

# Shire of Shark Bay

**Minutes of the Ordinary Council meeting  
31 OCTOBER 2012**



Sunset at Denham foreshore







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The minutes of the Ordinary Council meeting of the Shark Bay Shire Council held in the Council Chamber Denham on 31 October 2012 commencing at 9.04 am.

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**1. DECLARATION OF OPENING**

The President declared the Ordinary Council meeting open at 9.04 am.

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

ATTENDANCES

Cr C Cowell	President
Cr J Hanscombe	Deputy President
Cr K Capewell	
Cr J McLaughlin	
Cr M Prior	Attendance from 9.06 am
Cr G Ridgley	

Mr P Anderson	Chief Executive Officer
Mr R Towell	Executive Manager Finance and Administration
Mr B Galvin	Works Manager
Mrs R Mettam	Executive Assistant

APOLOGIES

Cr B Wake	Approved Leave of Absence – Item 5.1 of the 31 October 2012 Minutes
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VISITORS

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

Nil

**4. PUBLIC QUESTION TIME**

The President opened Public Question Time at 9.05 am and as there were no public present at the meeting the President closed Public Question Time at 9.05 am.

**5. APPLICATIONS FOR LEAVE**

**5.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR WAKE**  
CO 513

Author

Executive Assistant

Disclosure of Any Interest

Nil

Cr Prior entered the Council Chamber at 9.06 am.

Moved Cr Hanscombe

Seconded Cr McLaughlin

**Council Resolution**

**Councillor Wake is granted leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on 31 October 2012.**

**6/0 CARRIED**

Background

Councillor Wake has applied for leave of absence from the ordinary meeting of Council scheduled for 31 October 2012. The Council in accordance with Section 2.25 of the ***Local Government Act 1995*** as amended may by resolution grant leave of absence to a member.

Comment

Councillor Wake has advised the Chief Executive Officer due to personal commitments he will be unable to attend the Ordinary meeting of Council scheduled to be held on 31 October 2012 and has requested leave of absence be granted by Council for this meeting.

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

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

Legal Implications

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

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

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

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report

30 October 2012

6. **PETITIONS**

Nil

7. **CONFIRMATION OF MINUTES**

7.1 **CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 26 SEPTEMBER 2012**

Moved           Cr Ridgley  
Seconded       Cr Hanscombe

**Council Resolution**

**That the minutes of the ordinary council meeting held on 26 September 2012, as circulated to all councillors, be confirmed as a true and accurate record.**

**6/0 CARRIED**

8. **ANNOUNCEMENTS BY THE CHAIR**

Mr Heinrich Wilms and Mrs Manya Wilms both of Useless Loop will be attending the Council meeting at 10.20 am for Australian Citizenship Ceremonies and have been invited to have morning tea with Councillors after.

The President announced that a presentation from Carnarvon Medical Centre re Medicare rebate scheme will be presented after morning tea.

9. **PRESIDENT'S REPORT**

**Shark Bay Recreation Centre**

I am sure you are all aware of the issue which has arisen regarding the building contractor, Briklay Builders and the completion of the Centre. Briklay went into voluntary administration just a day or so prior to the official opening of the Centre. The Shire has bank guarantees to cover the building modifications required to attain practical completion, however complications due to corporation legislation have led to protracted negotiations between the Shire and the administrators.

All monies due to local contractors engaged directly by the Shire have been duly paid by the Shire, however a few local subcontractors still have funds outstanding in relation to their contracts with Briklay. The project was being managed by the architects, Hodge and Collard and the Shire is negotiating with them and the administrators to find the best solution for all involved.

Any claim that the Council did not carry out due diligence prior to contracting Briklay is incorrect as the architects were requested to conduct extensive background checks and investigations to the satisfaction of the Council prior to entering into the contract.

**Shark Bay Art Awards**

Congratulations to all involved in the inaugural Shark Bay Art Awards event, including the very talented artists that entered the competition. The pieces on display at the Gallery showcased a range of media – from oil and acrylic paints, chalk, pastel and textile. Over half of the 24 entries were from local people, with all

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of the entries in the Junk to Art Sculptural category being from the local community. Over 200 people registered for the People's Choice award, with an excellent response from tourists as well as locals. The Shire is proud to provide an ongoing commitment to the Arts Council as it provides opportunities for local artists, visiting performers, musicians and entertainers.

### **Foreshore Redevelopment**

The Chief Executive Officer and I have had recent discussions with both Department of Transport and the Department of Regional Development and Lands representatives in relation to securing the Royalties for Regions funding for Shark Bay allocated through the Gascoyne Regional Development Plan to a project for improved boating facilities and a foreshore upgrade for Denham, to be completed prior to the proposed Dirk Hartog commemorative celebrations in late 2016.

Negotiations have commenced for improvements to the Department of Transport owned foreshore land and marine area (including the commercial jetty, slipway area and carparking) and Department of Transport are to prepare concept plans. Comments on these and other plans for development of the terrestrial and marine component of the foreshore will be sought from the local community as part of the consultation process.

Moved           Cr Hanscombe  
Seconded       Cr Ridgley

### **Council Resolution**

**That the President's October 2012 report be received.**

**6/0 CARRIED**

### **Activity Report**

September 22	WA Marine Science Institute presentation
September 24	Meeting with K Tittums, Project Officer, Gascoyne Development Commission
September 25	Town Planning workshop
September 26	Council Meeting
October 14	Awards night – Shark Bay Art Exhibition
October 16	Gascoyne Revitalisation Steering Committee meeting in Carnarvon
October 17	Gascoyne Development Commission Board meeting at Gascoyne Junction
October 19	Regional Development Australia consultants meeting
October 22	meeting with CCS Insurance Lawyers in Perth meeting with Department of Transport, Regional Development and Lands representatives
October 23	meeting with N Douglas, McLeods Solicitors in Claremont meeting with Regional Development Australia Consultants

Moved           Cr Prior  
Seconded       Cr Capewell

### **Council Resolution**

**That the President's activity report for October 2012 be received.**

**6/0 CARRIED**

**10. COUNCILLORS' REPORTS**

10.1 Cr Wake  
CO513

Nil

10.2 Cr Capewell  
CO516

Nil

10.3 Cr Hanscombe  
CO514

10 October 2012      Attended a Medicare Local meeting  
14 October 2012      Attended the closing of the Arts Exhibition and Awards  
Presentation  
16 October 2012      Attended the Gascoyne Revitalisation Steering Committee  
meeting in Carnarvon  
17 October 2012      Attended the St. John's Ambulance meeting

Moved              Cr Prior  
Seconded        Cr Capewell

**Council Resolution**

**That Councillor Hanscombe's October 2012 report on activities as Council representative is received.**

**6/0 CARRIED**

10.4 Cr McLaughlin  
CO512

8 October              Attendance at the memorial service for Luke Melfi

Moved              Cr Ridgley  
Seconded        Cr Capewell

**Council Resolution**

**That Councillor McLaughlin's October 2012 report on activities as Council representative is received.**

**6/0 CARRIED**

10.5 Cr Ridgley  
CO511

14 September        Attendance at opening ceremony of Gascoyne Games and  
new Shark Bay Sport and Recreation Centre  
16 October            Attendance at closing Night of Arts Council Awards

Moved Cr Prior  
Seconded Cr Capewell

**Council Resolution**

**That Councillor Ridgley's October 2012 report on activities as Council representative is received.**

**6/0 CARRIED**

10.6 Cr Prior  
CO517

17 October Attendance at Gascoyne Revitalisation Steering Committee meeting in Carnarvon

Moved Cr Ridgley  
Seconded Cr McLaughlin

**Council Resolution**

**That Councillor Prior's October 2012 report on activities as Council representative is received.**

**6/0 CARRIED**



**11. ADMINISTRATION REPORT**

**11.1 FINANCIAL MANAGEMENT REPORT**

FI 100

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved            Cr Capewell  
Seconded       Cr Prior

**Council Resolution**

**That the financial management review undertaken by the Chief Executive Officer in accordance with regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996* be noted and endorsed.**

**6/0 CARRIED**

Background

Section 5(2)(c) of the Local Government (Financial Management) Regulations requires that the Chief Executive Officer undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 4 financial years) and report to the local government the results of those reviews.

Comment

To assist the Chief Executive Officer in the undertaking of the responsibilities in accordance with section 5(2) (c) of the Act and to ensure compliance an independent review of the financial management systems was commissioned.

This review was undertaken by Council's auditors and finalised in July 2012 (copy attached).

The conclusion of the report states

*"Based upon our work described in this report, nothing has come to our attention to indicate the Shire of Shark Bay has not established and maintained appropriate and effective financial management systems and procedures during the period 01 July 2011 to 29 February 2012."*

The report also indicates areas of the financial management systems that have opportunities for improvement and these will be undertaken and incorporated in the organisations process and procedures.

The report and review ensures the Chief Executive Officer complies with the legislative responsibilities of the regulations.

Legal Implications

**5. Financial management duties of the CEO**

- (1) Efficient systems and procedures are to be established by the CEO of a local government —
  - (a) for the proper collection of all money owing to the local government;
  - (b) for the safe custody and security of all money collected or held by the local government;
  - (c) for the proper maintenance and security of the financial records of the local government (whether maintained in written form or by electronic or other means or process);
  - (d) to ensure proper accounting for municipal or trust —
    - (i) revenue received or receivable;
    - (ii) expenses paid or payable; and
    - (iii) assets and liabilities;
  - (e) to ensure proper authorisation for the incurring of liabilities and the making of payments;
  - (f) for the maintenance of payroll, stock control and costing records; and
  - (g) to assist in the preparation of budgets, budget reviews, accounts and reports required by the Act or these regulations.
  
- (2) The CEO is to —
  - (a) ensure that the resources of the local government are effectively and efficiently managed;
  - (b) assist the council to undertake reviews of fees and charges regularly (and not less than once in every financial year); and
  - (c) undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 4 financial years) and report to the local government the results of those reviews.

Policy Implications

Nil

Financial Implications

The majority of area identified as opportunities for improvement should have minimal cost to introduce. There is the issue of fire proof storage which will have cost implications and will be included in future planning.

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report

8 October 2012

**SHIRE OF SHARK BAY**

FINANCIAL MANAGEMENT REVIEW  
JULY 2012



# Financial Management Review

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**DISCLAIMER**

The objective of this review as outlined in greater detail in Part 2.0 of this report as presented, is to assist the Chief Executive Officer of the Shire of Shark Bay discharge his responsibilities in respect to Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996 (as amended).

It has been prepared by UHY Haines Norton (WA) Pty Ltd for this sole purpose.

It is not intended to be used by any other individual or organisation.

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**1.0 INDEPENDENT REVIEWER'S REPORT  
TO THE CHIEF EXECUTIVE OFFICER OF THE SHIRE OF SHARK BAY (CEO)**

At the request of the CEO, UHY Haines Norton was engaged to conduct a limited assurance review of the appropriateness and effectiveness of the Shire of Shark Bay's financial management systems and procedures. The objective of the review is to assist the CEO discharge his responsibilities in respect to Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996 (as amended). The review was conducted for the period 1 July 2011 to 29 February 2012.

**CEO's responsibility for maintaining and reviewing financial management systems and procedures**

The CEO is responsible for implementing policies, procedures and controls which are designed to ensure the effective and efficient management of the Shire's resources. In accordance with Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996 (as amended), the CEO is to undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures. At least once in every four financial years the CEO is to report the results of those reviews to Council.

**Our responsibility**

Our responsibility is to provide a report expressing limited assurance, designed to enhance the confidence of the CEO to assist him report on the appropriateness and effectiveness of the financial management systems as required by Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996 (as amended). We conducted our engagement in accordance with Australian Standard on Assurance Engagements *ASAE 3500 Performance Engagements* issued by the Australian Auditing and Assurance Standards Board and the Audit Guidelines, in order to state whether, based on the procedures performed, anything has come to our attention that causes us to believe that Shire's financial management systems have not been operating effectively. Our engagement provides limited assurance as defined in *ASAE 3500*.

Our procedures were agreed to with the CEO in our engagement letter dated 1 February 2012.

**Limitations of use**

This report is made solely to the CEO of the Shire of Shark Bay for the purpose of him reporting under Local Government (Financial Management) Regulation 5(2)(c). We disclaim any assumption of responsibility for any reliance on this report to any person other than the CEO of the Shire of Shark Bay, or for any purpose other than that for which it was prepared. We disclaim all liability to any other party for all costs, loss, damages, and liability that the other party might suffer or incur arising from or relating to or in any way connected with the contents of our report, the provision of our report to the other party, or the reliance on our report by the other party.

**1.0 INDEPENDENT REVIEWER'S REPORT  
TO THE CHIEF EXECUTIVE OFFICER OF THE SHIRE OF SHARK BAY (CEO) (Continued)**

**Inherent limitations**

A limited assurance engagement is substantially less in scope than a reasonable assurance engagement conducted in accordance with ASAE 3500 and consequently does not allow us to obtain assurance that we would become aware of all significant matters that might be identified in a reasonable assurance engagement. Accordingly, we will not express an opinion providing reasonable assurance.

We cannot, in practice, examine every activity and procedure, nor can we be a substitute for management's responsibility to maintain adequate controls over all levels of operations and its responsibility to prevent and detect irregularities, including fraud. Accordingly, readers of our reports should not rely on the report to identify all potential instances of non-compliance which may occur.

Any projection of the evaluation of the level of compliance to future periods is subject to the risk that the systems may become inadequate because of changes in conditions, or that the degree of compliance with management procedures may deteriorate.

**Independence**

In conducting our engagement, we have complied with the independence requirements of the Australian professional accounting bodies.

**Conclusion**

Based on our work described in this report, nothing has come to our attention to indicate the Shire of Shark Bay has not established and maintained appropriate and effective financial management systems and procedures during the period 1 July 2011 to 29 February 2012.

For those aspects of the Shire of Shark Bay's Financial Management systems and procedures which were assessed as having opportunities for improvement, our findings are summarised at Part 3 of this report and detailed observations and comments are located at Part 4 of this report.

UHY HAINES NORTON  
CHARTERED ACCOUNTANTS

Date: 25 July 2012  
Perth, WA

GREG GODWIN  
DIRECTOR



**2.0 OBJECTIVE, SCOPE AND OVERVIEW OF FINDINGS****OBJECTIVE**

The objective of our engagement as outlined in our engagement letter is as follows:

To provide a report expressing limited assurance designed to enhance the confidence of the intended user (in this instance the CEO) in the performance of the control environment of the financial management system of the Shire of Shark Bay (administered by Shire staff being the Responsible Party) for which the intended user (CEO) is ultimately responsible in accordance with the Act and Regulations.

It includes the performance of assurance procedures designed to test the financial management system and report to the CEO on the appropriateness and effectiveness of the control environment within, as required by Financial Management Regulation 5(2)(c).

We trust this report will assist in the ongoing review and improvement of the Shire's financial management practices and procedures.

**SCOPE**

As agreed our examination covered the period July 2011 to February 2012. To this end we examined the following financial systems and procedures of Council:-

- Bank Reconciliations and Petty Cash
- Trust Fund
- Receipts and Receivables
- Rates
- Fees and Charges
- Purchases, Payments and Payables (Including Purchase Orders)
- Wages and Salaries
- Fixed Assets (Including acquisition and disposal of property)
- Credit Card Procedures
- Storage of Documents/Record Keeping
- Costs Allocations
- Administration Allocations
- Minutes and Meetings
- Financial Reports
- Budget
- Plan for the Future
- Registers (Including Annual & Primary Return)
- Delegations
- Audit Committee
- Insurance
- General Compliance issues

We did not necessarily examine compliance with provisions of the Act or Regulations, which were not financial in nature. That is, Parts 2, 4, 8 and 9 of the Act, some provisions of Parts 3 and 5 as well as most regulations (apart from the Financial Management Regulations), which did not impact on the areas examined above.

**OVERVIEW OF FINDINGS**

As referred to in Part 1.0 of this report, a summary of our findings and detailed observations may be found in Parts 3.0 and 4.0 on the following pages.

Addressing the issues highlighted will help to ensure the controls and procedures established are not compromised in the future and the integrity of the financial management system is maintained.

**3.0 SUMMARY OF FINDINGS**

The following is a brief summary of matters noted for improvement together with our assessment of the level of risk in relation to each item:

Key:		
S	Systems and Procedures	H High Risk
C	Compliance Matter	M Medium Risk
		L Low Risk
FINDINGS	NATURE	RISK
<b>Bank Reconciliations</b> There are long outstanding transfers between the Municipal and Trust bank accounts.	S	M
There are long outstanding items on the Municipal and Trust Bank reconciliations.	S	L
<b>Trust Funds</b> Existing trust balances to be reconciled.	S	L
<b>Receipts and Receivables</b> Daily receipting reconciliations should be reviewed.	S	M
Sundry debtors ageing reports should be reconciled to the general ledger on monthly basis.	S	L
<b>Purchases, Payments And Payables</b> Purchasing policy to be reviewed.	S	M
Purchase Orders should be raised prior to goods or services being received.	S	M
Payment list presented to Council should be accurate and complete.	C	M
<b>Credit Card Procedures</b> Credit Card purchases to be supported by tax invoices and receipt of goods/services to be confirmed.	S	L
<b>Storage of Documents/Record Keeping</b> Record keeping plan should be reviewed.	S	L
Council's important documents should be stored in a fire resistant location.	S	H

3.0 SUMMARY OF FINDINGS (Continued)

FINDINGS	NATURE	RISK
<b>Cost Allocations</b> Supporting work papers be printed, filed and signed off.	S	L
<b>Minutes and Meetings</b> Committee meeting minutes should be signed by the person presiding at the meeting at which the minutes are confirmed.	C	L
Council minutes to be correctly numbered.	S	L
<b>Financial Reports</b> The schedule showing material variances should be cross referenced to the schedule of explanations for material variances.	S	L
Monthly Statements of Financial Activity should include both the % and \$ values of variances.	C	H
<b>Registers</b> <b>Annual and Primary Returns</b> No blank sections to be left on Primary and Annual returns.	C	L
The period covered by returns should be inserted.	C	L
<b>Tender Register</b> The tender register does comply with all statutory requirements.	C	M
<b>Delegations</b> There was no delegation of power to make payments from the Municipal and Trust funds to the CEO from Council.	C	H
<b>General Compliance and Other Matters</b> <b>Disaster Plan</b> A disaster recovery plan should be developed and adopted.	S	H

Please Note: The assessment of risk as detailed above is our assessment based on the circumstances surrounding the procedures performed. An assessment of "Low Risk" is to be read in the context of our assessment of risk to the organisation as a whole. It is not intended to indicate no further action is required.

Our assessments are provided solely to assist you understand the nature of the matters raised and to prioritise any remedial action.

**4.0 AREAS EXAMINED AND DETAILED OBSERVATIONS AND COMMENTS****4.1 BANK RECONCILIATIONS AND PETTY CASH****Bank Reconciliations**

An examination of bank reconciliations and procedures noted they are up to date as well as being prepared regularly and promptly for all bank accounts. The following items on the bank reconciliations were assessed as having opportunities for improvement:

- We noted outstanding transfers between the Municipal and Trust bank accounts and some long outstanding items on the Municipal and Trust bank reconciliations.

**Comments:** To help ensure funds are correctly reflected in all bank accounts, transfers between accounts should be effected in a timely manner and outstanding items in the reconciliations should be reviewed and cleared on a regular basis.

**Petty Cash**

We also examined the petty cash system and procedures and concluded these were being properly controlled and maintained.

**4.2 TRUST FUND**

Trust funds held by Council were examined to determine proper accountability in the Shire's financial management system.

- Our observation and testing revealed trust liabilities were not reviewed on a regular basis. In addition, we noted there are certain immaterial items reflected in the trust account which are no longer trust liabilities.

**Comments:** To help ensure the Shire maintains full control over trust funds a senior staff member should be allocated the task of investigating and reconciling existing trust balances and review obligations in respect of trust funds held. In addition, procedures should be implemented to help ensure these items are kept up to date.



**4.0 AREAS EXAMINED AND DETAILED OBSERVATIONS AND COMMENTS (Continued)****4.3 RECEIPTS AND RECEIVABLES**

Detailed testing of a number of receipts, judgementally selected, was performed. This included tracing to individual receipt detail, bank deposits and the general ledger to ensure allocation/posting was correctly performed.

The receivables system including raising of invoices was reviewed with limited testing in respect to allocation/posting.

Overall testing was completed satisfactorily. Controls and procedures are considered to be operating effectively and are appropriate for Council's current scope of operations except:

- Daily receipting reconciliations at the Shire front counter and visitor/discovery centre have not been reviewed by a person independent of preparation; and
- Sundry debtors ageing reports have not been reconciled to the general ledger from July 2011 to February 2012.

**Comment:** To help ensure all daily and month end reconciliations are accurate and prepared in a timely manner, they should be reviewed by a person independent of preparation. The independent reviewer should sign and date the reconciliations as evidence of their review.

**4.4 RATES**

Council's rating procedures were examined to determine if they were adequate in ensuring rates were being imposed or raised correctly. This also included inspection of the rate record, rate notices, instalment notices, valuation reconciliations and general ledger.

From testing, we concluded the rate system and record is being properly maintained, rates are correctly imposed and posted to general ledger.

**4.5 FEES AND CHARGES**

Fees and Charges imposed at the time of budget adoption were found to be properly adhered to and accounted for in the Shire's financial records.

**4.0 AREAS EXAMINED AND DETAILED OBSERVATIONS AND COMMENTS (Continued)****4.6 PURCHASES, PAYMENTS AND PAYABLES (INCLUDING PURCHASE ORDERS)**

A number of purchases, payments and payables were judgementally selected and testing performed to determine whether purchases were authorised / budgeted and payments were supported, certified, authorised and correctly allocated.

In general, controls and procedures over payments and payables are operating effectively and are appropriate for Council's current scope of operations. The following areas were assessed as having opportunities for improvement:

**\* Purchase Policy**

We noted the current purchasing policy was last reviewed in March 2007.

**Comment: To help ensure effective and efficient policies and procedures are in place, a more regular review process should be implemented.**

**\* Purchase Orders**

Whilst reviewing additions to Plant and Equipment we noted in one instance (out of a sample of 4) a purchase order was raised after the goods were received.

**Comment: To help ensure all purchases are authorised in line with Council's purchasing policy, Purchase Orders should be raised prior to goods or services being received.**

**\* List of payments presented to Council**

Whilst reviewing the lists of payments presented monthly to Council, we noted certain EFT numbers were missing from sequences.

**Comment: To help ensure all payments made are reported to Council, all EFT's should be reported to Council, even if they have been cancelled.**

**4.0 AREAS EXAMINED AND DETAILED OBSERVATIONS AND COMMENTS (Continued)****4.7 WAGES AND SALARIES**

A number of individual employees were selected and testing performed to ensure:

- the employee existed;
- the correct rate of pay was used;
- non-statutory deduction authorities are on hand;
- time sheets properly completed and authorised;
- hours worked authorised; and
- allocations reasonable and correctly posted.

The system described to us and its supporting controls were found to be operating effectively.

**4.8 FIXED ASSETS (INCLUDING ACQUISITION AND DISPOSAL OF PROPERTY)**

The fixed assets management system including controls over acquisition and disposal of assets, updating of the fixed assets register, depreciation of fixed assets and reconciliation of the fixed assets register to general ledger was examined. We concluded fixed assets are properly accounted for and supporting controls are operating effectively except for one instance where the purchase order was raised after the goods were received as noted at item 4.6.

Our review of the fixed assets management system has been limited to the historic financial accounting elements of the system. As a consequence our review was not designed to look at whether current practices will provide sufficient information to calculate the new asset ratios required by the amendment to the Local Government (Financial Management) Regulation 50 effective from 1 July 2012.

**4.9 CREDIT CARD PROCEDURES**

A review of Council's credit card expenditures, judgementally selected, was performed.

Overall testing was completed satisfactorily. Controls and procedures are considered to be operating effectively and are appropriate for Council's current scope of operations except:

- Whilst reviewing credit card transactions we noted there was no evidence to suggest card holders have agreed tax invoices to credit card statements or confirmed whether goods or services were received.

**Comment:** To help ensure the usage of corporate credit cards is in line with the Shire's procedure manual and finance policies, all items of expenditure should be supported by tax invoices which should be authorised in the same manner as all other Shire purchases. This would include confirmation of receipt of goods and/or services and appropriate authorisation.



**4.0 AREAS EXAMINED AND DETAILED OBSERVATIONS AND COMMENTS (Continued)****4.10 STORAGE OF DOCUMENTS/RECORD KEEPING**

A review of storage of documents and record keeping revealed the following:

- Record keeping plan was last reviewed in March 2004; and
- Some of Council's important documents have not been stored in a fire proof location.

**Comment: To help ensure efficient document management:**

- Council's Record keeping plan should be reviewed; and
- Important documents such as Council minutes, title documents and significant contracts/agreements should be stored in a fire resistant location.

**4.11 COST AND ADMINISTRATION OVERHEAD ALLOCATIONS**

We noted the allocation rates for Administration Costs, Plant Operating Costs and Public Works Overheads are regularly reviewed and adjusted to help ensure no material amounts remain unallocated. However, we noted no documentary evidence of these reviews.

**Comment: To help ensure cost allocations are supported by documentary evidence, we recommend supporting work papers be printed and filed in the monthly reconciliation files. In addition, they should be signed and dated by the preparer and the reviewer.**

**4.12 MINUTES AND MEETINGS**

Council meeting and committee meeting minutes were reviewed to ensure compliance with procedures and protocols.

The procedures and protocols surrounding meetings and the quality of minutes were mostly found to be of a satisfactory standard and in accordance with legislative requirements. The following areas were assessed as having opportunities for improvements:

- Whilst reviewing minutes of the Shark Bay Marine Facilities Management Committee meeting held on 19 May 2011, we noted they were not signed by the Chair person of the committee meeting held on 27 January 2012, being the meeting at which they were confirmed.

**Comment: To help ensure compliance with S5.22 (3) of the Act, minutes of committee meetings should be signed by the person presiding at the meeting at which the minutes are confirmed.**

- Whilst reviewing minutes of Council meetings we noted several instances where page numbering was incorrect on the table of contents page.

**Comment: To help ensure all aspects of Council minutes are accurate page numbers should be verified prior to minutes being confirmed.**

**4.0 AREAS EXAMINED AND DETAILED OBSERVATIONS AND COMMENTS (Continued)****4.13 FINANCIAL REPORTS**

The following reports were reviewed for compliance with legislative requirements:

- Annual Report;
- Annual Financial Report; and
- Monthly Financial Reports.

All were found to be of a satisfactory standard and in compliance with legislative requirements except:

- Whilst reviewing the Monthly Statements of Financial Activity we noted the list of reasons for material variances did not tie into the schedule showing the material variances.

**Comment:** Whilst it would appear that all material variances have been explained, to help ensure compliance with FM Reg 34(2)(b), we recommend the schedule reflecting material variances be cross referenced to the schedule of explanations for variances by a suitable coding system.

- The \$ Values of material variances have not been detailed on the Monthly Statements of Financial Activity.

**Comment:** To help ensure compliance with FM Reg 34(5) together with FM Reg 34(2)(b), as Council have defined a material variance in both percentage (%) and Dollar (\$) terms, both the % and \$ values of variances should be detailed in the Monthly Statements of Financial Activity.

**As the above matters raised represent non-compliance with Financial Management Regulations, they may be carried forward to our audit report for the year ended 30 June 2012.**

**4.14 BUDGET**

The 2011/12 budget document and documents surrounding budget adoption were reviewed to ensure compliance with regulatory requirements. All statutory requirements were satisfactorily met and the budget was of satisfactory form and content

**4.15 PLAN FOR THE FUTURE**

We noted the Shire's plan for the future was adopted in 2010 covering 2010 to 2015 and met statutory requirements.

**4.0 AREAS EXAMINED AND DETAILED OBSERVATIONS AND COMMENTS (Continued)****4.16 REGISTERS (INCLUDING ANNUAL & PRIMARY RETURNS)***Financial Interest Register*

The register was examined to ensure compliance with regulatory requirements. The register is generally of a good standard except as noted below in regard to returns lodged since 1 July 2011:

- Our review of the Annual returns of Councillors and Staff revealed 2 of 14 returns reviewed contained sections which had been left blank.

**Comment:** To help ensure compliance with Departmental Circular 18-2005 and to help ensure returns submitted are not at risk of being amended, all sections should be completed. We note it is acceptable to record N/A, Nil or No Change or to rule a clear line through a N/A section whilst leaving sections blank is not recommended practice.

- In relation to three annual returns the period covered by the return was not documented.

**Comment:** To help ensure the completeness of annual returns lodged Councillors and Staff submitting returns are reminded to ensure the date covered by the return is inserted.

Whilst we note the CEO or any other Shire staff are not responsible for the content of returns submitted, we note it is acceptable, and quite common, for the content to be reviewed prior to receipt being acknowledged.

*Tender Register*

The tender register was reviewed for completeness and compliance. We noted the tender register was not updated with respect to the following requirements:

- Particulars of the making of the decision to invite tenders;
- A copy of the notice of invitation to tender;
- The name of each tenderer whose tender has been opened;
- The name of the successful tenderer; and
- The consideration or summary of the amounts of consideration sought.

**Comment:** To help ensure compliance with Local Government (Functions and General) Regulation 1996 17 (1), (2) & (3) management should gather the relevant information and update the tender register accordingly.

**4.0 AREAS EXAMINED AND DETAILED OBSERVATIONS AND COMMENTS (Continued)****4.17 DELEGATIONS**

The delegations register was reviewed for completeness and compliance and deemed to be satisfactorily maintained and appropriate for Council needs except:

- Whilst reviewing the delegations register we noted Council has followed the Department's template. As a result, delegated power to make payments from the Municipal and Trust funds to the CEO has been omitted from the delegations register.

**Comment:** To help ensure compliance with FM Reg 12(1) a payment may only be made from the municipal fund or the trust fund, if the local government has delegated to the CEO the exercise of its power to make payments from those funds by the CEO; or otherwise, if the payment is authorised in advance by a resolution of Council.

**4.18 AUDIT COMMITTEE**

Council's establishment of its audit committee and the constituted membership was examined by us and found to be in compliance with the requirements of the Act.

**4.19 INSURANCE**

Discussions with staff and review of policy documents revealed policies are current and the coverage is currently adequate. Evidence also exists to suggest an annual review of insurance risks occurs.

**4.20 GENERAL COMPLIANCE AND OTHER MATTERS*****Disaster Plan***

Whilst reviewing the Emergency Response and Evacuation Procedures (EREP) of the Shire we noted the Shire does not have documented procedures relating to business recovery and business continuity in the event of a disaster.

**Comment:** To help ensure continuity of Council operations in the event of a disaster a data recovery plan should be developed and adopted as part of Council's EREP.

***Investment Policy***

Consideration should also be given to the requirements of Financial Management Regulation 19C as at 21 April 2012.



11.2 EXPRESSIONS OF INTEREST RESERVE 50101 EDEL LOCATION 106  
RES 50101

Author

Chief Executive Officer

Disclosure of Any Interest

Declaration of Interest: Cr Ridgley

Nature of Interest: Impartiality Interest as operate a business at Monkey Mia

Declaration of Interest: Cr Capewell

Nature of Interest: Impartiality Interest as a member of Malgana Native Title

Moved            Cr Prior  
Seconded       Cr Ridgley

**Council Resolution**

**That expressions of interest for the designated purpose of Aquaculture and Associated Tourism activities be called for Reserve 50101 Edel Location 106 in accordance with the Management Order granted to the Shire of Shark Bay in March 2009.**

**6/0 CARRIED**

Background

The Shire of Shark Bay was granted a Management Order in March of 2009 for Reserve 50101 being Edel Location 106 for aquaculture and associated tourism activities. This reserve is situated at Monkey Mia and comprises 7.7326 hectares.

The conditions on the reserve are as follows:

1. To be utilised for its designated purpose of aquaculture and associated tourism activities.
2. Power to lease (or sub lease or license) for the designated purpose is granted for the whole or any portion thereof for any term not exceeding twenty one (21) years from the date of the lease subject to the approval in writing of the Minister for Lands being first obtained to each and every lease or assignment pursuant to the provisions of section 18 of the ***Land Administration Act 1997***.
3. A 1.5 hectare area from within the reserve will be set aside for use by the native title claimant group in the area (the Malgana people), to be leased on reasonable terms. If the land, so identified, is not utilized for the designated purpose by the Malgana people within five years of the date of this order (6 March 2009) requirement lapses and has no further effect.

Comment

The call for Expressions of Interest will enable the Council to test the market in relation to any aquaculture and associated tourism business that may consider establishing themselves at Monkey Mia.

Any development in this precinct would add to the current experience of visitors to the region and should boost the economic diversity of the Shire.

The Council following the advertising for Expressions of Interest can then consider if it considers there is sufficient interest to progress the matter to a conditional purchase to lease tender process.

### Legal Implications

The Local Government Act has legislation that addresses the requirements for Councils considering commercial enterprises and is as follows:

#### **3.59. Commercial enterprises by local governments**

(1) In this section —

*acquire* has a meaning that accords with the meaning of *dispose*;

*dispose* includes to sell, lease, or otherwise dispose of, whether absolutely or not;

*land transaction* means an agreement, or several agreements for a common purpose, under which a local government is to —

- (a) acquire or dispose of an interest in land; or
- (b) develop land;

*major land transaction* means a land transaction other than an exempt land transaction if the total value of —

- (a) the consideration under the transaction; and
- (b) anything done by the local government for achieving the purpose of the transaction,

is more, or is worth more, than the amount prescribed for the purposes of this definition;

*major trading undertaking* means a trading undertaking that —

- (a) in the last completed financial year, involved; or
- (b) in the current financial year or the financial year after the current financial year, is likely to involve,

expenditure by the local government of more than the amount prescribed for the purposes of this definition, except an exempt trading undertaking;

*trading undertaking* means an activity carried on by a local government with a view to producing profit to it, or any other activity carried on by it that is of a kind prescribed for the purposes of this definition, but does not include anything referred to in paragraph (a) or (b) of the definition of *land transaction*.

(2) Before it —

- (a) commences a major trading undertaking;
- (b) enters into a major land transaction; or
- (c) enters into a land transaction that is preparatory to entry into a major land transaction,

a local government is to prepare a business plan.

(3) The business plan is to include an overall assessment of the major trading undertaking or major land transaction and is to include details of —

- (a) its expected effect on the provision of facilities and services by the local government;
- (b) its expected effect on other persons providing facilities and services in the district;
- (c) its expected financial effect on the local government;
- (d) its expected effect on matters referred to in the local government's current plan prepared under section 5.56;

31 OCTOBER 2012

- (e) the ability of the local government to manage the undertaking or the performance of the transaction; and
- (f) any other matter prescribed for the purposes of this subsection.

The *Local Government (Functions and General) Regulations 1996* also deal with the amounts prescribed for major lands transaction and are as follows

**8A. Amount prescribed for major land transactions; exempt land transactions prescribed (Act s. 3.59)**

- (1) The amount prescribed for the purposes of the definition of *major land transaction* in section 3.59(1) of the Act is —
  - (a) if the land transaction is entered into by a local government the district of which is in the metropolitan area or a major regional centre, the amount that is the lesser of —
    - (i) \$10 000 000; or
    - (ii) 10% of the operating expenditure incurred by the local government from its municipal fund in the last completed financial year;
  - or
  - (b) if the land transaction is entered into by any other local government, the amount that is the lesser of —
    - (i) \$2 000 000; or
    - (ii) 10% of the operating expenditure incurred by the local government from its municipal fund in the last completed financial year.
- (2) A land transaction is an exempt land transaction for the purposes of section 3.59 of the Act if —
  - (a) the total value of —
    - (i) the consideration under the transaction; and
    - (ii) anything done by the local government for achieving the purpose of the transaction,
 is more, or is worth more, than the amount prescribed under sub regulation (1); and
  - (b) the Minister has, in writing, declared the transaction to be an exempt transaction because the Minister is satisfied that the amount by which the total value exceeds the amount prescribed under sub regulation (1) is not significant taking into account —
    - (i) the total value of the transaction; or
    - (ii) variations throughout the State in the value of land.

By advertising for Expressions of Interest the Council is seeking to establish if there are any parties interested in exploring the possibilities of a lease, once this has occurred there will be a requirement to fully address the legislation, including the possibility of a conditional purchase lease.

Policy Implications

Nil

Financial Implications

The calling for Expressions of Interest process will involve costs of in the vicinity of \$7,500 to \$10,000 not including staff time being predominately the Chief Executive Office.

The funding for this project can be drawn from the funding allocation included in the 2012/2013 budget for strategic planning of \$52,000.



31 OCTOBER 2012

It is also proposed to request assistance from the Gascoyne Development Commission and Regional Development and Lands to develop the Expressions of Interest and a lease that may be required if the Council receives an expression that it considers worthwhile pursuing.

The leasing of this site has the potential to realise additional income for the Shire without significant inputs required from the Council once the lease is established.

In consideration of possible lease payments it is proposed to base lease payments on similar lines as the new lease for the Monkey Mia Dolphin Resort, being a rental amount based on the assessed value of the land and possibly a percentage of the gross turnover.

These items of course would be subject to negotiation and may vary significantly given the site requires significant investment to realise its potential.

The Council would also be in a position to impose rates on the property in accordance with a valuation imposed by the Valuer General.

Strategic Implications

Addresses Council's Strategic Plan as follows:

Objective 1 Sustainable Growth and Progress

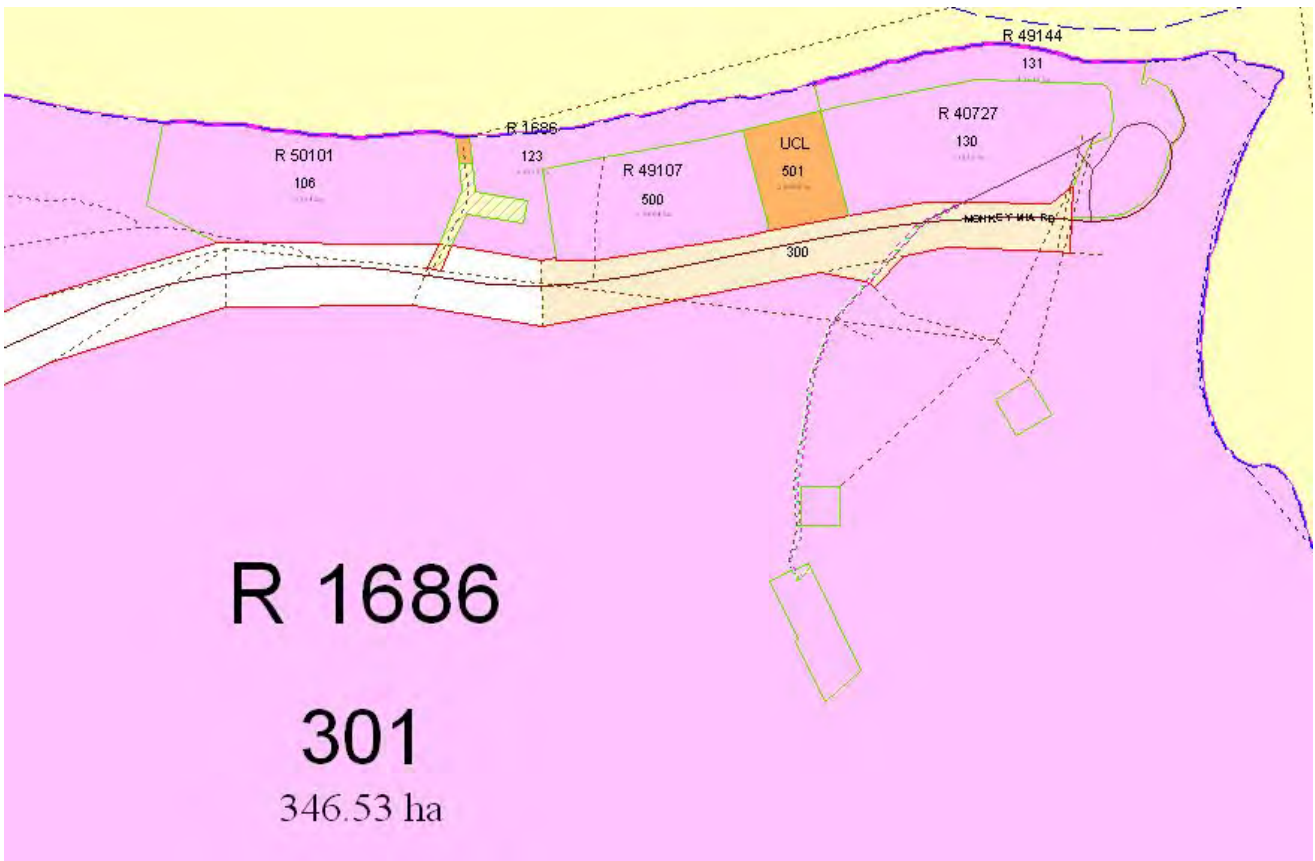
Outcome 1.6 to Grow and Diversify Industries to increase jobs

Voting Requirements

Simple Majority Required

Date of Report

2 October 2012



31 OCTOBER 2012



Department for Planning and Infrastructure  
Government of Western Australia

State Land Services

RECEIVED

21 JAN 2008

Shire of Shark Bay

Res 1686  
1-PR-3889

Your ref:  
Our ref: 01737-1994/02 (Job: 980043)  
Email: cathy.pumphrey@dpi.wa.gov.au  
Enquiries: Cathy Pumphrey Ph: (08) 9347 5098  
Fax: (08) 9347 5003

17 January 2008

Chief Executive Officer  
Shire of Shark Bay  
P O Box 126  
DENHAM WA 6537

Dear Sir/Madam

**EDEL LOT 106 – PROPOSAL TO CREATE A RESERVE FOR “AQUACULTURE AND ASSOCIATED TOURISM ACTIVITIES”.**

Discussions and groundwork for the above proposal were undertaken during a period from 1998 to 2004. However the project appears to have stalled around 2004 pending the outcome of expansion of the Monkey Mia Resort and the Department of Environment and Conservation (then CALM) Public Visitor Centre. It is understood that both matters have now been finalised.

The proposal under consideration was

1. To excise Lot 106 to be excised from Reserve 1686.
2. To reserve Lot 106 for the purpose of “Aquaculture and Associated Tourism Activities” with a Management Order in favour of the Shire of Shark Bay with power to lease, subject to the prior approval in writing of the Minister for Lands, for up to 21 years.

It was proposed that the Management Order contain the following conditions to reflect the outcome of discussions with the Malgana Working Group (2003):-

(a) a 1.5 ha area from within the Reserve will be set aside for use by the native title claimant group in the area (the Malgana people), to be lessee on reasonable terms. If the land so identified is not utilized for the designated purpose by the Malgana people within five years of the date of this Order this requirement lapses and is no further effect;

(b) the Shire of Shark Bay will consent to any necessary amendment to Reserve 1686 to facilitate the establishment of a reserve for an aboriginal burial ground on land south of Monkey Mia Road, if and when identified by the Malgana people;

1 Midland Square, Midland, Western Australia 6056  
Postal Address: PO Box 1575, Midland, Western Australia 6936  
Tel: (08) 9347 5000 www.dpi.wa.gov.au ABN 40 996 710 314

31 OCTOBER 2012

(c) if and when requested and identified by the Malgana people the Shire of Shark Bay will support the use of a local Aboriginal name in any future signage proposed by the Shire for the western end of Reserve 1686.

