

SHIRE OF SHARK BAY MINUTES

27 March 2019

ORDINARY COUNCIL MEETING



SHARK BAY DUGONG



27 March 2019



DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Shark Bay for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with Council members or staff.

The Shire of Shark Bay disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission does so at that person's or legal entity's own risk.

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.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

The minutes of the Ordinary meeting of the Shark Bay Shire Council held in the Council Chamber at the Shark Bay Recreation Centre, Francis Street, Denham on 27 March 2019 commencing at 3.08 pm.

TABLE OF CONTENTS

1.0	Declaration of Opening	4
2.0	Record of Attendances / Apologies / Leave of Absence Granted	4
3.0	Response To Previous Public Questions On Notice	4
4.0	Public Question Time	4
5.0	Applications For Leave Of Absence	5
6.0	Petitions	5
7.0	Confirmation Of Minutes	5
7.1	Confirmation of the Minutes of the Ordinary Council meeting held on 27 February 2019	5
8.0	Announcements By The Chair	5
9.0	President’s Report	5
10.0	Councillors’ Reports	6
11.0	Administration Report	8
11.1	Western Australian Local Government Association Annual Conference.....	8
	- 2019 (Local Government Week)	8
11.2	Application To Keep More Than Three Dogs On A Property	11
11.3	Gascoyne District Health Advisory Council	14
12.0	Audit Committee Reports	16
12.1	Local Government Compliance Audit Return to 31 December 2018	16
12.2	Budget Review 2018/2019	29
13.0	Finance Report	56
13.1	Schedule of Accounts Paid to be Received	56
13.2	Financial Reports To 28 February 2019	68
14.0	Town Planning Report	98
14.1	Proposed Bed and Breakfast – Lot 100 (14) Durlacher Street, Denham.....	98
14.2	Request For Modified Condition – Existing Planning Approval for ‘Liquor Store’ - Lot 8 (89) Knight Terrace, Denham (Tenancy 2 and 3).....	108
14.3	Planning Application – Proposed Outbuilding – Lot 233 (10) Fry Court, Denham ..	126
15.0	Tourism, Recreation and Culture Report	132
15.1	Shark Bay Youth Group Association Incorporated	132
15.2	Community Assistance Grants	135
16.0	Motions of Which Previous Notice Has Been Given	139
17.0	Urgent Business Approved By The Person Presiding Or By Decision	139
17.1	Shark Bay Fishing Club Sponsorship Request	139
18	Matters Behind Closed Doors	142
18.1	Application To State Administrative Tribunal For Review of Shire Decision on Pergola and New Development Application for a Single House – Lot 2 (8B) Leeds Court, Denham.....	142
18.2	Infringement # 0034 - Department of Transport Carpark	142
18.3	Purchase of New Shire Ride on Mower	143
18.4	Change of Ordinary Council meeting Date.....	143
19	Date And Time Of Next Meeting	143
20	Closure of Meeting	143

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

1.0 DECLARATION OF OPENING

The President declared the Ordinary Council meeting open at 3.08pm.

2.0 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED

ATTENDANCES

Cr C Cowell President
Cr L Bellottie
Cr J Burton
Cr G Ridgley

Mr P Anderson Chief Executive Officer
Ms A Pears Executive Manager Finance and Administration
Ms L Butterly Executive Manager Community Development
Mr B Galvin Works Manager
Mrs R Mettam Executive Assistant

APOLOGIES

Cr K Laundry Deputy President Leave of Absence approved at Ordinary Council meeting 27 February 2019 Item 5.1
Cr K Capewell Leave of Absence approved at Ordinary Council meeting 27 February 2019 Item 5.2
Cr E Fenny

VISITORS

1 Visitor in the Gallery

3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

There are no previous public questions on notice.

4.0 PUBLIC QUESTION TIME

The President opened public question time at 3.08 pm.

Mr Hargreaves asked about the application for the unmanned service station being considered for Lot 1 Shark Bay Road.

What Councillors think of the economic detriment to the local economy and jobs as all profits from a business of this nature would be a loss from town?

President advised that that site has been zoned as special use service station for many years and the proposal has been previously been advertised by council for comment in April 2018. The Council will consider all relevant planning considerations when deliberating on the proposal.

What the effect will be on Aboriginal burial grounds in the area?

The Development is on private property and the Shire is not aware of any Aboriginal burial sites on the property.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

The Chief Executive Officer advised that if any development on private property uncovers any artefacts the owners should report the find to the appropriate authority.

The President advised that the proposal is now open for submissions from adjoining landowners and would encourage all concerned persons to make a submission for Council consideration.

With no further question put to Council the President closed public question time at 3.28 pm.

5.0 **APPLICATIONS FOR LEAVE OF ABSENCE**

There were no applications for leave of absence presented to the Ordinary Council meeting in March 2019.

6.0 **PETITIONS**

There were no petitions presented to the Ordinary Council meeting in March 2019.

7.0 **CONFIRMATION OF MINUTES**

7.1 **CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 27 FEBRUARY 2019**

Moved Cr Burton
Seconded Cr Ridgley

Council Resolution

That the minutes of the Ordinary Council meeting held on 27 February 2019, as circulated to all Councillors, be confirmed as a true and accurate record.

4/0 CARRIED

8.0 **ANNOUNCEMENTS BY THE CHAIR**

The President advised the Ms Linda Butterly, Executive Manager Community Development has resigned her position with the Shire of Shark Bay.

9.0 **PRESIDENT'S REPORT**

GV00002

Council Committee Membership

Member	Audit Committee
Member	Western Australian Local Government Association Country Zone – Gascoyne Region
Member	Development Assessment Panel
Member (Chair)	Local Emergency Management Advisory Committee
Deputy Delegate	Gascoyne Regional Road Group
Deputy Delegate	The Aviation Community Consultation Group

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Meeting Attendance

6 March 2019 Hon David Templeman, Minister for Local Government visit
10 Clean Up Australia Day participation
13 Jill Dwyer Gascoyne Development Liaison Officer - meeting
22 Western Australian Local Government Association Gascoyne
Zone meeting - Carnarvon
Regional Road Group meeting - Carnarvon
27 Audit Committee meeting
Presentation – Naturebank site Francois Peron National Park
Presentation – Malgana Aboriginal Ranger Program
March Ordinary Council Meeting

Signatures

Councillor *Councillor Cowell*
Date of Report 18 March 2019

Moved Cr Burton
Seconded Cr Ridgley

Council Resolution

That the President's activity report for March 2019 be received.

4/0 CARRIED

10.0 COUNCILLORS' REPORTS

10.1 CR BURTON
GV00018

Committee Membership

Member Audit Committee
Member Shark Bay Arts Council

Meeting Attendance

6 March 2019 Attended meeting with the Minister for Local
Government Hon. David Templeman
10 March Attended Clean Up Australia Day

Signatures

Councillor *Councillor Burton*
Date of Report 18 March 2019

Moved Cr Ridgley
Seconded Cr Bellottie

Council Resolution

**That Councillor Burton's March 2019 report on activities as Council
representative be received.**

4/0 CARRIED

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

10.2 CR RIDGLEY
GV00008

Committee Membership

Member Audit Committee
Member Shark Bay Tourism Committee

Meeting Attendance

12 March 2019 Attended the Shark Bay Tourism Association meeting

Signatures

Councillor *Councillor Ridgley*
Date of Report 18 March 2019

Moved Cr Bellottie
Seconded Cr Burton

Council Resolution

That Councillor Ridgley's March 2019 report on activities as Council representative be received.

4/0 CARRIED

10.3 CR LAUNDRY
GV00013

Nil report for the March 2019 Ordinary Council meeting.

10.4 CR BELLOTTIE
GV00010

Nil report for the March 2019 Ordinary Council meeting.

10.5 CR FENNY
GV00017

Nil report for the March 2019 Ordinary Council meeting.

10.6 CR CAPEWELL
GV00005

Nil report for the March 2019 Ordinary Council meeting.

27 March 2019

11.0 ADMINISTRATION REPORT

**11.1 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ANNUAL CONFERENCE
- 2019 (LOCAL GOVERNMENT WEEK)**
CM00053

Author

Executive Assistant

Disclosure of Any Interest

Nil

Officers Recommendation

Option 1

That the Council's administration report back to the May 2019 Ordinary Council meeting with further details of the Western Australian Local Government Association's 2019 Convention, where Councillors can nominate to attend.

OR

Option 2

1. That the following Councillor's be nominated to attend the 2019 Western Australian Local Government Association Annual Conference to be held in Perth on Wednesday 7 to Friday 9 August 2019:

Cr Cr Cr Cr Cr Cr Cr

2. That the Chief Executive Officer be authorised to attend the Western Australian Local Government Association Annual Conference to be held in Perth on Wednesday 7 to Friday 9 August 2019.

Moved Cr Bellottie

Seconded Cr Burton

Council Resolution

That the following Councillor's be nominated to attend the 2019 Western Australian Local Government Association Annual Conference to be held in Perth on Wednesday 7 to Friday 9 August 2019:

**Cr Bellottie
Cr Laundry
Cr Capewell
Cr Burton
Cr Ridgley
Cr Fenny
Cr Cowell**

3. That the Chief Executive Officer be authorised to attend the Western Australian Local Government Association Annual Conference to be held in Perth on Wednesday 7 to Friday 3 August 2019.

4/0 CARRIED

27 March 2019

Background

The annual 2019 Western Australian Local Government Association Conference (Local Government Week) is scheduled for 7 to 9 August 2019. In conjunction with the program on Tuesday 6 August 2019 at 3.30 there will be a Mayors and Presidents' Forum followed at 5.30pm a Mayors and Presidents; Reception, this event is by invitation only.

The conference normally attracts over 400 delegates from Local Governments around Western Australia as well as various exhibitors and guest speakers.

Comment

The Western Australian Local Government Association Annual conference is a significant event in the Local Government in Western Australia.

This is an opportune time to arrange other meetings with Ministers and Government Agencies if required while in Perth.

Advice from the Western Australian Local Government Association has been received earlier than normal advising of the dates that the conference will be held.

The theme for the 2019 WA Local Government Convention is *Local Government: Renewal Practical.*

Integral to the theme is the development of the *New Local Government Act* – new legislation for Local Government that will enable the sector to reach its full potential and deal with the vast and diverse range of needs and aspirations of our communities. It is the driver for one of the most extensive consultation processes ever undertaken by the State Government with the sector. It has the potential to result in game-changing outcomes that will shift the focus and actions of Local Governments for decades to come, and whilst this is the potential for the legislation, this conference is about more than just the Act and its supporting regime of regulations and guidelines.

New thinking, new trends, new technologies, new ways of working and doing things...these all come to the fore as we explore what the implications and opportunities are in a "Brave New World" for Local Government.

In essence, we will explore the challenge of change. How do you define what is possible, sort it into what you need as distinct from everything that you might want, make the hard calls in deciding what to do, and then do it? Perhaps most challenging of all is understanding the progress of change. How do we know we are achieving the change we want?

These are all vital questions that must be answered if we are to move forward with purpose and not simply be the accidental tourists of any possible future. There could not be a more relevant challenge for our conference to address.

The full Program and Registration will be available in April 2019.

This item is to advise Council of the upcoming dates giving Councillors time to think about whether they wish to attend the conference.

Previous attendance to the Conference is as follows:

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

YEAR	NOMINATED	NOTES
2018	Cr Fenny Cr Burton Cr Cowell	Cr Cowell did not attend
2017	Cr Bellottie Cr Laundry	
2016	Cr Ridgley Cr Capewell Cr Cowell	
2015	Cr Laundry Cr Bellottie	
2014	Cr Ridgley Cr Wake Cr Prior	Cr Ridgley did not attend
2013	Cr Cowell Cr Prior	
2012	Cr Wake Cr Capewell	
2011	Cr Cowell Cr Wake	
2010	Cr Cowell	

Legal Implications

There are no legal implications relative to this report

Policy Implications

There are no policy implications relative to this report

Financial Implications

Costing for the conference is not yet advertised by the Western Australian Local Government Association and will be advised in the next report as it becomes available.

Strategic Implications

Civic Leadership 4.2.2 – Implement effective training programs for administration and Councillors

Risk Management

This is a low risk item for Council.

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer

P Anderson

Date of Report

25 February 2019

27 March 2019

11.2 APPLICATION TO KEEP MORE THAN THREE DOGS ON A PROPERTY
P1094

Author

Executive Assistant

Disclosure of Any Interest

Nil

Officer Recommendation

Option 1

That Mr and Mrs Wright be given permission to keep Four dogs at Lot 30 (67) Hughes Denham on the following conditions:

1. All of the dogs are to maintain Shire registration.
2. That when the number of dogs is reduced to three due to natural attrition, the fourth dog not be replaced.
3. That barking be controlled and monitored and any complaints be addressed immediately.
4. If complaints are not addressed in a timely manner the authorisation will be revoked.

Option 2

That Mr & Mrs Wright's application to keep the number of dogs at Lot 30 (67) Hughes Street, Denham in excess of the Shire of Shark Bay Local Laws Dogs, clause 3.2(2) be refused.

Moved Cr Bellottie

Seconded Cr Burton

Council Resolution

That Mr and Mrs Wright be given permission to keep Four dogs at Lot 30 (67) Hughes Denham on the following conditions:

- 1. All of the dogs are to maintain Shire registration.**
- 2. That when the number of dogs is reduced to three due to natural attrition, the fourth dog not be replaced.**
- 3. That barking be controlled and monitored and any complaints be addressed immediately.**
- 4. If complaints are not addressed in a timely manner the authorisation will be revoked.**

4/0 CARRIED

Background

The Shire of Shark Bay has received a request from Mr and Mrs Barry Wright to keep four dogs on their property at Lot 30 (67) Hughes Street Denham. Under the Dog Act residents are allowed to keep 3 dogs on a residential property and require Council permission to have more than three dogs.

27 March 2019

The Wright's originally had two dogs, one of which is now 16 years old and one large breed dog who is 13 years old. As per correspondence attached at the end of this report.

Comment

Mr & Mrs Wright's property is well fenced and the currently two of the dogs are registered and sterilised. The extra 2 puppies will have to be registered by the end of April and the Wright's have advised that the registration will be done. If the puppies are not registered within the due time then the approval will automatically be withdrawn.

Policy Implications

There are no policy implications relative to this report.

Financial Implications

Registration of two dogs for either life, twelve months or three years, as per the Dog Act 1976

Legal Implications

The Western Australian Dog Act 1976 makes the following provision for keeping more than three dogs at a premise:

PART V — THE KEEPING OF DOGS

26. Limitation as to numbers

- (1) A local government may, by a local law under this Act —
 - (a) limit the number of dogs that have reached 3 months of age that can be kept in or at premises in the local government's district; or
 - (b) limit the number of dogs of a breed specified in the local law that can be kept in or at premises in the local government's district.

The Shire of Shark Bay Local Law Dogs 2013, which was published in the Government Gazette on the 30 January 2014 limits the number of dogs allowed on a property, as per follows:

3.2 Limitation on the number of dogs

- (1) This clause does not apply to premises in respect of which an exemption under 26(3) of the Act applies.
- (2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act, 3 dogs over the age of 3 months and the young of those dogs under that age.

Strategic Implications

There are no strategic implications relative to this report.

Voting Requirements

Simple Majority Required

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Signatures

Chief Executive Officer

P Anderson

Date of Report

18 March 2019

From: Aiyana Wright <narna_kakes@hotmail.com>
Sent: Monday, 18 March 2019 12:29 PM
To: Rhonda Mettam
Subject: I-PR-25635 - Attn: Paul Anderson
Importance: High
SynergySoft: I-PR-25635

Dear Paul,

We would appreciate your consideration of our application at the next council meeting.

We Barry and Aiyana Wright of 67 Hughes Street Denham would like to apply to have 2 more dogs within our property.

Our 2 existing dogs are a small breed dog who is 16 years old and a large breed dog who is 13 years old. After a few health scares with our oldest dog we think it is time to introduce 2 puppies to our small children in preparation for the eventual sad conclusion of said older dog/s. Our oldest dog will, we can assume, not make it to the end of the year and then from that time we would be within the 3 dog limit.

Barry is at home most days and our yard is very well fenced.

We've had no noise complaints from our neighbours or the surrounding area. Both our immediate neighbours are away at this point in time however, I have spoken to our back neighbour councillor Keith Capewell and his wife over the phone who have no issues with us expanding our furry family. I have spoken with the police station and the Sergeant who lives very close by and they have no issues with the 2 additions to our family. I couldn't contact our immediate neighbours on Hughes street as they are away but we are on very good terms and can assume they will not mind either.

Thank you for your time and consideration.

Kindest Regards,
Barry and Aiyana Wright

* This message has been scanned by the PPS spam filtering system.

27 March 2019

11.3 GASCOYNE DISTRICT HEALTH ADVISORY COUNCIL
PH00014

AUTHOR

CHIEF EXECUTIVE OFFICER

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Bellottie
Seconded Cr Ridgley

Council Resolution

That Councillor Cowell, with Cr Bellottie as a Deputy Delegate be endorsed by Council to put forward their nomination for membership on the Gascoyne District Health Advisory Council.

4/0 CARRIED

BACKGROUND

The Gascoyne operations manager of the WA County Health Services has advertised for nominations for membership to the Gascoyne District Health Advisory Council

COMMENT

The opportunity for a Council member to be represented on this committee would assist the Council endeavours and strategic objectives in advocating for improved health services in the Shark Bay Shire.

While there is no specific allocation on the committee for Council members the Council should have representation on the committee to ensure the Council through its representative be informed of issues and opportunities to improve the health care for the Gascoyne residents.

Further information has been attached

LEGAL IMPLICATIONS

There are no policy implications relative to this report

POLICY IMPLICATIONS

There are no policy implications relative to this report

FINANCIAL IMPLICATIONS

There are no financial implications relative to this report

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report

RISK MANAGEMENT

This is a low risk item to Council

VOTING REQUIREMENTS

Simple Majority Required

27 March 2019

SIGNATURES

Chief Executive Officer

P Anderson

Date of Report

18 March 2019



District Health Advisory Council Membership

Do you have an interest in health and would like to make a positive contribution to health care in your community?

You are invited to nominate for membership to the Gascoyne District Health Advisory Council (DHAC).

District Health Advisory Councils work closely with their local health service to provide consumer, carer, and community perspective into:

- Health information and publications
- Facilities planning
- Safety & Quality Improvements
- Health programs and policies

Why become a member?

Partnering with, and listening to consumers, carers, and the community, leads to better health care.

DHAC members work with the WA Country Health Service to represent the consumer voice, sharing their insights and opinions about what works well, and what needs improvement.

For more information on how to apply

Please contact: Tamara Sweeney, Gascoyne Operations Manager
tamara.sweeney@health.wa.gov.au or 08 9941 0300

**Applications are due by the close of business
Tuesday 2nd April 2019**

District Health Advisory Councils
Engaging with consumers and the community

27 March 2019

12.0 AUDIT COMMITTEE REPORTS

12.1 LOCAL GOVERNMENT COMPLIANCE AUDIT RETURN TO 31 DECEMBER 2018
CM00013

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Ridgley
Seconded Cr Burton

Council Resolution

That Council adopt the Local Government Compliance Audit Return for the period 1 January 2018 to 31 December 2018 as completed and return it to the Department of Local Government as a true and correct record of the information contained therein.

4/0 CARRIED

Comments

The Audit Compliance Return now focuses on areas of compliance that are considered high risk, such as financial interest disclosures, procurement and tendering, delegation and use of delegated power and the recruitment and appointment of the Chief Executive Officer.

The Compliance Audit Return has been completed and checked. It is now presented to the Audit Committee. The Audit Committee now needs to recommend that it be adopted by Council. A certified copy of the Return is to be submitted to the Department of Local Government by 31 March 2019.

The Audit Committee now recommends that the Audit be adopted by Council. A certified copy of the Return is to be submitted to the Department of Local Government by 31 March 2019.

The Compliance Return is an excellent internal control to assess the Shire of Shark Bay's statutory compliance.

Background

The Statutory Compliance Audit Return for the period 1 January 2018 to 31 December 2018 is due. Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996* require all local governments to complete the Statutory Compliance Audit Return.

The Compliance Audit Return is to be -

- 1 Presented to the Audit Committee
- 2 Presented to Council at a meeting of the Council.
- 3 Adopted by the Council.
- 4 The adoption recorded in the minutes of the meeting at which it is adopted.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

After the Compliance Audit Return has been presented to the Council, a certified copy of the Return along with the relevant section of the minutes and any additional information explaining or qualifying the Compliance Audit Return is to be submitted to the Director General, Department of Local Government by 31 March 2019.

Legal Implications

Section 7.13 (1)(i) of the *Local Government Act 1995*.

Regulation 14 – Compliance audit return to be prepared – *Local Government (Audit) Regulations 1996*

Regulation 15 – Completion of compliance audit return – *Local Government (Audit) Regulations 1996*

Policy Implications

There are no policy implications relative to this report

Financial Implications

There are no financial implications relative to this report

Strategic Implications

There are no strategic implications relative to this report

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer

P Anderson

Date of Report

6 February 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
Local Government, Sport
and Cultural Industries

Shark Bay - Compliance Audit Return 2018

Certified Copy of Return

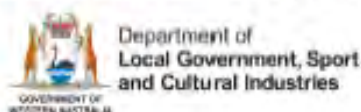
Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2018.	N/A	The Shire of Shark Bay has no major trading undertakings	Rhonda Mettam
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2018.	N/A		Rhonda Mettam
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2018.	N/A		Rhonda Mettam
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2018.	N/A		Rhonda Mettam
5	s3.59(5)	Did the Council, during 2018, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Rhonda Mettam

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	§5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A	No delegations to Committees	Rhonda Mettam
2	§5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Rhonda Mettam
3	§5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Rhonda Mettam
4	§5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Rhonda Mettam
5	§5.18	Has Council reviewed delegations to its committees in the 2017/2018 financial year.	Yes	Ordinary Council Meeting 30 August 2017 Item 11.2	Rhonda Mettam
6	§5.42(1), 5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Rhonda Mettam
7	§5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Rhonda Mettam
8	§5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Rhonda Mettam
9	§5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Rhonda Mettam
10	§5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	N/A	No amendments or Revoking	Rhonda Mettam
11	§5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Rhonda Mettam
12	§5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2017/2018 financial year.	Yes		Rhonda Mettam
13	§5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Rhonda Mettam
Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	§5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under §5.68).	Yes		Rhonda Mettam
2	§5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Rhonda Mettam

2 of 11

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
Local Government, Sport
and Cultural Industries

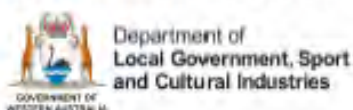
No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Rhonda Mettam
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		Rhonda Mettam
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Rhonda Mettam
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2018.	Yes		Rhonda Mettam
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2018.	Yes		Rhonda Mettam
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Rhonda Mettam
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Rhonda Mettam
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Rhonda Mettam
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Rhonda Mettam
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Rhonda Mettam
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	N/A		Rhonda Mettam
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		Rhonda Mettam

3 of 11

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Rhonda Mettam
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Rhonda Mettam

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	Yes	Lot 500 Monkey Mia Road - By Tender ?	Rhonda Mettam
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	Yes	Lot 500 Monkey Mia Road - Aquiculture	Rhonda Mettam

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes	Special Council Meeting 25 October 2017 Item 7.2	Rhonda Mettam
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Rhonda Mettam
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes	Moore Stephens	Rhonda Mettam
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Rhonda Mettam
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2018 received by the local government within 30 days of completion of the audit.	Yes		Rhonda Mettam
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2018 received by the local government by 31 December 2018.	Yes	Ordinary Council Meeting 19 December 2018 Item 12.3	Rhonda Mettam
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		Rhonda Mettam

4 of 11

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
Local Government, Sport
and Cultural Industries

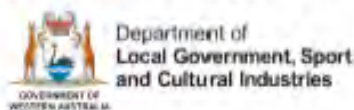
No	Reference	Question	Response	Comments	Respondent
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		Rhonda Mettam
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Rhonda Mettam
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Rhonda Mettam
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Rhonda Mettam
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Rhonda Mettam
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Rhonda Mettam
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Rhonda Mettam
15	Audit Reg 17	Has the CEO reviewed the appropriateness and effectiveness of the local government's systems and procedures in accordance with regulation 17 of the Local Government (Audit) Regulations 1996.	Yes		Rhonda Mettam
16	Audit Reg 17	If the CEO has not undertaken a review in accordance with regulation 17 of the Local Government (Audit) Regulations 1996, is a review proposed and when.	N/A		Rhonda Mettam

5 of 11

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Department of Local Government, Sport and Cultural Industries - Compliance Audit: Return



Integrated Planning and Reporting					
No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	Ordinary Council Meeting 26 April 2018 Item 11.1	Rhonda Mettam
2	s5.56 Admin Reg 19DA (6)	Has the local government adopted a modification to the most recent Corporate Business Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	No		Rhonda Mettam
3	s5.56 Admin Reg 19C (7)	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	Ordinary Council Meeting 26 April 2018 Item 11.1 - Strategic Resource Plan	Rhonda Mettam
4	s5.56 Admin Reg 19C (7)	Has the local government adopted a modification to the most recent Strategic Community Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	No		Rhonda Mettam
5	s5.56	Has the local government adopted an Asset Management Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	Ordinary Council meeting 26 April 2018 Item 11.1 - Now part of the Strategic Resource Plan	Rhonda Mettam
6	s5.56	Has the local government adopted a Long Term Financial Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	Ordinary Council meeting 26 April 2018 Item 11.1 - Now part of the Strategic Resource Plan	Rhonda Mettam
7	s5.56	Has the local government adopted a Workforce Plan. If Yes, in Comments please provide date of the most recent Plan plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	Ordinary Council meeting 26 March 2014 Item 11.3 Is currently being reviewed	Rhonda Mettam

6 of 11

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
Local Government, Sport
and Cultural Industries

Local Government Employees						
No	Reference	Question	Response	Comments	Respondent	
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		Rhonda Mettam	
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	N/A		Rhonda Mettam	
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Rhonda Mettam	
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Rhonda Mettam	
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Rhonda Mettam	

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Department of Local Government, Sport and Cultural Industries - Compliance Audit: Return



Department of
Local Government, Sport
and Cultural Industries

Official Conduct						
No	Reference	Question	Response	Comments	Respondent	
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A	CEO is the complaints officer	Rhonda Mettam	
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	N/A	No Complaints received for 2018	Rhonda Mettam	
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Rhonda Mettam	
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Rhonda Mettam	
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Rhonda Mettam	
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c).	Yes		Rhonda Mettam	

Tenders for Providing Goods and Services						
No	Reference	Question	Response	Comments	Respondent	
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Rhonda Mettam	
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A		Rhonda Mettam	
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Rhonda Mettam	
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Rhonda Mettam	

8 of 11

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
Local Government, Sport
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	N/A		Rhonda Mettam
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	Yes		Rhonda Mettam
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	N/A		Rhonda Mettam
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Rhonda Mettam
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		Rhonda Mettam
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Rhonda Mettam
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	Yes		Rhonda Mettam
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Rhonda Mettam
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	Yes		Rhonda Mettam
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	Yes		Rhonda Mettam
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	N/A	Shire of Shark Bay does not have their own re-qualified suppliers, but used WALGA vendor panel	Rhonda Mettam
16	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	Yes		Rhonda Mettam

9 of 11

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Department of Local Government, Sport and Cultural Industries - Compliance Audit: Return



Department of
Local Government, Sport
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 15 as if the reference in that regulation to a tender were a reference to a panel application.	N/A		Rhonda Mettam
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation.	N/A		Rhonda Mettam
19	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications.	N/A		Rhonda Mettam
20	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Rhonda Mettam
21	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG.	N/A		Rhonda Mettam
22	F&G Reg 24AI	Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	N/A		Rhonda Mettam
23	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Rhonda Mettam
24	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	N/A		Rhonda Mettam
25	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes		Rhonda Mettam

10 of 11

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
Local Government, Sport
and Cultural Industries

I certify this Compliance Audit return has been adopted by Council at its meeting on _____

Signed Mayor / President, Shark Bay

Signed CEO, Shark Bay

27 March 2019

12.2 BUDGET REVIEW 2018/2019
FM00005

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Burton
Seconded Cr Ridgley

Council Resolution

That the Council -

- 1. Accepts the budget review as presented;**
- 2. Adopts the revised budget figures as budget amendments for the year ending 30 June 2019; and**
- 3. Adopts the amended transfers to and from reserves for the year ended 30 June 2019.**

4/0 CARRIED BY ABSOLUT MAJORITY

Background

At the most recent Audit Committee meeting held on the 27 March 2019, the committee **resolved to recommend that the Council adopt the budget review as attached.**

Local Governments are required to conduct a budget review between 1 January and 31 March each financial year. This is a requirement covered by Regulation 33A of the *Local Government (Financial Management) Regulations 1996*. The intention of the legislation is to ensure Local Governments conduct at least one budget review between six and nine months into a financial year.

