 JUNE 2015

The minutes of the Ordinary meeting of the Shark Bay Shire Council held in the Council Chamber at the Shark Bay Recreation Centre, Francis Street, Denham on 24 June 2015 commencing at 3.05 pm.

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24 JUNE 2015

**1. DECLARATION OF OPENING**

The President declared the Ordinary Council meeting open at 3.05 pm

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

**ATTENDANCES**

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

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

**APOLOGIES**

Nil

**VISITORS**

Mr Matt James & Mrs Stephanie James

**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE**

No Public Questions on Notice.

**4. PUBLIC QUESTION TIME**

The President opened Public Question Time at 3.05 pm

As there was no question from the public the President closed Public Question Time at 3.05 pm

**5. APPLICATIONS FOR LEAVE**

Nil

**6. PETITIONS**

Nil

24 JUNE 2015

**7. CONFIRMATION OF MINUTES**

**7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 27 MAY 2015**

Moved            Cr Wake  
Seconded       Cr Laundry

**Council Resolution**

**That the minutes of the ordinary council meeting held on 27 May 2015, as circulated to all councillors, be confirmed as a true and accurate record.**

**7/0 CARRIED**

**8. ANNOUNCEMENTS BY THE CHAIR**

An Australia Citizenship ceremonies was preformed for Mr Sergio Kochi, Mrs V Carballo, Mr F Kochi Carballo, Ms J Kochi Carballo, Mr M Kochi Carballo and Ms S Kochi Carballo from Useless Loop at 2.30 pm in Council Chambers.

Cr Prior has invited Mr Matt James and Mrs Stephanie James to the Ordinary Council meeting.

**9. PRESIDENT'S REPORT**

GV00002

**Council 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

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

Meeting Attendance

4 June Gascoyne Development Commission Audit and Risk sub-committee  
teleconference  
11 Local Emergency Management Committee meeting  
16 Gascoyne Development Commission Board meeting – Exmouth  
17 Gascoyne Development Commission Board Audit and Risk Workshop  
– Exmouth  
24 Shire Audit Committee meeting  
Citizenship ceremonies x 6  
June Council Meeting

Signatures

Councillor *Councillor Cowell*  
Date of Report 15 June 2015

Moved Cr Prior  
Seconded Cr Ridgley

Council Resolution

**That the President's activity report for June 2015 be received.**

**7/0 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

Meeting Attendance

19 June Regional Road Group meeting Carnarvon  
Western Australian Local Government Gascoyne Zone Meeting  
held in Carnarvon  
24 June Audit Committee meeting  
Ordinary Council meeting

General Matters

Pastoral community carried out a general baiting of feral animals.  
Tourist season is in full swing.

Signatures

MINUTES OF THE ORDINARY COUNCIL MEETING

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24 JUNE 2015

Councillor *Councillor Wake*

Date of Report 15 June 2015

Moved Cr Capewell  
Seconded Cr Ridgley

**Council Resolution**

**That Councillor Wake's June 2015 report on activities as Council representative be received.**

**7/0 CARRIED**

10.2 Cr Capewell  
GV00005

Committee Membership

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

Meeting Attendance

24 June Audit Committee Meeting

Signatures

Councillor *Councillor Capewell*

Date of Report 15 June 2015

Moved Cr Wake  
Seconded Cr Laundry

**Council Resolution**

**That Councillor Capewell's June 2015 report on activities as Council representative be received.**

**7/0 CARRIED**

10.3 Cr Laundry  
GV00013

Nil

10.4 Cr Bellottie



MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

GV00010

Committee Membership

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

Meeting Attendance

24 June                      Audit Committee meeting

Signatures

Councillor                      *Councillor Bellottie*

Date of Report                      15 June 2015

Moved                      Cr Prior  
Seconded                      Cr Wake

Council Resolution

**That Councillor Bellottie's June 2015 report on activities as Council representative be received.**

**7/0 CARRIED**

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

24 June                      Audit Committee meeting

Signatures

Councillor                      *Councillor Ridgley*

Date of Report                      15 June 2015

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

Moved Cr Laundry  
Seconded Cr Wake

**Council Resolution**

**That Councillor Ridgley's June 2015 report on activities as Council representative be received.**

**7/0 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 <sup>nd</sup> Deputy for Works Committee

**Meeting Attendance**

4 June	Shark Bay Tourism Association Meeting
8 June	Shark Bay Arts Council Meeting
10 June	The Aviation Community Consultation Group meeting
24 June	Audit Committee meeting

**Signatures**

Councillor	<i>Councillor Prior</i>
Date of Report	12 June 2015

Moved Cr Bellottie  
Seconded Cr Ridgley

**Council Resolution**

**That Councillor Prior's June 2015 report on activities as Council representative be received.**

**7/0 CARRIED**

24 JUNE 2015

11. **ADMINISTRATION REPORT**  
There are no administration reports.

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 Ridgley

**Council Resolution**

**That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$619,214.21 be accepted.**

**7/0 CARRIED**

Comment

The schedules of accounts for payment covering:

Municipal fund account cheque numbers 26753 To 26758 totalling \$11,509.82  
Municipal fund direct lodgements for May 2015 totalling \$4,065.75  
Municipal fund account electronic payment numbers MUNI EFT 17533 to 17703 totalling \$367,794.39  
Municipal fund account for May 2015 payroll totalling \$168,865.00  
Trust fund account cheque numbers Nil for May 2015  
Trust fund account electronic payment numbers 17516 to 17642 totalling \$45,364.60 and  
Trust fund Police Licensing for May 2015 totalling \$21,614.65

The schedule of accounts submitted to each member of Council on 19 June 2015 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 *C Wood*

Chief Executive Officer *P Anderson*

Date of Report 12 June 2015

MINUTES OF THE ORDINARY COUNCIL MEETING

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**SHIRE OF SHARK BAY  
MUNI CHEQUES 26753-26758 TO 31 MAY 2015**

<b>CHQ</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
26753	07/05/2015	HORIZON POWER-MAIN USAGE	ELECTRICITY	-4098.44
26754	08/05/2015	ELGAS LIMITED		-161.00
26755	08/05/2015	HORIZON POWER-STREET LIGHTING	210 STREET LIGHTS 1/4/15 - 30/4/15	-3088.28
26756	22/05/2015	CITY OF SUBIACO	LONG SERVICE LEAVE CLAIM T OLSSON	-4019.14
26757	22/05/2015	HORIZON POWER-MAIN USAGE	U6/34 HUGHES STREET	-90.67
26758	22/05/2015	WATER CORPORATION - OSBORNE PARK	RESERVE AT KNIGHT TCE LOT 347 RES 39569	-52.29
<b>TOTAL CHEQUES MAY</b>				<b>\$11,509.82</b>
<b>DIRECT DEBITS</b>				
DD12240.1	06/05/2015	BANKWEST	CORPORATE STAFF TRAINING	-3347.56
		MASTERCARD		
DD12253.1	21/05/2015	VIVA ENERGY AUSTRALIA	WORKS MANAGER FUEL APRIL 15	-508.66
DD12297.1	31/05/2015	REST	SUPERANNUATION CONTRIBUTIONS	-209.53
<b>TOTAL DIRECT DEBITS MAY</b>				<b>\$4,065.75</b>

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

**SHIRE OF SHARK BAY  
MUNI EFTS 17533-17703 TO 31 MAY 2015**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT17533	04/05/2015	LAURENCE JAMES MICHAEL BELLOTTIE	MEETING ATTENDANCE APRIL	-529.64
EFT17534	04/05/2015	CHERYL LORRAINE COWELL	PRESIDENT'S ALLOWANCE APRIL	-1737.12
EFT17535	04/05/2015	KEITH MICHAEL CAPEWELL	MEETING ATTENDANCE APRIL	-730.85
EFT17536	04/05/2015	KEVIN LAUNDRY	MEETING ATTENDANCE APRIL	-529.64
EFT17537	04/05/2015	MARGARET PRIOR	MEETING ATTENDANCE APRIL	-529.64
EFT17538	04/05/2015	GREGORY LEON RIDGLEY	MEETING ATTENDANCE APRIL	-529.64
EFT17539	04/05/2015	BRIAN WAKE	MEETING ATTENDANCE APRIL	-727.66
EFT17540	04/05/2015	ALLELECTRIX PTY LTD	MAINTENANCE TO ELECTRICAL EQUIPMENT AT THE DISCOVERY CENTRE	-1463.55
EFT17541	04/05/2015	AUSCOINSWEST	SOUVENIR COINS AND COIN COLLECTORS ALBUMS	-352.00
EFT17542	04/05/2015	BEEES KNEES AROMATHERAPY	FLY SPRAYS	-162.50
EFT17543	04/05/2015	DEPARTMENT OF PARKS AND WILDLIFE	200 ADULT DAY PASSES 100 CONCESSION DAY PASSES	-3492.00
EFT17544	04/05/2015	MARY CURITA	DONATION FOR PROVISION OF ENTERTAINMENT AT THE OCEAN AIR CINEMA	-50.00
EFT17545	04/05/2015	CDH ELECTRICAL	ASSISTANCE WITH SETTING UP THE OCEAN AIR CINEMA SCREEN AND SOUND	-198.00
EFT17546		CANCELLED		
EFT17547	04/05/2015	THE FLOWER POT	WREATH FOR ANZAC DAY	-80.00
EFT17548	04/05/2015	GASCOYNE DEVELOPMENT COMMISSION	GASCOYNE TOURISM PROMOTION	-5500.00
EFT17549	04/05/2015	GASCOYNE OFFICE EQUIPMENT	PRINTER CARTRIDGE	-255.00
EFT17550		CANCELLED		

MINUTES OF THE ORDINARY COUNCIL MEETING

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<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT17551	04/05/2015	SHANNON MCMONAGLE	DONATION FOR PROVISION OF ENTERTAINMENT AT THE OCEAN AIR CINEMA	-100.00
EFT17552	04/05/2015	PAPER PLUS OFFICE NATIONAL	ZEROX CARTRIDGES	-482.72
EFT17553	04/05/2015	SHARK BAY HOTEL MOTEL	BBQ SAUSAGE SIZZLE FOR SUNRISE EVENT	-85.00
EFT17554	04/05/2015	SHARK BAY COMMUNITY RESOURCE CENTRE	DESIGN AND PRODUCTION OF THE PERTH BANNERS IN THE TCE BANNER.	-300.00
EFT17555	04/05/2015	TELSTRA CORPORATION LIMITED	TELEPHONE SERVICE FOR SMS TO PUBLIC WITH COMMUNITY MESSAGES	-423.80
EFT17556		TO EFT17574 CANCELLED		
EFT17575		TO EFT17593 TRUST		
EFT17594	07/05/2015	ADAM MORRIS	CARAVAN & CAMPING SHOW EXPENSES	-220.72
EFT17595	07/05/2015	BLACKTOP CONSULTING ENGINEERS	STRUCTURAL INSPECTION AND REPORT OF LOT 150 DURLACHER STREET AFTER CYCLONE OLWYN	-5879.50
EFT17596	07/05/2015	DEPARTMENT OF PARKS AND WILDLIFE	ADULT DAY PASSES FAMILY DAY PASSES	-4064.20
EFT17597	07/05/2015	FORTUS CPS WEAR PARTS	GRADER BLADES	-1028.50
EFT17598	07/05/2015	CDH ELECTRICAL	SUPPLY AND FIT ELECTRICAL CONNECTIONS TV REC CENTRE	-910.87
EFT17599	07/05/2015	DENHAM IGA X-PRESS	LOOP ROAD ROBBRO	-1107.47
EFT17600	07/05/2015	SHARK BAY SUPERMARKET	ROBBRO LOOP ROAD	-281.60
EFT17601	07/05/2015	GEARING BUTCHER'S	SUPPLIES FOR ROBBRO LOOP ROAD	-529.66
EFT17602	07/05/2015	ATOM-GERALDTON INDUSTRIAL SUPPLIES	DEPOT SUPPLIES (FITTINGS)	-19.69
EFT17603	07/05/2015	HAMELIN STATION STAY	REPAIRS TO WINDSOCK AT O-LANDER STRIP	-220.00
EFT17604	07/05/2015	TOLL IPEC PTY LTD	FREIGHT-LIBRARY FURNITURE	-96.04
EFT17605	07/05/2015	ITVISION	PAYROLL TRAINING	-2913.35
EFT17606	07/05/2015	JASON SIGNMAKERS	SIGN POSTS AND BOLTS	-4199.80
EFT17607	07/05/2015	MIDWEST REWINDS	REWIND FOR PUMP MOTOR	-1117.50

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<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT17608	07/05/2015	NATURES BOTANICAL PRODUCTS	NATURES BOTANICALS FLY REPELLANT	-225.06
EFT17609	07/05/2015	PROFESSIONAL PC SUPPORT	SOFTWARE SUPPORT	-760.00
EFT17610	07/05/2015	PAPER PLUS OFFICE NATIONAL	STATIONARY	-200.79
EFT17611	07/05/2015	PAULS TYRES	4 NEW TYRES 5 TONNE TRUCK	-1430.00
EFT17612	07/05/2015	BUCKINGHAM PEWTER	12 DIRK HARTOG PLATES 3 VLAMINGH PLATES	-264.00
EFT17613	07/05/2015	ROBBRO WA PTY LTD	MATERIAL CARTING LOOP RD	-55671.00
EFT17614	07/05/2015	RICHARD CLAUDE MORONEY	CLEAN UP AND REMOVE RUBBISH AROUND SBIC - APRIL	-31.00
EFT17615	07/05/2015	ROSHER E & MJ	BLADES AND RUNNERS KOBOTA MOWER	-579.55
EFT17616	07/05/2015	SKIPPERS AVIATION	RETURN FLIGHT TO MONKEY MIA – PROJECT 3	-1878.00
EFT17617	07/05/2015	SHARK BAY COMMUNITY RESOURCE CENTRE	SPORTS AND REC CENTRE MANAGEMENT APRIL	-6162.00
EFT17618	07/05/2015	SHARK BAY CLEANING SERVICE	SBIC APRIL	-11814.23
EFT17619	07/05/2015	SHARK BAY FREIGHTLINES	FREIGHT MAY	-321.85
EFT17620	07/05/2015	MCKELL FAMILY TRUST	RUBBISH BINS FOR APRIL STREETSWEEPING APRIL	-10296.32
EFT17621	07/05/2015	SHARK BAY CAR HIRE	CAR HIRE TO TRANSPORT DOCTOR	-495.00
EFT17622	07/05/2015	TELSTRA CORPORATION LIMITED	1300 PHONE	-30.00
EFT17623	08/05/2015	BOC LIMITED	CONTAINER RENTAL DEPOT	-74.43
EFT17624	08/05/2015	CORAL COAST PLUMBING	UNBLOCK DISABILITY TOILET	-99.00
EFT17625	08/05/2015	DONNELLE OAKLEY	FUEL - TRAINING	-43.64
EFT17626	08/05/2015	EMELIA SCAGLIONE	POLICE CLEARANCE CERTIFICATE	-62.40
EFT17627	08/05/2015	SHARK BAY FUEL & SERVICE CENTRE	TAPE	-56.04
EFT17628	08/05/2015	ATOM-GERALDTON INDUSTRIAL SUPPLIES	DELINEATER TAPES	-229.63
EFT17629	08/05/2015	THINK WATER GERALDTON	FITTINGS FOR BORE PUMP	-311.80
EFT17630	08/05/2015	TOLL IPEC PTY LTD	FREIGHT APRIL	-71.28

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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17631	08/05/2015	MICHAEL ARRIOLA	DONATION FOR PROVISION OF ENTERTAINMENT AT THE OCEAN AIR CINEMA	-50.00
EFT17632	08/05/2015	MCLEODS BARRISTERS AND SOLICITORS	LEGAL COSTS TO 30 JUNE 2015	-179.68
EFT17633	08/05/2015	MITRE 10 SHARK BAY MARINE & HARDWARE	POP UP SPRINKLERS	-1407.39
EFT17634	08/05/2015	MAX MARINE	NEW MOORING LINE GALLA	-822.95
EFT17635	08/05/2015	SHARK BAY TAXI SERVICE	OVERLANDER RUBBISH RUN APRIL 2015	-1166.00
EFT17636	08/05/2015	SHARK BAY NEWSAGENCY	STATIONERY	-689.74
EFT17637	08/05/2015	SALTWATER CAFÉ	COUNCIL LUNCH APRIL	-207.90
EFT17638		TRUST		
EFT17639	11/05/2015	AUSTRALIAN TAXATION OFFICE	PAYROLL DEDUCTIONS	-40363.00
EFT17640	11/05/2015	AUSTRALIAN TAXATION OFFICE	FINAL FBT FOR 2014-15	-219.00
EFT17641		TO EFT17642 TRUST		
EFT17643	15/05/2015	AUSTRALIAN ETHICAL	SUPERANNUATION CONTRIBUTIONS	-108.86
EFT17644	22/05/2015	GERALDTON TOYOTA	9 MONTH SERVICE ON AURION PRODIGY	-274.41
EFT17645	22/05/2015	AZURE BISTRO	PLATTER - GOVERNORS VISIT - LUNCH	-79.65
EFT17646	22/05/2015	ALLELECTRIX PTY LTD	INSTALLATION OF TVS, POWER POINTS AND DATA POINTS (SBDC)	-966.08
EFT17647	22/05/2015	BAJA DATA & ELECTRICAL SERVICES	FAULTY POWER POINT UNIT 4 AND SMOKE DETECTOR UNIT 1	-130.35
EFT17648	22/05/2015	BOOKEASY AUSTRALIA PTY LTD	BOOKEASY APRIL	-362.48
EFT17649	22/05/2015	S.A.BURTON	RENOVATION - PENSIONER UNIT 2 - LAUNDRY	-1412.50
EFT17650	22/05/2015	GERALDTON FUEL COMPANY	FUEL BULK APRIL	-20691.60
EFT17651	22/05/2015	GERALDTON MOWER & REPAIRS SPECIALISTS	EARTH AUGER AND EXTENTION	-1998.35



MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT17652	22/05/2015	HERITAGE RESORT SHARK BAY	REFRESHMENTS FOR GOVERNERS RECEPTION	-828.76
EFT17653	22/05/2015	ROGER JOHN HEWITT	HIRE OF DRILLING UNIT-M.M. CARPARK	-550.00
EFT17654	22/05/2015	HITS RADIO PTY LTD	ADVERTISING ON RADIO FOR SHARK BAY APRIL	-520.30
EFT17655	22/05/2015	TOLL IPEC PTY LTD	FREIGHT MAY	-185.61
EFT17656	22/05/2015	KOORI KIDS PTY LTD	NAIDOC WEEK - ANNUAL CONTRIBUTION - SCHOOL INITIATIVES	-450.00
EFT17657	22/05/2015	LANDGATE (WA LAND INFORMATION AUTHORITY)	GRV VALUATION	-36.55
EFT17658	22/05/2015	LANDMARK OPERATIONS	DELINEATORS	-830.25
EFT17659	22/05/2015	MCLEODS BARRISTERS AND SOLICITORS	LEGAL COSTS TO 30 JUNE 2015	-1226.83
EFT17660	22/05/2015	RHONDA JOY METTAM	INVITATION PAPER FOR GOVERNERS VISIT	-153.70
EFT17661	22/05/2015	PROFESSIONAL PC SUPPORT	REMOTE SERVER MAINTENANCE	-210.00
EFT17662	22/05/2015	ROBBRO WA PTY LTD	MATERIAL CARTING -CYCLONE OLWYN	-31432.50
EFT17663	22/05/2015	SKIPPERS AVIATION	RETURN FLIGHT TO PERTH - CEO	-626.00
EFT17664	22/05/2015	SHARK BAY HOTEL MOTEL	FINGER FOOD FOR CIVIC RECEPTION - GOVERNORS VISIT	-750.00
EFT17665	22/05/2015	SHARK BAY CLEANING SERVICE	CLEANING TO 15/5/15	-6117.87
EFT17666	22/05/2015	SHARK BAY SKIPS	APRIL MAIN ROADS PICK UP SKIP BINS	-5016.00
EFT17667	22/05/2015	SHARK BAY COACHES	BUS HIRE TO MONKEY MIA RETURN DINNER WITH THE GOVERNOR	-200.00
EFT17668	22/05/2015	YADGALAH ABORIGINAL CORP	DIGGER HIRE FOR MCVEE EXHUMATION	-550.00
EFT17669	29/05/2015	GERALDTON TOYOTA	REAR TAIL LIGHT LENS	-123.42
EFT17670	29/05/2015	JAMES SNR POLAND	JIMMY POLAND LAUNCH EVENT	-750.00
EFT17671	29/05/2015	AZURE BISTRO	LUNCH ASSET MANAGEMENT MEETING	-124.00
EFT17672	29/05/2015	AUSTRALIA POST	LOCAL POST APRIL	-164.20

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17673	29/05/2015	ARTISTRALIA	COPYRIGHT TO SCREEN GREASE	-1056.00
EFT17674	29/05/2015	LAURENCE JAMES MICHAEL BELLOTTIE	SHARK BAY OCEAN AIR CINEMA MEETING ATTENDANCE MAY	-547.30
EFT17675	29/05/2015	BRIAN JOHN GALVIN	ELECTRICITY 13/3/15-7/5/15	-259.52
EFT17676	29/05/2015	CHERYL LORRAINE COWELL	PRESIDENT'S ALLOWANCE MAY	-1795.03
EFT17677	29/05/2015	CORAL COAST PLUMBING	MAINTENANCE OF DISHWASHER AND TAPS LOWERED GAS REGULATORS ON 16A AND 16B SUNTER PLACE	-204.66
EFT17678	29/05/2015	ATOM-GERALDTON INDUSTRIAL SUPPLIES	DELINEATER TAPES	-1487.65
EFT17679	29/05/2015	THINK WATER GERALDTON	FITTINGS FOR BORE PUMP	-129.73
EFT17680	29/05/2015	GRAY & LEWIS LAND USE PLANNERS	REVIEW OF TOWN PLANNING SCHEME	-8918.42
EFT17681	29/05/2015	GSR LASER TOOLS	SURVEY EQUIPMENT	-2185.50
EFT17682	29/05/2015	HD IMAGES	JIMMY POLAND LAUNCH EVENT PROJECTION EQUIPMENT SET UP COSTS	-550.00
EFT17683	29/05/2015	TOLL IPEC PTY LTD	FREIGHT MAY	-222.03
EFT17684	29/05/2015	JASON SIGNMAKERS	WARNING AND HAZARD SIGNS FOR MRWA	-6052.20
EFT17685	29/05/2015	KOMATSU AUSTRALIA	KOMATSU FILTERS	-297.99
EFT17686	29/05/2015	KEITH MICHAEL CAPEWELL	MEETING ATTENDANCE MAY	-755.21
EFT17687	29/05/2015	LANDGATE (WA LAND INFORMATION AUTHORITY)	GRV VALUATION	-335.92
EFT17688	29/05/2015	KEVIN LAUNDRY	MEETING ATTENDANCE MAY	-547.30
EFT17689	29/05/2015	MAIN ROADS WA	RESEAL OF HAMELIN ROAD AND REFUND OF HAMELIN ROAD RRG CLAIM 1	-50799.10
EFT17690	29/05/2015	N-COM PTY LTD	SBS RADIO INSTALLATION	-19379.04
EFT17691	29/05/2015	SHARKBAY P & C	DONATION TO PURCHASE FLAG BANNER	-301.40
EFT17692	29/05/2015	MARGARET PRIOR	MEETING ATTENDANCE MAY	-547.30

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT17693	29/05/2015	PROFESSIONAL PC SUPPORT	REPAIR HARDWARE FAULTS IN SBDC AND OFFICE MACHINES	-2514.00
EFT17694	29/05/2015	GREGORY LEON RIDGLEY	MEETING ATTENDANCE MAY	-547.30
EFT17695	29/05/2015	SHARK BAY HOTEL MOTEL	OCM WEDNESDAY 27 MAY 2015 MEALS	-242.00
EFT17696	29/05/2015	SHARK BAY SUB BRANCH RSL	CONTRIBUTION ANZAC CENTENARY	-1000.00
EFT17697	29/05/2015	SHARK BAY FREIGHTLINES	FREIGHT MAY	-245.35
EFT17698	29/05/2015	SARAH TRANT	JIMMY POLAND LAUNCH EVENT SARAH TRANT - TRAVEL EXPENSES	-875.00
EFT17699	29/05/2015	TELSTRA CORPORATION LIMITED	PHONE OFFICE	-2409.18
EFT17700	29/05/2015	TRACOMMS	ANTENNA INSTALLATION EMERGENCY SERVICES BUILDING	-8153.53
EFT17701	29/05/2015	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	THE WEST AUSTRALIAN TENDER ADVERTISEMENT - DENHAM FORESHORE	-796.32
EFT17702	29/05/2015	BRIAN WAKE	MEETING ATTENDANCE MAY	-547.30
EFT17703	29/05/2015	JEFFREY NOEL WALTON	LEARNERS PERMIT FOR HC LICENCE	-162.50
<b>TOTAL EFT MAY</b>				<b>\$367,794.39</b>

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

**SHIRE OF SHARK BAY  
TRUST EFTS 17516-17642 TO 31 MAY 2015**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT17516	04/05/2015	JAMES SNR POLAND	ART SALES APRIL 15	-96.00
EFT17517	04/05/2015	PRIORITY SHARK BAY PTY LTD	TOURS APRIL 15	-1589.49
EFT17518	04/05/2015	BLUE LAGOON PEARLS	TOURS APRIL 15	-765.60
EFT17519	04/05/2015	SHARK BAY COASTAL TOURS	TOURS APRIL 15	-2030.58
EFT17520	04/05/2015	EMILY ELIZABETH WARD	ART SALES APRIL 15	-104.56
EFT17521	04/05/2015	GASCOYNE OFFSHORE AND MARINE SERVICES PTY LTD	TOURS APRIL 15	-1848.75
EFT17522	04/05/2015	INTEGRITY COACH LINES (AUST) PTY LTD	TOURS APRIL 15	-48.45
EFT17523	04/05/2015	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	TOURS APRIL15	-3506.10
EFT17524	04/05/2015	MONKEYMIA WILDSIGHTS	TOURS APRIL 15	-7450.16
EFT17525	04/05/2015	WA OCEAN PARK PTY LTD	TOURS APRIL 15	-330.60
EFT17526	04/05/2015	SHARK BAY COACHES	TOURS APRIL 15	-47.85
EFT17527	04/05/2015	SIETSKE HUNN	ART SALES APRIL 15	-14.00
EFT17528	04/05/2015	SHIRE OF SHARK BAY	TOURS COMM APRIL 15	-3442.56
EFT17529	04/05/2015	SHARK BAY SCENIC QUAD BIKE TOURS	TOURS APRIL 15	-1922.70
EFT17530	04/05/2015	TRISH MILBURN ART & PHOTOGRAPHY	ART SALES APRIL 15	-36.00
EFT17531	04/05/2015	UNREAL FISHING CHARTERS	TOURS APRIL 15	-435.00
EFT17532	04/05/2015	WULA GUDA NYINDA (CAPES)	TOURS APRIL 2015	-2618.70
EFT17575	05/05/2015	BLUE DOLPHIN CARAVAN PARK	BOOKEASY APRIL 15	-561.00
EFT17576	05/05/2015	CARNARVON CARAVAN PARK	BOOKEASY APRIL 15	-29.75
EFT17577	05/05/2015	DENHAM SEASIDE CARAVAN PARK	BOOKEASY APRIL 15	-249.90
EFT17578	05/05/2015	HARTOG COTTAGES	BOOKEASY APRIL 15	-3098.25
EFT17579	05/05/2015	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	BOOKEASY APRIL 15	-45.90

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT17580	05/05/2015	HERITAGE RESORT SHARK BAY	BOOKEASY APRIL 15	-340.00
EFT17581	05/05/2015	ASPEN MONKEY MIA PTY LTD	BOOKEASY APRIL 15	-1942.25
EFT17582	05/05/2015	MONKEYMIA WILDSIGHTS	BOOKEASY APRIL 15	-4226.62
EFT17583	05/05/2015	NINGALOO REEF RESORT	BOOKEASY APRIL 15	-1692.35
EFT17584	05/05/2015	NANGA BAY RESORT	BOOKEASY APRIL 15	-235.50
EFT17585	05/05/2015	ON THE DECK @ SHARK BAY	BOOKEASY APRIL 15	-140.25
EFT17586	05/05/2015	OCEANSIDE VILLAGE	BOOKEASY APRIL 15	-1186.60
EFT17587	05/05/2015	SHARK BAY HOTEL MOTEL	BOOKEASY APRIL 15	-267.75
EFT17588	05/05/2015	SHARK BAY HOLIDAY COTTAGES	BOOKEASY APRIL 15	-246.50
EFT17589	05/05/2015	SHARK BAY COACHES	BOOKEASY APRIL 15	-119.00
EFT17590	05/05/2015	SHIRE OF SHARK BAY	COMMISSIONS BOOKEASY APRIL 15	-2914.38
EFT17591	05/05/2015	SHARK BAY SCENIC QUAD BIKE TOURS	BOOKEASY APRIL 15	-391.00
EFT17592	05/05/2015	UNREAL FISHING CHARTERS	BOOKEASY APRIL 15	-1062.50
EFT17593	05/05/2015	WULA GUDA NYINDA (CAPES)	BOOKEASY APRIL 15	-238.00
EFT17638	08/05/2015	ROBERT AND ROSEMARY MCCASKIE	GYM CARD REFUND	-20.00
EFT17641	12/05/2015	JAMES ABBERLEY	LIBRARY BOND REFUND	-50.00
EFT17642	12/05/2015	JOHN REYNOLDS	GYM CARD REFUND	-20.00
			<b>TOTAL EFT TRUST MAY</b>	<b>\$45,364.60</b>

24 JUNE 2015

12.2 FINANCIAL REPORTS TO 31 MAY 2015  
CM00017

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved            Cr Prior  
Seconded       Cr Cowell

**Council Resolution**

**That the monthly financial report to 31 May 2015 as attached be received.**  
**7/0 CARRIED**

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to 31 May 2015 are attached.

Voting Requirements

Simple Majority Required

Signature

Author	<i>C Wood</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	12 June 2015

24 JUNE 2015

**SHIRE OF SHARK BAY**

**MONTHLY FINANCIAL REPORT**

**For the Period Ended 31 May 2015**

**LOCAL GOVERNMENT ACT 1995**

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

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MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

SHIRE OF SHARK BAY							
STATEMENT OF FINANCIAL ACTIVITY							
(Statutory Reporting Program)							
For the Period Ended 31 May 2015							
	Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Governance		60,226	60,226	60,231	5	0.01%	▲
General Purpose Funding - Rates	9	1,172,118	1,172,121	1,174,102	1,981	0.17%	▲
General Purpose Funding - Other		1,987,309	1,970,341	1,976,524	6,182	0.31%	▲
Law, Order and Public Safety		46,081	45,701	53,689	7,988	17.48%	▲
Health		750	750	751	1	0.13%	▲
Housing		75,680	69,531	74,201	4,670	6.72%	▲
Community Amenities		280,937	272,968	269,274	(3,694)	(1.35%)	▼
Recreation and Culture		225,456	207,746	245,034	37,288	17.95%	▲
Transport		427,009	425,134	433,468	8,334	1.96%	▲
Economic Services		834,010	775,461	623,794	(151,667)	(19.56%)	▼
Other Property and Services		18,000	16,500	27,581	11,081	67.16%	▲
<b>Total Operating Revenue</b>		<b>5,127,576</b>	<b>5,016,479</b>	<b>4,938,649</b>	<b>(77,831)</b>		
<b>Operating Expense</b>							
Governance		(332,721)	(286,465)	(258,805)	27,660	(9.66%)	▲
General Purpose Funding		(104,798)	(96,327)	(95,333)	994	(1.03%)	▲
Law, Order and Public Safety		(287,429)	(259,320)	(330,128)	(70,807)	27.30%	▼
Health		(58,735)	(54,483)	(52,672)	1,810	(3.32%)	▲
Housing		(179,077)	(141,330)	(153,520)	(12,190)	8.63%	▼
Community Amenities		(671,341)	(609,511)	(595,836)	13,675	(2.24%)	▲
Recreation and Culture		(1,823,939)	(1,683,328)	(1,660,765)	22,563	(1.34%)	▲
Transport		(1,914,174)	(1,759,039)	(1,467,370)	291,669	(16.58%)	▲
Economic Services		(1,348,548)	(1,215,984)	(1,210,985)	4,999	(0.41%)	▲
Other Property and Services		(18,000)	(24,196)	68,863	93,059	(384.60%)	▲
<b>Total Operating Expenditure</b>		<b>(6,738,762)</b>	<b>(6,129,984)</b>	<b>(5,756,552)</b>	<b>373,432</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		2,219,831	2,025,164	2,039,424	14,260		
Adjust (Profit)/Loss on Asset Disposal	8	63,662	63,662	124,306	60,644		
Adjust Provisions and Accruals							
<b>Net Cash from Operations</b>		<b>672,307</b>	<b>975,321</b>	<b>1,345,825</b>	<b>370,504</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	3,023,281	2,957,206	8,235,576	5,278,370	178.49%	▲
Proceeds from Disposal of Assets	8	128,000	128,000	135,455	7,455	5.82%	▲
<b>Total Capital Revenues</b>		<b>3,151,281</b>	<b>3,085,206</b>	<b>8,371,031</b>	<b>5,285,825</b>		
<b>Capital Expenses</b>							
Land Held for Resale							
Land and Buildings	13	(582,717)	(569,622)	(481,927)	87,694	15.40%	▲
Infrastructure - Roads	13	(926,595)	(866,925)	(365,856)	501,069	57.80%	▲
Infrastructure - Public Facilities	13	(3,442,976)	(3,101,791)	(2,412,697)	689,094	22.22%	▲
Infrastructure - Streetscapes	13	(25,000)	(25,000)	(364)	24,636	98.55%	▲
Infrastructure - Footpaths	13	(64,400)	(58,800)	(56,164)	2,636	4.48%	▲
Infrastructure - Drainage	13	(30,000)	(26,672)	(27,369)	(697)	(2.61%)	▼
Heritage Assets	13	(68,572)	(68,572)	(13,573)	54,999	80.21%	▲
Plant and Equipment	13	(711,047)	(612,760)	(733,652)	(120,892)	(19.73%)	▼
Furniture and Equipment	13	(42,000)	(37,000)	(24,840)	12,160	32.87%	▲
<b>Total Capital Expenditure</b>		<b>(5,893,307)</b>	<b>(5,367,142)</b>	<b>(4,116,441)</b>	<b>1,250,701</b>		
<b>Net Cash from Capital Activities</b>		<b>(2,742,026)</b>	<b>(2,281,936)</b>	<b>4,254,590</b>	<b>6,536,525</b>		
<b>Financing</b>							
Proceeds from New Debentures		0	0	0	0		
Transfer from Reserves	7	1,578,352	1,028,713	1,028,713	0	0.00%	
Repayment of Debentures	10	(105,311)	(105,311)	(105,311)	(0)	(0.00%)	
Transfer to Reserves	7	(1,192,758)	(492,231)	(492,231)	0	0.00%	
<b>Net Cash from Financing Activities</b>		<b>280,283</b>	<b>431,171</b>	<b>431,171</b>	<b>(0)</b>		
<b>Net Operations, Capital and Financing</b>		<b>(1,789,436)</b>	<b>(875,444)</b>	<b>6,031,586</b>	<b>6,907,030</b>		▲
<b>Opening Funding Surplus(Deficit)</b>	3	<b>1,789,436</b>	<b>1,789,436</b>	<b>1,789,436</b>	<b>0</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>0</b>	<b>913,992</b>	<b>7,821,022</b>	<b>6,907,030</b>		▲

NOTE: The variance of \$6,907,030 includes capital revenue of \$5.7m which has been received in advance for the Foreshore Project.