It would be appreciated if you could forward any comments in regard to this proposal to this office to enable us to progress this matter. Please do not hesitate to contact this office should you have any further queries.

Yours faithfully



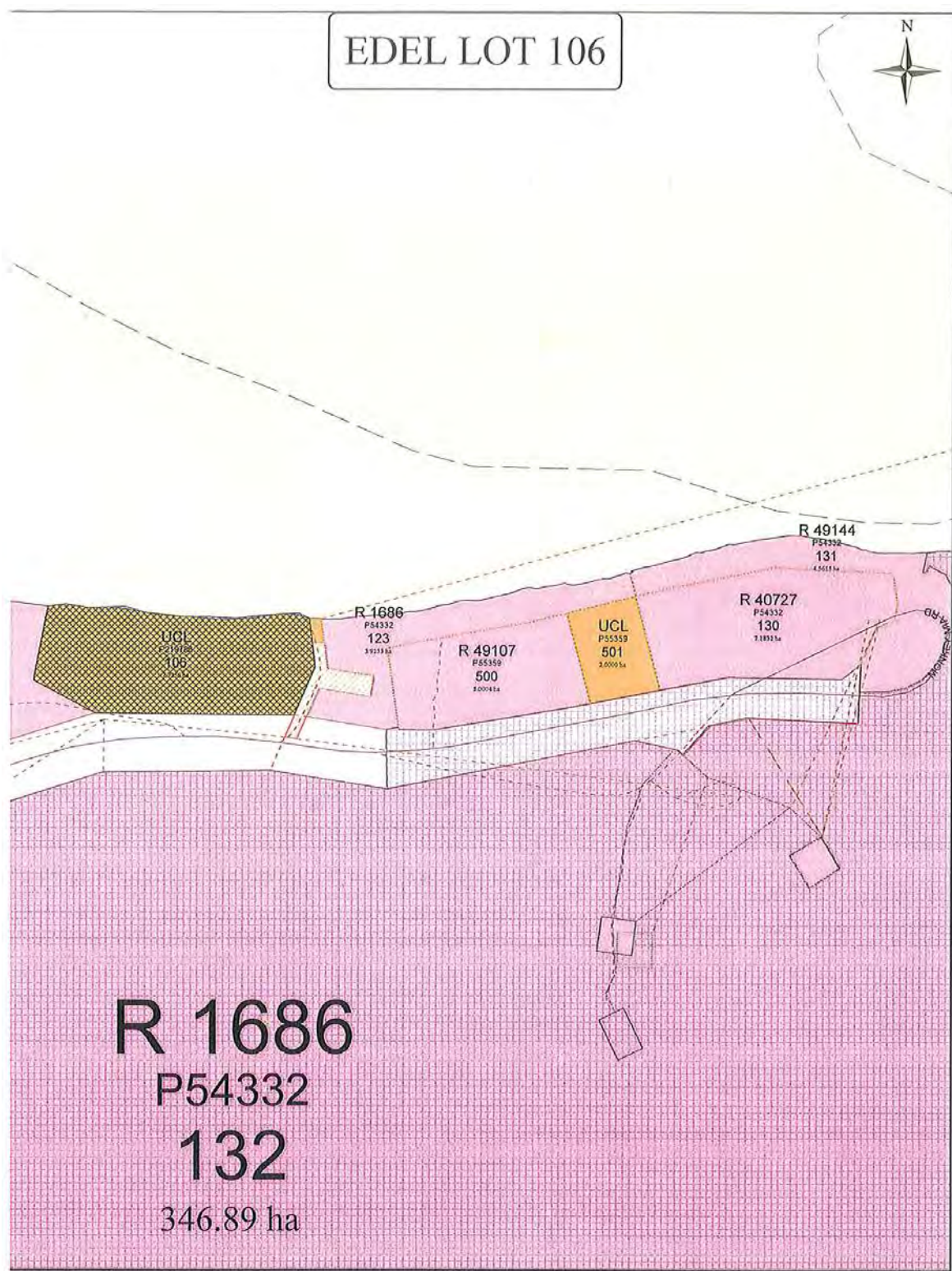
CATHY PUMPHREY  
for Manager  
Mid West Region  
State Land Services

0043cp03

1 Midland Square, Midland, Western Australia 6056  
Postal Address: PO Box 1575, Midland, Western Australia 6936  
Tel: (08) 9347 5000 [www.dpi.wa.gov.au](http://www.dpi.wa.gov.au) ABN 40 996 710 314



EDEL LOT 106



**R 1686**  
**P54332**  
**132**  
346.89 ha

Scale : 1:8200 (MGA)  
MGA : SW=771128.686,7143178.406 Zone 49 / NE=772781.961,7145334.61 Zone 49  
Lat/Long : -25°48'16.246", 113°42'14.738" / -25°47'05.123", 113°43'12.446" H 263mm by W 202mm

Printed : 09:40 Thu 17/Jan/2008  
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31 OCTOBER 2012



**Environmental Protection Authority**

The Atrium,  
Level 8, 168 St Georges Terrace,  
Perth, Western Australia 6000.  
Telephone: (08) 6364 6500.  
Facsimile: (08) 6467 5557.

Postal Address: Locked Bag 33,  
Cloisters Square, Perth, Western Australia 6850.  
Website: [www.epa.wa.gov.au](http://www.epa.wa.gov.au)

Manager, Mid West Region Land Services  
Department for Planning and Infrastructure  
PO Box 1575  
MIDLAND WA 6936

Your Ref 01737-1994/02 (Job: 980043)

Our Ref DEC6928

Enquiries Amy Sgherza (6467 5424)

Email [Amy.Sgherza@dec.wa.gov.au](mailto:Amy.Sgherza@dec.wa.gov.au)

ATTENTION: Lily Sutomo

Dear Sir/Madam

**EDEL LOC 106 – PROPOSAL TO CREATE A RESERVE FOR  
“AQUACULTURE AND ASSOCIATED TROUISM ACTIVITIES” – SHIRE OF  
SHARK BAY**

I refer to your letter dated 6 January 2009 requesting the EPA's comments on the above proposal and the Shire of Shark Bay's interest in obtaining a management order for Lot 106.

The EPA notes that the Department of Environment and Conservation in its letter of 11 August 2008 had no objection to the 'reservation of Eden Loc 106 for the purpose of "Aquaculture and Associated Tourism Activities", with a management order in favour of the Shire of Shark Bay with power to lease, subject to the prior approval in writing of the Minister for Lands, for up to 21 years'.

Therefore, the EPA has no objection to the reservation of the land for the purpose of "Aquaculture and Associated Tourism Activities", however, in light of the EPA's concerns expressed in its letter of 5 October 2004 (enclosed) any aquaculture proposal is likely to require referral to the EPA under Section 38 of *the Environmental Protection Act 1986*.

Yours faithfully

A handwritten signature in black ink, appearing to read 'C J Murray'.

C J Murray

Director

Environmental Impact Assessment

Encl: Correspondence from EPA to Shire of Shark Bay, dated 5 October 2004

20 January 2009

cc: CEO, Shire of Shark Bay.



ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

1 - AP - 5610  
AQ101



Department for Planning and Infrastructure  
Government of Western Australia  
State Land Services

Your ref: RES 1686 I-PR-3889  
Our ref: 01734-1994/02 Job No: 980043  
Enquires: Lily Sutomo  
Ph: (08) 9347 5098 Fax: (08) 9347 5003  
Email: lily.sutomo@dpi.wa.gov.au

20 March 2009

Chief Executive Officer  
Shire of Shark Bay  
PO Box 126  
DENHAM WA 6537

**RECEIVED**

**24 MAR 2009**

Shire of Shark Bay

Dear Sir/Madam

**RESERVE 50101 BEING EDEL LOCATION 106 FOR "AQUACULTURE AND ASSOCIATED TOURISM ACTIVITIES" - SHIRE OF SHARK BAY**

I refer to my letter dated 10 March, 2009 and advise for your information that the Management Order has now issued to the Shire of Shark Bay.

Under the Land Administration Act 1997 document registration system Management Orders are registered on the Crown Land Title for the reserve, and become effective on the date of registration.

In this regard please find enclosed the relevant Management Order for the reserve, and a copy of the Crown Land Title.

Please contact this office quoting the above reference and job number should you require further information or if you wish to discuss this matter.

Yours faithfully

  
for MANAGER - MID WEST  
STATE LAND SERVICES

1 Midland Square, Midland, Western Australia 6056  
Postal Address: PO Box 1575, Midland, Western Australia 6936  
Tel: (08) 9347 5000 www.dpi.wa.gov.au ABN 40 996 710 314

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ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

FORM LAA-1023

SECTION 46

WESTERN AUSTRALIA  
LAND ADMINISTRATION ACT 1997 as amended  
TRANSFER OF LAND ACT 1893 as amended

**MANAGEMENT ORDER (XE)**

RESERVE DESCRIPTION (NOTE 1)	EXTENT	VOLUME	FOLIO
50101	Whole	3144	938

**MANAGEMENT BODY (NOTE 2)**

Shire of Shark Bay of PO Box 126, DENHAM WA 6537.

**CONDITIONS (NOTE 3)**

1. To be utilised for its designated purpose of "Aquaculture and Associated Tourism Activities" only.
2. Power to lease (or sub-lease or licence) for the designated purpose is granted for the whole or any portion thereof for any term not exceeding twenty one (21) years from the date of the lease subject to the approval in writing of the Minister for Lands being first obtained to each and every lease or assignment pursuant to the provisions of section 18 of the Land Administration Act 1997.
3. A 1.5 Ha area from within the reserve will be set aside for use by the native title claimant group in the area (the Malgana people), to be lessee on reasonable terms. If the land so identified is not utilized for the designated purpose by the Malgana people within five years of the date of this Order requirement lapses and has no further effect.

THE MINISTER FOR LANDS (IN THE NAME OF AND ON BEHALF OF THE STATE OF WESTERN AUSTRALIA) ORDERS THAT THE CARE, CONTROL AND MANAGEMENT OF THE ABOVE RESERVE BE PLACED WITH THE MANAGEMENT BODY DESCRIBED ABOVE FOR THE PURPOSE FOR WHICH THE LAND COMPRISING THE RESERVE IS RESERVED UNDER SECTION 41 OF THE LAND ADMINISTRATION ACT 1997, AND FOR PURPOSES ANCILLARY OR BENEFICIAL TO THAT PURPOSE TO THE CONDITIONS ABOVE

Dated this 6<sup>th</sup> day of March in the year 2009

**ATTESTATION (NOTE 4)**

*C Pumplice* A/ SENIOR STATE LAND OFFICER  
STATE LANDS - MID WEST  
STATE LAND SERVICES

DUPLICATE

**INSTRUCTIONS**

1. If insufficient space in any section, Additional Sheet Form B1 should be used with appropriate headings. The boxed sections should only contain the words "See Annexure".
2. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by parties.
3. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialed by the person signing this document and their witnesses.

**NOTES**


1. **RESERVE DESCRIPTION**  
Reserve number and details to be stated. The Volume and Folio numbers to be stated.
2. **MANAGEMENT BODY**  
State the full name and address of management body.
3. **CONDITIONS**  
Detail the conditions specified by the Minister to be observed by the management body in its care control and management of the Reserve.
4. **ATTESTATION**  
This document is to be executed by the Minister for Lands or a person to whom the power to grant a management order under section 48 of the Land Administration Act 1997 has been duly delegated under section 9(1) of the Act (if applicable).

**EXAMINED**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Office Use Only

**K873893 XE DUPLICATE**  
 09 Mar 2009 15:10:00 Midland



**MANAGEMENT ORDER (XE)**

LODGED BY State Land Services

ADDRESS DPI - Mid West - Box 98C

PHONE No.  
FAX No.

REFERENCE No. Lily Sutomo - File 01737-1994-02RO -  
Ph 9347 5098 Fax 9347 5003

ISSUING BOX No.

PREPARED BY State Land Services

ADDRESS DPI - Mid West - Box 98C

PHONE No.  
FAX No.


INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY

\_\_\_\_\_

TITLES, LEASES, DECLARATIONS ETC LODGED HEREWITH

1. _____	Received Items
2. _____	Nos.
3. _____	
4. _____	Receiving Clerk
5. _____	
6. _____	

980043-011



Registered pursuant to the provisions of the TRANSFER OF LAND ACT 1893 as amended on the day and time shown above and particulars entered in the Register.



31 OCTOBER 2012



REGISTER NUMBER <b>106/DP219786</b>	
DUPLICATE EDITION <b>N/A</b>	DATE DUPLICATE ISSUED <b>N/A</b>

RECORD OF CERTIFICATE OF CROWN LAND TITLE

VOLUME LR3144 FOLIO 938

UNDER THE TRANSFER OF LAND ACT 1893 AND THE LAND ADMINISTRATION ACT 1997

NO DUPLICATE CREATED

The undermentioned land is Crown land in the name of the STATE of WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.

REGISTRAR OF TITLES (with signature and seal)

LAND DESCRIPTION:

LOT 106 ON DEPOSITED PLAN 219786

STATUS ORDER AND PRIMARY INTEREST HOLDER: (FIRST SCHEDULE)

STATUS ORDER/INTEREST: RESERVE UNDER MANAGEMENT ORDER

PRIMARY INTEREST HOLDER: SHIRE OF SHARK BAY OF PO BOX 126, DENHAM (XE K873893) REGISTERED 9 MARCH 2009

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS: (SECOND SCHEDULE)

- 1. K873892 RESERVE 50101 FOR THE PURPOSE OF AQUACULTURE AND ASSOCIATED TOURISM ACTIVITIES REGISTERED 9.3.2009. K873893 MANAGEMENT ORDER. CONTAINS CONDITIONS TO BE OBSERVED. WITH POWER TO LEASE FOR ANY TERM NOT EXCEEDING 21 YEARS, SUBJECT TO THE CONSENT OF THE MINISTER FOR LANDS. REGISTERED 9.3.2009.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required. Lot as described in the land description may be a lot or location.

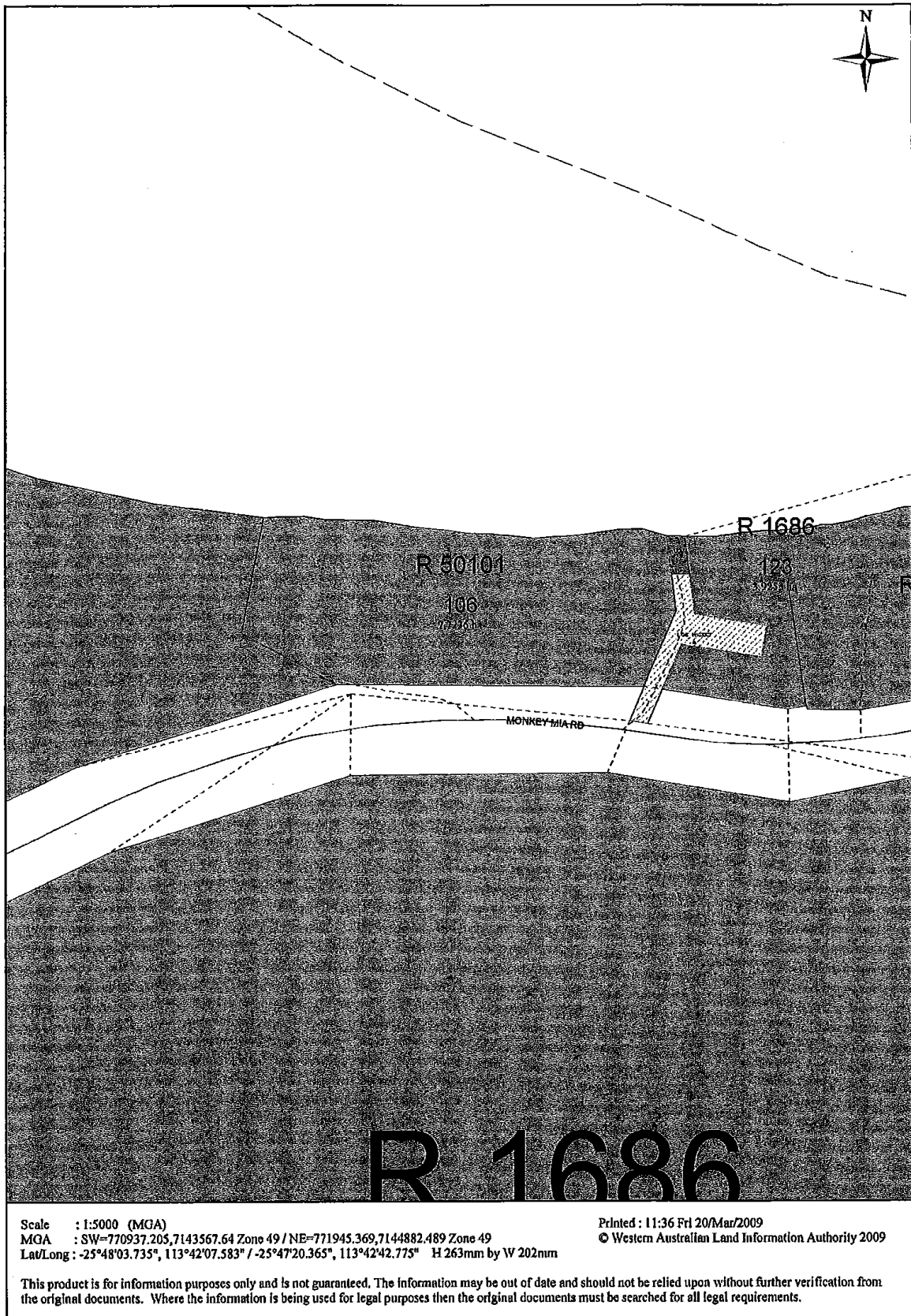
-----END OF CERTIFICATE OF CROWN LAND TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP219786 [SHEET 1]. PREVIOUS TITLE: LR3102-779. PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE. LOCAL GOVERNMENT AREA: SHIRE OF SHARK BAY.

NOTE 1: K873892 CORRESPONDENCE FILE 01737-1994-02RO





31 OCTOBER 2012

11.3 MONKEY MIA JETTY FEES - SHOTOVER

SU110

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Declaration of Interest: Cr Ridgley

Nature of Interest: Financial Interest as work at Monkey Mia and is a competitor

Cr Ridgley left the Council Chamber at 9.56 am

Moved Cr Capewell

Seconded Cr Prior

Council Motion

**That Council reverse the outstanding jetty fees of \$6,141 from July 2009 for Monkey Mia Wildsights by reducing the number of berths per quarter from 364 berths to 275 berths per quarter based on the documentary evidence provided by Mr Raven, leaving an amount outstanding of \$1,395.**

**0/5 LOST**

Note: Information supplied by Mr Raven is not relevant to the period requested by Council and Council will continue to pursue the debt as Mr Raven has had adequate time to substantiate his claim.

Moved Cr McLaughlin

Seconded Cr Capewell

Council Resolution

**That Council instruct the administration to continue to recover the outstanding jetty fees of \$7,536 from July 2009 for Monkey Mia Wildsights based on 364 berths per quarter (4 berths per day by 91 days).**

**5/0 CARRIED**

Cr Ridgley entered the Council Chamber at 10.18 am

Background

At the Ordinary Meeting of Council held on 26 September 2012, Council resolved the following:

**AMENDMENT**

***Reason:*** The recommendation was amended to provide a time frame that the information has to be provided to the Council.

Moved Cr Prior

Seconded Cr McLaughlin

Council Resolution

**That Council allow Mr Raven a final extension until 19 October 2012 to produce documentary evidence of his vessels berthing activities on the Monkey Mia Jetty as detailed in resolution from July 2012 Ordinary Council meeting for**



31 OCTOBER 2012

**further consideration by the Council at the ordinary meeting to be held in October 2012**

**5/0 CARRIED**

At the Ordinary Meeting of Council held on 25 July 2012, Council resolved the following:

**AMENDMENT**

**Reason:** Council would like to give Mr Raven the opportunity to substantiate his claim of 256 berths per quarter.

Moved           Cr McLaughlin  
Seconded       Cr Capewell

**Council Resolution**

**That Council continue to pursue the recovery of outstanding jetty fees of \$7,536 from July 2009 for Monkey Mia Wildsights based on 364 berths per quarter (4 berths per day by 91 days) until Mr Raven can substantiate his reduced claim by producing documentary evidence of his vessels berthing activities relative to the outstanding fees and bring the report bought back to the September 2012 Ordinary Council meeting.**

**6/0 CARRIED**

At the Ordinary Meeting of Council held on 29 February 2012, Council resolved the following.

**Officer Recommendation**

**That Council reverse the outstanding jetty fees of \$9,026 from January 2010 for Monkey Mia Wildsights by**

- 1. Reducing the estimated number of berths per quarter from 364 (4 berths per day by 91 days), to 256 berths, totalling an amount payable of \$6,478.**
- and**
- 2. Waiving the 20% surcharge that was imposed where no advice of usage was provided amounting to \$2,548.**

**AMENDMENT**

**Reason:** Council considered that given the 20% surcharge has now been removed from Council's fees and charges it felt that in good faith and due to the lack of clarity in regard to agreements between all parties the additional charge applicable to this account should be waived.

Moved           Cr Capewell  
Seconded       Cr Hanscombe

**Council Resolution**

**That Council waive the 20% surcharge of \$2,548 that was imposed where no advice of usage was provided by the operator in accordance with Council's fees and charges in the 2010/11 adopted budget, and that all other outstanding fees totalling \$6,478 remain due and payable.**

**5/1 CARRIED**

Comment

Mr Raven met with the Executive Manager Finance and Administration to provide documentary evidence of his vessels berthing activities. Mr Raven could not locate his archived evidence of the vessels berthing activities for the period in question and provided instead evidence of his vessels current berthing activities on the Monkey Mia jetty from 1 January 2012 to 30 September 2012 to provide a parity of his vessels general berthing activities.

Mr Raven provided his vessels log for inspection by The Executive Manager Finance and Administration and also provided a summary of his vessels berthings which is attached to this report.

Legal Implications

Any amounts outstanding that are not paid in full within a reasonable time will be followed up by the debt collection agency and legal proceedings commenced to recover the amount outstanding.

Policy Implications

Nil

Financial Implications

All of the outstanding amounts are carried forward from the 2010 and 2011 financial years. Any reversal of these charges will be expensed to bad debts to avoid distorting the revenue figures for the Monkey Mia Jetty charges for the financial year.

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report

18 October 2012

ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

Date	Berths	Date	Berths	Date	Berths	Date	Berths	Date	Berths	Date	Berths	Total	
02/01/2012	4	13/02/12	3	26/03/2012	3	07/05/2012	3	18/06/2012	3	30/07/2012	3	10/09/2012	3
03/01/2012	4	14/02/12	3	27/03/2012	3	08/05/2012	3	19/06/2012	3	31/07/2012	3	11/09/2012	3
04/01/2012	4	15/02/12	3	28/03/2012	3	09/05/2012	3	20/06/2012	2	01/08/2012	3	12/09/2012	3
05/01/2012	4	16/02/12	3	29/03/2012	3	10/05/2012	3	21/06/2012	3	02/08/2012	3	13/09/2012	3
06/01/2012	4	17/02/12	3	30/03/2012	3	11/05/2012	4	22/06/2012	2	03/08/2012	2	14/09/2012	3
07/01/2012	3	18/02/12	3	31/03/2012	3	12/05/2012	3	23/06/2012	3	04/08/2012	3	15/09/2012	3
08/01/2012	4	19/02/12	3	01/04/2012	3	13/05/2012	3	24/06/2012	3	05/08/2012	3	16/09/2012	3
09/01/2012	3	20/02/12	3	02/04/2012	2	14/05/2012	3	25/06/2012	2	06/08/2012	2	17/09/2012	3
10/01/2012	4	21/02/12	3	03/04/2012	3	15/05/2012	3	26/06/2012	2	07/08/2012	2	18/09/2012	3
11/01/2012	4	22/02/12	3	04/04/2012	3	16/05/2012	3	27/06/2012	2	08/08/2012	3	19/09/2012	3
12/01/2012	4	23/02/12	1	05/04/2012	3	17/05/2012	3	28/06/2012	3	09/08/2012	3	20/09/2012	3
13/01/2012	3	24/02/12	1	06/04/2012	3	18/05/2012	4	29/06/2012	3	10/08/2012	3	21/09/2012	3
14/01/2012	3	25/02/12	3	07/04/2012	4	19/05/2012	3	30/06/2012	3	11/08/2012	3	22/09/2012	3
15/01/2012	3	26/02/12	3	08/04/2012	4	20/05/2012	3	01/07/2012	3	12/08/2012	3	23/09/2012	3
16/01/2012	3	27/02/12	3	09/04/2012	4	21/05/2012	3	02/07/2012	3	13/08/2012	3	24/09/2012	3
17/01/2012	3	28/02/12	3	10/04/2012	4	22/05/2012	3	03/07/2012	3	14/08/2012	3	25/09/2012	3
18/01/2012	3	29/02/12	3	11/04/2012	3	23/05/2012	4	04/07/2012	3	15/08/2012	3	26/09/2012	3
19/01/2012	3	1/03/12	3	12/04/2012	3	24/05/2012	3	05/07/2012	3	16/08/2012	3	27/09/2012	3
20/01/2012	3	2/03/12	3	13/04/2012	3	25/05/2012	4	06/07/2012	3	17/08/2012	3	28/09/2012	3
21/01/2012	3	3/03/12	3	14/04/2012	3	26/05/2012	3	07/07/2012	3	18/08/2012	3	29/09/2012	4
22/01/2012	3	4/03/12	3	15/04/2012	3	27/05/2012	3	08/07/2012	3	19/08/2012	3	30/09/2012	3
23/01/2012	3	5/03/12	3	16/04/2012	4	28/05/2012	3	09/07/2012	3	20/08/2012	2	01/10/2012	
24/01/2012	3	6/03/12	3	17/04/2012	3	29/05/2012	0	10/07/2012	0	21/08/2012	3	02/10/2012	
25/01/2012	3	7/03/12	3	18/04/2012	3	30/05/2012	3	11/07/2012	3	22/08/2012	4	03/10/2012	
26/01/2012	3	8/03/12	3	19/04/2012	3	31/05/2012	3	12/07/2012	4	23/08/2012	3	04/10/2012	
27/01/2012	3	9/03/12	3	20/04/2012	3	01/06/2012	3	13/07/2012	3	24/08/2012	3	05/10/2012	
28/01/2012	3	10/03/12	3	21/04/2012	3	02/06/2012	3	14/07/2012	3	25/08/2012	2	06/10/2012	
29/01/2012	0	11/03/12	3	22/04/2012	3	03/06/2012	4	15/07/2012	3	26/08/2012	3	07/10/2012	
30/01/2012	0	12/03/12	3	23/04/2012	3	04/06/2012	3	16/07/2012	3	27/08/2012	3	08/10/2012	
31/01/2012	0	13/03/12	3	24/04/2012	2	05/06/2012	0	17/07/2012	3	28/08/2012	3	09/10/2012	
01/02/2012	0	14/03/12	3	25/04/2012	3	06/06/2012	0	18/07/2012	3	29/08/2012	3	10/10/2012	
02/02/2012	0	15/03/12	3	26/04/2012	3	07/06/2012	0	19/07/2012	3	30/08/2012	3	11/10/2012	
03/02/2012	3	16/03/12	3	27/04/2012	3	08/06/2012	3	20/07/2012	3	31/08/2012	2	12/10/2012	
04/02/2012	4	17/03/12	3	28/04/2012	3	09/06/2012	0	21/07/2012	3	01/09/2012	3	13/10/2012	
05/02/2012	3	18/03/12	3	29/04/2012	3	10/06/2012	0	22/07/2012	3	02/09/2012	3	14/10/2012	
06/02/2012	3	19/03/12	3	30/04/2012	3	11/06/2012	3	23/07/2012	2	03/09/2012	3	15/10/2012	
07/02/2012	3	20/03/12	3	01/05/2012	3	12/06/2012	3	24/07/2012	3	04/09/2012	3	16/10/2012	
08/02/2012	3	21/03/12	3	02/05/2012	3	13/06/2012	3	25/07/2012	3	05/09/2012	3	17/10/2012	
09/02/2012	3	22/03/12	3	03/05/2012	3	14/06/2012	3	26/07/2012	3	06/09/2012	4	18/10/2012	
10/02/2012	3	23/03/12	3	04/05/2012	3	15/06/2012	3	27/07/2012	3	07/09/2012	3	19/10/2012	
11/02/2012	3	24/03/12	3	05/05/2012	3	16/06/2012	3	28/07/2012	3	08/09/2012	4	20/10/2012	
12/02/2012	3	25/03/12	2	06/05/2012	3	17/06/2012	3	29/07/2012	3	09/09/2012	4	21/10/2012	
	121		121		129		113		118		124	64	790

PLUS EXTRA BERTHS WERE 35  
 ONLY MORNING & AFTERNOON  
 SUNSET CRUISES OPERATED.  
825  
 = 275 PER QUARTER

The President adjourned the Ordinary Council meeting at 10.18 a to conduct Australian Citizenship Ceremonies for Mr Heinrich Emil Wilms and Mrs Manya Wilms both of Useless Loop.

The President reconvened the Ordinary Council meeting at 10.52 am

Mr Mitchell Dobbie from Carnarvon Medical Centre made a presentation to Council on the delivery of Health Services to the Shark Bay area and the new 19.2 Medicare levy. Mr Mitchell Dobbie left the Council Chamber at 11.12 am.

11.4 DIGITAL TELEVISION

TE 101.01

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved Cr Ridgley

Seconded Cr Prior

**Council Resolution**

**That subject to the approval of the submission to the Gascoyne Development Commission and the Gascoyne Revitalisation Steering Committee seeking funding for the upgrade required to the shires self- help retransmission of free to air television services the Council advise the Department of Broadband and the Digital Economy that it will broadcast Digital Television Services on a self-help basis.**

Cr McLaughlin left the Council Chamber at 11.43 am

Cr McLaughlin returned to the Council Chamber at 11.44 am

**6/0 CARRIED**Background

The Shire of Shark Bay currently rebroadcasts analogue television through a self-help scheme.

All television towers in regional and remote Western Australia are scheduled to cease broadcasting in analogue in the second half of 2013. The actual switchover date has yet to be determined.

The Minister for Broadband, Communications and the Digital Economy the Hon Stephen Conroy advised in March 2010 that broadcasters have decided that they will not convert any existing analogue self-help retransmission towers in remote Australia to digital, including those in regional and remote Western Australia. Tower upgrades are being carried out by commercial broadcasters and consequently the choice of towers to be upgraded is a matter for the broadcasters to determine.

Tower upgrades are not funded by the government.

To ensure that people living in areas currently served by these towers are able to receive the same number of digital television services as people in metropolitan areas, the government has funded a direct-to-home digital free-to-air satellite service, the Viewer Access Satellite Television service. The Western Viewer Access Satellite Television service is provided by a joint venture company owned by the two commercial television licensees in regional and remote Western Australia, WIN Television WA Pty Ltd and Golden West Network Pty Ltd.

Households in areas currently served by analogue self-help retransmission towers in regional and remote Western Australia, including those serving households in the

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Shark Bay Shire Council area, who are not able to receive digital television services from another terrestrial transmitter in their local area will need to move to the Viewer Access Satellite Television service to receive digital television services.

These households will also be eligible to receive assistance to move to the Viewer Access Satellite Television service under the government's Satellite Subsidy Scheme.

Under the Satellite Subsidy Scheme, eligible households will receive an installation, subsidised by the government, of equipment that enables them to receive the Viewer Access Satellite Television service. The installation will include a satellite dish, a Viewer Access Satellite Television set-top box and associated cabling and will be carried out by an experienced installer engaged by the service contractor.

Households registered for installation must make a pre-determined financial contribution on the day of installation. The remainder of the installation costs will be paid for by the government.

The household financial contribution is expected to be between \$200-\$350, but the amount of the contribution will not be determined until the installation contract for regional and remote Western Australia has been finalised.

The Viewer Access Satellite Television service features the same 16 digital free-to-air channels that are broadcast terrestrially in regional and remote Western Australia licence areas. These channels are the core national and commercial services, ABC1, SBS One, WIN Television, Prime (GWN), and West Digital, the standard definition (SD) channels ABC2, ABC3, SBS Two, GO!, 7TWO, and ELEVEN, and the high definition (HD) channels ABC News 24, SBS HD, GEM, 7mate, and ONE.

Once the Viewer Access Satellite Television service is installed, there are no ongoing costs for households. The Viewer Access Satellite Television service also allows for the introduction of new broadcasting technology as new digital television standards are implemented.

More information about the Western Viewer Access Satellite Television service and the Satellite Subsidy Scheme is available at the Digital Ready website at [www.digitalready.gov.au](http://www.digitalready.gov.au)

It is the government's view that digital retransmission towers are unlikely to represent a viable long term option for remote communities. This is because digital retransmission can impose significant and unpredictable costs for licensees and the community.

Digital terrestrial retransmission will require an on-going commitment to funding for the operation and maintenance of towers, and may also be subject to additional costs.

These could relate to:

1. Challenges in implementing any new digital television transmission standards as they roll out nationally, including MPEG-4 and DBV-t2.
2. Challenges in implementing new transmission technology, where transmission feeds are sourced from the VAST service.

3. Capital replacement costs and difficulties in sourcing and installing retransmission hardware and software in the future for Australian markets.
4. On call costs for qualified DVB-T technicians.

The Council has previously considered this issue and advice was given that the Shire would participate in the subsidy scheme. Advice from the department at the time was that the council could opt out of the scheme if it wished to upgrade the tower at a later date, however it could not opt in to the subsidy scheme past the cut-off date (15 February 2012).

Further information in regard to the VAST system identified some issues critical to Denham and the possible disadvantage to the residents and the tourist industry by the ceasing of retransmission through the councils self-help system.

### Comment

The issue in regard to the Federal Government's decision to cease broadcasting of the analogue signal and the implications for areas such as Shark Bay has been difficult to establish.

Simplistically there has been only one option put forward to remote and regional areas that are self-help transmitters which is to subsidise individual systems.

Given the complexity of this issue and the impact upon a majority of residents and businesses in Shark Bay a report was commissioned by Digital IQ to present options for the Council to consider.

Given the costs detailed in the report a business case was commissioned to enable the council to source funding for assistance with this project. It is proposed to submit an application to the Gascoyne Development Commission for funding assistance for this project.

I have attached the report and the business case for Councillors' information.

### Legal Implications

The Council will be required to comply with the Australian Communications and Media Authority regulations.

### Policy Implications

Nil

### Financial Implications

The estimated cost to upgrade the retransmission to digital contained within the attached report from digital IQ is \$241,058.

A project of this scope will have to be put to tender which will attract additional costs.

There is also the administration time to take into consideration.



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The council would also be responsible for all ongoing maintenance costs and any upgrades that are required in the future.

A calculated estimate could be in the vicinity of \$310,000 to ensure the upgrade was completed.

The Council has included loan funding of \$150,000 in the budget to be funded by a service charge on residents.

This service charge would be levied on the properties receiving the service and would have been based over a 5 year time period to lessen the impact upon residents. Given the increase in cost the Council would either have to double the amount of the service charge or increase the length of the loan period.

At present there are 598 properties' rated at gross rental value of which 203 are on minim values and are substantially vacant land. This leaves approximately 405 residences to levy any charge against.

The establishment of a service charge would have to be considered by the Council and could be based upon the projected utilisation of the service by business and households.

There would be a number of difficulties with any consideration of a charge as there are significantly different usage patterns by residents and business. There is also the consideration that residents or business may have installed systems and would have to contribute to the Council's retransmission service.

This estimate was based upon the costing provided by the Department of Broadband Communications and the Digital Economy.

Enquiries were made with Lotterywest in regard to assisting with funding however they have advised that as the retransmission is predominately a commercial venture it is outside their funding guidelines.

Given the significant cost impost to the Council it would be prudent to explore the possibility of Royalties for Regions funding for this important project.

#### Strategic Implications

Addresses Council's Strategic Plan as follows:

Objective 1 Sustainable Growth and Progress

Outcome 1.6 to Grow and Diversify Industries to increase jobs

#### Voting Requirements

Simple Majority Required

Date of Report

10 October 2012



Government of Western Australia  
Department of Regional Development and Lands



ROYALTIES  
FOR REGIONS

**BUSINESS CASE PROPOSAL**

**FOR**

**SHIRE OF SHARK BAY**

**ANALOGUE TO DIGITAL TV  
BROADCAST FACILITY UPGRADE**

By:



Sustainable Project Concepts & Accommodation Solutions  
P O Box 1185 Mandurah WA 6210 email: [consultant@brighthouse.com.au](mailto:consultant@brighthouse.com.au)  
Phone: (08) 9467 8620

R01078-11 / A884953

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## Glossary of terms

In the context of this document:

**Agency** means a Western Australian State Government agency.

**Applicant** means the organisation or Agency preparing a business case proposal requesting Royalties for Regions funding for a priority project.

**Business case proposal** means the information prepared by the Applicant in support of the project.

**Deliverables** means the expected productivity benefits, outputs and outcomes from the project.

**Department** means the Department of Regional Development and Lands.

**Drawdown** means the predicted need for Royalties for Regions funds for the purpose of delivering the project.

**Option** means a feasible, alternative delivery mechanism to the project which was considered by the applicant when preparing the business case proposal.

**Output** means the end product of the project. For example, an infrastructure asset, services delivered.

**Outcome** means the intended consequence(s) of the project. For example, the project's linkage to and delivery of the Applicant's strategic objectives, alignment with the Royalties for Regions objectives.

**Project** means the works or services proposed in the business case.

**Royalties for Regions** means the Western Australian State Government's Royalties for Regions program.

**Stakeholder** means a party with an interest in or who is affected by the project.

## 1. EXECUTIVE SUMMARY

By the end of 2013 all analogue signals for broadcast TV throughout Australia will be phased out (switched off) and replaced by digital only broadcast signals. In many remote regional areas such as Shark Bay, there will be no access to terrestrially broadcast TV services.

The Australian Government has provided a partial replacement service – Viewer Access Satellite Television (VAST). VAST will provide digital television to viewers in remote areas of Australia who currently rely on analogue services from the Optus Aurora platform, as well as viewers who are unable to receive digital TV through their normal antenna because of issues relating to local interference, terrain or distance from the transmitter in their area.

Residential TV viewers in any area not able to receive DVB-T signal will be eligible for a subsidy to have a VAST satellite system installed. Residents will need to contribute \$250 - \$280 towards the total estimated cost of a full installation cost of \$750 - \$1000, with the Commonwealth contributing the difference via the VAST subsidy program. However, this subsidy is not available to commercial operators who must need to fund their own digital television upgrade. For local Shark Bay tourist accommodation operators and other commercial businesses requiring a TV signal multiple receivers, the cost of the switchover from analogue to digital signals ranges from \$135,000 to \$250,000 depending on the level of the required infrastructure upgrade.

The other option which is the preferred option, is for the Shire of Shark Bay to fund an upgrade of the existing transmission system to a Digital Video Broadcast – Terrestrial (DVB-T) system which would reduce the cost burden on the local community and lessen the concerns of regional communities being disadvantaged because of their remoteness.

The Shire of Shark Bay recently commissioned a communications expert, Digital IQ, to undertake a feasibility study of upgrading the analogue signal to digital and to audit the infrastructure upgrade requirements for the community and the commercial operators to secure digital television access. The Shire combined the findings of the Digital IQ study with its knowledge of the economic landscape of the region to evaluate the broad impact on the community of the digital television upgrade.

As a result, the Shire of Shark Bay determined that it was in the best long-term interests of the community to seek funding for the upgrade of the existing analogue rebroadcast system to a DVB-T system.

The resident population of Shark Bay is 900 people, with around 95,000 visitors<sup>1</sup> to the locality each year. It is estimated that 90% of the visitors to the region rely on commercial accommodation providers for their TV signals or for the large number of tourists using recreational vehicles (caravans, campervans and motorhomes) the Shire operated analogue broadcast signal. There is currently no viable replacement option to the existing analogue broadcast signal for recreational vehicle based tourists. It is estimated that a significant proportion of those visitors will by-pass the regional if they cannot access TV signals.

The Shire of Shark Bay is acutely aware of the enormous economic contribution the tourism industry provides the region with a positive contribution to economic activity and a flow on effect of business incubation and employment opportunities. It is concerned that the

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<sup>1</sup> Tourism WA



community will be disadvantaged through a downturn in tourism caused by rate increases as commercial tourism operators mitigate the cost burden of providing digital broadcast facilities.

The only practical solution available is for the Shire of Shark Bay to upgrade the analogue broadcast signal to a new DVB-T system. In this way, the Shire will significantly reduce the cost burden of the local tourism operators, allow them to offer free to air television and remain competitive with other jurisdictions (with free to air digital broadcast signals) and therefore able to retain market relevant tariffs.

In addition to retaining the benefits of the vital tourism industry, the Shire believes it has a responsibility to the community to continue providing free to air television and mitigate the burden of each household being required to fund a significant part of the alternative VAST upgrade.

The DVB-T system digital broadcast will also provide access to interactive online programming, essential information and educational programming for the entire community so that curriculums and access to up to date information can align with larger regional and metropolitan centres.

The Shire of Shark Bay is seeking a contribution of \$300,000 from the Royalties for Regions Gascoyne Revitalisation Scheme. The Digital Television Upgrade Project is an essential project for the economic sustainability and community capacity building of the region.

## 2. PROJECT SCOPE AND EVALUATION

### 2.1. *Issues:*

Shark Bay has a much higher proportion of tourist visitors to permanent residents for significant portions of the year than many similar regional communities.

The Shire of Shark Bay has a resident population of 900 people. During the tourist season the population increases to around 2000 people. As a result, the number of TV non-residential viewers comprises 70% of the total population during the tourist season.

The impact on the accommodation providers, which service around 90% of the seasonal visitor influx (the remaining 10% are made up of home stays and holiday rentals), is significant as there are no VAST subsidies available to commercial accommodation operators. Where operators are forced to increase tariffs to amortise the cost of providing digital TV reception, there could be an impact on tourist visitation and a corresponding loss of economic benefit to the local business community. This is further highlighted when considering the average annual visitation to Shark Bay is 95,200 people. The installation of a Digital Video Broadcast-Terrestrial (DVB-T) system would ensure that all of these visitors to the region are able to access free to air television and allowing accommodation providers to maintain competitive tariffs.

Many of the travellers who visit Shark Bay in with caravans, campervans and motorhomes will not see the benefit of investing in VAST compliant TV receiving devices for use in locations that do not have broadcast TV signals, due to cost. They may by-pass localities like Shark Bay as they are not able to receive TV signals during their visit.

It is vital that the Shire of Shark Bay ensure the annual visitation is retained and the economic benefit to the region from the 95,200 (average) visitors per year can continue, by seeking funding for the DVB-T system.