A budget review is a detailed comparison of the year to date actual results with the adopted budget. It determines whether the budget figures adopted by Council in July are still relevant and amends these figures to reflect the change in circumstances over the last 6 months.

Regulation 33A (2) and (3) of the Financial Management Regulations requires the results of the budget review to be submitted to Council within 30 days of the review. Council is then to consider the review and determine whether or not to adopt the review.

Regulation 33A(4) states that within 30 days after Council has made a determination, a copy of the review and determination is to be provided to the Department of Local Government.

Comment

The budget has been reviewed to continue to deliver on strategies adopted by the Council and the maintenance of a high level of service across all programs. Attached

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

is a report on the budget changes for Council's information.

The actual opening surplus on the statement of financial activity as at 1 July 2018 was \$1,493,090 which is \$302 less than the estimated opening surplus of \$1,493,392.

Moore Stephens Management Report – Significant Adverse Trend in Financial Position Action

Our latest Management Report from Moore Stephens dated 12 December 2018 advises that the Shire continues to experience a significant adverse trend in financial position relating to our structural deficit in operating result. With this in mind we have focused our budget amendment on initiating savings in operating expenditure amounting to an operational cash savings of \$314,072 thereby reducing the Operating Surplus Ratio by 0.035 compared to Actual 2017/2018 results.

Ratios	Formula	\$	Amended Budget 2018	Ratio	\$	Original Budget 2019	Ratio	\$	Actual 2018	Ratio
Operating Surplus Ratio	Operating Revenue Minus Operating Expense	(1,322,126)			(1,694,896)			(1,263,053)		
	Net Result	+ (1,806,393)			(2,217,538)			(388,216)		
	- less: Non-Operating grants, Subsidies and contributions	- (519,673)	(1,322,126)		(481,298)	(1,694,896)		(857,238)	(1,263,053)	
	Adjustment for FAGS Grants	1,003,940			1,003,940			(17,599)		
					-0.405			-0.567		
	Own Source Operating Revenue	3,261,624	3,261,624	=	2,990,677	2,990,677	=	2,873,426	2,873,426	=
	- add: rates	+ 1,326,088			1,303,336			1,248,087		
	- add: fees and user charges	+ 1,623,598			1,462,040			1,509,057		
	- add: service charges	+ 0			0			0		
	- add: interest income	+ 55,405			49,155			64,093		
	- add: profit on disposal of assets	+ 20,000			15,000			0		
- add: reimbursements and recoveries	+ 236,533			161,146			52,189			
	0	0		0			0			

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Cash Analysis	Detail	\$	Amended Budget	Original Budget
	Operating Activity Revenue		4,721,255	4,402,570
	+/-Grants Received in Advance		1,003,940	1,003,940
	Operating Activity Revenue		5,725,195	5,406,510
	Less Operating Activity Expenses		(7,047,322)	(7,101,406)
			(1,322,127)	(1,694,896)
	Plus Non Cash Adjustments			
	Depreciation		1,961,780	2,018,120
	Loss on Sale of Assets		110,032	112,389
	Increase in Operating Activities		749,685	435,613
	Improvement Of Operating Activities Cash Position		314,072	

Operating Revenue

Amendments to the original operating revenue budget resulted in an overall increase in revenue of \$318,685. This is mainly due to the increase in grant income from Road Preservation Grants and additional grants received from Western Australian Local Government Association, Keep Australia Beautiful Council and Shark Bay Tourism Association. Other items affecting operating revenue include increased revenue from Shark Bay Discovery Centre Sales and Entrance Fees, Insurance Reimbursements, Rental Income, Refuse Removal, Structure Plans/Redevelopment Income, Town Common Fees, Caravan Park Leases, Private Works, Scrap Metal Sales and Back and Interim Rates.

Operating Expenditure

Overall the amendments have decreased the operating expenditure budget by \$54,084. The variance consists of savings incurred in rental expenses for 34 Hughes Street (\$16K), Cleaning (\$5K), Utilities (\$12K), Insurance (\$6K), Elected Member Training (\$20K), transfer of Little Lagoon Rehabilitation to Capital (\$20K) and Depreciation (\$56K) offset against increases in Pensioner Unit Maintenance (\$10K), Private Works (\$36K), Shark Bay World Heritage Discovery and Visitor Centre Purchases (\$29K) and Grant supported expenditure of (\$75K).

Capital Revenue

Capital revenue has increased by \$38,375. This is due to the increase in grant revenue for the CCTV Installation of \$18,375 and Little Lagoon Signage and Barriers Grants of \$20,000.

Capital Expenditure

Capital expenditure has increased by \$179,589. This is mainly due to expenditure on capital projects relating to the new Depot Administration Building, CCTV Installation,

27 March 2019

Little Lagoon Signage and Barriers and finalisation of the Refuse Tip and Recycling Initiative.

This increase has been offset by savings incurred in Footpath and plant purchases of \$20,937.

Note 13 of the attached report shows the detail of the capital expenditure.

Financing

The area focuses mainly on transfer to and from reserves and this shows a net result of \$452,776.

This is due to an increase of \$55,758 in the transfer from reserves and relates to the additional funds required for the Depot Administration Building.

The transfer to reserves has increased by \$229,769 which is transferred to the infrastructure reserve for future projects.

Note 7 in the attached report shows the amended budget for reserve action for 2016/2017.

Overall Result

Overall the closing funds will remain balanced with a nil surplus/deficit as a result of this budget review.

Legal Implications

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires a Local Government to conduct a budget review between 1 January and 31 March each financial year.

Policy Implications

There are no policy implications associated with this report.

Financial Implications

The amendments result in a nil surplus and more accurately reflect the predicted revenue and expenditure on projects.

Strategic Implications

The budget review has been developed, taking into account the objectives of the Shire of Shark Bay's Strategic Community Plan 2018 and Corporate Business Plan. There are no new initiatives in this budget review which require an amendment to the Corporate Business Plan.

Risk Management

There is a requirement under the *Local Government (Financial Management) Regulations 1996* that a budget review be undertaken and therefore Council needs comply with the legislation. Therefore to not adopt a recommendation would present a high risk to Council.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Voting Requirements

Absolute Majority Required

Signatures

Author

A Pears

Chief Executive Officer

P Anderson

Date of Report

18 March 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Shire of Shark Bay	
BUDGET REVIEW FINANCIAL REPORT	
FEBRUARY 2019	
LOCAL GOVERNMENT ACT 1995	
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996	
<u>TABLE OF CONTENTS</u>	
Compilation Report	
Monthly Summary Information	
Statement of Financial Activity by Program	
Statement of Financial Activity By Nature or Type	
Statement of Capital Acquisitions	
Statement of Budget Amendments	
Note 1	Net Current Funding Position
Note 2	Budget Amendments
Note 3	Cash Backed Reserves
Note 4	Capital Disposals
Note 5	Rating Information
Note 6	Information on Borrowings
Note 7	Grants and Contributions
Note 8	Capital Works Program

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY						
STATEMENT OF FINANCIAL ACTIVITY						
(Statutory Reporting Program)						
February 2019						
	Note	Original Budget	Actual to 31 January 2019	Amended Annual Budget	Variance	Comments
Operating Revenues		\$	\$	\$		
Governance		58,800	55,555	69,574	10,774	Increase due to Insurance Reimbursements
General Purpose Funding - Rates	5	1,303,336	1,316,003	1,326,088	22,752	Increase due to Interim and Back Rates included into budget
General Purpose Funding - Other		1,005,532	521,175	1,012,154	6,622	Increase due to Interest Earned on General Investments
Law, Order and Public Safety		84,987	39,418	84,987	0	No change
Health		1,550	1,899	2,500	950	Increase due to Septic Tank Application fees
Housing		102,610	66,053	108,160	5,550	Increase due to increased Rental on 16B Sunter
Community Amenities		308,548	276,015	322,096	13,548	Increase due to Refuse Removal, Sale of Scrap Metal and Structure Plans/Redevelopment Income
Recreation and Culture		235,476	189,563	292,986	57,510	Increase in SBDC sales and entrance fees plus Town Common Fees received
Transport		470,644	343,289	580,987	110,343	Increase due to Road Preservation Grant and Insurance Reimbursement for Depot Administration Building
Economic Services		796,087	736,526	886,723	90,636	Increase in Private Works and Caravan Park Leases as well as Grants for WALGA Support for Local Road Safety, Keep Australia Beautiful and Balance of Destination of Shark Bay
Other Property and Services		35,000	21,419	35,000	0	Brand Development
Total Operating Revenue		4,402,570	3,566,915	4,721,255	318,685	No change
Operating Expense						
Governance		(323,208)	(164,896)	(342,920)	(19,712)	Decrease in Governance Overheads Recovered offset by Reduction in Elected Member Training as per resolution
General Purpose Funding		(122,234)	(64,203)	(115,441)	6,793	Decrease in Governance Overheads
Law, Order and Public Safety		(385,432)	(210,389)	(353,889)	31,543	Decrease due to reduction in Ranger Patrols and Governance Overheads
Health		(76,922)	(35,692)	(74,736)	2,186	Decrease in Governance Overheads
Housing		(196,115)	(121,593)	(210,285)	(14,170)	Increase due to Pensioner Units Maintenance and reduction staff housing allocated to services due to 34 Hughes Street no longer being rented
Community Amenities		(748,751)	(397,258)	(779,181)	(30,430)	Increase due to Depreciation for Public Facilities plus reallocation of Budget from Refuse Site Operations to the Recycling Budget

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Recreation and Culture		(2,244,626)	(1,186,292)	(2,246,975)	(2,349)	Decrease due to reallocation of Little Lagoon Rehabilitation Expenses to Capital to offset Capital Grant for Signage and Barriers. In addition increase in SBDC Purchases and Council Assistance Program Expense offset by reduction in Governance Overheads, Public Convenience Utilities and Cleaning
Transport		(1,777,877)	(787,854)	(1,670,677)	107,200	Decrease in depreciation on Non Town Roads offset against increase in Depreciation in Town Streets and Public Facilities
Economic Services		(1,191,491)	(860,617)	(1,218,468)	(26,977)	Increase in Private Works Expense and Depreciation Public Facilities offset by savings in Freycinet Festival expenses
Other Property and Services		(34,750)	(89,330)	(34,750)	0	No change
Total Operating Expenditure		(7,101,406)	(3,918,125)	(7,047,322)	54,084	
Funding Balance Adjustments						
Add back Depreciation		2,018,120	1,119,653	1,961,780	(56,340)	Net changes to depreciation allocations
Adjust (Profit)/Loss on Asset Disposal	4	112,389	(4,631)	110,032	(2,357)	Decrease in Loss on Disposal due to Depot Admin Building
Adjust Provisions and Accruals		10,000	0	10,000	0	No change
Net Cash from Operations		(558,327)	763,812	(244,254)	314,073	
Capital Revenues						
Grants, Subsidies and Contributions	7	481,298	191,812	519,673	38,375	Increase due to Grant Funding for CCTV and Little Lagoon Signage and Barriers
Proceeds from Disposal of Assets	4	288,636	47,274	290,091	1,455	Increase due to Sale of Multi Tyred Rubber Roller
Total Capital Revenues		769,934	239,086	809,764	39,830	
Capital Expenses						
Land and Buildings	8	(141,355)	(114,987)	(261,355)	(120,000)	Increase due to Depot Administration Building
Infrastructure - Roads	8	(555,227)	(80,776)	(555,227)	0	No change
Infrastructure - Public Facilities	8	(804,066)	(7,412)	(880,787)	(76,721)	Increase due to CCTV Installation, Little Lagoon Signage and Barriers and Refuse Tip and Recycling
Infrastructure - Footpaths	8	(50,000)	(46,980)	(46,980)	3,020	Decrease due to savings in Footpath installation
Plant and Equipment	8	(766,138)	(185,022)	(748,221)	17,917	Decrease due to savings in plant purchases
Furniture and Equipment	8	(15,000)	(5,157)	(18,805)	(3,805)	Increase due to Depot Photocopier
Total Capital Expenditure		(2,331,786)	(440,334)	(2,511,375)	(179,589)	
Net Cash from Capital Activities		(1,561,852)	(201,249)	(1,701,612)	(139,760)	

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Financing						
Proceeds from Loans		800,000	0	800,000	0	No change
Transfer from Reserves	3	680,745	680,744	736,503	55,758	Increase due to Depot Administration Building
Repayment of Debentures	6	(84,414)	(46,182)	(84,414)	0	No change
Transfer to Reserves	3	(769,544)	(550,402)	(999,313)	(229,769)	Increase due to reduction overall budget
LSL Proceeds from Other Shires		0	2,892	0	0	No change
Net Cash from Financing Activities		626,787	87,053	452,776	(174,011)	
Net Operations, Capital and Financing		(1,493,392)	649,616	(1,493,090)	302	
Opening Funding Surplus(Deficit)	1	1,493,392	1,493,392	1,493,090	(302)	
Closing Funding Surplus(Deficit)	1	(0)	2,143,008	0	0	
NOTE: Note 3 shows the detail of changes to budgets.						

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY					
STATEMENT OF BUDGET AMENDMENTS					
February 2019					
	Note	Annual Budget	Actual to 31 January 2019	Amended Annual Budget	Variance
Operating Revenues		\$		\$	\$
Rates	5	1,303,336	1,316,003	1,326,088	22,752
Operating Grants, Subsidies and Contributions	7	1,411,893	752,291	1,459,632	47,739
Fees and Charges		1,462,040	1,260,625	1,623,598	161,558
Interest Earnings		49,155	36,520	55,405	6,250
Other Revenue		161,146	194,204	236,533	75,387
Profit on Disposal of Assets	4	15,000	7,273	20,000	5,000
Total Operating Revenue		4,402,570	3,566,915	4,721,255	318,685
Operating Expense					
Employee Costs		(2,243,191)	(1,303,635)	(2,243,191)	0
Materials and Contracts		(2,142,455)	(1,112,283)	(2,143,562)	(1,107)
Utility Charges		(190,175)	(75,371)	(178,281)	11,894
Depreciation on Non-Current Assets		(2,018,120)	(1,119,653)	(1,961,780)	56,340
Interest Expenses		(24,755)	(3,732)	(24,755)	0
Insurance Expenses		(156,026)	(151,277)	(150,426)	5,600
Other Expenditure		(199,295)	(149,531)	(215,295)	(16,000)
Loss on Disposal of Assets	4	(127,389)	(2,643)	(130,032)	(2,643)
Total Operating Expenditure		(7,101,406)	(3,918,125)	(7,047,322)	54,084
Funding Balance Adjustments					
Add back Depreciation		2,018,120	1,119,653	1,961,780	(56,340)
Adjust (Profit)/Loss on Asset Disposal	4	112,389	(4,631)	110,032	(2,357)
Adjust Provisions and Accruals		10,000	0	10,000	0
Net Cash from Operations		(558,327)	763,813	(244,254)	314,073
Capital Revenues					
Grants, Subsidies and Contributions	7	481,298	191,812	519,673	38,375
Proceeds from Disposal of Assets	4	288,636	47,274	290,091	1,455
Total Capital Revenues		769,934	239,086	809,764	39,830
Capital Expenses					
Land and Buildings	8	(141,355)	(114,987)	(261,355)	(120,000)
Infrastructure - Roads	8	(555,227)	(80,776)	(555,227)	0
Infrastructure - Public Facilities	8	(804,066)	(7,412)	(880,787)	(76,721)
Infrastructure - Footpaths	8	(50,000)	(46,980)	(46,980)	3,020
Plant and Equipment	8	(766,138)	(185,022)	(748,221)	17,917
Furniture and Equipment	8	(15,000)	(5,157)	(18,805)	(3,805)
Total Capital Expenditure		(2,331,786)	(440,334)	(2,511,375)	(179,589)
Net Cash from Capital Activities		(1,561,852)	(201,249)	(1,701,612)	(139,760)
Financing					
Proceeds from Loans		800,000	0	800,000	
Transfer from Reserves	3	680,745	680,744	736,503	55,758
Repayment of Debentures	6	(84,414)	(46,182)	(84,414)	0
Transfer to Reserves	3	(769,544)	(550,402)	(999,313)	(229,769)
LSL Proceeds from Other Shires		0	2,892	0	0
Net Cash from Financing Activities		626,787	87,053	452,776	(174,011)
Net Operations, Capital and Financing		(1,493,392)	649,616	(1,493,090)	302
Opening Funding Surplus(Deficit)		1,493,392	1,493,392	1,493,090	(302)
Closing Funding Surplus(Deficit)		0	2,143,008	0	(0)

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY				
STATEMENT OF BUDGET AMENDMENTS				
February 2019				
Capital Acquisitions	Note	Amended Budget	Original Budget	
		\$	\$	
Land and Buildings	13	(261,355)	(141,355)	
Infrastructure Assets - Roads	13	(555,227)	(555,227)	
Infrastructure Assets - Public Facilities	13	(880,787)	(804,066)	
Infrastructure Assets - Footpaths	13	(46,980)	(50,000)	
Plant and Equipment	13	(748,221)	(766,138)	
Furniture and Equipment	13	(18,805)	(15,000)	
Capital Expenditure Totals		(2,511,375)	(2,331,786)	

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Shire of Shark Bay					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
February 2019					
Note 1: NET CURRENT FUNDING POSITION					
Positive=Surplus (Negative=Deficit)					
	Note	YTD 31 January 2019	30 June 2018	31 January 2018	
		\$	\$	\$	
Current Assets					
Cash Unrestricted		1,961,831	1,857,205	2,411,531	
Cash Restricted		1,570,193	1,696,562	1,203,879	
Receivables - Rates		348,693	36,581	240,433	
Receivables -Other		130,210	73,711	146,116	
Interest / ATO Receivable/Trust		22,281	6,948	19,458	
Inventories		113,037	218,244	218,244	
		4,146,245	3,889,251	4,239,661	
Less: Current Liabilities					
Payables		(180,613)	(336,175)	(227,696)	
Provisions		(252,431)	(203,734)	(203,734)	
		(433,045)	(539,909)	(431,430)	
Less: Cash Reserves		(1,570,193)	(1,696,562)	(1,203,879)	
		2,143,008	1,652,781	2,604,353	
Net Current Funding Position					

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
February 2019							
Note 2: BUDGET AMENDMENTS							
Program	Ledger No.	Description	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance	
			\$	\$	\$	\$	
		Opening Surplus			(302)	(302)	
OPERATING						(302)	
General Purpose Funding	Rates	00101600	Governance overheads	2,734		2,432	
		00103010	Rates GRV Residential	1,440		3,872	
		00103012	Rates GRV Commercial		(1,480)	2,392	
		00103020	Rates UV General	8,368		10,761	
		00103022	Rates UV Mining	62		10,822	
		00103030	Rates UV Pastoral		(0)	10,822	
		00103031	Rates UV Exploration	5,092		15,914	
		00103039	Minimum Rates GRV Vacant Residential		(850)	15,064	
		00103040	Minimum Rates GRV Residential	850		15,914	
		00103075	Interim Rates UV Exploration	15,471		31,385	
		00103080	Interim Rates GRV Residential	136		31,522	
		00103081	Interim Rates GRV - Commercial	528		32,050	
		00103083	Interim Rates GRV - Industrial Residential	334		32,384	
		00103084	Interim Rates GRV - Rural Commercial	214		32,597	
		00103085	Interim Rates GRV - Vacant	1,848		34,445	
		00103086	Interim Rates GRV - Resort	1,866		36,312	
		00103090	Interim Rates UV - General		(68,851)	(32,540)	
		00103115	Back Rates GRV - Commercial	126		(32,414)	
		00103117	Back Rates GRV - Rural Commercial	51		(32,363)	
		00103118	Back Rates GRV - Industrial Residential	4		(32,358)	
		00103130	Back Rates UV - Exploration	1,034		(31,324)	
		00103159	UV General Concessions	65,409		34,084	
		00103161	Rates Concession UV - Exploration		(7,305)	26,780	
		00103490	Specified Area Rates		(1,595)	25,184	
		00104181	Ex Gratia Payment - MRAC	372		25,557	
		00304130	Interest Earned - Recreation Facilities Replacement Reserve		(1,250)	24,307	
	Interest on Investments	00304140	Interest Earned - Investments	7,500		31,807	
	Other General Purpose Income	00400995	Telephone - Online Police Licensing	150		31,957	
		00401600	Governance Overheads Allocated	3,909		35,866	

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Governance	Members of Council	05100980	Publications & Subscriptions - Members			(1,500)	34,366	
		05101093	Refreshments - Council Meetings		1,000		35,366	
		05101094	Refreshments - Staff Functions			(1,000)	34,366	
			05101600	Governance Overheads Allocated		2,419		36,785
			5102615	Elected Members Training		20,000		56,785
		Administration Other	05200001	Staff Housing Costs		26,660		83,445
			05200929	Software Purchases < \$5k		1,600		85,045
			05200931	Computer Licence Fees			(1,600)	83,445
			05200950	Office Equipment Maintenance		3,000		86,445
			05200975	Printing & Stationery - Governance			(3,000)	83,445
			05201301	Depreciation - Plant & Equipment	(1,595)			83,445
			05201416	Bank Service Charges Other			(1,000)	82,445
			05201470	Insurance - General		5,600		88,045
			05201605	Governance Overheads Recovered			(70,296)	17,748
			05204405	Insurance Reimbursement		10,774		28,522
Law, Order and Public Safety	Fire Prevention	10101600	Governance Overheads Allocated		1,098		29,620	
	Animal Control	10201600	Governance Overheads Allocated		1,098		30,718	
		10202460	Dog Tidy Dispensers			(642)	30,076	
	Other Law, Order and Public Safety	10301600	Governance Overheads Allocated		1,329		31,405	
		10302751	Ranger Patrols		28,660		60,065	
Health	Health Inspection	15101600	Governance Overheads Allocated		1,483		61,548	
		15103884	Septic Tank Application Fees		950		62,498	
	Other Health	15301600	Governance Overheads Allocated		703		63,201	
Housing	Staff Housing	09100011	Rent Expense 34 Hughes Street		10,505		73,706	
		09100012	Utilities 34 Hughes Street		494		74,200	
		09100013	Maintenance 34 Hughes Street		1,000		75,200	
		09100014	Cleaning 34 Hughes St		2,000		77,200	
		09100015	Proceeds Sale Of Assets		3,000		80,200	
		09100027	Depreciation 65 Brockman Street	(230)			80,200	
		09100057	Depreciation 51 Durlacher Street	(195)			80,200	
		09100075	Communications 16B Sunter Place		659		80,859	
		09100100	Staff Housing Costs Allocated to Services			(22,783)	58,076	
		09110532	Rental 16B Sunter Place		5,550		63,626	
			Pensioner Units	25100733	Pensioner Units - Maintenance			(10,000)
	25101303	Depreciation - Buildings		(1,200)			53,626	
	25101600	Governance Overheads Allocated			2,580		56,206	

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Community Amenities	Sanitation - Household Refuse	30101304	Depreciation - Public Facility	(985)		56,206	
		30101600	Governance Overheads Allocated		1,800	58,006	
		30102211	Refuse Site Operations		26,000	84,006	
		30103769	Refuse Removal		8,359	92,365	
	Sanitation Other	30201304	Depreciaton - Public Facility	(24,635)		92,365	
		30201600	Governance Overheads Allocated		2,031	94,396	
		30202602	Recycling Expenses - Paper And Cardboard			(11,000)	83,396
		30202604	Recycling Expenses - Aluminium Cans			(2,000)	81,396
		30202606	Recycling Expenses - Crushing			(2,000)	79,396
		30206205	Recycling Expenses - Chipping			(11,000)	68,396
		30202821	Maintenance - Street Bins			(2,125)	66,271
		30203723	Sale of Scrap Metal		3,139		69,410
	Town Planning	30301600	Governance Overheads Allocated		3,121		72,531
		30303791	Structure Plans/Redevelopments		2,050		74,581
	Other Community Amenities	30400715	Cleaning - Public Conveniences		5,000		79,581
		30400776	Utilities - Public Conveniences		3,000		82,581
		30401303	Depreciation - Buildings	(20,030)			82,581
		30401304	Depreciation - Public Facility	755			82,581
		30401600	Governance Overheads Allocated		1,638		84,219
		Recreation and Culture	Public Halls & Civic Centres	35101303	Depreciation - Buildings	(890)	
35101600	Governance Overheads Allocated				1,877	86,096	
35120731	Maintenance - Overlander Hall				4,500		90,596
35130732	Maintenance - Community Resource Centre					(2,000)	88,596
Foreshore	35200776		Utilities - Fish Cleaning Facilities			(3,600)	84,996
	35201304		Depreciation - Public Facility	(36,925)			84,996
	35201600		Governance Overheads Allocated		1,877		86,873
Other Recreation and Sport	CAP1718		Council Assistance Program 17-18			(15,000)	71,873
	35301301		Depreciation - Plant & Equip.	(1,045)			71,873
	35301304		Depreciation - Public Facility	(9,160)			71,873
	35301600		Governance Overheads Allocated		2,734		74,607
	35302283		Little Lagoon Rehabilitation - Trf to Capital Expenses		20,000		94,607
	35303946		Town Common Fees		700		95,307
TV & Radio Broadcasting	35330776		Utilities - Town Oval		4,000		99,307
Libraries	35401600		Governance Overheads Allocated		1,012		100,319
Other Culture	35501600		Governance Overheads Allocated		3,360		103,679
	35601304	Depreciation - Public facilities	(48,490)			103,679	