MINUTES OF THE ORDINARY COUNCIL MEETING

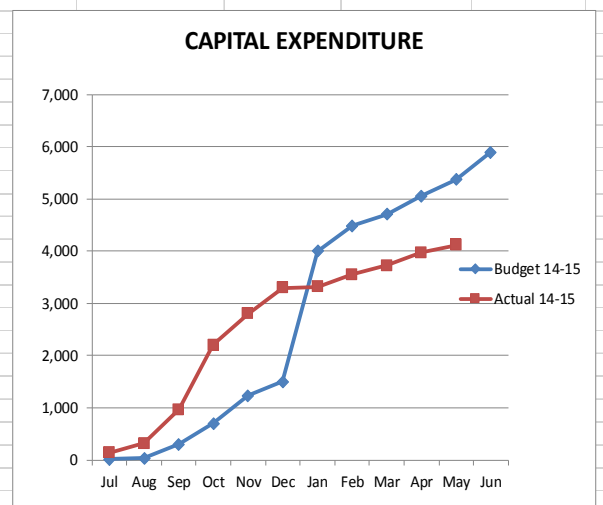
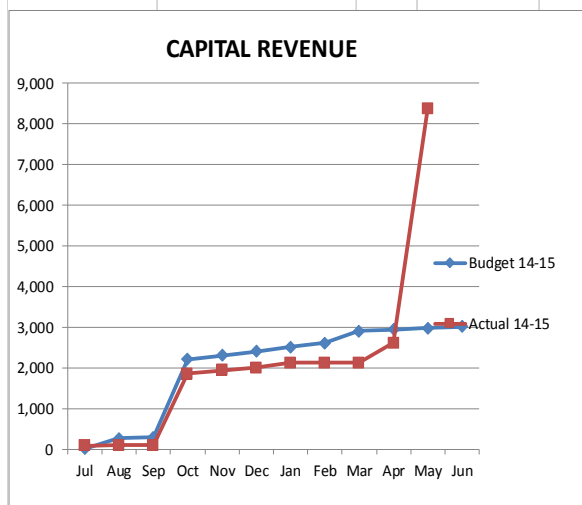
24 JUNE 2015

<b>SHIRE OF SHARK BAY</b>				
<b>STATEMENT OF FINANCIAL ACTIVITY</b>				
<b>(By Nature or Type)</b>				
<b>For the Period Ended 31 May 2015</b>				
	Note	Amended Budget	YTD Budget (a)	YTD Actual (b)
<b>Operating Revenues</b>		\$	\$	\$
Rates	9	1,163,355	1,163,773	1,164,779
Operating Grants, Subsidies and Contributions	11	2,374,416	2,374,416	2,379,052
Fees and Charges		1,334,942	1,245,715	1,125,952
Interest Earnings		105,600	89,311	91,703
Other Revenue		149,263	143,265	173,162
Profit on Disposal of Assets	8	0	0	4,000
<b>Total Operating Revenue</b>		<b>5,127,576</b>	<b>5,016,480</b>	<b>4,938,649</b>
<b>Operating Expense</b>				
Employee Costs		(1,814,926)	(1,672,085)	(1,633,044)
Materials and Contracts		(2,165,795)	(1,931,987)	(1,538,621)
Utility Charges		(125,113)	(115,359)	(124,082)
Depreciation on Non-Current Assets		(2,219,831)	(2,025,164)	(2,039,424)
Interest Expenses		(27,033)	(13,580)	(19,115)
Insurance Expenses		(149,887)	(148,888)	(115,167)
Other Expenditure		(172,515)	(159,259)	(158,795)
Loss on Disposal of Assets	8	(63,662)	(63,662)	(128,306)
<b>Total Operating Expenditure</b>		<b>(6,738,762)</b>	<b>(6,129,984)</b>	<b>(5,756,552)</b>
<b>Funding Balance Adjustments</b>				
Add back Depreciation		2,219,831	2,025,164	2,039,424
Adjust (Profit)/Loss on Asset Disposal	8	63,662	63,662	124,306
Adjust Provisions and Accruals				
<b>Net Cash from Operations</b>		<b>672,307</b>	<b>975,323</b>	<b>1,345,826</b>
<b>Capital Revenues</b>				
Grants, Subsidies and Contributions	11	3,023,281	2,957,206	8,235,576
Proceeds from Disposal of Assets	8	128,000	128,000	135,455
<b>Total Capital Revenues</b>		<b>3,151,281</b>	<b>3,085,206</b>	<b>8,371,031</b>
<b>Capital Expenses</b>				
Land Held for Resale		0	0	0
Land and Buildings	13	(582,717)	(569,622)	(481,927)
Infrastructure - Roads	13	(926,595)	(866,925)	(365,856)
Infrastructure - Public Facilities	13	(3,442,976)	(3,101,791)	(2,412,697)
Infrastructure - Streetscapes	13	(25,000)	(25,000)	(364)
Infrastructure - Footpaths	13	(64,400)	(58,800)	(56,164)
Infrastructure - Drainage	13	(30,000)	(26,672)	(27,369)
Heritage Assets	13	(68,572)	(68,572)	(13,573)
Plant and Equipment	13	(711,047)	(612,760)	(733,652)
Furniture and Equipment	13	(42,000)	(37,000)	(24,840)
<b>Total Capital Expenditure</b>		<b>(5,893,307)</b>	<b>(5,367,142)</b>	<b>(4,116,441)</b>
<b>Net Cash from Capital Activities</b>		<b>(2,742,026)</b>	<b>(2,281,936)</b>	<b>4,254,590</b>
<b>Financing</b>				
Proceeds from New Debentures		0	0	0
Transfer from Reserves	7	1,578,352	1,028,713	1,028,713
Repayment of Debentures	10	(105,311)	(105,311)	(105,311)
Transfer to Reserves	7	(1,192,758)	(492,231)	(492,231)
<b>Net Cash from Financing Activities</b>		<b>280,283</b>	<b>431,171</b>	<b>431,171</b>
<b>Net Operations, Capital and Financing</b>		<b>(1,789,436)</b>	<b>(875,442)</b>	<b>6,031,586</b>
<b>Opening Funding Surplus(Deficit)</b>	3	<b>1,789,436</b>	<b>1,789,436</b>	<b>1,789,436</b>
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(0)</b>	<b>913,994</b>	<b>7,821,022</b>

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

SHIRE OF SHARK BAY							
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING							
For the Period Ended 31 May 2015							
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	393,287	88,640	481,927	569,622	582,717	87,694
Infrastructure Assets - Roads	13	7,145	358,711	365,856	866,925	926,595	501,069
Infrastructure Assets - Public Facilities	13	2,147,347	265,351	2,412,697	3,101,791	3,442,976	689,094
Infrastructure Assets - Footpaths	13	56,164	0	56,164	58,800	64,400	2,636
Infrastructure Assets - Drainage	13	0	27,369	27,369	26,672	30,000	(697)
Infrastructure Assets - Streetscapes	13	364	0	364	25,000	25,000	24,636
Heritage Assets	13	13,573	0	13,573	68,572	68,572	54,999
Plant and Equipment	13	75,188	658,464	733,652	612,760	711,047	(120,892)
Furniture and Equipment	13	0	24,840	24,840	37,000	42,000	12,160
<b>Capital Expenditure Totals</b>		<b>2,693,067</b>	<b>1,423,374</b>	<b>4,116,441</b>	<b>5,367,142</b>	<b>5,893,307</b>	<b>1,250,701</b>
<b>Funded By:</b>							
<b>Capital Grants and Contributions</b>				2,535,576	2,957,206	3,023,381	421,630
<b>Borrowings</b>				0	0	0	0
<b>Other (Disposals &amp; C/Fwd)</b>				449,898	649,215	968,111	199,317
<b>Own Source Funding - Cash Backed Reserves</b>							
Infrastructure Reserve				277,959	713,370	931,900	435,411
Pensioner Unit Maintenance Reserve				31,508	27,500	30,000	(4,008)
Plant Replacement Reserve				414,855	414,855	414,855	0
Fire Fighting Replacement Reserve				11,761	12,000	12,000	239
Recreation Facility Reserve				83,635	140,997	178,897	57,362
<b>Total Own Source Funding - Cash Backed Reserves</b>				<b>819,718</b>	<b>1,308,722</b>	<b>1,567,652</b>	<b>489,004</b>
<b>Own Source Funding - Operations</b>				<b>311,249</b>	<b>452,000</b>	<b>334,163</b>	<b>140,751</b>
<b>Capital Funding Total</b>				<b>4,116,441</b>	<b>5,367,142</b>	<b>5,893,307</b>	<b>1,250,702</b>



MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

Shire of Shark Bay				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 May 2015				
<b>1.</b>	<b>SIGNIFICANT ACCOUNTING POLICIES</b>			
	<b>(a) Basis of Preparation</b>			
	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.			
	<b>The Local Government Reporting Entity</b>			
	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>(b) 2013/14 Actual Balances</b>			
	Balances shown in this budget as 2013/14 Actual are as forecast at the time of budget preparation and are subject to final adjustments.			
	<b>(c) Rounding Off Figures</b>			
	All figures shown in this budget, other than a rate in the dollar, are rounded to the nearest dollar.			
	<b>(d) Rates, Grants, Donations and Other Contributions</b>			
	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.			
	<b>(e) Goods and Services Tax (GST)</b>			
	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.			
	<b>(f) Superannuation</b>			
	The Council contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Council contributes are defined contribution plans.			

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

SHIRE OF SHARK BAY

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 May 2015

	<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>				
	<b>(g) Cash and Cash Equivalents</b>				
	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.				
	<b>(h) Trade and Other Receivables</b>				
	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.				
	<b>(i) Inventories</b>				
	<b>General</b>				
	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.				
	<b>Land Held for Resale</b>				
	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.				
	<b>(j) Fixed Assets</b>				
	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.				
	<b>Mandatory Requirement to Revalue Non-Current Assets</b>				
	Effective from 1 July 2012, the Local Government (Financial Management) Regulations were amended and the measurement of non-current assets at Fair Value became mandatory.				



MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

SHIRE OF SHARK BAY			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 31 May 2015			
1.	<b>SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>		
	<b>(j) Fixed Assets (Continued)</b>		
	<b>Revaluation</b>		
	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.		
	<b>Transitional Arrangement</b>		
	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 <b>Initial Recognition</b> section as detailed above.		
	Those assets carried at fair value will be carried in accordance with the <b>Revaluation Methodology</b> section as detailed above.		
	<b>Land Under Roads</b>		
	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.		
	<b>Depreciation</b>		
	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.		

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

SHIRE OF SHARK BAY			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 31 May 2015			
1.	<b>SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>		
(j)	<b>Fixed Assets (Continued)</b>		
	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.		
	<b>Capitalisation Threshold</b>		
	Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.		
(k)	<b>Fair Value of Assets and Liabilities</b>		
	When performing a revaluation, the Council uses a mix of both independent and management valuations using the following as a guide:		
	Fair Value is the price that Council would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.		

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

SHIRE OF SHARK BAY			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 31 May 2015			
1.	<b>SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>		
	<b>(k) Fair Value of Assets and Liabilities (Continued)</b>		
		As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.	
		To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).	
		For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.	
		<b>Fair Value Hierarchy</b>	
		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:	
		<b>Level 1</b>	
		Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.	
		<b>Level 2</b>	
		Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.	
		<b>Level 3</b>	
		Measurements based on unobservable inputs for the asset or liability.	
		The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.	
		<b>Valuation techniques</b>	
		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:	
		<b>Market approach</b>	
		Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.	



MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

SHIRE OF SHARK BAY			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 31 May 2015			
	<b>1. SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>		
	<b>(k) Fair Value of Assets and Liabilities (Continued)</b>		
	<b>Income approach</b>		
	Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.		
	<b>Cost approach</b>		
	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.		
	<b>(l) Financial Instruments</b>		
	<b>Initial Recognition and Measurement</b>		
	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.		
	<b>Classification and Subsequent Measurement</b>		
	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.		

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

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

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

SHIRE OF SHARK BAY			
NOTES TO AND FORMING PART OF THE BUDGET			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
<b>1.</b>	<b>SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>		
	<b>(l) Financial Instruments (Continued)</b>		
	<b><i>Impairment</i></b>		
	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.		
	<b><i>Derecognition</i></b>		
	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.		
	<b>(m) Impairment of Assets</b>		
	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.		

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

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

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

SHIRE OF SHARK BAY				
NOTES TO AND FORMING PART OF THE BUDGET				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
<b>1.</b>	<b>SIGNIFICANT ACCOUNTING POLICIES (Continued)</b>			
<b>(p)</b>	<b>Borrowing Costs</b>			
	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.			
<b>(q)</b>	<b>Provisions</b>			
	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.			
<b>(r)</b>	<b>Current and Non-Current Classification</b>			
	In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where the Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Council's intentions to release for sale.			

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

Shire of Shark Bay					
EXPLANATION OF MATERIAL VARIANCES					
For the Period Ended 31 May 2015					
Note 2: EXPLANATION OF MATERIAL VARIANCES					
Reporting Program	Var. \$	Var. %	V	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	5	0.01%	▲	Permanent	No reportable variance
General Purpose Funding - Rates	1,981	0.17%	▲	Permanent	No reportable variance
General Purpose Funding - Other	6,182	0.31%	▲	Permanent	Increase in commissions received
Law, Order and Public Safety	7,988	17.48%	▲	Timing	FESA grant for 13/14 paid
Health	1	0.13%	▲	Permanent	No reportable variance
Housing	4,670	6.72%	▲	Timing	Pensioner Units rents invoiced in advance
Community Amenities	(3,694)	(1.35%)	▼	Permanent	No reportable variance
Recreation and Culture	37,288	17.95%	▲	Permanent	Increase sales at Shark Bay Discovery Centre
Transport	8,334	1.96%	▲	Timing	Increase in Denham Marine Charges
Economic Services	(151,667)	(19.56%)	▼	Timing	Income from Monkey Mia Road and Shark Bay Road yet to be received
Other Property and Services	11,081	67.16%	▲	Permanent	Diesel Fuel Rebate higher than expected
<b>Operating Expense</b>					
Governance	27,660	(9.66%)	▲	Timing	Reduced spending on strategic planning
General Purpose Funding	994	(1.03%)	▲	Timing	No reportable variance
Law, Order and Public Safety	(70,807)	27.30%	▼	Permanent	Costs of Cyclone Olwyn impacting on this program
Health	1,810	(3.32%)	▲	Timing	No reportable variance
Housing	(12,190)	8.63%	▼	Permanent	Increased maintenance on Pensioner Units
Community Amenities	13,675	(2.24%)	▲	Timing	Planning and Development costs less than expected
Recreation and Culture	22,563	(1.34%)	▲	Timing	Loss on disposal of history books
Transport	291,669	(16.58%)	▲	Timing	Country road maintenance under expended at this time.
Economic Services	4,999	(0.41%)	▲	Timing	No reportable variance
Other Property and Services	93,059	(384.60%)	▲	Timing	Stock issues higher than expected
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	5,278,370	178.49%	▲	Timing	Receipt of Foreshore Grant
Proceeds from Disposal of Assets	7,455	5.82%	▲	Permanent	Gain on sale of vehicles
<b>Capital Expenses</b>					
Land and Buildings	87,694	15.40%	▲	Timing	Rec Centre sound proofing and Overlander hall to be completed
Infrastructure - Roads	501,069	57.80%	▲	Timing	Road projects yet to be commenced
Infrastructure - Public Facilities	689,094	22.22%	▲	Timing	Projects to be completed include Tennis Court resurfacing, Monkey Mia Jetty and Carpark and recycling project
Infrastructure - Footpaths	2,636	4.48%	▲	Permanent	No reportable variance
Infrastructure - Drainage	(697)	(2.61%)	▼	Timing	No reportable variance
Heritage Assets	54,999	80.21%	▲	Timing	Refurbishment of Old stables to be completed
Plant and Equipment	(120,892)	(19.73%)	▼	Timing	SES purchase from 2013/14 expended this year
Furniture and Equipment	12,160	32.87%	▲	Permanent	Items still to be purchased
<b>Financing</b>					
Loan Principal	(0)	(0.00%)	▼	Timing	No reportable variance

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

Shire of Shark Bay

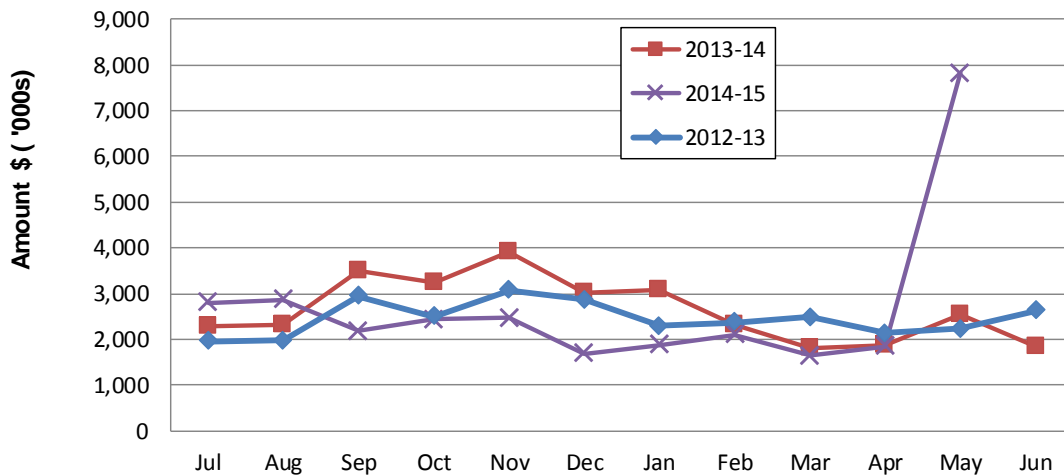
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 May 2015

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 31 May 2015	30th June 2014	YTD 31 May 2014
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	8,381,277	1,077,678	2,027,618
Cash Restricted	4	1,458,483	1,994,965	1,949,088
Receivables - Rates	6	28,147	15,073	20,052
Receivables -Other	6	324,757	1,115,568	962,461
Interest / ATO Receivable/Trust		0	6,876	0
Inventories		144,100	146,545	139,424
		10,336,764	4,356,705	5,098,643
<b>Less: Current Liabilities</b>				
Payables		(808,107)	(323,153)	(399,262)
Provisions		(249,152)	(249,152)	(223,111)
		(1,057,259)	(572,305)	(622,373)
Less: Cash Reserves	7	(1,458,483)	(1,994,965)	(1,949,088)
<b>Net Current Funding Position</b>		<b>7,821,022</b>	<b>1,789,436</b>	<b>2,527,182</b>

**Note 3 - Liquidity Over the Year**



**Comments - Net Current Funding Position**

The increase in liquidity is due to the receipt of the \$5.7m for the foreshore project.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

Shire of Shark Bay							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
For the Period Ended 31 May 2015							
<b>Note 4: CASH AND INVESTMENTS</b>							
	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Bank Account	0.10%	198,208			198,208	Bankwest	At Call
Reserve Bank Account	0.00%		483		483	Bankwest	At Call
Telenet Saver	1.90%	2,482,369			2,482,369	Bankwest	At Call
Trust Bank Account	0.00%			53,912	53,912	Bankwest	At Call
Cash On Hand		700			700	Bankwest	On Hand
<b>(b) Term Deposits</b>							
WATC Grant Funding	1.95%	5,700,000			5,700,000	Bankwest	At Call
Trust	3.25%			92,320	92,320	Bankwest	Aug 2015
Reserve Investment Account	3.50%		1,000,000		1,000,000	Bankwest	July 2015
Reserve Investment Account	2.25%		458,000		458,000	Bankwest	June 2015
<b>Total</b>		<b>8,381,277</b>	<b>1,458,483</b>	<b>146,232</b>	<b>9,985,992</b>		
<b>Comments/Notes - Investments</b>							
Surplus funds invested for terms conducive to cashflow requirements							



MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 May 2015

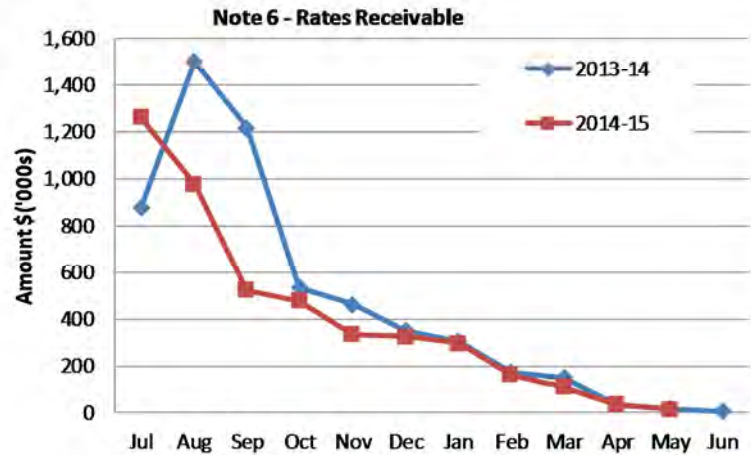
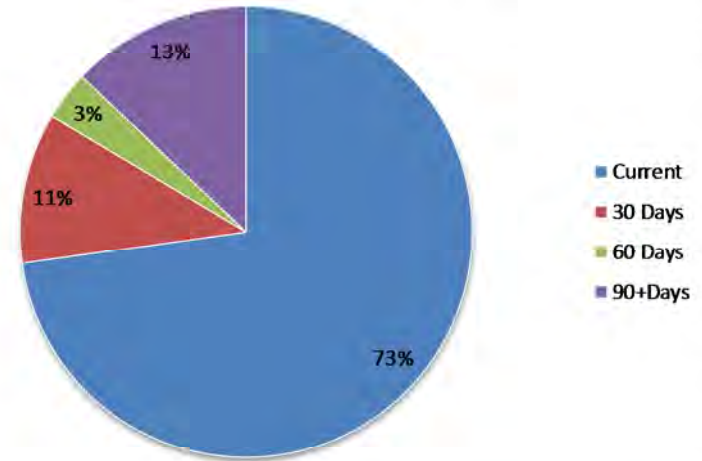
**Note 6: RECEIVABLES**

Receivables - Rates Receivable	YTD 31 May 2015	30 June 2014
	\$	\$
Opening Arrears Previous Years	5,744	6,217
Levied this year	1,261,346	1,119,537
Less Collections to date	(1,252,290)	(1,120,010)
Equals Current Outstanding	14,800	5,744
<b>Net Rates Collectable</b>	<b>14,800</b>	<b>5,744</b>
% Collected	98.83%	99.49%

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	235,561	34,932	11,290	41,915
<b>Total Receivables General Outstanding</b>				<b>323,698</b>

Amounts shown above include GST (where applicable)

**Receivables - General**



**Comments/Notes - Receivables Rates**

Collection rate is progressing well.

**Comments/Notes - Receivables General**

Sundry debtors at an acceptable level. Major debtor is Main Roads.

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

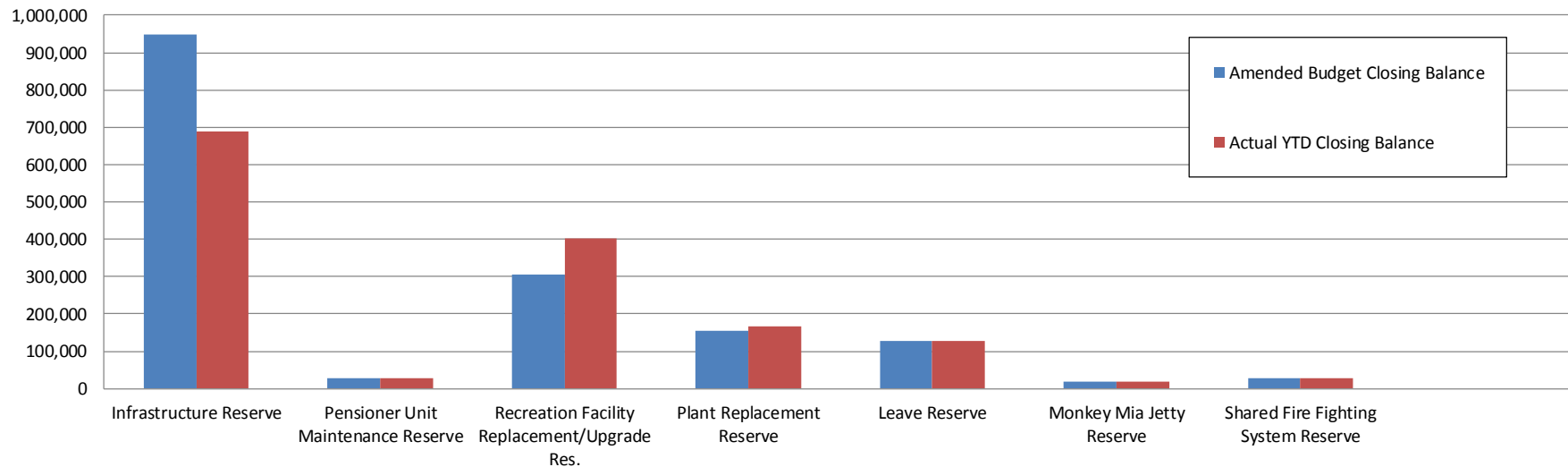
Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 May 2015

**Note 7: Cash Backed Reserve**

2014-15										
Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Infrastructure Reserve	1,163,060	40,000	24,327	676,658	0	(931,900)	(499,500)		947,818	687,887
Pensioner Unit Maintenance Reserve	56,875	1,800	1,138	0	0	(30,000)	(30,000)		28,675	28,013
Recreation Facility Replacement/Upgrade Res.	469,092	15,000	9,948	0	0	(178,897)	(76,897)		305,195	402,143
Plant Replacement Reserve	114,832	4,000	2,662	450,000	450,000	(414,855)	(399,855)		153,977	167,639
Leave Reserve	134,189	3,500	2,918	0	0	(10,700)	(10,700)		126,989	126,407
Monkey Mia Jetty Reserve	19,417	600	422	0	0	0	0		20,017	19,839
Shared Fire Fighting System Reserve	37,498	1,200	815	0	0	(12,000)	(11,761)		26,698	26,552
	<b>1,994,963</b>	<b>66,100</b>	<b>42,231</b>	<b>1,126,658</b>	<b>450,000</b>	<b>(1,578,352)</b>	<b>(1,028,713)</b>		<b>1,609,369</b>	<b>1,458,481</b>

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



Confirmed at the Ordinary Council meeting held on the 29 July 2015 – Signed by the President of Council

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 31 May 2015								
Note 8 CAPITAL DISPOSALS								
Actual YTD Profit/(Loss) of Asset Disposal				Current Budget			Comments	
				YTD 31 05 2015				
Cost	Accum Depr	Proceeds	Profit (Loss)	Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance		
\$	\$	\$	\$	\$	\$	\$		
				<b>Plant and Equipment</b>				
41,544	(12,112)	30,909	1,477	0	1,477	1,477	Works Manager Ute	
31,830	(8,511)	0	(23,319)	(23,319)	(\$23,319)	0	SES Vehicle (Useless Loop)	
31,197	(9,175)	24,545	2,524	0	2,524	2,524	Town Supervisor Ute	
148,067	(27,724)	80,000	(40,343)	(40,343)	(\$40,343)	(0)	Grader	
70,797	(6,154)	0	(64,643)	0	(\$64,643)	(64,643)	Heritage Assets	
<b>323,436</b>	<b>(63,676)</b>	<b>135,455</b>	<b>(124,305)</b>	<b>(63,662)</b>	<b>(124,305)</b>	<b>(60,643)</b>		
<b>Comments - Capital Disposal/Replacements</b>								
Plant Replacement Program for the year has been completed.								

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

Shire of Shark Bay												
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY												
For the Period Ended 31 May 2015												
Note 9: RATING INFORMATION												
	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$	
RATE TYPE												
<b>Differential General Rate</b>												
Gross Rental Value	8.6183	305	4,011,093	345,080	1,180	0	346,261	345,688	1,200	0	346,888	
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	-6,700	0	123,267	
UV Mining	19.3581	11	701,415	139,645	(4,650)	0	134,995	139,645	0	0	139,645	
UV Pastoral	10.6928	12	757,960	80,799	0	0	80,799	80,799	0	0	80,799	
<b>Sub-Totals</b>		427	10,449,494	1,066,738	(3,470)	0	1,063,268	1,067,344	-5,500	0	1,061,844	
<b>Minimum Payment</b>												
	<b>Minimum \$</b>											
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	0	0	0	0	
<b>Sub-Totals</b>		210	1,186,748	159,120	0	0	159,120	159,120	0	0	159,120	
Concessions							(94,577)				(94,577)	
<b>Amount from General Rates</b>							<b>1,127,811</b>				<b>1,126,387</b>	
Specified Area Rates							36,968				36,968	
<b>Totals</b>							<b>1,164,779</b>				<b>1,163,355</b>	
<b>Comments - Rating Information</b>												

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

Shire of Shark Bay									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 31 May 2015									
10. INFORMATION ON BORROWINGS									
(a) Debenture Repayments									
Particulars	Principal 1-Jul-14	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	
Loan 48 - McCleary Property	53,675	0	25,926	25,926	31,589	31,589	1,205	2,021	
Loan 48 - Shire Office	45,723	0	22,086	22,086	19,797	19,797	1,414	2,373	
Loan 53 - Staff Housing	98,693	0	17,305	17,305	81,388	81,388	3,028	5,559	
Loan 56 - Staff Housing	108,482	0	14,105	14,104	94,377	94,378	5,563	6,292	
Loan 57 - Monkey Mia Bore	275,129	0	25,890	25,890	249,239	249,239	7,905	10,787	
	581,702	0	105,311	105,311	476,391	476,391	19,115	27,033	

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

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 May 2015

**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details GL	Grant Provider	Approval	2014-15 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>								
Grants Commission - General	WALGGC	Y	1,447,213	0	1,447,213	0	1,447,213	0
Grants Commission - Roads	WALGGC	Y	422,446	0	422,446	0	422,446	0
<b>LAW, ORDER, PUBLIC SAFETY</b>								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	5,820	0	5,820	0	5,820	
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Y	62,450	0	0	62,450	39,489	(39,489)
FESA SES Capital Grants	Dept. of Fire & Emergency Serv.	Y	34,384	0	34,384	0	39,384	(39,384)
FESA Non Cash Capital Grant	Dept. of Fire & Emergency Serv.	Y	0		0	86,016	86,016	0
<b>COMMUNITY AMENITIES</b>								
Grant - Recycling at Landfill	Gascoyne Development Commission	Y	378,341			378,341	378,341	0
<b>RECREATION AND CULTURE</b>								
Grant - Jimmy Poland project	LotteryWest	Y	5,000	0	5,000	0	5,636	0
Grant -Tennis Court Resurfacing	Dept. of Sport and Recreation	N	100,000			100,000	0	100,000
Foreshore						5,700,000	5,700,000	
SBS Radio Transmission						17,617	17,617	
<b>TRANSPORT</b>								
Road Preservation Grant	State Initiative	Y	84,500	0	84,500	0	84,500	0
Useless Loop Road - Mtce	Main Roads WA	Y	300,000	0	300,000		300,000	0
Contributions - Road Projects	Miscellaneous	Y	5,000	0	0	5,000	5,000	0
Contributions - Road Projects	Pipeline	Y	7,650	0	7,650	0	7,650	0
Roads To Recovery Grant - Cap	Roads to Recovery	Y	199,877	0	0	199,877	0	199,877
RRG Grants - Capital Projects	Regional Road Group	Y	295,113	0	0	295,113	259,113	36,000
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
<b>ECONOMIC SERVICES</b>								
Contributions-Seniors Projects	Council of the Aged WA	Y	800	0	800	0	800	0
Grants - Community Activities	Dept. of Communities	Y	2,000	0	2,000	0	3,000	(1,000)
Contribution - Monkey Mia	Dept. of Parks and Wildlife	Y	49,876		49,876		49,876	0
Contribution - Signage	Gascoyne Development Commission	N	12,727		12,727	0	12,727	0
Contribution - Signage	Tourism Association	N	2,000		2,000	0	0	2,000
<b>TOTALS</b>			<b>5,397,697</b>	<b>0</b>	<b>2,374,416</b>	<b>8,826,914</b>	<b>10,614,628</b>	<b>490,504</b>
	Operating		2,402,482				2,379,052	
	Non-operating		2,995,215				8,235,576	
			<b>5,397,697</b>				<b>10,614,628</b>	

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

Shire of Shark Bay				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 May 2015				
<b>Note 12: TRUST FUND</b>				
Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:				
Description	Opening Balance 1 Jul 14	Amount Received	Amount Paid	Closing Balance 31-May-15
	\$	\$	\$	\$
Election Deposits	240	0	(240)	0
Library Card Bond	50	400	(350)	100
Kerb/Footpath Deposit	4,200	0	0	4,200
Building Completion Bond	71,728	1,778	(73,465)	40
Bond Key	1,690	1,580	(1,060)	2,210
Police Licensing	2,347	235,968	(236,663)	1,652
Marquee Deposit	700	700	(1,400)	0
Building Licence Levy		2,033	(1,606)	427
Sunter Place - Recreation Reserve	90,250	2,071	0	92,321
Tours Sales	0	268,483	(268,483)	0
Bookeasy Sales	0	116,532	(116,312)	220
BCITF Levy	0	3,523	(2,579)	944
Hall Bond	0	810	(810)	0
Community Bus	0	600	(600)	0
	<b>171,205</b>	<b>634,477</b>	<b>(703,568)</b>	<b>102,114</b>

MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

SHIRE OF SHARK BAY										
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY										
For the Period Ended 31 May 2015										
Note 13: CAPITAL ACQUISITIONS										
Physical % of Completion	Level of Completion Indicator	Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Amended Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
		<b>Land Improvements</b>								<b>Level of Completion Indicators</b>
		<b>Governance</b>								0% ○
0%	○	Shire Office Carpark Capital Works	3.7.1	CEO	(20,000)	(20,000)	(13,935)	6,065		20% ○
		<b>Governance Total</b>			<b>(20,000)</b>	<b>(20,000)</b>	<b>(13,935)</b>	<b>6,065</b>		40% ●
		<b>Buildings</b>								60% ●
		<b>Housing</b>								80% ●
100%	●	Construction Staff Housing Sunter Place	1.2.4	CEO	(165,000)	(164,681)	(162,842)	1,838		100% ●
100%	●	Staff Housing - 5 Spaven Way	1.2.4	CEO	(3,500)	(1,875)	(3,304)	(1,429)	(3,304)	Completed
100%	●	Staff Housing - 65 Brockman St	1.2.4	EMCD	(3,800)	(1,875)	(3,799)	(1,924)	(3,799)	Completed
100%	●	Staff Housing - 51 Durlacher St	1.2.4	EMFA	(4,100)	(1,875)	(4,085)	(2,210)	(4,085)	Completed
100%	●	Staff Housing - 80 Durlacher St	1.2.4	EMCD	(3,600)	(1,875)	(3,304)	(1,429)	(3,304)	Completed
60%	●	Pensioner Units Capital	1.2.4	EMCD	(30,000)	(27,500)	(31,508)	(4,008)	(31,508)	Units 1, 2 and 5 completed. Miscellaneous improvements to other units
		<b>Housing Total</b>			<b>(210,000)</b>	<b>(199,681)</b>	<b>(208,842)</b>	<b>(9,161)</b>	<b>(46,000)</b>	
		<b>Law, Order And Public Safety</b>								
100%	●	Emergency Services Building Construction	3.7.1	CEO	(200,000)	(200,000)	(201,884)	(1,884)		Completed
100%	●	Emergency Services Building Site Works	3.7.1	CEO	0	0	0	0		
		<b>Law, Order And Public Safety Total</b>			<b>(200,000)</b>	<b>(200,000)</b>	<b>(201,884)</b>	<b>(1,884)</b>		
		<b>Recreation And Culture</b>								
15%	○	Recreation Centre - Sound Proofing	3.7.1	EMCD	(50,000)	(50,000)	0	50,000		Accessing Quotes - will be completed next year
40%	●	Town Hall Pathways and Wall Extension	3.7.1	WKM	(25,000)	(22,224)	(14,626)	7,598		Disabled Carpark asphalt laid
15%	○	Overlander Hall Upgrade	3.7.1	EMCD	(50,000)	(50,000)	(14,983)	35,017	(14,983)	Work to be completed in June
		<b>Recreation And Culture Total</b>			<b>(125,000)</b>	<b>(122,224)</b>	<b>(29,609)</b>	<b>92,615</b>	<b>(14,983)</b>	
		<b>Transport</b>								
100%	●	Depot - Replacement of Depot Walls	3.7.1	WKM	(25,674)	(25,674)	(25,615)	59	(25,615)	Works completed
100%	●	Replacement of Air Conditioners	3.7.1	WKM	(2,043)	(2,043)	(2,043)	0	(2,043)	Works completed
		<b>Transport Total</b>			<b>(27,717)</b>	<b>(27,717)</b>	<b>(27,658)</b>	<b>59</b>	<b>(27,658)</b>	
		<b>Land and Buildings Total</b>			<b>(582,717)</b>	<b>(569,622)</b>	<b>(481,927)</b>	<b>87,694</b>	<b>(88,640)</b>	