## 2.2. *Project Objective*

The Shire of Shark Bay understands the importance to the region's economy of providing a reliable digital television signal to the total population - including residents and visitors.

To mitigate the cost impact on commercial tourism operators and "bring your own accommodation" visitors (caravanning and camping based tourists), the Shire of Shark Bay has resolved to install a DVB-T (Digital Video Broadcast-Terrestrial) system, which will provide the residents and business community of Shark Bay access to vital digital programming and ensure equity in the provision of services to the region in comparison to the rest of the Nation.

Detailed information and specifications regarding the DVB-T system are outlined in **Attachment A – Digital Switchover Report, Denham Analogue to Digital TV October 2012** (refer section 3, Proposed System, page 23.)

Notwithstanding the array of benefits digital television will provide the broader community, (as expanded further in this document), the Shire of Shark Bay deems the provision of reliable digital services to be part of their civic responsibility to maintain the competitiveness of the tourism accommodation sector and the benefit of tourism to the community.

While the VAST program provides a significant contribution to residents, the retransmission of digital signals is a simpler and lower cost option for ratepayers.

Consultation with leading industry providers, including (Digital IQ) provided the advice that if the Shire of Shark Bay does not provide a digital retransmission service there would be consequences for the community:

- Difficulties for the aged resident population with the new satellite technology.
- Requirement for satellite equipment to be secured for cyclones at an additional cost.
- Limited maintenance availability due to isolation of the location.
- High maintenance costs.
- Impact on tourism from accommodation providers needing to self-fund installations.
- Potential loss of caravan and motorhome tourists due to lack of broadcast TV signal.

By providing a DVB-T system, which can broadcast throughout the community, the Shire will minimise the cost impact on their community and assist local business to maintain competitiveness.

## 2.3. *Background*

In many parts of Australia, TV is broadcast in both analog and digital signals. Since 2010 many areas have had the analog signals phased out (or switched off). This analogue phase out will result in Australian TV being broadcast using digital-only signals. This Federal Government initiative (Digital TV Switch-over) is aimed at achieving global communication standards by improving the viewer experience, keeping up to date with international technology and freeing up broadcast space which can be used for other services for the community.

In January 2010, the government announced an initiative to provide access to a suite of metropolitan-equivalent broadcasting services to people in remote areas and to viewers in terrestrial digital television 'black spots', who would not otherwise be able to receive commercial television broadcasting services when analogue services are switched off in their licence area. This satellite delivered service, the VAST service, provides commercial and national broadcasting services including multi-channels.



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The Australian Government has announced that all free-to-air television broadcasters in Australia will complete the switch from analog transmission to digital-only transmission by the end of 2013. The Digital Switchover (when existing analog TV is turned off) started in Australia on 30 June 2010 and will continue on a region by region basis until December 2013. The Federal Government has also endorsed a satellite solution for viewers who are not in an area that has a nearby terrestrial transmission facility, which encompasses the Shire of Shark Bay.

As part of the digital switchover, the Australian Government has funded the Viewer Access Satellite Television (VAST) platform. VAST ensures that all areas not receiving a full suite of commercial and national digital television services via terrestrial means can do so through a direct-to-home satellite service.

#### Alternative Transmission Option

Terrestrial retransmission services are provided in areas where broadcasters have not established transmitters or where the signals from broadcasting transmitters serving the area are not adequate. They are typically provided by self-help providers in remote communities, small regional communities and black-spots.

Self-help providers include councils, mining companies and local community organisations. These organisations supply their own infrastructure to retransmit commercial and/or national television service to their local areas.

In addition, a number of existing terrestrial analogue retransmission services have been, or will be, upgraded to digital, and in some cases new retransmission services established, by commercial and national broadcasters. However, self-help providers still have the option to upgrade existing sites to digital at their own cost, or to establish new sites to provide retransmission services in digital where no such service was provided in analogue mode.

Under section 212 of the *Broadcasting Services Act 1992* (BSA), retransmission services that do no more than retransmit programs that are transmitted by a national, commercial or community broadcasting service, or by National Indigenous TV Limited, are not subject to the regulatory regime under the BSA.

There is no restriction on who can apply to provide retransmission services. However, it is expected that most applicants would be self-help providers, as defined in section 212A of the BSA. Self-help providers include particular entities providing retransmission services for the sole or principal purpose of obtaining or improving reception within certain communities or places, including:

- non-profit bodies;
- local government bodies;
- mining companies in isolated locations;
- petroleum, oil or gas companies in isolated locations;
- persons retransmitting within particular buildings or structures; and
- persons retransmitting within one or more places all in the same area.<sup>2</sup>

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<sup>2</sup> Digital TV Switchover Report – Digital IQ October 2012

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**The Importance of Tourism to Shark Bay**

The tourism industry of Shark Bay is comprised of large and small scale developments and tourism experiences, which link the many natural and World Heritage values of the region and extend the length of stay and diversity of tourist activities. The tourism industry along with the cultural heritage of Shark Bay contributes significantly to the regions image. The world class interpretive centre located in Denham is a major drawcard for visitors to the region and provides an informative base from which they can plan their stay in the area.

*"In 2011, domestic and international tourists spent 41 million nights in caravan parks around Australia. There are also more than 50,000 Australian campervan and motor home owners. Until recently, the only TV someone could watch after a long day's driving or sightseeing was the limited choice available on analog television – sometimes fewer than four channels" - Senator Stephen Conroy*

Based around the World Heritage status, tourism in the region is a major economic driver for the Shire of Shark Bay. When considering the broader economic landscape of Shark Bay and the importance of tourism it is important to consider other industries such as retail and fishing, which are associated with tourism and provide the second tier services and help support the local tourism industry.

Recent statistics provided below support the importance of tourism to the region and how the multiplier effect of tourism on the Shark Bay economy is significant when taking into account:

- Visitor spend
- Business support and incubation
- Direct tourism employment
- Indirect tourism employment i.e. retail
- Community amenities
- Transport
- Recreation and culture

The Shire of Shark Bay remains acutely aware of the negative impact a downturn in tourism would have on the local economy plus the operating expenses and income of Local Government.

Shire of Shark Bay Visitor Summary	
Estimated annual average visitors 2009/10/11 - Domestic	61,700
Estimated annual average visitors 2009/10/11 - International	33,600
Estimated annual average room occupancy rates 2011	52.2%

Source: Tourism WA Shire of Shark Bay Visitor Fact Sheet

*'The sheer size and dynamic nature of two of the world's fastest growing areas of commercial activity have ensured that technology and tourism are increasingly interdependent and that, indeed, technology is dictating the restructuring of the entire tourism industry.'*<sup>2</sup>

As demonstrated above, a large number of visitors to the region are domestic travellers falling into the category of the Fully Independent Traveller (FIT) market. The FIT market are essentially road based travellers who are completely self sufficient and rely on community infrastructure to access

<sup>2</sup> Tourism and Leisure in the 21<sup>st</sup> Century – Tourism Futures Conference 2005



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such things as broadcast digital television. The Shire risks a potential downturn in the FIT market visitation and stay duration should there be no access to the digital television broadcast.

The sophisticated profile of today's typical tourist, places increased emphasis on tourism operators providing the delivery of minimum standard services such as Digital TV to ensure they remain relevant in the market place. This means that access to Digital TV for accommodation providers and other tourism based activities is vital. The remote location of Shark Bay presents difficulties and cost escalations for accommodation and other tourism based activities providers in the region to access the required infrastructure for Digital TV transmission. Currently there is no financial incentive or rebate for commercial operators to assist with the upgrade to Digital TV.

In recognition of this, The Shire of Shark Bay deems it a fundamental obligation of to provide a universal broadcast DVB-T system as an alternative to the VAST program, which is partly funded only for residential ratepayers. This provides a safeguard against a potential downturn in tourism through a lack of services and results in a multi layered benefit to the region through the upgraded capacity of the key tourism industry to maintain national and international benchmark standards.

**The Digital Dividend**

Once Australia has completely moved all its TV transmission onto the digital platform, which is currently interspersed with analogue transmission, the digital signals (spectrum) will be restacked so it sits neatly together. Once this has been done, a large amount of spectrum will be made available, allowing the introduction of new and innovative services. This is likely to include the sale of part of the spectrum to allow the introduction of mobile broadband services. It may also include the provision of next generation broadcast services. The introduction of these new services and the financial return that government will make from the sale of the freed up spectrum is called the digital dividend. This will provide further benefits to the community by way of increased communications capacity, which is another benefit for the Shire of Shark Bay community.

**Television Viewing Stats**

TV watching/listening was found to be the activity, which took up most Australians leisure time according to the 2006 ABS statistics. On a daily basis 87% of Australians watched or listened to TV for an average of just under 3 hours (179 minutes). This means that in 2006, Australians aged 15 years and over spent a total of 42 million hours watching or listening to TV each day.<sup>4</sup>

These figures clearly highlight the importance of television in the Australian leisure culture. Furthermore, the inception of Digital Television has expanded the capacity of television broadcasting to regional and remote areas from simply a leisure activity to include the important educational and information suite of channels.

**Shire of Shark Bay Switchover Requirements**

Age	Individuals	% of Population
0-19	105	16.7
20-29	53	8.3
30-39	89	14
40-59	195	30.7
60-74	147	23.1
75-84	40	6.3
85+	6	0.9

<sup>4</sup> ABS – Arts and Culture in Australia Review 2011

Towers	Households
Denham	291
Monkey Mia	74
Nanga Bay	10
Useless Loop	61

Source: ABS 2011 Census Quickstats

Source: Digital TV Switchover Report – Digital IQ October 2012

**Reducing the Digital TV Divide**

On 5 January 2010, the Federal Minister (Senator Conroy) announced that the Federal Government would fund a new free-to-air satellite service to provide viewers in remote licence areas, and those in digital television terrestrial black spots in metropolitan and regional licence areas, with access to the same range of digital services (including digital multi-channels such as ONE HD, GO!, 7TWO, ABC2, ABC3 and SBS TWO) as are available in capital cities. The satellite service will provide its viewers in regional and remote licence areas with access to the same commercial broadcaster local news as is provided on terrestrial services to those areas. Previously many remote and regional communities have put up with having only two commercial TV channels, often missing out on some of the country's most popular, informative and educational programming.

Digital broadcasting means that communities such as the Shire of Shark Bay will have access to the full suite of digital television services – many for the very first time.

**Education**

It is considered that the main benefits of digital television will be the enhanced quality of video and sound, the electronic program guide, program enhancements and games. In other words, television has become the service for information and business centre as well as the entertainment hub.

The advantages of using a television (over a computer) are:

- its ubiquity (the majority of households in Australia have at least one television set);
- the costs - considerably less than a computer;
- one-to-many broadcasting ; and
- the focal point of the television as an information (news/current affairs, documentaries) service.<sup>5</sup>

Standard digital television brings with it two important features: datacasting and multicasting. Datacasting already is provided in Australia in an analogue form – called Digital TV and datacasting "tele-text" - but the increased bit rate with digital brings with it a whole range of services that extends beyond teletext. Multicasting will significantly increase the numbers of channels and in doing so will open the door to education channels. This increases the opportunity of education and training providers to deliver education and training programs direct.<sup>5</sup>

The Shire of Shark Bay considers the provision of Digital TV across the community will increase the educational capacity at all levels. By accessing the funding to install a DVB-T and minimise the cost and technical barriers to local domestic residents, commercial tourist accommodation providers and visitors, the Shire of Shark Bay will ensure that there is consistency in access to the benefits of Digital TV across the entire community. Continuity in the delivery of education will be achieved both locally and state wide, also helping promote future migration of families to the area.

**Convergence**

This is an important factor in the Digital revolution and will impact positively on the Shire of Shark Bay community. Convergence is the merging of media forms and texts, ie television can be computers etc. When relating this to the importance of social upshots such as education, easy

<sup>5</sup> Digital TV and data-casting: Opportunities for Education and Training



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access to Digital Television for the Shark Bay education department will allow teachers and students to align their own curriculum and project outcomes with those being produced elsewhere in Australia and internationally.

#### **2.4. Policy and Strategic Framework**

The Business Case Study has been reviewed against the Local Government Act regulatory requirements. The contents of the Business Case Study cover the requirements under the regulations as described in **Local Government Act, Functions of local governments, Part 3, Executive functions of local governments Division 3, s. 3.59.**

The Australian Communications and Media Authority (ACMA) requires that digital self-help retransmission services are compliant with regulatory requirements and issues licences upon verification. The Shire of Shark Bay will ensure that the DVB-T system is fully compliant with regulatory requirements as deemed necessary by the ACMA. This will be obtained using the services of the Shires Digital TV consultant.

Whilst the project has not been identified in the Gascoyne Regional Development Plan 2010 – 2020 it is important to note that the outcomes of this project align with a number of the outcomes detailed in the Gascoyne Regional Development Plan 2010 – 2020 document. Those are:

- Substantial Increase in Population
- Improved Government Services
- A Skilled Gascoyne Community
- Improved Regional Infrastructure
- Continued Expansion of the Tourism Industry
- Enhanced Quality of Regional Lifestyles
- Engagement in Lifelong Learning

The project meets the following Royalties for Regions objectives:

- **Building capacity in regional communities**

The installation of a DVB-T system will provide a significant boost to the regions capacity to receive a suite of educational, information and entertainment digital broadcast channels. This keeps the Shark Bay community aligned with other metropolitan and regional communities and enhances the scope for increased capabilities across a range of local industries.

- **Retaining benefits in regional communities**

The DVB-T system will assist the Shark Bay community to retain the economic benefits of tourist visitation through accommodation providers, tour operator and the local business community

- **Improving services to regional communities**

Until this point the Shire of Shark Bay and other regional communities have had access to a very limited number of broadcast television channels. By implementing the DVB-T system, the Shire of Shark Bay will provide its community with a much improved range of

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educational, information and entertainment digital television channels. The undertaking of the installation in its entirety by the Shire of Shark Bay will benefit each community member via cost savings of installation and mitigating install impediments.

• **Attaining sustainability**

The Shire of Shark Bay is focused on improving the live-ability of their region for the community. By ensuring access to Digital Television is available to each community member for little or no cost, the Shire enhances its culture of civic sustainability which in turn shores up such things as population growth, business incubation and employment opportunities. Being in the lower echelon of average weekly household incomes, the Shires undertaking provide Digital Television improves the sustainability of the Local Government area.

• **Expanding opportunity**

The installation of the Shark Bay DVB-T system for Digital Television provides increased opportunity across vital community drivers such as education and tourism by expanding the access to information and entertainment. The broad reach of the VAST system also allows local business and government to promote their product or service and publicise important regional activities.

• **Growing prosperity**

All of the aforementioned facets regarding the Shire of Shark Bay DVB-T system installation build upon the overriding issue of growing prosperity in the region.

- Business will benefit by remaining current with market trends and allow for future growth in visitation.
- Education will benefit and value-add to the live-ability of the region and promote migration the Shark Bay.
- Community services benefit by reducing the digital divide through access to information and entertainment and help consolidate population growth.

**2.5. Key Deliverables**

Outcome / Output	Description	Performance Measures
Funding for installation of DVB-T system	Funding application submitted to provide part funding of project	Funding application approved
Obtain relevant licences and approvals for installation of DVB-	Communications consultant to assist Shire with application to Federal Government regulatory	All relevant licences and approvals obtained

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Outcome / Output	Description	Performance Measures
T system	regime for self help transmission	
Procure qualified licensed contractor to install DVB-T system for Shark Bay community to receive Digital TV broadcast	Ensure contractor is qualified and compliant with all regulatory instruments	Contractor procured and Digital broadcast services provided to Shark Bay community
Enhance the key Tourism Industry	Ensure the status and market presence of the local Tourism industry retained	DVB-T system installed

## 2.6. Stakeholder Identification

Project Stakeholder	Interested In
Community of Shark Bay	Increasing information capacity, assist business incubation, civic amenity.
The Shire of Shark Bay	Community development and information capacity building, delivery of vital infrastructure
Minister for Regional Development of Lands	Regional community infrastructure development in accordance with Royalties for Region's funding objectives.
Department of Regional Development of Lands	Regional community infrastructure development in accordance with Royalties for Region's funding objectives.
Gascoyne Revitalisation Steering Committee	Regional community infrastructure development in accordance with Royalties for Region's funding objectives.
Gascoyne Development Commission	Development of regional communities in alignment with community aspirations.



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Project Stakeholder	Interested In
Digital Switchover Taskforce	More efficient use of infrastructure and compliance with legislative requirements
Department of Broadband Communications and the Digital Economy	More efficient use of infrastructure and compliance with legislative requirements
Local Business and accommodation providers	Access to vital infrastructure to maintain market presence
Australian Communications and Media Authority	More efficient use of infrastructure and compliance with legislative requirements

## 2.7. Critical Assumptions

The critical assumptions for the project are:

- The Shire of Shark Bays communications consultant (Digital IQ) assumes that the ACMA details on the current ABC retransmission is correct as part of the relevant AS and construction requirements set by the ACMA.
- All relevant approvals and licenses will be obtained prior to the commencement of the project.
- The broadcast signal resulting from the installation of the DVB-T system will be of the highest possible standard.
- All channels able to be received via the DVB-T system will be available to the Shark Bay community.

## 2.8. Economic and Financial Analyses

The over-riding basis for the Shire of Shark Bay to undertake the installation of a DVB-T system is to continue what it considers to be a Shire obligation by providing the required infrastructure for residents to receive the same standard of broadcast television as is received in other regional and metropolitan areas. While the residents will be able to apply for the subsidy to have a VAST system installed any business with multiple displays will not qualify and will bear the cost of upgrade in full.<sup>6</sup> A VAST system (Viewer Access Satellite Television). The current subsidy put in place from the Commonwealth is that the residents of any area not able to receive DVB-T signal will be eligible for a subsidy to have a VAST satellite system installed. The indicated subsidy for the Denham area is that residents will need to contribute \$250 - \$280 towards the total estimated cost of a full install of \$750 - \$1000, with the Commonwealth contributing the difference.

<sup>6</sup> Digital TV Switchover Report – Digital IQ October 2012

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The Shire's aim is to avoid its residents being disadvantaged simply because of the isolation of Shark Bay. In doing so the Shire will also assist local business and local industry by significantly reducing their costs for the Digital TV upgrade. Commercial operators receive zero Government funding to upgrade their systems to digital. The cost impacts on the local commercial business short and long stay facilities are estimated to be between \$135,000 and \$250,000 dependent on the required infrastructure upgrades to the commercial premises. This estimation has been quantified by the Shire of Shark Bays communications consultant.

In a region where tourism is a major economic driver, coupled with the minimum infrastructure demands tourism operators must achieve to ensure market share, the Shire of Shark Bay consider the funding and roll out of this project to be worthy of approval from the Royalties for Regions Gascoyne Revitalisation Scheme.

**Household Data**

The isolation and small population of the Shire of Shark Bay impacts on day to day costs of living. The availability of service technicians for a range of applications is limited and when required, residents in the Shire of Shark Bay pay a premium rate for such services. There is no qualified communications technician in the Shark Bay area who could assist residents with installs and maintenance for the digital upgrade. This means that residents who require the services of a qualified communications technician will have lengthy delays and pay excessive fees. One of the Shires objectives is to mitigate this by installing the DVB-T system.

In terms of household income data, the Shire sits well below the National average (as seen below), which again has been a consideration for the Shire to ensure they access funding for the digital upgrade and reduce the pressure on household expenditure.

Median Weekly Household Income	
Shire of Shark Bay	\$946
Western Australian Average	\$1,415

Source: ABS 2011 Census Quickstats

The Shire recognizes the Commonwealth contribution will cover some residents initial outlay, however it is the ongoing cost demands which will prove difficult for some. Also should a resident dwelling have multiple displays the additional installations costs will be paid by the resident in full. On average an additional outlet would be \$390 - \$450 per outlet.

**2.9. Summary of Options**

Notwithstanding the outcomes the Shire wishes to achieve, the technical specifications and licensing requirements involved with the upgrade to Digital TV dictate there is only one option to consider. This is detailed in section 2.9.

**2.10. Preferred Option**

The proposed Digital Video Broadcast-Terrestrial (DVB-T) system is a noise free way to transmit and receive television. The Digital Television (DTV) DVB-T signals process the RF signals to retrieve a picture perfect image and sound information. The introduction of commercial DTV to the area will provide high quality sound and image to anyone that can receive.

Microcomputers inside the STB or DVB-T receiver obtain TV pictures and sounds like an Internet file download, except any errors are ignored, as the next signal frame has the updated information.



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Because it is digital, line of sight is not a major requirement although should still be sought after, even if the picture and sound information can be reclaimed from very low signal levels. The trade off with digital is it will either see a signal or no signal at all. There is nothing in between, unlike analogue, which will display noise as a signal e.g. TV snow. DVB-T has taken extra step from analogue with the invention of microcomputers and encoded the series of frequencies that made up the picture and sound to 1's and 0's. The encoded series of frequencies or "MPEG'S" then put that signal on the RF carrier.

DTV transmission stills sends out and receives a series of analogue frequencies or RF carriers, but they represent simply 1's or 0's (two states). It is the electronics / computer inside the DVB-T receiver that manipulate and calculate what those received analogue frequencies should be and what they should represent.<sup>7</sup>

This option provides the desired outcomes for the Shire by:

- Reducing the cost and installation technicalities for Shark Bay residents
- Mitigating the issue of a lack of qualified maintenance technicians in the area
- Reducing maintenance costs
- Reducing the excessive cost implications on local businesses
- Keeping the local tourism industry relevant with the provision of benchmark infrastructure
- Providing access to vital educational tools via the Digital broadcast network
- Continuing what the Shire considers to be an obligation to the residents of Shark Bay to ensure the provision of infrastructure remains equal with other regional and metropolitan areas

### **2.11. Budget and Funding Strategy**

A total budget estimate including contingency and project management for the installation of a new DVB-T system upgrade has been estimated at \$300,000.

The Shire of Shark Bay is seeking funding of \$300,000 from Royalties for Regions Gascoyne Revitalisation Scheme. Any other additional project costs over runs will be contributed from Shire budget allocations.

The Shire has made allowance in the operating budget for the ongoing scheduled and un-scheduled maintenance requirements of the DVB-T system.

#### **2.11.1. Project Budget**

Item of Expenditure	Cost (\$)	Source of Funds
Digital TV Feasibility Study/Business Case	10,000	Shire of Shark Bay
Digital Video Broadcast -Terrestrial System Upgrade	300,000	Royalties for Regions

<sup>7</sup> Digital TV Switchover Report – Digital IQ October 2012

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Item of Expenditure	Cost (\$)	Source of Funds
<b>Total Cost</b>	<b>310,000</b>	

**2.11.2. Royalties for Regions Funding Amount**

Main Activity	2011/2012 \$	2012/2013 \$	2013/2014 \$	Total '11/12' - '13/14' \$
Digital Video Broadcast - Terrestrial System Upgrade		300,000		300,000
<b>Total</b>		<b>300,000</b>		<b>300,000</b>

**2.11.3. Drawdown of Royalties for Regions Funding**

Deliverable	Payment details and timing	Amount \$
Installation of Digital Video Broadcast -Terrestrial System Upgrade	• Payment for ACMA licence approval	5,000
	• Initial payment for licensed contractor to mobilise and precommission new system	147,500
	• Final payment to licensed contractor to switchover signal and commission new system	147,500

**2.12. Project Timeframe and Key Milestones**

Main Activities / Milestone	Milestone Date	Responsibility
Obtain ACMA Approval	December 2012	Shire of Shark Bay/Digital TV Consultant
Obtain Funding amount	January 2013	Shire of Shark Bay

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Main Activities / Milestone	Milestone Date	Responsibility
Undertake tender process	January 2013	Shire of Shark Bay
Award tender	January 2013	Shire of Shark Bay
Contractor to mobilise to site	February 2013	Digital TV Contractor
Pre-commission system	February 2013	Digital TV Contractor
Site switchover	February 2013	Digital TV Contractor
Commission system	February 2013	Digital TV Contractor

**2.13. Risk Analysis**

Risk	Level (low, medium, high)	Mitigation
Approvals not obtained	Low	Shire to pursue funding for DVB-T system and continue to work with ACMA to obtain approval for installation
Sourcing qualified contractors within the required timeframe	Low	Shire is already in discussion with approved installer to ensure system is operating prior to analogue system switch off Shire to ensure funding requirements are obtained to install the highest quality system is available for the community and to meet minimum broadcast standards as are delivered elsewhere in metropolitan and regional areas
Quality of broadcast signal not adequate	Low	Contractor to install as per system specification and provide Shire with ongoing preventative maintenance plan
Technical problems with system	Low	

### 3. IMPLEMENTATION STRATEGY

#### 3.1. *Communication Plan*

A clear Communications Plan is vital to the success of the project. To ensure that all the key stakeholders, staff, managers, suppliers and customers (community) are kept properly informed of the progress of the installation of the new artesian bore and the decommissioning of the damaged bore, a Communications Management Process will be established upon approval of funding.

The various types of formal communication that will be undertaken for the project include regular project status reports, cost tracking, communicating project risks, issues and changes. All relevant stakeholders will be informed of the project status via:

- Newsletters and E-Newsletters
- Email
- Shire web site
- Media publications, editorials

The project manager, engaged by the Shire of Shark Bay, will also ensure that each approved communication will refer to the Royalties for Regions funding program as a contributor to the Shire of Shark Bay Digital TV project.

The Project Manager has responsibility for ensuring the release of accurate and timely communications messages within the project. This includes:

- Documenting a Communications Plan early in the lifecycle of the project
- Identifying the content, audience, timing and format of communications
- Approving (or arranging the approval of) all communications messages
- Receiving feedback regarding communications messages released.

#### 3.2. *Procurement Strategy*

The Shire of Shark Bay is committed to a procurement Strategy that follows the Western Australian local Government Function and General Regulations. The Shire of Shark Bay will also abide by the regulatory requirements according to the Royalties for Regions Funding Agreement.

The installation of the Digital TV Transmission tower will be awarded to a suitably qualified Contractor through a tender process. Included in the tender requirements will be buy-local, Indigenous engagement and sustainability weightings. The Shire of Shark Bay will commissioned a technical specification for the project which will be used as part of the tender documentation.

The successful tenderer will have demonstrated, in its tender that wherever practicable, local suppliers are offered equal opportunity to supply labour and materials for the project. Engagement of Indigenous contractors and employment of Indigenous labour will also be a consideration where practicable.

The sustainable procurement strategy is a significant step forward, outlining the Shire's commitment to make its spending decisions in a way that achieves both value for money on a



Department of Regional Development and Lands

whole life cycle basis, and the wider economic, social and environmental benefits for the community.

### **3.3. Governance**

The Shire of Shark Bay will be responsible for managing the installation of the DVB-T system. It has the necessary leadership and advocacy for the community, employs a number of qualified staff, to act responsibly as custodians of community assets and infrastructure and manage the public funds for the project.

The Shire of Shark Bay will ensure all license and compliance requirements as issued by the ACMA will be satisfied throughout the life of the project.

The Shire has a responsibility to the community and the other spheres of government to be transparent and accountable in all facets of its operations. The management approach to conducting the installation of the DVB-T system will be in accordance with the Local Government Act, State Government financial management obligations and accountability and relationships to its residents, employees and stakeholders.

The Shire of Shark Bay will communicate its outcome project, in a Project Charter that ensures that the scope of the project is clearly articulated and key stakeholders and project resources are fully informed during the implementation phase.

The Shire of Shark Bay will also adhere to all requirements of their Royalties for Regions Financial Funding Agreement with the Department of Regional Development and Lands.

The Project Charter will outline the purpose of the project, the way the project will be structured and how it will be successfully implemented. It will describe the following aspects of the project:

- Project vision, objectives, scope and deliverables (i.e. what must be achieved)
- Stakeholders, roles and responsibilities (i.e. who will take part in it)
- Resource, financial and quality plans (i.e. how it will be undertaken).

### **3.4. Supporting Documents**

Attachment 1 - Digital TV Switchover Report – Digital IQ October 2012

## **4. RECOMMENDATION OF PREFERRED OPTION**

It is recommended that the Shire of Shark Bay proceed with an application for funding of the Digital Video Broadcast-Terrestrial system to ensure the ongoing sustainability of tourism, a key regional economic driver, protect the viability of local businesses, improve community capacity, enhance social and educational opportunities and continue the provision of free to air television to the Shark Bay community.



Department of Regional Development and Lands

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**4.1. Sign-off**

Signed

Signed

Completed by

Approved by

Position

Position

Date

Date

Department of Regional Development and Lands

ATTACHMENT 1



## Digital TV Switchover Report

## Denham Analogue to Digital TV

### On Behalf of Shire of Shark Bay

#### **Confidentiality**

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## Revision

Revision No	Date	Revision Description	Controller
Rev 0	23/08/2012	Draft Report	MT
Rev 1	29/09/2012	Document Requirements Review	EB
Rev 1.1	29/09/2012	Shire Information Refer	MT
Rev 2	13/09/2012	Census Information	MT
Rev 2.1	13/09/2012	Document Item 3 Review & Amend	EB
Rev 2.2	17/09/2012	Document Item 4 Review & Amend	EB
Rev 3	18/09/2012	Reception Cloak Digital Only	MT
Rev 4	21/09/2012	Ownership Information	MT
Rev 5	25/09/2012	Commercial Stations Upgrade	MT
Rev 5.1	27/09/2012	Transmitter Requirements Update	MT
Rev 5.2	3/10/2012	Transmitter Requirements Update	MT
Rev 6	3/10/2012	Document Review	FC & JS
Rev 7	4/10/2012	Document Finalised	All

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## 1. General Information

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### 1.1. Introduction

As discussed with Paul Anderson and contained in email received on Friday the 20<sup>th</sup> July and DIQ120808 Shire of Shark Bay DD Brief sent on 8/8/12 and confirmation email received on 13/8/12 Digital IQ has conducted a study brief as requested and based on information discussed and received have prepared the below report.

### 1.2. Scope

Digital IQ are to provide relevant information and recommendations to the Shire of Shark Bay to make an informed decision on the viability to upgrade the existing analogue television rebroadcast system to a digital rebroadcast system.

### 1.3. Overview

During the development of this report the point of references were developed from internal research and development at Digital IQ, the relevant standards and the Australian Communications and Media Authority.

Organisation	-	Digital IQ
Project Title	-	Digital Switchover Report
Project Code	-	DIQ DSR Denham Shark Bay
Project Category	-	Digital TV
Status	-	Currently Broadcasting Analogue

### 1.4. Project References

- Australian Communications and Media Authority  
[www.acma.com.au](http://www.acma.com.au)
- Department of Broadband Communications and the Digital Economy  
[www.dbcde.gov.au](http://www.dbcde.gov.au)
- Digital Switchover Australia Taskforce  
[www.digitalready.gov.au](http://www.digitalready.gov.au)
- Digital Switchover Australia Taskforce  
[www.industry.digitalready.gov.au](http://www.industry.digitalready.gov.au)
- VAST Satellite My Satellite TV  
[www.mysatlv.com.au](http://www.mysatlv.com.au)
- Oz Digital TV  
[www.ozdigitaltv.com](http://www.ozdigitaltv.com)
- Australian Standards  
[www.saiglobal.com.au](http://www.saiglobal.com.au)
- Digital IQ  
[www.digitaliq.tv](http://www.digitaliq.tv)
- Sciteq  
[www.sciteq.com.au](http://www.sciteq.com.au)

- Shire of Shark Bay  
[www.sharkbay.wa.gov.au](http://www.sharkbay.wa.gov.au)

Digital IQ consulted with multiple businesses in the area as part of its internal business on digital upgrade works. We have not included these references as information was duplicated in many cases.

#### 1.5. Acronyms, Abbreviations and Definitions

ABCB	-	Means guides and handbooks titled: - Digital Television: Antenna Systems for Homes FTA DTV single antennas - Digital Television: Antenna Systems for MDU FTA DTV shared antennas
ACMA	-	Australian Communications and Media Authority
ADR	-	Adequate Digital Reception – Complies with AS 1367:2006
AS	-	Australian Standard
Commonwealth	-	Means the Commonwealth Government of Australia as represented by the executive governments departments and offices
Customer	-	Means a customer that is eligible for the HAS services, as determined by the Commonwealth
DBCDE	-	Department of Broadband Communications and Digital Economy
DHS	-	Department of Human Services
Display	-	Means the device used to watch television pictures
DTH-S	-	Direct-to-home Satellite receiving equipment
DTV	-	Digital Television
DVB-S	-	Digital Video Broadcast – Satellite
DVB-T	-	Digital Video Broadcast – Terrestrial
Freeview	-	Means FTA or the commercial and government sponsored television suppliers (Currently consisting of 16 channels)
FTA	-	Free to Air Television or Freeview
GST	-	Has the meaning used in the Australian GST Act

GST Act	-	Means A New Tax System (Goods and Services Tax) Act 1999
HAS	-	Household Assistance Scheme
Headend	-	The term given to the combination of equipment or parts in a central location
LOS	-	Line of Sight – Means a direct view from a source to a receiver
MATV	-	Master Antenna Television – system used in commercial and MDU premises
MDU	-	Multi Dwelling Units – A building that has many tenants in a single building
SMATV	-	Satellite Master Antenna Television – An MDU that uses a satellite headend
STB	-	Set Top Box – Means the electronic unit used to display television pictures
VAST	-	Viewer Access Satellite Television
VAST STB	-	Means the STB used exclusive on the VAST platform or the UEC 4120 Set Top Box

1.6. Points of Contact

Digital IQ  
Commercial and Domestic MATV Installers & Consultants  
Michael Taylor  
08 9252 1420  
0425 257 000

Laceys TV  
SMATV Parts Supplier  
David Stringer  
03 9776 9222

Digital Switchover Taskforce  
Government Digital Switchover Information Help  
1800 20 10 13

ACMA  
Australian Communications and Media Authority  
Mel Regan  
Project Officer – Television Planning Section  
02 6256 2879

DBCDE  
Department of Broadband Communications and the Digital Economy  
02 6271 1000



## 2. Management Summary

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## 2.1. Current Procedures

As part of the current mandated requirement for the Commonwealth, each resident in Australia is entitled to receive analogue television reception via either an area antenna receiver system using television transmission from local towers to the area, or via an installed satellite system using the Optus Aurora service.

Terrestrial retransmission services are provided in areas where broadcasters have not established transmitters or where the signals from broadcasting transmitters serving the area are not adequate. They are typically provided by self-help providers in remote communities, small regional communities and black-spots.

Self-help providers include councils, mining companies and local community organisations are able to supply their own infrastructure to retransmit commercial and/or national television service to their local areas.

The current services provided for the Denham transmitter are the commercial stations, ABC and SBS in analogue, with ABC and SBS having additional digital frequencies allocated and ABC only being transmitted in DVB-T. Refer to the Digital transmission map in Table

All services are installed on the Telstra Radio Terminal on Monkey Mia rd. Research conducted by Digital iQ provided no lease or rental conditions for the current retransmission infrastructure.

The existing service is classed as a "self-help retransmission site" due to the local population not meeting the classification guideline of having a minimum of 5,000 affected families, or homes covered by the transmission range or reach.

## 2.2. Objectives

The Australian Government announced that all free-to-air television broadcasters in Australia will be required to complete a switch from analogue transmission to digital-only transmission by the end of 2013. The Minister for Broadband, Communications and the Digital Economy announced the timetable for the digital switchover on 19 October 2008. As part of an updated revised timetable since the commitment in 2008 from the minister to upgrade the television transmissions, the timetable was brought forward to 25 June 2013 for regional and remote parts of Western Australia.

Digital iQ note that this is an indicative date sent out from the Minister and may be delayed, however areas affected by the switchover in other parts of Australia have not had their switchover date delayed even though some domestic and commercial premises had not completed the switch, and were left with no analogue signal to receive.

### 2.3. Performance Objectives

The current analogue system provides for a 2 watt analogue retransmission while the installed ABC digital transmission provides for a stable 50 watt signal from the source. A LOS image has been included as Figure 1. Note Digital IQ was unable to assess the launch signal as the building housing the ABC DVB-T Headend was controlled by the service provider and broadcast engineering.

As a minimum the commercial system will have to provide for the delivery of a stable digital service as a substitute to the existing analogue system. The solutions to these requirements are the same as the existing analogue solutions as noted in item 2.1 but due to the ACMA DVB-T requirement have additional parameters to be considered including:

1. services be transmitted using the MPEG-2 compression format at the DVB-T standard
2. services be provided in the same definition (e.g. HD or SD) as the source service
3. that an EPG is available
4. that service information include the following:
  - a. program classification information
  - b. Now/Next
  - c. logical channel numbering (in accordance with the applicable standard or operating practice)
  - d. Time and Date Table and Time Offset Table.

### 2.4. Assumptions and Constraints

Digital IQ assumes that the ACMA details on the current ABC retransmission is correct as part of the relevant AS and construction requirements set by the ACMA.

As noted in item 2.3 Digital IQ was unable to assess the ABC headend.

Digital IQ assume that not all domestic and commercial premises are compliant with AS 1367:2007 Coaxial Cable and Optical Fibre Systems for RF distribution of Analogue and Digital Television.

### 2.5. Criteria and Information

As part of it's discussion with the ACMA Digital IQ have included the application form that is required as part of the license application process.

### 2.5.1. About retransmission services

Terrestrial retransmission services are provided in areas where broadcasters have not established transmitters or where the signals from broadcasting transmitters serving the area are not adequate. They are typically provided by self-help providers in remote communities, small regional communities and black-spots.

Self-help providers include councils, mining companies and local community organisations. These organisations supply their own infrastructure to retransmit commercial and/or national television service to their local areas.

As part of the digital switchover, the Australian Government has funded the Viewer Access Satellite Television (VAST) platform. VAST ensures that all areas not receiving a full suite of commercial and national digital television services via terrestrial means can do so through a direct-to-home satellite service. In addition, a number of existing terrestrial analog retransmission services have been, or will be, upgraded to digital, and in some cases new retransmission services established, by commercial and national broadcasters. However, self-help providers still have the option to upgrade existing sites to digital at their own cost, or to establish new sites to provide retransmission services in digital where no such service was provided in analog mode.

Under section 212 of the *Broadcasting Services Act 1992* (BSA), retransmission services that do no more than retransmit programs that are transmitted by a national, commercial or community broadcasting service, or by National Indigenous TV Limited, are not subject to the regulatory regime under the BSA.

The retransmission of programs transmitted by commercial and community broadcasting licensees can be:

- within the licence area of that licensee
- outside the licence of that licensee, with the written permission of the ACMA.

### 2.5.2. Who can apply?

There is no restriction on who can apply to provide retransmission services. However, it is expected that most applicants would be self-help providers, as defined in section 212A of the BSA. Self-help providers include particular entities providing retransmission services for the sole or principal purpose of obtaining or improving reception within certain communities or places, including:

- non-profit bodies;
- local government bodies;
- mining companies in isolated locations;
- petroleum, oil or gas companies in isolated locations;
- persons retransmitting within particular buildings or structures; and
- persons retransmitting within one or more places all in the same area.



Applications to retransmit services in digital mode from entities that are not self-help providers (e.g. individuals, other community groups) will be considered on a case by case basis.

**NOTE:** Only self-help providers are exempt from copyright obligations under the *Copyright Act 1968*.

### 2.5.3. Authorisation of self-help retransmission services

The ACMA authorises self-help retransmission services by making a spectrum determination (often called a "drop through") under section 34 of the *Broadcasting Services Act 1992* (BSA) and then issuing apparatus licences to authorise the transmitters under section 100 of the *Radiocommunications Act 1992*.

In considering applications from self-help providers, the ACMA will take into account whether the viewer experience from the digital television retransmitted services will be substantially the same as from a broadcaster-provided service.

Essentially, this entails self-help providers retransmitting all associated terrestrial services that are not otherwise available terrestrially to the viewer. Where broadcasters are not providing any digital television services terrestrially in a location, the self-help provider would be expected to retransmit the full suite of available services. Where broadcasters are providing one or more, but not all, digital television services in a location, the self-help provider would only be required to provide the 'missing' services. (For example, if all the services from three commercial networks and the ABC are already available terrestrially in the area, the self-help provider would only need to retransmit the 'missing' SBS service, although requests to provide additional services would be considered on a case-by-case basis.)

Importantly, providing the same viewer experience as a broadcaster-provided service will require the transmission of service information, such as electronic program guides, channel numbers and closed captioning.

The ACMA has developed guidelines which outline matters that will assist the ACMA in determining whether the proposed retransmission service will be substantially the same as from a broadcaster-provided service. The guidelines will apply to the ACMA's consideration of whether to make spectrum available for retransmission services under section 34 of the BSA. The ACMA may also impose specific conditions on apparatus licences issued for self-help retransmission services which support this objective. These are detailed below.

Where an application is to retransmit commercial television services outside the licence area of that commercial television service, the ACMA will have regard to a number of additional matters. These are also detailed below.

As a result of the impending switch off of analog television broadcasting services, the ACMA is unlikely to approve new requests from self-help providers seeking to provide re-transmission services in analog mode.

**NOTE:** The apparatus licences issued by the ACMA authorise the use of the spectrum for the provision of digital retransmission services within the conditions imposed on the licences. The act of issuing the licences doesn't guarantee access to other elements necessary to provide a retransmission service (e.g. access to the site, tower, power or program content). To access program content for retransmission services in central and eastern Australia sourced from the VAST satellite feed, self-



help providers will need to seek authorisation from Eastern Australia Satellite Broadcasters (EASB). Self-help providers in Western Australia will need to seek authorisation from WA Satco. EASB can be contacted at [ateasb.admin@sca.com.au](mailto:ateasb.admin@sca.com.au) and WA Satco at [Fareeha.Rauf@prime7.com.au](mailto:Fareeha.Rauf@prime7.com.au).

#### 2.5.4. Guidelines for the assessment of applications

In deciding whether to make spectrum available to a self-help retransmission applicant under section 34 of the BSA, the ACMA will have regard to the following matters, among others:

- o Whether the spectrum will be used to ensure that all available commercial and national digital television services in the relevant licence area are available to viewers in the area intended to be served by the applicant. (Where a digital terrestrial service is already otherwise available terrestrially it will not need to be provided, but requests to do so will be considered on a case by case basis).
- o Whether use of the spectrum will comply with certain technical specifications, including whether:
  - services will be transmitted using the MPEG-2 compression format at the DVB-T standard
  - services will be provided in the same definition (for example, HD or SD) as the source service
  - in the case where digital retransmission services are replacing analog retransmission services, the coverage of the digital retransmission services are largely equivalent to the coverage of the analog services
  - the service information is properly constructed with the objective that the transmitted services should have the same 'look and feel' as broadcaster-provided services; this should include provision of EPGs, program classification information, captioning, Now/Next, logical channel numbering (in accordance with the applicable standard or operating practice) and time and date table and time offset table.
- o Any other matter the ACMA considers relevant.

#### 2.5.5. Licence conditions

Following the making of a determination under section 34 of the BSA, the ACMA may issue one or more transmitter licences to an applicant. In addition to the general conditions applying to apparatus licences, specific conditions may be imposed as outlined in item 2.3.