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

	Museum	35701600	Governance Overheads Allocated		780		104,459
	World Heritage	36000776	Utilities - SBDC		8,000		112,459
		36000998	Tourism WA RVCSGP Website Upgrade Expenses			(1,175)	111,284
		36001302	Depreciation - Furniture and Equipment (SBDC)	(2,015)			111,284
		36001600	Governance Overheads Allocated		2,031		113,315
		36002689	Purchase - Dept of Parks & Wildlife Passes			(2,200)	111,115
		36002699	Purchase - Merchandise			(27,000)	84,115
		36003722	Entrance Fees - SBDC		15,000		99,115
		36003770	Sale - Merchandise		35,000		134,115
		36003772	Sale - Dept of Parks & Wildlife Park Passes		6,810		140,925
Transport	Streets, Roads and Depot	45101301	Depreciation - Plant & Equip.	(595)			140,925
		45101305	Depreciation - Roads (Non Town	223,370			140,925
		45101306	Depreciation - Town Streets	(53,380)			140,925
		45101307	Depreciation - Footpaths	12,730			140,925
		45101308	Depreciation - Drain & Culvert	(19,240)			140,925
		45101309	Depreciation - Streetscapes	640			140,925
		45101501	Loss on Asset Disposal	(2,643)			140,925
		45101600	Governance Overheads Allocated		2,889		143,814
		45102001	Maintenance - Drainage/Sump			(7,500)	136,314
		45102221	Maintenance - Street Lights			(750)	135,564
		45103270	Road Preservation Grant		40,802		176,366
		45103291	Contribution to Road Maintenance - Pipeline		300		176,666
		45103386	Insurance Reimbursements		64,241		240,907
	Road Plant Purchases	45201600	Governance Overheads Allocated		1,560		242,467
		45204250	Profit On Sale Of Assets	5,000			242,467
		45401304	Depreciation - Pub. Facilities	(35,830)			242,467
	Monkey Mia Boating Facilities	45401600	Governance Overheads Allocated		780		243,247
	Denham Marine Facilities	45501304	Depreciation - Public Facilit	(16,160)			243,247
		45501600	Governance Overheads Allocated		1,329		244,576
Economic Services	Community Development	50100770	Staff Housing			(230)	244,346
		50101600	Governance Overheads Allocated		1,638		245,984
		50102751	Social Media Roadwise Video Competition Expense			(1,000)	244,984
		50102752	Keep Australia Beautiful Rubbish Bag Grant Expense			(2,761)	242,223
		50103671	Grant - WALGA Support for Local Road Safety Activities		1,500		243,723
		50103672	Grant - Keep Australia Beautiful Rubbish Bags		2,136		245,859

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

	Tourism and Area Promotion	50201600	Governance Overheads Allocated		2,263		248,122
		50202486	Freycinet Festival 2018		9,665		257,787
		50202487	Freycinet Festival 2018 - Council Assist Round 2		5,822		263,609
		50202858	Destination Shark Bay Branding Expenses			(3,000)	260,609
		50203864	Grant - Destination Shark Bay Brand Development		3,000		263,609
		50203903	Caravan Park Leases		39,000		302,609
	Building Control	50301600	Governance Overheads Allocated		1,877		304,486
	Other Economic Services	50401304	Depreciation Public Facilities	(5,535)			304,486
		50401600	Governance Overheads Allocated		1,954		306,440
		50402901	Maintenance - Eagle Bluff Bore			(1,000)	305,440
		50410731	Maintenance - McCleary Property			(1,000)	304,440
	Private Works	50501900	Private Works - Other			(35,670)	268,770
		50504011	Private Works Income - Other		45,000		313,770
Other Property and Services	Public Works Overheads	55101562	Staff Housing Costs			(3,647)	310,123
		55101580	Less Public Works Overheads Allocated Works/Services			(7,825)	302,298
		55101600	Governance Overheads Allocated		11,472		313,770
	Plant Operation Costs	55201585	Less Plant Operating Costs Allocated Works/Services			(4,920)	308,850
		55201600	Governance Overheads Allocated		4,920		313,770
NON OPERATING GRANTS							
Recreation and Culture	Other Recreation and Sport	35303236	Grants - Department of Industry Innovation & Science (1/3rd)		6,125		319,895
		35303386	Grant - Little Lagoon Trail Signage and Barriers		20,000		339,895
Transport	Monkey Mia Boating Facilities	45403800	Grant - Department of Industry, Innovation & Science (1/3rd)		6,125		346,020
Economic Services	Community Development	50103670	Grant - Department of Industry Innovation & Science (1/3rd)		6,125		352,145
CAPITAL							
Governance	Administration Other	05205335	CEO Vehicle Replacement		6,198		358,343
Community Amenities		05205340	EMCD Vehicle Replacement		11,718		370,061
Recreation and Culture	Sanitation - Household Refuse	30105578	Refuse Site Recycling Initiatives			(3,346)	366,715
	Other Recreation and Sport	35302283	Little Lagoon Signs and Barriers			(55,000)	311,715
		35305302	CCTV Installation - Recreation			(6,125)	305,590

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Transport	Streets, Roads and Depot	45104719	Depot Administration Building			(120,000)	185,590
		45104721	Ricoh Photocopier			(3,805)	181,785
		45145251	Footpath Construction (As Per Denham Footpath Plan)		3,020		184,805
	Road Plant Purchases	45205511	Excavator		15,138		199,943
		45205512	Multi Tyred Rubber Roller		6,370		206,313
	Monkey Mia Boating Facilities	45405552	CCTV Installation Monkey Mia			(6,125)	200,188
	Denham Marine Facilities	45505557	Boat Jinker Hydraulic System Upgrade			(21,507)	178,681
Economic Services	Community Development	50104001	CCTV Installation - Shark Bay Discovery Centre External			(6,125)	172,556
			Transfer to Reserves			(229,769)	(57,213)
			Transfer from Reserves		55,758		(1,455)
			Proceeds from Sale of Assets		1,455		0
					793,659	(793,659)	

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Shire of Shark Bay									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
February 2019									
Note 3: CASH BACKED RESERVE									
Name	Opening Balance	Original Budget Interest Earned	Amended Budget Interest Earned	Original Budget Transfers In (+)	Amended Budget Transfers In (+)	Original Budget Transfers Out (-)	Amended Budget Transfers Out (-)	Original Budget Closing Balance	Amended Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Infrastructure Reserve	1,035,753	13,500	13,500	218,577	449,596	(114,606)	(170,365)	1,153,224	1,328,484
Pensioner Unit Maintenance Reserve	10,748	15	15	25,000	25,000	(25,000)	(25,000)	10,763	10,763
Recreation Facility Replacement/Upgrade Res.	264,546	6,250	5,000	0	0			270,796	269,546
Plant Replacement Reserve	205,609	1,100	1,100	468,227	468,227	(541,139)	(541,138)	133,797	133,798
Leave Reserve	133,402	2,000	2,000	33,900	33,900	0	0	169,302	169,302
Monkey Mia Jetty Reserve	21,587	400	400	0	0	0	0	21,987	21,987
Shared Fire Fighting System Reserve	28,891	575	575	0	0	0	0	29,467	29,466
	1,700,536	23,840	22,590	745,704	976,723	(680,745)	(736,503)	1,789,336	1,963,346

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
February 2019								
Note 4: CAPITAL DISPOSALS								
Actual YTD Profit/(Loss) of Asset Disposal					Amended Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	Plant and Equipment	\$	\$	\$	
				Governance				
60,081	(3,646)	48,182	(8,254)	CEO Vehicle	(10,111)	(8,254)	(1,857)	CEO Vehicle traded in Feb 19
34,765	(17,765)	26,000	9,000	EMFA Vehicle	9,000	0	9,000	EMFA scheduled for trade in April 19
37,866	(17,866)	22,273	2,273	EMCD Vehicle	6,000	2,273	3,727	EMCD Vehicle traded in Dec 18
				Transport				
5,300	(2,657)	0	(2,643)	Depot Office Building	(2,643)	(2,643)	0	Depot Building Scrapped - Insurance Proceeds received for building write off
52,081	(18,819)	25,000	(8,262)	Dual Cab Ute Works Manager	(8,262)	0	8,262	Dual Cab to be traded in March 19
43,253	(12,685)	20,000	(10,568)	Dual Cab Ute Town	(10,568)	0	10,568	Dual Cab to be traded in March 19
41,763	(10,717)	20,000	(11,046)	Dual Cab Ute Country	(11,046)	0	11,046	Dual Cab to be traded in March 19
16,000	(12,025)	5,000	1,025	Ride on Lawn Mower	1,025	0	(1,025)	Ride on Mower to be traded in April 19
155,000	(54,115)	35,000	(65,885)	Town Loader	(65,885)	0	65,885	Town Loader to be traded in April 19
72,000	(52,000)	25,000	5,000	Multi Tyred Rubber Roller	5,000	5,000	0	Multi Tyred Rubber Roller traded in December 2018
120,000	(33,822)	63,636	(22,542)	Vibration Roller	(22,542)	0	22,542	Vibration Roller due for sale in May 2019
638,109	(236,116)	290,091	(111,902)		(110,032)	(3,624)	128,149	

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Shire of Shark Bay											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
February 2019											
NOTE 5: 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											
Differential General Rate											
GRV Residential	0.098885	309	3,681,102	365,446	136		365,582	365,446	136		365,582
GRV Commercial	0.101620	43	2,123,918	214,353	528	126	215,007	214,353	528	126	215,007
GRV Vacant	0.098885	17	331,334	32,764	1,848		34,612	32,764	1,848		34,612
GRV Rural Commercial	0.102773	5	304,200	31,264	214	51	31,528	31,264	214	51	31,528
GRV Industrial/Residential	0.109426	45	619,128	67,749	334	4	68,086	67,749	334	4	68,086
GRV Industrial/Residential Vacant	0.098885	2	17,100	1,691			1,691	1,691			1,691
GRV Rural Resort	0.108482	2	1,112,800	120,719	1,866		122,585	120,719	1,866		122,585
UV General	0.200085	7	1,150,738	238,613	-68,851		169,762	238,613	-68,851		169,762
UV Pastoral	0.137028	11	617,360	84,596			84,596	84,596			84,596
UV Mining	0.272901	1	6,990	1,969			1,969	1,969			1,969
UV Exploration	0.262395	8	601,023	162,797	15,471	1,034	179,302	162,797	15,471	1,034	179,302
Sub-Totals		450	10,565,693	1,321,960	(48,454)	1,215	1,274,721	1,321,960	-48,454	1,215	1,274,721
Minimum Payment											
GRV Residential	850.00	59	443,150	51,000			51,000	51,000			51,000
GRV Commercial	850.00	17	93,832	14,450			14,450	14,450			14,450
GRV Vacant	850.00	84	274,870	70,550			70,550	70,550			70,550
GRV Rural Commercial	850.00	0	0	0			0	0			0
GRV Industrial/Residential	850.00	3	19,760	2,550			2,550	2,550			2,550
GRV Industrial/Residential Vacant	530.00	0	0	0			0	0			0
GRV Rural Resort	850.00	0	0	0			0	0			0
UV General	890.00	7	23,060	6,230			6,230	6,230			6,230
UV Pastoral	890.00	0	0	0			0	0			0
UV Mining	890.00	1	596	890			890	890			890
UV Exploration	890.00	1	1,941	890			890	890			890
Sub-Totals		172	857,209	146,560	0	0	146,560	146,560	0	0	146,560
Excess Rates 16/17 and 18/19 Impact							(20,084)				(10,000)
Concessions							(121,118)				(121,117)
Amount from General Rates							1,280,079				1,290,164
Specified Area Rates							35,924				35,924
Totals							1,316,003				1,326,088

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Shire of Shark Bay											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
February 2019											
6. INFORMATION ON BORROWINGS											
(a) Debenture Repayments											
Particulars	Principal 1-Jul-18	New Loans	Principal Repayments			Principal Outstanding			Interest Repayments		
			Actual \$	Original Budget \$	Amended Budget \$	Actual \$	Original Budget \$	Amended Budget \$	Actual \$	Original Budget \$	Amended Budget \$
Loan 53 - Staff Housing	22,333	0	22,333	22,333	22,333	0	0	0	438	440	440
Loan 56 - Staff Housing	46,707	0	8,798	17,860	17,860	37,909	28,847	28,847	1,243	2,758	2,758
Loan 57 - Monkey Mia Bore	165,022	0	15,050	30,406	30,406	149,972	134,616	134,616	2,051	7,114	7,114
Town Oval Bore	0	800,000	0	13,815	13,815	0	786,185	786,185	0	14,440	14,440
	234,062	800,000	46,181	84,414	84,414	187,881	949,648	949,648	3,732	24,752	24,752

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

27 March 2019

Shire of Shark Bay						
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY						
February 2019						
Note 7: GRANTS AND CONTRIBUTIONS						
Program/Details	Grant Provider	Original Budget	Amended Budget	Operating	Capital	
		\$	\$	\$	\$	
GENERAL PURPOSE FUNDING						
Grants Commission - General	WALGGC	719,551	719,551	719,551		0
Grants Commission - Roads	WALGGC	215,001	215,001	215,001		0
LAW, ORDER, PUBLIC SAFETY						
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	6,248	6,248	6,248		0
Grant FESA - SES	Dept. of Fire & Emergency Serv.	34,740	34,740	34,740		0
Coastal Hazard Risk Management & Adaption Plan	WA Planning Commission	32,500	32,500	32,500		0
RECREATION AND CULTURE						
Community Hall Stage Upgrade	Lotterywest	45,855	45,855			45,855
Community Hall Stage Upgrade	Shark Bay Entertainers	3,500	3,500			3,500
CCTV Recreation Centre	Department of Industry Innovation & Science	0	6,125			6,125
Little Lagoon Trail Signage and Barriers	Department of Industry Innovation & Science: Stronger Communities Program	0	20,000			20,000
TRANSPORT						
Road Preservation Grant	State Initiative - Main Roads WA	65,254	106,056	106,056		0
Useless Loop Road - Mtce	Main Roads WA	330,000	330,000	330,000		0
Contributions - Road Projects	Pipeline	8,600	8,900	8,900		0
Roads To Recovery Grant - Cap	Roads to Recovery	199,878	199,878			199,878
RRG Grants - Capital Projects	Regional Road Group	232,065	232,065			232,065
CCTV Monkey Mia	Department of Industry Innovation & Science	0	6,125			6,125
ECONOMIC SERVICES						
CCTV Foreshore	Department of Industry Innovation & Science	0	6,125			6,125
Support for Local Road Safety Activites	WALGA	0	1,500	1,500		0
Rubbish Bags	Keep Australia Beautiful Council	0	2,136	2,136		0
Destination Shark Bay Brand Development	Shark Bay Tourism Association	0	3,000	3,000		0
TOTALS		1,893,192	1,979,305	1,459,632		519,673
		Original Budget		Amended Budget		
		Operating	1,411,894	Operating		1,459,632
		Non-operating	481,298	Non - Operating		519,673
			1,893,192			1,979,305

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Note 8: CAPITAL WORKS PROGRAM 2018/19					
Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Original Annual Budget	Actual to 31 January	Amended Annual Budget
Land and Buildings					
Buildings					
Housing					
Staff housing Capital Works					
Staff Housing - 5 Spaven Way	1.1.2	CEO	(10,000)	0	(10,000)
Staff Housing - 65 Brockman St	1.1.2	EMCD	(10,000)	0	(10,000)
Staff Housing - 51 Durlacher St	1.1.2	EMFA	(10,000)	0	(10,000)
Staff Housing - 80 Durlacher St	1.1.2	EMCD	(10,000)	0	(10,000)
Pensioner Units Capital	1.1.3	EMCD	(25,000)	(3,857)	(25,000)
Housing Total			(65,000)	(3,857)	(65,000)
Recreation and Culture					
Denham Town Hall	2.2.1	EMCD	(56,355)	(46,514)	(56,355)
Recreation and Culture Total			(56,355)	(46,514)	(56,355)
Transport					
Depot- New Administration Building	2.2.1	WKM	(20,000)	(64,617)	(140,000)
Transport Total			(20,000)	(64,617)	(140,000)
Land and Buildings Total			(141,355)	(114,987)	(261,355)

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Original Annual Budget	Actual to 31 January	Amended Annual Budget
Footpaths					
Transport					
Footpath Construction-Denham Footpath Plan	1.1.2	WKM	(50,000)	(46,980)	(46,980)
Footpaths Total			(50,000)	(46,980)	(46,980)
Furniture & Office Equip.					
Governance					
New IP Phone System	1.1.2	EMFA	(15,000)	(1,319)	(15,000)
Governance Total			(15,000)	(1,319)	(15,000)
Transport					
Ricoh Photocopier	1.1.2	EMFA	0	(3,838)	(3,805)
Transport Total			0	(3,838)	(3,805)
Furniture & Office Equip. Total			(15,000)	(5,157)	(18,805)
Plant , Equipment and Vehicles					
Goverance					
CEO Vehicle	1.1.2	CEO	(70,000)		(63,802)
EMFA Vehicle	1.1.2	EMFA	(35,000)		(35,000)
EMCD Vehicle	1.1.2	EMCD	(35,000)	(23,282)	(23,282)
Total Governance			(140,000)	(23,282)	(122,084)

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Original Annual Budget	Actual to 31 January	Amended Annual Budget
Transport					
Major Plant Items	1.1.2	WKM	(20,000)		(20,000)
Dual Cab Ute - Works Manager	1.1.2	WKM	(55,000)		(55,000)
Dual Cab Ute - Town	1.1.2	WKM	(45,000)		(45,000)
Excavator	1.1.2	WKM	(31,138)	(2,233)	(16,000)
Multi Tyred Rubber Roller	1.1.2	WKM	(170,000)	(138,000)	(163,630)
Town Loader	1.1.2	WKM	(195,000)		(195,000)
Ride on Lawn Mower	1.1.2	WKM	(45,000)		(45,000)
Dual Cab Ute - Country	1.1.2	WKM	(45,000)		(45,000)
Transport Total			(606,138)	(140,233)	(584,630)
Denham Marine Facilities					
Boat Jinker Brake System Upgrade	1.1.2	WKM	(20,000)		(20,000)
Boat Jinker Hydraulics Upgrade	1.1.2	WKM	0	(21,507)	(21,507)
Denham Marine Facilities Total			(20,000)	(21,507)	(41,507)
Plant , Equipment and Vehicles Total			(766,138)	(185,022)	(748,221)
Public Facilities					
Community Amenities					
Refuse Tip and Recycling	2.1.1	WKM	(4,066)	(7,412)	(7,412)
Community Amenities Total			(4,066)	(7,412)	(7,412)

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Original Annual Budget	Actual to 31 January	Amended Annual Budget
Recreation And Culture					
CCTV Installation	2.2.1	EMCD	0	0	(6,125)
Little Lagoon Signage and Barriers	2.2.1	EMCD	0	0	(55,000)
Town Oval Bore	2.2.1	WKM	(800,000)	0	(800,000)
Recreation And Culture Total			(800,000)	0	(861,125)
Monkey Mia Boating Facilities					
CCTV Installation	2.2.1	EMCD	0	0	(6,125)
Monkey Mia Boating Facilities Total			0	0	(6,125)
Community Development					
CCTV Installation	2.2.1	EMCD	0	0	(6,125)
Community Development Total			0	0	(6,125)
Public Facilities Total			(804,066)	(7,412)	(880,787)
Roads (Non Town)					
Transport					
R2R Projects 18/19	1.1.1	WKM	(199,878)	0	(199,878)
Useless Loop Road - RRG 18-19	1.1.1	WKM	(229,958)	0	(229,958)
Eagle Bluff Road - RRG 17-18 C/F	1.1.1	WKM	(35,391)	(36,389)	(35,391)
Eagle Bluff Road - RRG 18-19	1.1.1	WKM	(90,000)	(44,387)	(90,000)
Transport Total			(555,227)	(80,776)	(555,227)
Roads (Non Town) Total			(555,227)	(80,776)	(555,227)
Capital Expenditure Total			(2,331,786)	(440,334)	(2,511,375)

27 March 2019

13.0 FINANCE REPORT

13.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED
CM00017

Author

Finance Officer / Accounts Payable

Disclosure of any Interest

Nil

Moved Cr Burton
Seconded Cr Ridgley

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$482,272.16 be accepted.

4/0 CARRIED

Comment

The schedules of accounts for payment covering -

Municipal fund credit card direct debits for the month of February 2019 totalling \$4,115.16

Municipal fund account cheque numbers 26896 to 26898 totalling \$9,153.56

Municipal fund direct debits to Council for the month of February 2019 totalling \$20,260.43

Municipal fund account electronic payment numbers MUNI 24572 to 24633 and 24636 to 24675 totalling \$294,012.71

Municipal fund account for February 2019 payroll totalling \$111,576.00

No Trust fund account cheque numbers were issued for February 2019

Trust fund Police Licensing for February 2019 transaction number 181908 totalling \$15,508.85 and

Trust fund account electronic payment numbers 24634 to 24635, 24653 to 24655 and 24676 to 24697 totalling \$27,645.45

The schedule of accounts submitted to each member of Council on 23 March 2019 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.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The payments listed have been disbursed throughout the month.

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

Author

A Pears

Chief Executive Officer

P Anderson

Date of Report

7 March 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

**SHIRE OF SHARK BAY – CREDIT CARD
PERIOD - FEBRUARY 2019**

CREDIT CARD TOTAL \$4,115.16

CEO

DATE	NAME	DESCRIPTION	AMOUNT
24/1/2019	REX	AIRFARE LLOYD SOUNESS – LGIS OSH & EMERGENCY MANAGEMENT CONSULTANT PO 8110	813.83
1/2/2019	REX	AIRFARE JOANNA YORKE – PLANNING AND RECORDS TRAINING PO 8126	588.99
			\$1,402.82

EMFA

DATE	NAME	DESCRIPTION	AMOUNT
1/2/2019	REX	AIRFARE JOCELYNE LEATH – SHARK BAY CRAFTERS COMMEMORATIVE QUILT WORKSHOP PO 8125	544.03
			\$544.03

EMCD

DATE	NAME	DESCRIPTION	AMOUNT
17/1/2019	SHIRE OF SHARK BAY	NUMBER PLATE CHANGEOVER FROM SB3207 – PO 8093 – PP032	26.85
18/1/2019	REX	AIRFARE CANDICE USZKO – INTERVIEW CDO POSITION PO 8103	768.87
31/1/2019	REX	AIRFARE KRISTY KNOTT – DOT TRAINING PERTH PO 8118	678.93
4/2/2019	EXETEL PTY LTD	BROADBAND FOR SHIRE OFFICE	154.81
10/2/2019	BURSWOOD CAR RENTALS	HIRE CAR FOR KRISTY KNOTT – DOT TRAINING PERTH PO 8121	512.00
12/2/2019	SHIRE OF SHARK BAY	NUMBER PLATE CHANGE FROM 49SB – P172	26.85
			\$2,168.31

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

**SHIRE OF SHARK BAY – MUNI CHQ
FEBRUARY 2019**

CHEQUE # 26896-26898

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
26896	08/02/2019	WATER CORPORATION - OSBORNE PARK	PENSIONER UNITS WATER AND SERVICE CHARGES	-7348.56
26897	08/02/2019	AUSTRALIAN COMMUNICATIONS AUTHORITY	RENEWAL OF BROADCASTING LICENCES	-264.00
26898	15/02/2019	WATER CORPORATION - OSBORNE PARK	WATER USAGE TOWN OVAL TOILETS	-1541.00
			TOTAL	\$9,153.56

**SHIRE OF SHARK BAY – DIRECT DEBITS
FEBRUARY 2019**

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD14792.1	01/02/2019	EXETEL PTY LTD	POSTAGE COSTS FOR NBN WIFI BOXES FOR 65 BROCKMAN STREET, 5 SPAVEN WAY AND 51 DURLACHER STREET	-60.00
DD14794.1	03/02/2019	WA LOCAL GOV SUPERANNUATION PLAN PTY LTD	PAYROLL DEDUCTIONS	-3246.30
DD14794.2	03/02/2019	MACQUARIE SUPER ACCUMULATOR	PAYROLL DEDUCTIONS	-422.66
DD14794.3	03/02/2019	REST	SUPERANNUATION CONTRIBUTIONS	-197.10
DD14794.4	03/02/2019	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-224.72
DD14794.5	03/02/2019	AMP SUPERANNUATION	PAYROLL DEDUCTIONS	-415.01
DD14794.6	03/02/2019	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-208.08

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD14794.7	03/02/2019	SUN SUPERANNUATION	PAYROLL DEDUCTIONS	-427.97
DD14794.8	03/02/2019	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-380.38
DD14794.9	03/02/2019	AUSTRALIAN SUPER	PAYROLL DEDUCTIONS	-1390.02
DD14808.1	21/02/2019	VIVA ENERGY AUSTRALIA	VIVA FUEL ACCOUNT JANUARY 2019	-327.22
DD14817.1	17/02/2019	WA LOCAL GOV SUPERANNUATION PLAN PTY LTD	PAYROLL DEDUCTIONS	-3332.32
DD14817.2	17/02/2019	MACQUARIE SUPER ACCUMULATOR	PAYROLL DEDUCTIONS	-422.66
DD14817.3	17/02/2019	REST	SUPERANNUATION CONTRIBUTIONS	-217.06
DD14817.4	17/02/2019	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-248.68
DD14817.5	17/02/2019	AMP SUPERANNUATION	PAYROLL DEDUCTIONS	-415.01
DD14817.6	17/02/2019	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-208.08
DD14817.7	17/02/2019	SUN SUPERANNUATION	PAYROLL DEDUCTIONS	-432.78
DD14817.8	17/02/2019	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-380.38
DD14817.9	17/02/2019	HOSTPLUS PTY LTD	PAYROLL DEDUCTIONS	-525.44
DD14824.1	28/02/2019	EXETEL PTY LTD	FEBRUARY INTERNET 65 BROCKMAN STREET	-51.42
DD14824.2	25/02/2019	EXETEL PTY LTD	FEBRUARY INTERNET 5 SPAVEN WAY	-66.49
DD14834.1	28/02/2019	EXETEL PTY LTD	MARCH INTERNET CHARGES FOR SHIRE OFFICE, 65 BROCKMAN STREET AND 5 SPAVEN WAY	-283.98
DD14794.10	03/02/2019	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-1142.97
DD14794.11	03/02/2019	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	-415.65
DD14794.12	03/02/2019	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-595.29
DD14794.13	03/02/2019	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	-88.35
DD14794.14	03/02/2019	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-374.80
DD14794.15	03/02/2019	WESTPAC SECURITIES ADMINISTRATION LTD	SUPERANNUATION CONTRIBUTIONS	-208.08
DD14817.10	17/02/2019	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-1148.05
DD14817.11	17/02/2019	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	-415.65
DD14817.12	17/02/2019	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1335.77
DD14817.13	17/02/2019	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	-88.35
DD14817.14	17/02/2019	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-355.63

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD14817.15	17/02/2019	WESTPAC SECURITIES ADMINISTRATION LTD	SUPERANNUATION CONTRIBUTIONS	-208.08
			TOTAL	\$20,260.43