MINUTES OF THE ORDINARY COUNCIL MEETING

24 JUNE 2015

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
		<b>Drainage/Culverts</b>								
		<b>Transport</b>								
50%	●	Drainage/Sump Construction	3.7.1	WKM	(30,000)	(26,672)	(27,369)	(697)	(27,369)	Work will be completed in June
		<b>Transport Total</b>			<b>(30,000)</b>	<b>(26,672)</b>	<b>(27,369)</b>	<b>(697)</b>	<b>(27,369)</b>	
		<b>Drainage/Culverts Total</b>			<b>(30,000)</b>	<b>(26,672)</b>	<b>(27,369)</b>	<b>(697)</b>	<b>(27,369)</b>	
		<b>Footpaths</b>								
		<b>Transport</b>								
100%	●	Footpath Construction	3.7.1	WKM	(64,400)	(58,800)	(56,164)	2,636		Construction completed
		<b>Transport Total</b>			<b>(64,400)</b>	<b>(58,800)</b>	<b>(56,164)</b>	<b>2,636</b>		
		<b>Footpaths Total</b>			<b>(64,400)</b>	<b>(58,800)</b>	<b>(56,164)</b>	<b>2,636</b>		
		<b>Furniture &amp; Office Equip.</b>								
		<b>Governance</b>								
0%	○	Computer Hardware Upgrade/New	1.2.1	EMFA	(5,000)	(5,000)	(2,277)	2,723	(2,277)	Server to be installed in June
100%	●	Computer Software Upgrade/New	1.2.1	EMFA	(5,000)	(5,000)	(4,469)	531	(4,469)	Completed
0%	○	Council Chambers Furniture and Equipment	1.2.1	EMFA	(2,000)	(2,000)	0	2,000	0	No requirements
100%	●	Office Furniture & Equipment	1.2.1	EMFA	(5,000)	(5,000)	(2,580)	2,420	(2,580)	Completed
		<b>Governance Total</b>			<b>(17,000)</b>	<b>(17,000)</b>	<b>(9,325)</b>	<b>7,675</b>	<b>(9,325)</b>	
		<b>Recreation And Culture</b>								
100%	●	Inflatable Movie Screen	2.4.1	EMCD	(10,000)	(10,000)	(9,331)	669		Completed
50%	●	Discovery Centre - Furniture & Equipment	2.4.1	EMCD	(15,000)	(10,000)	(6,184)	3,816	(6,184)	Items to be completed in June
		<b>Recreation And Culture Total</b>			<b>(25,000)</b>	<b>(20,000)</b>	<b>(15,514)</b>	<b>4,486</b>	<b>(6,184)</b>	
		<b>Furniture &amp; Office Equip. Total</b>			<b>(42,000)</b>	<b>(37,000)</b>	<b>(24,840)</b>	<b>12,160</b>	<b>(15,509)</b>	
		<b>Heritage Assets</b>								
		<b>Recreation And Culture</b>								
0%	○	Shade over Velsheda	2.2.2	WKM	(5,000)	(5,000)	0	5,000		15/16 project
100%	●	Directional Plaque	2.2.2	EMCD	(13,572)	(13,572)	(13,573)	(1)		Completed
0%	○	Refurbishment of Old Jail and Stables	2.2.2	CEO	(50,000)	(50,000)	0	50,000	0	Developing Plan of Works
		<b>Recreation And Culture Total</b>			<b>(68,572)</b>	<b>(68,572)</b>	<b>(13,573)</b>	<b>54,999</b>		
		<b>Heritage Assets Total</b>			<b>(68,572)</b>	<b>(68,572)</b>	<b>(13,573)</b>	<b>54,999</b>		

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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
		<b>Plant , Equipment and Vehicles</b>								
		<b>Law, Order And Public Safety</b>								
50%	●	SES Rescue Equipment	3.7.1	EMFA	(62,450)	0	(39,489)	(39,489)		Completed
100%	●	SES Loop Personnel Carrier	3.7.1	EMFA	0	0	(86,016)	(86,016)	(86,016)	Unbudgeted item purchased by SES
		<b>Law, Order And Public Safety Total</b>			<b>(62,450)</b>	<b>0</b>	<b>(125,504)</b>	<b>(125,504)</b>		
		<b>Recreation And Culture</b>								
0%	○	Recreation Centre - Scissor Lift	1.6.7	EMCD	(35,000)	0	0	0		Deferred item
100%	●	Replacement Fire Pump	1.6.7	EMCD	(12,000)	(12,000)	(11,761)	239	(11,761)	Completed
		<b>Recreation And Culture Total</b>			<b>(47,000)</b>	<b>(12,000)</b>	<b>(11,761)</b>	<b>239</b>	<b>(11,761)</b>	
		<b>Transport</b>								
100%	●	Fire Fighting Pumps	1.1.6	WKM	(6,576)	(6,576)	(6,576)	0		Completed
30%	○	Depot Tools and Major Plant	1.1.6	WKM	(10,000)	(9,163)	(9,782)	(619)		Completed
50%	●	Communications Upgrade	1.1.6	WKM	(2,500)	(2,500)	(1,554)	946		Completed
100%	●	Water Tanker	1.1.6	WKM	(101,730)	(101,730)	(101,730)	0	(101,730)	Completed
100%	●	Town Supervisor's Ute	1.1.6	WKM	(39,450)	(39,450)	(39,436)	14	(39,436)	Completed
100%	●	Works Manager's Ute	1.1.6	WKM	(49,185)	(49,185)	(49,185)	0	(49,185)	Completed
50%	●	Major Plant Items	1.1.6	WKM	(15,000)	(15,000)	(10,968)	4,032		Completed
100%	●	Pallet Racking	1.1.6	WKM	(6,820)	(6,820)	(6,820)	0		Completed
100%	●	Grader	1.1.6	WKM	(370,336)	(370,336)	(370,336)	0	(370,336)	Completed
		<b>Transport Total</b>			<b>(601,597)</b>	<b>(600,760)</b>	<b>(596,386)</b>	<b>4,374</b>	<b>(560,687)</b>	
		<b>Plant , Equipment and Vehicles Total</b>			<b>(711,047)</b>	<b>(612,760)</b>	<b>(733,652)</b>	<b>(120,892)</b>	<b>(572,448)</b>	

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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
		<b>Public Facilities</b>								
		<b>Community Amenities</b>								
		SBS Radio Transmission			0	0	(17,617)	(17,617)	(17,617)	
0%	○	Refuse Tip and Recycling	2.4.2	WKM	(378,341)	(252,227)	0	252,227		15/16 Project
		<b>Community Amenities Total</b>			<b>(378,341)</b>	<b>(252,227)</b>	<b>(17,617)</b>	<b>234,610</b>	<b>(17,617)</b>	
		<b>Recreation And Culture</b>								
10%	○	Town Oval Bore	3.7.1	WKM	(30,000)	(30,000)	(2,378)	27,622		Preliminary investigations undertaken
		<b>Economic Services Total</b>			<b>(30,000)</b>	<b>(30,000)</b>	<b>(2,378)</b>	<b>27,622</b>		
		<b>Recreation And Culture</b>								
80%	●	Recreation Centre Grounds	1.6.7	EMCD	(184,635)	(172,464)	(129,690)	42,774		To be completed in 15/16
0%	○	Charlie Sappie Park	3.7.1	WKM	(15,000)	(15,000)	(1,460)	13,540	(1,460)	Planning works
0%	○	Foreshore Revitalisation	3.7.1	CEO	(200,000)	0	(6,574)	(6,574)	(6,574)	Preliminary scoping completed
70%	●	Replacement of Gazebos	3.7.1	WKM	(20,000)	(20,000)	(14,738)	5,262	(14,738)	Nettas installed. Path to be completed in June.
0%	○	Practice Cricket Nets	3.7.1	WKM	(5,000)	(2,100)	0	2,100	0	Researching materials options
10%	○	Tennis Court Resurfacing	3.7.1	EMCD	(100,000)	(100,000)	0	100,000	0	Deferred item
		<b>Recreation And Culture Total</b>			<b>(524,635)</b>	<b>(309,564)</b>	<b>(152,463)</b>	<b>157,101</b>	<b>(22,772)</b>	
		<b>Transport</b>								
100%	●	Monkey Mia Jetty	1.6.5	CEO	(2,200,000)	(2,200,000)	(1,997,661)	202,339		Completed
90%	●	Monkey Mia Boat Ramp Carpark	1.6.5	WKM	(310,000)	(310,000)	(242,578)	67,422	(242,578)	Final works to be completed in June.
		<b>Transport Total</b>			<b>(2,510,000)</b>	<b>(2,510,000)</b>	<b>(2,240,239)</b>	<b>269,761</b>	<b>(242,578)</b>	
		<b>Public Facilities Total</b>			<b>(3,442,976)</b>	<b>(3,101,791)</b>	<b>(2,412,697)</b>	<b>689,094</b>	<b>(265,351)</b>	

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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
		<b>Roads (Non Town)</b>								
		<b>Transport</b>								
100%	●	Useless Loop Road RRG 13/14	1.1.6	WKM	(112,468)	(112,468)	(76,142)	36,326	(76,142)	Completed
0%	○	Woodleigh-Bryo Floodway RRG	1.1.6	WKM	(122,712)	(122,712)	0	122,712	0	Carried forward to
0%	○	Road Projects R2R	1.1.6	WKM	(199,877)	(178,534)	0	178,534	0	Plan for funding to be developed in 15/16.
8%	○	Useless Loop Road - Resheet RRG	1.1.6	WKM	(229,957)	(191,630)	(68,022)	123,608	(68,022)	Project progressing
100%	●	Hamelin Pool Road - Reseal RRG	1.1.6	WKM	(90,000)	(90,000)	(46,181)	43,819	(46,181)	Reseal Complete
		<b>Transport Total</b>			<b>(755,014)</b>	<b>(695,344)</b>	<b>(190,344)</b>	<b>505,000</b>	<b>(190,344)</b>	
		<b>Roads (Non Town) Total</b>			<b>(755,014)</b>	<b>(695,344)</b>	<b>(190,344)</b>	<b>505,000</b>	<b>(190,344)</b>	
		<b>Streetscapes</b>								
		<b>Economic Services</b>								
35%	◐	Information Bay Signage	2.1.3	EMCD	(25,000)	(25,000)	(364)	24,636		Grant received project will proceed in new year
		<b>Economic Services Total</b>			<b>(25,000)</b>	<b>(25,000)</b>	<b>(364)</b>	<b>24,636</b>		
		<b>Streetscapes Total</b>			<b>(25,000)</b>	<b>(25,000)</b>	<b>(364)</b>	<b>24,636</b>		
		<b>Town Streets</b>								
		<b>Transport</b>								
100%	●	Durlacher Street/Barnard Street R2R	1.1.6	WKM	(164,436)	(164,436)	(168,367)	(3,931)	(168,367)	Completed
100%	●	Police Station Carpark	1.1.6	WKM	(7,145)	(7,145)	(7,145)		0	Completed
		<b>Transport Total</b>			<b>(171,581)</b>	<b>(171,581)</b>	<b>(175,512)</b>	<b>(3,931)</b>	<b>(168,367)</b>	
		<b>Town Streets Total</b>			<b>(171,581)</b>	<b>(171,581)</b>	<b>(175,512)</b>	<b>(3,931)</b>	<b>(168,367)</b>	
		<b>Capital Expenditure Total</b>			<b>(5,893,307)</b>	<b>(5,367,142)</b>	<b>(4,116,441)</b>	<b>1,250,701</b>		

24 JUNE 2015

12.3 LEASES – ANNUAL PAYMENT REQUEST  
RES 40344, RES 40771

Author

Debtors Clerk

Disclosure of Any Interest

Nil

Moved           Cr Capewell  
Seconded       Cr Ridgely

**Council Resolution**

**That Council:-**

- 1. Charge the Shark Bay Bowling Club an amount of \$150 for the 2015/2016 financial year in accordance with its lease agreement; and**
- 2. Charge the Shark Bay Speedway Club an amount of \$150 for the 2015/2016 financial year in accordance with its lease agreement.**

**7/0 CARRIED**

Background

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

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

Year	Shark Bay Speedway	Shark Bay Bowling Club
2014-15	Paid	Paid
2013-14	Waived	Waived
2012-13	Not Raised	Not Raised
2011-12	Not Raised	Not Raised
2010-11	Paid	Paid
2009-10	Paid	Paid
2008-09	Paid	Paid
2007-08	Paid	Paid
2006-07	Paid	Paid
2005-06	Paid	Paid

Legal Implications

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

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Policy Implications

There are no policy implications associated with this item.

Financial Implications

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

Strategic Implications

There are no strategic implications associated with this report.

Risk Management

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

Voting Requirements

Simple Majority Required

Signatures

Author	<i>D Oakley</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	6 June 2015

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12.4 WRITE OFF OF LEASE AMOUNTS OWING – SHOP 4, 69 KNIGHT TERRACE, DENHAM  
FM 000003 / LS00029

AUTHOR

EXECUTIVE MANAGER FINANCE AND ADMINISTRATION

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Ridgley

Nature of Interest: Proximity Interest as lessee of the shop next door

Cr Ridgley left the Council Chamber at 3.48 pm

Moved Cr Capewell

Seconded Cr Laundry

Council Resolution

That Council:

1. **Write off \$7,700 inclusive of GST being lease amounts owing by Mr John Hanscombe from 1 December 2014 to 30 June 2015 for Shop 4, 69 Knight Terrace due to the inability of Mr Hanscombe to operate from that site; and**
2. **Cease charging rent on this property until advice has been received from Mr Hanscombe the outcome of the new application to use the premises as a pharmacy.**

**7/0 CARRIED**

Cr Ridgley returned to Council Chamber at 3.56 pm.

BACKGROUND

Council approved a commercial lease for Shop 4, 69 Knight Terrace to John Hanscombe in July 2014 for a period of 5 years with an option to renew for a further 5 years commencing on 1 December 2014. The purpose of the lease was for a pharmacy.

COMMENT

Mr Hanscombe was required to seek approval from the Australian Community Pharmacy Authority to move the current pharmacy from the Post Office to this new location. The initial application was rejected due to a lack of diligent research into the location of the new pharmacy in relation to the old pharmacy and zoning of the property by the Authority. Mr Hanscombe has reapplied to the Authority and is awaiting a response. The shop was upgraded last year however it suffered damage to its flooring as a result of Cyclone Olwyn flooding and this will be rectified by the end of June.

As Mr Hanscombe has not had approval to operate the pharmacy from this site, he has not been using the shop and therefore it is recommended that the lease amounts invoiced to Mr Hanscombe be written off. These invoices have not been paid. The total of the amount invoiced is \$7,700 inclusive of GST.

It is further recommended that, until such time that Mr Hanscombe is able to advise Council of the outcome of the new application to operate, lease amounts not be charged.

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LEGAL IMPLICATIONS

Mr Hanscombe has a commercial lease effective from 1 December 2014.

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The write off of these lease amounts totalling \$7,000 (excl GST) will have a negative effect on Council's operating result for the year. The non-charging of lease amounts next year will also affect the 2015/2016 result.

STRATEGIC IMPLICATIONS

Outcome 1.5 To grow and diversify industries to increase jobs.

RISK MANAGEMENT

There is a low risk associated with this decision due to the minor impact on Council's finances.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Executive Manager Finance  
and Administration

*C Wood*

Chief Executive Officer

*P Anderson*

Date of Report

10 June 2015



24 JUNE 2015

**13. TOWN PLANNING REPORT**

**13.1 PROPOSED OUTBUILDING – LOT 139 (4) TALBOT STREET, DENHAM P1271**

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 5.60A and Section 5.70 of the *Local Government Act 1995*

Disclosure of Interest: Cr Bellottie

Nature of Interest: Proximity Interest as rent the house next door to proposal.

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as the proponent discussed the proposal.

Cr Bellottie left Council Chamber at 3.56 pm

Moved            Cr Prior  
Seconded       Cr Ridgley

**Council Resolution**

**That Council:**

**A. Approve Planning Application 12/2015 lodged by Mr Mark Sewell for an Outbuilding on Lot 139 (No 4) Talbot Street, Denham subject to the following conditions:**

- 1. The plans lodged with this application shall form part of this planning approval, and no approval has been granted for any change of ground levels or retaining walls. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Shire Chief Executive Officer.**
- 2. The outbuilding shall not be used for habitation at any time to the satisfaction of the Chief Executive Officer.**
- 3. All external walls and the roof of the outbuilding to be constructed out of non-reflective colours and materials to the satisfaction of the Chief Executive Officer. All external walls and the roof shall be constructed out of colorbond.**
- 4. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land.**
- 5. If the outbuilding subject of this approval is not substantially commenced within a period of 2 years from the date of this approval, the approval shall lapse and be of no further effect.**

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- B. Includes advice notes on the approval as follows:**
- (a) The Shire has supported the outbuilding based on the plans submitted showing the external walls being constructed out of colorbond material. No use of zinculume is supported.**
  - (b) This is planning consent only, and is not authorisation to commence any on site construction. You are required to obtain a separate building permit for the outbuilding prior to any works commencing. You may also require a demolition permit prior to any demolition.**
- C. Note that the application has been referred to adjacent landowners for comment and no adverse submissions were lodged by the close of advertising on the 10 June 2015.**

**6/0 CARRIED**

Cr Bellottie returned to Council Chamber at 3.59 pm.

BACKGROUND

Council is to consider an application for an outbuilding on Lot 139 (No 4) Talbot Street, Denham.

- *Zoning*

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

The lot has an approximate area of 1023m<sup>2</sup> and the application has been assessed in accordance with the requirements applicable to the 'R10' density code.