#### 2.5.6. Acknowledgement

Self-help retransmission service providers will also be required to acknowledge two significant areas of potential risk. The first relates to the possible need for self-help providers to change channel allocations if required under the restack process. Restack is the process of moving digital television services from the digital dividend band to non-dividend spectrum to free up the digital dividend spectrum for reallocation.

While the ACMA will seek to avoid or minimise the need for subsequent changes to channels used for retransmission services, self-help providers will be expected to acknowledge that they understand the risk and may be required to retune a self-help service at their own expense. For example, costs may be incurred as a result of having to retune or replace the transmitter, combiner, antenna or associated equipment.

The second potential risk relates to the use of professional decoders to receive VAST to feed terrestrial retransmission sites. These decoders may not automatically respond to changes made to the satellite platform that affect VAST. Consequently, any such changes could have a significant impact on the retransmission services, in terms of both time and cost for the self-help provider. The ACMA will also expect self-help providers to acknowledge that they understand this risk and that they may be required to respond to changes made to the VAST satellite platform at their own expense.

#### **2.5.7. Additional matters for the retransmission of commercial television services outside licence areas**

The ACMA expects only a small number of applications from self-help providers wishing to retransmit commercial television broadcasting services outside the licence area of that commercial television service. This may happen where, for example, a self-help provider wishes to retransmit a terrestrial commercial television service from a metropolitan licence area in a town in a neighbouring regional licence area, or a commercial television broadcasting service from a regional commercial television licence area in a town in neighbouring remote licence area. There may be a number of reasons for wanting to do this, including that the town shares a community of interest with a neighbouring licence area, or perhaps the cost of retransmitting programs sourced from an terrestrial off-air feed is more cost effective than other methods.

In addition to matters set out in the guidelines above, the ACMA will have regard to the following additional matters when assessing these applications:

- o whether there is an existing out-of-area retransmission in analogue mode for which the ACMA previously granted permission;
- o the opinion of the in-area commercial broadcasters and any impact that the retransmission would have on those broadcasters, including on the viability of the service;
- o whether there is a community of interest between the target audience of the source feed and the audience of the proposed retransmission (note that an existing analogue out-of-area retransmission could represent a prima facie evidence of a community of interest, otherwise additional evidence may have to be provided by the applicant);
- o the technical and cost feasibility of alternative options for providing commercial television services to audiences (e.g. DTH VAST services; VAST-fed retransmission) compared to the out-of-area proposal; and
- o any existing sunk-costs invested by the self-help provider (eg the Council) for the provision of an analogue out-of-area retransmission that would be affected by the outcome of the decision.

**2.5.8. Compliance and enforcement**

The ACMA is concerned to ensure compliance with the guidelines and licence conditions and will investigate reports of non-compliance. Enforcement options available to the ACMA included warning notices, infringement (penalty) notices and prosecution. Further information can be found on the related media release [MR 65/2012](#).

**2.6. Recommendation**

**2.6.1. Area Survey**

As part of a site visit to Denham and Monkey Mia, and information obtained from Census and The Shire of Shark Bay the information below is a breakdown for the rationale in the decision making.

**Income:**

For people 15 years and over, the Median weekly income for **Personal** was \$530, **Family** \$1,187 and **Household** \$836.

**Table 1 – Denham Residential Breakdown**

	Family households	Non-family households(c)	Total
<b>Number of persons usually resident:</b>			
One	..	97	97
Two	111	10	121
Three	26	0	26
Four	27	0	27
Five	5	0	5
Six or more	0	0	0
<b>Total</b>	<b>169</b>	<b>107</b>	<b>276</b>

**Dwelling Type:**

A total of 276 (68%) of Denham Dwelling Types are occupied privately and there is a total of 131 (32%) of unoccupied private dwellings.

Table 2 – Denham Occupied Private Dwellings

	<i>Dwellings</i>	<i>Persons</i>
<b>Occupied private dwellings:</b>		
Separate house	188	425
<b>Semi-detached, row or terrace house, townhouse etc. with:</b>		
One storey	5	6
Two or more storeys	6	12
<i>Total</i>	<i>11</i>	<i>18</i>
<b>Flat, unit or apartment:</b>		
In a one or two storey block	40	63
In a three storey block	0	0
In a four or more storey block	3	4
Attached to a house	0	0
<i>Total</i>	<i>43</i>	<i>67</i>
<b>Other dwelling:</b>		
Caravan, cabin, houseboat	36	63
Improvised home, tent, sleepers out	0	3
House or flat attached to a shop, office, etc.	0	3
<i>Total</i>	<i>36</i>	<i>69</i>
Dwelling structure not stated	0	0
<b>Total occupied private dwellings</b>	<b>278</b>	<b>579</b>
Unoccupied private dwellings	131	..
<b>Total private dwellings</b>	<b>409</b>	<b>579</b>



Table 3 – Denham Dwelling Structures

	Dwelling structure				Total
	Separate house	MDU			
Owned outright	59	0	3	23	85
Owned with a mortgage(b)	36	0	3	0	39
<b>Rented:</b>					
Real estate agent	19	7	18	0	44
State or territory housing authority	30	0	9	0	39
Person not in same household(c)	21	3	3	3	30
Housing co-operative/community/church group	0	0	3	0	3
Other landlord type(d)	16	0	0	7	23
Landlord type not stated	3	0	4	0	7
<b>Total</b>	<b>89</b>	<b>10</b>	<b>37</b>	<b>10</b>	<b>146</b>
Other tenure type(e)	0	0	0	0	0
Tenure type not stated	3	3	0	3	9
<b>Total</b>	<b>187</b>	<b>13</b>	<b>43</b>	<b>36</b>	<b>279</b>

**Number of Bedrooms:**

The following figures are only taken from the occupied private dwellings:

None (include bedsitters): 9 (3.2%)

1 Bedroom: 28 (10.1%)

2 Bedrooms: 27 (20.5%)

3 Bedrooms: 134 (48.2%)

4 or more Bedrooms: 44 (15.8%)

Number of Bedrooms not stated: 6 (2.2%)

Average number of bedrooms per dwelling: 2.7

Average number of people per households: 2



**Table 4 – Denham Census Information**

Age	Individuals	Percentage of Population
0-19	106	16.70%
20-29	53	8.30%
30-39	89	14%
40-59	195	30.70%
60-74	147	23.10%
75-84	40	6.30%
85 +	6	0.90%
<b>Seniors = 193</b>		

**Table 5 – DBCDE Digital Switchover Area Information**

Towers	Households	HAS
	436	84
Denham	291	
Monkey Mia	74	
Nanga Bay	10	
Useless Loop	61	

The above information is to be used to estimate the total amount of installs required for an area within the Shark Bay Shire. HAS VAST subsidy is available throughout the shire area and is not exclusive to the Denham town site.

**Table 6 – Approx. Costing's Domestic & Commercial Installations**

Job Description	Approx. Cost
Antenna Install	\$ 335.00
FTA STB Install Only	\$ 160.00
VAST STU Install Only	\$ 390.00
Dish & Cable Install Only	\$ 410.00
Full VAST Install	\$ 820.00
Survey	\$ 120.00
Commercial DVB-T Upgrade Starts At	\$ 2,500.00
Commercial VAST Upgrade Starts At	\$ 15,000.00

These pricings are indicative pricing and Digital IQ has made best efforts to provide industry pricing based on current estimates. Digital IQ note that these pricings will change as the switch off date approaches due to a lack of qualified workforce in the MATV industry.

**Table 7 – Current Installed Infrastructure on Dwellings**

Survey Description	Amount	%
Conforming Antenna	87	71%
Old Antenna	8	7%
Damaged Antenna	12	10%
Incorrect Install	3	2%
Indoor Antenna or None Present	10	8%
MDU	2	2%

The above was conducted in the month of September 2012 and sampled Approx. 120 dwellings.

**Table 8 – Current Re-Transmission sites in Western Australia**

Licensee/ provider	Area served	State	Services
Shire of Ngaanyatjarraku	Blackstone	WA	ABC, SBS, WAW, WOW, WDW
Shire of Coolgardie	Coolgardie	WA	ABC, SBS, VEW, WOW, VDW
Shire of Laverton	Laverton	WA	SBS, WAW, WDW, WOW
Shire of Leonora	Leonora	WA	ABC, SBS, WAW, WDW, WDW
Shire of Morawa	Morawa	WA	SBS
Shire of Ngaanyatjarraku	Warburton	WA	ABC, SBS, WAW, WOW, WDW
Shire of Wongan Ballidu	Wongan Hills Town	WA	SBS, WAW, WOW, WDW

**Table 9 - Denham Current Allocated Channels**

WA	Area	Trans Type	ABC	SBS	WAW	WOW	Pol
	Denham	Analogue	8	(67)	(61)	(64)	H
	Denham	Digital	7	-	-	-	H

2.6.2. Recommendation

As noted in item 4 and the above data and information in item 2.1 to 2.6 Digital IQ recommend that the local transmitter be upgraded to the DVB-T platform, note the key points below:

- Only 30-35% of existing households require infrastructure amendments
- The ABC frequency is already allocated
- The ABC DVB-T re-transmission is currently operational
- Cost to local business will be greatly reduced
- Visitors to the area will have access to the services
- Installation of a DVB-T STB is 50-70% less than the VAST service



### 3. Proposed System

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### 3.1. Description

The DVB-T upgraded system

#### What is it?

The proposed DVB-T system is a noise free way to transmit and receive television. The DTV DVB-T signals process the RF signals to retrieve a picture perfect image and sound information. The introduction of commercial DTV to the area will provide high quality sound and image to anyone that can receive.

Reception of audio-visual data is only limited by the quality of the receivers equipment, being either a STB or display with inbuilt receivers.

#### How does it work?

Microcomputers inside the STB or DVB-T receiver obtain TV pictures and sounds like an Internet file download, except any errors are ignored, as the next signal frame has the updated information. Because it is digital, line of sight is not a major requirement although should still be sought after, even if the picture and sound information can be reclaimed from very low signal levels.

The trade off with digital is it will either see a signal or no signal at all. There is nothing in between, unlike analogue which will display noise as a signal e.g. TV snow. DVB-T has taken extra step from analogue with the invention of microcomputers and encoded the series of frequencies that made up the picture and sound to 1's and 0's. The encoded series of frequencies or "MPEG'S" then put that signal on the RF carrier.

DTV transmission stills sends out and receives a series of analogue frequencies or RF carriers, but they represent simply 1's or 0's (two states). It is the electronics / computer inside the DVB-T receiver that manipulate and calculate what those received analogue frequencies should be and what they should represent.

#### What problems exist with DVB-T?

Ghosting still occurs to, which is when echoes of the primary RF signal are received a fraction of a second later. These signal echoes can still occur in digital transmissions but the electronics can apply filters, which effectively reduce the RF signal level to recover the picture and sound information from the strongest signal.

Aircraft flying over an analogue TV network caused that "picture flutter / fade", with Digital TV it could be a series of momentary freeze, unfreeze while it bounces the TV signal below its flight path, but you will never really know what caused it.

Other artefact's experienced are "block" images on screen, fine lines, speckles, deformed / stretched / shrunken images all caused by poor signal or signal interference from other Radio Frequency. Hopefully the effects are brief, but the receiver may experience lots of these events each day from many different sources. This cause is commonly referred to as "pixilation".

The quick fix is rotate the antenna a few degrees to find a stronger signal and check all stations again to see if the DTV decoder can receive an unaffected signal.



#### How does it affect the current system?

In many cases the existing infrastructure in the dwelling will not need to be changed or altered. As surveyed in the area (Ref Table 5) the amount of dwellings estimated to be affected is minimal.

Note that these premises if qualified by the Commonwealth will be able to qualify for a subsidy to have their infrastructure upgraded.

Viewers who are unable to access the full range of commercial services for their area from a local transmission site can apply for access to the VAST service, which will provide the full range of commercial, ABC and SBS DTV services via satellite.

#### 3.2. Improvements

The new means of broadcast has brought with it a number of enhancements, primarily higher-quality picture and sound, but also data cast and multi-view services such as video program guides, high definition, and now-and-next program information. There are a number of additional channels, data casting, as well as high definition services, available to digital terrestrial television viewers in Australia. Digital-only content is subject to availability and differs greatly in various television markets.

#### 3.3. Compliance

The Australian Communications and Media Authority has licensed digital self-help retransmission services at 40 sites in regional and remote Australia as part of the switchover to digital television services across the country. Self-help retransmission services are often provided by local councils in areas where TV broadcasters don't have established transmitters or where reception isn't adequate.

Digital switchover is occurring progressively around Australia and the last analog television services will be turned off by the end of 2013. The ACMA is working with government, broadcasters and local communities, including self-help providers of retransmission services, to ensure that all Australian have access to high quality digital television services.

Residents in self-help areas who are not able to receive terrestrial television services also have the option to receive digital services from the Viewer Access Satellite Television (VAST). This is a direct-to-home satellite service that provides the full suite of commercial and national digital television services. Where self-help providers such as local councils have elected to provide terrestrial retransmission services, residents are not eligible for the satellite subsidy scheme which partially funds the installation of the equipment required to receive the VAST service direct to their homes.

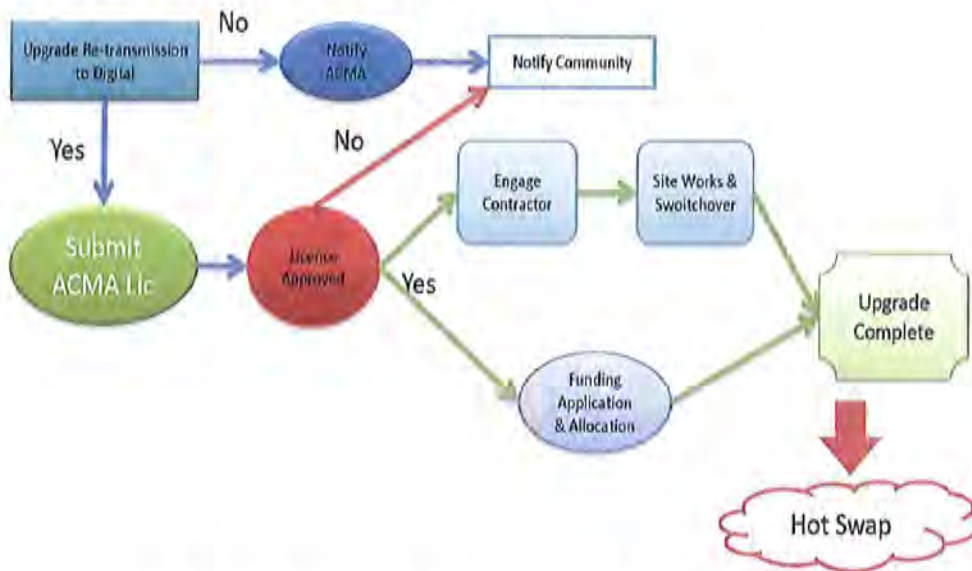
These self-help providers have undertaken to comply with guidelines developed by the ACMA which ensure that retransmitted services will provide the same range and quality of digital television enjoyed by viewers across Australia. The guidelines also help digital switchover for viewers by requiring retransmission services to be provided in an MPEG-2 compression format that can be received on all digital TVs and set top boxes.

Councils and other self-help providers should not swap over to a digital retransmission service until they have verified that the service is fully compliant with regulatory requirements. The ACMA has received reports about non-compliant retransmission services in some areas and is investigating both adverse impacts on viewers and compliance by self-help providers. The ACMA will take enforcement action against self help providers to ensure all residents of remote communities are able receive the same quality of digital television services. Enforcement options available to the ACMA, include warning notices, infringement (penalty) notices and prosecution.

3.4. Program

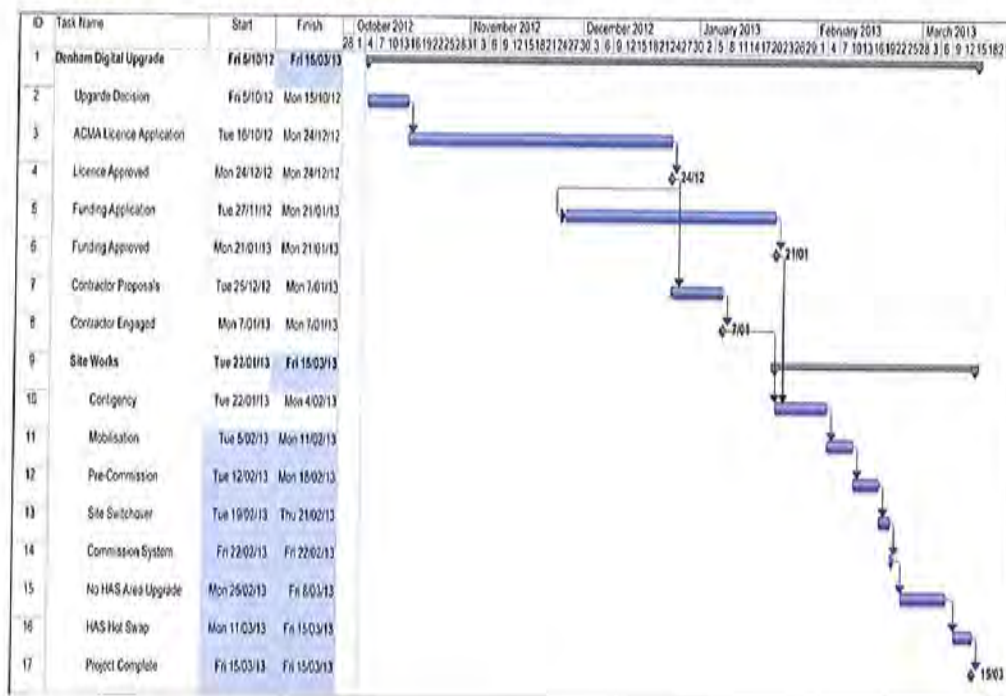
Indicative Flow Chart has been included below to indicate the key milestone steps to be taken. Digital IQ assume that the detail on the necessary requirements should be drafted are part of the evaluation process.

Figure 1 – Example Project Flow & Milestones



Also the below Gantt chart shows indicative times that would be applicable to the project. It should be noted that the ACMA and funding applications times may be reduced or extended due to demand. Contractor supply parts may also be of concern and a contingency may be needed dependent on the application approvals.

Figure 2 – Project Program



3.5. Impacts

3.5.1. Commercial & MDU Upgrades

The major impacts will be to the multi residential dwellings and commercial business short and long stay facilities. The change may add some additional costs to the entity in the form of STB and display purchases but in many cases these upgrades have taken place or will in the future due to ongoing maintenance.

Digital IQ estimate that there would be a saving of between \$135,000 and \$250,000 dependent on the required infrastructure upgrades to the commercial premises.

3.5.2. Transmitter Upgrades

The estimated costs for the upgrade to the existing tower is:

- Procurement - \$ 213,855.84 Inc. GST
- Labour - \$ 27,202.56 Inc. GST

Total Install Costs is \$ 241,058.40 Inc. GST

The install costs are approx. \$ 60,264.60 per transmitter being four in total.

The above estimates are for site works only and do not include the costs associated with submitting and processing the funds and frequency applications.

3.6. Rationale for Recommendations

Although dependent on the allocation of funds, the choice to use a DVB-T solution as opposed to the DVB-S VAST solution has it advantages in reducing the costs to commercial premises. In comparison the DVB-T solution is marginally less expensive than the DVB-S VAST solution for domestic premises, but is largely dependent to the opt in rates that the area will have to the VAST service.

As with many other areas in Western Australia, the VAST service have been installed in domestic premises in Denham and surrounding areas within the Shire, and approved by the government.

Digital IQ have been advised that these services will be unaffected by the upgrade to the DVB-T solution, however depending on currently installed numbers in the area the ACMA may decline the frequency application if a funding application is lodged with the DBCDE.

Digital IQ found that 30-35% of premises will need to pay for upgrade costs to their existing antenna infrastructure, but the costs will in most cases will not be as high as the Commonwealth contribution of \$250-280, for each dwelling.



## 4. Alternative System

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#### 4.1. Description

As described in item 2.1 and 2.3 the alternative is to install an individual satellite system in all premises requiring television reception. This system known as VAST (Viewer Access Satellite Television) will provide digital television to viewers in remote areas of Australia who currently rely on analogue services from the Optus Aurora platform: as well as viewers who are unable to receive digital television through their normal antenna because of issues relating to local interference, terrain or distance from the transmitter uses the DVB-S transmission and has a set top unit that connects directly to the display. These units do not have a DVB-T output meaning that all displays will require their own VAST STB to be installed.

#### 4.2. Improvements

The VAST satellite service is capable of receiving multiple upgrades and can have additional channels being either SD or HD enabled.

The major improvement over the current Aurora service is that the VAST service receives more channels and receives in SD and HD format.

#### 4.3. Program

Should the DVB-T system upgrade not be opted into the VAST service can be rolled out immediately dependent on procurement and workforce allocation from the Commonwealth.

#### 4.4. Impacts

The current subsidy put in place from the Commonwealth is that the residents of any area not able to receive DVB-T signal will be eligible for a subsidy to have a VAST satellite system installed.

The indicated subsidy for the Denham area is that residents will need to contribute \$250 - \$280 towards the total estimated cost of a full install of \$750 - \$1000, with the Commonwealth contributing the difference.

Based on figures in Table 2 of this report the Commonwealth will be making contributions of between \$286,000 and \$348,400 at the 100% opt-in rate. At the time of this report there are no indications of opt-in rate from the Commonwealth.

There is no ongoing contributions that will be paid to the resident receiving the subsidy for maintenance costs. Also should a resident dwelling have multiple displays the additional installations costs will be paid by the resident in full. On average an additional outlet would be \$390 - \$450 per outlet.

While the residents will be able to apply for the subsidy to have a VAST system installed any business with multiple displays will not qualify and will bear the cost of upgrade in full.

Note residents outside the current analogue transmission have in many cases a satellite system capable of upgrading to the VAST service.

As indicated in Table 2 84 residents have been identified for full subsidy and will not be required to pay any contribution to the Commonwealth.

## 5. Summary

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### 5.1. Further Consultation

The solution referred to in item 3.6 is based on the current understanding of Digital iQ to the cost of services to the commercial premises. This may vary greatly and it is possible that there may be funding available to assist these premises to upgrade but at the time of this report Digital iQ is unaware of such assistance.

It should be noted that the Government recommendation for areas like Denham is to convert to VAST, and Digital iQ see that there is benefit in this recommendation for the shire as the individual domestic dwellings and commercial premises would be responsible for their own TV systems.

In summary Digital iQ recommend that the Shire seek funding for the DVB-T and DVB-S VAST solutions. If it is possible to receive or allocate assistance to commercial premises for the DVB-S VAST solution, the reversal of the DVB-T recommendation should be strongly considered.

Digital iQ understand that the decision to upgrade services is a impost on all within the community. Digital IQ is pleased to provide any support we can in continuing a professional and quality service to the Shire of Shark Bay and its clients.

We thank you for your involvement in this project.

Yours Sincerely,

Michael Taylor  
Project Director

**Figure 3 – Denham Digital Reception Cloak**



Note that this is a LOS from the transmitter at the current ABC height. Receiving signal may vary due to weather conditions and is DVB-T signal only.



Figure 4 – Area ABC Digital Reception Cloak



Note that this is a LOS from the transmitter at the current ABC height. Receiving signal may vary due to weather conditions and is DVB-T signal only.



Application for digital television retransmission apparatus licence(s) in the Broadcasting Services Bands



Effective from 15 March 2012

About this form

- This form must be used when seeking authorisation to operate a radiocommunications transmitter within the broadcasting services bands to retransmit or rebroadcast television in digital.
- Note that information in this form will be used by the ACMA in deciding whether to make spectrum available under section 24 of the *Broadcasting Services Act 1992*. If the ACMA does not decide to make spectrum available, it must not issue an apparatus licence in that spectrum.
- This form must be used when seeking variation to existing licence conditions.
- Please read the explanatory notes before completing this form.
- Please read the "Digital self-help retransmission services" guidelines before completing this form found on the ACMA website: [www.acma.gov.au](http://www.acma.gov.au).
- Only one application is required for each retransmission site.
- Please print clearly. Unclear or incomplete applications may delay processing.
- A blank application form and the explanatory notes are also available from the ACMA website: [www.acma.gov.au](http://www.acma.gov.au).

Please note:

- Giving false or misleading information is a serious offence. Providing documents that are false and misleading is also a serious offence.

Disclosure of personal details:

- Information provided in the fields marked with an asterisk (\*) is required by section 147 of the *Radiocommunications Act 1992*, to be disclosed to the public by the Australian Communications

and Media Authority (ACMA) in a Register of Radiocommunications Licences. ACMA will disclose the contents of the Register by making it available for inspection by the public at any ACMA office, on the internet and through the sale of a CD-ROM.

Definitions and licensing legislation:

- If you need more information about the definitions and licence conditions, please contact the ACMA.

Disclaimer:

- A transmitter licence does not confer an exclusive right to broadcast in licensed area.

When to send this form:

- Applicants are requested to submit their applications at least 6-12 weeks before the proposed commencement date.

Where to send this form:

[info@acma.gov.au](mailto:info@acma.gov.au)  
OR  
Television Licensing Section  
Australian Communications and Media Authority  
PO Box 78  
BELCONNEN ACT 2616

Further information:

- For more information, please telephone 1300 850 113 or email [info@acma.gov.au](mailto:info@acma.gov.au).

SECTION 1: Key summary

Application type (PLEASE TICK ONE)

- New application  Variation to an existing application

Source type (PLEASE TICK ALL THAT APPLY)

- D1 Satellite input  VAST Satellite input  Off-air input  
(REC-4 563 481/000/01/01)

Site

General area served <small>(PLEASE ADVISE)</small>	
Coverage area	
Technical Specification Number	<small>USE TECHNICAL SPECIFICATION NUMBER</small> RANNO

Service(s) to be retransmitted (PLEASE TICK ALL THAT APPLY)

ABC	SBS	NETWORK 7/ AFFILIATE	NETWORK 9/ AFFILIATE	NETWORK 10/ AFFILIATE
<input type="checkbox"/> ABC1	<input type="checkbox"/> SBS ONE	<input type="checkbox"/> Seven/Southern Cross Central/GWN7	<input type="checkbox"/> Nine/Imparja/WIN /NBN	<input type="checkbox"/> Ten/ Southern Cross Ten/ Ten Central / Ten West
<input type="checkbox"/> ABC2/ ABC 4 kids	<input type="checkbox"/> SBS TWO	<input type="checkbox"/> 7TWO	<input type="checkbox"/> GOI	<input type="checkbox"/> ONE
<input type="checkbox"/> ABC3	<input type="checkbox"/> SBS HD	<input type="checkbox"/> 7mate	<input type="checkbox"/> GEM	<input type="checkbox"/> ELEVEN
<input type="checkbox"/> ABC News 24				

Proposed commencement date

--



**SECTION 2: Applicant's details**

Self-help provider category (PLEASE TICK ONE)  
 Local government     Not for profit body     Mining     Gas/oil company     Other

Client number (if known)     ACH or ABN\* (if applicable)

Applicant name\* (license name)

Trading name\* (if applicable)

Contact person:

TITLE	SURNAME	FORENAME
-------	---------	----------

Position in organisation

Email

Postal address\*

State	Postcode
-------	----------

Residential or business address\* (if the same as postal address, please print 'as above')

State	Postcode
-------	----------

Telephone numbers

Telephone	( )	Mobile	
Facsimile	( )		

**SECTION 3: Installer/technical contact (if applicable)**

Trading name

Contact person:

TITLE	SURNAME	FORENAME
-------	---------	----------

Email

Postal address

State	Postcode
-------	----------

Telephone numbers

Telephone	( )	Mobile	
Facsimile	( )		

Please tick if you would prefer the ACMA to contact the installer/technical contact provider, in the first instance, regarding additional technical information provided on this application.

ACMA form - ACMA BB4 - version 1.2 Page 2 of 6 March 2012

**SECTION 4: Declaration**

**Note:** This declaration must be filled out by the applicant and not the service provider/installation company.

I/We declare and acknowledge the following:

PLEASE TICK:

- We have read and understand the obligations and expectations of a licensee of a digital television retransmission service as detailed in the ACMA's "Digital self-help retransmission services" guidelines, including but not limited to:
  - o services to be transmitted using the MPEG-2 compression format and the DVB-T standard;
  - o services to be provided in the same definition (for example, HD or SD) as the source service;
  - o that an EPG is available; and
  - o that service information include the following: program classification information, HowNext, logical channel numbering (in accordance with the applicable standard or operating practice), Time and Date Table and Time Offset Table.
- We undertake to operate in accordance with the apparatus licence conditions imposed on the licence.
- We understand that neither the ACMA nor the Australian Government will contribute to any of the costs required to provide the service, or maintain or upgrade equipment, even if that upgrade is required because of an act of the ACMA or Australian Government (e.g. a change to channel allocations required under the restack process for clearing the digital dividend spectrum). Any associated costs would be the licensee's responsibility.
- We note that a service retransmitted from VAST may be impacted by changes made to the satellite platform. If this occurs, we understand that the licensee of the retransmission services is responsible for any costs associated with responding to such changes.
- If this application for an apparatus licence is successful I/we undertake to notify the ACMA of when I/we intend to begin retransmitting.
- In making this application, I/we have not relied on any representation made by the ACMA, its officers, employees or agents.
- The information provided in this application and in any accompanying documents is true and correct. I/we understand that it is a serious offence to provide false or misleading information.
- Any statement required by this application form constitutes part of this application form.
- The equipment to be employed is of a type which meets the requirements set out in the Radiocommunications Act 1992.

**Corporate applicants**

**Director**

Signature	Date
XXXXXXXXXXXX	XXXX/XXXX/XXXX

**Secretary or officer**

Signature	Date
XXXXXXXXXXXX	XXXX/XXXX/XXXX

**Applicants who are individuals**

Signature	Date
XXXXXXXXXXXX	XXXX/XXXX/XXXX

**SECTION 5: Licence information**

**Requested licence period**  
 Licences for retransmission services may be issued for periods up to 5 years; although a 15 day licence will only be issued for 1 year until after the switchover and restack of the digital dividend. Please indicate the preferred period below.

One year     Two years     Three years     Four years     Five years

**Preferred payment options for licence fee**  
 Licences issued for periods up to and including one year must be paid for in full at time of application. Licences issued for longer periods may be paid for in full at time of application or by annual instalments.

Full payment     Annual instalments



**SECTION 6: Transmission site details**

Is this a new tower/mast/pole being built for these services or an existing radio/broadcast tower/mast/pole?  
 New  Existing: ACMA site ID (if known) \_\_\_\_\_  
 The ACMA needs to confirm, as accurately as possible, the location of the transmission tower. Please provide a map of the site as an attachment.  
 We have attached a high resolution satellite image of the location of the transmitter tower/mast/pole and the proposed coverage around the site. NB. This may be done by drawing a rough guide around the site (a screen grab of an online map with a pin marking the site and drawing a rough guide around the site. If you are using Google Earth draw a polygon around the site)

Latitude	Longitude
XXXXXX XXXXX XXXXX	XXXXXX XXXXX XXXXX

Proposed coverage if you have not provided a map detailing the coverage area

\_\_\_\_\_ Kilometres

Optional:  
 Any photos of the site or of the location of the site if not yet constructed.  
 A photo from the site towards the intended coverage area.

**SECTION 7: Other transmissions**

What other relevant transmissions (including analog TV) are provided from this or nearby transmission sites

RF channel	RF channel	RF channel	RF channel	RF channel
Site				
Antenna				
Co-sited (Y/N)				

Are there FM radio and/or radiocommunications transmissions provided from this or nearby transmission sites (i.e. power line authority/telecommunication operators). Please provide as much detail as you can, with a reason.

\_\_\_\_\_

Is it proposed to duplicate television transmissions already available in the area? E.g. Government funded ABC transmissions from nearby site

\_\_\_\_\_

**SECTION 8: Retransmission source**

Source	RF channel	RF channel	RF channel	RF channel
e.g. VAST, D1, Off-air				
Input call sign(s)				
Input freq. or channel				

VAST satellite input equipment: Please state what equipment will be used to receive and transcode the content

\_\_\_\_\_

Off-air transmitter location (if applicable)

\_\_\_\_\_

Applicants wishing to retransmit commercial television broadcasting services outside the licence area of that commercial television service need to attach additional information addressing the matters listed in the explanatory notes.

Is the retransmission source out-of-area (PLEASE TICK ONE IF APPLICABLE)  
 No  Yes If yes, in what licence area is the transmission source located: \_\_\_\_\_



**SECTION 9: Emission details**

**Antenna polarization\*** (PLEASE TICK ONE)  
 Horizontal  Vertical  Other \_\_\_\_\_

**Antenna type (if applicable)**

MAKE	MODEL	MANUFACTURE	GAIN	dBd/dBi
------	-------	-------------	------	---------

**Combiner information (if applicable)**

MAKE	MODEL	MANUFACTURE	LOSS/ATTEN DB
------	-------	-------------	---------------

**Transmitter(s) information (if applicable)**

MAKE	MODEL	MANUFACTURE	LOSS/ATTEN DB
------	-------	-------------	---------------

**Feeder information (if applicable)**

MAKE	MODEL	MANUFACTURE	LOSS/ATTEN DB
------	-------	-------------	---------------

**Antenna height\*** \_\_\_\_\_ **Antenna azimuth angle of maximum radiated power** \_\_\_\_\_

APPROX. GROUND LEVEL

**Radiation Pattern attached** (PLEASE TICK ONE)  
 Yes  No

**Additional antenna information**

\* e.g. terrain slope, building, ground etc.

**Support structure (if known)**

HEIGHT	TITLE OR APPROXIMATE HEIGHT OF SUPPORT STRUCTURE
--------	--

**Preferred channel(s)\***

RF	SEC	RF CHANNEL NUMBER	DETECTED SIGNALS	NEIGHBOURING CHANNELS
----	-----	-------------------	------------------	-----------------------

*Note: The ACMA may not be able to allocate the preferred frequency channel.*

	RF	SEC	RF CHANNEL NUMBER	DETECTED SIGNALS	NEIGHBOURING CHANNELS
Transmitter rated power* (watts)					
Effective radiated power* (watts)					





**Explanatory notes**

These notes provide detailed advice on how to fill in the appropriate sections

**SECTION 1: Key summary**

This section is to gather information on what services are proposed to be retransmitted

**General area served:** The ACMA uses a name to define the services. If these are existing services or the ACMA has already suggested ones please use this name e.g. Wide Bay

**Coverage area:** This is a list of towns or local government areas to give us an idea which communities, towns or areas you anticipate would receive the services. Refer to section 5 where we ask for a detailed coverage area

**Services to be retransmitted:** Please indicate which programs are proposed to be retransmitted. In some coverage areas broadcasters may already be providing one or more transmissions which, therefore, may not need to be retransmitted. Sometimes only one broadcaster's programs need to be retransmitted

Where the input source is VAST, retransmissions should look similar to the relevant broadcaster's terrestrial services for that state. For example, retransmissions in the Northern Territory should look similar to the Alice Springs transmissions. Similarly reference transmissions could be the Ceduna/Smoky Bay transmissions for South Australia, the Chartersville transmissions for Queensland, the Lightning Ridge transmissions for New South Wales, the Albany transmissions for Western Australia

**SECTION 2: Applicant details**

Applicant details are the details of the body or person that will hold the apparatus licence, if issued. The licensee will be the responsible party to maintain and resolve any issues with the service

**SECTION 3: Installer/technical contact**

Installer/technical contact: The ACMA's first point of contact in regards to technical questions in confirming the licensing details (if applicable)

**SECTION 4: Declaration**

We require indication of compliance with the guidelines. The guidelines and further information can be found at [www.acma.gov.au](http://www.acma.gov.au)

**Note:** This declaration must be filled out by the applicant and not by the service provider/installation company.

**SECTION 5: Licence information**

**SECTION 6: Transmission site details**

For either a new site or a site where the technical specification number has not been confirmed with the ACMA, it is essential that a map is provided as an attachment. The location of the antenna at the transmitter site should be clearly and precisely marked, as in the example to the right. A screen grab of an online map with a pin marking the site is sufficient

High resolution satellite images, available from internet websites such as Google Map, Google Earth and many of the state mapping authorities, are an excellent source

Optional: it is extremely useful for the ACMA to have as much detail of the site and its anticipated coverage area when assessing the applications

Where possible, please provide any existing pictures of the site and an estimated coverage area on the map marking the site.



**SECTION 7: Other transmissions**

Providing as much information as possible about other transmissions will assist the ACMA to optimise the planning of the services and identify/minimise any potential interference problems

**SECTION 8: Retransmitting content sourced from outside licence area**

Applicants wishing to retransmit commercial television broadcasting services outside the licence area of that commercial television service should provide additional information addressing the following matters:

- whether there is an existing out-of-area retransmission in analog mode for which the ACMA previously granted permission;
- whether there is a community of interest between the target audience of the source feed and the audience of the proposed retransmission (note that an existing analog out-of-area retransmission could represent a prima facie evidence of a community of interest, otherwise additional evidence may have to be provided by the applicant);
- the technical and cost feasibility of alternative options for providing commercial television services to audiences (e.g. DTH VAST services; VAST-led retransmission) compared to the out-of-area proposal; and
- any existing sunk-costs invested by the self-help provider (e.g. the Council) for the provision of an analog out-of-area retransmission that would be affected by the outcome of the decision.

**SECTION 9: Emission details**

11.5 CHRISTMAS/NEW YEAR CLOSURE  
ST 103

Author

Senior Finance Officer

Disclosure of Any Interest

Nil

Moved Cr Ridgley  
Seconded Cr Capewell

**Council Resolution**

**That the Shire administration office and depot close for the Christmas/New Year period from Monday 24 December 2012 to Tuesday 1 January 2013 inclusive.**

**That the Shark Bay World Heritage Discovery and Visitor Centre be closed on 25 December 2012.**

**That the Rubbish Tip be closed on Tuesday 25 and Wednesday 26 December 2012, and Tuesday 1 January 2013.**

**That the Rubbish Tip be open Thursday 27 December – 8am to 12 noon, and Wednesday 2 and Thursday 3 January – 9am to 12 noon, and the \$10.00 tip opening fee is waived on these days only.**

**6/0 CARRIED**

Background

Council has previously closed the office and depot between Christmas and New Year. The public holidays for the Christmas period of 2012/13 are – Tuesday 25 December 2012, Wednesday 26 December 2012, Monday 31 December 2012 being adopted as the Local Government Public Holiday and Tuesday 1 January 2013 which is New Year's Day.

This would mean the office and depot will be closed from Monday 24 December 2012 and reopen on Wednesday 2 January 2013.

Comment

The above recommendation would see the Council Staff returning to work, with the administration office and depot being opened on Wednesday 2 January 2013 after the Christmas/New Year break. This would mean the office would be closed for one and a half weeks over the Christmas period.

The breakup of the days would be -

- 4 Public Holidays
- 3 Accrued Rostered Days Off's or Annual Leave

Emergency staff would still be contactable and the staff at the Shark Bay World Heritage Discovery and Visitors Centre would still be required to work with the exception of Christmas Day when the Centre is closed.

31 OCTOBER 2012

It is also proposed to adjust the rubbish tip hours to provide a service to the community during the Christmas period. It is proposed to close the rubbish tip on Tuesday 25 and Wednesday 26 December 2012 and Tuesday 1 January 2013.

To facilitate the disposal of rubbish it is proposed to open the rubbish tip on Thursday 27 December 8am – 12 noon, giving an increase of 3 hours on normal opening hours.

Normal operating hours would then apply until Tuesday 1 January 2013 (Closed) and Open Wednesday 2 and Thursday 3 January 2013 9am – 12 noon. It is also proposed not to apply the normal \$10.00 opening fee for rubbish disposal on the Wednesdays and Thursdays.

Legal Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report

18 October 2012

**12. FINANCE REPORT**

**12.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED**

Author

Finance Officer / Accounts Payable

Disclosure of any interest

Nil

Moved Cr

Seconded Cr Capewell

**Council Resolution**

**That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$734,717.83 be accepted.**

Cr McLaughlin let the Council Chamber at 11.54 am

Cr McLaughlin returned to the Council Chamber at 11.55 am

**6/0 CARRIED**

Comment

The schedules of accounts for payment covering - Municipal fund account cheque numbers 26216 - 26243 totalling \$22,003.20

Municipal fund account electronic payment numbers MUNI EFT 12398-12501, 12527-12593 totalling \$566,396.98.

Trust fund account cheque numbers 886-889 totalling \$1,218.50

Trust fund account electronic payment numbers 12390-12937, 12502-12526 totalling \$32,526.90

Municipal fund account for payroll periods beginning 10 September 2012 to 23 September 2012 totalling \$45,591.00 and from 24 September 2012 to 7 October 2012 totalling \$42,337.00

and

Trust fund Police Licensing for September 2012 totalling \$24,644.25.

The schedule of accounts submitted to each member of Council on 26 October 2012 has been checked and are fully supported by vouchers and invoices. All vouchers and invoices have been duly certified as to the receipt of goods and services and the cost of goods and services received.