**SHIRE OF SHARK BAY – MUNI EFT
FEBRUARY 2019
EFT 24572-24633, 24636-24675**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT24572	01/02/2019	P.G & S. J WOOD	SHIRE OFFICE PHONE LINE RELOCATION	-142.00
EFT24573	01/02/2019	BUNNINGS BUILDING SUPPLIES PTY LTD	FREIGHT COSTS	-720.02
EFT24574	01/02/2019	BLACKWOODS ATKINS	SHARK BAY GREEN SULO BINS 240L	-1436.74
EFT24575	01/02/2019	CORAL COAST PLUMBING	PENSIONER UNIT MAINTENANCE	-674.69
EFT24576	01/02/2019	GERALDTON DULUX TRADE CENTRE	MAINTENANCE 80 DURLACHER STREET	-1197.25
EFT24577	01/02/2019	GERALDTON HYDRAULICS	P161 MAINTENANCE	-188.98
EFT24578	01/02/2019	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	ACCOMMODATION WORKS CREW - PRIVATE WORKS SHARK BAY ROAD	-1650.00
EFT24579	01/02/2019	HERITAGE RESORT	ACCOMMODATION FOR CRAIG HOLLINS - INSTALLATION OF SHIRE NEW PHONE SYSTEM	-459.00
EFT24580	01/02/2019	TOLL IPEC PTY LTD	P155 PARTS FREIGHT COSTS	-260.36
EFT24581	01/02/2019	KICK SOLUTIONS	KEEP AUSTRALIA BEAUTIFUL BAGS	-3037.00
EFT24582	01/02/2019	LAVIDA TRADING	SBDC MERCHANDISE	-2449.59
EFT24583	01/02/2019	MONKEYMIA WILDSIGHTS	ACCOMMODATION WENDY DALLYWATER	-348.30
EFT24584	01/02/2019	PROFESSIONAL PC SUPPORT	PURCHASE AND INSTALLATION OF NEW COMPUTERS FOR SHIRE	-8207.10
EFT24585	01/02/2019	PAPER PLUS OFFICE NATIONAL	OFFICE STATIONERY - 2019 DIARY'S	-139.37
EFT24586	01/02/2019	MCKELL FAMILY TRUST	JANUARY RUBBISH COLLECTION AND STREET SWEEPING	-11366.28
EFT24587	01/02/2019	SUN CITY BATTERIES	P147 BATTERIES	-471.24
EFT24588	01/02/2019	TOLL EXPRESS	FREIGHT FERTILIZER TOWN OVAL	-149.24
EFT24589	01/02/2019	TRUCKLINE PARTS CENTRE	P146 MAINTENANCE	-479.44

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT24590	01/02/2019	WEST COAST FASTENERS	MAINTENANCE STREET SIGNS	-169.51
EFT24591	01/02/2019	WURTH AUSTRALIA PTY LTD	WORKSHOP CONSUMABLES	-318.13
EFT24592	08/02/2019	ARTCRAFT PTY LTD	PRIVATE WORKS - GUIDE POST AND SIGN MAINTENANCE	-15620.00
EFT24593	08/02/2019	AUSTRALIA POST	SHIRE POSTAGE CHARGES JANUARY 2019	-223.45
EFT24594	08/02/2019	BOOKEASY AUSTRALIA PTY LTD	COMMISSIONS JANUARY 2019	-514.44
EFT24595	08/02/2019	BOC LIMITED	MONTHLY GAS CYLINDER HIRE	-46.68
EFT24596	08/02/2019	BRIAN JOHN GALVIN	SALARY SACRIFICE - WATER AND ELECTRICITY	-634.07
EFT24597	08/02/2019	CRUSADER NATIONAL	RELOCATION OF COMMUNITY DEVELOPMENT OFFICER FROM PERTH TO DENHAM	-2450.00
EFT24598	08/02/2019	CL & JE COXHEAD PLUMBING	DEPOT OFFICE UPGRADE - SEPTICS	-4650.80
EFT24599	08/02/2019	CDH ELECTRICAL	ELECTRICAL TAGGING CARRIED OUT AT DEPOT, SBDC POWER FAULT AND NEW AIRCONDITIONER INSTALLED AT PENSIONER UNIT 5	-2453.55
EFT24600	08/02/2019	EMMA ELAINE CRAIG	REIMBURSEMENT FOR WEBSITE INSTRAGRAM WIDGET	-14.32
EFT24601	08/02/2019	ETCHED GLASS DESIGN	SBDC MERCHANDISE	-1069.00
EFT24602	08/02/2019	DENHAM IGA X-PRESS	SHIRE MONTHLY ACCOUNT - JANUARY 2019	-927.40
EFT24603	08/02/2019	SHARK BAY SUPERMARKET	SHIRE OF SHARK BAY MONTHLY ACCOUNT JANUARY 2019	-629.00
EFT24604	08/02/2019	FAR WEST ELECTRICAL	REROUTING OF ELECTRICAL CABLES FROM SWITCHBOARD TO NEW PHARMACY	-1870.00
EFT24605	08/02/2019	REFUEL AUSTRALIA (formerly GERALDTON FUEL COMPANY)	SHIRE BULK FUEL AND OIL FOR JANUARY 2019	-22563.46
EFT24606	08/02/2019	GERALDTON MOWER & REPAIRS SPECIALISTS	PP076 WHIPPER SNIPPER PARTS	-98.00
EFT24607	08/02/2019	HORIZON POWER	DENHAM STREET LIGHTS JANUARY 2019	-3403.04
EFT24608	08/02/2019	HERITAGE RESORT	ACCOMMODATION CDO POSITION INTERVIEW - CANDICE USZKO	-153.00
EFT24609	08/02/2019	TOLL IPEC PTY LTD	SHIRE FREIGHT P147, P146 & P161	-182.64
EFT24610	08/02/2019	SHARK BAY MARINE REPAIR AND SERVICES	FIREBREAK MAINTENANCE FOR VACANT PROPERTIES IN THE DENHAM TOWNSITE	-6820.00
EFT24611	08/02/2019	JASON SIGNMAKERS	DIRECTIONAL STREET SIGNS FOR DENHAM TOWN STREETS AND KANGAROO SIGNS FOR MONKEY MIA ROAD	-443.96

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT24612	08/02/2019	LANDGATE (WA LAND INFORMATION AUTHORITY)	CERTIFICATE OF TITLE REQUEST	-25.70
EFT24613	08/02/2019	TRUE VALUE HARDWARE	SHIRE OF SHARK BAY MONTHLY ACCOUNT JANUARY 2019	-648.00
EFT24614	08/02/2019	MONKEYMIA WILDSIGHTS	ACCOMMODATION LGIS OSH & EMERGENCY MANAGEMENT CONSULTANT VISIT	-348.30
EFT24615	08/02/2019	NAUTILUS DESIGN CO	SBDC MERCHANDISE	-360.00
EFT24616	08/02/2019	PAUL GREGORY ANDERSON	SALARY SACRIFICE REIMBURSEMENT SEPTEMBER 2018 TO JANUARY 2019	-1574.65
EFT24617	08/02/2019	PROFESSIONAL PC SUPPORT	SHIRE OFFICE SERVER MAINTENANCE	-154.00
EFT24618	08/02/2019	PAULS TYRES	P151 AND P168 TYRES AND DELIVERY OF BOW BEAM FOR JINKER - PRIVATE WORKS	-405.00
EFT24619	08/02/2019	R & L COURIERS	SHIRE FREIGHT COSTS JANUARY 2019	-517.00
EFT24620	08/02/2019	LYONS ENTERPRISES-SHARK BAY CAR HIRE	CAR HIRE FOR VISITING MEDICAL STAFF JANUARY 2019	-794.82
EFT24621	08/02/2019	WINC AUSTRALIA PTY LIMITED	NEW RICOH PHOTOCOPIER FOR DEPOT	-6378.47
EFT24622	08/02/2019	SHARK BAY CAFE	LUNCH FOR DISCOVERY CENTRE PLANNING SESSION	-150.00
EFT24623	08/02/2019	SHARK BAY COMMUNITY RESOURCE CENTRE	COORDINATION OF EVENTS - SENIORS WEEK, CHRISTMAS LUNCH, THANK A VOLUNTEER AND AUSTRALIA DAY	-8327.00
EFT24624	08/02/2019	SHARK BAY CLEANING SERVICE	CLEANING OF SHIRE PROPERTIES JANUARY 2019	-20587.04
EFT24625	08/02/2019	TELSTRA CORPORATION LTD	SMS MESSAGES TO SHIRE OF SHARK BAY COMMUNITY	-130.30
EFT24626	08/02/2019	TRUCKLINE PARTS CENTRE	P187 & P163 PARTS	-161.88
EFT24627	08/02/2019	TOWN PLANNING INNOVATIONS	GENERAL PLANNING SERVICES JANUARY 2019	-1815.00
EFT24628	08/02/2019	TPG TELECOM PTY LTD	WIFI FOR SBDC CUSTOMERS	-108.90
EFT24629	08/02/2019	URL NETWORKS PTY LTD	SHIRE TELEPHONE CALLS JANUARY 2019	-125.23
EFT24630	08/02/2019	WA HINO	P168 & P167 LUBE KITS	-410.41
EFT24631	08/02/2019	HOLIDAY GUIDE PTY LTD	WA HOLIDAY GUIDE COMMISSION FEE JANUARY 2019	-392.75
EFT24632	08/02/2019	WURTH AUSTRALIA PTY LTD	SAFETY CLOTHING EQUIPMENT FOR DEPOT	-41.25
EFT24633	08/02/2019	YADGALAH ABORIGINAL CORPORATION	HIRE OF DIGGER – CEMETERY PLOT	-242.00
EFT24636	14/02/2019	KF & PD BURKETT	FIRE MITIGATION WORKS DENHAM	-1031.25
EFT24637	15/02/2019	AUSTRALIAN TAXATION OFFICE	PAYROLL DEDUCTIONS	-27840.00

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT24638	15/02/2019	AUSCOINSWEST	SBDC MERCHANDISE	-55.00
EFT24639	15/02/2019	BATTERY MART	BATTERY FOR VELSHEDA / GALLA	-431.20
EFT24640	15/02/2019	CDH ELECTRICAL	SEPTEMBER 2018 ELECTRICAL TAGGING - DEPOT	-740.85
EFT24641	15/02/2019	ELGAS LIMITED	GAS FOR SHIRE REFUSE SITE	-171.00
EFT24642	15/02/2019	FAR WEST ELECTRICAL	NEW FLUORESCENT GLOBES IN SHIRE OFFICE TO REPLACE FAULTY LIGHTS	-830.50
EFT24643	15/02/2019	GEORGE LIVESEY	SBDC MERCHANDISE	-120.00
EFT24644	15/02/2019	GERALDTON LOCK AND KEY SPECIALISTS	WORKSHOP KEYS CUT	-149.80
EFT24645	15/02/2019	HORIZON POWER	MONTHLY SHIRE PREMISES ELECTRICITY JANUARY 2019	-6796.25
EFT24646	15/02/2019	JASON SIGNMAKERS	EMU SIGNS FOR TOWN STREETS	-320.76
EFT24647	15/02/2019	PEST-A-KILL	RODENT MONITORING SHIRE PREMISES	-396.00
EFT24648	15/02/2019	PROFESSIONAL PC SUPPORT	NEW SHIRE PHONE SYSTEM FOR DEPOT, SBDC AND SHIRE OFFICE - INCLUDING INSTALLATION	-13174.70
EFT24649	15/02/2019	TELSTRA CORPORATION LTD	MOBILE PHONE CHARGES FOR CDO AND REFUSE SITE	-50.00
EFT24650	15/02/2019	TRUCKLINE PARTS CENTRE	P146, P174, PP127 GREASE CARTRIDGES	-237.88
EFT24651	15/02/2019	TOTAL UNIFORMS	STAFF UNIFORMS FOR SBDC AND SHIRE NEW STAFF	-440.05
EFT24652	15/02/2019	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	TOWN PLANNING ESSENTIALS TRAINING J.YORKE	-515.00
EFT24656	22/02/2019	ARENA CLAUSON ENGINEERING GROUP PTY LTD	DESIGN FOOTINGS - NEW DEPOT OFFICE	-247.50
EFT24657	22/02/2019	ASHDOWN INGRAM	PARTS FOR P134 & PP059	-709.50
EFT24658	22/02/2019	CL & JE COXHEAD PLUMBING	DISCONNECT DEPOT OFFICE, REPAIRS TO OVAL & HALL ABLUTIONS	-709.50
EFT24659	22/02/2019	CDH ELECTRICAL	SMOKE DETECTOR - PENSIONER UNIT 3	-181.50
EFT24660	22/02/2019	FAR WEST ELECTRICAL	MAINTENANCE TO SHIRE PUBLIC BBQ'S	-396.00
EFT24661	22/02/2019	HITACHI CONSTRUCTION MACHINERY (AUST) PTY LTD	P161 FILTERS	-184.53
EFT24662	22/02/2019	TOLL IPEC PTY LTD	FREIGHT FOR SBDC, P187, P163 & P146	-428.78
EFT24663	22/02/2019	KRISTY NICOLE KNOTT	REIMBURSEMENT FOR MEALS AND FUEL FOR DOT TRAINING IN PERTH - KRISTY KNOTT	-222.39

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT24664	22/02/2019	MONKEYMIA WILDSIGHTS	ACCOMMODATION FOR INTERIM AUDITORS - IRRMA ASTUTI AND ELLEN BUCKLEY	-536.40
EFT24665	22/02/2019	LIBERTY ONESTEEL METALCENTRE GERALDTON	TRENCH MESH FOR NEW DEPOT OFFICE	-436.33
EFT24666	22/02/2019	PATRICA ANDREW	SBDC MERCHANDISE	-600.00
EFT24667	22/02/2019	PROFESSIONAL PC SUPPORT	MARCH MONTHLY AGREEMENT PPS AGENT AND ANTIVIRUS	-748.00
EFT24668	22/02/2019	QUEST INNALOO	ACCOMMODATION K.KNOTT - DOT TRAINING PERTH	-920.00
EFT24669	22/02/2019	ROYAL WA HISTORICAL SOCIETY	SBDC MERCHANDISE	-150.00
EFT24670	22/02/2019	SHARK BAY SKIPS	JANUARY 2019 MAIN ROADS, USELESS LOOP AND PARKS - SKIP BIN EMPTY	-4774.00
EFT24671	22/02/2019	SHANNON STENT IMAGES	IMAGES FOR SB VISITOR GUIDE	-330.00
EFT24672	22/02/2019	SHOPS FOR SHOPS	SBDC SHELVING FOR SHOP	-2956.80
EFT24673	22/02/2019	TELSTRA CORPORATION LTD	SHIRE MOBILE ACCOUNT FEBRUARY 2019	-315.00
EFT24674	26/02/2019	GERALDTON TOYOTA	NEW PRADO FOR CEO WITH TRADE IN OF OLD VEHICLE	-17110.03
EFT24675	26/02/2019	STEVE'S TRANSPORTABLES	FINAL PAYMENT FOR TRANSPORTABLE OFFICE DEPOT	-66427.46
			TOTAL	\$294,012.71

**SHIRE OF SHARK BAY – TRUST TRANSACTION
FEBRUARY 2019
TRUST POLICE LICENSING TRANSACTION # 181908**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
181908	28/02/2019	COMMISSIONER OF POLICE	POLICE LICENSING FEBRUARY 2019	-15508.85
			TOTAL	\$15,508.85

**SHIRE OF SHARK BAY – TRUST EFT
FEBRUARY 2019**

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

EFT 24634-24635, 24653-24655, 24676-24697

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT24634	14/02/2019	MEEGAN GOOCH	GYM CARD DEPOSIT REFUND	-20.00
EFT24635	14/02/2019	SHIRE OF SHARK BAY - MUNI ACCOUNT	YAMATJI CLEANING DEPOSIT - DEDUCTED FROM INVOICE 17602	-475.00
EFT24653	19/02/2019	BRENDON MULHOLLAND	GYM CARD DEPOSIT REFUND	-20.00
EFT24654	19/02/2019	DAVID LERGESSNER	LIBRARY DEPOSIT REFUND	-50.00
EFT24655	20/02/2019	PETER & NICOLA MOTUZAS	KERB DEPOSIT REFUND	-500.00
EFT24676	28/02/2019	MAC ATTACK FISHING CHARTERS	BOOKEASY FEBRUARY 2019	-157.25
EFT24677	28/02/2019	SHARK BAY AVIATION	BOOKEASY FEBRUARY 2019	-1434.40
EFT24678	28/02/2019	BLUE DOLPHIN CARAVAN PARK	BOOKEASY FEBRUARY 2019	-899.50
EFT24679	28/02/2019	HOWARD COCK	BOOKEASY FEBRUARY 2019	-23.96
EFT24680	28/02/2019	SHARK BAY COASTAL TOURS	BOOKEASY FEBRUARY 2019	-2578.40
EFT24681	28/02/2019	DENHAM SEASIDE CARAVAN PARK	BOOKEASY FEBRUARY 2019	-216.48
EFT24682	28/02/2019	HARTOG COTTAGES	BOOKEASY FEBRUARY 2019	-818.40
EFT24683	28/02/2019	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	BOOKEASY FEBRUARY 2019	-171.70
EFT24684	28/02/2019	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	BOOKEASY FEBRUARY 2019	-515.68
EFT24685	28/02/2019	MONKEYMIA WILDSIGHTS	BOOKEASY FEBRUARY 2019	-7312.36
EFT24686	28/02/2019	NANGA BAY RESORT	BOOKEASY FEBRUARY 2019	-612.00
EFT24687	28/02/2019	DENHAM NATURETIME - 4WD TOURS/PHOTOGRAPHY TOURS	BOOKEASY FEBRUARY 2019	-475.20
EFT24688	28/02/2019	SHARK BAY SCENIC QUAD BIKE TOURS	BOOKEASY FEBRUARY 2019	-210.00
EFT24689	28/02/2019	RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT	BOOKEASY FEBRUARY 2019	-288.64
EFT24690	28/02/2019	SHARK BAY DIVE AND MARINE SAFARIS	BOOKEASY FEBRUARY 2019	-1883.20
EFT24691	28/02/2019	SHARK BAY HOTEL MOTEL	BOOKEASY FEBRUARY 2019	-93.50
EFT24692	28/02/2019	SHARK BAY CARAVAN PARK	BOOKEASY FEBRUARY 2019	-765.00
EFT24693	28/02/2019	SHARK BAY HOLIDAY COTTAGES	BOOKEASY FEBRUARY 2019	-1211.25
EFT24694	28/02/2019	SHIRE OF SHARK BAY - MUNI ACCOUNT	BOOKING COMMISSION FEBRUARY 2019	-3484.13

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT24695	28/02/2019	JOHN MCDONALD -SUNSET VIEW ACCOMMODATION	BOOKEASY FEBRUARY 2019	-168.00
EFT24696	28/02/2019	SHARK BAY SEAFRONT APARTMENTS	BOOKEASY FEBRUARY 2019	-564.96
EFT24697	28/02/2019	WULA GURA NYINDA ECO ADVENTURES	BOOKEASY FEBRUARY 2019	-2696.44
			TOTAL	\$27,645.45

27 March 2019

13.2 FINANCIAL REPORTS TO 28 FEBRUARY 2019
CM00017

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Burton
Seconded Cr Cowell

Council Resolution

**That the monthly financial report to 28 February 2019 as attached be received.
4/0 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 **28 February 2019** are attached.

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The financial report shows that the finances of the Shire are in line with its adopted budget.

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

Author
Chief Executive Officer
Date of Report

A Pears
P Anderson
19 March 2019

27 March 2019

SHIRE OF SHARK BAY	
MONTHLY FINANCIAL REPORT	
For the Period Ended 28 February 2019	
LOCAL GOVERNMENT ACT 1995	
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996	
<u>TABLE OF CONTENTS</u>	
Compilation Report	
Monthly Summary Information	
Statement of Financial Activity by Program	
Statement of Financial Activity By Nature or Type	
Statement of Capital Acquisitions and Capital Funding	
Note 1	Significant Accounting Policies
Note 2	Explanation of Material Variances
Note 3	Net Current Funding Position
Note 4	Cash and Investments
Note 6	Receivables
Note 7	Cash Backed Reserves
Note 8	Capital Disposals
Note 9	Rating Information
Note 10	Information on Borrowings
Note 11	Grants and Contributions
Note 12	Trust
Note 13	Capital Acquisitions

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY							
STATEMENT OF FINANCIAL ACTIVITY							
(Statutory Reporting Program)							
For the Period Ended 28 February 2019							
	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		69,574	60,138	55,555	(4,583)	(7.62%)	▼
General Purpose Funding - Rates	9	1,326,088	1,326,080	1,316,003	(10,077)	(0.76%)	▼
General Purpose Funding - Other		1,012,154	748,856	759,660	10,804	1.4%	▲
Law, Order and Public Safety		84,987	56,632	39,463	(17,169)	(30%)	▼
Health		2,500	1,656	1,899	243	14.66%	▲
Housing		108,160	72,040	75,299	3,259	4.5%	▲
Community Amenities		322,096	285,075	287,475	2,400	0.84%	▲
Recreation and Culture		292,986	195,264	199,487	4,223	2.2%	▲
Transport		580,987	492,709	478,687	(14,022)	(2.8%)	▼
Economic Services		886,723	593,324	778,846	185,522	31.3%	▲
Other Property and Services		35,000	23,328	24,114	786	3.4%	▲
Total Operating Revenue		4,721,255	3,855,102	4,016,488	161,386	4.19%	
Operating Expense							
Governance		(342,920)	(249,431)	(174,025)	75,406	(30.2%)	▲
General Purpose Funding		(115,441)	(76,936)	(69,944)	6,992	(9.1%)	▲
Law, Order and Public Safety		(353,889)	(237,589)	(223,383)	14,206	(6.0%)	▲
Health		(74,736)	(49,792)	(38,380)	11,412	(22.9%)	▲
Housing		(210,285)	(143,621)	(137,232)	6,389	(4.4%)	▲
Community Amenities		(779,181)	(519,884)	(441,312)	78,572	(15.1%)	▲
Recreation and Culture		(2,246,975)	(1,488,726)	(1,324,097)	164,629	(11.1%)	▲
Transport		(1,670,677)	(1,117,059)	(952,755)	164,304	(14.7%)	▲
Economic Services		(1,218,468)	(833,129)	(891,242)	(58,113)	7.0%	▼
Other Property and Services		(34,750)	(29,060)	(63,409)	(34,349)	118.2%	▼
Total Operating Expenditure		(7,047,322)	(4,745,227)	(4,315,778)	429,449	(9.1%)	
Funding Balance Adjustments							
Add back Depreciation		1,961,780	1,307,704	1,266,020	(41,684)		
Adjust (Profit)/Loss on Asset Disposal	8	110,032	102,278	3,623	(98,655)		
Adjust Provisions and Accruals		10,000	0	0			
Net Cash from Operations		(244,254)	519,857	970,352	450,495		
Capital Revenues							
Grants, Subsidies and Contributions	11	519,673	242,434	215,812	(26,622)	(11.0%)	▼
Proceeds from Disposal of Assets	8	290,091	95,456	95,456	0	0.0%	
Total Capital Revenues		809,764	337,890	311,268	(26,622)	(7.9%)	
Capital Expenses							
Land Held for Resale							
Land and Buildings	13	(261,355)	(239,675)	(182,125)	57,551	24.01%	▲
Infrastructure - Roads	13	(555,227)	(370,104)	(82,652)	287,452	77.7%	▲
Infrastructure - Public Facilities	13	(880,787)	(862,443)	(28,239)	834,204	96.7%	▲
Infrastructure - Streetscapes	13	0	0	0	0	0.0%	▲
Infrastructure - Footpaths	13	(46,980)	(46,980)	(46,980)	0	0.0%	▲
Infrastructure - Drainage	13	0	0	0	0	0.0%	▲
Plant and Equipment	13	(748,221)	(601,541)	(248,808)	352,734	58.6%	▲
Furniture and Equipment	13	(18,805)	(18,805)	(17,173)	1,632	0.0%	▲
Total Capital Expenditure		(2,511,375)	(2,139,548)	(605,976)	1,533,572	71.7%	
Net Cash from Capital Activities		(1,701,612)	(1,801,659)	(294,709)	1,506,950	83.64%	
Financing							
Proceeds from Loans		800,000	0	0	0		
Transfer from Reserves	7	736,503	680,744	680,744	0	0.0%	
Repayment of Debentures	10	(84,414)	(46,182)	(46,182)	0	0.0%	
Transfer to Reserves	7	(999,313)	(550,402)	(550,402)	0	0.0%	
Net Cash from Financing Activities		452,776	84,161	84,161	0	0.0%	
Net Operations, Capital and Financing		(1,493,090)	(1,197,641)	759,804	1,957,445	163.44%	▲
Opening Funding Surplus(Deficit)	3	1,493,090	1,493,090	1,493,090	0		
Closing Funding Surplus(Deficit)	3	0	295,449	2,252,894	1,957,445	662.53%	▲