- *Consultation*

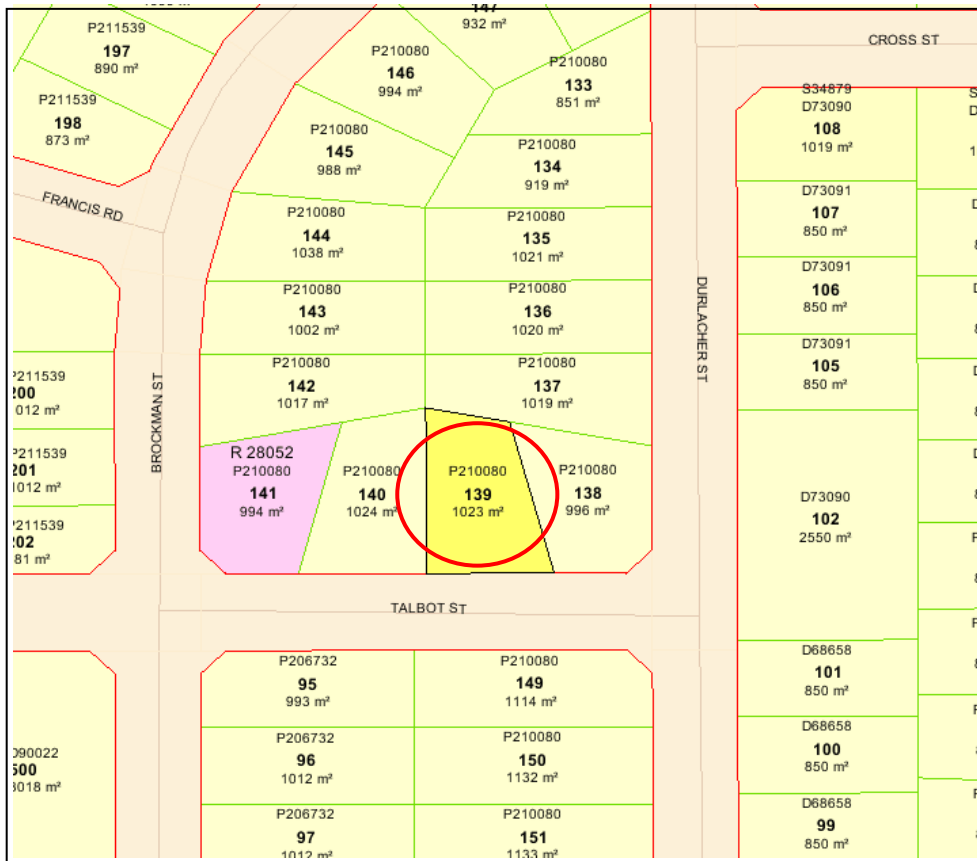
The application has been referred to adjacent landowners for comment on a variation to the Residential Design Codes. Advertising closed on the 10 June 2015 and no objections have been received.

- *Location*

A location plan is included below.

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- *Existing development*

Lot 139 has been developed with a single house. Two outbuildings have been constructed to the rear, however they were damaged in the recent cyclone and the owner advises they have to be demolished.

The Shire has searched it's archive records and a Building Permit from 1978 shows two outbuildings with an aggregate floor area of 68.91m<sup>2</sup>.

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Source: Landgate

The existing outbuildings on the lot are proposed to be removed.

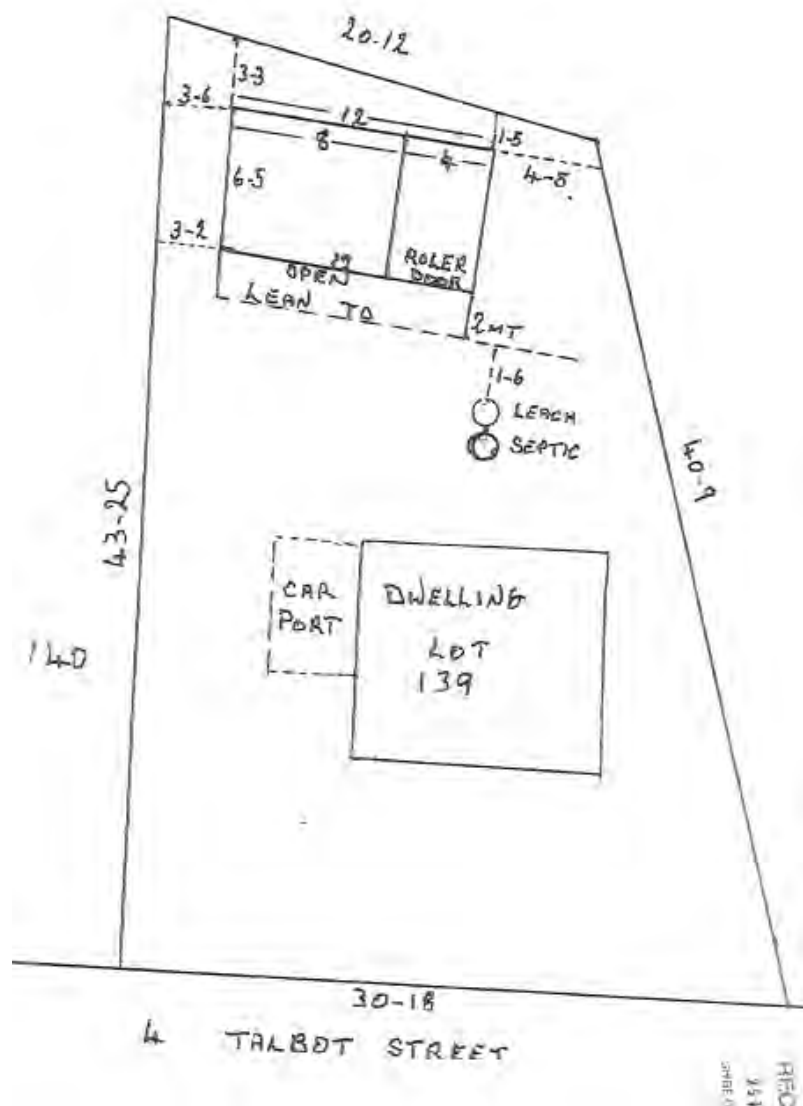
COMMENT

- *Proposed Development*

The application is for a 12 metre by 6.5 metre (78m<sup>2</sup>) outbuilding. The external materials are proposed to be colorbond.

A site plan is included overpage for ease of reference.

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- Residential Design Codes ('the Codes')

The Residential Design Codes have two separate options for the assessment of development including 'Deemed to Comply' criteria and 'Design Principles'.

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

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

Clause 5.4.3 C3 'deemed to comply' criteria / Outbuildings that:	Officer Comment (Gray & Lewis)
(i) are not attached to the building	Complies.
(ii) are non habitable	Complies.
(iii) collectively do not exceed 60sqm in area or 10 percent in aggregate of the site area, whichever is the lesser	Variation. 78m <sup>2</sup> proposed.

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(iv) do not exceed a wall height of 2.4 metres	Variation. A wall height of 3.425 metres is proposed.
(v) do not exceed a ridge height of 4.2 metres	Minor Variation. The roof peak height is 4.232 metres.
(vi) are not within the primary street setback area;	Complies.
vi) do not reduce the open space required in table 1; and	Complies. There is still adequate site open space as per table 1 of the Codes.
vii) comply with the siting and design requirements for the dwelling, but do not need to meet the rear setbacks requirements of table 1.	Complies with all setbacks.

The application proposes variations to the 'Deemed to Comply' requirements therefore Council has to determine if the development complies with the design principle which is:

*"Outbuildings that do not detract from the streetscape or the visual amenity of residents of neighbouring properties".*

Gray & Lewis is of the view that the outbuilding complies with the abovementioned Design Principle as it is proposed to the rear of the existing dwelling and is well setback from the street.

Accordingly this report recommends that Council grant conditional approval.

### LEGAL IMPLICATIONS

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

- Clause 5.3 of the Scheme requires development to conform with the Residential Design Codes.
- Clause 8.2 (b) of the Scheme provides an exemption for outbuildings from obtaining planning approval where they are less than 60m<sup>2</sup>, except where a variation to the Residential Design Codes is proposed.
- Clause 10.2 of the Scheme outlines matters to be considered by the local government including things such as the compatibility of a use or development with its setting, preservation of amenity, relationship to development on adjacent land etc. Importantly Clause 10.2 (c) requires Council to consider any approved statement of planning policy of the Commission (such as the Residential Design Codes).
- Clause 11.3.1 allows delegation of functions to the Chief Executive Officer.
- Clause 11.3.3 requires any delegation of functions to be by an Absolute Majority.

### POLICY IMPLICATIONS

There are no policy implications relative to this report.

### FINANCIAL IMPLICATIONS

The Shire pays Gray & Lewis Landuse Planners consultancy fees for planning advice.

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STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item

VOTING REQUIREMENTS

Simply Majority Required

SIGNATURES

Author

*L Bushby*

Chief Executive Officer

*P Anderson*

Date of Report

12 June 2015

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13.2 Draft Local Planning Scheme No 4 – Scheme Review  
LP00002

AUTHOR  
LIZ BUSHBY

DISCLOSURE OF ANY INTEREST

Disclosure of Interest: Gray & Lewis

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire,  
– Section 5.70 of the *Local Government Act 1995*

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as an Employee of the Department of Parks and  
Wildlife

Moved            Cr Prior  
Seconded       Cr Ridgley

Council Resolution

**That Council:**

1. **Adopt the Draft Shire of Shark Bay Local Planning Scheme No 4 in accordance with the Planning and Development Act 2005 and Clause 13 (1)(a) of the Town Planning Regulations 1967, for the purpose of initiating formal advertising.**
2. **Note letters lodged in response to the formal notification that the Shire was preparing a new Scheme in Attachment 1.**
3. **Authorise the Chief Executive Officer to refer the Draft Shire of Shark Bay Local Planning Scheme No 4 with supporting information to the Environmental Protection Authority in accordance with Section 81 of the Planning and Development Act 2005.**
4. **Authorise Gray & Lewis Landuse Planners to refer the Draft Shire of Shark Bay Local Planning Scheme No 4 with supporting information to the Western Australian Planning Commission in accordance with Section 13 (2) of the Town Planning Regulations 1967 with a request seeking consent from the Minister for Planning to advertise the Draft Scheme.**
5. **Note that the Draft Shire of Shark Bay Local Planning Scheme No 4 will not be advertised until the Environmental Protection Authority confirms no environmental assessment is required, and the Western Australian Planning Commission confirms the Minister for Planning has granted consent to advertise.**
6. **Note that the Draft Scheme No 4 maps were prepared by the Department of Planning, and that the Department of Planning has advised that the maps have to be redrawn due to a change in their mapping system.**
7. **Note that the Minister for Planning may request modifications to the Draft Shire of Shark Bay Local Planning Scheme No 4 prior to granting consent to advertising.**



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8. Authorise the Chief Executive Officer to deal with any requirements for minor modifications to the Draft Shire of Shark Bay Local Planning Scheme No 4 requested by the Western Australian Planning Commission or Minister for Planning.
9. Note that a further report will be referred to a future Council meeting in the event that any major modifications to the Draft Shire of Shark Bay Local Planning Scheme No 4 are requested by the Western Australian Planning Commission or Minister for Planning.
10. Authorise the Chief Executive Officer to write to the Minister for Planning to advise that the change of mapping system used by the Department of Planning has potential to cause delays with the Scheme Review, and seek assistance to prioritise mapping for the Shire of Shark Bay and provide the Department with more mapping resources to assist local governments across Western Australia.

**7/0 CARRIED**

BACKGROUND

Local Planning Strategy

The Shire has adopted a Local Planning Strategy which was endorsed by the Western Australian Planning Commission on the 2 September 2013.

The Local Planning Strategy provides the strategic planning basis for the Draft Shire of Shark Bay Local Planning Scheme No 4 ('Draft Scheme 4'). Draft Scheme 4 incorporates and implements the recommendations of the Local Planning Strategy.

Related Council resolutions

Councillor workshops have assisted to identify improvements that can be made as part of the Scheme Review process.

Major issues arising as part of the Scheme Review have been referred to formal Council meetings as summarised below.

<b>Council meeting date</b>	<b>Matter</b>
18 December 2013	Resolution to prepare a new scheme
30 April 2014	Review provisions of general building heights and views (Knight Terrace)
30 April 2014	Provisions for Special Use zones
25 June 2014	Engagement of MP Rogers to undertake coastal report (Scheme review placed on hold)
25 February 2015	Report on storm surge monitoring (new Finished Floor Level of 3.6 AHD supported by Council)
25 February 2015	Report on planning legislation – Draft Town Planning Scheme No 4 has been modelled on the Draft Planning and Development (Local Planning Schemes) Regulations 2014

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COMMENT

Scheme Format

The Department of Planning has encouraged that the new Scheme be prepared in a format consistent with the Model Scheme Text and the 'deemed provisions' in the Draft Planning and Development (Local Planning Schemes) Regulations 2014.

The proposed 'deemed provisions' will automatically apply state wide when the legislation is finalised.

Accordingly the Draft Scheme has been completely reformatted. This should be beneficial to the Shire as the new Regulations are expected to become effective by July 2015.

Draft Scheme 4 consists of the Scheme text, and includes the Draft Scheme maps as Appendix 1.

Explanatory Report

A short non statutory Explanatory Report has been compiled to assist the Western Australian Planning Commission assess Draft Scheme 4, and to provide explanation of issues associated with the Scheme review (for advertising).

The explanatory report includes the following information:

- a) Location and Scheme Area plan
- b) Brief explanation of the existing Shire of Shark Bay Local Planning Scheme No 3, and the Draft Planning and Development (Local Planning Schemes) Regulations 2014.  
  
A copy of the 'deemed provisions' of the Draft Planning and Development (Local Planning Schemes) Regulations 2014 are included as an attachment.
- c) Explanation of the strategic framework and includes a copy of Part 1 of the Local Planning Strategy as an attachment.
- d) A table which cross references the specific recommendations of the Local Planning Strategy with the corresponding relevant clauses in Draft Local Planning Scheme No 4.
- e) A summary of issues that came out of the Councillor workshop held in February 2014 and April 2014.
- f) Information on general issues stemming from the Scheme Review that were not covered by the Local Planning Strategy (eg Areas subject to Inundation).

The MP Rogers report is included as an attachment as it explains the proposed changes to minimum floor levels.

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Draft Scheme Maps

The Draft Scheme 4 maps were prepared by the Department of Planning. Unfortunately since their preparation, the Department of Planning has changed its core mapping system and program.

Effectively this means that the Draft maps are not in a format that is being utilised anymore.

The Department of Planning has advised they effectively have to re-draw all of the Draft maps using the new system, before any changes to the maps can be done.

There is only one resource in the mapping section of Department of Planning, and there is a backlog of gazetted schemes from late 2014/ early 2015 which have to be redrawn.

It is recommended that the Shire write to the Minister for Planning regarding this untenable situation and request that resources be dedicated to redrawing the Draft Shire of Shark Bay Local Planning Scheme maps in 2015 so as not to cause undue delays to the Scheme Review process.

Gray & Lewis will request that the Western Australian Planning Commission not recommend any map changes prior to advertising due to the potential for significant time delays.

Preliminary consultation with Department of Parks and Wildlife

Gray & Lewis has informally consulted with the Department of Parks and Wildlife over objectives for the 'Conservation' and 'Parks and Recreation' reserves incorporated in the Draft Scheme 4 text.

Department of Parks and Wildlife has also been consulted twice over the Draft Scheme Maps and identified some changes that need to be examined. There is Unallocated Crown Land that is pending reservation and they recommended these be changed from 'Rural/Pastoral' to 'Conservation' reservation under the Draft Shire of Shark Bay Local Planning Scheme No 4.

The areas include all of Nanga, a south part of Tamala and the southern portion of Nerren Nerren – refer Attachment 2 at the end of this report.

Gray & Lewis has liaised with the Department of Lands and they advised consultation has to occur with the Department of Mines and Petroleum (DMP).

Department of Mines and Petroleum objected to any map changes involving the unallocated crown land on the basis that *'it is premature to rezone the former Pastoral Lease areas from 'Rural/Pastoral' to 'Conservation' because a whole of government position has not yet been determined for the future land uses of these areas. We note that parts of the proposed area have potential for titanium zircon mineralisation and most of the area has untested potential for petroleum'*.

Subsequently Department of Lands has also objected to any changes to these areas.

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In light of the objections, Gray & Lewis recommends that the unallocated crown land remain 'as is'. If the government forms a position on the land in the future, then a separate scheme amendment can be undertaken.

It should also be noted any map changes pursued now may cause substantial time delays to the project. Gray & Lewis has advised Department of Parks and Wildlife of the issues in considering this matter.

### LEGAL IMPLICATIONS

Shire of Shark Bay Local Planning Scheme No 3 – the current Scheme remains operative until such time as the Minister for Planning grants final approval to the draft Local Planning Scheme No 4 and it is gazetted.

*Planning and Development Act 2005* – outlines requirements for Local Planning Schemes including referral to the Minister for consent to advertise.

Town Planning Regulations 1967 – outline procedures for Schemes including advertising.

### POLICY IMPLICATIONS

There are no policy implications relative to this report.

### FINANCIAL IMPLICATIONS

The Shire has funding from the Department of Planning for the Scheme Review. There will be advertising costs associated with the project.

### STRATEGIC IMPLICATIONS

The Shire of Shark Bay Local Planning Strategy forms the strategic basis for the Draft Shire of Shark Bay Local Planning Scheme No 4.

### RISK MANAGEMENT

There is no risk related to this item.