Voting Requirements

Simple Majority Require - Check

Date of Report

19 October 2012

**SHIRE OF SHARK BAY  
ORDINARY COUNCIL MEETING 31 OCTOBER 2012  
MUNI CHQS 26216-26243**

<b>CHQ</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
26216	19/09/2012	SHARKBAY P & C	ROUND ONE DONATION	-1670.00
26217	19/09/2012	PIVOTEL SATELLITE PTY LTD	SATELLITE PHONE-SES DENHAM	-25.00
26218	19/09/2012	SHIRE OF SHARK BAY	LICENSE FOR 1TML734 TO 30.06.2013	-25.25
26219	19/09/2012	WATER CORP - OSBORNE PARK	HEADWORKS CONTRIBUTION	-7920.70
26220	24/09/2012	STATEWIDE BEARINGS	BEARINGS FOR REPAIRS	-877.25
26221	25/09/2012	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-241.92
26222	25/09/2012	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	-237.06
26223	25/09/2012	AXA AUSTRALIA	SUPERANNUATION CONTRIBUTIONS	-328.88
26224	25/09/2012	BT BUSINESS SUPER	SUPERANNUATION CONTRIBUTIONS	-323.30
26225	25/09/2012	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-373.99
26226	25/09/2012	ONE STEP SUPER	SUPERANNUATION CONTRIBUTIONS	-331.82
26227	25/09/2012	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1206.35
26228	25/09/2012	WESTPAC SECURITIES	SUPERANNUATION CONTRIBUTIONS	-328.88
26229	25/09/2012	REST	SUPERANNUATION CONTRIBUTIONS	-737.32
26230	25/09/2012	SHIRE OF SHARK BAY	PAYROLL DEDUCTIONS	-640.00
26231	25/09/2012	SMA SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-236.68
26232	28/09/2012	AON RISKS SERVICES AUSTRALIA	INSURANCE-GALLA	-990.00
26233	28/09/2012	TELSTRA CORPORATION LIMITED	MOBILE ACCOUNT FOR MONTH	-253.92
26234	05/10/2012	TELSTRA CORPORATION LIMITED	ANTENNA - TRANSMITTER	-1937.44
26235	08/10/2012	ELGAS LIMITED	GAS BOTTLE	-150.00
26236	09/10/2012	SHIRE OF SHARK BAY	RATES-HELD WAITING ASS #	-200.00
26237	10/10/2012	TELSTRA CORPORATION LIMITED	1300 PHONE #	-32.08
26238	10/10/2012	THOMAS LACHLAN	REIMBURSEMENT FOR CHEMICALS SWIMMING POOLS TESTING	-112.00
26239	16/10/2012	GETAWAY OUTDOORS GERALDTON	EQUIPMENT SES-DENHAM	-1316.00
26240	16/10/2012	STATE LAW PUBLISHER	GOV GAZETTE SUBSCRIPTION	-1069.00
26241	17/10/2012	PIVOTEL SATELLITE PTY LTD	SATELLITE PHONE SES DENHAM	-40.00
26242	17/10/2012	STATEWIDE BEARINGS	REPAIRS - BELT	-15.68
26243	18/10/2012	EUGENE MALCOLM ESTRIDGE BRUCE	RATES REFUND – ASS A4285	-382.68
<b>TOTAL</b>				<b>\$22,003.20</b>



**SHIRE OF SHARK BAY  
ORDINARY COUNCIL MEETING 31 OCTOBER 2012  
MUNI EFT 12398-12501, 12527-12593**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>EFT12390</b>	<b>EFT 12397</b>	<b>TRUST</b>		
EFT12398	19/09/2012	GERALDTON TOYOTA	SERVICE OF DENHAM SES VEHICLE	-870.36
EFT12399	19/09/2012	SHARK BAY ROOFING	DEPOT RESHEETING	-11694.00
EFT12400	19/09/2012	ARTCRAFT PTY LTD	WORLD HERITAGE DRIVE SIGN	-561.00
EFT12401	19/09/2012	SOLOMONS FLOORING	REPLACE FLOORING PENS UNIT 7	-2450.00
EFT12402	19/09/2012	BLACKWOODS ATKINS	ADHESIVE AND DRILLS	-1415.59
EFT12403	19/09/2012	BOC LIMITED	CONTAINER RENTAL	-71.65
EFT12404	19/09/2012	DEC	MM DAY PASSES	-2700.00
EFT12405	19/09/2012	RED DIRT ARTS	SET OF POST CARDS-MERCHANDISE	-190.00
EFT12406	19/09/2012	DEREK WESTON	REIMB FOR PURCHASE-STEP LADDER	-14.95
EFT12407	19/09/2012	SHARK BAY SUPERMARKET	AUG -MONTHLY ACCOUNT	-434.82
EFT12408	19/09/2012	SHARK BAY FUEL & SERVICE	AUG MONTHLY ACCOUNT	-172.82
EFT12409	19/09/2012	GMS PRODUCTIONS	PAYMENT - BAND GASCOYNE GAMES	-1990.00
EFT12410	19/09/2012	GERALDTON NEWSPAPERS LTD	GASCOYNE GAMES ADVERTISING	-1993.42
EFT12411	19/09/2012	GRAY & LEWIS PLANNERS	CONSULTANT - PLANNING	-23570.40
EFT12412	19/09/2012	GOLDEN WEST NETWORK	ADVERTISING ON GWN	-959.20
EFT12413	19/09/2012	TOLL IPEC PTY LTD	FREIGHT- BOOKS	-78.40
EFT12414	19/09/2012	JOJUNICA PTY LTD	ACCOMMODATION - BAND	-275.00
EFT12415	19/09/2012	JONNY TAYLOR MUSIC	PAYMENT-MUSIC GASCOYNE GAMES	-2212.50
EFT12416	19/09/2012	JOE MCLAUGHLIN	MEALS-BAND GASCOYNE GAMES	-82.50
EFT12417	19/09/2012	OAKLEY EARTHWORKS PTY LTD	SANDSTONE FOOTPATHS	-1500.40
EFT12418	19/09/2012	OAKLEY EARTHWORKS PTY LTD	DRY DIGGER HIRE	-4097.50
EFT12419	19/09/2012	PAPER PLUS	STATIONERY	-469.00
EFT12420	19/09/2012	ROBBRO WA PTY LTD	CONTRACTORS - USELESS LP RD	-10296.00
EFT12421	19/09/2012	SHARK BAY HOTEL MOTEL	ACCOMMODATION G BANGAY	-550.00
EFT12422	19/09/2012	SHARK BAY FISHING CLUB INC	HIRE OF LIGHTS -GASCOYNE GAMES	-50.00
EFT12423	19/09/2012	SHARK BAY CAR HIRE	CAR HIRE TO TRANSPORT DOCTOR	-495.00
EFT12424	19/09/2012	TRISH MILBURN PHOTOGRAPHY	REC CENTRE OPENING PHOTOGRAPHY	-485.00
EFT12425	19/09/2012	WALGA	DESIGN & CONSTRUCT SES BUILDING	-14275.80
EFT12426	20/09/2012	AUSTRALIAN TAXATION OFFICE	PAYROLL DEDUCTIONS	-7204.00

## ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT12427	24/09/2012	CHUBB FIRE & SECURITY LTD	SECURITY MONITORING	-139.67
EFT12428	24/09/2012	RUSSELL TODD CHAMBERLAIN	RENT - 39 DURLACHER STREET	-1042.25
EFT12429	24/09/2012	DENHAM VILLAS	ACOMM ENTERTAINER GASCOYNE GAMES	-175.00
EFT12430	24/09/2012	HODGE COLLARD PRESTON	SITE VISIT FOR SPORT & RECREATION CENTRE	-6074.56
EFT12431	24/09/2012	HERITAGE RESORT SHARK BAY	REFRESHMENTS	-110.97
EFT12432	24/09/2012	TOLL IPEC PTY LTD	FREIGHT	-745.01
EFT12433	24/09/2012	JJ HAWKINS	FREIGHT FOR LIMESTONE BLOCKS	-4262.55
EFT12434	24/09/2012	LANDMARK ENGINEERING	STORAGE TANKS, LEVEL AND GAUGE	-32422.50
EFT12435	24/09/2012	PRECEDENT COMMUNICATIONS	WEBSITE SUPPORT 12 MONTHS	-500.50
EFT12436	24/09/2012	SKIPPERS AVIATION	FLIGHTS LIZ BUSBY-CONSULTANT	-610.00
EFT12437	24/09/2012	SHARK BAY HOTEL MOTEL	REFRESH-GASCOYNE GAMES OPENING	-300.00
EFT12438	24/09/2012	SHARK BAY CLEANING SERVICE	MONTHLY CLEANING	-5442.75
EFT12439	24/09/2012	SHARK BAY FREIGHTLINES	DONATION FOR FREIGHT TO SB GARDENING CLUB	-300.00
EFT12440	24/09/2012	WESTRAC EQUIPMENT PTY LTD	FILTERS FOR 1 SERVICE ON CAT IT14G	-351.02
EFT12442	25/09/2012	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-197.30
EFT12443	25/09/2012	AUSTSAFE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-95.23
EFT12444	25/09/2012	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-690.30
EFT12445	25/09/2012	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1386.76
EFT12446	25/09/2012	WA LOCAL GOV SUPER	SUPERANNUATION CONTRIBUTIONS	-8121.88
EFT12447	25/09/2012	AUSTRALIANSUPER	SUPERANNUATION CONTRIBUTIONS	-371.62
EFT12448	28/09/2012	GERALDTON TOYOTA	VEHICLE FILTERS	-131.25
EFT12449	28/09/2012	GLENN BANGAY	CONSULTANT'S EXPENSES - BUILDING	-286.99
EFT12450	28/09/2012	BAJA DATA & ELECTRICAL	BBQ-POWER AT SPORT & RECREATION CENTRE	-724.90
EFT12451	28/09/2012	BEEES KNEES AROMATHERAPY	MERCHANDISE-MOZZIE REPELLENT ETC	-370.80
EFT12452	28/09/2012	CHERYL COWELL	MEETING ATTENDANCES	-1362.00
EFT12453	28/09/2012	SHIRE OF EXMOUTH	NATIONAL LANDSCAPE CONTRIBUTION	-11000.00
EFT12454	28/09/2012	GASCOYNE OFFICE EQUIPMENT	STATIONERY	-2162.75
EFT12455	28/09/2012	GUARDIAN PRINT	5000 SHIRE OF SHARK BAY LETTERHEADS	-489.00
EFT12456	28/09/2012	HODGE COLLARD PRESTON	ADMINISTRATION CONTRACT RECREATION C ENTRE	-9119.00
EFT12457	28/09/2012	JOHN JOSEPH HANSCOMBE	MEETING ATTENDANCE	-548.50
EFT12458	28/09/2012	KEITH MICHAEL CAPEWELL	MEETING ATTENDANCE FEE	-396.00
EFT12459	28/09/2012	LGIS RISK MANAGEMENT	AUDITS AND ADVISORY SERVICES	-4177.80
EFT12460	28/09/2012	MONKEY MIA YACHT CHARTERS	CRUISE B/BALL WA GASCOYNE GAMES	-512.00

## ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT12461	28/09/2012	JOE MCLAUGHLIN	MEETING ATTENDANCE	-396.00
EFT12462	28/09/2012	PURCHER INTERNATIONAL	MATERIALS	-121.85
EFT12463	28/09/2012	MARGARET PRIOR	MEETING ATTENDANCE FEE	-396.00
EFT12464	28/09/2012	PENRITE OIL COMPANY	2 ENGINE OIL DIESEL FX	-1895.04
EFT12465	28/09/2012	PASCAL PRESS	CHILDREN BOOKS AND PUZZLES STOCK DISCOVERY CENTRE	-1046.58
EFT12466	28/09/2012	GREGORY LEON RIDGLEY	MEETING ATTENDANCE FEES	-396.00
EFT12467	28/09/2012	RSPCA	MERCHANDISE FOR DISCOVERY CENTRE	-389.76
EFT12468	28/09/2012	SKIPPERS AVIATION	FLIGHTS FOR C COWELL, P ANDERSON	-1220.00
EFT12469	28/09/2012	SHARK BAY SKIPS	SUPPLY AND LIFT OF SKIP BINS	-1828.00
EFT12470	28/09/2012	TERRA TEMPTATIONS	STOCK FOR DISCOVERY CENTRE	-90.00
EFT12471	28/09/2012	VISIT MERCHANDISE	STOCK FOR DISCOVERY CENTRE	-207.96
EFT12472	28/09/2012	BRIAN WAKE	MEETING ATTENDANCES	-594.02
EFT12473	28/09/2012	WILDIMAGENATION	POSTCARDS – STOCK DISCOVERY CENTRE	-210.00
EFT12474	02/10/2012	ATCO STRUCTURES	PURCHASE OF 12 X 3 CRIB/BATHROOM	-51892.50
EFT12475	05/10/2012	ALLIGHT PTY LTD	FILTERS	-114.75
EFT12476	05/10/2012	BAJA DATA & ELECTRICAL	ELECTRICAL CONNECTION RECREATION CENTRE	-777.14
EFT12477	05/10/2012	DEC	200 FAMILY DAY PASSES 3301-3500	-5580.00
EFT12478	05/10/2012	TOLL IPEC PTY LTD	FREIGHT	-97.61
EFT12479	05/10/2012	RHONDA JOY METTAM	REIMBURSEMENT REFRESHMENTS STAFF FUNCTION	-71.87
EFT12480	05/10/2012	WA NATURALLY PUBLICATIONS	TWIN BAYS ON THE EDGE	-911.25
EFT12481	05/10/2012	OAKLEY EARTHWORKS PTY LTD	EARL GREY CONCRETE RECREATION CENTRE	-6261.48
EFT12482	05/10/2012	PAPER PLUS	STATIONERY	-154.71
EFT12483	05/10/2012	SHARK BAY FREIGHTLINES	FREIGHT	-538.16
EFT12484	05/10/2012	WALGA	TENDERS - WATER BORE SUPPLY	-2534.00
EFT12485	05/10/2012	WESTRAC EQUIPMENT PTY LTD	REPAIR MATERIALS	-133.32
EFT12486	08/10/2012	ARTCRAFT PTY LTD	SIGNS	-521.40
EFT12487	08/10/2012	ALLIGHT PTY LTD	LIFT PUMP PLANT REPAIRS	-525.76
EFT12488	08/10/2012	BARCODE DIRECT	OPTICON C37 SCANNER FOR LIBRARY	-198.00
EFT12489	08/10/2012	BOLTS R US	SOCKET	-55.50
EFT12490	08/10/2012	EARTHCARE	LANDSCAPING S B RECREATION CENTRE	-99138.90
EFT12491	08/10/2012	GERALDTON MOWER & REPAIRS	REPAIRS - BLADES	-38.00
EFT12492	08/10/2012	HEATHER DAVEY	TRAVEL EXPENSES- ROYAL SHOW	-445.99

## ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT12493	08/10/2012	HORIZON POWER-MAIN USAGE	U6/34 HUGHES STREET	-81.58
EFT12494	08/10/2012	HERITAGE RESORT SHARK BAY	REFRESHMENTS	-502.82
EFT12495	08/10/2012	TOLL IPEC PTY LTD	FREIGHT	-466.79
EFT12496	08/10/2012	KLEENHEAT GAS	HIRE GAS BOTTLE	-379.01
EFT12497	08/10/2012	KEN'S TENDER JOINT	SUPPLIES- USELESS LP RD	-150.20
EFT12498	08/10/2012	LGIS PROPERTY	INSTALMENT ON ADJUSTMENT PROPERTY INSURANCE	-2970.14
EFT12499	08/10/2012	RAY WHITE SHARK BAY	RENT ON 34 HUGHES ST	-1105.00
EFT12500	08/10/2012	SHARK BAY FREIGHTLINES	FREIGHT	-841.43
EFT12501	08/10/2012	SHIRE OF SHARK BAY	SHARK BAY SCHOOL BUS HIRE	-4296.00
<b>EFT 12502</b>	<b>EFT 12526</b>	<b>TRUST</b>		
EFT12527	10/10/2012	PUBLIC LIBRARIES WA	MEMBERSHIP	-150.00
EFT12528	10/10/2012	AUSTRALIA POST	LOCAL POST	-278.93
EFT12529	10/10/2012	APRA	LICENCE FEE DENHAM HALL	-335.19
EFT12530	10/10/2012	BOOKEASY AUSTRALIA PTY LTD	BOOKEASY	-198.00
EFT12531	10/10/2012	CUTBACK PLUMBING & GAS	REPAIRS PENS UNIT 7	-1403.60
EFT12532	10/10/2012	BRADLEY DALY	SES EQUIPMENT	-294.00
EFT12533	10/10/2012	DIGITAL IQ	FEASIBILITY STUDY FOR DIGITAL TV	-2420.00
EFT12534	10/10/2012	DENHAM IGA X-PRESS	SEPTEMBER ACCOUNT	-1205.33
EFT12535	10/10/2012	SHARK BAY SUPERMARKET	SEPTEMBER ACCOUNT	-531.54
EFT12536	10/10/2012	SHARK BAY FUEL & SERVICE	REPAIRS	-39.41
EFT12537	10/10/2012	HODGE COLLARD PRESTON	RECREATION CENTRE	-2915.00
EFT12538	10/10/2012	UHY HAINES NORTON	AUDITOR MEETING WITH COUNCIL	-550.00
EFT12539	10/10/2012	HORIZON POWER	STREET LIGHTS	-2747.53
EFT12540	10/10/2012	HORIZON POWER-MAIN USAGE	ELECTRICITY WORKS MANAGER	-318.59
EFT12541	10/10/2012	HITS RADIO PTY LTD	ADVERTISING ON RADIO FOR SHARK BAY	-531.30
EFT12542	10/10/2012	KEN'S TENDER JOINT	USELESS LOOP SUPPLIES	-64.05
EFT12543	10/10/2012	LANDGATE	GRV VALUATION	-34.95
EFT12544	10/10/2012	MCLEODS SOLICITORS	30770 - LEASE SB BOWLING CLUB	-445.57
EFT12545	10/10/2012	MITRE 10 SHARK BAY MARINE	SEPTEMBER ACCOUNT	-2716.86
EFT12546	10/10/2012	OUTBACK COAST AUTOMOTIVE	SERVICE ON TOYOTA PRADO WAGON	-356.40
EFT12547	10/10/2012	PRECEDENT COMMUNICATIONS	WEBSITE SUPPORT 12 MONTHS	-22.00
EFT12548	10/10/2012	PROFESSIONAL PC SUPPORT	RENEWAL OF SYMANTEC BACKUP	-796.00
EFT12549	10/10/2012	PAPER PLUS	SHEET PROTECTORS	-20.44
EFT12550	10/10/2012	RICHARD CLAUDE MORONEY	CLEAN UP AND REMOVE RUBBISH	-60.00

## ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT12551	10/10/2012	SKIPPERS AVIATION	FLIGHT CR MCLAUGHLIN	-610.00
EFT12552	10/10/2012	SHARK BAY TAXI SERVICE	SHIRE/OVERLANDER RUN	-1062.87
EFT12553	10/10/2012	SHARK BAY CLEANING SERVICE	ANNUAL CLEANING CONTRACT FOR SBIC	-9894.97
EFT12554	10/10/2012	SHARK BAY FREIGHTLINES	FREIGHT	-841.43
EFT12555	10/10/2012	STRUCTERRE ENGINEER	CARPARK DESIGN FOR CRC BUILDING	-1787.50
EFT12556	10/10/2012	MCKELL FAMILY TRUST	SEPTEMBER RUBBISH COLLECTION/STREET SWEEPING	-9071.46
EFT12557	10/10/2012	SUNSET MURA MURA CAFE	COUNCIL LUNCH-WEDNESDAY 26 SEPT 12	-596.25
EFT12558	10/10/2012	ROB SKELTON PLUMBING	TOILET BLOCK REPAIRS	-2409.00
EFT12559	10/10/2012	SHARK BAY RESOURCES	MORNING TEA AND LUNCH 29/08/12	-195.58
EFT12560	10/10/2012	MITRE 10 SHARK BAY - SES	MATERIALS	-134.88
EFT12561	10/10/2012	TRADEWINDS APARTMENTS	ACCOMMODATION TO ROBBRO - MONKEY MIA ROAD	-310.00
EFT12562	10/10/2012	BRIAN WAKE	MEMBER TRAVEL	-198.02
EFT12563	10/10/2012	WEST-OZ WEB SERVICES	COMMISSIONS - SBIC	-46.50
EFT12564	16/10/2012	BLACKWOODS ATKINS	CORD-REPAIRS	-244.20
EFT12565	16/10/2012	BAJA DATA & ELECTRICAL	REPLACE STOVE-UNIT 7 & ELEC WORK	-1811.91
EFT12566	16/10/2012	BOC LIMITED	CONTAINER RENTAL	-69.34
EFT12567	16/10/2012	CUMMINS	FILTERS	-634.62
EFT12568	16/10/2012	FESA	ESL	-2672.47
EFT12569	16/10/2012	FIRE & SAFETY	VERTICAL RESCUE EQUIPMENT-SES	-2216.50
EFT12570	16/10/2012	GOLDEN WEST NETWORK	SEPTEMBER TV ADVERTISING	-1053.80
EFT12571	16/10/2012	HEATHER DAVEY	TRAVEL EXPENSES	-162.83
EFT12572	16/10/2012	TOLL IPEC PTY LTD	FREIGHT	-2589.62
EFT12573	16/10/2012	LGIS WORKCARE	WORKER'S COMP	-37807.62
EFT12574	16/10/2012	LGIS LIABILITY	PUBLIC LIABILITY INSURANCE	-13280.40
EFT12575	16/10/2012	GM & J LOMBARDI PTY LTD	HYD FITTINGS	-556.40
EFT12576	16/10/2012	MCLEODS SOLICITORS	31403 LEASE - BOOLBARDIE	-110.00
EFT12577	16/10/2012	MARKET CREATIONS	ADVERTISING IN CORAL COAST 2013	-2058.65
EFT12578	16/10/2012	BUCKINGHAM PEWTER	REPLICA PLATES	-438.90
EFT12579	16/10/2012	SHARK BAY RESOURCE CENTRE	PHOTOCOPYING- DENHAM SENIORS	-30.70
EFT12580	16/10/2012	SHARK BAY ARTS COUNCIL INC	DONATION ART PRIZES	-7000.00
EFT12581	16/10/2012	SHARK BAY CAR HIRE	CAR HIRE TO TRANSPORT DOCTOR	-440.00
EFT12582	16/10/2012	COOKS TOURS PTY LTD	ADVERTISEMENT IN AMAZING NORTH	-1200.00
EFT12583	16/10/2012	VISIT MERCHANDISE	MERCH-PENCILS, STRAWS & KEY RINGS	-5119.40



ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT12584	17/10/2012	AUSTRALIAN TAXATION OFFICE	PAYROLL DEDUCTIONS	-7977.00
EFT12585	17/10/2012	STATE LIBRARY OF WA	LIBRARY BOOKS	-27.50
EFT12586	17/10/2012	RUSSELL TODD CHAMBERLAIN	RENT - 39 DURLACHER STREET	-1042.25
EFT12587	17/10/2012	FESA	ANNUAL MONITORING FEE	-1613.14
EFT12588	17/10/2012	GRAY & LEWIS PLANNERS	GENERAL PLANNING	-7778.10
EFT12589	17/10/2012	JJ HAWKINS	WOOD CHIPS CRUSHED LIMESTONE & FREIGHT	-17216.65
EFT12590	17/10/2012	KEN'S TENDER JOINT	USELESS LOOP ROAD SUPPLIES	-325.30
EFT12591	17/10/2012	LGIS PROPERTY	PROPERTY INSURANCE	-29614.34
EFT12592	17/10/2012	PEST-A-KILL	PEST CONTROL SHIRE PROPERTIES	-242.00
EFT12593	17/10/2012	SHARK BAY CLEANING SERVICE	TO CLEAN UNIT 6/34 HUGHES STREET	-115.50
<b>TOTAL</b>				<b>\$566,396.98</b>

**SHIRE OF SHARK BAY  
ORDINARY COUNCIL MEETING 31 OCTOBER 2012  
TRUST CHQS 886-889**

<b>CHQ</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
886	25/09/2012	AARON BONDITCH	GYM KEY REFUND	-20.00
887	26/09/2012	MCGRATH HOMES	BUILDING COMPLETION REFUND	-555.00
888	09/10/2012	HOWARD COCK	ART SALE SEPT 12	-43.50
889	15/10/2012	CORALIE HILL	BUS DEPOSIT REFUND	-600.00
<b>TOTAL</b>				<b>\$1,218.50</b>

**SHIRE OF SHARK BAY**

31 OCTOBER 2012

**ORDINARY COUNCIL MEETING 31 OCTOBER 2012  
TRUST EFT 12390-12937, 12502-12526**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT12390	19/09/2012	ALEISHA HEWITT	GYM KEY REFUND	-10.00
EFT12391	19/09/2012	CORAL COAST TOURIST PARK	BOOKEASY NOV 11	-72.25
EFT12392	19/09/2012	JOHN JOSEPH HANSCOMBE	HANSCOMBE ELECTION REFUND	-80.00
EFT12393	19/09/2012	KARINA MEWS B & B	BOOKEASY - JULY 2010	-119.00
EFT12394	19/09/2012	NATASHA RIGBY	GYM KEY REFUND	-10.00
EFT12395	19/09/2012	SHARK BAY HOTEL MOTEL	BOOKEASY MAR 12	-663.00
EFT12396	19/09/2012	NATALIE TROWBRIDGE	GYM KEY REFUND	-10.00
EFT12397	19/09/2012	DEBRA MILLMAN	LIBRARY BOND REFUND	-50.00
<b>EFT 12398-</b>	<b>EFT12501</b>	<b>MUNI</b>		
EFT12502	09/10/2012	PRIORITY SHARK BAY PTY LTD	TOURS SEPT 12	-1713.90
EFT12503	09/10/2012	AUSSIE OFFROAD TOURS	TOURS SEPT 12	-328.86
EFT12504	09/10/2012	BLUE LAGOON PEARLS	TOURS SEPT 12	-313.20
EFT12505	09/10/2012	BAY LODGE	BOOKEASY SEPT 12	-637.50
EFT12506	09/10/2012	DENHAM SEASIDE TOURIST VILLAGE	BOOKEASY SEPT 12	-318.75
EFT12507	09/10/2012	DENHAM VILLAS	BOOKEASY SEPT 12	-489.00
EFT12508	09/10/2012	GASCOYNE OFFSHORE SERVICES	TOURS SEPT 12	-1274.55
EFT12509	09/10/2012	HARTOG COTTAGES	BOOKEASY SEPT 12	-114.75
EFT12510	09/10/2012	HAMELIN STATION STAY	BOOKEASY SEPT 12	-433.50
EFT12511	09/10/2012	INTOWN APARTMENTS	BOOKEASY SEPT 12	-238.00
EFT12512	09/10/2012	MONKEY MIA YACHT CHARTERS	TOURS SEPT 12	-6570.80
EFT12513	09/10/2012	MAC ATTACK FISHING CHARTERS	BOOKEASY SEPT 12	-280.50
EFT12514	09/10/2012	ASPEN MONKEY MIA PTY LTD	BOOKEASY SEPT 12	-607.75
EFT12515	09/10/2012	MONKEYMIA WILDSIGHTS	TOURS SEPT 12	-9633.28
EFT12516	09/10/2012	OCEANSIDE VILLAGE	BOOKEASY SEPT 12	-238.00
EFT12517	09/10/2012	PAULS GALLERY	ART SALE SEPT 12	-443.70
EFT12518	09/10/2012	SHARK BAY HOTEL MOTEL	BOOKEASY SEPT 12	-187.00
EFT12519	09/10/2012	SHARK BAY HOLIDAY COTTAGES	BOOKEASY SEPT 12	-106.25
EFT12520	09/10/2012	SHARKBAY CARAVAN PARK	BOOKEASY SEPT 12	-204.00
EFT12521	09/10/2012	SHIRE OF SHARK BAY	COMM TOURS SEPT 12	-4194.76
EFT12522	09/10/2012	SHARK BAY SCENIC QUAD BIKE	TOURS SEPT 12	-848.25
EFT12523	09/10/2012	TRISH MILBURN PHOTOGRAPHY	ART SALE SEPT 12	-65.25
EFT12524	09/10/2012	TRADEWINDS APARTMENTS	BOOKEASY SEPT 12	-722.50

ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT12525	09/10/2012	UNREAL FISHING CHARTERS	TOURS SEPT 12	-870.00
EFT12526	09/10/2012	WULA GUDA NYINDA (CAPES)	TOURS SEPT 12	-678.60
<b>TOTAL</b>				<b>\$32,526.90</b>

12.2 FINANCIAL REPORTS TO 30 SEPTEMBER 2012

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved           Cr Ridgley  
Seconded       Cr Prior

**Council Resolution**

**That the monthly financial reports to 30 September 2012 as attached be received.**

**6/0 CARRIED**

Comment

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

Voting Requirements

Absolute Majority Required.

Date of Report

23 October 2012

**SHIRE OF SHARK BAY**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012**

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Material Variance Report	Attachment
Capital Expenditure Report	Attachment



ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

Shire of Shark Bay  
Operating Statement Reported by Nature & Type  
FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

	Year To Date Ended 30-Sep-12 \$	Full Year 2012/13 Budget \$
<b>Revenues - Classified according to Nature &amp; Type</b>		
Rates	1,022,392	1,028,574
User Fees & Charges	328,422	1,351,075
Grants & Subsidies - Operating	429,198	1,795,358
Grants & Subsidies - Capital	645,980	6,500,124
Interest	16,322	140,242
Other	49,868	124,530
Profit on Sale of Assets	11,966	105,000
<b>Total Revenues</b>	<b>2,504,167</b>	<b>11,044,903</b>
<b>Expenses - Classified according to Nature &amp; Type</b>		
Employee Costs	288,680	1,968,357
Materials & Contracts	256,584	1,884,944
Utility Charges	47,181	218,050
Interest/Debt Servicing	(1,043)	35,152
Other Expenses	21,952	93,130
Insurance	87,646	123,466
Depreciation Non-Current Assets	442,906	1,789,765
Loss on Sale of Assets	0	4,500
<b>Total Expenses</b>	<b>1,143,906</b>	<b>6,117,364</b>
<b>Net Result from Operations</b>	<b>1,360,261</b>	<b>4,927,539</b>

Shire of Shark Bay  
Operating Statement Reported by Program  
FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

	Year To Date Ended 30-Sep-12 \$	Full Year 2012/13 Budget \$
<b>Revenues</b>		
General Purpose Funding	1,246,792	1,983,463
Governance	8,050	671,990
Law, Order, Public Safety	22,918	515,664
Health	1,056	2,325
Housing	23,850	93,780
Community Amenities	169,402	635,418
Recreation and Culture	93,905	2,665,700
Transport	911,789	3,322,885
Economic Services	25,945	1,153,678
Other Property & Services	462	-
<b>Total Revenues</b>	<b>2,504,167</b>	<b>11,044,903</b>
<b>Expenses</b>		
General Purpose Funding	25,185	107,459
Governance	83,086	318,768
Law, Order, Public Safety	43,885	190,923
Health	15,662	73,064
Housing	40,748	120,326
Community Amenities	140,949	530,926
Recreation and Culture	362,918	1,559,277
Transport	331,149	2,153,606
Economic Services	134,978	1,033,016
Other Property & Services	(34,652)	30,000
<b>Total Expenses</b>	<b>1,143,906</b>	<b>6,117,364</b>
<b>Net Result from Operations</b>	<b>1,360,261</b>	<b>4,927,539</b>

ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

SHIRE OF SHARK BAY  
RATE SETTING STATEMENT  
FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

	NOTE	30Sept 2012 Actual \$	30Sept 2012 Y-T-D Budget \$	2012/13 Budget \$	Variances Budget to Actual Y-T-D \$	Variances Budget to Actual Y-T-D %
<b>Operating</b>						
<b>Revenues/Sources</b>	1,2					
General Purpose Funding		224,400	215,835	954,889	8,565	-3.97%
Governance		8,050	2,439	671,990	5,611	230.04%
Law, Order, Public Safety		22,918	128,909	515,664	(105,991)	-82.22%
Health		1,056	576	2,325	480	83.33%
Housing		23,850	23,442	93,780	408	1.74%
Community Amenities		169,402	271,141	635,418	(101,739)	-37.52%
Recreation and Culture		93,905	560,147	2,665,700	(466,242)	-83.24%
Transport		911,789	3,092,114	3,322,885	(2,180,326)	-70.51%
Economic Services		25,945	195,141	1,153,678	(169,196)	-86.70%
Other Property and Services		462	0	0	462	100.00%
		<u>1,481,776</u>	<u>4,489,744</u>	<u>10,016,329</u>	<u>(3,007,969)</u>	<u>-67.00%</u>
<b>(Expenses)/(Applications)</b>	1,2					
General Purpose Funding		(25,185)	(26,859)	(107,459)	1,674	-6.23%
Governance		(83,086)	(86,861)	(318,768)	3,775	-4.35%
Law, Order, Public Safety		(43,885)	(43,772)	(190,923)	(113)	0.26%
Health		(15,662)	(18,255)	(73,064)	2,593	-14.20%
Housing		(40,748)	(29,937)	(120,326)	(10,811)	36.11%
Community Amenities		(140,949)	(132,731)	(530,926)	(8,218)	6.19%
Recreation & Culture		(362,918)	(395,629)	(1,559,277)	32,711	-8.27%
Transport		(331,149)	(538,689)	(2,153,606)	207,540	-38.53%
Economic Services		(134,978)	(256,007)	(1,033,016)	121,029	-47.28%
Other Property and Services		34,652	(19,325)	(30,000)	53,977	-279.31%
		<u>(1,143,906)</u>	<u>(1,548,065)</u>	<u>(6,117,364)</u>	<u>404,158</u>	<u>-26.11%</u>
<b>Adjustments for Non-Cash</b>						
<b>(Revenue) and Expenditure</b>						
(Profit)/Loss on Asset Disposals	4	(11,986)	1,125	(100,500)	(13,111)	-1165.41%
Movement in Employee Benefit Provisions						
Depreciation on Assets	2(a)	442,906	447,381	1,789,765	(4,475)	-1.00%
<b>Capital Revenue and (Expenditure)</b>						
Capital Grants and Contributions						
Purchase Land Held for Resale	3	-	-	-		
Purchase Land and Buildings	3	(642,579)	(557,299)	(3,792,804)	(85,280)	15.30%
Purchase Infrastructure Assets - Roads	3	(324,831)	(284,572)	(1,170,372)	(40,259)	14.15%
Purchase Infrastructure Assets - Public Facilities		(43,195)	(67,192)	(4,727,664)	23,997	-35.71%
Purchase Infrastructure Assets - Footpaths		-	-	(50,000)	-	0.00%
Purchase Heritage Assets		(8,018)	(46,035)	(46,035)	38,017	-82.58%
Purchase Plant and Equipment	3	(55,229)	(124,000)	(723,500)	68,771	-55.46%
Purchase Furniture and Equipment	3	(1,819)	(5,000)	(54,500)	3,181	-63.63%
Proceeds from Disposal of Assets	4	15,455	-	206,000	15,455	#DIV/0!
Repayment of Debentures	5	(28,095)	(28,095)	(80,879)	(0)	0.00%
Proceeds from New Debentures	5	-	-	450,000		#DIV/0!
Self-Supporting Loan Principal Income						
Purchase of Investments						
Proceeds from Disposal of Investments						
Transfers to Reserves (Restricted Assets)	6	(6,992)	-	(80,217)	(6,992)	#DIV/0!
Transfers from Reserves (Restricted Assets)	6			1,207,000		#DIV/0!
						#DIV/0!
ADD Net Current Assets July 1 B/Fwd	7	2,246,167	2,246,167	2,246,167		0.00%
LESS Net Current Assets Year to Date	7	2,942,046	5,552,734	-		0.00%
<b>Amount Raised from Rates</b>	8	<u>(1,022,392)</u>	<u>(1,028,574)</u>	<u>(1,028,574)</u>	<u>6,182</u>	<u>-0.60%</u>

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

SHIRE OF SHARK BAY  
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

**1. SIGNIFICANT ACCOUNTING POLICIES**

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

**(a) Basis of Accounting**

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

**(b) The Local Government Reporting Entity**

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

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

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

**(c) Rounding Off Figures**

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

**(d) Rates, Grants, Donations and Other Contributions**

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

**(e) Goods and Services Tax**

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

**(f) Cash and Cash Equivalents**

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

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

**(g) Trade and Other Receivables**

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

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

SHIRE OF SHARK BAY  
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

*General*

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

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

*Land Held for Resale*

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

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

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

(i) Fixed Assets

*Initial Recognition*

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

*Revaluation*

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

**SHIRE OF SHARK BAY**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)****(j) Depreciation of Non-Current Assets**

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

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

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

**(k) Impairment**

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

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

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

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

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2012.

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

**(l) Trade and Other Payables**

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



**SHIRE OF SHARK BAY  
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)****(m) Employee Benefits**

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

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

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

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

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

**(n) Interest-bearing Loans and Borrowings**

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

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

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

***Borrowing Costs***

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

**(o) Provisions**

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

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

**(p) Current and Non-Current Classification**

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

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

**2. STATEMENT OF OBJECTIVE**

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

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

**GOVERNANCE**

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

**GENERAL PURPOSE FUNDING**

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

**LAW, ORDER, PUBLIC SAFETY**

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

**HEALTH**

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

**HOUSING**

Provision and maintenance of rented housing accommodation for pensioners.

**COMMUNITY AMENITIES**

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

**RECREATION AND CULTURE**

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

**TRANSPORT**

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

**ECONOMIC SERVICES**

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

**OTHER PROPERTY & SERVICES**

Plant works, plant overheads and stock of materials.

## SHIRE OF SHARK BAY

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

3. ACQUISITION OF ASSETS	30Sept 2012 Actual \$	2012/13 Budget \$
The following assets have been acquired during the period under review:		
<b><u>By Program</u></b>		
<b>Governance</b>		
Land and Buildings	0	1,687,150
Furniture and Equipment	1,819	36,000
Plant and Equipment	0	65,000
	<u>1,819</u>	<u>1,788,150</u>
<b>Law, Order, Public Safety</b>		
Land and Buildings	5,280	580,000
Plant and Equipment	1,196	6,500
	<u>6,476</u>	<u>586,500</u>
<b>Housing</b>		
Land and Buildings	17,332	102,000
	<u>17,332</u>	<u>102,000</u>
<b>Community Amenities</b>		
Buildings	0	35,000
Infrastructure Assets - Public Facilities	8,000	388,341
	<u>8,000</u>	<u>423,341</u>
<b>Recreation and Culture</b>		
Land and Buildings	609,337	1,373,654
Furniture and Equipment	0	18,500
Heritage Assets	8,018	46,035
Infrastructure Assets - Public Facilities	27,772	2,399,700
	<u>645,127</u>	<u>3,837,889</u>
<b>Transport</b>		
Land and Buildings	10,631	15,000
Plant and Equipment	54,032	652,000
Infrastructure Assets - Footpaths	0	50,000
Infrastructure Assets - Roads	324,831	1,170,372
Infrastructure Assets - Public Facilities	2,089	1,278,423
	<u>391,582</u>	<u>3,165,795</u>
<b>Economic Services</b>		
Infrastructure assets - Public Facilities	5,334	661,200
	<u>5,334</u>	<u>661,200</u>
	<u>1,075,670</u>	<u>10,564,875</u>
<b><u>By Class</u></b>		
Furniture and Equipment	1,819	54,500
Land and Buildings	642,579	3,792,804
Plant and Equipment	55,229	723,500
Heritage Assets	8,018	46,035
Infrastructure Assets - Roads	324,831	1,170,372
Infrastructure Assets - Public Facilities	43,195	4,727,664
Infrastructure Assets - Footpaths	-	50,000
	<u>1,075,670</u>	<u>10,564,875</u>

SHIRE OF SHARK BAY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

4. DISPOSALS OF ASSETS

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

<u>By Program</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	30Sept 2012 Actual \$	30Sept 2012 Actual \$	30Sept 2012 Actual \$
<b>Governance</b>			- - -
<b>Transport</b> Holden Rodeo, Town Supervisor Ute	3,469	15,455	11,986 - -
<b>Economic Services</b>			- -
	3,469	15,455	11,986

<u>By Class</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	30Sept 2012 Actual \$	30Sept 2012 Actual \$	30Sept 2012 Actual \$
<b>Property Plant &amp; Equipment</b> Holden Rodeo, Town Supervisor Ute	3,469	15,455	11,986 - - -
	3,469	15,455	11,986

Summary

Profit on Asset Disposals  
Loss on Asset Disposals

	<b>30Sept 2012 Actual \$</b>
	11,986
	0
	<u>11,986</u>

SHIRE OF SHARK BAY  
 NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-12	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2012/13 Actual \$	2012/13 Budget \$	2012/13 Actual \$	2012/13 Budget \$	2012/13 Actual \$	2012/13 Budget \$
Loan 48 McCleary Property	100,532	-	11,124	22,633	89,408	77,899	-	7,318
Loan 48 McCleary Property - Shire Office	85,638	-	9,476	19,280	76,162	66,358	-	6,234
Loan 53 Staff Housing	130,161	-	7,495	15,232	122,666	114,929	-	8,824
Loan 56 Staff Housing	134,313	-	-	12,534	134,313	121,779	(1,043)	6,965
Loan 57 Monkey Mia Bore	0	300,000	-	11,200	0	288,800	-	9,000
Loan 58 Digital TV	0	150,000	0	0	0	150,000	-	0
	450,644	-	28,095	80,879	422,549	819,765	-1,043	38,341

All debenture repayments were financed by general purpose revenue.

(b) New Debentures 2012/13

No new loans have been taken as at 30 September 2012



## SHIRE OF SHARK BAY

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

	2012/2013 Actual \$	2012/2013 Budget \$
<b>6. RESERVES</b>		
<b>Cash Backed Reserves</b>		
<b>(a) Office Replacement/Refurbishment</b>		
Opening Balance	1,057,446	1,057,183
Amount Set Aside / Transfer to Reserve	4,087	44,930
Amount Used / Transfer from Reserve		<u>(1,025,000)</u>
	<u>1,061,532</u>	<u>77,113</u>
<b>(b) Pensioner Unit Maintenance</b>		
Opening Balance	196,383	195,832
Amount Set Aside / Transfer to Reserve	846	9,792
Amount Used / Transfer from Reserve		<u>(82,000)</u>
	<u>197,229</u>	<u>123,624</u>
<b>Recreation Facility</b>		
<b>(c) Replacement/Upgrade</b>		
Opening Balance	254,634	254,573
Amount Set Aside / Transfer to Reserve	934	12,729
Amount Used / Transfer from Reserve		<u>-</u>
	<u>255,568</u>	<u>267,302</u>
<b>(d) Plant Replacement Reserve</b>		
Opening Balance	186,638	186,596
Amount Set Aside / Transfer to Reserve	633	4,665
Amount Used / Transfer from Reserve		<u>(100,000)</u>
	<u>187,271</u>	<u>91,261</u>
<b>(e) LSL Reserve</b>		
Opening Balance	117,813	114,632
Amount Set Aside / Transfer to Reserve	461	5,475
Amount Used / Transfer from Reserve		<u>-</u>
	<u>118,274</u>	<u>120,107</u>
<b>(f) Monkey Mia Jetty Reserve</b>		
Opening Balance	17,824	17,822
Amount Set Aside / Transfer to Reserve	31	891
Amount Used / Transfer from Reserve		<u>-</u>
	<u>17,855</u>	<u>18,713</u>
<b>(g) Shared Fire Fighting System Reserve</b>		
Opening Balance	34,700	34,700
Amount Set Aside / Transfer to Reserve	0	1,735
Amount Used / Transfer from Reserve		<u>-</u>
	<u>34,700</u>	<u>36,435</u>
<b>Total Cash Backed Reserves</b>	<u>1,872,430</u>	<u>698,120</u>

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

## SHIRE OF SHARK BAY

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

6. RESERVES (Continued)	Actual \$	Budget \$
<b>Summary of Transfers</b>		
<b>To Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Office Replacement/Refurbishment Reserve	4,087	44,930
Pensioner Unit Maintenance Reserve	846	9,792
Recreation Facility Replacement/Upgrade Rese	934	12,729
Plant Replacement Reserve	633	4,665
Long service Leave Reserve	461	5,475
Monkey Mia Jetty Reserve	31	891
Shared Fire Fighting System Reserve	0	1,735
	<u>6,992</u>	<u>80,217</u>
<b>Transfers from Reserves</b>		
Office Replacement/Refurbishment Reserve	0	(1,025,000)
Pensioner Unit Maintenance Reserve	0	(82,000)
Plant Replacement Reserve	0	(100,000)
	<u>0</u>	<u>(\$1,207,000)</u>
<b>Total Transfer to/(from) Reserves</b>	<u>6,992</u>	<u>(1,126,783)</u>

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

## Office Replacement/Refurbishment Reserve

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

## Pensioner Unit Maintenance Reserve

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

## Recreation Facility Upgrade/Replacement Reserve

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

## Plant Replacement Reserve

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

## LSL Reserve

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

## Monkey Mia Jetty Reserve

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

## Shared Fire Fighting System Reserve

- to be used for the replacement of the shared fire fighting system located at the Discovery Centre.