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

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

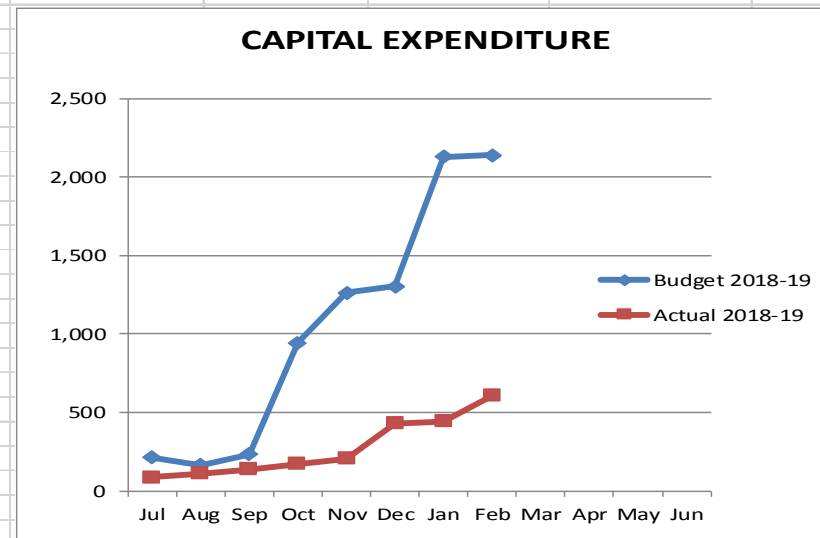
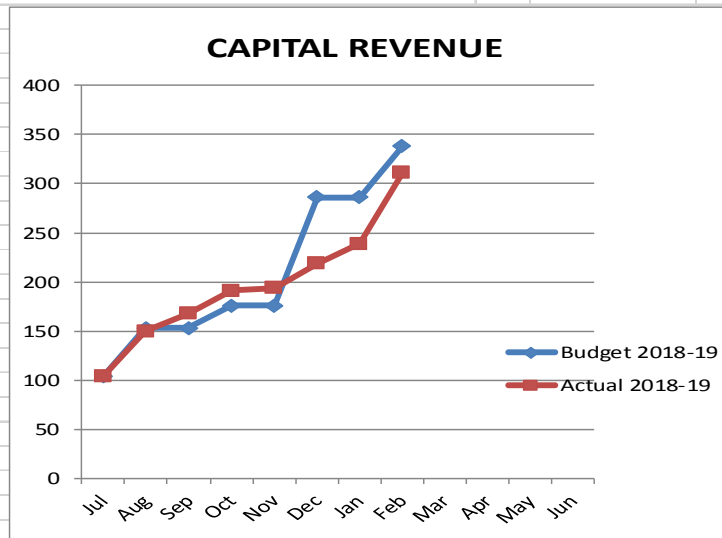
SHIRE OF SHARK BAY				
STATEMENT OF FINANCIAL ACTIVITY				
(By Nature or Type)				
For the Period Ended 28 February 2019				
	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)
Operating Revenues				
Rates	9	1,326,088	1,326,080	1,316,003
Operating Grants, Subsidies and Contributions	11	1,459,631	1,135,490	1,117,956
Fees and Charges		1,623,598	1,152,547	1,332,151
Interest Earnings		55,405	33,158	40,207
Other Revenue		236,533	196,827	202,898
Profit on Disposal of Assets	8	20,000	11,000	7,273
Total Operating Revenue		4,721,255	3,855,102	4,016,488
Operating Expense				
Employee Costs		(2,243,191)	(1,487,080)	(1,471,995)
Materials and Contracts		(2,143,562)	(1,454,266)	(1,182,805)
Utility Charges		(178,281)	(118,704)	(83,793)
Depreciation on Non-Current Assets		(1,961,780)	(1,307,704)	(1,266,020)
Interest Expenses		(24,755)	(16,488)	(3,732)
Insurance Expenses		(150,426)	(150,426)	(147,871)
Other Expenditure		(215,295)	(120,504)	(148,666)
Loss on Disposal of Assets	8	(130,032)	(90,055)	(10,896)
Total Operating Expenditure		(7,047,322)	(4,745,227)	(4,315,778)
Funding Balance Adjustments				
Add back Depreciation		1,961,780	1,307,704	1,266,020
Adjust (Profit)/Loss on Asset Disposal	8	110,032	102,278	3,623
Adjust Provisions and Accruals		10,000	0	0
Net Cash from Operations		(244,254)	519,857	970,352
Capital Revenues				
Grants, Subsidies and Contributions	11	519,673	242,434	215,812
Proceeds from Disposal of Assets	8	290,091	95,456	95,456
Total Capital Revenues		809,764	337,890	311,268
Capital Expenses				
Land Held for Resale				
Land and Buildings	13	(261,355)	(239,675)	(182,125)
Infrastructure - Roads	13	(555,227)	(370,104)	(82,652)
Infrastructure - Public Facilities	13	(880,787)	(862,443)	(28,239)
Infrastructure - Streetscapes	13	0	0	0
Infrastructure - Footpaths	13	(46,980)	(46,980)	(46,980)
Infrastructure - Drainage	13	0	0	0
Plant and Equipment	13	(748,221)	(601,541)	(248,808)
Furniture and Equipment	13	(18,805)	(18,805)	(17,173)
Total Capital Expenditure		(2,511,375)	(2,139,548)	(605,976)
Net Cash from Capital Activities		(1,701,612)	(1,801,659)	(294,709)
Financing				
Proceeds from Loans		800,000	0	0
Transfer from Reserves	7	736,503	680,744	680,744
Repayment of Debentures	10	(84,414)	(46,182)	(46,182)
Transfer to Reserves	7	(999,313)	(550,402)	(550,402)
Net Cash from Financing Activities		452,776	84,161	84,161
Net Operations, Capital and Financing		(1,493,090)	(1,197,641)	759,804
Opening Funding Surplus(Deficit)	3	1,493,090	1,493,090	1,493,090
Closing Funding Surplus(Deficit)	3	(0)	295,449	2,252,894

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 28 February 2019

Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 46,514	\$ 135,611	\$ 182,125	\$ 239,675	\$ 261,355	\$ 57,551
Infrastructure Assets - Roads	13	0	82,652	82,652	370,104	555,227	287,452
Infrastructure Assets - Public Facilities	13	28,239	0	28,239	862,443	880,787	834,204
Infrastructure Assets - Footpaths	13	46,980	0	46,980	46,980	46,980	0
Infrastructure Assets - Drainage	13	0	0	0	0	0	0
Infrastructure Assets - Streetscapes	13	0	0	0	0	0	0
Plant and Equipment	13	0	248,807	248,808	601,541	748,221	352,734
Furniture and Equipment	13	0	17,173	17,173	18,805	18,805	1,632
Capital Expenditure Totals		121,733	484,244	605,976	2,139,548	2,511,375	1,533,572



MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 28 February 2019					
1. SIGNIFICANT ACCOUNTING POLICIES					
(a) Basis of Preparation					
This report 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 report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.					
The Local Government Reporting Entity					
All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this budget.					
In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.					
All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 16 to this budget document.					
(b) Rounding Off Figures					
All figures shown in this report, other than a rate in the dollar, are rounded to the nearest dollar.					
(c) Rates, Grants, Donations and Other Contributions					
Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.					
Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.					
(d) Goods and Services Tax (GST)					
Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).					
Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.					
Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.					
(e) Superannuation					
The Council contributes to a number of Superannuation Funds on behalf of employees.					
All funds to which the Council contributes are defined contribution plans.					

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 28 February 2019					
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)					
(f) Cash and Cash Equivalents					
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.					
Bank overdrafts are shown as short term borrowings in current liabilities in the statement of financial position.					
(g) Trade and Other Receivables					
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.					
Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.					
Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.					
(h) Inventories					
General					
Inventories are measured at the lower of cost and net realisable value.					
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.					
Land Held for Resale					
Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.					
Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.					
Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.					
(i) Fixed Assets					
Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.					
Mandatory Requirement to Revalue Non-Current Assets					
Effective from 1 July 2012, the Local Government (Financial Management) Regulations were amended and the measurement of non-current assets at Fair Value became mandatory.					

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 28 February 2019					
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)					
(j) Fixed Assets (Continued)					
<i>Land Under Control</i>					
In accordance with Local Government (Financial Management) Regulation 16(a), the Council was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of state or regional significance.					
Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.					
Whilst they were initially recorded at cost (being fair value at the date of acquisition (deemed cost) as per AASB 116) they were revalued along with other items of Land and Buildings at 30 June 2014.					
<i>Initial Recognition and Measurement between Mandatory Revaluation Dates</i>					
All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above.					
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.					
Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation of the next anniversary date in accordance with the mandatory measurement framework.					

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 28 February 2019					
1.	SIGNIFICANT ACCOUNTING POLICIES (Continued)				
	(j) Fixed Assets (Continued)				
	Revaluation				
	Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.				
	Transitional Arrangement				
	During the time it takes to transition the carrying value of non-current assets from the cost approach to the fair value approach, the Council may still be utilising both methods across differing asset classes.				
	Those assets carried at cost will be carried in accordance with the policy detailed in the Initial Recognition section as detailed above.				
	Those assets carried at fair value will be carried in accordance with the Revaluation Methodology section as detailed above.				
	Land Under Roads				
	In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in the local government.				
	Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.				
	In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.				
	Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.				
	Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.				
	Depreciation				
	The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.				

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 28 February 2019				
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)				
(j) Fixed Assets (Continued)				
Major depreciation periods used for each class of depreciable asset are:				
Buildings				10 to 50 years
Furniture and Equipment				5 to 10 years
Plant and Equipment				5 to 10 years
Heritage				25 to 100 years
Sealed Roads and Streets				
- Subgrade				Not Depreciated
- Pavement				80 to 100 years
- Seal	Bituminous Seals			15 to 22 years
	Asphalt Surfaces			30 years
Formed Roads (Unsealed)				
- Subgrade				Not Depreciated
- Pavement				18 years
Footpaths				40 to 80 years
Drainage Systems				
- Drains and Kerbs				20 to 60 years
- Culverts				60 years
- Pipes				80 years
- Pits				60 years
The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.				
An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.				
Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.				
When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus.				
Capitalisation Threshold				
Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.				
(k) Fair Value of Assets and Liabilities				
When performing a revaluation, the Council uses a mix of both independent and management valuations using the following as a guide:				
Fair Value is the price that Council would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.				

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 28 February 2019					
1.	SIGNIFICANT ACCOUNTING POLICIES (Continued)				
	(k) Fair Value of Assets and Liabilities (Continued)				
	As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.				
	To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).				
	For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.				
	Fair Value Hierarchy				
	AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:				
	Level 1				
	Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.				
	Level 2				
	Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.				
	Level 3				
	Measurements based on unobservable inputs for the asset or liability.				
	The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.				
	Valuation techniques				
	The Council selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Council are consistent with one or more of the following valuation approaches:				
	Market approach				
	Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.				

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 28 February 2019					
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)					
(k) Fair Value of Assets and Liabilities (Continued)					
Income approach					
Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.					
Cost approach					
Valuation techniques that reflect the current replacement cost of an asset at its current service capacity.					
Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Council gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.					
As detailed above, the mandatory measurement framework imposed by the Local Government (Financial Management) Regulations requires, as a minimum, all assets carried at a revalued amount to be revalued at least every 3 years.					
(l) Financial Instruments					
Initial Recognition and Measurement					
Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).					
Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.					
Classification and Subsequent Measurement					
Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost.					
Amortised cost is calculated as:					
(a) the amount in which the financial asset or financial liability is measured at initial recognition;					
(b) less principal repayments and any reduction for impairment; and					
(c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.					

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 28 February 2019				
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)				
(l) Financial Instruments (Continued)				
<p>The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.</p>				
<i>(i) Financial assets at fair value through profit and loss</i>				
<p>Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short term profit taking. Assets in this category are classified as current assets. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss.</p>				
<i>(ii) Loans and receivables</i>				
<p>Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.</p>				
<p>Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.</p>				
<i>(iii) Held-to-maturity investments</i>				
<p>Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Council's management has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.</p>				
<p>Held-to-maturity investments are included in current assets where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.</p>				
<i>(iv) Available-for-sale financial assets</i>				
<p>Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.</p>				
<p>They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.</p>				
<p>Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available for sale financial assets are classified as non-current.</p>				
<i>(v) Financial liabilities</i>				
<p>Non-derivative financial liabilities (excl. financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in the profit or loss.</p>				

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 28 February 2019				
	1. SIGNIFICANT ACCOUNTING POLICIES (Continued)			
	(l) Financial Instruments (Continued)			
	<i>Impairment</i>			
	A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which has an impact on the estimated future cash flows of the financial asset(s).			
	In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.			
	In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.			
	For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.			
	<i>Derecognition</i>			
	Financial assets are derecognised where the contractual rights for receipt of cash flows expire or the asset is transferred to another party, whereby the Council no longer has any significant continual involvement in the risks and benefits associated with the asset.			
	Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.			
	(m) Impairment of Assets			
	In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.			
	Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.			
	Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116) whereby any impairment loss of a revaluation decrease in accordance with that other standard.			

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 28 February 2019					
1.	SIGNIFICANT ACCOUNTING POLICIES (Continued)				
(m)	Impairment of Assets (Continued)				
	For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.				
(n)	Trade and Other Payables				
	Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.				
(o)	Employee Benefits				
	Short-Term Employee Benefits				
	Provision is made for the Council's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.				
	The Council's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The Council's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.				
	Other Long-Term Employee Benefits				
	Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations or service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.				
	The Council's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Council does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.				

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

SHIRE OF SHARK BAY					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 28 February 2019					
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)					
(p) Borrowing Costs					
Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.					
(q) Provisions					
Provisions are recognised when the Council has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.					
Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.					
(r) Current and Non-Current Classification					
In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where the Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Council's intentions to release for sale.					

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

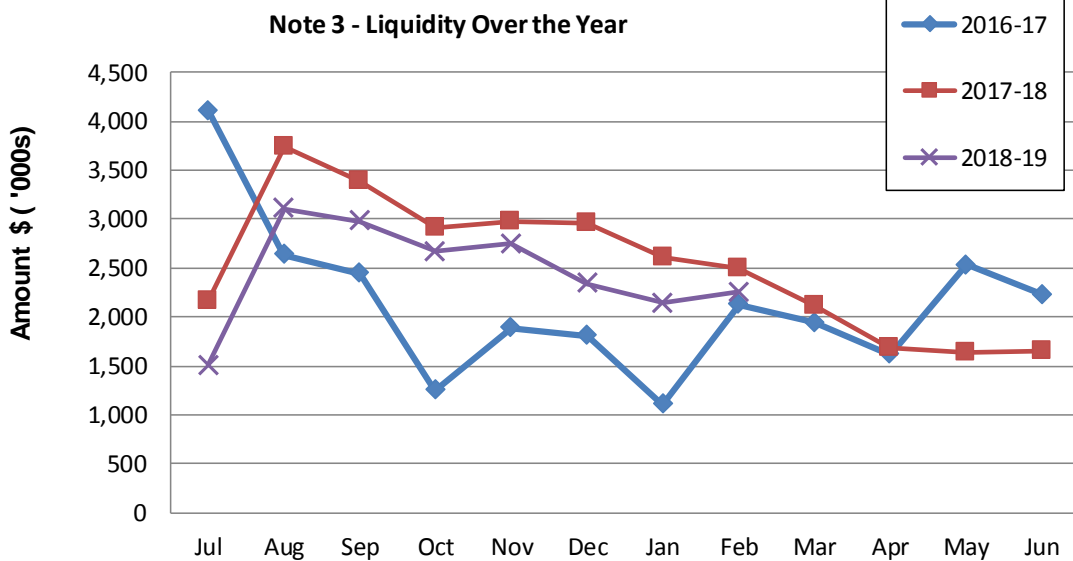
For the Period Ended 28 February 2019					
Note 2: EXPLANATION OF MATERIAL VARIANCES					
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(4,583)	(7.6%)	▼	Timing	No Reportable Variance
General Purpose Funding - Rates	(10,077)	(0.8%)	▼	Timing	Excess Rates Impact \$10K to occur in June 2019
General Purpose Funding - Other	10,804	1.4%	▲	Timing	Interest Earned, Commission and Rate Instalment Service Fee in excess of Budget YTD
Law, Order and Public Safety	(17,169)	(30.3%)	▼	Timing	CHRMAP Grant Funding budgeted to be received earlier
Health	243	14.7%	▲	Timing	No Reportable Variance
Housing	3,259	4.5%	▲	Timing	No Reportable Variance
Community Amenities	2,400	0.8%	▲	Timing	No Reportable Variance
Recreation and Culture	4,223	2.2%	▲	Permanent	No Reportable Variance
Transport	(14,022)	(2.8%)	▼	Timing	Denham Marina Slipway Haulage Fees and DOT Marina Facility Agreement less than Budget YTD
Economic Services	185,522	31.3%	▲	Timing	Variance due to MRWA Private Works budget timing and increase in Caravan Park Leases
Other Property and Services	786	3.4%	▲	Timing	No Reportable Variance
Operating Expense					
Governance	75,406	(30.2%)	▲	Timing	Overall underspend in expenses compared to budget
General Purpose Funding	6,992	(9.1%)	▲	Timing	Overall underspend in governance expenses compared to budget
Law, Order and Public Safety	14,206	(6.0%)	▲	Timing	Overall underspend in expenses compared to budget
Health	11,412	(22.9%)	▲	Timing	Overall underspend in expenses compared to budget
Housing	6,389	(4.4%)	▲	Timing	Overall underspend in expenses compared to budget
Community Amenities	78,572	(15.1%)	▲	Timing	Overall underspend in expenses compared to budget
Recreation and Culture	164,629	(11.1%)	▲	Timing	Overall underspend in expenses compared to budget
Transport	164,304	(14.7%)	▲	Timing	Overall underspend in expenses compared to budget
Economic Services	(58,113)	7.0%	▼	Timing	Private Work Expenditure in advance of budgeted YTD figures
Other Property and Services	(34,349)	118.2%	▼	Timing	Under allocation of Plant recoveries
Capital Revenues					
Grants, Subsidies and Contributions	(26,622)	(11.0%)	▼	Timing	RRG Grant funding not received in line with YTD Budget
Proceeds from Disposal of Assets	0	0.0%	▲	Timing	No Reportable Variance
Capital Expenses					
Land and Buildings	57,551	24.0%	▲	Timing	Pensioner and Staff housing is expenditure is down compared to YTD Budget as well as commencement of Depot Administration Building Project
Infrastructure - Roads	287,452	77.7%	▲	Timing	R2R Road Projects and RRG Useless Loop Road projects are yet to commence compared to budget
Infrastructure - Public Facilities	834,204	96.7%	▲	Timing	New Town Bore and Little Lagoon signage and barriers budgeted earlier than actual install
Infrastructure - Footpaths	0	0.0%	▲	Timing	No Reportable Variance
Plant and Equipment	352,734	58.6%	▲	Timing	Major Capital Plant purchases have not commenced
Financing					
Loan Principal	0	0.0%	▼	Timing	No reportable variance.

Note: YTD budgets are an estimation at the time of preparing the annual budget.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Shire of Shark Bay			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 28 February 2019			
Note 3: NET CURRENT FUNDING POSITION			
		Positive=Surplus (Negative=Deficit)	
	Note	28 February 2019	28 February 2018
		\$	\$
Current Assets			
Cash Unrestricted	4	2,212,687	1,766,560
Cash Restricted	4	1,570,193	902,976
Receivables - Rates	6	186,226	156,612
Receivables -Other	6	98,946	271,146
Interest / ATO Receivable		22,281	225
Inventories		113,037	162,028
		4,203,369	3,259,547
Less: Current Liabilities			
Payables		(127,851)	(29,909)
Provisions		(252,431)	(197,101)
Royalties for Regions Funding		0	
		(380,283)	(227,010)
Less: Cash Reserves	7	(1,570,193)	(902,976)
Net Current Funding Position		2,252,894	2,129,561



Comments - Net Current Funding Position

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Shire of Shark Bay							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
For the Period Ended 28 February 2019							
Note 4: CASH AND INVESTMENTS							
	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.10%	119,350			119,350	Bankwest	At Call
Reserve Bank Account	0.00%		193		193	Bankwest	At Call
Telenet Saver	1.10%	1,192,537			1,192,537	Bankwest	At Call
Trust Bank Account	0.00%			9,668	9,668	Bankwest	At Call
Cash On Hand		800			800		On Hand
(b) Term Deposits							
Municipal Investment	2.35%	400,000			400,000	Bankwest	25/02/2019
Municipal Investment	2.35%	500,000			500,000	Bankwest	17/04/2019
Reserve Investment	2.35%		1,570,000		1,570,000	Bankwest	17/04/2019
Total		2,212,687	1,570,193	9,668	3,792,548		
Comments/Notes - Investments							
Surplus funds invested for terms conducive to cashflow requirements.							

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

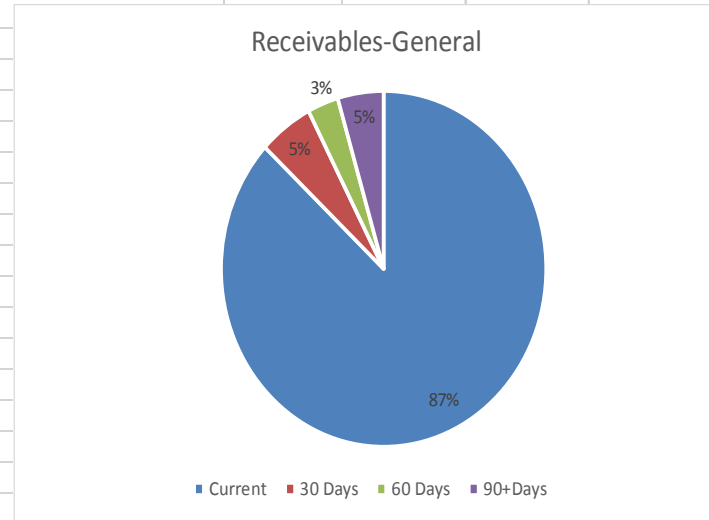
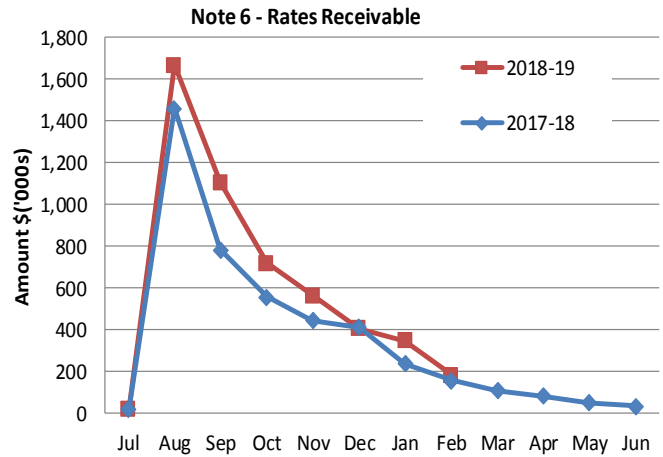
For the Period Ended 28 February 2019

Note 6: RECEIVABLES

Receivables - Rates Receivable	28 February 2019	30 June 2018
	\$	\$
Opening Arrears Previous Years	36,578	25,814
Levied this year	1,728,866	1,288,212
Less Collections to date	(1,579,218)	(1,277,448)
Equals Current Outstanding	186,226	36,578
Net Rates Collectable	186,226	36,578
% Collected	89.45%	97.22%

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	84,750	5,255	3,004	4,431
Total Receivables General Outstanding				97,441

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates

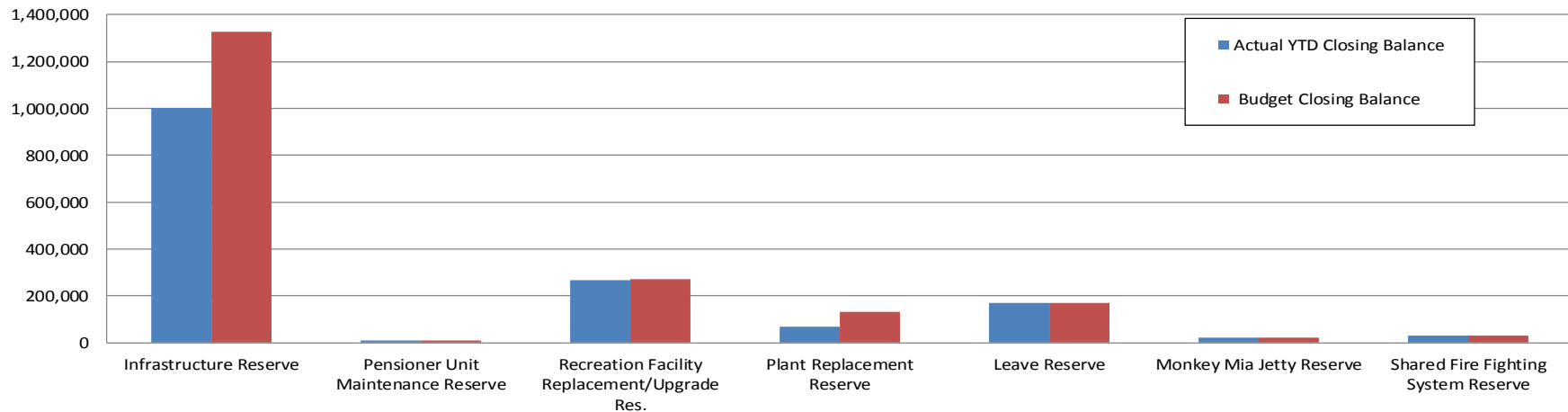
No major issues at this time

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Shire of Shark Bay									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 28 February 2019									
<u>Note 7: Cash Backed Reserve</u>									
2018-19									
Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Infrastructure Reserve	1,035,753	13,500	7,613	449,596	74,606	(170,365)	(114,606)	1,328,484	1,003,366
Pensioner Unit Maintenance Reserve	10,748	15	65	25,000	25,000	(25,000)	(25,000)	10,763	10,813
Recreation Facility Replacement/Upgrade Res.	264,546	5,000	2,376	0	0	0	0	269,546	266,922
Plant Replacement Reserve	205,609	1,100	576	468,227	404,591	(541,138)	(541,138)	133,798	69,638
Leave Reserve	133,402	2,000	1,247	33,900	33,900	0	0	169,302	168,549
Monkey Mia Jetty Reserve	21,587	400	183	0	0	0	0	21,987	21,770
Shared Fire Fighting System Reserve	28,891	575	245	0	0	0	0	29,466	29,136
	1,700,536	22,590	12,305	976,723	538,097	(736,503)	(680,744)	1,963,346	1,570,193

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



MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Shire of Shark Bay							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
For the Period Ended 28 February 2019							
Note 8 CAPITAL DISPOSALS							
Actual YTD Profit/(Loss) of Asset Disposal					Annual Budget		
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 28 02 2019		
\$	\$	\$	\$		Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
				Plant and Equipment	\$	\$	\$
				Governance			
60,081	(3,646)	48,182	(8,254)	CEO Vehicle	(10,111)	(8,254)	1,857
				EMFA Vehicle	9,000	0	(9,000)
37,866	(17,866)	22,274	2,274	EMCD Vehicle	6,000	2,274	(3,726)
97,947	(21,512)	70,456	(5,980)		4,889	(5,980)	(10,869)
				Transport			
5,300	(2,657)	0	(2,643)	Depot Office Building	(2,643)	(2,643)	0
				Dual Cab Ute Works Manager	(8,262)		8,262
				Dual Cab Ute Town	(10,568)		10,568
				Dual Cab Ute Country	(11,046)		11,046
				Ride on Lawn Mower	1,025		(1,025)
				Town Loader	(65,885)		65,885
72,000	(52,000)	25,000	5,000	Multi Tyred Rubber Roller	5,000	5,000	0
				Vibration Roller	(22,542)		22,542
72,000	(52,000)	25,000	2,357		(114,921)	2,357	117,278
169,947	(73,512)	95,456	(3,623)		(110,032)	(3,623)	106,410
Comments - Capital Disposal/Replacements							

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Shire of Shark Bay											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
For the Period Ended 28 February 2019											
Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	2018/19 Budget Rate Revenue \$	2018/19 Budget Interim Rate \$	2018/19 Budget Back Rate \$	2018/19 Budget Total Revenue \$	
Note 9: RATING INFORMATION											
RATE TYPE											
Differential General Rate											
GRV Residential	0.098885	309	3,681,102	365,446	136	365,582	365,446	136		365,582	
GRV Commercial	0.101620	43	2,123,918	214,353	528	215,007	214,353	528	126	215,007	
GRV Vacant	0.098885	17	331,334	32,764	1,848	34,612	32,764	1,848		34,612	
GRV Rural Commercial	0.102773	5	304,200	31,264	214	31,528	31,264	214	51	31,528	
GRV Industrial/Residential	0.109426	45	619,128	67,749	334	68,086	67,749	334	4	68,086	
GRV Industrial/Residential Vacant	0.098885	2	17,100	1,691		1,691	1,691			1,691	
GRV Rural Resort	0.108482	2	1,112,800	120,719	1,866	122,585	120,719	1,866		122,585	
UV General	0.200085	7	1,150,738	238,613	-68,851	169,762	238,613	-68,851		169,762	
UV Pastoral	0.137028	11	617,360	84,596		84,596	84,596			84,596	
UV Mining	0.272901	1	6,990	1,969		1,969	1,969			1,969	
UV Exploration	0.262395	8	601,023	162,797	15,471	179,302	162,797	15,471	1,034	179,302	
Sub-Totals		450	10,565,693	1,321,960	(48,454)	1,274,721	1,321,960	-48,454	1,215	1,274,721	
Minimum Payment											
GRV Residential	850.00	59	443,150	51,000		51,000	51,000			51,000	
GRV Commercial	850.00	17	93,832	14,450		14,450	14,450			14,450	
GRV Vacant	850.00	84	274,870	70,550		70,550	70,550			70,550	
GRV Rural Commercial	850.00	0	0	0		0	0			0	
GRV Industrial/Residential	850.00	3	19,760	2,550		2,550	2,550			2,550	
GRV Industrial/Residential Vacant	530.00	0	0	0		0	0			0	
GRV Rural Resort	850.00	0	0	0		0	0			0	
UV General	890.00	7	23,060	6,230		6,230	6,230			6,230	
UV Pastoral	890.00	0	0	0		0	0			0	
UV Mining	890.00	1	596	890		890	890			890	
UV Exploration	890.00	1	1,941	890		890	890			890	
Sub-Totals		172	857,209	146,560	0	146,560	146,560	0	0	146,560	
Excess Rates 17/18 and 18/19 Impact						(20,084)				(10,000)	
Concessions						(121,118)				(121,117)	
Amount from General Rates						1,280,079				1,290,164	
Specified Area Rates						35,924				35,924	
Totals						1,316,003				1,326,088	
Comments - Rating Information											