### VOTING REQUIREMENTS

Simple Majority Required

### SIGNATURES

Author	<i>L Bushby</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	8 June 2015

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**ATTACHMENT 1**

**SHIRE OF SHARK BAY – RESPONSES TO NOTIFICATION OF SCHEME 4 PREPARATION**

Name/Address of Submitter	Summary of Submission	(Consultant) Officer Comment	Recommendation
<p><b>1.</b> Department of Parks and Wildlife PO Box 72 Geraldton WA 6530</p>	<p><b>1a.)</b> Thank you for your letter of 10 April 2014 seeking advice as to whether there are any areas of concern or matters that we consider need to be examined as part of the Scheme Review process.</p> <p><b>1b.)</b> The Department of Parks and Wildlife appreciates the opportunity to comment on this referral, at this stage no comments will be made. Parks and Wildlife looks forward to the opportunity to comment on the reviewed Scheme.</p> <p><b>1c.)</b> It is considered that the proposal and any potential environmental impacts will be appropriately addressed through the existing planning framework.</p>	<p><b>1a.)</b> Noted. Gray &amp; Lewis has had various communication with Department of Parks and Wildlife as the Draft Scheme has been prepared and they have input into matters such as objectives for reserves.</p> <p><b>1b.)</b> Noted. Department of Parks and Wildlife has been extremely helpful and have assisted with some aspects of the scheme review.</p> <p><b>1c.)</b> Noted.</p>	<p>That the advice be noted.</p>

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<p><b>2.</b> Water Corporation Email submission</p>	<p><b>2a.)</b> At this stage we have nothing further to add to your notification other than to provide a copy of our last advice to the Shire of Shark Bay on the Draft Local Planning Strategy for Denham. Note: A copy of the Water Corporation's submission on the Local Planning Strategy was attached.</p>	<p><b>2a.)</b> Noted.</p>	<p>That the advice be noted.</p>
<p><b>3.</b> State Heritage Office PO Box 7479 Cloisters Square PO WA 6850</p>	<p><b>3a)</b> State Planning Policy 3.5 Historic Heritage Conservation (SPP3.5), identifies that new Local Planning Schemes should conform to the Model Scheme Text (MST). As a whole, this provides a solid framework for heritage management.</p> <p><b>3b.)</b> As the Shire is yet to establish a heritage list, it is recommended that the Scheme includes a clause which states that the Municipal Inventory is, temporarily, the Heritage List. This will provide these places with protection under the Scheme until the Shire compiles a separate Heritage List.</p> <p><b>3c.)</b> SPP3.5 notes that "Effective heritage protection requires an integrated approach involving not only regulation, but also promotion and incentives". There are a number of opportunities to include development incentives in the Local Planning Scheme. The Shire is encouraged to consider what opportunities it can offer in this area.</p>	<p><b>3a)</b> Noted.</p> <p><b>3b)</b> Noted, however heritage will be controlled through Part 3 of the Deemed Provisions for local planning schemes under the Draft Planning and Development (Local Planning Schemes) Regulations 2014. Under the Draft Regulations it includes a Municipal Inventory as a heritage list.</p> <p><b>3c.)</b> As per 3b).</p>	<p>That the advice be noted.</p>
<p><b>4.</b> Western Australian Planning Commission</p>	<p><b>4a)</b> Western Australian Planning Commission acknowledged receipt of the Shires resolution to prepare a new</p>	<p><b>4a)</b> Noted.</p>	<p>That the advice be noted.</p>

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<p>Locked bag 2506 Perth WA 6000</p>	<p>scheme and the Scheme area map.</p> <p><b>4b)</b> WAPC reminds the Shire of the need to comply with Regulations 5(1) and 5(2) of the Town Planning Regulations 1967.</p>	<p><b>4b)</b> Noted. A notice was published in the Government Gazette, a local newspaper and letters sent to various government agencies and service providers.</p>	
<p><b>5.</b> Department of Water</p>	<p>NOTE: The Department of Water did not lodge any comments on the Shire's resolution to prepare a new Town Planning Scheme, however Department of Water did lodge a submission on the Local Planning Strategy requesting that the Denham North Water reserve and the Denham South D7-7 water reserve be nominated as a Special Control Area under any proposed new Scheme.</p>	<p>A new special control area for these water drinking reserves has been included in the Draft Scheme.</p>	<p>That the advice be noted.</p>







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14. **BUILDING REPORT**  
There are no building reports

15. **HEALTH REPORT**  
There are no health reports

16. **WORKS REPORT**

16.1 **FIVE YEAR FOOTPATH CAPITAL PROGRAM**  
**RD00015**

AUTHOR  
Works Manager

DISCLOSURE OF ANY INTEREST  
NIL

Officer Recommendation

That \$50,000 be included in the 2015/16 Draft budget for the inclusion of the installation of new footpaths at the following locations in accordance with the Councils Five (5) Year Footpath Programme.

Miller Street – Hoult to Mead Street	estimated cost \$14,940.00
Mead Street – Miller Street to Durlacher Street	estimated cost \$34,030.00

Total budget estimated costs	\$48,970.00
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**AMENDMENT TO OFFICER RECOMMENDATION**

**Reason:** Council felt that the footpath along Stella Rowley Drive – School gate to Freycinet Drive was a higher priority and amended the recommendation to reflect this consideration.

Moved           Cr Prior  
Seconded       Cr Ridgley

**Council Resolution**

**That \$50,000 be included in the 2015/16 Draft budget for the inclusion of the installation of new footpaths at the following locations in accordance with the Councils Five (5) Year Footpath Programme.**

Miller Street – Hoult to Mead Street	est. cost \$14,940.00
Stella Rowley Drive – School Gate to Freycinet Drive	est. cost \$34,030.00
<b>Total budget estimated costs</b>	<b>\$48,970.00</b>

**7/0 CARRIED**

Note: Council asked that the Works manager to present a revised plan to the next Ordinary Council meeting.

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BACKGROUND

The council has established a program for the installation of new footpaths in the Denham Town site in 2011. The program is scheduled over a 5 year period and is reviewed annually by council to enable any variations or inclusions to be addressed. The council also includes in the draft budget an allocation of \$50,000 for the footpath programme inclusions.

COMMENT

The footpath programme and associated funding needs to be reviewed on an annual basis to enable the council to address the needs of the community in regard to access within the Town site.

This then allows the council to establish priorities and to amend budgets accordingly.

All footpaths constructed will be done so as to conform to dual use standards.

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

The proposed new footpaths that are currently included in the programme to be constructed in the 2015/16 budget are

Miller Street – Hoult to Mead Street	estimated cost \$14,940.00
Mead Street – Miller Street to Durlacher Street	estimated cost \$34,030.00

**Total budget estimated costs \$48,970.00**

**Further information on the proposed programme follows;**

***Miller Street and Mead Street– 2015/2016***

A footpath from Hoult Street to Mead Street along Miller Street should be constructed in conjunction with the Mead Street footpath.

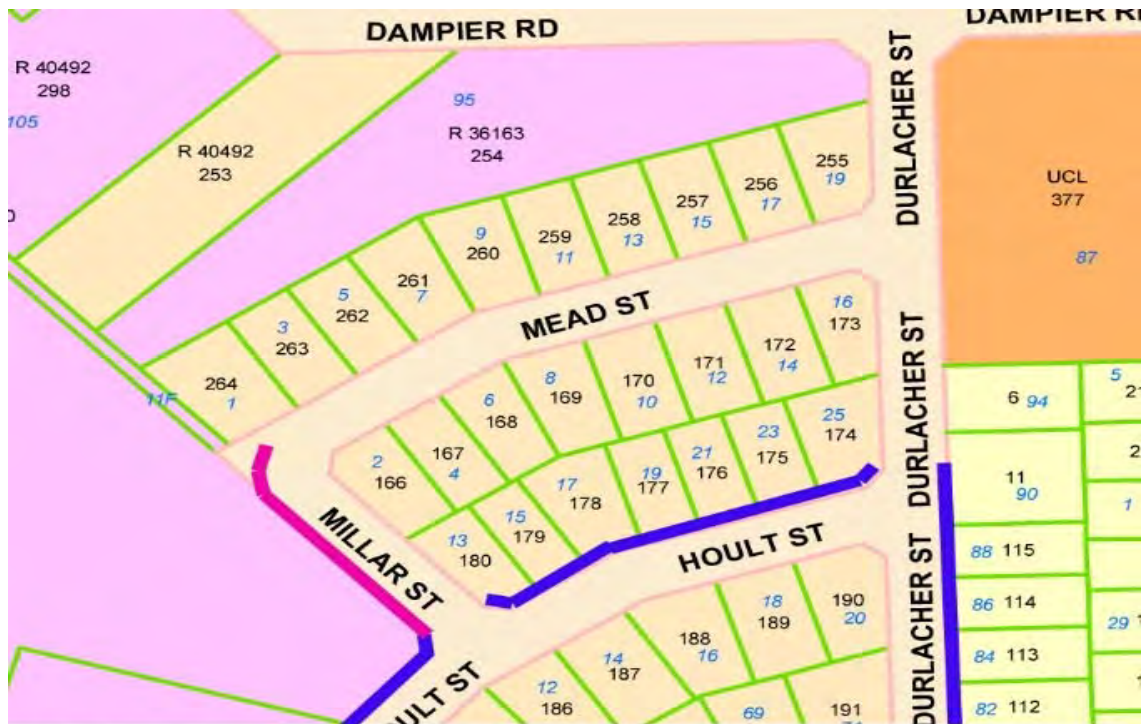
This footpath would be a continuation of the footpath already in place along Hoult Street from Francis Street to Durlacher Street. Total length of this footpath would be approximately 90 metres and expected to cost \$14,940.00.

Mead Street footpath from Millar Street to Durlacher Street. A cost of \$34,030.00 would be incurred and in combination with Miller Street a total cost of \$48,970.00 is anticipated. This is within the expected 2015/2016 budget. With the completion of

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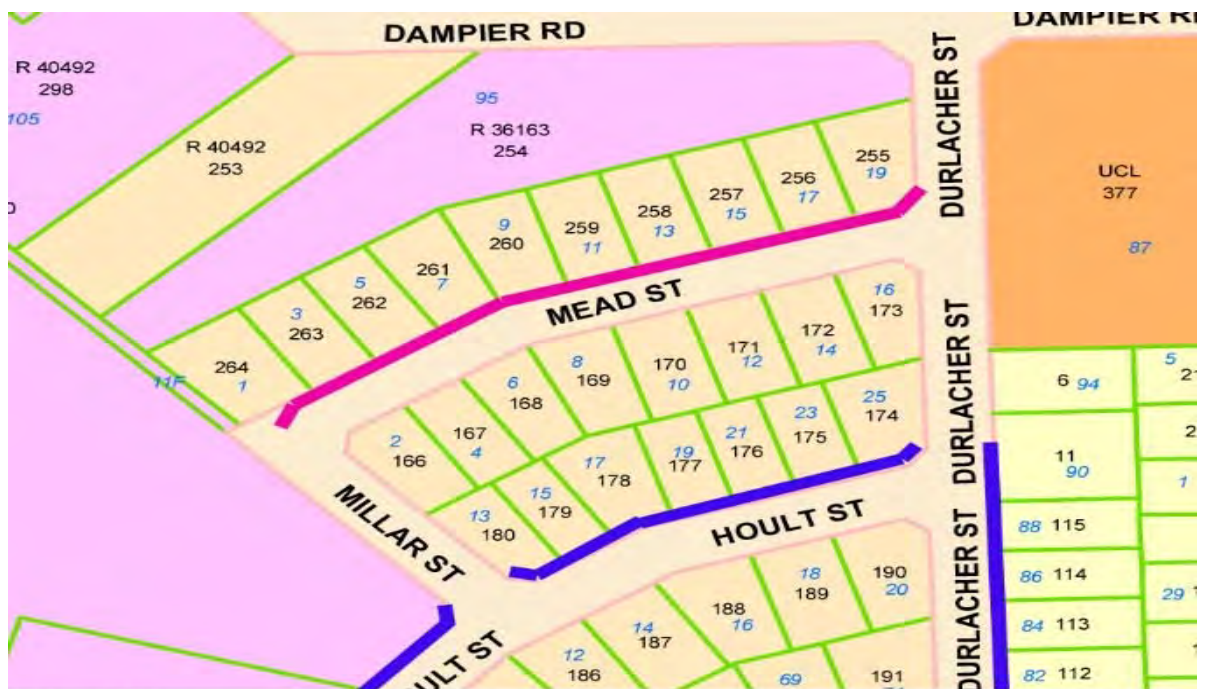
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these footpaths most of the footpath network in the north western part of Denham would be accomplished.



Miller Street - Hoult Street to Mead Street. 2015/16

*Mead Street – 2015/16 (Image 12)*



Mead Street - Miller Street to Durlacher Street 2015/16

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***Knight Terrace - 2016/2017***

A footpath from Fry Court through to Netta's Beach along Knight Terrace could be constructed for a cost of about \$50,740.00. This would be a continuation of the existing footpath that ends at the intersection of Fry Court and Knight Terrace and would complete the footpath network along the eastern end of Knight Terrace. The over budget costs will need to be considered in the 2016/2017 budget allocations.



Knight Terrace - Fry Court to Nettas Beach 2016/17

***Fry Court – 2017/2018***

A footpath constructed from Knights Terrace along the eastern side of Fry Court terminating at the end of the cul-de-sac would almost complete the eastern side of the township leaving only Mainland Street left to do. The cost of this footpath would be roughly \$48,060.00 and within the expected budget for 2017/2018.



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Fry Court - Knight Terrace to Cul-de-sac 2017/18

***Durlacher Street – 2018/2019***

The footpath from Hault Street to Dampier Road along Durlacher Street would be a continuation of the existing Durlacher Street footpath. Estimated costs associated with this footpath would be about \$32,040.00 at the expected unit rate of \$92.00 per square metre.

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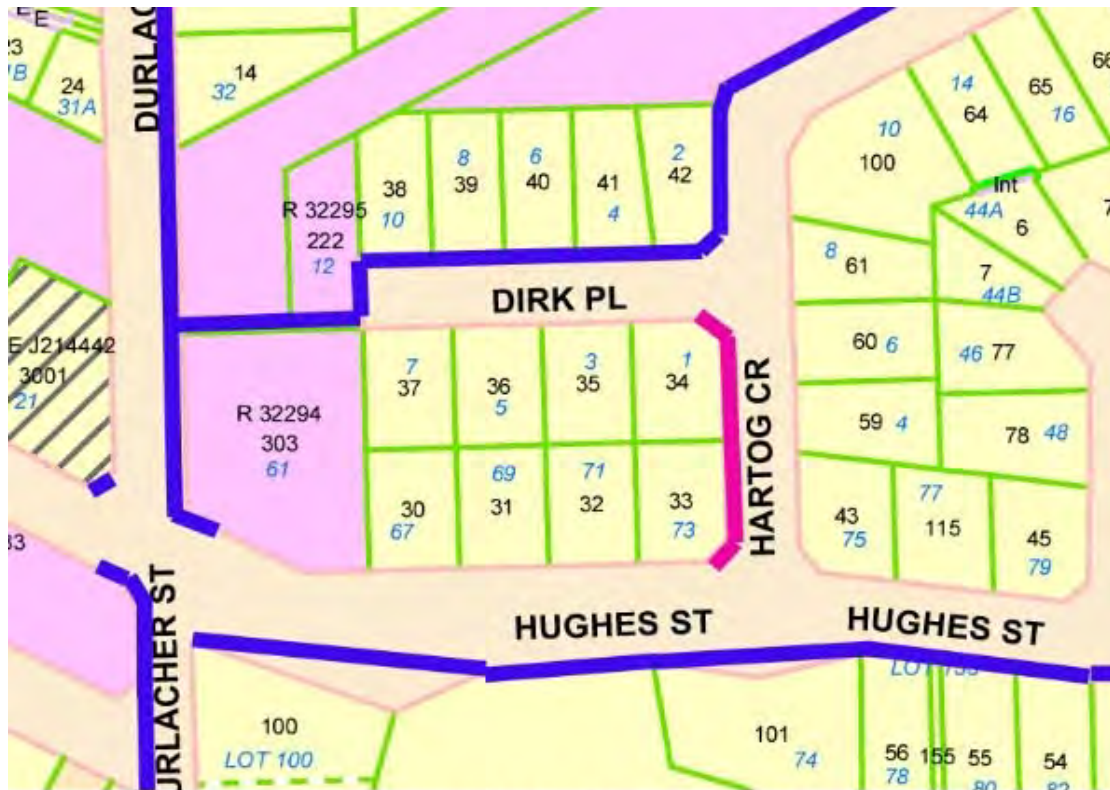
Durlacher Street - Houlst Street to Dampier Rd 2018/19

**Hartog Crescent – 2018/2019**

The final footpath for 2018/2019 will be the link between Hughes Street and Dirk Place along Hartog Crescent. At a length of 95 metres the finished cost is expected to be \$17,480.00.

Durlacher Street and Hartog Crescent footpaths will have a combined cost of \$51,520.00. This is \$1,520.00 over the anticipated \$50,000.00 allocation in the 2018/2019 budget and will need to be considered in the 2018/2019 budget allocations.

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## Hartog Crescent - Dirk Place to Hughes Street 2018/19

The previous footpaths mentioned above have been approved in the five year Capital Footpath Program endorsed by council at the ordinary council meeting on the 28 May 2014.

A further year needs to be added to complete a full five year Capital Footpath plan.

There are various options for the 2019/2020 footpath plan. Taking into consideration an assumed ongoing capital budget of \$50,000.00 and with forecast costing's of footpath construction of \$95.00 per square metre in 2019/2020 it is anticipated the maximum combined length of possible constructed footpaths would be in the vicinity of 260 metres.

Some of the identified streets that require construction of new footpaths are as follows,

Stella Rowley Drive – School Gate to Freycinet Drive (160 metres) \$30,400.00  
 Freycinet Drive – Francis Street to Stella Rowley Drive (114 metres) \$21,660.00  
 Capewell Drive – Poland Street to Edwards Street (250 metres) \$47,500.00  
 Capewell Drive – Sunter place to Cross Street (130 metres) \$24,700  
 Hartog Crescent – end of existing footpath to Hughes Street (388 metres) \$73,720.00

The maximum length of footpath construction is expected to be 260 metres. It is proposed that Stella Rowley Drive and Freycinet Drive footpaths be included in the 2019/2020 Capital Footpath Plan even though the combined total length will exceed the estimated 260 metres.

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There will be extra associated costs along the proposed Stella Rowley Drive footpath as the land behind the road kerb needs to be raised to accommodate the installation of a footpath.

The combined construction costs of these two footpaths are expected to be \$52,060.00 with approximately \$2,000.00 in extra earthworks associated with the Stella Rowley footpath.

LEGAL IMPLICATIONS

There are no legal implications associated with this report

POLICY IMPLICATIONS

There are no policy implications associated with this report

FINANCIAL IMPLICATIONS

All pricing and estimates contained within this report are based on an envisaged 3.5% CPI over the next 5 years. If real CPI is higher than estimated CPI then the estimated costs per square meter of concrete will likewise be higher and this increase will need to be reflected in future budgets.

Footpaths proposed to be constructed in 2016/17, 2018/19 and 2019/20 will be slightly over the anticipated budget allowances and will need to be considered in the relevant budgets.

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

There are no risks associated with this report

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author	<i>B Galvin</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	15 June 2015



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**17. TOURISM, RECREATION AND CULTURE REPORT**

**17.1 ROUND 1 2015/2016 DONATIONS AND FINANCIAL ASSISTANCE GRANT  
GS00001**

AUTHOR

COMMUNITY DEVELOPMENT OFFICER

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Prior

Nature of Interest: Impartiality Interest as member of the Shark Bay Bowling Club

Declaration of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as Consultation / Comments and support letter supplied to the Shark Bay Speedway Club and daughter is the author of the report.

Moved Cr Bellottie

Seconded Cr Capewell

**Council Resolution**

**That Council approve the following three applications for round 1 of the 2015/2016 Donations and Financial Assistance Program in full totalling \$13,750.**

<b>Shark Bay Bowling Club</b>	<b>\$5,500</b>
<b>Shark Bay Speedway Club</b>	<b>\$6,000</b>
<b>Boolbardie Country Club</b>	<b>\$2,250</b>
<b>TOTAL</b>	<b>\$13,750</b>

**7/0 CARRIED**

BACKGROUND

In the 2015/2016 Annual Budget, Council allocated \$60,000 in financial assistance and donations to community groups. Historically there have been two grant rounds issued through the financial year. Clubs are encouraged to apply for larger amounts in the first round to facilitate timely acquittals.