The pensioner unit maintenance reserve, the Office replacement reserve and the plant replacement Reserve are expected to be utilised in 2012/2013

## SHIRE OF SHARK BAY

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

	30Sept 2012 Actual \$	Brought Forward 1-Jul \$
<b>7. NET CURRENT ASSETS</b>		
<b>Composition of Estimated Net Current Asset Position</b>		
<b>CURRENT ASSETS</b>		
Municipal Bank	1,899,922	1,584,085
Cash Backed Reserves	1,872,430	1,872,430
Cash Advances	700	700
Receivables - Rates	839,773	0
Receivables - General	359,789	1,021,476
Receivables - ESL	459	-
Inventories	132,355	91,566
	<u>5,105,426</u>	<u>4,570,257</u>
<b>LESS: CURRENT LIABILITIES</b>		
Payables	-290,950	-451,660
<b>NET CURRENT ASSET POSITION</b>	<u>4,814,476</u>	<u>4,118,597</u>
Less: Cash - Restricted	-1,872,430	-1,872,430
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u><u>2,942,046</u></u>	<u><u>2,246,167</u></u>

SHIRE OF SHARK BAY  
 NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2012/13 Actual Rate Revenue \$	2012/13 Actual Interim Rates \$	2012/13 Actual Back Rates \$	2012/13 Actual Total Revenue \$	2012/13 Budgeted \$
<b>Differential General Rate</b>								
Gross Rental Value	7.5679	395	9,623,435	639,062	-	-	639,062	646,111
Unimproved Value	19.9988	19	1,313,918	222,187	-	-	222,187	222,187
Unimproved Value Pastoral	2.9231	12	757,960	22,156	-	-	22,156	22,156
<b>Sub-Totals</b>		426	11,695,313	883,404	-	-	883,404	890,454
<b>Minimum Rates</b>								
Gross Rental Value	672.00	203		136,416	-	-	136,416	136,416
Unimproved Value	672.00	8		5,376	-	-	5,376	4,704
<b>Sub-Totals</b>		211		141,792	-	-	141,792	141,120
<b>Specified Area Rates (Note 9)</b>								
Discounts							1,025,196	1,031,574
Write offs							-	-
<b>Totals</b>							1,025,196	1,031,574
							(2,805)	(3,000)
							1,022,392	1,028,574

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

The general rates detailed above for the 2012/13 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

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

SHIRE OF SHARK BAY  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

9. Cash and Investments

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) <b>Cash Deposits</b>								
Muni Bank Account	2.25%	1,610,971				1,610,971	BankWest	
Telenet Saver	3.25%	1,030				1,030	BankWest	
Trust Bank Account	0.00%	46,742					BankWest	
(b) <b>Term Deposits</b>								
Municipal Gold term Deposit	5.00%	313,505	122,033			435,537	BankWest	9/11/2012
Trust Term Deposit	5.00%			525,945		525,945	BankWest	9/11/2012
Long Service Leave Reserve	5.00%		115,365			115,365	BankWest	9/11/2012
Pensioner Unit Reserve	5.00%		211,871			211,871	BankWest	9/11/2012
Recreational Facility Reserve	5.00%		233,820			233,820	BankWest	9/11/2012
Plant Replacement Reserve	5.00%		158,494			158,494	BankWest	9/11/2012
Office Replacement Reserve	5.00%		1,022,980			1,022,980	BankWest	9/11/2012
Monkey Mia Jetty Reserve	5.00%		7,866			7,866	BankWest	9/11/2012
<b>Total</b>		<b>1,972,248</b>	<b>1,872,430</b>	<b>525,945</b>	<b>0</b>	<b>4,323,881</b>		



**SHIRE OF SHARK BAY  
STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012**

	Note	\$
<b>Current Assets</b>		
Bank	1	2,475,947
Cash Advances	2	700
Receivables - Rates	3	839,773
Receivables - ESL	4	459
Receivables - General	5	359,789
Prepayments	6	-
Inventories	7	132,355
Short Term Investments	8	83,052
Reserve Fund Investments	9	1,754,156
<b>Total Current Assets</b>		<b>5,646,229</b>
<b>Non Current Assets</b>		
Rates - Deferred	15	5,884
Receivables	16	-
Investments - Non Current	17	35,222
Furniture & Equipment	18	1,301,379
Plant & Equipment	19	1,309,932
Land & Buildings	20	11,234,092
Heritage Assets	21	570,603
Infrastructure Assets	22	17,650,687
<b>Total Non Current Assets</b>		<b>32,107,798</b>
<b>Total Assets</b>		<b>37,754,027</b>
<b>Current Liabilities</b>		
Creditors	10	231,130
ESL Liability	11	(1,577)
Trust Creditors	12	542,672
Provisions	13	187,703
Borrowings	14	69,679
<b>Total Current Liabilities</b>		<b>1,029,607</b>
<b>Non Current Liabilities</b>		
Provisions	23	34,761
Borrowings	24	352,870
<b>Total Non Current Liabilities</b>		<b>387,631</b>
<b>Total Liabilities</b>		<b>1,417,238</b>
<b>Net Assets/Liabilities</b>		<b>36,336,789</b>
<b>Net Assets are Represented by:</b>		
<b>Ratepayers' Equity</b>		
Accumulated Surplus/Deficit	25	26,676,241
Reserves - Asset Revaluation	26	7,795,110
Reserves - Cash Backed	27	1,865,438
<b>Total Ratepayers' Equity</b>		<b>36,336,789</b>

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

ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

SHIRE OF SHARK BAY  
NOTES TO THE STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD 1 JULY 2012 TO 30 SEPTEMBER 2012

Note	Classification	Particulars	Balance
1	Bank	Municipal Fund Bank	\$1,585,387
		Municipal Telenet Saver	\$1,030
		Gold Term Deposit	\$313,505
		Trust Bank	\$576,025
			<u>\$2,475,947</u>
2	Cash Advances	Petty Cash Float	\$0
		Till Float	\$200
		SBIC Till Float	\$300
		Refuse Site Float	\$200
			<u>\$700</u>
3	Receivables - Rates	Receivables - Rates	<u>\$839,773</u>
4	Receivables - ESL	ESL Control	\$0
		State Revenue - ESL Pensioner Rebate	\$459
			<u>\$459</u>
5	Receivables - General	Receivables - General	342,003
		FBT Provision	11,504
			<u>\$358,789</u>
6	Prepayments	Prepaid Expenses - Materials/Contracts	\$0
			<u>\$0</u>
7	Inventories	Inventories	<u>\$132,355</u>
8	Investments - Current	L.S.L Investment Term Deposit	<u>\$83,052</u>
			<u>\$83,052</u>
9	Reserve Fund Investments	Office Replacement Reserve Term Deposit	\$1,061,532
		Pensioner Unit Reserve	\$197,229
		Rec. Fac. Repl/Upgrade Reserve	\$255,568
		Plant Purchase Reserve Investment	\$187,271
		Monkey Mia Jetty Reserve	\$17,855
		Shared Fire System Reserve	\$34,700
			<u>\$1,754,156</u>
10	Creditors	Sundry Creditors	\$224,444
		Rate Refund Suspense Account	(623)
		GST Received	\$1,377
		Excess Rates Receipts	\$5,732
		Payroll Suspense	\$0
		Suspense Account - Bank Reconciliation	\$200.00
		<u>\$231,130</u>	
11	ESL Liability	ESL Levied	<u>(1,577)</u>
12	Trust Creditors		<u>\$542,672</u>
13	Provisions - Current	Annual Leave	\$104,652
		Long Service Leave	\$83,052
			<u>\$187,703</u>
14	Borrowings - Current	Current loan liability	<u>\$69,679</u>
			<u>\$69,679</u>
		<b>Total Current Assets/Liabilities</b>	<b>\$4,616,622</b>

ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

15	Receivable - Rates	Rates Deferred		<u>\$5,884</u>
16	Receivables - Non Current	Self Supporting Loan		<u>\$0</u>
17	Investments - Current	LSL Investment		<u>\$35,222</u>
18	Furniture & Equipment	Furniture and Office Equipment	2,975,150	
		Less Provision for Depreciation	(1,675,590)	<u>\$1,301,379</u>
19	Plant & Equipment	Plant and Equipment	3,680,476	
		Less Provision for Depreciation	(2,425,773)	<u>\$1,309,932</u>
20	Land & Buildings	Land	489,489	\$489,489
		Buildings	12,370,062	
		Less Provision for Depreciation	(2,268,038)	<u>\$10,744,603</u>
				<u>\$11,234,092</u>
21	Heritage Assets	Heritage Assets	670,575	
		Less Provision for Depreciation	(107,990)	<u>\$570,603</u>
22	Infrastructure Assets	Public Facilities	2,401,625	
		Less Provision for Depreciation	(532,356)	<u>\$1,909,432</u>
		Roads	17,678,588	
		Less Prov. for Depreciation Mun	(5,709,846)	<u>\$12,286,576</u>
		Town Streets	2,652,512	
		Less Provision for Depreciation	(759,253)	<u>\$1,900,256</u>
		Streetscapes	210,687	
		Less Provision for Depreciation	(33,018)	<u>\$180,699</u>
		Foolpaths	1,157,312	
		Less Provision for Depreciation	(151,880)	<u>\$1,005,432</u>
		Drainage, Culverts	407,671	
		Less Provision for Depreciation	(39,380)	<u>\$368,292</u>
				<u>\$17,650,687</u>
23	Provisions - Non Current	Long Service Leave		<u>\$34,781</u>
24	Borrowings - Non Current	Loans Due and Payable in Excess of 3 Months		<u>\$352,670</u>
		<b>Total Non Current Assets/Liabilities</b>		<b>\$31,720,167</b>
		<b>NET ASSET/LIABILITIES</b>		<b><u>\$36,336,789</u></b>
25	Accumulated Surplus/Deficit	Accumulated Surplus as at 1 July 2012		\$25,315,980
		Transfers to Reserves		\$0
		Transfers from Reserves		\$0
		Plus Operating Surplus YTD		<u>\$1,360,261</u>
				<u>\$26,676,241</u>
26	Reserves Asset Revaluation	Land & Buildings		\$749,298
		Public Facilities		\$22,740
		Town Streets		\$288,918
		Bush Roads		\$6,790,540
		Foolpaths		<u>\$521,449</u>
				<u>\$7,795,110</u>
27	Reserves Cash Backed	Office Replacement Reserve		\$1,057,446
		Pensioner Unit Reserve		\$196,383
		LSL Reserve		\$117,813
		Plant Replacement Reserve		\$186,838
		Recreation Facility Replac./Upgrade Reserve		\$254,634
		Monkey Mia Jetty Reserve		\$17,824
		Shared Fire System Reserve		<u>\$34,700</u>
				<u>\$1,865,438</u>
		<b>TOTAL EQUITY</b>		<b><u>\$36,336,789</u></b>

ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

SHIRE OF SHARK BAY  
(B183)

GENERAL LEDGER SYSTEM  
PROGRAMME PROGRESS REPORT

Printed on : 24.10.12 at 09:09  
Page No. : 1  
For Period Ending 31.10.12

Date from : 01.07.12 Date To : 30.09.12

Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-programme : 001 RATES										
Department:										
Sub Department:										
00101420	03	001	001	Debt Recovery Costs - Rates	1000.00	0.00	1000.00	249.00	-385.43	634.43
00101600				Governance Overheads Alloca	41321.25	0.00	41321.25	10329.00	10246.26	82.74
00102665				Other Minor Expenses - Rate	900.00	0.00	900.00	225.00	0.00	225.00
00102900				Valuation Expenses - Rates	4500.00	0.00	4500.00	1125.00	583.75	541.25
Total OPERATING EXPENDITURE										
00103010				Rates GRV	47721.25	0.00	47721.25	11928.00	10444.58	1483.42
00103020				Rates UV - General	-638111.00	0.00	-638111.00	-638111.00	-639061.96	950.96
00103030				Rates UV - Pastoral	-22187.00	0.00	-22187.00	-22187.00	-22186.53	-0.47
00103040				Minimum Rates GRV	-22156.00	0.00	-22156.00	-22156.00	-22155.94	-0.06
00103050				Minimum Rates UV - General	-136416.00	0.00	-136416.00	-136416.00	-136416.00	0.00
00103080				Interim Rates UV - General	-4704.00	0.00	-4704.00	-4704.00	-5376.00	672.00
00103110				Back Rates GRV	-6000.00	0.00	-6000.00	0.00	0.00	0.00
00103150				Rates Written Off UV - Gene	3000.00	0.00	3000.00	3000.00	2804.80	195.20
00103480				Rate Equivalent - Pipeline	-3990.00	0.00	-3990.00	0.00	0.00	0.00
00103765				Rate Book Enquiry Fee	-950.00	0.00	-950.00	-237.00	-355.00	118.00
00103767				Rate Instalment Service Fee	-1500.00	0.00	-1500.00	-375.00	-157.50	-217.50
00103768				Rate Payment Arrangement Fe	-800.00	0.00	-800.00	-198.00	0.00	-198.00
00104160				Plus Deferred Pensioner Int	-500.00	0.00	-500.00	-123.00	-278.13	155.13
00104180				Plus Non Payment Penalty -	-5500.00	0.00	-5500.00	0.00	-72.69	72.69
Total OPERATING INCOME										
00203245				Total	-1041814.00	0.00	-1041814.00	-1021507.00	-1023254.95	1747.95
00203246				Total	-994092.75	0.00	-994092.75	-1009579.00	-1012810.37	3231.37
Total										
RATES					-994092.75	0.00	-994092.75	-1009579.00	-1012810.37	3231.37
Sub-programme : 002 GENERAL PURPOSE INCOME										
00203245				Grants Commission - General	-571621.00	0.00	-571621.00	-142905.00	-157591.00	14686.00
00203246				Grants Commission - Roads	-213071.00	0.00	-213071.00	-53268.00	-45240.75	-8027.25
Total OPERATING INCOME										
00203245				Total	-784692.00	0.00	-784692.00	-196173.00	-202831.75	6658.75
00203246				Total	-784692.00	0.00	-784692.00	-196173.00	-202831.75	6658.75
Total										
GENERAL PURPOSE INCO Sub-programme Total					-784692.00	0.00	-784692.00	-196173.00	-202831.75	6658.75

ORDINARY COUNCIL MINUTES

31 OCTOBER 2012

SHIRE OF SHARK BAY  
(B183)

Printed on : 24.10.12 at 09:09  
Page No. : 2  
GENERAL LEDGER SYSTEM  
PROGRAMME PROGRESS REPORT  
Date from : 01.07.12 Date To : 30.09.12

Fund	Department	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Fund : 1 Municipal Fund							
Programme : 03 GENERAL PURPOSE FUNDING							
Sub-programme : 003 INTEREST ON INVESTMENTS							
COA no.	Description						
Sub-programme : 003	INTEREST ON INVESTMENTS						
00304120	Interest Earned - Office Re	-44930.00	0.00	-44930.00	0.00	-4086.57	4086.57
00304125	Interest Earned - Pensioner	-9792.00	0.00	-9792.00	0.00	-845.78	845.78
00304130	Interest Earned - Recreatio	-12729.00	0.00	-12729.00	0.00	-934.06	934.06
00304132	Interest Earned - Plant Rep	-4665.00	0.00	-4665.00	0.00	-633.15	633.15
00304133	Interest Earned - Monkey M	-891.00	0.00	-891.00	0.00	-31.43	31.43
00304134	Interest Earned - Shared FI	-1735.00	0.00	-1735.00	0.00	0.00	0.00
00304140	Interest Earned - Investmen	-60000.00	0.00	-60000.00	-15000.00	-9718.68	-5281.32
Total	OPERATING INCOME	-134742.00	0.00	-134742.00	-15000.00	-16249.67	1249.67
00304620	Transfer Interest - Pension	9792.00	0.00	9792.00	0.00	845.78	-845.78
00304625	Transfer Interest - Office	44930.00	0.00	44930.00	0.00	4086.57	-4086.57
00304630	Transfer Interest - Recreat	12729.00	0.00	12729.00	0.00	934.06	-934.06
00304632	Transfer Interest - Plant R	4665.00	0.00	4665.00	0.00	633.15	-633.15
00304633	Transfer Interest - Monkey	891.00	0.00	891.00	0.00	31.43	-31.43
00304634	Transfer Interest - Shared	1735.00	0.00	1735.00	0.00	0.00	0.00
Total	CAPITAL EXPENDITURE	74742.00	0.00	74742.00	0.00	6530.99	-6530.99
Total		-60000.00	0.00	-60000.00	-15000.00	-9718.68	-5281.32
Total		-60000.00	0.00	-60000.00	-15000.00	-9718.68	-5281.32
INTEREST ON INVESTME	Sub-programme Total	-60000.00	0.00	-60000.00	-15000.00	-9718.68	-5281.32
Sub-programme : 004 OTHER GENERAL PURPOSE INCOME							
00400995	Telephone - Online Police L	450.00	0.00	450.00	111.00	95.31	15.69
00401600	Governance Overheads Alloca	59287.50	0.00	59287.50	14820.00	14644.92	175.08
Total	OPERATING EXPENDITURE	59737.50	0.00	59737.50	14931.00	14740.23	190.77
00403610	Debt Recovery Costs	-500.00	0.00	-500.00	-123.00	-200.00	77.00
00403650	Reimbursements - other	0.00	0.00	0.00	0.00	-9.09	9.09
00403755	Photocopying Income	-115.00	0.00	-115.00	-27.00	-16.36	-10.64
00404412	Commission - Emergency Serv	-4000.00	0.00	-4000.00	-999.00	0.00	-999.00
00404413	Commission - Police Departm	-16500.00	0.00	-16500.00	-4125.00	-4229.76	104.76
00404414	Reimbursements - Police Lic	-1000.00	0.00	-1000.00	-249.00	0.00	-249.00
00404440	Other Minor Charges	-100.00	0.00	-100.00	-24.00	0.01	-24.01
Total	OPERATING INCOME	-22215.00	0.00	-22215.00	-5547.00	-4455.20	-1091.80
Total		37522.50	0.00	37522.50	9384.00	10285.03	-901.03
Total		37522.50	0.00	37522.50	9384.00	10285.03	-901.03
OTHER GENERAL PURPOS	Sub-programme Total	37522.50	0.00	37522.50	9384.00	10285.03	-901.03
GENERAL PURPOSE FUND	Programme Total	-1801262.25	0.00	-1801262.25	-1211368.00	-1215075.77	3707.77



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Fund Programme Sub-Programme : COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Sub-Programme : 051 MEMBERS OF COUNCIL							
0510730	Maintenance - Council Chamb	1500.00	0.00	1500.00	369.00	0.00	369.00
0510910	Archives - Outside Storage	1500.00	0.00	1500.00	375.00	0.00	375.00
0510980	Publications & Subscription	10500.00	0.00	10500.00	10500.00	9306.97	1193.03
05101010	Conference Expenses - Membe	4500.00	0.00	4500.00	1125.00	3531.82	-2406.82
05101060	Meeting Attendance Fees - M	30800.00	0.00	30800.00	7698.00	8031.00	-333.00
05101062	Members Allowances (Comms &	3500.00	0.00	3500.00	873.00	917.00	-44.00
05101065	Accommodation & Meals - Mem	4000.00	0.00	4000.00	999.00	2381.09	-1382.09
05101070	Reimbursement Other - Membe	1500.00	0.00	1500.00	375.00	0.00	375.00
05101075	Reimbursement Travel - Memb	5000.00	0.00	5000.00	1248.00	1490.03	-242.03
05101080	Travel External - Members	2500.00	0.00	2500.00	624.00	2204.78	-1580.78
05101083	Uniforms - Members	1000.00	0.00	1000.00	249.00	0.00	249.00
05101085	President's Allowance	8250.00	0.00	8250.00	2061.00	2137.50	-76.50
05101090	Refreshments & Receptions	13730.00	0.00	13730.00	3423.00	2013.45	1409.55
05101125	Donations - Contra	3000.00	0.00	3000.00	750.00	309.65	440.35
05101126	Donations - Cash	5000.00	0.00	5000.00	1248.00	3109.09	-1861.09
05101281	Strategic Planning	52000.00	0.00	52000.00	12999.00	0.00	12999.00
05101282	Policy and Local Laws Revie	24000.00	0.00	24000.00	3498.00	0.00	3798.00
0510403	Audit Fees	24500.00	0.00	24500.00	0.00	500.00	-500.00
0510470	Insurance - Members	5898.00	0.00	5898.00	2949.00	5897.25	-2948.25
05101600	Governance Overheads Alloca	111460.50	0.00	111460.50	27864.00	27499.44	364.56
05101610	Health Overheads Allocated	869.82	0.00	869.82	216.00	68.68	147.32
05102480	Election Expenses	1000.00	0.00	1000.00	249.00	0.00	249.00
05102490	Community & Public Relation	2000.00	0.00	2000.00	498.00	0.00	498.00
05102665	Other Minor Expenditure	1500.00	0.00	1500.00	372.00	131.84	240.16
Total	OPERATING EXPENDITURE	309508.32	0.00	309508.32	80562.00	73327.59	7234.41
05103650	Reimbursements - Other	-500.00	0.00	-500.00	-123.00	210.39	-333.39
05103749	Nonrefunded Election Deposi	-80.00	0.00	-80.00	-18.00	0.00	-18.00
Total	OPERATING INCOME	-580.00	0.00	-580.00	-141.00	210.39	-351.39
Total		308928.32	0.00	308928.32	80421.00	73537.98	6883.02
Total		308928.32	0.00	308928.32	80421.00	73537.98	6883.02
MEMBERS OF COUNCIL Sub-programme Total							
		308928.32	0.00	308928.32	80421.00	73537.98	6883.02
Sub-programme : 052 ADMINISTRATION OTHER							
05200001	Staff Housing Costs	34158.00	0.00	34158.00	8598.00	7922.28	615.72
052000560	Fringe Benefits Tax	16000.00	0.00	16000.00	0.00	0.00	0.00
052000590	Recruitment/Relocation Cost	12340.00	0.00	12340.00	3335.00	6835.00	-3700.00
05200610	Salaries & Wages	573661.00	0.00	573661.00	143415.00	136652.87	6762.13
05200612	Contract Staff	24500.00	0.00	24500.00	6123.00	2016.00	4107.00
05200640	Staff Medicals	300.00	0.00	300.00	75.00	0.00	75.00



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Fund	Programme	Sub-programme	COA no.	Description	Department:	Sub Department:	Original Budget	Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
05203661	04	052		Reimbursements - Staff Trav	0.00	0.00	-1000.00	0.00	-1000.00	-249.00	0.00	-249.00
05203663	04	052		Reimbursements - Staff Phon	0.00	0.00	-500.00	0.00	-500.00	-123.00	0.00	-123.00
05203713	04	052		Council Minutes - Postage R	0.00	0.00	-500.00	0.00	-500.00	-123.00	0.00	-123.00
05203727	04	052		Freedom of Information Fee	0.00	0.00	-250.00	0.00	-250.00	-60.00	0.00	-60.00
05203751	04	052		Other Minor Charges	0.00	0.00	0.00	0.00	0.00	-0.04	0.04	0.04
05204405	04	052		Insurance Reimbursement	0.00	0.00	-500.00	0.00	-500.00	-123.00	-298.91	175.91
05204490	04	052		WALGA Advert & Telstra Reba	0.00	0.00	-1000.00	0.00	-1000.00	-249.00	-139.65	-109.35
				Total OPERATING INCOME	0.00	0.00	-671410.00	0.00	-671410.00	-2298.00	-8260.11	5962.11
05204516	04	052		Principal Loan 53 - Staff H	0.00	0.00	15232.00	0.00	15232.00	7616.00	7494.80	121.20
05204517	04	052		Principal Loan 48 - Shire O	0.00	0.00	19280.00	0.00	19280.00	9640.00	9476.19	163.81
05204518	04	052		Principal Loan 56 - Staff H	0.00	0.00	12534.00	0.00	12534.00	0.00	0.00	0.00
05204734	04	052		Shire Offices - Upgrade & R	0.00	0.00	1687150.00	0.00	1687150.00	0.00	0.00	0.00
05204870	04	052		Computer Hardware Upgrade/N	0.00	0.00	6000.00	0.00	6000.00	0.00	0.00	0.00
05204875	04	052		Computer Software Upgrade/N	0.00	0.00	5000.00	0.00	5000.00	0.00	0.00	0.00
05204975	04	052		Office Furniture & Equipmen	0.00	0.00	5000.00	0.00	5000.00	1251.00	1818.60	-567.60
05204977	04	052		Upgrade Council Chambers	0.00	0.00	20000.00	0.00	20000.00	0.00	0.00	0.00
05205335	04	052		CEO Vehicle Replacement	0.00	0.00	65000.00	0.00	65000.00	0.00	0.00	0.00
				Total CAPITAL EXPENDITURE	0.00	0.00	1835196.00	0.00	1835196.00	18507.00	18789.59	-282.59
05206025	04	052		Transfer From Office Replac	0.00	0.00	-1025000.00	0.00	-1025000.00	0.00	0.00	0.00
				Total CAPITAL INCOME	0.00	0.00	-1025000.00	0.00	-1025000.00	0.00	0.00	0.00
				Total	0.00	0.00	148046.00	0.00	148046.00	22508.00	20287.50	2220.50
				Total	0.00	0.00	148046.00	0.00	148046.00	22508.00	20287.50	2220.50
				ADMINISTRATION OTHER Sub-programme Total	0.00	0.00	148046.00	0.00	148046.00	22508.00	20287.50	2220.50
				Programme Total	0.00	0.00	456974.32	0.00	456974.32	102929.00	93825.48	9103.52
				GOVERNANCE	0.00	0.00	456974.32	0.00	456974.32	102929.00	93825.48	9103.52

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Fund	Programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
1	Municipal Fund								
05	LAW, ORDER AND PUBLIC SAFETY								
101	FIRE PREVENTION								
10102500			Sub-programme : 101 FIRE PREVENTION						
10101462			Insurance - Fire	4036.00	0.00	4036.00	2018.00	4035.82	-2017.82
10101600			Governance Overheads Alloca	16600.50	0.00	16600.50	4149.00	4109.04	39.96
10102495			Fire Fighting	14000.00	0.00	14000.00	3495.00	0.00	3495.00
10102500			Fire Prevention	7500.00	0.00	7500.00	1866.00	0.00	1866.00
			Total OPERATING EXPENDITURE	42136.50	0.00	42136.50	11528.00	8144.86	3383.14
10103218			FESA Grant - Operating Bush	-4564.00	0.00	-4564.00	-1141.00	926.00	-2067.00
10103655			Reimbursements - Fire fight	0.00	0.00	0.00	0.00	-8247.66	8247.66
			Total OPERATING INCOME	-4564.00	0.00	-4564.00	-1141.00	-7321.66	6180.66
			Total	37572.50	0.00	37572.50	10387.00	823.20	9563.80
			Total	37572.50	0.00	37572.50	10387.00	823.20	9563.80
			FIRE PREVENTION Sub-programme Total	37572.50	0.00	37572.50	10387.00	823.20	9563.80
			Sub-programme : 102 ANIMAL CONTROL						
10201600			Governance Overheads Alloca	16600.50	0.00	16600.50	4149.00	4109.04	39.96
10202315			Animal Destruction	5100.00	0.00	5100.00	1275.00	0.00	1275.00
10202450			Dog License Discs	50.00	0.00	50.00	12.00	0.00	12.00
10202460			Dog Tidy Dispensers	1200.00	0.00	1200.00	297.00	322.73	-25.73
10202580			Legal Expenses - Law & Orde	500.00	0.00	500.00	123.00	0.00	123.00
10202665			Other Minor Expenditure	250.00	0.00	250.00	60.00	0.00	60.00
10202690			Maintenance - Pound	600.00	0.00	600.00	144.00	0.00	144.00
			Total OPERATING EXPENDITURE	24300.50	0.00	24300.50	6060.00	4431.77	1628.23
10203701			Animal Handling Equipment	-100.00	0.00	-100.00	-24.00	0.00	-24.00
10203719			Dog Suspension Fees	-50.00	0.00	-50.00	-12.00	0.00	-12.00
10203810			Fines & Penalties - Dog Act	-250.00	0.00	-250.00	-60.00	-80.00	20.00
10203858			Dog Registration Fees	-2200.00	0.00	-2200.00	-549.00	-48.00	-501.00
			Total OPERATING INCOME	-2600.00	0.00	-2600.00	-645.00	-128.00	-517.00
			Total	21700.50	0.00	21700.50	5415.00	4303.77	1111.23
			Total	21700.50	0.00	21700.50	5415.00	4303.77	1111.23
			ANIMAL CONTROL Sub-programme Total	21700.50	0.00	21700.50	5415.00	4303.77	1111.23
			Sub-programme : 103 OTHER LAW, ORDER&PUBLIC SAFETY						
10301301			Depreciation - Plant & Equi	9015.00	0.00	9015.00	2353.00	2561.68	-308.68
10301303			Depreciation - Buildings	1023.00	0.00	1023.00	235.00	257.93	-22.93
10301600			Governance Overheads Alloca	20157.75	0.00	20157.75	5037.00	4978.22	58.78

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1	Municipal Fund											
05	LAW, ORDER AND PUBLIC SAFETY											
103	OTHER LAW, ORDER&PUBLIC SAFETY											
10302425				Cyclone Cleanup			8000.00	8000.00	8000.00	0.00	0.00	0.00
10302750				Ranger Patrols			53000.00	53000.00	13245.00	16250.65	16250.65	-3005.65
10302792				Emergency Management Consul			11690.00	11690.00	0.00	0.00	0.00	0.00
10302795				SES Denham - Operating			15500.00	15500.00	3873.00	3834.13	3834.13	38.87
10302800				SES Useless Loop - Operatin			6000.00	6000.00	1497.00	3410.08	3410.08	-1913.08
10302950				Telephone - Road Sign trail			100.00	100.00	24.00	15.30	15.30	8.70
	Total OPERATING EXPENDITURE						124485.75	124485.75	26184.00	31307.99	31307.99	-5123.99
10303218				Grant FESA - SES			-21500.00	-21500.00	5575.00	-13390.10	-13390.10	8015.00
10303220				FESA SES Capital Grants			-486500.00	-486500.00	-121625.00	-1878.40	-1878.40	-119746.60
10303824				Fines and Penalties Local L			-500.00	-500.00	-123.00	-200.00	-200.00	77.00
	Total OPERATING INCOME						-508500.00	-508500.00	-127123.00	-15468.40	-15468.40	-111654.60
10305304				Emergency Services Building			580000.00	580000.00	0.00	5279.55	5279.55	-5279.55
10305305				FESA -SES Capital Expenditu			6500.00	6500.00	6500.00	1196.36	1196.36	5303.64
	Total CAPITAL EXPENDITURE						586500.00	586500.00	6500.00	6475.91	6475.91	24.09
	Total						202485.75	202485.75	-94439.00	22315.50	22315.50	-116754.50
	Total						202485.75	202485.75	-94439.00	22315.50	22315.50	-116754.50
	OTHER LAW, ORDER&PUBL Sub-programme Total						202485.75	202485.75	-94439.00	22315.50	22315.50	-116754.50
	LAW, ORDER AND PUBLI Programme Total						261758.75	261758.75	-78637.00	27442.47	27442.47	-106079.47



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1	Municipal Fund								
	07	HEALTH							
		151	HEALTH INSPECTION						
			Sub-programme : 151 HEALTH INSPECTION						
			1510625 Consultant Fees Health	35000.00	0.00	35000.00	8748.00	6329.28	2418.72
			15100680 Travel & Accommodation - St	10000.00	0.00	10000.00	2499.00	538.55	1960.45
			15101600 Governance Overheads Alloca	22829.25	0.00	22829.25	5631.00	555.74	73.26
			15101615 Health Overheads Recovered	-13917.12	0.00	-13917.12	-3477.00	-1096.65	-2378.15
			Total OPERATING EXPENDITURE	53612.13	0.00	53612.13	13401.00	11326.72	2074.28
			15103784 Septic Tank Inspect Fees	-250.00	0.00	-250.00	-60.00	0.00	-60.00
			15103870 Itinerant Food Vendors Lice	-325.00	0.00	-325.00	-81.00	-206.00	125.00
			15103875 Offensive Trade License	-750.00	0.00	-750.00	-186.00	-737.00	551.00
			15103884 Septic Tank Application Fee	-1000.00	0.00	-1000.00	-249.00	-113.00	-136.00
			Total OPERATING INCOME	-2325.00	0.00	-2325.00	-576.00	-1056.00	480.00
			Total	51287.13	0.00	51287.13	12825.00	10270.72	2554.28
			Total	51287.13	0.00	51287.13	12825.00	10270.72	2554.28
			HEALTH INSPECTION Sub-programme Total	51287.13	0.00	51287.13	12825.00	10270.72	2554.28
			Sub-programme : 152 PREVENTATIVE SERVICES						
			15202310 Analytical Expenses	0.00	0.00	0.00	0.00	401.26	-401.26
			15202320 Mosquito Control (Fogging)	3000.00	0.00	3000.00	744.00	0.00	744.00
			Total OPERATING EXPENDITURE	3000.00	0.00	3000.00	744.00	401.26	342.74
			Total	3000.00	0.00	3000.00	744.00	401.26	342.74
			Total	3000.00	0.00	3000.00	744.00	401.26	342.74
			PREVENTATIVE SERVICE Sub-programme Total	3000.00	0.00	3000.00	744.00	401.26	342.74
			Sub-programme : 153 OTHER HEALTH						
			15301600 Governance Overheads Alloca	10671.75	0.00	10671.75	2667.00	2634.07	32.93
			15302505 Flying Doctor Services	5500.00	0.00	5500.00	1374.00	1300.00	74.00
			15302813 St John Ambulance - Shark B	280.00	0.00	280.00	69.00	0.00	69.00
			Total OPERATING EXPENDITURE	16451.75	0.00	16451.75	4110.00	3934.07	175.93
			Total	16451.75	0.00	16451.75	4110.00	3934.07	175.93
			Total	16451.75	0.00	16451.75	4110.00	3934.07	175.93
			OTHER HEALTH Sub-programme Total	16451.75	0.00	16451.75	4110.00	3934.07	175.93



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Fund Programme Sub-programme COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
Fund : 1 Municipal Fund							
Programme : 09 HOUSING							
Sub-programme : 091 Staff Housing							
COA no. Description							
Sub-programme : 091 Staff Housing							
09100001	House 5 Spaven Way (CEO)	10121.00	0.00	10121.00	2520.00	2169.35	350.65
09100010	House 34 Hughes Street Unit	15750.00	0.00	15750.00	3933.00	3485.56	447.44
09100020	House 65 Brockman Street	8562.00	0.00	8562.00	2133.00	3095.94	-962.94
09100030	House 39 Durlacher St	15400.00	0.00	15400.00	3846.00	3310.65	535.35
09100040	House 80 Durlacher St	8018.00	0.00	8018.00	1995.00	1001.61	983.39
09100050	House 51 Durlacher St	9375.00	0.00	9375.00	2334.00	2165.76	168.24
09100100	Staff Housing Costs Allocat	-46414.00	0.00	-46414.00	-11601.00	-13128.87	1527.87
Total OPERATING EXPENDITURE							
09110510	Rental Income 34 Hughes Str	20812.00	0.00	20812.00	5160.00	2100.00	3060.00
09110530	Rental Income 39 Durlacher	-10400.00	0.00	-10400.00	0.00	-600.00	600.00
09110540	Rental Income 80 Durlacher	-7800.00	0.00	-7800.00	-2598.00	-1200.00	-1398.00
09110600	Reimbursement Income Staff H	-4600.00	0.00	-4600.00	-1958.00	-300.00	-1680.00
Total OPERATING INCOME							
09128000	Capital Works Staff Housing	-22800.00	0.00	-22800.00	-5697.00	-2100.00	-3597.00
Total CAPITAL EXPENDITURE							
Total							
Total							
Total							
Staff Housing	Sub-programme Total	18012.00	0.00	18012.00	4443.00	0.00	4443.00
Sub-programme : 251 PENSIONER UNITS							
25100735	Maintenance - Pensioner Uni	1255.00	0.00	1255.00	309.00	0.00	309.00
25100736	Maintenance - Pensioner Uni	1255.00	0.00	1255.00	309.00	1204.50	-895.50
25100737	Maintenance - Pensioner Uni	1255.00	0.00	1255.00	309.00	0.00	309.00
25100738	Maintenance - Pensioner Uni	1255.00	0.00	1255.00	309.00	0.00	309.00
25100739	Maintenance - Pensioner Uni	1255.00	0.00	1255.00	309.00	245.84	63.16
25100740	Maintenance - Pensioner Uni	1255.00	0.00	1255.00	309.00	99.00	210.00
25100741	Maintenance - Pensioner Uni	1255.00	0.00	1255.00	309.00	1316.01	-1007.01
25100742	Maintenance - Pensioner Uni	1255.00	0.00	1255.00	309.00	472.21	-163.21
25100743	Maintenance - Pensioner Uni	1255.00	0.00	1255.00	309.00	154.00	155.00
25100744	Maintenance - Pensioner Uni	1255.00	0.00	1255.00	309.00	0.00	309.00
25100745	Maintenance - Pensioner Uni	1255.00	0.00	1255.00	309.00	216.70	92.30
25100746	Maintenance - Pensioner Uni	1255.00	0.00	1255.00	309.00	0.00	309.00
25100747	Maintenance - Pensioner Uni	1255.00	0.00	1255.00	309.00	2232.16	-1923.16
25100757	Utilities - Pensioner Unit	1400.00	0.00	1400.00	348.00	758.34	1647.66
25100776	Utilities - Pensioner Unit	1400.00	0.00	1400.00	348.00	320.00	28.00
25100777	Utilities - Pensioner Unit	1400.00	0.00	1400.00	348.00	320.00	28.00
25100778	Utilities - Pensioner Unit	1400.00	0.00	1400.00	348.00	320.00	28.00
25100779	Utilities - Pensioner Unit	1400.00	0.00	1400.00	348.00	320.00	28.00



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	1	COMMUNITY AMENITIES		Municipal Fund						
	10	HOUSEHOLD REFUSE		SANITATION - HOUSEHOLD REFUSE						
				Sub-programme : 301 SANITATION - HOUSEHOLD REFUSE						
				30101304 Depreciation - Public Facili	4234.00	0.00	4234.00	1056.00	1067.23	-11.23
				30101600 Governance Overheads Alloca	27272.25	0.00	27272.25	6816.00	6743.03	72.97
				30102190 Refuse Site Maintenance	102000.00	0.00	102000.00	25497.00	24105.91	1391.09
				30102210 Refuse Site Gate Attendance	80175.00	0.00	80175.00	20037.00	16085.78	3951.22
				30102465 Domestic Refuse Collection	52000.00	0.00	52000.00	12995.00	17407.15	-4408.15
				Total OPERATING EXPENDITURE	265861.25	0.00	265861.25	66405.00	65409.10	95.90
				30103769 Refuse Removal	-149742.00	0.00	-149742.00	-149742.00	-151040.00	1298.00
				Total OPERATING INCOME	-149742.00	0.00	-149742.00	-149742.00	-151040.00	1298.00
				30105575 Refuse Site Infrastructure	388341.00	0.00	388341.00	669.00	8000.00	-7331.00
				Total CAPITAL EXPENDITURE	388341.00	0.00	388341.00	669.00	8000.00	-7331.00
				Total	504280.25	0.00	504280.25	-82668.00	-77630.90	-5037.10
				Total	504280.25	0.00	504280.25	-82668.00	-77630.90	-5037.10
				SANITATION - HOUSEHO Sub-programme Total	504280.25	0.00	504280.25	-82668.00	-77630.90	-5037.10
				Sub-programme : 302 SANITATION OTHER						
				30201304 Depreciation - Public Facili	895.00	0.00	895.00	222.00	225.55	-3.55
				30201470 Insurance - Waste Facilitie	299.00	0.00	299.00	149.00	140.00	9.00
				30201600 Governance Overheads Alloca	30829.50	0.00	30829.50	7707.00	7612.22	94.78
				30201610 Health Overheads Allocated	3479.28	0.00	3479.28	867.00	274.71	592.29
				30202190 Rural Rubbish Tip Maintena	5000.00	0.00	5000.00	1248.00	0.00	1248.00
				30202600 Main Roads Rubbish Collecti	11300.00	0.00	11300.00	2823.00	2838.75	-15.75
				30202695 Purchase of Bins	300.00	0.00	300.00	750.00	220.85	529.15
				30202815 Street Bins	3515.00	0.00	3515.00	876.00	818.63	546.37
				30202820 Street Rubbish Bin Maintena	3100.00	0.00	3100.00	768.00	413.14	354.86
				30202841 Clean Up Australia Campaign	1500.00	0.00	1500.00	375.00	0.00	375.00
				Total OPERATING EXPENDITURE	62917.78	0.00	62917.78	15785.00	12543.85	3241.15
				30203326 Grants - Waste Disposal	-378341.00	0.00	-378341.00	-94585.00	0.00	-94585.00
				30203720 Refuse Site Fees	-64160.00	0.00	-64160.00	-16038.00	-11195.37	-4842.63
				30203730 Recycling Income	-900.00	0.00	-900.00	-225.00	0.00	-285.00
				30203743 Main Roads Rubbish Collecti	-10975.00	0.00	-10975.00	-2742.00	0.00	-2742.00
				30203775 Sale Of Rubbish Bins	-2750.00	0.00	-2750.00	-687.00	-558.19	-128.81
				Total OPERATING INCOME	-457126.00	0.00	-457126.00	-114277.00	-11753.56	-102523.44
				Total	-394208.22	0.00	-394208.22	-98492.00	790.29	-99282.29
				Total	-394208.22	0.00	-394208.22	-98492.00	790.29	-99282.29