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 28 February 2019								
10. INFORMATION ON BORROWINGS								
(a) Debenture Repayments								
Particulars	Principal 1-Jul-18	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$
Loan 57 Monkey Mia Bore	165,022	0	15,050	30,406	149,972	134,616	2,051	7,114
Loan 53 - Staff Housing	22,333	0	22,333	22,333	0	0	438	440
Loan 56 - Staff Housing	46,707	0	8,798	17,860	37,909	28,847	1,243	2,758
Loan - Town Oval Bore	0	800,000	0	13,815	0	786,185	0	14,440
	234,062	800,000	46,182	84,414	187,881	949,648	3,732	24,752

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

27 March 2019

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 28 February 2019								
Note 11: GRANTS AND CONTRIBUTIONS								
Program/Details	Grant Provider	Approval	2018-19 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received/Invoiced	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	719,551	0	719,551	0	539,663	179,888
Grants Commission - Roads	WALGGC	Y	215,001	0	215,001	0	161,251	53,750
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	6,248	0	6,248	0	7,547	(1,299)
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Y	34,740	0	34,740	0	23,734	11,006
Coastal Hazard Risk Management & Adaption Plan	WA Planning Commission	Y	32,500	0	32,500	0	0	32,500
RECREATION AND CULTURE								
Upgrade Town Hall Stage	Shark Bay Entertainers Contribution	Y	3,500	0	0	3,500	3,500	0
Upgrade Town Hall Stage	Lotteries Commission	Y	45,855	0	0	45,855	45,855	0
CCTV - Recreation Centre	Department of Industry, Innovation and Science	Y	6,125	0	0	6,125	6,125	0
Contributions - HMAS Sydney Exhibit	Visitors to Discovery Centre	Y	0	0	0	0	169	(169)
Little Lagoon Trail Signage and Barriers	Department of Industry, Innovation and Science	Y	20,000	0	0	20,000	20,000	0
TRANSPORT								
Road Preservation Grant	State Initiative - Main Roads WA	Y	106,056	0	106,056	0	106,056	0
Useless Loop Road - Mtce	Main Roads WA	Y	330,000	0	330,000	0	264,000	66,000
Contributions - Road Projects	Pipeline	Y	8,900	0	8,900	0	8,900	0
Roads To Recovery Grant - Cap	Roads to Recovery	Y	199,878	0	0	199,878	0	199,878
RRG Grants - Capital Projects	Regional Road Group	Y	232,065	0	0	232,065	128,082	103,983
CCTV - Monkey Mia	Dept. of Industry, Innovation & Science	Y	6,125	0	0	6,125	6,125	0
ECONOMIC SERVICES								
Support for Local Road Safety Activities	WALGA	Y	1,500	0	1,500	0	1,500	0
CCTV Foreshore	Dept. of Industry, Innovation & Science	Y	6,125	0	0	6,125	6,125	0
Destination Shark Bay Brand Development	Shark Bay Tourism Association	Y	3,000	0	3,000	0	3,000	0
Reusable Rubbish Bags	Keep Australia Beautiful Western Australia	Y	2,136	0	2,136	0	2,136	0
TOTALS			1,979,305	0	1,459,632	519,673	1,333,768	645,537
Operating			1,459,632				1,117,956	
Non-operating			519,673				215,812	
			1,979,305				1,333,768	
Comments - Operating and Non Operating Grants								

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Shire of Shark Bay					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 28 February 2019					
Note 12: TRUST FUND					
Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:					
Description	Opening Balance 1 Jul 18	Amount Received	Amount Paid	Closing Balance 28-Feb-19	
	\$	\$	\$	\$	
CITF Levy	0	2,548	(2,548)	0	
Library Card Bond	50	100	(150)	0	
Bookeasy- Sales	0	324,072	(324,257)	(185)	
Kerb/Footpath Deposit	4,300	0	(500)	3,800	
Bond Key	2,300	1,440	(680)	3,060	
Hall Bond	0	675	(675)	0	
Police Licensing	2,063	170,923	(172,500)	486	
Election Deposit	0	0	0	0	
Marquee Deposit	0			0	
Building Licence Levy	0	2,003	(2,003)	0	
Road Reserve - Hughes Street	2,298	0		2,298	
Tour Sales	0			0	
Property Rental Bonds	1,820		(1,820)	0	
Rates Unidentified Deposit	210			210	
	13,041	501,761	(505,133)	9,668	

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

CAPITAL WORKS PROGRAM 2018/19								
Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
Land and Buildings								
Housing								
Staff housing Capital Works								
Staff Housing - 5 Spaven Way	1.1.2	CEO	(10,000)	(6,664)	0	6,664	0	
Staff Housing - 65 Brockman St	1.1.2	EMCD	(10,000)	(6,664)	0	6,664	0	
Staff Housing - 51 Durlacher St	1.1.2	EMFA	(10,000)	(6,664)	0	6,664	0	
Staff Housing - 80 Durlacher St	1.1.2	EMCD	(10,000)	(6,664)	0	6,664	0	
Pensioner Units Capital	1.1.3	EMCD	(25,000)	(16,664)	(3,857)	12,807	3,857	Ongoing
Housing Total			(65,000)	(43,320)	(3,857)	39,463	3,857	
Recreation and Culture								
Denham Town Hall Stage Upgrade	2.2.1	EMCD	(56,355)	(56,355)	(46,514)	9,841	0	Complete
Recreation and Culture Total			(56,355)	(56,355)	(46,514)	9,841	0	
Transport								
Depot- New Building	2.2.1	WKM	(140,000)	(140,000)	(131,754)	8,246	131,754	New Building under construction
Transport Total			(140,000)	(140,000)	(131,754)	8,246	131,754	
Land and Buildings Total			(261,355)	(239,675)	(182,125)	57,551	135,611	
Footpaths								
Transport								
Footpath Construction-Denham Footpath Plan	1.1.2	WKM	(46,980)	(46,980)	(46,980)	0	0	Complete
Transport Total			(46,980)	(46,980)	(46,980)	0	0	
Footpaths Total			(46,980)	(46,980)	(46,980)	0	0	

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
Furniture & Office Equip.								
Governance								
New IP Phone System	1.1.2	EMFA	(15,000)	(15,000)	(13,335)	1,665	13,335	In progress
Governance Total			(15,000)	(15,000)	(13,335)	1,665	13,335	
Transport								
Ricoh Photocopier	1.1.2	EMFA	(3,805)	(3,805)	(3,838)	33	3,838	Complete
Transport Total			(3,805)	(3,805)	(3,838)	33	3,838	
Furniture & Office Equip. Total			(18,805)	(18,805)	(17,173)	1,699	17,173	
Plant , Equipment and Vehicles								
Governance								
CEO Vehicle	1.1.2	CEO	(63,802)	(63,802)	(63,812)	(10)	63,812	Complete
EMFA Vehicle	1.1.2	EMFA	(35,000)	(23,328)	0	23,328		
EMCD Vehicle	1.1.2	EMCD	(23,282)	(23,282)	(23,282)	0	23,282	Complete
Total Governance			(122,084)	(110,412)	(87,094)	23,318	87,094	
Transport								
Major Plant Items	1.1.2	WKM	(20,000)	(13,328)	0	13,328	0	
Dual Cab Ute - Works Manager	1.1.2	WKM	(55,000)	(36,664)	0	36,664	0	
Dual Cab Ute - Town	1.1.2	WKM	(45,000)	(30,000)	0	30,000	0	
Excavator	1.1.2	WKM	(16,000)	(16,000)	(2,206)	13,794	2,206	Complete
Multi Tyred Rubber Roller	1.1.2	WKM	(163,630)	(163,630)	(138,000)	25,630	138,000	Complete
Town Loader	1.1.2	WKM	(195,000)	(130,000)	0	130,000	0	
Ride on Lawn Mower	1.1.2	WKM	(45,000)	(30,000)	0	30,000	0	
Dual Cab Ute - Country	1.1.2	WKM	(45,000)	(30,000)	0	30,000	0	
Transport Total			(584,630)	(449,622)	(140,206)	309,416	140,206	
Denham Marine Facilities								
Boat Jinker Brake System Upgrade	1.1.2	WKM	(20,000)	(20,000)	0	20,000	0	
Boat Jinker Hydraulics Upgrade	1.1.2	WKM	(21,507)	(21,507)	(21,507)	(0)	21,507	Complete
Denham Marine Facilities Total			(41,507)	(41,507)	(21,507)	20,000	21,507	
Plant , Equipment and Vehicles Total			(748,221)	(601,541)	(248,808)	352,734	248,807	

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
Public Facilities								
Community Amenities								
Refuse Tip and Recycling	2.1.1	WKM	(7,412)	(7,412)	(7,188)	224		Complete
Community Amenities Total			(7,412)	(7,412)	(7,188)	224	0	
Other Recreation And Sport								
CCTV Installation	2.2.1	WKM	(6,125)	(6,125)	(6,125)	0		Complete
Little Lagoon Signage and Barriers	2.2.1	WKM	(55,000)	(36,656)	(2,676)	33,980		Project has commenced
Town Oval Bore	2.2.1	WKM	(800,000)	(800,000)	0	800,000	0	Project has not commenced
Other Recreation And Sport Total			(861,125)	(842,781)	(8,801)	833,980	0	
Monkey Mia Boating Facilities								
CCTV Installation	2.2.1	WKM	(6,125)	(6,125)	(6,125)	0		Complete
Monkey Mia Boating Facilities Total			(6,125)	(6,125)	(6,125)	0	0	
Economic Services								
CCTV Installation	2.2.1	WKM	(6,125)	(6,125)	(6,125)	0		Complete
Economic Services Total			(6,125)	(6,125)	(6,125)	0	0	
Public Facilities Total			(880,787)	(862,443)	(28,239)	834,204	0	

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
Roads (Non Town)								
Transport								
R2R Projects 18/19	1.1.1	WKM	(199,878)	(133,248)	(3,360)	129,888	3,360	Project has commenced
Useless Loop Road - RRG 18-19	1.1.1	WKM	(229,958)	(153,288)	0	153,288	0	Project has not commenced
Eagle Bluff Road - RRG 17-18 C/F	1.1.1	WKM	(35,391)	(23,584)	(36,389)	(12,805)	36,389	Complete
Eagle Bluff Road - RRG 18-19	1.1.1	WKM	(90,000)	(59,984)	(42,903)	17,081	42,903	Project is in progress
Transport Total			(555,227)	(370,104)	(82,652)	287,452	82,652	
Roads (Non Town) Total			(555,227)	(370,104)	(82,652)	287,452	82,652	
Capital Expenditure Total			(2,511,375)	(2,139,548)	(605,976)	1,533,639	484,244	

27 March 2019

14.0 TOWN PLANNING REPORT

14.1 PROPOSED BED AND BREAKFAST – LOT 100 (14) DURLACHER STREET, DENHAM P1075

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire – Section 5.60A of *Local Government Act 1995*

Moved Cr Burton
Seconded Cr Ridgely

Council Resolution

That Council:

A. Approve the application for a Bed and Breakfast at Lot 100 (14) Durlacher Street, Denham subject to the following conditions and footnotes:

- (i) The plans lodged with this application shall form part of this planning approval. The Bed and Breakfast shall operate in accordance with the plans submitted and the car parking layout shown on the plans.**
- (ii) The existing dwelling is approved as a ‘Bed and Breakfast’ and use of Bedroom 3 (for 2 adults over 18 years of age) and Bedroom 2 (for 2 children) for short guest stays. This approval does not include any additional sleeping areas for guests.**
- (iii) Car parking areas with capacity to accommodate a minimum of 3 car parking bays are to be provided and maintained to a trafficable standard on site to the satisfaction of the Shire’s Chief Executive Officer in accordance with the plan submitted with the application.**

The car parking bay for guests is to be clearly sign posted or marked as ‘Guest Parking’ to the satisfaction of the Chief Executive Officer.
- (iv) All guest car parking shall be accommodated within the boundary of Lot 100 at all times.**
- (v) The owner shall implement the measures in the Management Plan lodged and approved as part of this application.**
- (vi) The owner shall occupy the existing dwelling at all times that guests occupy the Bed and Breakfast. In accordance with the Management Plan the owner shall maintain a record / register of**

27 March 2019

all bookings, available for inspection by the Shire of Shark Bay upon request.

- (vii) The maximum number of guests shall not exceed 4 (2 adults and 2 children) at any time.
- (viii) No guest shall be accommodated for periods totalling more than 3 months in any 12 month period.
- (ix) Prior to commencement of operation of the bed and breakfast, a hard wired smoke alarm shall be installed in the hallway adjacent to the study and Bedroom 1.
- (x) All smoke alarms / detector shall be hardwired and maintained in good working order at all times.
- (xi) The owner / applicant to lodge a revised 'Fire and Emergency Plan' that reflects the additional smoke detector in the hallway as required in Condition (ix) for separate written approval by the Chief Executive Officer prior to commencement of operation.
- (x) Any sign for the bed and breakfast shall only be located within the lot boundary and the sign face shall not exceed an area of 0.2 square metres.

Footnotes:

- (a) In regards to condition (ix), please be advised that a smoke alarm is required in the hallway that separates the guest bedrooms with the living areas of the remainder of the house. This will maximise opportunities for fire to be detected and guests to evacuate before any smoke / fire enters the bedrooms.

Information on smoke alarms is available on - www.dfes.wa.gov.au/safetyinformation/fire/fireinthehome/pages/mokealarmlegislativerequirements.aspx

- (b) It is noted that the owner proposes to provide pre-packaged food to guests.

Planning approval does not negate the need to comply with any separate legislation such as health requirements. The dwelling needs to be registered as a food premises under the *Health Act 1911*.

Please lodge a separate food registration application to the Shire.

- (c) It is recommended that you liaise with your insurance company as residential public liability insurance policies may exclude the use of premises for commercial purposes. Please note that the Shire takes no responsibility for safety and public liability of guests in the accommodation.

27 March 2019

- (d) It is noted that there are 3 caravans on the lot. Please be advised that this approval is not an approval to utilise the caravans for any form of accommodation.

If you propose to use any caravan for short term accommodation of family or friends in the future you need to comply with the Caravan and Camping Grounds Act 1995 and may need separate written approval by the Shire.

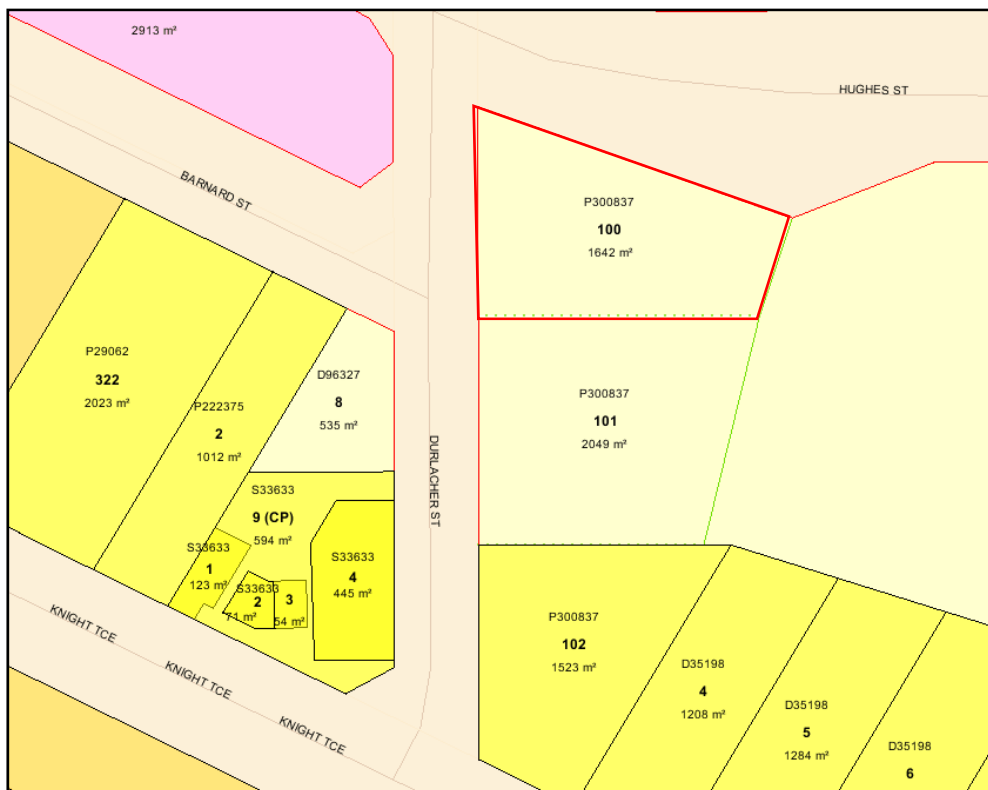
- (e) The Council note the applicants undertaking that the Crisis Centre shall cease operations immediately upon the approval of the Bed and breakfast application and that all signage for the Crisis Centre will be removed.

4/0 CARRIED

BACKGROUND

- Existing Development/ History of Approvals

Lot 100 is located on the corner of Durlacher Street and Hughes Street in Denham – refer location plan below. Lot 100 is owned by Margaret Hargreaves.



The Shires records indicate that Lot 100 has been used for operation of a Crisis Centre for an ongoing period to accommodate people in need. At some stage the lot number of the property has changed and it was previously known as Part Lot 23.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

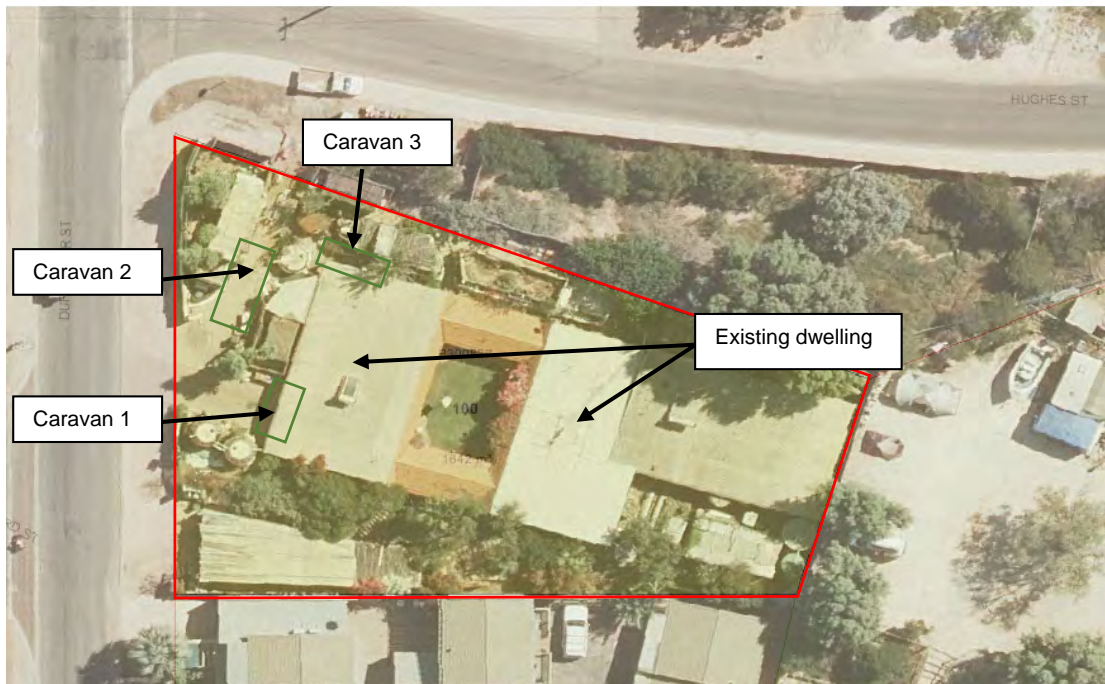
A planning application was lodged on the 23 December 1998 proposing to use one caravan for short term accommodation and 2 caravans for storage of charitable goods on Part Lot 58 Durlacher Street and Hughes Street Denham.

The application was considered by Council at the Ordinary Meeting held on the 27 January 1999 and conditional approval was granted on the 3 February 1999.

The approval was for accommodation and storage facilities for the purpose of:

Approved land use - Planning Approval dated 3 February 1999	
a	Temporary accommodation of one caravan in accordance with the provisions of the Caravans] Parks and Camping Ground Act 1995 and Caravan Parks and Camping Grounds Regulations 1997, whereby such use is limited to a maximum of three nights with any one occupant.
b	Use of two caravans for the storage of clothing and household goods for charitable purposes only and not for the use as habitation purposes.

An aerial showing existing development is included below.



Aerial Source: Landgate – Summary of activities

It is important to note that the existing approval for the Crisis Centre runs with the land, and cannot be modified or revoked by the Shire.

27 March 2019

It is also important to note that any conditions placed on any planning approval granted for the Bed and Breakfast must relate directly to the application as proposed, and not to the crisis centre land use.

- *Hughes Street road closure*

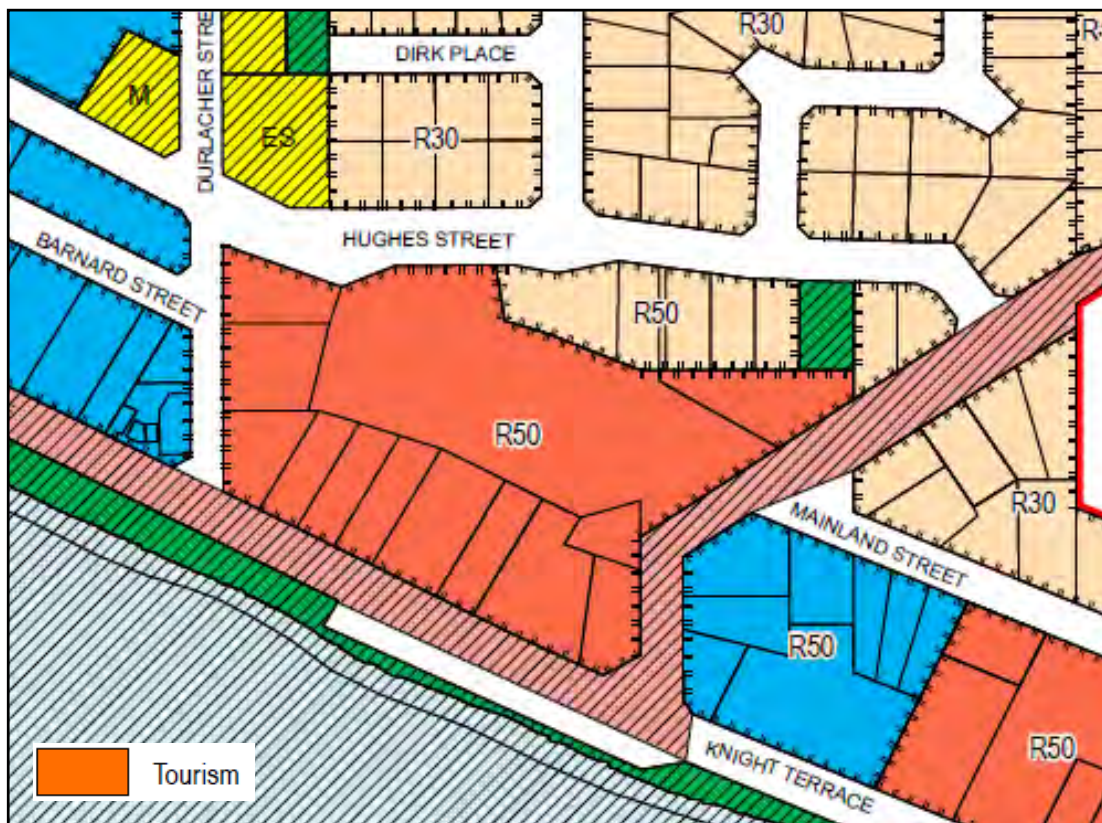
The Shire has resolved to close a portion of Hughes Street so that it can be purchased by the owner of Lot 100 to resolve encroachment of development into the road reserve.

The road closure is being progressed by the Department of Planning, Lands and Heritage.

COMMENT

- *Scheme requirements*

The subject land is zoned 'Tourism' under the Shire of Shark Bay Local Planning Scheme No 4 ('Scheme 4').



Objectives of the Tourism zone include:

- To promote and provide for tourism opportunities.
- To provide for a variety of holiday accommodation styles and associated uses, including retail and service facilities where those facilities are provided in

27 March 2019

support of the tourist accommodation and are of an appropriate scale where they will not impact detrimentally on the surrounding or wider area.

- To ensure that any development is compatible with short stay and tourist accommodation and do not negatively impact on surrounding properties by virtue of noise, emission, traffic, loading areas or the like.

Under the Scheme a 'Bed and Breakfast' is defined as '*means a dwelling —*

- (a) *used by a resident of the dwelling to provide short-term accommodation, including breakfast, on a commercial basis for not more than 4 adult persons or one family; and*
- (b) *containing not more than 2 guest bedrooms.'*

A 'Bed and Breakfast' is designated as a 'D' use in the 'Tourism' zone under 'Table 1: Zoning Table' of the Scheme.

The 'D' designation '*means that the use is not permitted unless the local government has exercised its discretion by granting development approval*'.

Essentially Council has discretion to approve the use having regard for normal planning considerations such as amenity and car parking.

- *Description of Application*

The existing dwelling contains 5 bedrooms (one used as a study) and the owner proposes to offer guests' use of bedroom 2 and / or 3 for short term stays.

The applicant has advised as follows:

- a) The proposed Bed and Breakfast shall be operated by Mr & Mrs Hargreaves and only when in residence.
- b) The Crisis Centre shall cease operations immediately upon the approval of the Bed and Breakfast application. All signage for the Crisis Centre will be removed.
- c) Considerable time, effort and finances have gone into preparing the dwelling and rooms for the bed and breakfast. The applicant and owner has written to the Shire to re-iterate and assure Council that their new focus will be to ensure that the guests are given the finest experience, which would naturally conflict with the crisis centre activity.
- d) The owner will continue to use the master bedroom in the dwelling which is to the rear of the house in close proximity to Bedroom 2 and 3 (for guests).
- e) Bedroom 2 can accommodate 2 single beds and Bedroom 3 contains a double bed and en-suite. Bedroom 2 will only be used for overflow guests as required.
- f) A continental breakfast using pre-packaged food will be offered to guests.
- g) There shall be a maximum of 4 guests in the dwelling at any one time (2 adults and 2 children).
- h) There will be a 12.00 noon check out time and 2.00pm check in time for guests. This allows a 2 hour period for each room to be cleaned.
- i) The garage is adequate for parking of 2 cars and space shall be cleared for this purpose.
- j) A Management Plan and Fire and Emergency Plan have been lodged in support of the application.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

- k) The existing caravans will be retained on the lot however the applicant advises they will only be used for friends or family visiting for short periods, such as school holidays.