Applications for the first round of assistance for the 2015/2016 financial year were invited on 27 April 2015 and closed 12 June 2015. The open round was advertised in the Inscription Post, Facebook – Shark Bay Buy and Sell, as well as an individual email out to all clubs and groups in Shark Bay. Three applications were received. Copies of the applications will be circulated under separate cover.

If the three applications above are approved, this will bring the total funds expended in the 2015/2016 Donations and Financial Assistance Program to \$13,750 leaving a total \$46,250 for allocation in round two.

COMMENT

Round 1 2015/2016 Donations and Financial Assistance Grant round has received a low number of applications from the community. The declining number of applications made can be attributed to the encouraging attendance at Shire of Shark Bay and Gascoyne Development Commission run grant writing workshops held in both Denham and Useless Loop. In these workshops community groups were encouraged to apply for external funding and were given information on where to find appropriate funding sources. The addition of a Shark Bay specific Gascoyne Development Commission

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Project Officer has also aided in additional funding being brought into the Shark Bay community through grant funding and donations.

Many Shark Bay clubs and groups have received funding through the Gascoyne Development Commission, Lottery West, Royalties for Regions, Healthways and Horizon Power for various local projects, this success has resulted in more money being brought into the region and extensive improvements to the services provided in Shark Bay.

**Shark Bay Bowling Club**

**Amount requested: \$6,000**

**Projects: Annual Bowling Carnival and Purchase Office Equipment**

**3.7.1 Provide community infrastructure and services that meet the needs of families, youth and retirees**

The Shark Bay Bowling Club has been operating in Denham since 1989 and currently has over 180 members. The Shark Bay Bowling Club is a not for profit organisation which encourages the playing of lawn bowls and other sports, to encourage community members and visitors to participate in a social and active lifestyle.

\$4032 of the requested funds would be used to promote and run the Annual Carnival to be held 2-3 August 2014. The funds will be used to advertise and promote the event and provide some catering and general running costs. This event attracts bowlers from all over the State and also assists in the positive promotion of Shark Bay.

\$1468 of the requested funding would be used to purchase a new desk top computer and printer for the club office. The equipment will be used for advertising, emailing, fax, and accounting and correspondence, it is vital that the club have up to date equipment to ensure its longevity in the Shark Bay community.

Whilst the Shark Bay Bowling Club have not attempted to access funding through other sources for this event they have received funding for Royalties for Regions for a lawnmower and conducted fundraising efforts to purchase new equipment for the kitchen. They have also indicated the Club will be applying for external funding for the 2016 Dirk Hartog Celebration.

Included in the application:

Support letter from the Robert Skelton – Captain of Shark Bay Bowling Club

Support letter from Peter Morgan – Blue Lagoon Pearls

Current bank statement

Quotes for the purchase of office equipment

**Officer Recommendation:**

It is recommended that Council grant the Shark Bay Bowling Club an amount of \$6,000 to run the Annual Carnival and purchase office equipment.

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**Shark Bay Speedway Club**

**Amount requested: \$6,000**

**Project: Assist with funding to provide entertainment, fireworks, presentations and marquee hire for the Shark Bay Far Western 2015 Speedway Event.**

**3.7.1 Provide community infrastructure and services that meet the needs of families, youth and retirees**

**4.1.2 Facilitate cultural and family events**

Shark Bay Speedway Club has operated for 29 years and has 20 members. The purpose of the club is to host local speedway sporting events and attract visitors to the area. The Shark Bay Speedway works in conjunction with the Community Development team to ensure the Far Western Championship Speedway event and the Winter Markets combine to be a successful weekend in Shark Bay.

The funds requested would be used to provide entertainment, fireworks, and presentations for the Shark Bay Far Western 2014 Speedway Event. The Speedway Club would contribute up to \$26,000 of their own funds and they are supported by St John Ambulance, Shark Bay State Emergency Service and Shark Bay Volunteer Marine Rescue on a volunteer basis, the club is also supported by local business owners who donate cash and equipment to be used as competitor prizes during the Far Western Event.

The Club has approached the Department of Sport and Recreation and is seeking funding to improve the facilities in the next Department of Sport and Recreation Small Grants round.

Included in the application:

Support letter from Cheryl Cowell – Shire of Shark Bay President

Support letter from Joe McLaughlin – State Emergency Services Local Unit Manager

Current bank statement

**Officer Recommendation:**

It is recommended that the Council grant an amount of \$6,000 to Shark Bay Speedway Club to assist with funding to provide entertainment, fireworks and presentations for the Shark Bay Far Western 2015 Speedway Event.

**Boolbardie Country Club**

**Amount requested: \$2,250**

**Project: Denham Open Golf Weekend 6 -7 June 2015**

**Strategic Outcome:**

**3.7.1 Provide community infrastructure and services that meet the needs of families, youth and retirees**

The Boolbardie Country Club has been in operation for forty five years, providing local residents and visitors golfing facilities and a venue for social functions. With thirty four

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members and visitors, the Boolbardie Country Club is a popular venue operated by committed volunteers.

The Boolbardie Country Club is requesting special consideration for their applications to be considered in this round of funding. The Denham Open Golf Weekend was held on the 6-7 of June, much earlier than the event has been in previous years. This was due to vital club members being unavailable later in the year and also having no prior warning of the damage that would occur during Cyclone Olwyn.

The club is requesting \$1,250 to assist with prizes, catering and running their annual golf weekend. The Boolbardie Country Club has received sponsorship from Horizon Power and from local business. The balance of \$1,000 has been used to repair nine of the sand greens that were damaged during cyclone Olwyn.

Included in the application:

Support letter from Jamie Burton – Coordinator Community Resource Centre

Support letter from Jillian Hill – Director Shark Bay Bridge Club

Letter of agreement from Horizon Power

Current bank statement

### **Officer Recommendation:**

According to the Donations and Financial Assistance Funding Guidelines this grant application is retrospective and therefore not eligible for funding. It is at the Councils discretion as to whether the Boolbardie Country Club is funded in this grant round.

The Boolbardie Country Club contacted the Chief Executive Officer prior to submitting the application and due to the circumstances indicated in their application the club was advised to submit an application to Council for consideration.

The officer recommends Council grant \$2,250 to the Boolbardie Country to assist with prizes, catering and running the annual Denham Open Golf Weekend, as well as repairs to the nine sand greens at the local course.

### **LEGAL IMPLICATIONS**

There are no legal implications associated with this report

### **POLICY IMPLICATIONS**

These recommendations comply with Policy 6.10 Financial Assistance/Donations.

### **FINANCIAL IMPLICATIONS**

An amount of \$60,000 is included in the 2015/2016 Council budget for the Shire of Shark Bay Donations and Financial Assistance Program.

Total funding requested in this round is \$13,750.

If these three applications are approved, the total of funds allocated for the next round of funding will total \$46,250

### **STRATEGIC IMPLICATIONS**

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The Strategic Outcomes as directed by the Strategic Community Plan are noted against each application.

RISK MANAGEMENT

There is no risk associated with this report.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

*R Stanley*

Chief Executive Officer

*P Anderson*

Date of Report

15 June 2015

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17.2 SHARK BAY WORLD HERITAGE DISCOVERY AND VISITOR CENTRE – REVISION OF FEES & CHARGES  
FM00005  
Author

Executive Manager Community Development

Disclosure of Any Interest

Declaration of Interest: Cr Prior

Nature of Interest: Financial Interest as business receives bookings from the Centre

Declaration of Interest: Cr Capewell

Nature of Interest: Financial Interest as a tour operator and driver

Declaration of Interest: Cr Ridgley

Nature of Interest: Financial Interest as a tour operator

Cr Ridgley Cr Prior and Cr Capewell left the Council Chamber at 4.38 pm.

Cr Ridgley and Cr Prior asked to return for the discussion.

Moved Cr Bellottie  
 Seconded Cr Laundry

Council Resolution

**That Council allow Cr Ridgley and Cr Prior to return to the Council Chamber for the discussion but not to vote due to the Council considering that the item to be an interest in common with an number of residents.**

**4/0 CARRIED**

Cr Prior and Cr Ridgley returned to Council Chamber at 4.44 pm.

Cr Prior and Cr Ridgley left the Council Chamber at 4.54 pm.

Moved Cr Bellottie  
 Seconded Cr Laundry

Council Resolution

**That Council adopt the following recommendations for Fees and Charges for the Shark Bay World Heritage Discovery and Visitor Centre –**

**1. That the Fees and Charges be revised as follows:**

Visitor Centre Fees and Commission	2014/2015	2015/2016	
<b>Business – Display Only (Outside Shire)</b>	<b>130.00</b>	<b>50.00</b>	<b>Per annum</b>
<b>Pro-rata All Membership after 31 December</b>	<b>50%</b>	<b>50%</b>	<b>Of Annual fee</b>
<b>Commission Rates – Locals (Bookeasy Gold)</b>	<b>15%</b>	<b>12%</b>	<b>Per Booking</b>
<b>Commission Rates – Locals (Bookeasy 24HR)</b>	<b>15%</b>	<b>15%</b>	<b>Per Booking</b>
<b>Commission Rates – Outside Shire (Bookeasy Gold Only)</b>	<b>15%</b>	<b>15%</b>	<b>Per Booking</b>
			<b>4/0 CARRIED</b>

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Cr Prior, Cr Capewell and Cr Ridgley returned to Council Chamber at 5.00 pm.

### Background

The purpose of the report is to revise the Fees and Charges of the Shark Bay World Heritage Discovery and Visitor Centre in order to increase the sales volume of Visitor Centre.

### Comment

The Shark Bay World Heritage Discovery and Visitor Centre is a vibrant and professional tourism establishment. A review and analysis of the commission system has assisted the Centre Management to research methods to generate sales volume therefore reducing operating costs.

### Commission Rates – Bookeasy Product

The website draws its accommodation and tour inventory from the **Bookeasy** online booking system.

- **Bookeasy Gold** product allows instant booking confirmation and payment options both in centre and online.
- **Bookeasy 24 Hour** product requires the Visitor Centre Sales Consultants to contact the supplier direct to request a booking, a confirmation and payment is not immediate and may take more than one phone call to finalise the sale.

Currently our local **Bookeasy** system has 10 **Bookeasy Gold** and 17 **Bookeasy 24 Hour** accommodation providers, and 2 **Bookeasy Gold** and 15 **Bookeasy 24 Hour** tour operators.

**Bookeasy Gold** product automatically appears at the top of availability searches and operators are eligible to be part of the last minute rates feature in Bookeasy. With the launch of a much improved website the online bookings will increase as previously mentioned in packages, last minute rates and hot deals all of these features are only available to **Bookeasy Gold** products.

The disadvantages of **Bookeasy 24 Hour** is that customers are unable to book online and may not want to wait for the visitor staff to call an operator, once they leave the Visitor Centre they may change their mind, the opportunity to sell that product has substantially decreased.

What is being put for Council consideration is to reduce the current commission rates for **Bookeasy Gold** Operators to 12% and **Bookeasy 24 Hour** Operators remain at 15%. It is hoped that this strategy will encourage our operators to move to the live system (**Gold**) and be seen by our online marketing promotions and all Visitor Centres across Australia, therefore achieve more bookings.

### Manual Bookings

The Visitor Centre currently runs a system of manual bookings at the commission rate of 13%, removing the 2% fee to Bookeasy. However, this creates a significant extra

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workload to accounts staff as it presents the need to balance two separate booking systems each month, one through Bookeasy and the other through the manual system.

An example of this for a tour operator who receives \$4,000 commission, the difference of the extra 2% fee to Bookeasy is only \$80.00 extra for the month. The benefit to operators is minor and the cost to Council is an increase in workload to manually calculate and pay the commission through this system as well as the Bookeasy system. This option should be deleted and the option to book manually through the Centre removed.

The Visitor Centre is being increased in size and developed with a much higher focus on the tourism product and the promotion of the area as a must visit destination in Australia.

Fiscal Impact on Reduction of Commission

The impact on a reduction of Bookeasy current income being dropped from 15% commission to 12% commission is 3%.

The total Bookeasy income [to date of writing the report] for 2014/2015 is \$116,093:

**Commission Breakdown – Current Rate 15%**

- 2% of this is a fee to Bookeasy (\$2,321)
- 13% is Council Profit (\$15,092)

The difference, if bookings remain at this level – dropping Council commission share:

**Commission Breakdown – Proposed Rate 12%**

- 2% of this is a fee to Bookeasy (\$2,321)
- 10% is Council Profit (\$11,609)

On these figures, the risk in dropping the commission to 10% Council Profit equates to a loss of \$3,482 which is minimal, yet the reward would be an anticipated increase in the volume of sales due to additional local operators becoming live bookable product.

A comparison of other visitor centre commissions was conducted and is tabled below:

**Visitor Centre Comparisons**

	Fremantle	Broome	Mandurah	Carnarvon	Kalbarri	Exmouth
Commission						
Gold	10%	10.50%	10%	13.00%	13%	15%
24HR	16%		15%			
Booking Success Fee			4		3%	
CC Booking Fee				1%		1.20%

It should be noted that some Visitor Centres do not promote on websites or display product that is **Bookeasy 24 Hour** as this is disadvantageous to the online product suite.



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### Membership

All of the above visitor centres surveyed charge membership fees. At this stage the officer does not recommend to levy a local membership fee however this would be reinvestigated for 2016/2017.

It is recommended that Membership Fees for operators outside of the area be reduced to \$50 in this financial year, as the intention is to increase our brochure racking and book tours in other regions. This is something that would be actively promoted both on the website and in the Centre. *Note:* It is proposed that only **Bookeasy Gold** Memberships will be accepted.

### **New Website**

The development of a new tourism website has provided the opportunity to examine methods to increase bookings and improve the Visitor Centre experience however In order to take advantage of these marketing opportunities it is essential that our local operators be live bookable product - **Bookeasy Gold**.

As well as an overall aesthetic improvement, the new website will contain dynamic and improved booking methods including the potential to package operators together, promote specials and up-sell products on checkout. The **Bookeasy 24 Hour** would be excluded from these opportunities for cross promotion.

- Package Promotions

The new website' packages feature' provides functionality so that we can create and sell 'predefined' packages bundling multiple products together such as rooms, tours, and event tickets. The power and promotion of packages can provide an enticing deal for consumers to book. The tourism industry heavily maintains that if we can attract visitors to book tours at the same time as the accommodation booking, then the opportunity presents to stay *extra* nights, in turn both tour operators and accommodation providers will benefit.

- Up Sell

The addition of the Up Sell feature will prompt when visitors are finished booking and moving to the checkout - a special option i.e. Tours, Accommodation, Events, Dirk Hartog Promotion, Discovery Centre, Exhibitions from the WA Museum.

### LEGAL IMPLICATIONS

There are no legal implications to this report.

### POLICY IMPLICATIONS

There are no policy implications to this report.

### FINANCIAL IMPLICATIONS

The financial risk in dropping the Commission Rate to 12% and therefore the Council Profit to 10% equates to an annual loss of \$3,482. Changing the rate provides Council the potential to increase revenue through the online marketing strategies as discussed in the report.

### STRATEGIC IMPLICATIONS

## MINUTES OF THE ORDINARY COUNCIL MEETING

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- 1.2 To improve fiscal management practices and procedures, and maximise operating revenue and social capital.  
1.2.1 - Conduct a review of operations to ensure the Shire is operating efficiently and effectively, and work towards achieving full cost recovery.  
1.2.5 - Allocate resources to deliver economic development/population growth strategies.
- 2.1 Increase the awareness of Shark Bay as an attractive place to live, work, visit and invest.
- 2.1.2 - Allocate resources to deliver marketing and economic development strategies.

### RISK MANAGEMENT

There is a Low Risk associated with this report due to budget implications.

Budget - The income/expenditure ratios will be continually monitored to minimise any potential impact to the running costs of the centre.

### VOTING REQUIREMENTS

Simple Majority Required

### SIGNATURES

Author	
Executive Manager Community Development	<i>G McBride</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	11 June 2015

MINUTES OF THE ORDINARY COUNCIL MEETING

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18. **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

There are no motions of which previous notice has been given.

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

Cr Wake left the Council Chamber at 5.00 pm.

Moved Cr Cowell  
Seconded Cr Laundry

**Council Resolution**

**That the Ordinary Council meeting be adjourned**

**6/0 CARRIED**

The President resumed the Ordinary Council meeting at 5.19 pm with Cr Wake in attendance.

20. **MATTERS BEHIND CLOSED DOORS**

Moved Cr Cowell  
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.**

**7/0 CARRIED**

20.1 **Denham Foreshore Revitalisation Plan Implementation – Design and Construction Contract**  
**CM00045**

**AUTHOR**

CHIEF EXECUTIVE OFFICER

**DISCLOSURE OF ANY INTEREST**

Declaration of Interest: Cr Ridgley

Nature of Interest: Proximity Interest as lease shop on Knight Terrace

Declaration of Interest: Cr Prior

Nature of Interest: Proximity Interest as lease shop on Hamelin / Denham Road

Cr Ridgley and Cr Prior left Council Chamber at 5.21 pm.

Cr Ridgley and Cr Prior asked to be able to return to Council Chamber for the discussion

Moved Cr Laundry  
Seconded Cr Wake

**Council Resolution**

**That Cr Ridgley and Cr Prior be allowed to return to the Council Chamber for the discussion on the item due to the Council considering the matter to be an item that an interest in common to a significant number of Electors or Ratepayers.**

**5/0 CARRIED**

Cr Prior and Cr Ridgley returned to Council Chamber at 5.24 pm.

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Cr Prior and Cr Ridgley left the Council Chamber at 6.00 pm.

Officer Recommendation

The recommendation submitted by The Chief Executive Officer, based on the confidential evaluation report for Design and Construct tender TE2014/15-03 for the Denham Foreshore Revitalisation project provided by Hames Sharley (WA) Pty Ltd be considered

**AMENDMENT TO OFFICERS RECOMMENDATION**

**Reason:** Council asked for information within the report to be confirmed.

Moved            Cr Laundry  
Seconded       Cr Wake

**Council Resolution**

**That the matter lay on the table for a Special Meeting to be convened.**

**5/0 CARRIED**

Cr Prior and Cr Ridgley returned to Council Chamber at 6.04 pm

Moved            Cr Laundry  
Seconded       Cr Wake

**Council Resolution**

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

**7/0 CARRIED**

At 6.04 pm the President read aloud the Council decision that had been taken during the time the meeting was closed to the public.

**21. DATE AND TIME OF NEXT MEETING**

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 29 July 2015 commencing at 3.00 pm.

**22. CLOSURE OF MEETING**

As there was no further business the President closed the Ordinary Council meeting at 6.04 pm.