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				SANITATION OTHER	-394208.22	-394208.22	0.00	-394208.22	-98492.00	790.29	-99282.29
				Sub-programme : 303 TOWN PLANNING&REGIONAL DEVELOP							
				30301600 Governance Overheads Alloca	47430.00		0.00	47430.00	11856.00	11694.93	161.07
				30302410 Planning Consultant Fees	45000.00		0.00	45000.00	11250.00	17359.92	-6109.92
				30302665 Other Minor Expenditure	500.00		0.00	500.00	123.00	0.00	123.00
				30302860 Town Planning Advertising	2000.00		0.00	2000.00	498.00	0.00	498.00
				30302870 Town Planning Amendments	5000.00		0.00	5000.00	1248.00	3375.00	-2127.00
				30302880 Town Planning Scheme No 3	2000.00		0.00	2000.00	498.00	5095.00	-4597.00
				Total OPERATING EXPENDITURE	101930.00		0.00	101930.00	25473.00	37524.85	-12051.85
				30303716 Development Applications	-22000.00		0.00	-22000.00	-5499.00	-5521.72	22.72
				30303759 Planning Advice - Written	-250.00		0.00	-250.00	-60.00	0.00	-60.00
				30303761 Planning Orders & Requisiti	-2000.00		0.00	-2000.00	-498.00	-867.00	399.00
				30303781 Scheme Amendments/Rezoning	-500.00		0.00	-500.00	-123.00	0.00	-123.00
				30303791 Structure Plans/Developme	-500.00		0.00	-500.00	-123.00	0.00	-123.00
				30303865 Home Occupation Licences	-500.00		0.00	-500.00	-123.00	-138.00	15.00
				30303867 Certificate for Liquor Lice	-200.00		0.00	-200.00	-48.00	0.00	-48.00
				Total OPERATING INCOME	-25950.00		0.00	-25950.00	-6474.00	-6526.72	52.72
				Total	75980.00		0.00	75980.00	18999.00	30998.13	-11999.13
				Total	75980.00		0.00	75980.00	18999.00	30998.13	-11999.13
				TOWN PLANNING&REGION Sub-programme Total	75980.00		0.00	75980.00	18999.00	30998.13	-11999.13
				Sub-programme : 304 OTHER COMMUNITY AMENITIES							
				30400715 Cleaning - Public Convenien	29811.00		0.00	29811.00	7452.00	7104.92	347.08
				30400730 Maintenance - Public Conven	3200.00		0.00	3200.00	792.00	3664.98	-2872.98
				30400760 Utilities - Mortuary	900.00		0.00	900.00	225.00	0.00	225.00
				30400775 Utilities - Public Convenie	2500.00		0.00	2500.00	624.00	481.00	143.00
				30401303 Depreciation - Buildings	13018.00		0.00	13018.00	3252.00	3281.24	-29.24
				30401304 Depreciation - Public Facil	11985.00		0.00	11985.00	2820.00	2844.51	-24.51
				30401470 Insurance - Public Convenie	955.00		0.00	955.00	198.00	370.91	-172.91
				30401600 Governance Overheads Alloca	24900.75		0.00	24900.75	6225.00	6137.19	87.81
				30401610 Health Overheads Allocated	1739.64		0.00	1739.64	432.00	137.36	294.64
				30401930 Maintenance - Cemeteries	7400.00		0.00	7400.00	1848.00	1211.16	636.84
				30402383 Cemetery Burial Expenses	4200.00		0.00	4200.00	1041.00	0.00	1041.00
				30410715 Cleaning - Mortuary	320.00		0.00	320.00	78.00	83.85	-5.85
				30411470 Insurance - Cemetery & Mort	328.00		0.00	328.00	81.00	153.63	-72.63
				Total OPERATING EXPENDITURE	100397.39		0.00	100397.39	25068.00	25470.75	-402.75
				30403706 Cemetery fees	-1250.00		0.00	-1250.00	-312.00	-81.82	-230.18

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					Original Budget	Amendments	Budget	Amendments	Budget	Actual	Budget	Actual	
30403860	1	10		Municipal Fund									
				Funeral Directors License	-1350.00	0.00	0.00	0.00	-1350.00	-336.00	0.00	-81.82	-566.18
30404755				Total OPERATING INCOME	-2600.00	0.00	0.00	0.00	-2600.00	-648.00	0.00	-81.82	-566.18
				Public Conveniences - Capita	35000.00	0.00	0.00	0.00	35000.00	0.00	0.00	0.00	0.00
				Total CAPITAL EXPENDITURE	35000.00	0.00	0.00	0.00	35000.00	0.00	0.00	0.00	0.00
				Total	132797.39	0.00	0.00	0.00	132797.39	24420.00	25388.93	25388.93	-968.93
				Total	132797.39	0.00	0.00	0.00	132797.39	24420.00	25388.93	25388.93	-968.93
				OTHER COMMUNITY AMEN Sub-programme Total	132797.39	0.00	0.00	0.00	132797.39	24420.00	25388.93	25388.93	-968.93
				COMMUNITY AMENITIES Programme Total	318849.42	0.00	0.00	0.00	318849.42	-137741.00	-20453.55	-20453.55	-117287.45

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	: 1			Municipal Fund						
	: 11			RECREATION AND CULTURE						
		: 351		PUBLIC HALL & CIVIC CENTRES						
				Description						
				Sub-programme : 351 PUBLIC HALL & CIVIC CENTRES						
				35100715 Cleaning - Denham Hall	7070.00	0.00	7070.00	1767.00	1690.94	76.06
				35100730 Maintenance - Community Cen	3500.00	0.00	3500.00	867.00	600.60	600.60
				35100775 Utilities - Community Resou	1500.00	0.00	1500.00	375.00	355.81	19.19
				35101125 Donation - Contra Hall Hire	4000.00	0.00	4000.00	959.00	999.00	999.00
				35101302 Depreciation - Furniture &	6913.00	0.00	6913.00	1728.00	1742.39	-14.39
				35101303 Depreciation - Buildings	94659.00	0.00	94659.00	23867.11	-206.11	-7.74
				35101310 Depreciation - Heritage Ass	3232.00	0.00	3232.00	807.00	814.74	80.26
				35101452 Insurance - Community Build	11487.00	0.00	11487.00	5743.00	5360.92	382.08
				35101600 Governance Overheads Alloca	28458.00	0.00	28458.00	7113.00	7032.74	80.26
				35101610 Health Overheads Allocated	1739.64	0.00	1739.64	432.00	137.36	294.64
				35110730 Maintenance - Denham Hall	4000.00	0.00	4000.00	993.00	824.95	168.05
				35110730 Utilities - Community Centr	1800.00	0.00	1800.00	450.00	325.60	124.40
				35120730 Maintenance - Overlander Ha	249.00	0.00	249.00	249.00	0.00	249.00
				35120775 Utilities - Denham Hall	6400.00	0.00	6400.00	1596.00	1626.18	-30.18
				35130730 Maintenance-Community Resou	5000.00	0.00	5000.00	1242.00	0.00	1242.00
				Total OPERATING EXPENDITURE	180758.64	0.00	180758.64	48022.00	44045.14	3976.86
				35103340 Grant - GDC R4R Rec Centre	-5000.00	0.00	-5000.00	0.00	0.00	0.00
				35103343 Contribution - POS Rec Cent	-242604.00	0.00	-242604.00	0.00	0.00	0.00
				35103430 Denham Hall Hire - Contra	-4000.00	0.00	-4000.00	-999.00	0.00	-999.00
				35103431 Contributions - Overlander	-1500.00	0.00	-1500.00	-36.00	0.00	-36.00
				35103560 Reimbursements - Community	-1500.00	0.00	-1500.00	-375.00	0.00	-375.00
				35103795 Hire - Denham Hall Tables C	-100.00	0.00	-100.00	-24.00	0.00	-24.00
				35103906 Hire - Community Centre	-500.00	0.00	-500.00	-123.00	0.00	-123.00
				35103910 Hire - Denham Hall	-1800.00	0.00	-1800.00	-450.00	-481.82	31.82
				35103955 Rent - Property Building (C	-100.00	0.00	-100.00	-24.00	0.00	-24.00
				35103956 Rent - Community Resource C	-5200.00	0.00	-5200.00	-1299.00	0.00	-1299.00
				Total OPERATING INCOME	-305954.00	0.00	-305954.00	-3330.00	-481.82	-2848.18
				35104701 Community Centre Improvemen	5000.00	0.00	5000.00	1248.00	0.00	1248.00
				35104785 Rec Centre Construction	1168654.00	0.00	1168654.00	504398.00	606890.57	-102492.57
				35104980 Community Resource Centre C	100000.00	0.00	100000.00	24996.00	1739.20	23256.80
				Total CAPITAL EXPENDITURE	1273654.00	0.00	1273654.00	530642.00	608629.77	-77987.77
				Total	1148458.64	0.00	1148458.64	575334.00	852193.09	-76859.09
				Total	1148458.64	0.00	1148458.64	575334.00	852193.09	-76859.09
				PUBLIC HALL & CIVIC Sub-programme Total	1148458.64	0.00	1148458.64	575334.00	652193.09	-76859.09
				Sub-programme : 352 FORESHORE						
				35200715 Cleaning - Fish Cleaning Fa	34775.00	0.00	34775.00	8691.00	8600.34	90.66
				35200730 Maintenance Fish Cleaning F	30500.00	0.00	30500.00	7530.00	456.04	296.96

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	1	11	352	Municipal Fund RECREATION AND CULTURE FORESHORE							
				Utilities - Fish Cleaning Facility	3500.00	0.00	0.00	3500.00	873.00	2001.71	-1128.71
				Depreciation - Public Facility	10450.00	0.00	0.00	10450.00	2610.00	2633.87	-23.87
				Insurance-Foreshore Facility	1759.00	0.00	0.00	1759.00	879.00	1069.48	-190.48
				Governance-Overheads Allocat	28458.00	0.00	0.00	28458.00	7113.00	7032.74	80.26
				Beach/Rock Wall Maintenance	8000.00	0.00	0.00	8000.00	1242.00	1242.00	0.00
				Foreshore BBQ Facilities Mt	2800.00	0.00	0.00	2800.00	593.00	112.55	1687.45
				Seaweed Removal Marina Boat	5500.00	0.00	0.00	5500.00	1371.00	1371.00	0.00
				Swimming Hole Maintenance	900.00	0.00	0.00	900.00	222.00	0.00	222.00
				Cleaning - Foreshore/Lagoon	59709.00	0.00	0.00	59709.00	0.00	14863.02	-14863.02
				Utilities-Foreshore/Lagoon	1000.00	0.00	0.00	1000.00	249.00	0.00	249.00
				<b>Total OPERATING EXPENDITURE</b>	<b>156901.00</b>	<b>0.00</b>	<b>0.00</b>	<b>156901.00</b>	<b>24696.00</b>	<b>36769.75</b>	<b>-12073.75</b>
				Grants - Public Facilities	-60000.00	0.00	0.00	-60000.00	0.00	0.00	0.00
				<b>Total OPERATING INCOME</b>	<b>-60000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-60000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
				Foreshore Public Facilities	12000.00	0.00	0.00	12000.00	0.00	0.00	0.00
				Foreshore Public Toilets Ca	10000.00	0.00	0.00	10000.00	0.00	707.55	-707.55
				Rock Wall	15000.00	0.00	0.00	15000.00	374.00	0.00	3744.00
				Knight Terrace Boat Ramps C	65000.00	0.00	0.00	65000.00	2301.00	22369.88	-20068.88
				Denham Recreation Jetty Rep	2000000.00	0.00	0.00	2000000.00	0.00	0.00	0.00
				<b>Total CAPITAL EXPENDITURE</b>	<b>2190000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2190000.00</b>	<b>6045.00</b>	<b>23077.43</b>	<b>-17032.43</b>
				<b>Total</b>	<b>2286901.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2286901.00</b>	<b>30741.00</b>	<b>59847.18</b>	<b>-29106.18</b>
				<b>Total</b>	<b>2286901.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2286901.00</b>	<b>30741.00</b>	<b>59847.18</b>	<b>-29106.18</b>
				<b>FORESHORE</b>	<b>2286901.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2286901.00</b>	<b>30741.00</b>	<b>59847.18</b>	<b>-29106.18</b>
				<b>Sub-programme Total</b>	<b>2286901.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2286901.00</b>	<b>30741.00</b>	<b>59847.18</b>	<b>-29106.18</b>
				Sub-programme : 353 OTHER RECREATION & SPORT							
				Maintenance - Mini Golf Cen	0.00	0.00	0.00	0.00	0.00	50.14	-50.14
				Utilities - Mini Golf Centr	3000.00	0.00	0.00	3000.00	747.00	0.00	747.00
				Vehicle Running Costs (Bus)	3995.00	0.00	0.00	3995.00	993.00	2352.16	-1359.16
				Sport and Recreation Festiv	25000.00	0.00	0.00	25000.00	24999.70	23664.88	1334.82
				Contribution - Community Bu	5500.00	0.00	0.00	5500.00	1374.00	1137.95	236.05
				Sporting Clubs - Assistance	6000.00	0.00	0.00	6000.00	1500.00	4396.00	-2896.00
				Depreciation - Public Facili	23741.00	0.00	0.00	23741.00	5934.00	5983.77	-49.77
				Insurance-Recreation Facili	2701.00	0.00	0.00	2701.00	1350.00	842.72	507.28
				Governance Overheads Alloca	31501.25	0.00	0.00	31501.25	7895.00	10246.26	-4896.06
				Multi-Purpose Courts	500.00	0.00	0.00	500.00	195.00	5091.06	-4896.06
				Misc Equipment Repairs	500.00	0.00	0.00	500.00	123.00	0.00	123.00
				Town Common/Little Lagoon M	3500.00	0.00	0.00	3500.00	867.00	549.51	317.49
				Town Oval Maintenance	33500.00	0.00	0.00	33500.00	6180.73	6180.73	2189.27
				Sport and Recreation Centre	8000.00	0.00	0.00	8000.00	1995.00	0.00	1995.00
				Walk Trail - Maintenance	2000.00	0.00	0.00	2000.00	485.00	72.87	422.13
				Sport and Recreation Centre	116027.00	0.00	0.00	116027.00	28969.00	185.70	28803.30

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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
	1	11		Municipal Fund RECREATION AND CULTURE						
		353		OTHER RECREATION & SPORT						
				Maintenance Community Gym	1500.00	0.00	1500.00	1500.00	260.00	115.00
				Utilities - Multi-Purp. Cou	500.00	0.00	500.00	123.00	0.00	123.00
				Parks And Gardens	77550.00	0.00	77550.00	19344.00	9441.37	9902.63
				Utilities - Parks & Gardens	2500.00	0.00	2500.00	624.00	385.29	238.71
				Utilities - Town Oval	5500.00	0.00	5500.00	1374.00	1854.19	-480.19
				<b>Total OPERATING EXPENDITURE</b>	<b>353315.25</b>	<b>0.00</b>	<b>353315.25</b>	<b>107646.70</b>	<b>72694.60</b>	<b>34952.10</b>
				Grants - Operating Sport an	-1000.00	0.00	-1000.00	-245.00	0.00	-245.00
				Walk Trail Grant Funding	-200000.00	0.00	-200000.00	-500000.00	0.00	-500000.00
				Contributions & Donations S	-1500.00	0.00	-1500.00	-375.00	0.00	-375.00
				Reimbursement - Sporting Cl	-72896.00	0.00	-72896.00	-123.00	-1110.00	987.00
				Community Bus - Hire Income	-3000.00	0.00	-3000.00	-750.00	0.00	-750.00
				Margree Hire Charges	-10000.00	0.00	-10000.00	-2499.00	-1193.19	-1305.81
				SBRC Gymnasium Fees	-1500.00	0.00	-1500.00	-375.00	-104.55	-270.45
				SBRC Programs Income	-6000.00	0.00	-6000.00	-1686.00	0.00	-1686.00
				SBRC Hire Fees	-5000.00	0.00	-5000.00	-1500.00	0.00	-1500.00
				SBRC Sales of Merchandise	-2000.00	0.00	-2000.00	-1248.00	0.00	-1248.00
				Dennan Oval Hire	-350.00	0.00	-350.00	-498.00	0.00	-498.00
				Property Reserves Rent - Cl	-400.00	0.00	-400.00	-99.00	-704.55	617.55
				<b>Total OPERATING INCOME</b>	<b>-2110396.00</b>	<b>0.00</b>	<b>-2110396.00</b>	<b>-509499.00</b>	<b>-3112.29</b>	<b>-506376.71</b>
				Parks & Gardens Capital Exp	55000.00	0.00	55000.00	13734.00	0.00	13734.00
				Little Lagoon - Capital Wor	7500.00	0.00	7500.00	1875.00	3202.00	-1327.00
				<b>Total CAPITAL EXPENDITURE</b>	<b>62500.00</b>	<b>0.00</b>	<b>62500.00</b>	<b>15609.00</b>	<b>3202.00</b>	<b>12407.00</b>
				<b>Total</b>	<b>-1694580.75</b>	<b>0.00</b>	<b>-1694580.75</b>	<b>-386233.30</b>	<b>72784.31</b>	<b>-459017.61</b>
				<b>Total</b>	<b>-1694580.75</b>	<b>0.00</b>	<b>-1694580.75</b>	<b>-386233.30</b>	<b>72784.31</b>	<b>-459017.61</b>
				<b>OTHER RECREATION &amp; S Sub-programme Total</b>	<b>-1694580.75</b>	<b>0.00</b>	<b>-1694580.75</b>	<b>-386233.30</b>	<b>72784.31</b>	<b>-459017.61</b>
				<b>Sub-programme : 354 TV &amp; RADIO RE-BROADCASTING</b>	<b>232.00</b>	<b>0.00</b>	<b>232.00</b>	<b>116.00</b>	<b>108.19</b>	<b>7.81</b>
				Insurance - TV Satellite	232.00	0.00	232.00	116.00	108.19	7.81
				Governance Overheads Alloca	15414.75	0.00	15414.75	3852.00	3792.98	59.02
				TV Receiver/Transmitter	7200.00	0.00	7200.00	0.00	1714.71	-1714.71
				<b>Total OPERATING EXPENDITURE</b>	<b>22846.75</b>	<b>0.00</b>	<b>22846.75</b>	<b>3968.00</b>	<b>5615.88</b>	<b>-1647.88</b>
				Digital TV Upgrade	150000.00	0.00	150000.00	0.00	2200.00	-2200.00
				<b>Total CAPITAL EXPENDITURE</b>	<b>150000.00</b>	<b>0.00</b>	<b>150000.00</b>	<b>0.00</b>	<b>2200.00</b>	<b>-2200.00</b>
				Loan Funds Digital TV Upgra	-150000.00	0.00	-150000.00	0.00	0.00	0.00
				<b>Total CAPITAL INCOME</b>	<b>-150000.00</b>	<b>0.00</b>	<b>-150000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



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				22846.75	0.00	0.00		22846.75	3968.00	7815.88	-3847.88
			Total	22846.75	0.00	0.00		22846.75	3968.00	7815.88	-3847.88
			TV & RADIO RE-BROADC Sub-programme Total	22846.75	0.00	0.00		22846.75	3968.00	7815.88	-3847.88
			Sub-programme : 355 LIBRARIES	1500.00	0.00	0.00		1500.00	375.00	160.94	214.06
			Postage - Library	900.00	0.00	0.00		900.00	225.00	83.29	141.71
			Printing and Stationery	450.00	0.00	0.00		450.00	111.00	97.50	13.50
			Telephone - Library	57.00	0.00	0.00		57.00	12.00	26.37	-14.37
			Insurance - Library	50987.25	0.00	0.00		50987.25	12744.00	12590.41	153.59
			Governance Overheads Alloca	1550.00	0.00	0.00		1550.00	387.00	0.00	387.00
			AMLIB Library License	700.00	0.00	0.00		700.00	174.00	0.00	174.00
			Library Books	1000.00	0.00	0.00		1000.00	249.00	136.36	112.64
			Other Minor Expenditure Lib								
			Total OPERATING EXPENDITURE	57144.25	0.00	0.00		57144.25	14277.00	13094.87	1182.13
			Reimbursements - Other	0.00	0.00	0.00		0.00	0.00	-554.60	554.60
			Fines & Penalties - Librar	-150.00	0.00	0.00		-150.00	-36.00	0.00	-36.00
			Total OPERATING INCOME	-150.00	0.00	0.00		-150.00	-36.00	-554.60	518.60
			Total	56994.25	0.00	0.00		56994.25	14241.00	12540.27	1700.73
			Total	56994.25	0.00	0.00		56994.25	14241.00	12540.27	1700.73
			LIBRARIES Sub-programme Total	56994.25	0.00	0.00		56994.25	14241.00	12540.27	1700.73
			Sub-programme : 356 OTHER CULTURE	500.00	0.00	0.00		500.00	123.00	0.00	123.00
			Utilities - Galla Curci	6872.00	0.00	0.00		6872.00	1716.00	1732.09	-16.09
			Depreciation - Public facil	18622.00	0.00	0.00		18622.00	4653.00	4693.73	-40.73
			Depreciation - Heritage Ass	935.00	0.00	0.00		935.00	231.00	900.00	-669.00
			Insurance - Galla Curci	7850.00	0.00	0.00		7850.00	1956.00	0.00	1956.00
			Maintenance - Velsheda/Gall								
			Total OPERATING EXPENDITURE	34779.00	0.00	0.00		34779.00	8679.00	7325.82	1353.18
			Reloc./Restoration - Velshe	5000.00	0.00	0.00		5000.00	1245.00	0.00	1245.00
			HMAS Sydney II Memorials	103400.00	0.00	0.00		103400.00	0.00	0.00	0.00
			Total CAPITAL EXPENDITURE	108400.00	0.00	0.00		108400.00	1245.00	0.00	1245.00
			Total	143179.00	0.00	0.00		143179.00	9924.00	7325.82	2598.18
			Total	143179.00	0.00	0.00		143179.00	9924.00	7325.82	2598.18

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Fund	Programme	COA no.	Description	Sub-programme Total	Original Budget	Department: Sub Department: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
	1		Municipal Fund							
	11		RECREATION AND CULTURE							
	356		OTHER CULTURE							
OTHER CULTURE					143179.00	0.00	143179.00	9924.00	7325.82	2598.18
Sub-programme : 357	MUSEUM									
35701310			Depreciation - Heritage Ass		489.00	0.00	489.00	120.00	123.13	-3.13
35701490			Insurance - Velsheeda		117.00	0.00	117.00	27.00	54.54	-27.54
35701600			Governance Overheads Alloca		11857.50	0.00	11857.50	2964.00	2923.76	40.24
Total OPERATING EXPENDITURE					12463.50	0.00	12463.50	3111.00	3101.43	9.57
35705125			Cape Inscription Restoratio		46035.00	0.00	46035.00	46035.00	8017.73	38017.27
Total CAPITAL EXPENDITURE					46035.00	0.00	46035.00	46035.00	8017.73	38017.27
Total					58498.50	0.00	58498.50	49146.00	11119.16	38026.84
Total					58498.50	0.00	58498.50	49146.00	11119.16	38026.84
MUSEUM			Sub-programme Total		58498.50	0.00	58498.50	49146.00	11119.16	38026.84
Sub-programme : 358	YOUTH RECREATION									
35800610			Salary and Wages		0.00	0.00	0.00	0.00	0.59	-0.59
35802950			Youth Projects		8500.00	0.00	8500.00	2124.00	1250.00	874.00
Total OPERATING EXPENDITURE					8500.00	0.00	8500.00	2124.00	1250.59	873.41
Grants - Youth Activities					-1000.00	0.00	-1000.00	-249.00	0.00	-249.00
Total OPERATING INCOME					-1000.00	0.00	-1000.00	-249.00	0.00	-249.00
Total					7500.00	0.00	7500.00	1875.00	1250.59	624.41
Total					7500.00	0.00	7500.00	1875.00	1250.59	624.41
YOUTH RECREATION			Sub-programme Total		7500.00	0.00	7500.00	1875.00	1250.59	624.41
Sub-programme : 359	INSCRIPTION POST									
Sub-programme : 360	WORLD HERITAGE									
36000610			Salaries & Wages		200320.00	0.00	200320.00	50079.00	37005.60	13073.40
36000660			Staff Training - SBIC		2500.00	0.00	2500.00	624.00	2351.27	-1727.27
36000665			Staff Uniforms - SBDC		1200.00	0.00	1200.00	300.00	0.00	300.00
36000670			Superannuation - CC Super 3		2210.00	0.00	2210.00	582.00	484.62	67.38
36000675			Superannuation - Occupation		18028.00	0.00	18028.00	4506.00	5106.54	-600.54
36000680			Travel & Accom. Staff - SBI		2400.00	0.00	2400.00	600.00	720.77	-120.77

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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Department: Sub Depart: Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
36000685	1	11	360	Municipal Fund RECREATION AND CULTURE WORLD HERITAGE	5806.00	0.00	5806.00	1449.00	2902.73	-1453.73
36000715				Insurance - Workers Comp	33400.00	0.00	33400.00	8349.00	8101.02	247.98
36000730				Cleaning - SBIC	27500.00	0.00	27500.00	6867.00	8551.14	-1684.14
36000775				Maintenance - SBIC	43800.00	0.00	43800.00	10950.00	1248.29	9701.71
36000901				Utilities - SBIC	1500.00	0.00	1500.00	375.00	447.58	-72.58
36000902				Merchant Fees - SMWDC	3500.00	0.00	3500.00	873.00	882.24	-9.24
36000905				Commission Expense - Visito	6500.00	0.00	6500.00	1623.00	0.00	1623.00
36000920				Travelling Exhibition Costs	3100.00	0.00	3100.00	774.00	0.00	774.00
36000970				Computer Consumables (SBIC)	575.00	0.00	575.00	141.00	-50.00	191.00
36000975				Postage - SBIC	2000.00	0.00	2000.00	498.00	0.00	498.00
36000977				Printing & Stationery-Rec/C	5000.00	0.00	5000.00	1248.00	363.64	884.36
36000995				Promo Material - SBIC	3500.00	0.00	3500.00	873.00	1020.11	-147.11
36001302				Telephone - SBIC	15183.00	0.00	15183.00	3795.00	3937.15	-142.15
36001303				Depreciation - Furniture an	224620.00	0.00	224620.00	56151.00	56616.66	-465.66
36001470				Depreciation - Buildings	16697.00	0.00	16697.00	4175.00	7785.63	-3612.63
36001600				Insurance - SBIC	30829.50	0.00	30829.50	7707.00	7612.22	94.78
36002699				Governance Overheads Alloca	82400.00	0.00	82400.00	20598.00	33932.79	-13334.79
				Purchase - Merchandise	732568.50	0.00	732568.50	183105.00	179020.00	4085.00
36003423				Total OPERATING EXPENDITURE	-1000.00	0.00	-1000.00	-249.00	0.00	-249.00
36003650				Contrib&Don. Operating - SB	-200.00	0.00	-200.00	-48.00	-307.71	259.71
36003722				Reimbursement - Other	-48000.00	0.00	-48000.00	-12000.00	-17102.25	5102.25
36003770				Entrance Fees - SBIC	-75000.00	0.00	-75000.00	-18750.00	-38275.16	19525.16
36003771				Sale - Merchandise	-10000.00	0.00	-10000.00	-2499.00	-5932.30	3433.30
36003773				Sale of Other Shark Bay Boo	-5000.00	0.00	-5000.00	-1248.00	-3484.21	2236.21
36003790				Shark Bay History Book	-9000.00	0.00	-9000.00	-2250.00	-10889.04	8639.04
36003791				Visitor Centre Membership F	-40000.00	0.00	-40000.00	-9999.00	0.00	-9999.00
				Visitor Centre Booking Comm	-188200.00	0.00	-188200.00	-47043.00	-75990.67	28947.67
36004990				Total OPERATING INCOME	18500.00	0.00	18500.00	4623.00	0.00	4623.00
				Shark Bay Interp Centre - F	18500.00	0.00	18500.00	4623.00	0.00	4623.00
				Total CAPITAL EXPENDITURE	562868.50	0.00	562868.50	140685.00	103029.33	37655.67
				Total	562868.50	0.00	562868.50	140685.00	103029.33	37655.67
				WORLD HERITAGE	562868.50	0.00	562868.50	140685.00	103029.33	37655.67
				Sub-programme Total	562868.50	0.00	562868.50	140685.00	103029.33	37655.67
				RECREATION AND CULTU Programme Total	2592665.89	0.00	2592665.89	439680.70	927905.63	-488224.93



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1	Municipal Fund										
12	TRANSPORT										
451	STREETS,ROADS,BRIDGES,DEPOTS										
45165670	Country Roads - RRG			706472.00	0.00	0.00	706472.00	395268.00	317833.49	77434.51	
45185785	Town Street Reseals - Capit			199900.00	0.00	0.00	199900.00	190683.00	6997.16	183685.84	
	Total CAPITAL EXPENDITURE			1285372.00	0.00	0.00	1285372.00	641865.00	335461.56	306403.44	
	Total			-482357.25	0.00	0.00	-482357.25	-1638201.00	-186238.59	-1451962.41	
	Total			-482357.25	0.00	0.00	-482357.25	-1638201.00	-186238.59	-1451962.41	
	STREETS,ROADS,BRIDGE Sub-programme Total			-482357.25	0.00	0.00	-482357.25	-1638201.00	-186238.59	-1451962.41	
	Sub-programme : 452 ROAD PLANT PURCHASES										
45201501	Loss On Sale Of Asset			4500.00	0.00	0.00	4500.00	1125.00	0.00	1125.00	
45201600	Governance Overheads Alloca			22520.00	0.00	0.00	22520.00	5628.00	5847.48	-219.48	
	Total OPERATING EXPENDITURE			27020.00	0.00	0.00	27020.00	6753.00	5847.48	905.52	
45204250	Profit On Sale Of Assets			-105000.00	0.00	0.00	-105000.00	0.00	-11985.87	11385.87	
45204420	Diesel Fuel Rebate			-16000.00	0.00	0.00	-16000.00	-3999.00	0.00	-3999.00	
	Total OPERATING INCOME			-121000.00	0.00	0.00	-121000.00	-3999.00	-11985.87	7986.87	
45205318	Camp Accommodation Upgrade			75000.00	0.00	0.00	75000.00	75000.00	15725.00	59275.00	
45205345	Country Ute Replacement			40000.00	0.00	0.00	40000.00	40000.00	0.00	40000.00	
45205355	Town Supervisors Ute			40000.00	0.00	0.00	40000.00	40000.00	38307.27	1892.73	
45205371	Mower Replacement			42000.00	0.00	0.00	42000.00	42000.00	0.00	42000.00	
45205476	Crew Cab Flat Deck Truck &			110000.00	0.00	0.00	110000.00	27498.00	0.00	27498.00	
45205485	Works Ute Replacement			45000.00	0.00	0.00	45000.00	45000.00	0.00	45000.00	
45205496	Prime Mover			280000.00	0.00	0.00	280000.00	280000.00	0.00	280000.00	
	Total CAPITAL EXPENDITURE			632000.00	0.00	0.00	632000.00	549498.00	54032.27	495465.73	
45206035	Transfer From Plant Reserve			-100000.00	0.00	0.00	-100000.00	0.00	0.00	0.00	
	Total CAPITAL INCOME			-100000.00	0.00	0.00	-100000.00	0.00	0.00	0.00	
	Total			438020.00	0.00	0.00	438020.00	552252.00	47893.88	504358.12	
	Total			438020.00	0.00	0.00	438020.00	552252.00	47893.88	504358.12	
	ROAD PLANT PURCHASES Sub-programme Total			438020.00	0.00	0.00	438020.00	552252.00	47893.88	504358.12	
	Sub-programme : 454 MONKEY MIA BOATING FACILITIES										
45401304	Depreciation - Pub. Facilit			4276.00	0.00	0.00	4276.00	1068.00	1077.69	-9.69	
45401470	Insurance - MMia Jetty/Boat			2227.00	0.00	0.00	2227.00	1113.00	1108.18	4.82	
45401600	Governance Overheads Alloca			11857.50	0.00	0.00	11857.50	2964.00	2923.76	40.24	
45402110	Monkey Mia Boat Ramp - Mtce			1200.00	0.00	0.00	1200.00	297.00	0.00	297.00	
45402115	Monkey Mia Jetty			4000.00	0.00	0.00	4000.00	996.00	0.00	996.00	
	Total OPERATING EXPENDITURE			23560.50	0.00	0.00	23560.50	6438.00	5109.63	1328.37	



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Fund	Programme	Sub-Programme	COA no.	Description	Department: Sub Budget	Sub Department: Budget	Amendments	Original Budget	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
				: 1 Municipal Fund								
				: 12 TRANSPORT								
				: 45A MONKEY MIA BOATING FACILITIES								
45403506				Grant - RBFS MM Boat Ramp F	0.00	-1139000.00	0.00	-1139000.00	-284749.00	-3451.45	-281297.55	-34224.00
45403507				Grant - R4R Monkey Mia Jet	0.00	173423.00	0.00	173423.00	161675.00	2088.60	159586.40	-474.00
45403708				Charges -Monkey Mia Jetty	0.00	-4000.00	0.00	-1000000.00	-999.00	0.00	0.00	-250000.00
					0.00	-4000.00	0.00	-4000.00	-999.00	-3925.45	2926.45	
				Total OPERATING INCOME	0.00	-1139000.00	0.00	-1139000.00	-284749.00	-3451.45	-281297.55	
45405550				Monkey Mia Boat Facilities	0.00	173423.00	0.00	173423.00	161675.00	2088.60	159586.40	
45405551				Monkey Mia Jetty Capital Wo	0.00	1000000.00	0.00	1000000.00	1000000.00	0.00	1000000.00	
				Total CAPITAL EXPENDITURE	0.00	1173423.00	0.00	1173423.00	1161675.00	2088.60	1159586.40	
				Total	0.00	57983.50	0.00	57983.50	883364.00	3746.78	879617.22	
				Total	0.00	57983.50	0.00	57983.50	883364.00	3746.78	879617.22	
				MONKEY MIA BOATING F Sub-programme Total	0.00	57983.50	0.00	57983.50	883364.00	3746.78	879617.22	
				Sub-programme : 455 DENHAM MARINE FACILITIES								
45500775				Utilities -Denham Marina El	0.00	4000.00	0.00	4000.00	999.00	0.00	999.00	
45501304				Depreciation - Public Facil	0.00	10798.00	0.00	10798.00	2697.00	2721.74	-24.74	
45501471				Insurance - Rec. Boat Ramp	0.00	1116.00	0.00	1116.00	558.00	450.00	108.00	
45501600				Governance Overheads Alloca	0.00	20157.75	0.00	20157.75	5037.00	4978.22	58.78	
45501950				Denham Hardstand Mtce	0.00	2200.00	0.00	2200.00	543.00	553.41	-10.41	
45501960				Denham Marina Monitoring	0.00	1500.00	0.00	1500.00	375.00	0.00	375.00	
45501975				Denham Marina Winch House M	0.00	900.00	0.00	900.00	219.00	0.00	219.00	
45501980				Denham Fen/Recreatn. Jetty M	0.00	2300.00	0.00	2300.00	621.00	0.00	621.00	
45501990				Denham Service Jetty Mtce	0.00	8800.00	0.00	8800.00	2193.00	68.02	2124.98	
45501992				Denham Rec/Jetty/Boat Ramp	0.00	11500.00	0.00	11500.00	2871.00	0.00	2871.00	
45501995				Denham Slipway Mtce	0.00	2800.00	0.00	2800.00	693.00	1266.42	-573.42	
45501997				Denham Marina Slipway Haula	0.00	6250.00	0.00	6250.00	1557.00	1352.65	204.35	
45502090				Marina Gen Mtce/Repairs/Van	0.00	500.00	0.00	500.00	120.00	79.30	40.70	
45502100				Marina Rubbish Removal	0.00	7500.00	0.00	7500.00	1875.00	2038.19	-163.19	
45502075				Utilities -Denham Marina Wa	0.00	2600.00	0.00	2600.00	648.00	2103.93	-1455.93	
				Total OPERATING EXPENDITURE	0.00	83121.75	0.00	83121.75	21006.00	15611.88	5394.12	
45503352				Grant - Denham Marina	0.00	-27952.00	0.00	-27952.00	-6989.00	-30747.75	23759.75	
45503730				Fuel Wharfage Charge	0.00	-10000.00	0.00	-10000.00	-2499.00	-2038.60	-460.40	
45503745				Marina Slipway Charges	0.00	-500.00	0.00	-500.00	-123.00	0.00	-123.00	
45503747				Marina Utility Charges	0.00	-2500.00	0.00	-2500.00	-624.00	-354.54	-269.46	
45503753				Pen and Berthing Fees	0.00	-31500.00	0.00	-31500.00	-7875.00	-36930.40	29055.40	
45503786				Service Jetty Hardstand Fee	0.00	-2800.00	0.00	-2800.00	-699.00	0.00	-699.00	
				Total OPERATING INCOME	0.00	-75252.00	0.00	-75252.00	-18808.00	-70071.29	51263.29	
45505551				Denham Commercial Jetty Cap	0.00	5000.00	0.00	5000.00	5000.00	0.00	5000.00	
45505552				Winch House and Winch Capi	0.00	20000.00	0.00	20000.00	20000.00	0.00	20000.00	
45505554				Marina Development Planning	0.00	50000.00	0.00	50000.00	50000.00	0.00	50000.00	

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1	Municipal Fund	12	TRANSPORT	DENHAM MARINE FACILITIES	75000.00	0.00	75000.00	0.00	75000.00	77198.00	0.00	75000.00
				Total CAPITAL EXPENDITURE	82869.75	0.00	82869.75	0.00	82869.75	77198.00	-54459.41	131657.41
				Total	82869.75	0.00	82869.75	0.00	82869.75	77198.00	-54459.41	131657.41
				DENHAM MARINE FACILII Sub-programme Total	82869.75	0.00	82869.75	0.00	82869.75	77198.00	-54459.41	131657.41
				TRANSPORT	96516.00	0.00	96516.00	0.00	96516.00	-125387.00	-189057.34	63670.34
				Programme Total	96516.00	0.00	96516.00	0.00	96516.00	-125387.00	-189057.34	63670.34



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	1		Municipal Fund								
	13		ECONOMIC SERVICES								
			Sub-programme : 502 TOURISM & AREA PROMOTION								
			50205725 Entry Statement/Carpark	50000.00	0.00	0.00	0.00	50000.00	41682.00	3030.50	38651.50
			50205768 Monkey Mia Bore Replacement	600000.00	0.00	0.00	0.00	600000.00	600000.00	2303.64	597696.36
			Total CAPITAL EXPENDITURE	661200.00	0.00	0.00	0.00	661200.00	641682.00	5334.14	636347.86
			50206068 Loan Funds MM Bore	-300000.00	0.00	0.00	0.00	-300000.00	-300000.00	0.00	-300000.00
			Total CAPITAL INCOME	-300000.00	0.00	0.00	0.00	-300000.00	-300000.00	0.00	-300000.00
			Total	92734.75	0.00	0.00	0.00	92734.75	365633.00	43200.99	322432.01
			Total	92734.75	0.00	0.00	0.00	92734.75	365633.00	43200.99	322432.01
			TOURISM & AREA PROMO Sub-programme Total	92734.75	0.00	0.00	0.00	92734.75	365633.00	43200.99	322432.01
			Sub-programme : 503 BUILDING CONTROL								
			50306680 Travel & Accommodation - St	0.00	0.00	0.00	0.00	0.00	0.00	590.91	-590.91
			50300980 Publications & Subs - Build	250.00	0.00	0.00	0.00	250.00	60.00	0.00	60.00
			50301600 Governance Overheads Alloca	28458.00	0.00	0.00	0.00	28458.00	7113.00	7032.74	80.26
			50301610 Health Overheads Allocated	2609.46	0.00	0.00	0.00	2609.46	651.00	206.03	444.97
			50302350 Aust. Standards/Tech. Codes	1200.00	0.00	0.00	0.00	1200.00	300.00	0.00	300.00
			50302620 Minor Bldg Control Expendit	1000.00	0.00	0.00	0.00	1000.00	249.00	0.00	249.00
			Total OPERATING EXPENDITURE	33517.46	0.00	0.00	0.00	33517.46	8373.00	7829.68	543.32
			50303703 Building Search Fees	-250.00	0.00	0.00	0.00	-250.00	-60.00	0.00	-60.00
			50303704 Building Site Toilet Hire	-50.00	0.00	0.00	0.00	-50.00	-12.00	0.00	-12.00
			50303788 Strata Title Certificate Pr	-354.00	0.00	0.00	0.00	-354.00	-87.00	0.00	-87.00
			50303799 Swimming Pool Inspection Fe	-206.00	0.00	0.00	0.00	-206.00	-51.00	-200.00	-149.00
			50303853 Zoning Certificate	-50.00	0.00	0.00	0.00	-50.00	-12.00	0.00	-12.00
			50303887 Building Permits	-10000.00	0.00	0.00	0.00	-10000.00	-2499.00	-1874.00	-625.00
			50303890 Sign Licenses	-100.00	0.00	0.00	0.00	-100.00	-24.00	0.00	-24.00
			50304410 Street Trading Licence	-100.00	0.00	0.00	0.00	-100.00	-24.00	0.00	-24.00
			50304411 Commission - SCIFF Levy	-100.00	0.00	0.00	0.00	-100.00	-24.00	0.00	-24.00
			Commission - Builders Regis	-150.00	0.00	0.00	0.00	-150.00	-36.00	0.00	-36.00
			Total OPERATING INCOME	-11360.00	0.00	0.00	0.00	-11360.00	-2829.00	-2074.00	-755.00
			Total	22157.46	0.00	0.00	0.00	22157.46	5544.00	5755.68	-211.68
			Total	22157.46	0.00	0.00	0.00	22157.46	5544.00	5755.68	-211.68
			BUILDING CONTROL Sub-programme Total	22157.46	0.00	0.00	0.00	22157.46	5544.00	5755.68	-211.68
			Sub-programme : 504 OTHER ECONOMIC SERVICES								
			50401303 Depreciation -Buildings	12947.00	0.00	0.00	0.00	12947.00	3234.00	3263.24	-29.24
			50401425 Int Loan 48 - McCleary Prop	5780.00	0.00	0.00	0.00	5780.00	1443.00	0.00	1443.00
			50401482 Insurance - McCleary House	1721.00	0.00	0.00	0.00	1721.00	429.00	801.82	-372.82
			50401600 Governance Overheads Alloca	29643.75	0.00	0.00	0.00	29643.75	7410.00	7322.46	87.54