Floor plans are available for viewing on Councillor request, however are not included in this report for protection of privacy and security.

- *Food provision*

The applicant has advised that basic pre-packaged foodstuffs will be provided to guests.

The Shire's Environmental Health Officer has advised that they will need to register as a Food Premises under the Health Act 1911. The owner will need to lodge a separate food registration application.

- *Parking*

The owners will park in an existing structure accessed from Durlacher Street which can accommodate 2 cars. One guest parking bay is proposed in an existing driveway – refer site plan below.



27 March 2019



Photo of Lot 100 Durlacher Street showing existing structure

As the owner only proposes to cater for either couples or a family (2 adults, 2 children) one car parking bay for guests is considered sufficient.

The Management Plan lodged requires guests to park all vehicles within the property.

- *Amenity and noise*

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

It is recognised that people on holidays may have different daily habits than local residents with a work routine. The owner has lodged a management plan as part of their application, and conditions are recommended to ensure the management plan is implemented.

- *Fire and Emergency Response Plan*

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

27 March 2019

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

Whilst these guidelines do not strictly apply to the 'Bed and Breakfast', Town Planning Innovations supports preparation of Emergency Response Plans as it maximises safety for guests that will be unfamiliar with the house layout.

An Emergency Response Plan has been lodged by the applicant which includes a fire escape route and emergency contact details.

- *Smoke alarms*

Town Planning Innovations has previously liaised with the Shire's Building Surveyor who has advised that:

- (a) If all bedrooms have access from one hallway, then the smoke alarm can be in the hallway.
- (b) If bedrooms are separated from each other then each occupant has to be protected with a smoke alarm in each bedroom.

The Department of Fire and Emergency Services website has comprehensive information on smoke alarms for dwellings and other classes of buildings.

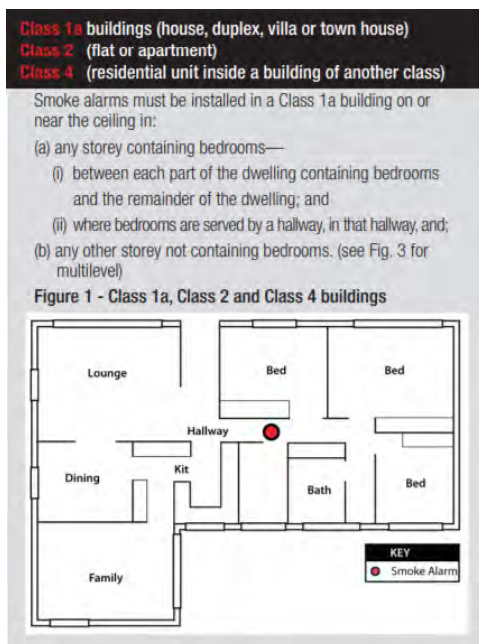


Figure 1

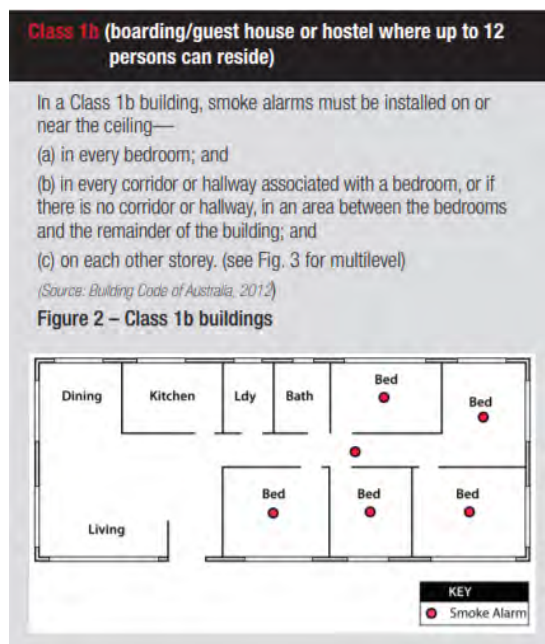


Figure 2

Extracts from Department of Fire and Emergency Service website information sheet

The Shire has previously supported smoke alarms as per Figure 1 (for 35A Fry Court and in the Draft Holiday House Policy).

The applicant has advised there are smoke detectors in each guest bedroom. It is recommended that all smoke alarms be hardwired (if not already), and an additional

27 March 2019

smoke alarm be installed in the hallway between the guest bedrooms and the rest of the dwelling.

A smoke alarm in the hallway adjacent to the bedrooms will increase probability that guests are alerted of any fire before it reaches the bedrooms, and is consistent with Figure 1 above.

- **Consultation**

The application has not been advertised for public comment as it is generally consistent with the objectives of the Tourism zone.

Notwithstanding the above, Council has discretion to advertise any application.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 -

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

Shire of Shark Bay Local Planning Scheme No 4 -

Explained in the body of the report.

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

15 March 2019

27 March 2019

14.2 REQUEST FOR MODIFIED CONDITION – EXISTING PLANNING APPROVAL FOR ‘LIQUOR STORE’ - LOT 8 (89) KNIGHT TERRACE, DENHAM (TENANCY 2 AND 3) P1023

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Disclosure of Interest: Town Planning Innovations

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire, – *Section 5.60A of Local Government Act 1995*

The Chief Executive Officer advised that Ms Pedersen (Kia Kaha Te Mahi PTY LTD) advised on 26 March 2019 that a conditional grant of Liquor Store License has been issued and they are progressing with the Liquor License application process.

Moved Cr Burton

Seconded Cr Cowell

Council Resolution

That Council:

1. **Approve the application for an extension of time to allow a further 2 years to substantially commence a liquor store on Lot 8 (89 – Tenancy 2 and 3) Knight Terrace, Denham in order to allow the applicant time to secure a separate licence under the provisions of the *Liquor Licensing Act 1988 (as amended)*.**
2. **Advise the applicant that if the liquor store development does not substantially commence within the next 2 year period, the approval shall lapse and be of no further effect. The 2 year period shall apply from the date of the Shire correspondence issued after the March 2019 Council meeting.**
3. **Authorise the Chief Executive Officer to write to the Department of Racing, Gaming and Liquor to advise of the Council decision, and confirm that the existing planning approval and Section 40 Certificate issued by the Shire in 2017 for Lot 8 Knight Terrace remains valid.**

4/0 CARRIED

BACKGROUND

Lot 8 has been developed with an existing shopping centre and contains a number of different tenancies. A bakery operates from the tenancy closest to Knight Terrace.

A service station has been developed on adjacent Lot 17 to the north west. The Shark Bay Seafront Apartments are located on adjacent Lot 21 to the south east – refer aerial over page.

27 March 2019



A brief history of approvals for the existing shopping centre developed on Lot 8 ('the subject land') is summarised below:

- i. An application to develop a shopping centre with 8 tenancies and 9 on site car parking bays was considered by Council on the 25 September 2002. The applicant was requested to address car parking provisions (Item 11.4 OCM 25 September 2002).
- ii. Council approved the application for a shopping centre at its meeting held on the 27 November 2002. The report indicates that 26 car parking bays were required for the 399 square metre floor area. A condition required '*off street carparking for a minimum of 26 vehicles to be provided on a hardstand and drained surface to the satisfaction of Council*' (Item 11.1 OCM 27 November 2002).
- iii. Council approved amendments to the shopping centre at its meeting held on the 26 March 2003. The report is not detailed but specifies amendments to tenancy layouts and altered rear car parking (Item 11.0 OCM 26 March 2003).
- iv. Planning approval was issued for a change of use from 'shop' to 'takeaway food outlet' for tenancy 6 (Item 13.3 OCM 27 February 2013).

The last planning approval issued for Lot 8 Knight Terrace was for a change of use from 'shop' to 'liquor store' within Tenancy 2 and 3 on the 31 May 2017.

27 March 2019

The approval was granted subject to the following conditions:

- (i) The plans lodged with this application shall form part of this planning approval. The 'liquor store' is approved in Tenancy 2 and 3.
- (ii) All existing car parking is to continue to be maintained to the satisfaction of the Chief Executive Officer.
- (iii) No bin areas, waste or external storage shall be located in any area which impacts on the availability, accessibility and use of car parking on the lot at any time.
- (iv) If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

The existing planning approval for a liquor store will expire on the 31 May 2019 unless an extension of time is granted by Council as the development will not have substantially commenced within the 2 year period nominated in Condition (iv) above.

A copy of the relevant Council minutes from 31 May 2017 are included as Attachment 1.

The Shire also issued a Section 40 Certificate for the Liquor Store in 2017.

COMMENT

- ***Description of Application***

The applicant has lodged a new application seeking an extension of time for a further 2 years to substantially commence development.

The applicant has advised that they are waiting for a decision to be made by the Director of Liquor Licensing prior to proceeding with the development works.

Advertising of the liquor licence application closed in February 2019 however the applicant has not yet received any response from the Department of Racing, Gaming and Liquor.

The extension of time will therefore allow the applicant further time to proceed with the approved development once the separate liquor licence has been determined.

The applicant has advised that there are no changes to the plans already approved by Council in May 2017.

Town Planning Innovations recommends that the application be supported for the following reasons:

- a) It is simply practical for the applicant to await determination of the separate liquor licence application prior to proceeding with any development works.

27 March 2019

- b) The Shire has granted extensions of time for other developments to substantially commence, such as for short stay accommodation on Lot 304 Dirk Hartog Island.
- c) The proposed development was already supported by Council in 2013 and no changes to the approved plans are proposed.
- d) Council still has discretion to approve the use under the current Local Planning Scheme No 4.

LEGAL IMPLICATIONS

Shire of Shark Bay Local Planning Scheme No 4 –

The original planning application for a liquor store on Lot 8 Knights Terrace was approved under the Shire of Shark Bay Local Planning Scheme No 3.

At the time Lot 8 was zoned 'Town Centre' and a 'liquor store' was a discretionary use in the 'Town Centre' zone.

Lot 8 is now zoned 'Tourism Zone' under the Shire of Shark Bay Local Planning Scheme No 4. Both a small and large liquor store are a discretionary use in the Tourism zone.

Planning and Development (Local Planning Schemes) Regulations 2015

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

The Regulations include 'Deemed Provisions' that automatically apply and override parts of the Shire of Shark Bay Local Planning Scheme No 3.

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

It should be noted that commercial competition is not a valid planning consideration. Under Regulation 67 of the Planning and Development (Local Planning Schemes) Regulations 2015 it states that the local government cannot consider '*potential loss that may result from economic competition between new and existing businesses*'.

POLICY IMPLICATIONS

There are no known policy implications associated with this report.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

FINANCIAL IMPLICATIONS

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

The applicant has paid a new planning application fee for the extension of time request.

STRATEGIC IMPLICATIONS

There are no known policy implications associated with this report.

Voting Requirements

Simple Majority Required

Signatures

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

16 March 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

ATTACHMENT # 1

MINUTES OF THE ORDINARY COUNCIL MEETING

31 MAY 2017

10.0 COUNCILLORS' REPORTS

10.1 CR FENNY
GV00017

Nil report for the May Ordinary Council meeting.

10.2 CR BELLOTTIE
GV00010

Nil report for the May Ordinary Council meeting.

10.3 CR CAPEWELL
GV00005

Nil report for the May Ordinary Council meeting.

10.4 CR RIDGLEY
GV00008

Nil report for the May Ordinary Council meeting.

10.5 CR LAUNDRY
GV00013

Cr Laundry tabled the financial report for the Shark Bay Bowling Club (Inc) for the period of 1 May to 15 May 2017.

The President advised that Item 13.3 Proposed Change of Use From 'Shop' To 'Liquor Store' Lot 8 (89) Knight Terrace, Denham (Tenancy 2 and 3) will be brought forward for the attendees at the meeting.

13.3 PROPOSED CHANGE OF USE FROM 'SHOP' TO 'LIQUOR STORE' LOT 8 (89) KNIGHT TERRACE, DENHAM (TENANCY 2 AND 3)
P1023

AUTHOR

Liz Bushby, Gray & Lewis Landuse Planners

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Gray & Lewis

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire – Section 5.60A of Local Government Act 1995

Confirmed at the Ordinary Council meeting held on the 28 June 2017 – Signed by the President Cr C Cowell _____ 7

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

31 MAY 2017

Moved Cr Laundry
Seconded Cr Bellottie

Council Resolution

That Council:

1. Approve the application for a change of use from 'shop' to 'liquor store' on Lot 8 (89 – Tenancy 2 and 3) Knight Terrace, Denham subject to the following conditions:
 - (i) The plans lodged with this application shall form part of this planning approval. The 'liquor store' is approved in Tenancy 2 and 3.
 - (ii) All existing carparking is to continue to be maintained to the satisfaction of the Chief Executive Officer.
 - (iii) No bin areas, waste or external storage shall be located in any area which impacts on the availability, accessibility and use of carparking on the lot at any time.
 - (iv) If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.
2. Include the following advice notes on any planning approval:
 - (a) Planning approval is not a consent for any works. A separate building permit approval is required prior to commencement of works for the internal fitout.
 - (b) It is recommended that the applicant ensure deliveries are made during times which will not affect availability of carparking whilst other shops on the same lot are open.
 - (c) Any trailer used for transfer of waste should not be permanently located in the carpark area on Lot 8 as it would be construed as external storage which has potential to interfere with carparking availability. Please be advised that trailers should only be in the carpark temporarily for the short loading period needed to allow for loading and transfer of waste products. Alternatively a trailer can be located to the rear as long as it does not interfere with carparking access and availability.
 - (d) This approval is for a 'liquor store' defined in the Scheme as *'means any land or buildings the subject of a Store Licence granted under the provisions of the Liquor Licensing Act 1988 (as amended).'*

3/1 CARRIED

Confirmed at the Ordinary Council meeting held on the 28 June 2017 – Signed by the President Cr C Cowell _____ 8

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

31 MAY 2017

BACKGROUND

A brief history of approvals for the existing shopping centre developed on Lot 8 ('the subject land') is summarised below:

- i. An application to develop a shopping centre with 8 tenancies and 9 on site carparking bays was considered by Council on the 25 September 2002. The applicant was requested to address carparking provisions (Item 11.4 OCM 25 September 2002).
- ii. Council approved the application for a shopping centre at its meeting held on the 27 November 2002. The report indicates that 26 carparking bays were required for the 399 square metre floor area. A condition required 'off street carparking for a minimum of 26 vehicles to be provided on a hardstand and drained surface to the satisfaction of Council' (Item 11.1 OCM 27 November 2002).
- iii. Council approved amendments to the shopping centre at its meeting held on the 26 March 2003. The report is not detailed but specifies amendments to tenancy layouts and altered rear carparking (Item 11.0 OCM 26 March 2003).
- iv. The last planning approval issued for Lot 8 was for a change of use from 'shop' to 'takeaway food outlet' for tenancy 6 (Item 13.3 OCM 27 February 2013).

COMMENT

- *Description of Application*

The application seeks approval for a liquor store in tenancy 2 and 3, which is situated to the rear of the existing bakery on Lot 8. It has an approximate area of 166.9m² (based on the internal floor plan lodged).

The applicant has advised as follows:

- The liquor store will have a base range of alcohol of approximately 700 lines including beer, wine, spirits, and liqueurs to be consumed off site.
- A small number of non alcohol items will be sold including packaged nuts, packaged chips, ice, cigarettes, gift tags and novelties.
- It is anticipated that there will be 2 staff at all times.
- The anticipated hours of operations are Monday to Saturday from 8.00am to 10.00pm, and public holidays from 8.00am to 8.00pm. On ANZAC Day hours are limited to 12.00pm to 8.00pm and currently no trading is permitted on Good Friday or Christmas Day.
- In store tastings will be offered on occasion.
- Deliveries will be once or twice weekly. Unloading will be via the side staff door and not before 7.00am.
- There will be no additional noise other than that normally associated with a retail business.
- Signage is proposed for advertising of the business.
- Any waste generated from stock items will be disposed off into an on site trailer and regularly taken to the local refuse site.
- There are existing rubbish bins located to the rear of the site.

Confirmed at the Ordinary Council meeting held on the 28 June 2017 – Signed by the President Cr C Cowell _____ 9

MINUTES OF THE ORDINARY COUNCIL MEETING

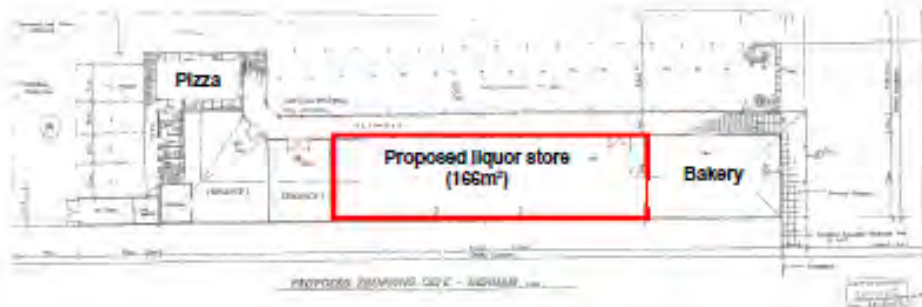
27 March 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

31 MAY 2017

- Other tenancies operating on the lot include the bakery (Monday to Sunday 7.00am to 3.00pm) and the Pizza Shop (Thursday to Sunday 5.00pm to 9.00pm).
- A separate application is being pursued for an unconditional liquor licence from the Department of Racing, Gaming and Liquor.

Gray & Lewis has liaised with the applicant and the proposed liquor store location is shown on the original building plans (approved in 2003) for below:



The applicant has submitted detailed internal floor plans which are available to Councillors on request. The internal floor plan includes the retail trading area, coolroom, racking, fridges, a stockroom and an ancillary office.

- **Zoning and Landuse Classification**

Lot 8 is zoned 'Town Centre' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme').

An objective of the Town Centre zone is to 'provide adequate land for the continued development of a main commercial and community centre with the theme of a fishing village'.

The proposed landuse is construed as a 'liquor store' defined in the Scheme as 'means any land or buildings the subject of a Store Licence granted under the provisions of the Liquor Licensing Act 1988 (as amended).'

A 'liquor store' is a discretionary use in the 'Town Centre' zone.

- **Carparking**

It should be noted that approvals issued for the existing shopping centre were under a previous Shire of Shark Bay Town Planning Scheme No 2, and different carparking ratios applied.

The existing carparking for tenancy 2 and 3 as a shop is acknowledged to be compliant as approved under the relevant Town Planning Scheme that applied at the time.

Confirmed at the Ordinary Council meeting held on the 28 June 2017 – Signed by the President Cr C Cowell _____ 10

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

31 MAY 2017

The carparking ratio for a 'shop' under the old Shire of Shark Bay Town Planning Scheme No 2 was 1 bay per every 15sqm. Lower carparking requirements for a shop were introduced under the current Local Planning Scheme No 3 which requires 1 bay per every 20m² of Gross Leasable Area.

The carparking required for both a 'shop' and a 'liquor store' are the same under the current Scheme. Based on this Gray & Lewis is of the view that no additional carparking is required for the liquor store.

Despite the above, carparking would comply even if a cautionary approach was taken and carparking was recalculated:

Tenancy	Total Floor Area	Carparking ratio under Town Planning Scheme No 2	Carparking credit for existing approved shop	Carparking ratio under Local Planning Scheme No 3	Carparking requirement for proposed liquor store
Tenancy 2 and 3)	168m ²	1 bay per 15sqm (for shop)	11 bays	1 bay per 20m ² Gross Leasable Area (for liquor store)	8.3 bays (round up to 9)

Parking is not considered to be an impediment to the proposal due to the following:

- a. The carparking required for a liquor store under the current Scheme is less than the carparking that was required for the original approved shop use.
- b. Whilst a liquor store is separately defined in the Scheme, the carparking for both a shop and liquor store is the same under the current Scheme. No new carparking should therefore be required for the change of use from 'shop' to 'liquor store'.
- b. There is some carparking reciprocity between the parking for the proposed liquor store and other tenancies on the same lot.
- c. There is no history of carparking problems associated with Lot 8.

Proposed signage

The applicant proposes new external signage and has provided two design options – refer Attachment 1 at the end of this report.

Option A includes 4 'specials' advertising panels and one central photo artwork.

Confirmed at the Ordinary Council meeting held on the 28 June 2017 – Signed by the President Cr C Cowell _____ 11

Confirmed at the Ordinary Council meeting held on the 30 April 2019 – Signed by the President Cr Cowell _____ 117

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

31 MAY 2017



Option B includes 3 'specials' advertising panels and two photo artworks.



Individual opinions and views of signage designs can be subjective however Gray & Lewis supports both signage options. It is not anticipated that any signs will have any adverse visual impact due to the following:

- The proposed signs will face east and will not directly face Knight Terrace. Whilst they will be visible from Knight Terrace they will be under the existing verandah and setback from the street. Refer photographs overpage.
- Whilst visual amenity is a valid planning consideration it needs to be balanced with the commercial need for businesses to advertise. Gray & Lewis is of the view that this type of signage is not out of keeping with an area that is commercial by its very nature.
- The signs will mainly be visible from the south east. Sightlines will be interrupted from some perspectives by adjacent buildings.
- Most of the signage is fixed to the building facade and is below 5 metres (from the ground). This type of signage is exempted from planning approval under 'Schedule 5: Exempted Advertisements' of the Scheme for 'shops, showrooms, and other uses appropriate to a shopping area'. As the complex was originally approved as shops, it is reasonable to classify Lot 8 as a 'shopping area'.
- Based on this Gray & Lewis is of the view that only the 2 proposed roof signs require planning approval. The roof signs are in scale with the existing building façade.

Confirmed at the Ordinary Council meeting held on the 28 June 2017 – Signed by the President Cr C Cowell _____ 12

27 March 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

31 MAY 2017



- ***Loading / Unloading***

The existing approved development does not include any loading or unloading bays for trucks or deliveries to the site. Unfortunately additional loading areas are unable to be accommodated on site due to the existing approved building and carparking design.

- ***Landuse Compatibility***

It is understood that noise associated with commercial uses on Lot 8 may have some impact on short stay accommodation on adjacent Lot 21 Knight Terrace. Some noise already occurs as a result of deliveries to the bakery on Lot 8.

Despite this, noise is not considered a major impediment to the proposal as the short stay accommodation on Lot 21 mainly caters for tourists. By its very nature tourists

Confirmed at the Ordinary Council meeting held on the 28 June 2017 – Signed by the President Cr C Cowell _____ 13

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

31 MAY 2017

generally have different habits and routines than ordinarily associated with more sensitive residential uses. Noise would be a greater concern if adjacent to a sensitive premises such as a single dwelling.

In any event the Town Centre is a commercial area and normal noise associated with retail activities is to be expected in this zone.

LEGAL IMPLICATIONS

Shire of Shark Bay Local Planning Scheme No 3 – the main Scheme requirements are discussed in the body of this report.

Clause 5.15 outlines the 'Control of Advertising'. Clause 5.15.3 states:

'Without limiting the generality of the matters which may be taken into account when making a decision upon an application for consent to erect, place or display an advertisement, the local government shall examine each such application in the light of the objectives of the Scheme and with particular reference to the character and amenity of the locality within which it is to be displayed including its historic or landscape significance and traffic safety, and the amenity of adjacent areas which may be affected.'

An extract of exempted advertisements from Schedule 5 is included below:

Landuse and / or development	Exempted Sign	Maximum size
Shops, Showrooms and other uses appropriate to a Shopping Area	All advertisements affixed to the building below the top of the awning or, in the absence of an awning, below a line measured at 5 metres from the ground floor level of building subject to a compliance with the requirements of the Signs, Hoarding and Bill Posting Bylaws.	N/A

Planning and Development (Local Planning Schemes) Regulations 2015

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

The Regulations include 'Deemed Provisions' that automatically apply and override parts of the *Shire of Shark Bay Local Planning Scheme No 3*.

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

Confirmed at the Ordinary Council meeting held on the 28 June 2017 – Signed by the President Cr C Cowell _____ 14

Confirmed at the Ordinary Council meeting held on the 30 April 2019 – Signed by the President Cr Cowell _____ 120

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

31 MAY 2017

A copy of Regulation 67 is included as Attachment 2 at the end of this report.

POLICY IMPLICATIONS

There are no known policy implications associated with this report.

FINANCIAL IMPLICATIONS

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

It should be noted that commercial competition is not a valid planning consideration. Under Regulation 67 of the Planning and Development (Local Planning Schemes) Regulations 2015 it states that the local government cannot consider 'potential loss that may result from economic competition between new and existing businesses'.

STRATEGIC IMPLICATIONS

There are no known policy implications associated with this report.

Voting Requirements

Simple

Signatures

Author	<i>L. Easby</i>
Chief Executive Officer	<i>P. Anderson</i>
Date of Report	19 May 2017


Confirmed at the Ordinary Council meeting held on the 28 June 2017 – Signed by the President Cr C Cowell _____ 15

Confirmed at the Ordinary Council meeting held on the 30 April 2019 – Signed by the President Cr Cowell _____ 121

27 March 2019

31 MAY 2017

Attachment 1

<p>External Signage - Option A</p> <p>IN 13/04/17 CLIENT Cellarbrains Dairyfarm DATE Wed, 19/04/2017, 11:27 PM SALES PERSON DESIGNER Colin Brown DIVISION 107</p>		<p>OPTION A1 AWNINGS MOUNTED BACK</p>
<p style="font-size: small;">Representation of what the look of the document would be on photographs of signage. The information, dates and screens provided in this document are confidential and remain the property of Advance Visual.</p> <p style="font-size: x-small;">No part of this document is to be reproduced, stored, transmitted, or disseminated in any form or by any means, without the prior written permission of Advance Visual. All rights reserved. Advance Visual will not be held responsible for any errors or omissions in this document. Advance Visual will not be held responsible for any damages or losses resulting from the use of this document. Advance Visual will not be held responsible for any damages or losses resulting from the use of this document. Advance Visual will not be held responsible for any damages or losses resulting from the use of this document.</p>		
<p>ADVANCE VISUAL advancevisual.com.au</p>		

27 March 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

31 MAY 2017

External Signage - Option A

IN 720x80 | **ELUMI** Collaborative Displays

DATE: 19/04/2017 12:47 PM

SALES PERSON: *Arwenne Coomes*

DESIGNER: *Enoch Pyle*

REF: 1617

Size: 80x

ADVANCE VISUAL

advancevisual.com.au

Reproduction of parts of this website on any location constitutes an infringement of copyright. The contents, structure, layout, images, text, and other content are the property of Advance Visual. It is not responsible for the use of any content, including text, images, or other content, on this website. All rights reserved. Advance Visual is not responsible for the use of any content, including text, images, or other content, on this website. All rights reserved. Advance Visual is not responsible for the use of any content, including text, images, or other content, on this website. All rights reserved.

Confirmed at the Ordinary Council meeting held on the 28 June 2017 – Signed by the President Cr C Cowell _____ 17

27 March 2019

31 MAY 2017

3

External Signage - Option B

IN: 20168 | CLIENT: Cellarbratt Ltd | DATE: 17/04/2017, 11:46 PM | SALES PERSON: Angela Perryman | DESIGNER: Colin Board | REVISION: 001



ADVANCEVISUAL
advrcevisual.com.eu

Registration of this document is subject to copyright. The copyright, design and artwork contained in this document are the property and remain the property of Advance Visual.
It is your responsibility to read this proof carefully, checking spelling, and check work area against Advance Visual's proof. If you have any queries, please contact us immediately. We are not responsible for any errors or omissions in this proof. We are not responsible for any errors or omissions in this proof. We are not responsible for any errors or omissions in this proof.

27 March 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

31 MAY 2017

External Signage - Option B

IN 0008 | CLIENT Cell Innovations Division | DATE Wed, 11/04/2017 12:47 PM | SALES PERSON Amanda Pymment | DESIGNER Colin Brown | DIVISION 007

4



ADVANCE VISUAL
advancevisual.com.au

Reproduction of part of the website (ADVANCE VISUAL) is not permitted without the prior written consent of the copyright owner. All rights reserved. This document is the property of ADVANCE VISUAL. If you have any queries, please contact us at 08 9438 1234. If you are not the intended recipient, you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake. Contact us immediately if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the intended recipient you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the intended recipient you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system.

Confirmed at the Ordinary Council meeting held on the 28 June 2017 – Signed by the President Cr C Cowell _____ 19

27 March 2019

14.3 PLANNING APPLICATION – PROPOSED OUTBUILDING – LOT 233 (10) FRY COURT, DENHAM P1451

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire – Section 5.60A of *Local Government Act 1995*

Moved Cr Bellottie
Seconded Cr Ridgley

Council Resolution

That Council:

1. **Note that the application for an outbuilding on Lot 233 (10) Fry Court Denham is being advertised for public comment due to a proposed variation to the Residential Design Codes.**
2. **Pursuant to Clause 82(1) and 82(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine the application for an outbuilding on Lot 233 (10) Fry Court Denham once advertising is complete.**
3. **Advise the applicant that as part of the separate building permit process, they will need to provide a Bushfire Attack Level report and professionally drawn construction plans.**

4/0 CARRIED BY ABSOLUTE MAJORITY

BACKGROUND

• **Zoning**

The lot is zoned 'Residential' with a density code of R30 under the Shire of Shark Bay Local Planning Scheme No 4 ('the Scheme').

The lot has been developed with a single house, two outbuildings and an outdoor semi enclosed BBQ area – refer aerial over page.

27 March 2019



COMMENT

• **Description of application**

There is an existing BBQ area to the rear of the existing house which is semi enclosed with walls on two sides, and a shade sail overhead – refer photograph below.

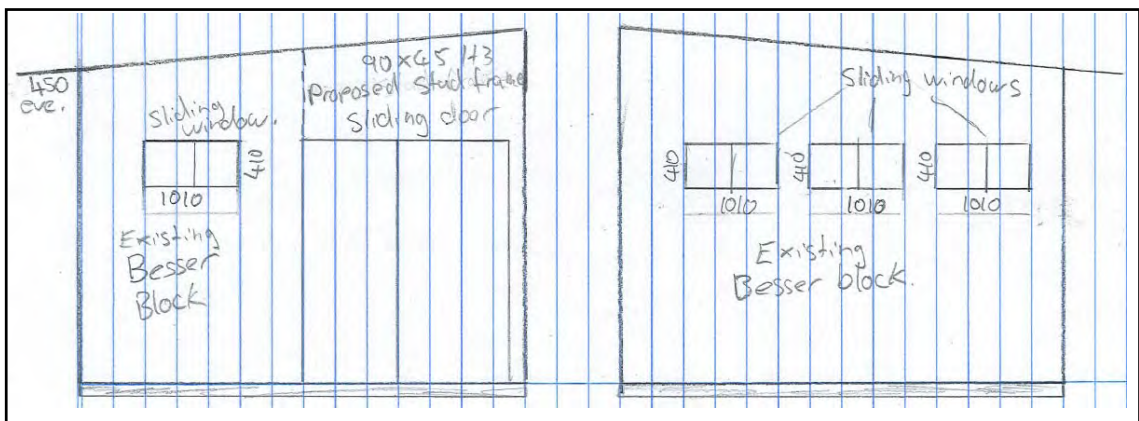
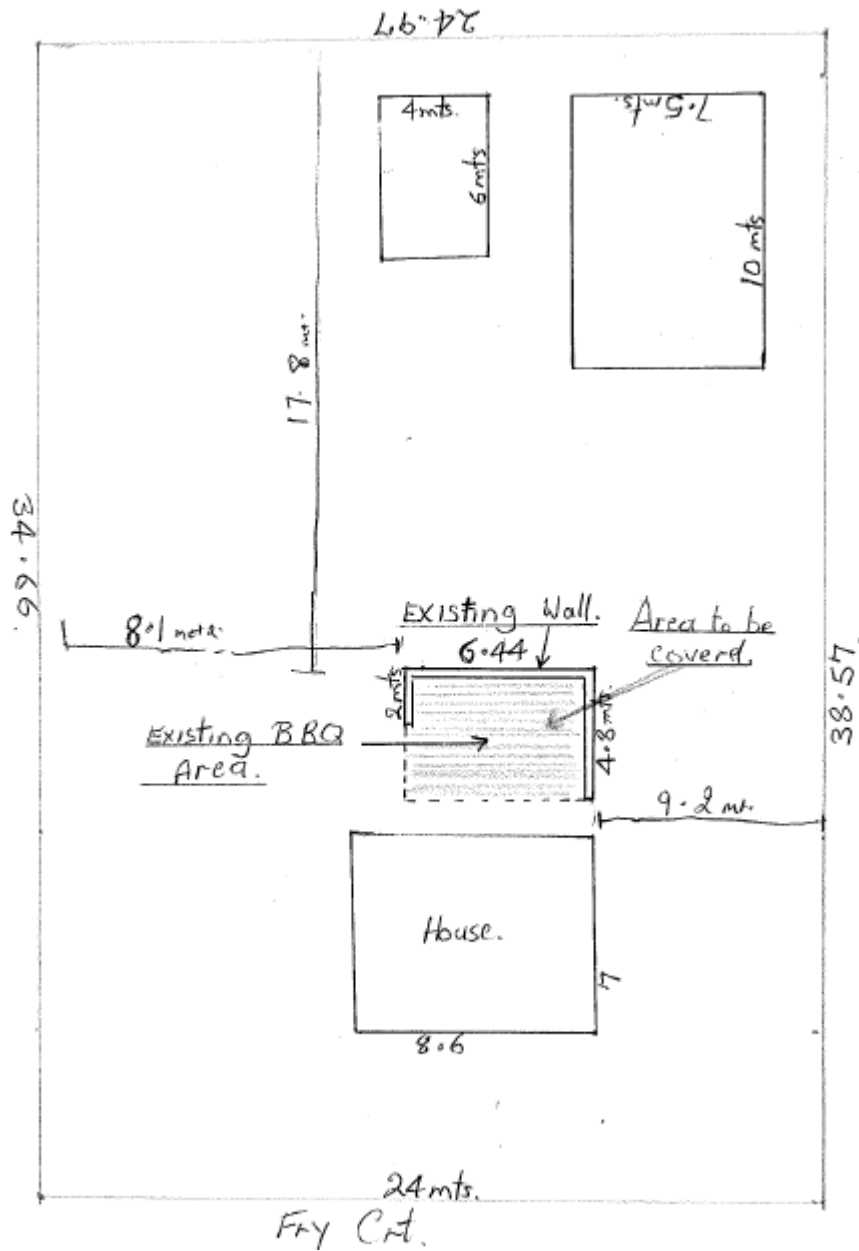
The applicant proposes to modify the structure and fully enclose it with 2 stud frame walls, windows and a skillion colorbond roof.



MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

A site plan and elevations are included as follows:



27 March 2019

Although the enclosed area is proposed to be used as an outdoor area, it is recommended that it be processed as an outbuilding for the following reasons:

- It meets the outbuilding definition under the Residential Design Codes which includes ‘*an enclosed non habitable structure that is detached from any dwelling.*’
- It cannot be classified as a patio as a patio has to be unenclosed.
- It could be used for any non habitable purpose as per any outbuilding.

• **Residential Design Codes – Outbuilding Assessment**

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 subjective assessment has to be made based on ‘Design Principles’ in the Codes.

Under the Residential Design 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 (Town Planning Innovations)
(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. An aggregate floor area of 129m ² is proposed. The BBQ area is 30.91m ² .
(iv) do not exceed a wall height of 2.4 metres	Variation. A skillion roof is proposed so the wall height ranges from 2.6 metres to 2.8 metres.
(v) do not exceed a ridge height of 4.2 metres	Complies.
(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.

The revised plan proposes variations to the ‘Deemed to Comply’ requirements therefore Council has to determine if the outbuilding complies with the design principle which is:

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

27 March 2019

The proposed outbuilding is over 8 metres from any shared lot boundary, is replacing an existing semi enclosed structure and is proposed to the rear of the existing dwelling.

Town Planning Innovations is therefore of the view that the proposal meets the design principle of the Residential Design Codes and will not have any negative visual impact.

- **Relevant State Planning Guidelines and Policies – Bushfire Prone Areas**

The Western Australian Planning Commission has released new Guidelines for Planning in Bushfire Prone Areas ('the Guidelines') and State Planning Policy 3.7: Planning in Bushfire Prone Areas. These documents apply to all land identified as Bushfire Prone.

Mapping identifying Bushfire Prone Areas is available through the Department of Fire and Emergency Services website. Lot 233 is within the Bushfire Prone Area.



The applicant has not lodged a Bushfire Attack Level assessment and one will be required for a separate building permit application as the structure is proposed within 6 metres of the existing house.

To expedite processing it is recommended that the Bushfire Attack Level assessment be examined as part of the building permit process. Due to the distance between the outbuilding and vegetation to the north it is considered unlikely that a high Bushfire Attack Level rating will apply to the extent that it will influence setbacks or the siting of development.

27 March 2019

• **Consultation**

The application has been referred to adjacent landowners for comment. Advertising closes on the 5 April 2019.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 -

Regulation 61(1)(d) only exempts ancillary outbuildings from requiring planning approval where they comply with the 'deemed to comply' requirements of the Residential Design Codes.

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

Shire of Shark Bay Local Planning Scheme No 4 – outlined in the body of this report.

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

15 March 2019

27 March 2019

15.0 TOURISM, RECREATION AND CULTURE REPORT

15.1 SHARK BAY YOUTH GROUP ASSOCIATION INCORPORATED
CP00004

AUTHOR

Executive Manager Community Development

DISCLOSURE OF ANY INTEREST

Declaration of Interest:

Nature of Interest:

Moved Cr Bellottie
Seconded Cr Ridgely

Council Resolution

Council approves the request by the Shark Bay Youth Group for the free use of the Shark Bay Recreation Centre Courts to conduct Dodgeball sessions every Thursday from 6pm-7pm during the ten weeks of school term two - 2 May – 4 July 2019. The use of Council facility be subject to and in accordance with Council’s Recreation and Culture Policy.

4/0 CARRIED

BACKGROUND

Over the past two years, the Shire has provided support to young people through the Shark Bay Youth Group’s activities and programs conducted at the Recreation Centre facilities. This has included the free use of the Recreation Centre Courts to conduct Dodgeball sessions. As a fund-raising exercise, the Youth Group participants are charged a fee of \$2 per Dodgeball session.

At the November 2018 Ordinary Council meeting, Council endorsed the Recreation and Culture Policy –General stipulates:

Section 1: *‘Use of all Shire venues for fund raising activities is to be made available to as many local organisations as practicable and monopolising of prime venue booking times by any organisation is to be avoided when there are other organisations seeking to use the venue’*

Section 3: *‘Bookings accepted on a regular basis may be cancelled to allow special events at the discretion of the Chief Executive Officer’*

COMMENT

The Shark Bay Youth Group Inc., has requested the use of the Shark Bay Recreation Centre Courts for every Thursday of Term Two (10 weeks between May – July 2019) to conduct Dodgeball sessions.

As per Recreation and Culture Police, bookings accepted on a regular basis may be cancelled to allow special events at the discretion of the Chief Executive Officer.

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

LEGAL IMPLICATIONS

There are no legal implications relating to this report.

POLICY IMPLICATIONS

Recreation and Culture

Standard Conditions for Hire of Halls and Equipment

FINANCIAL IMPLICATIONS

Fees & Charges Recreation Centre Room Hire – Community Groups

Long-term Seasonal Use Community Groups (Shark Bay domiciled)

- Once a week \$427 annual charge

STRATEGIC IMPLICATIONS

Social Objective: 3.1.2

Encourage inclusion, involvement and wellbeing.

RISK MANAGEMENT

The Shark Bay Youth Group Association will provide an updated Insurance policy to the Shire Administration.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Butterly

Chief Executive Officer

P Anderson

Date of Report

14 March 2019

27 March 2019

CP00004

I-CR-25478

Paul Anderson
Chief Executive Office
Shire of Shark Bay
Knight Terrace
DENHAM WA 6537

1st February 2019

Dear Paul,

I am writing to you to seek the continued support of the Shire of Shark Bay for the youth of Shark Bay.

Shark Bay Youth Group provides a core service for youth and families living in Denham. This is essential to retaining youth and their families in our town.

Shark Bay Youth Group's objectives are:

- 1). To afford the opportunity for personal development through the provision of programs that enhance life skills, self-image and vocational motivation in youth attending high school.
- 2). To provide an opportunity for social interaction for youth attending high school.
- 3). To generate in young people (youth attending high school) a sense of responsibility and ownership for the actions they undertake and to develop their citizenship and involvement in their communities.
- 4). To provide an opportunity for youth attending high school to develop as individuals and enjoy new challenges.


We are seeking your support in the use of the Shark Bay Recreation Centre Courts for our Dodgeball Sessions during Term 2 2019 from 6pm to 7pm.

The dates we are requesting for our Dodgeball Sessions in Term 2 2019 are:

Term 2 - 2/5, 9/5, 16/5, 23/5, 30/5, 6/6, 13/6, 20/6, 27/6, 4/7.

Looking forward to your confirmation of our usage of the Shark Bay Recreation Centre Courts for our Term 2 Dodgeball Sessions for 2019.

Regards,



Rebecca Moroney
Chairperson
Shark Bay Youth Group Association Incorporated

27 March 2019

15.2 COMMUNITY ASSISTANCE GRANTS
GS00001

AUTHOR

Executive Manager Community Development

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Burton

Nature of Interest: Impartiality Interest as Office bearer and member of numerous local community groups.

Moved Cr Ridgely

Seconded Cr Cowell

Council Resolution

1. **In line with Council's Strategic Plan, a new Community Assistance Grant program that supports a sound return on investment while maintaining a strong social inclusion strategy be implemented.**
2. **That the Community Assistance Grant allocation of \$60,000 be restructured in the draft 2019/2020 budget to include higher sponsorship towards significant and established events that grow visitor numbers to Shark Bay**

\$20,000	Significant Events Sponsorship Funding included in the Councils Annual Budget to be allocated at the Council discretion.
\$10,000	Round 1. Equipment or minor projects \$1,000 per application
\$30,000	Round 2. Community projects that attract additional funds into town \$2,000 - \$5,000 per application

4/0 CARRIED

BACKGROUND

Council approves a budget of \$60,000 each year which goes towards two Community Assistance Grant rounds. The grants are made available for the purposes of enhancing community and sporting groups to build capacity and for Committees to leverage the use of funds in attracting new money into the Shire through:

- Leveraging approved Shire grants to secure additional State or Federal grants,
- To further develop long-term events or festivals and to bring more visitors into town, thus supporting local business,
- To enhance Club/Association events that also attracts visitors into town.

Currently, there are two Grant Rounds each year.

Round 1. (\$20,000) before the end of the financial year (May/June) and

Round 2. (\$40,000) towards the end of the calendar year (Nov/Dec)

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

Historically, the only feedback that Council receives from the Community Assistance Grant investment is from the acquittal process that outlines that the grant was correctly spent against the original application and project activities.

COMMENT

With the view to maximising the value of the \$60,000 investment, it is proposed to implement changes to the way in which the Community Assistance Grants are to be distributed from 2019/2020 onwards. There are a number of key areas where the funds can help to generate new money into Shark Bay:

- Investing a portion of the Community Assistance Grants into existing community-run events that have many years of proven success, such as the Fishing Fiesta and the Speedway. Both groups continue to demonstrate sound event management, attract many visitors to town and attract a high level of volunteers who love what they do (social inclusion). There are also other events that council has funded in the past including but not limited to the annual Bowls Competition, the Golf Championship, Annual Art prize and the Pistol Club. The council has also considered seeding funding for a Wind festival in previous grant rounds.
- That a condition of the Community Assistance Grants application is that community groups demonstrate they intend to leverage the Council grant and attract new money into Shark Bay.
- At least 60% of the Community Grant is to be spent in Shark Bay; wherever possible groups must endeavour to work with local businesses in securing their project products/merchandise or expertise.
- If a larger proportion of the grant is to be spent outside of Shark Bay (economic leakage) the group must demonstrate that the Community Assistance Grant has been used as leverage in applying for additional grant money from regional, State or Commonwealth government agencies.

As part of the acquittal process, a report on the socio-economic benefits to the community and return on investment for the Shire is required. This is to incorporate where the funds were spent (locally), documenting the number of local participants and how many new visitors were attracted into town and what they spent their money on.

This process can be supported through revised Community Grant application and acquittal forms and the Community Development staff can conduct information sessions on the reasons for change and how to use the new format.

The council could consider a funding distribution in the following manner

\$20,000	Significant Events Sponsorship Funding included in the Councils Annual Budget to be allocated at the Council discretion.
\$10,000	Round 1. Equipment or minor projects \$1,000 per application
\$30,000	Round 2. Community projects that attract additional funds into town \$2,000 - \$5,000 per application

27 March 2019

There are currently two major events that could benefit by additional funding

Speedway-Motor Sports

The Shark Bay **Speedway** Club has been operating for over 30 years and just in the last two years has grown in strength by attracting additional race meetings into Shark Bay. Council approved a Community Assistance Grant of \$5,000 in 2018 towards an additional race meeting for the Rendezvous Festival. This attracted an additional 800 visitors to town.

The Shark Bay Speedway Club is starting to document the number of competitors and visitors through the gate and is now recognising the value in hosting these events.

Motor sport is deeply embedded in Australian culture, it adds to community cohesion and development, and is the fourth most watched sport in Australia in terms of spectator attendance.

According to a national economic impact study, motor sport events generated 30% of the motor sport industry's output, namely \$0.8 billion in direct industry output, \$0.4 billion in value added, and 4888 jobs in Australia.

Volunteers

The 17,419 licenced volunteer officials in Australia are responsible for running the majority of motor sport events held each year.

Culture

Motor sport is the fourth most watched sport in Australia and 80% of people surveyed said 'being with family and friends' is an important reason why they are involved

Regional

30% of participants live in regional areas and 85% of motor sport venues are available to those in regional areas.

Competitors

On average, motor sport competitors spend between \$12,000 and \$15,000 a year on motor sport activities and \$60,000 on motor sport vehicle purchases and initial modifications

Venues

The majority of competitors would take part in motor sport more often if tracks and venues were improved.

Fishing Fiesta – Amateur Fishing Competition

Recreational fishing in WA is a major social activity involving about 34 per cent of the population and contributes more than \$500 million per annum to the economy of Western Australia -(Recfishwest 2008; Fisheries Western Australia 2000).

Over the past five years of hosting the Fishing Fiesta, the Shark Bay Fishing club has attracted over \$163,000 income of which majority has been spent at the local level. This does not account for the money spent by competitors and visitors to the event –

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

fuel, meals, accommodation and incidentals. Any profits made by the Fishing club are put back into the following years Fishing Fiesta.

In 2019, the Shark Bay Fishing Fiesta will be hosting their 25th week-long event in Shark Bay. In addition to attracting visitors to town, central to the week's activities is the opportunity for other community group volunteers to earn income by providing supporting activities, such as in 2018 the Shark Bay Youth Group members running the High Tea and Quiz Night. Other groups also benefit from the activities which generates spending and reinvestment back into the community.

LEGAL IMPLICATIONS

There are no legal implications relating to this report

POLICY IMPLICATIONS

There are no policy implication relating to this report

FINANCIAL IMPLICATIONS

Positive return on investment from the \$60,000 Community Assistance Grant budget

STRATEGIC IMPLICATIONS

OUTCOME 1. A progressive, resilient and diverse economy

OUTCOME 3.1 A safe, welcoming and inclusive community

RISK MANAGEMENT

There are no risks associated with this item.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Butterly

Chief Executive Officer

P Anderson

Date of Report

13 March 2019

27 March 2019

16.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

17.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Moved Cr Ridgley
Seconded Cr Bellottie

Council Resolution

That Council accept the tabling of urgent confidential business item as follows:

17.1 Shark Bay Fishing Club Sponsorship Request

18.1 Application to State Administrative Tribunal for Review of Shire Decision on Pergola and New Development Application for a Single House – Lot 2 (8B) Leeds Court, Denham.

18.2 Infringement #0034 – Department of Transport Carpark

18.3 Purchase of New Shire Ride on Mower

4/0 CARRIED

17.1 SHARK BAY FISHING CLUB SPONSORSHIP REQUEST
GS00001

AUTHOR

Executive Manager Community Development

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Burton

Nature of Interest: Impartiality Interest as President of Shark Bay Fishing Club – not for profit group

Moved Cr Ridgely
Seconded Cr Bellottie

Council Resolution

Through the savings from the Shark Bay Rendezvous Freycinet Festival budget, Council supports the Shark Bay Fishing Club's request for an additional \$5,000 sponsorship to help celebrate 25 years of hosting the week-long Fishing Fiesta 17-24 May 2019.

4/0 CARRIED

BACKGROUND

Council approves a budget of \$60,000 each year which goes towards two Community Assistance Grant rounds. The grants are made available for the purposes of enhancing community and sporting groups to build capacity and for Committees to leverage the use of funds in attracting new money into the Shire through:

- Leveraging approved Shire grants to secure additional State or Federal grants,

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

- To further develop long-term events or festivals and to bring more visitors into town, thus supporting local business,
- To enhance Club/Association events that also attracts visitors into town.

Currently, there are two Grant Rounds each year.

Round 1. (\$20,000) before the end of the financial year (May/June) and

Round 2. (\$40,000) towards the end of the calendar year (Nov/Dec)

In 2018, Council agreed to invest Round 2 (\$40,000) for the purposes of supporting community groups to host programs and/or activities relating to the Shark Bay Rendezvous Festival (200 years of French maritime history).

Under the revised program, the final Festival budget was \$110,650 and with existing Council support of \$65,000 in the 2017/2018 budget for festival start-up, an approved additional allocation of \$45,650 was granted in the 2018/19 budget.

The Community Development team delivered the three day festival for less than originally budgeted thus having \$15,000 of unspent funds.

COMMENT

In 2019, the Shark Bay Fishing Fiesta will be hosting their 25th week-long event in Shark Bay. In addition to attracting visitors to town, central to the week's activities is the opportunity for other community group volunteers to earn income by providing supporting activities. For example, in 2018 the Shark Bay Youth Group members hosted the High Tea and Quiz Night. Other groups also benefit from the activities which generates spending and reinvestment back into the community.

In the 2018/2019 budget, Council approved \$6,000 to support the Fishing Fiesta. These funds are used to assist the Fishing Club with the construction and deconstruction of the Shire Marquee, delivery of safety fencing, trestle's and chairs, small stage and sound equipment. The Shire also waives fees for rubbish and toilet waste from the week's activities.

Over the past five years alone of hosting the Fishing Fiesta, the Shark Bay Fishing Club has attracted over \$163,000 income of which majority has been spent at the local level. This does not account for the money spent by competitors and visitors to the event – fuel, meals, accommodation and incidentals. Any profits made by the Fishing club are put back into the following years Fishing Fiesta.

With 2019 being 25 years of continued and successful hosting of the five-day Fishing Fiesta, the Fishing Club is seeking additional support from Council of \$5,000 sponsorship to assist in celebrating this commemorative Shark Bay event.

LEGAL IMPLICATIONS

There are no legal implications relating to this report.

POLICY IMPLICATIONS

There are no policy implication relating to this report

MINUTES OF THE ORDINARY COUNCIL MEETING

27 March 2019

FINANCIAL IMPLICATIONS

Additional \$5,000 cash sponsorship to be taken from the 2018 Rendezvous Festival budget savings.

STRATEGIC IMPLICATIONS

OUTCOME 3.1 – A strong sense of spirit and pride in an inclusive community
3.1.2 Encourage inclusion, involvement and wellbeing

RISK MANAGEMENT

There are no risks associated with this item.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author *L Butterly*
Chief Executive Officer *P Anderson*

Date of Report 26 March 2019

27 March 2019

18 MATTERS BEHIND CLOSED DOORS

Moved Cr Burton
Seconded Cr Cowell

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.

4/0 CARRIED

18.1 APPLICATION TO STATE ADMINISTRATIVE TRIBUNAL FOR REVIEW OF SHIRE DECISION ON PERGOLA AND NEW DEVELOPMENT APPLICATION FOR A SINGLE HOUSE – LOT 2 (8B) LEEDS COURT, DENHAM P4235

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

Nature of Interest: Financial Interest as receive planning fees for advice to the Shire – Section 5.60A of *Local Government Act 1995*

Declaration of Interest: Cr Ridgley

Nature of Interest: Proximity Interest as lives across the road from the property under discussion

With Cr Ridgley's declaration this will leave Council without a quorum, so the item will lay on the table until the Ordinary Council meeting scheduled to be held on the 30 April 2019.

18.2 INFRINGEMENT # 0034 - DEPARTMENT OF TRANSPORT CARPARK LE00015

AUTHOR

WORKS MANAGER

DISCLOSURE OF ANY INTEREST

NIL

Moved Cr Ridgley
Seconded Cr Burton

Council Resolution

That Council:

Instruct the administration to withdraw the infringement and advise Mr John Wilson that no further action will be taken regarding this matter.

Request that administration review the Shire of Shark Bay Parking and Parking Facilities Local Law section Local Laws in line with the legal advice received and report to Council at a future meeting.

4/0 CARRIED

27 March 2019

18.3 PURCHASE OF NEW SHIRE RIDE ON MOWER
CM00035

AUTHOR

WORKS MANAGER / TOWN SUPERVISOR

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Bellottie

Seconded Cr Burton

Council Resolution

That Council appoint T-quip for the supply of a new Toro 7210 Zero turn mower for the purchase price submitted of \$27,512.73 and the sale to T-quip of the Council's existing Kubota F3680 mower for the price of \$11,000.00. T-quip has provided the most advantageous quote and best value for money to the Shire of Shark Bay based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under Supply and Delivery of One New Commercial ride on mower.

4/0 CARRIED

18.4 CHANGE OF ORDINARY COUNCIL MEETING DATE
CM00016

Moved Cr Bellottie

Seconded Cr Burton

Council Resolution

In consideration of the impact of Easter and Anzac Day Public Holidays the Ordinary Council meeting scheduled to be held on the 24 April 2019 be rescheduled to be held on Tuesday 30 April 2019, commencing at 3.00pm and the variation of the meeting date be advertised in accordance with the Local Government (Administration) Regulations 1996 clause 12.

4/0 CARRIED

Moved Cr Burton

Seconded Cr Cowell

Council Resolution

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

4/0 CARRIED

19 DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 30 April 2019, commencing at 3.00 pm.

20 CLOSURE OF MEETING

As there was no further business the President closed the Ordinary Council meeting at 5.00pm.