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1	Municipal Fund	13	ECONOMIC SERVICES							
			504	OTHER ECONOMIC SERVICES						
50401610				Health Overhead Allocated	2609.46	0.00	2609.46	651.00	206.03	444.97
50402710				Quarries and Sand Pits	1000.00	0.00	1000.00	246.00	0.00	246.00
50402810				Shell Beach Quarry	1000.00	0.00	1000.00	246.00	0.00	246.00
50402900				Property Valuation Expense	4500.00	0.00	4500.00	1125.00	0.00	1125.00
50410730				Maintenance - McCleary Prop	5000.00	0.00	5000.00	1242.00	298.26	943.74
50410775				Utilities - McCleary Proper	2350.00	0.00	2350.00	585.00	2467.95	-1882.95
50430740				Maintenance Monkey Mia Bore	0.00	0.00	0.00	0.00	4954.55	-4954.55
				<b>Total OPERATING EXPENDITURE</b>	<b>66551.21</b>	<b>0.00</b>	<b>66551.21</b>	<b>16611.00</b>	<b>19314.31</b>	<b>-2703.31</b>
50403645				Reimburse.- McCleary Utilit	-2500.00	0.00	-2500.00	-624.00	-481.61	-142.39
50403650				Reimbursements - Other	-2900.00	0.00	-2900.00	-723.00	-786.68	63.68
50403902				Bickies Sand Sales	-3800.00	0.00	-3800.00	-948.00	0.00	-948.00
50403925				McCleary Rental-Shop 2 BEAL	-6951.00	0.00	-6951.00	-1737.00	-2317.08	580.08
50403935				McCleary Rental - Shop 6	-5880.00	0.00	-5880.00	-1470.00	-1336.35	-133.65
				<b>Total OPERATING INCOME</b>	<b>-22031.00</b>	<b>0.00</b>	<b>-22031.00</b>	<b>-5802.00</b>	<b>-4921.72</b>	<b>-590.28</b>
50404535				Principal Loan 48 - McCleary	22633.00	0.00	22633.00	0.00	11124.23	-11124.23
				<b>Total CAPITAL EXPENDITURE</b>	<b>22633.00</b>	<b>0.00</b>	<b>22633.00</b>	<b>0.00</b>	<b>11124.23</b>	<b>-11124.23</b>
				<b>Total</b>	<b>67153.21</b>	<b>0.00</b>	<b>67153.21</b>	<b>11109.00</b>	<b>25516.82</b>	<b>-14407.82</b>
				<b>Total</b>	<b>67153.21</b>	<b>0.00</b>	<b>67153.21</b>	<b>11109.00</b>	<b>25516.82</b>	<b>-14407.82</b>
				<b>OTHER ECONOMIC SERVI Sub-programme Total</b>	<b>67153.21</b>	<b>0.00</b>	<b>67153.21</b>	<b>11109.00</b>	<b>25516.82</b>	<b>-14407.82</b>
				<b>Sub-programme : 505 PRIVATE WORKS</b>						
50501900				Private Works - Other	33555.00	0.00	33555.00	8365.00	14790.44	-6405.44
50521810				MRWA M/Mia Rd Totaling A/c	95627.00	0.00	95627.00	23901.00	0.00	23901.00
50531900				MRWA Shark Bay Rd - Total A	432288.00	0.00	432288.00	108066.00	0.00	108066.00
				<b>Total OPERATING EXPENDITURE</b>	<b>561470.00</b>	<b>0.00</b>	<b>561470.00</b>	<b>140352.00</b>	<b>14790.44</b>	<b>125561.56</b>
50504010				Private Works Control (Inco	43622.00	0.00	43622.00	-10905.00	-11476.16	571.16
50504030				MRWA Monkey Mia Road	-114752.00	0.00	-114752.00	-28686.00	-467.19	-28218.81
50504040				MRWA Shark Bay Road	-518745.00	0.00	-518745.00	-129684.00	-588.82	-129095.18
				<b>Total OPERATING INCOME</b>	<b>-677119.00</b>	<b>0.00</b>	<b>-677119.00</b>	<b>-169275.00</b>	<b>-12532.17</b>	<b>-156742.83</b>
				<b>Total</b>	<b>-115649.00</b>	<b>0.00</b>	<b>-115649.00</b>	<b>-28923.00</b>	<b>2258.27</b>	<b>-31181.27</b>
				<b>Total</b>	<b>-115649.00</b>	<b>0.00</b>	<b>-115649.00</b>	<b>-28923.00</b>	<b>2258.27</b>	<b>-31181.27</b>
				<b>PRIVATE WORKS Sub-programme Total</b>	<b>-115649.00</b>	<b>0.00</b>	<b>-115649.00</b>	<b>-28923.00</b>	<b>2258.27</b>	<b>-31181.27</b>
				<b>ECONOMIC SERVICES Programme Total</b>	<b>263170.17</b>	<b>0.00</b>	<b>263170.17</b>	<b>402548.00</b>	<b>125490.77</b>	<b>277057.23</b>



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Fund : 1 Municipal Fund Programme : 14 OTHER PROPERTY AND SERVICES Sub-programme : 551 PUBLIC WORKS OVERHEADS										
Sub-programme : 551 PUBLIC WORKS OVERHEADS										
55100509				Annual leave	58572.00	0.00	58572.00	14643.00	22665.80	-8022.80
55100520				Camp Allowance	17160.00	0.00	17160.00	4290.00	2860.00	1430.00
55100540				District Allowance	21592.00	0.00	21592.00	5397.00	219.40	5177.60
55100550				Shark Bay Allowance	54848.00	0.00	54848.00	13710.00	623.01	13086.99
55100560				Fringe Benefits - Works Sup	7500.00	0.00	7500.00	1875.00	0.00	1875.00
55100565				Long Service Leave	15972.00	0.00	15972.00	3993.00	7686.76	-3693.76
55100570				Other Allowances	26194.00	0.00	26194.00	6546.00	864.48	5681.52
55100585				Public Holidays	29469.00	0.00	29469.00	7385.00	0.00	7365.00
55100600				Rostered Days Off	29469.00	0.00	29469.00	7365.00	-1968.80	9333.80
55100630				Sick Leave	19764.00	0.00	19764.00	4941.00	4058.66	882.34
55100640				Staff Medicals	1000.00	0.00	1000.00	249.00	0.00	249.00
55100650				Staff Meetings	6000.00	0.00	6000.00	1500.00	2396.40	-896.40
55100660				Staff Training - CC Super 3	25000.00	0.00	25000.00	6249.00	70.96	6178.04
55100670				Superannuation - Occupation	6832.00	0.00	6832.00	1707.00	451.26	1255.74
55100675				Superannuation - Occupation	73498.00	0.00	73498.00	18372.00	12646.95	5725.05
55100685				Workers Compensation Ins.	22866.00	0.00	22866.00	11435.00	10852.73	580.27
55100690				Works Clothing & Safety Eqp	6000.00	0.00	6000.00	1500.00	0.00	1500.00
55100773				Telephone - Works Superviso	1200.00	0.00	1200.00	300.00	300.00	0.00
55100775				Utilities - Works Superviso	3500.00	0.00	3500.00	873.00	2069.37	-1196.37
55101480				Insurance On Works	24555.00	0.00	24555.00	12278.00	12107.64	170.36
55101556				Allocation Of Deputy Works	14055.00	0.00	14055.00	3513.00	4310.03	-797.03
55101559				Allocation Of Works Supervi	39967.00	0.00	39967.00	9990.00	10505.14	-515.14
55101580				Less Public Works Overheads	-68013.00	0.00	-68013.00	-170127.00	-127153.17	-42973.83
55101600				Governance Overheads Alloca	175500.00	0.00	175500.00	43875.00	42986.00	889.00
Total OPERATING EXPENDITURE					0.00	0.00	0.00	11837.00	8252.62	3584.38
55104642				Transfer to Long Service Le	5475.00	0.00	5475.00	0.00	460.85	-460.85
Total CAPITAL EXPENDITURE					5475.00	0.00	5475.00	0.00	460.85	-460.85
Total					5475.00	0.00	5475.00	11837.00	8713.47	3123.53
Total					5475.00	0.00	5475.00	11837.00	8713.47	3123.53
PUBLIC WORKS OVERHEA Sub-programme Total					5475.00	0.00	5475.00	11837.00	8713.47	3123.53
Sub-programme : 552 PLANT OPERATION COSTS										
55201585				Less Plant Operating Costs	-315228.00	0.00	-315228.00	-78807.00	-125895.63	47088.63
55201620				Plant Depreciation Recovere	362027.00	0.00	362027.00	-90504.00	-68427.22	-24076.78
55201623				Plant Operating Costs - Dep	362027.00	0.00	362027.00	90504.00	80633.07	9870.93
55201626				Plant Oper Costs - Fuels &	138095.00	0.00	138095.00	34521.00	40888.03	-6167.03
55201632				Plant Op.Cost - Ins/Lic/Rep	30499.00	0.00	30499.00	7620.00	3999.44	3620.56
55201635				Plant Oper Cost - Parts/Rep	66134.00	0.00	66134.00	16533.00	35342.79	-18809.79

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1	Municipal Fund										
	14	OTHER PROPERTY AND SERVICES									
	552	PLANT OPERATION COSTS									
55201637		Plant Oper Cost - Wages/Pla		62500.00	0.00	62500.00	62500.00	15621.00	13073.63	2547.37	
55201639		Plant Operating Costs - Tyr		180000.00	0.00	180000.00	180000.00	4500.00	0.00	4500.00	
		Total OPERATING EXPENDITURE		0.00	0.00	0.00	0.00	-12.00	-18585.89	18573.89	
		Total		0.00	0.00	0.00	0.00	-12.00	-18585.89	18573.89	
		Total		0.00	0.00	0.00	0.00	-12.00	-18585.89	18573.89	
		PLANT OPERATION COST Sub-programme Total		0.00	0.00	0.00	0.00	-12.00	-18585.89	18573.89	
		Sub-programme : 553 STOCK PURCHASES & ISSUES									
55301653		Purchases - Bulk Fuel Depot		0.00	0.00	0.00	0.00	0.00	24305.65	-24305.65	
55301654		Issues - Bulk Fuel Depot		0.00	0.00	0.00	0.00	0.00	-15460.20	15460.20	
55301658		Issues - Bulk Fuel Tanker		0.00	0.00	0.00	0.00	0.00	-32223.80	32223.80	
55301661		Purchases Emulsion		0.00	0.00	0.00	0.00	0.00	203.70	-203.70	
		Total OPERATING EXPENDITURE		0.00	0.00	0.00	0.00	0.00	-23174.65	23174.65	
		Total		0.00	0.00	0.00	0.00	0.00	-23174.65	23174.65	
		Total		0.00	0.00	0.00	0.00	0.00	-23174.65	23174.65	
		STOCK PURCHASES & IS Sub-programme Total		0.00	0.00	0.00	0.00	0.00	-23174.65	23174.65	
		Sub-programme : 554 SALARIES & WAGES									
55401570		Gross Total Salaries & Wage		1776259.00	0.00	1776259.00	1776259.00	444063.00	365119.13	78943.87	
55401590		Less Salaries/Wages Allocat		-1776259.00	0.00	-1776259.00	-1776259.00	-444063.00	-366262.91	-77800.09	
		Total OPERATING EXPENDITURE		0.00	0.00	0.00	0.00	0.00	-1143.78	1143.78	
		Total		0.00	0.00	0.00	0.00	0.00	-1143.78	1143.78	
		Total		0.00	0.00	0.00	0.00	0.00	-1143.78	1143.78	
		SALARIES & WAGES Sub-programme Total		0.00	0.00	0.00	0.00	0.00	-1143.78	1143.78	
		Sub-programme : 555 UNCLASSIFIED									
55501280		Refunds Expenditure		0.00	0.00	0.00	0.00	0.00	355.16	-355.16	
55501290		Regional Alliance		30000.00	0.00	30000.00	30000.00	7500.00	0.00	7500.00	
		Total OPERATING EXPENDITURE		30000.00	0.00	30000.00	30000.00	7500.00	355.16	7144.84	
55504460		Refunds Income		0.00	0.00	0.00	0.00	0.00	-816.73	816.73	
		Total OPERATING INCOME		0.00	0.00	0.00	0.00	0.00	-816.73	816.73	
		Total		30000.00	0.00	30000.00	30000.00	7500.00	-461.57	7961.57	

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	1	Municipal Fund										
	14	OTHER PROPERTY AND SERVICES										
	555	UNCLASSIFIED			30000.00	0.00	30000.00		30000.00	7500.00	-461.57	7961.57
				Total	30000.00	0.00	30000.00		30000.00	7500.00	-461.57	7961.57
				Sub-programme Total	30000.00	0.00	30000.00		30000.00	7500.00	-461.57	7961.57
				UNCLASSIFIED	30000.00	0.00	30000.00		30000.00	7500.00	-461.57	7961.57
				OTHER PROPERTY AND S Programme Total	35475.00	0.00	35475.00		35475.00	19325.00	-34652.42	53977.42

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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
1	23	601		Municipal Fund RESERVES INCOME FROM MUNI A/C						
				Sub-programme : 601 RESERVES INCOME FROM MUNI A/C						
			60106105	LSL Reserve Income	0.00	0.00	0.00	0.00	-460.85	460.85
			60106110	Pensioner Unit Reserve Inco	0.00	0.00	0.00	0.00	-845.78	845.78
			60106115	Plant Replacement Income	0.00	0.00	0.00	0.00	-633.15	633.15
			60106125	Office Replacement Income	0.00	0.00	0.00	0.00	-4086.57	4086.57
			60106140	Rec.Fac. Replc/Upgrade Rese	0.00	0.00	0.00	0.00	-934.06	934.06
			60106155	MonKey Mia Jetty Reserve -	0.00	0.00	0.00	0.00	-31.43	31.43
				Total CAPITAL INCOME	0.00	0.00	0.00	0.00	-6991.84	6991.84
				Total	0.00	0.00	0.00	0.00	-6991.84	6991.84
				Total	0.00	0.00	0.00	0.00	-6991.84	6991.84
				RESERVES INCOME FROM Sub-programme Total	0.00	0.00	0.00	0.00	-6991.84	6991.84
				Sub-programme : 602 RESERVES EXPENSE TO MUNI A/C						
				RESERVES	0.00	0.00	0.00	0.00	-6991.84	6991.84
				Programme Total	0.00	0.00	0.00	0.00	-6991.84	6991.84

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Fund	Programme	Sub-programme	COA no.	Description	Original Budget	Budget Amendments	Current Budget	Y.T.D. Budget	Y.T.D. Actual	Variance
	1	000		Sub-programme : 000 BALANCE SHEET						
				Creditors Control	0.00	0.00	0.00	0.00	-224444.13	224444.13
				ESL Levied	0.00	0.00	0.00	0.00	1576.65	-1576.65
				Excess Rates Receipts	0.00	0.00	0.00	0.00	5732.33	-5732.33
				Rate Refund Suspense Account	0.00	0.00	0.00	0.00	623.35	-623.35
				Suspense Account - Bank Rec	0.00	0.00	0.00	0.00	200.00	200.00
				Bond - Kerb/Footpath - Expe	0.00	0.00	0.00	0.00	425.00	-425.00
				Bond - Library - Expense	0.00	0.00	0.00	0.00	200.00	-200.00
				Building Completion Bond -	0.00	0.00	0.00	0.00	630.00	-630.00
				Key Deposits - Expense	0.00	0.00	0.00	0.00	180.00	-180.00
				Police Licensing - Expense	0.00	0.00	0.00	0.00	72765.90	-72765.90
				Trust Clearing Acc - Expend	0.00	0.00	0.00	0.00	200.00	-200.00
				Community Bus - Expenditure	0.00	0.00	0.00	0.00	1205.86	-1205.86
				Marquee Deposit - Expense	0.00	0.00	0.00	0.00	695.00	-695.00
				Tour Sales - Expense	0.00	0.00	0.00	0.00	87928.15	-87928.15
				Bookeasy Sales - Expense	0.00	0.00	0.00	0.00	34303.50	-34303.50
				Aerobics Group - Income	0.00	0.00	0.00	0.00	-140.69	140.69
				BCTIF Levy - Income	0.00	0.00	0.00	0.00	-316.70	316.70
				Bond - Library - Income	0.00	0.00	0.00	0.00	-200.00	200.00
				Bond - Marina Facilities	0.00	0.00	0.00	0.00	-4178.09	4178.09
				Bond Kerb/Footpath - Income	0.00	0.00	0.00	0.00	-3525.15	3525.15
				Building Completion Bond -	0.00	0.00	0.00	0.00	-146106.41	146106.41
				Community Groups - Income	0.00	0.00	0.00	0.00	-1336.82	1336.82
				Hall Bond - Income	0.00	0.00	0.00	0.00	-270.00	270.00
				Key Deposits - Income	0.00	0.00	0.00	0.00	-1390.00	1390.00
				Man in the Biosphere - Inco	0.00	0.00	0.00	0.00	-700.80	700.80
				Police Licensing - Income	0.00	0.00	0.00	0.00	-73318.51	73318.51
				Syd Hatch Pty Ltd - Income	0.00	0.00	0.00	0.00	-2260.29	2260.29
				Trust Clearing Acc - Income	0.00	0.00	0.00	0.00	-2684.00	2684.00
				Len Thomas Trust - Income	0.00	0.00	0.00	0.00	-800.00	800.00
				Community Bus - Income	0.00	0.00	0.00	0.00	-2700.00	2700.00
				Marquee Deposit - Income	0.00	0.00	0.00	0.00	-695.00	695.00
				Policeman's Ball - Income	0.00	0.00	0.00	0.00	-750.66	750.66
				Community Chest - Income	0.00	0.00	0.00	0.00	-6550.41	6550.41
				Building Licence Levy - Inc	0.00	0.00	0.00	0.00	-1274.00	1274.00
				Fundraising Collection - In	0.00	0.00	0.00	0.00	-40.00	40.00
				Public Open Space Trust - I	0.00	0.00	0.00	0.00	-322133.22	322133.22
				Hillside Residential Dual U	0.00	0.00	0.00	0.00	-47570.43	47570.43
				Tour Sales - Income	0.00	0.00	0.00	0.00	-97695.18	97695.18
				Bookeasy Sales - Income	0.00	0.00	0.00	0.00	-39600.43	39600.43
				Provision for Annual Leave	0.00	0.00	0.00	0.00	-104651.86	104651.86
				Loan Liability - Current	0.00	0.00	0.00	0.00	-83051.59	83051.59
				Loan Liability - Non Cur	0.00	0.00	0.00	0.00	-69679.16	69679.16
				Long Service Leave - Non Cu	0.00	0.00	0.00	0.00	-34761.37	34761.37
				Loan Liability - Non Current	0.00	0.00	0.00	0.00	-380964.95	380964.95

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				<b>Total LIABILITIES</b>	0.00	0.00	0.00	0.00	0.00	-1459098.89	1459098.89
				Municipal Fund Bank	0.00	0.00	0.00	0.00	0.00	1585387.48	-1585387.48
				Municipal Telenet Saver Acc	0.00	0.00	0.00	0.00	0.00	1029.87	-1029.87
				Municipal Gold Term Deposit	0.00	0.00	0.00	0.00	0.00	313504.85	-313504.85
				Trust Fund Bank	0.00	0.00	0.00	0.00	0.00	50079.89	-50079.89
				Trust Fund Term Deposit Ban	0.00	0.00	0.00	0.00	0.00	525945.34	-525945.34
				Office Till Float	0.00	0.00	0.00	0.00	0.00	200.00	-200.00
				SBIC Till Float	0.00	0.00	0.00	0.00	0.00	300.00	-300.00
				Refuse Site Float	0.00	0.00	0.00	0.00	0.00	200.00	-200.00
				Receivables - Rates (Current)	0.00	0.00	0.00	0.00	0.00	839772.67	-839772.67
				State Revenue Pensioner Reb	0.00	0.00	0.00	0.00	0.00	6281.34	-6281.34
				FRT Clearing	0.00	0.00	0.00	0.00	0.00	11504.00	-11504.00
				State Rev ESL Pensioner Reb	0.00	0.00	0.00	0.00	0.00	458.53	-458.53
				Sundry Debtors	0.00	0.00	0.00	0.00	0.00	342003.23	-342003.23
				Stock On Hand	0.00	0.00	0.00	0.00	0.00	132354.54	-132354.54
				LSL Investment - Current	0.00	0.00	0.00	0.00	0.00	83051.59	-83051.59
				Office Replacement Res Inve	0.00	0.00	0.00	0.00	0.00	1061532.24	-1061532.24
				Pensioner Unit Reserve Inve	0.00	0.00	0.00	0.00	0.00	197428.77	-197428.77
				Plant Replacement Reserve I	0.00	0.00	0.00	0.00	0.00	187271.12	-187271.12
				Rec. Fac Replic/Upgrade Rese	0.00	0.00	0.00	0.00	0.00	255568.42	-255568.42
				Monkey Mia Jetty Reserve	0.00	0.00	0.00	0.00	0.00	17855.47	-17855.47
				Shared Fire System Reserve	0.00	0.00	0.00	0.00	0.00	34700.00	-34700.00
				Receivables - Rates (Deferr	0.00	0.00	0.00	0.00	0.00	5884.04	-5884.04
				LSL Investment - Non Current	0.00	0.00	0.00	0.00	0.00	35222.22	-35222.22
				Land	0.00	0.00	0.00	0.00	0.00	489488.78	-489488.78
				Buildings	0.00	0.00	0.00	0.00	0.00	12370061.86	-12370061.86
				Provision For Depreciation	0.00	0.00	0.00	0.00	0.00	2268038.27	-2268038.27
				Furniture And Office Equipm	0.00	0.00	0.00	0.00	0.00	297550.09	-297550.09
				Less Provision for Deprecia	0.00	0.00	0.00	0.00	0.00	1675590.00	-1675590.00
				Heritage Assets	0.00	0.00	0.00	0.00	0.00	670575.48	-670575.48
				Less Prov. for Depreciation	0.00	0.00	0.00	0.00	0.00	107990.39	-107990.39
				Plant And Equipment	0.00	0.00	0.00	0.00	0.00	3680475.78	-3680475.78
				Less Provision for Deprecia	0.00	0.00	0.00	0.00	0.00	242572.58	-242572.58
				Public Facilities	0.00	0.00	0.00	0.00	0.00	2401624.63	-2401624.63
				Roads (non Town)	0.00	0.00	0.00	0.00	0.00	532356.48	-532356.48
				Less Prov. for Depreciation	0.00	0.00	0.00	0.00	0.00	17678587.83	-17678587.83
				Streetscapes	0.00	0.00	0.00	0.00	0.00	5709845.78	-5709845.78
				Less Prov. for Depreciation	0.00	0.00	0.00	0.00	0.00	210586.90	-210586.90
				Town Streets	0.00	0.00	0.00	0.00	0.00	33018.36	-33018.36
				Less Prov. for Depreciation	0.00	0.00	0.00	0.00	0.00	2652511.85	-2652511.85
				Footpaths	0.00	0.00	0.00	0.00	0.00	759252.79	-759252.79
				Less Prov. for Depreciation	0.00	0.00	0.00	0.00	0.00	1157312.38	-1157312.38
				Drainage, Culverts	0.00	0.00	0.00	0.00	0.00	151880.46	-151880.46
				Less Prov. for Depreciation	0.00	0.00	0.00	0.00	0.00	407871.36	-407871.36
				Municipal Accumulation Acco	0.00	0.00	0.00	0.00	0.00	39379.67	-39379.67
					0.00	0.00	0.00	0.00	0.00	-25315980.05	25315980.05



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1	32	000		Municipal Fund BALANCE SHEET			0.00	0.00	0.00	0.00	7795109.92	7795109.92
				Asset Revaluation - L & Bui			0.00	0.00	0.00	0.00	-117812.96	117812.96
				LSI Reserve Accumulation			0.00	0.00	0.00	0.00	-1057445.67	1057445.67
				Office Replacement Accumula			0.00	0.00	0.00	0.00	-196382.99	196382.99
				Pensioner Unit Reserve Accu			0.00	0.00	0.00	0.00	-186637.97	186637.97
				Plant Reserve Accumulation			0.00	0.00	0.00	0.00	-17824.04	17824.04
				Monkey Mia Jetty Reserve Ac			0.00	0.00	0.00	0.00	-254634.36	254634.36
				Rec Fac Replc/Upgrade Accu			0.00	0.00	0.00	0.00	-34700.00	34700.00
				Shared Fire System Accum			0.00	0.00	0.00	0.00	1701829.81	-1701829.81
				Total ASSETS			0.00	0.00	0.00	0.00	242730.92	-242730.92
				Total			0.00	0.00	0.00	0.00	242730.92	-242730.92
				Total			0.00	0.00	0.00	0.00	242730.92	-242730.92
				BALANCE SHEET			0.00	0.00	0.00	0.00	242730.92	-242730.92
				Sub-programme Total			0.00	0.00	0.00	0.00	242730.92	-242730.92
				BALANCE SHEET			0.00	0.00	0.00	0.00	242730.92	-242730.92
				Programme Total			0.00	0.00	0.00	0.00	242730.92	-242730.92
				Grand Totals			2341431.75	0.00	2341431.75	-538996.30	0.00	-538996.30

Shire of Shark Bay  
Material Variances as at 30 September 2012

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
<b>Operating Income</b>								
<b>General Purpose Income</b>								
00203245	Grants Commission - General	(571,621.00)	(142,905.00)	(157,591.00)	14,686.00	-10.29%	Material Variance Grant more than budgeted	
00203246	Grants Commission - Roads	(213,071.00)	(63,268.00)	(45,240.75)	(8,027.25)	15.07%	Material Variance Grant less than budgeted	
00304140	Interest Earned - Investments	(60,000.00)	(15,000.00)	(9,718.68)	(5,281.32)	35.21%	Material Variance Interest earned less than expected	
<b>Total</b>	<b>General Purpose Income</b>	<b>(964,889.00)</b>	<b>(217,653.00)</b>	<b>(224,399.94)</b>	<b>6,746.94</b>	<b>-3.10%</b>	<b>No Material Variance</b>	
<b>Governance</b>								
05203650	Reimbursements - Other	(5,000.00)	(1,248.00)	(7,666.05)	6,418.05	-514.27%	Material Variance Local Government insurance rebate	
<b>Total</b>	<b>Governance</b>	<b>(671,990.00)</b>	<b>(2,439.00)</b>	<b>(8,049.72)</b>	<b>5,610.72</b>	<b>-230.04%</b>	<b>Material Variance</b>	
<b>Law Order and Public Safety</b>								
10103655	Reimbursements Fire Fighting	0.00	0.00	(8,247.66)	8,247.66	#DIV/0!	Material Variance Invoiced FESA for Tamala fire	
10303218	Grant Fesa - Ses	(21,500.00)	(5,375.00)	(13,390.00)	8,015.00	-149.12%	Material Variance Capital portion to be allocated, corrected in October	
10303220	FESA SES Capital Grants	(486,500.00)	(121,625.00)	(1,878.40)	(119,746.60)	98.46%	Material Variance Building grant not received yet.	
<b>Total</b>	<b>Law Order and Public Safety</b>	<b>(515,664.00)</b>	<b>(128,998.00)</b>	<b>(22,318.06)</b>	<b>(105,990.94)</b>	<b>82.22%</b>	<b>Material Variance</b>	
<b>Health</b>								
<b>Total</b>	<b>Health</b>	<b>(2,325.00)</b>	<b>(576.00)</b>	<b>(1,056.00)</b>	<b>480.00</b>	<b>-83.33%</b>	<b>No Material Variance</b>	
<b>Housing</b>								
<b>Total</b>	<b>Housing</b>	<b>(93,780.00)</b>	<b>(23,442.00)</b>	<b>(23,650.00)</b>	<b>408.00</b>	<b>-1.74%</b>	<b>No Material Variance</b>	
<b>Community amenities</b>								
30203226	Grants - Waste Disposal	(378,341.00)	(94,565.00)	0.00	(94,565.00)	100.00%	Material Variance Recycling Grant not received yet	
<b>Total</b>	<b>Community amenities</b>	<b>(635,418.00)</b>	<b>(271,141.00)</b>	<b>(169,402.10)</b>	<b>(101,738.90)</b>	<b>37.52%</b>	<b>Material Variance</b>	
<b>Recreation and Culture</b>								
35303334	Grant - Recreation Jetty Replacement Denham	(2,000,000.00)	(500,000.00)	0.00	(500,000.00)	100.00%	Material Variance Grant not received yet	
36003722	Entrance Fees - Sic	(48,000.00)	(12,000.00)	(17,102.25)	5,102.25	-42.52%	Material Variance Revenue exceeds budget YTD	
36003770	Sale - Merchandise	(75,000.00)	(18,750.00)	(38,275.16)	19,525.16	-104.13%	Material Variance Sales exceed budget expectations YTD	
<b>Total</b>	<b>Recreation and Culture</b>	<b>(2,565,700.00)</b>	<b>(566,887.00)</b>	<b>(93,904.80)</b>	<b>(472,992.20)</b>	<b>83.44%</b>	<b>Material Variance</b>	
<b>Transport</b>								
45103280	Useless Loop Road - Mice	(595,000.00)	(148,750.00)	0.00	(148,750.00)	100.00%	Material Variance Maintenance claim not received	
45204250	Profit On Sale Of Assets	(105,000.00)	0.00	(11,965.87)	11,965.87	#DIV/0!	Material Variance Vehicle trade ins not realised yet	
45403506	Grant - RBFS MM Boat Ramp Facilities	(135,000.00)	(33,750.00)	474.00	(34,224.00)	101.40%	Material Variance Boat ramp project not completed	
45403507	Grant - R4R Monkey Mia Jetty	(1,000,000.00)	(250,000.00)	0.00	(250,000.00)	100.00%	Material Variance Grant not received yet	
45503352	Grant - Denham Marina	(27,952.00)	(6,988.00)	(30,747.75)	23,759.75	-340.01%	Material Variance Marinas planning funding received	
45503753	Pen And Berthing Fees	(31,500.00)	(7,875.00)	(36,930.40)	29,055.40	-368.96%	Material Variance Annual fees invoiced	
<b>Total</b>	<b>Transport</b>	<b>(3,322,885.00)</b>	<b>(1,292,114.00)</b>	<b>(911,788.50)</b>	<b>(380,225.50)</b>	<b>29.43%</b>	<b>Material Variance</b>	

**Shire of Shark Bay**  
Material Variances as at 30 September 2012

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
<b>Operating Income</b>								
<b>Economic Services</b>								
50203003	Caravan Park Leases	(65,203.00)	(16,299.00)	0.00	(16,299.00)	100.00%		
50504030	MRWA Monkey Mia Road	(114,752.00)	(28,686.00)	(467.19)	(28,218.81)	99.37%		Material Variance Timing of invoices, budget profile
50504040	MRWA Shark Bay Road	(518,745.00)	(129,684.00)	(588.62)	(129,095.18)	99.55%		Material Variance Main Roads contract work started later than anticipated
<b>Total</b>	<b>Economic Services</b>	<b>(1,153,678.00)</b>	<b>(195,141.00)</b>	<b>(25,945.15)</b>	<b>(169,195.85)</b>	<b>86.70%</b>		Material Variance Main Roads contract work started later than anticipated
<b>Other Property and Services</b>								
<b>Total</b>	<b>Other Property and Services</b>	<b>0.00</b>	<b>0.00</b>	<b>(816.73)</b>	<b>816.73</b>	<b>#DIV/0!</b>		<b>No Material Variance</b>

ORDINARY COUNCIL MINUTES

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Shire of Shark Bay  
Material Variances as at 30 September 2012

CCA Operating Expenditure	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
General Purpose Income		107,458.75	26,859.00	25,184.81	1,674.19	6.23%	No Material Variance	
<b>Total</b>	<b>General Purpose Income</b>							
Governance		52,000.00	12,999.00	0.00	12,999.00	100.00%	Material Variance	No expense YTD
05101281	Strategic Planning	25,500.00	6,375.00	1,282.71	5,092.29	79.88%	Material Variance	Training needs analysis being completed
05200650	Staff Training	9,018.00	4,509.00	10,583.30	(6,074.30)	-134.72%	Material Variance	Property premium higher than budgeted
05201470	Insurance - General	49,048.00	12,251.00	6,236.85	6,024.15	49.13%	Material Variance	Expenses less than expected
05202590	Legal Expenses	318,768.32	94,618.00	83,085.61	11,532.39	12.19%	Material Variance	
<b>Total</b>	<b>Governance</b>							
Law Order and Public Safety		190,922.75	43,772.00	43,884.62	(112.62)	-0.26%	No Material Variance	
<b>Total</b>	<b>Law Order and Public Safety</b>							
Health		73,063.88	18,255.00	15,662.05	2,592.95	14.20%	No Material Variance	
<b>Total</b>	<b>Health</b>							
Housing		3,650.00	912.00	14,204.46	(13,292.46)	-1457.51%	Material Variance	Water rates to be allocated to individual units
25100798	Utilities - Pensioner Units (Group)	120,325.57	29,937.00	40,748.00	(10,811.00)	-36.11%	Material Variance	
<b>Total</b>	<b>Housing</b>							
Community amenities		45,000.00	11,250.00	17,369.92	(6,109.92)	-54.31%	Material Variance	Planning consultant fees higher than budgeted YTD
30302410	Consultant Fees	530,926.42	132,506.00	140,948.55	(8,442.55)	-6.37%	Material Variance	
<b>Total</b>	<b>Community amenities</b>							
Recreation and Culture		115,027.00	28,689.00	185.70	28,803.30	99.36%	Material Variance	Centre not operational yet
35303000	Sport and Recreation Centre - Operating Exp	77,550.00	19,344.00	9,441.37	9,902.63	51.19%	Material Variance	Expense below budget YTD
35312160	Parks And Gardens	200,320.00	50,079.00	37,005.60	13,073.40	26.11%	Material Variance	Expense below budget YTD
36000610	Salaries & Wages	43,800.00	10,950.00	1,248.29	9,701.71	88.60%	Material Variance	No electricity bills received yet
36000775	Utilities - Sbc	16,697.00	16,697.00	7,765.63	8,911.37	53.37%	Material Variance	Second invoice due in October
36001470	Insurance - Sbc	82,400.00	20,598.00	33,832.79	(13,334.79)	-64.74%	Material Variance	Purchases exceed budget YTD
36002699	Purchase - Merchandise	1,559,276.89	423,080.70	362,918.08	60,162.62	14.22%	Material Variance	
<b>Total</b>	<b>Recreation and Culture</b>							
Transport		115,365.00	28,626.00	10,726.45	17,899.55	62.53%	Material Variance	Expense below budget YTD
45112245	Town Streets Maintenance	798,500.00	199,461.00	10,751.08	188,709.92	94.61%	Material Variance	Expense below budget YTD, Loop Road Maint started
45121935	County Roads Maintenance	2,153,606.00	538,689.00	331,148.73	207,540.27	38.53%	Material Variance	
<b>Total</b>	<b>Transport</b>							

ORDINARY COUNCIL MINUTES

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Shire of Shark Bay  
Material Variances as at 30 September 2012

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
<b>Operating Expenditure</b>								
<b>Economic Services</b>								
50501900	Private Works - Other	33,555.00	8,395.00	14,790.44	(6,405.44)	-76.39%		Material Variance Main roads work being allocated to other
50521810	MRWA MIMA Rd Totalling A/c	95,627.00	23,901.00	0.00	23,901.00	100.00%		Material Variance Main roads work being allocated to other
50531900	MRWA Shark Bay Rd Totalling A/c	432,288.00	108,066.00	0.00	108,066.00	100.00%		Material Variance Shark Bay Road works not started yet
<b>Total</b>	<b>Economic Services</b>	<b>1,033,015.17</b>	<b>256,007.00</b>	<b>134,977.55</b>	<b>121,023.45</b>	<b>47.28%</b>		<b>Material Variance</b>
<b>Other Property and Services</b>								
55100509	Annual Leave	56,572.00	14,643.00	22,665.80	(8,022.80)	-54.79%		Material Variance Check Allocation
55100540	District Allowance	21,592.00	5,397.00	219.40	5,177.60	95.93%		Material Variance Check Allocation
55100550	Shark Bay Allowance	54,848.00	13,710.00	623.01	13,086.99	95.46%		Material Variance Check Allocation
55100570	Other Allowances	26,194.00	6,546.00	864.48	5,681.52	86.76%		Material Variance Expense less than budget YTD
55100585	Public Holidays	29,489.00	7,365.00	0.00	7,365.00	100.00%		Material Variance Expense less than budget YTD
55100600	Rostered Days Off	29,489.00	7,365.00	(1,968.80)	9,333.80	126.73%		Material Variance Expense less than budget YTD
55100660	Staff Training	25,000.00	6,249.00	70.96	6,178.04	98.86%		Material Variance Expense less than budget YTD
55100675	Superannuation - Occupational	73,498.00	18,372.00	12,646.95	5,725.05	31.16%		Material Variance Expense less than budget YTD
55101580	Less Public Works Overheads Allocated Works/Service	(680,518.00)	(170,127.00)	(127,193.17)	(42,973.83)	25.26%		Material Variance Plant allocations exceed costs, timing of invoices
55201585	Less Plant Operating Costs Allocated Works/Services	(315,228.00)	(78,807.00)	(125,895.63)	47,088.63	-59.75%		Material Variance Timing, plant utilisation
55201620	Plant Depreciation Recovered	(362,027.00)	(90,504.00)	(66,427.22)	(24,076.78)	26.60%		Material Variance Timing, plant utilisation
55201623	Plant Operating Costs - Deprec	362,027.00	90,504.00	80,833.07	9,670.93	10.91%		Material Variance Expense less than budget YTD
55201626	Plant Oper Costs - Fuels & Oil	138,095.00	34,521.00	40,688.03	(6,187.03)	-17.86%		Material Variance Expense exceeds budget
55201635	Plant Oper Costs - Parts/Repair	66,134.00	16,533.00	35,342.79	(18,809.79)	-113.77%		Material Variance Timing
55301653	Purchases - Bulk Fuel Depot	130,000.00	32,499.00	24,305.65	8,193.35	25.21%		Material Variance Timing
55301654	Issues - Bulk Fuel Depot	(130,000.00)	(32,502.00)	(15,460.20)	(17,041.80)	52.43%		Material Variance Check Allocation
55301657	Purchases - Bulk Fuel Tanker	50,500.00	12,624.00	0.00	12,624.00	100.00%		Material Variance Check Allocation
55301658	Issues - Bulk Fuel Tanker	(50,500.00)	(12,627.00)	(32,223.80)	19,596.80	-155.20%		Material Variance Timing
55401570	Gross Total Salaries & Wages	1,776,259.00	444,063.00	365,119.13	78,943.87	17.78%		Material Variance Expense less than budget YTD
55401590	Less Salaries/Wages Allocated	(1,776,259.00)	(444,063.00)	(366,262.91)	(77,800.09)	17.52%		Material Variance Expense less than budget YTD
55501290	Regional Alliance	30,000.00	7,500.00	0.00	7,500.00	100.00%		Material Variance NO Expense YTD
<b>Total</b>	<b>Other Property and Services</b>	<b>32,000.00</b>	<b>19,811.00</b>	<b>(34,296.94)</b>	<b>54,107.54</b>	<b>273.12%</b>		<b>Material Variance</b>

Shire of Shark Bay  
Material Variances as at 30 September 2012

COA	Description	Current Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Variance \$5000 or 5% of YTD Budget	Comment
<b>Other Revenue and Expenditure</b>								
<b>Purchase Land and Buildings</b>								
10305304	Emergency Services Building	580,000.00	0.00	5,279.55	(5,279.55)	#DIV/0!	Material Variance	Project commenced
35104980	Community Resource Centre Capital Works	100,000.00	24,996.00	1,739.20	23,256.80	93.04%	Material Variance	Car park plans approved
35104785	Rec Centre Construction	1,168,654.00	504,398.00	606,890.57	(102,462.57)	-20.32%	Material Variance	Project delayed
Total	Purchase Land and Buildings	3,792,804.00	571,122.00	642,579.38	(71,457.38)	-12.51%	Material Variance	
<b>Purchase Infrastructure Assets Roads</b>								
1451556700	Country Roads - Capital	284,000.00	6,588.00	0.00	6,588.00	100.00%	Material Variance	Ocean Park Road project not started
45165670	Country Roads - Rtg	706,472.00	365,266.00	317,833.49	77,434.51	19.56%	Material Variance	Loop Road project completed
45165785	Town Street Reseals	199,600.00	160,663.00	6,997.16	163,685.64	96.33%	Material Variance	Waiting on contractor
Total	Purchase Infrastructure Assets Roads	1,170,372.00	592,509.00	324,830.65	267,678.35	45.18%	Material Variance	
<b>Purchase Infrastructure Assets Public Facilities</b>								
50205783	Monkey Mia Bore Replacement	600,000.00	600,000.00	2,303.64	597,696.36	99.62%	Material Variance	Project commenced
30105575	Refuse Site Infrastructure	388,341.00	669.00	8,000.00	(7,331.00)	-1095.81%	Material Variance	Water tanks purchased
35205532	Knight Terrace Boat Ramps Capital	63,000.00	2,301.00	22,369.88	(20,068.88)	-872.16%	Material Variance	Project nearing completion
35305586	Parks & Gardens Capital Exp	55,000.00	13,734.00	0.00	13,734.00	100.00%	Material Variance	Project not started
45105875	Drainage/Sump Construction	30,000.00	30,000.00	0.00	30,000.00	100.00%	Material Variance	Project not started
45405551	Monkey Mia Jetty Capital Works	1,000,000.00	1,000,000.00	0.00	1,000,000.00	100.00%	Material Variance	Timing, awaiting approval
45505552	Winch House and Jinker Capital Works	20,000.00	20,000.00	0.00	20,000.00	100.00%	Material Variance	Project not started
45505554	Marina Development Planning	50,000.00	50,000.00	0.00	50,000.00	100.00%	Material Variance	Project not started
50205725	Entry, Stamen/Campark	50,000.00	41,662.00	3,030.50	38,651.50	92.73%	Material Variance	Lighting at entry statement underway
Total	Purchase Infrastructure Assets Public Facilities	4,727,664.00	1,770,251.00	43,194.62	1,727,056.38	97.56%	Material Variance	
<b>Purchase Infrastructure Assets Footpaths</b>								
Total	Purchase Infrastructure Assets Footpaths	50,000.00	606.00	0.00	606.00	100.00%	No Material Variance	
<b>Purchase Heritage assets</b>								
35705125	Cape Inscription Restoration Capital	46,035.00	46,035.00	6,017.73	36,017.27	82.56%	Material Variance	Project completed
Total	Purchase Heritage assets	46,035.00	46,035.00	8,017.73	38,017.27	82.56%	Material Variance	



ORDINARY COUNCIL MINUTES

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Shire of Shark Bay  
Material Variance Report

Year end Date 30/06/2013  
Period End Date 30/09/2012

		Budget		YTD Budget		YTD Actual	
		Income	Expenditure	Income	Expenditure	Income	Expenditure
<b>Operating</b>							
General Purpose Funding	03	(1,983,463.00)	107,458.75	(1,238,227.00)	26,859.00	(1,246,791.57)	25,184.81
Governance	04	(671,990.00)	318,768.32	(2,439.00)	94,618.00	(8,049.72)	83,085.61
Law Order and Public Safety	05	(515,664.00)	190,922.75	(128,909.00)	43,772.00	(22,918.06)	43,884.62
Health	07	(2,325.00)	73,063.88	(576.00)	18,255.00	(1,056.00)	15,662.05
Housing	09	(93,780.00)	120,325.57	(23,442.00)	29,937.00	(23,850.00)	40,748.00
Community Amenities	10	(635,418.00)	530,926.42	(271,141.00)	132,731.00	(169,402.10)	140,948.55
Recreation and Culture	11	(2,665,700.00)	1,559,276.89	(566,897.00)	414,732.70	(93,904.80)	362,918.08
Transport	12	(3,322,885.00)	2,153,606.00	(1,292,114.00)	538,689.00	(911,788.50)	331,148.73
Economic Services	13	(1,153,678.00)	1,033,015.17	(195,141.00)	256,007.00	(25,945.15)	134,977.55
Other Property and Services	14	0.00	30,000.00	0.00	19,307.00	(816.73)	(34,296.54)
<b>Total Operating</b>		<b>(11,044,903.00)</b>	<b>6,117,363.75</b>	<b>(3,718,886.00)</b>	<b>1,574,907.70</b>	<b>(2,504,522.63)</b>	<b>1,144,261.46</b>

		Income		Expenditure		Income		Expenditure	
		Income	Expenditure	Income	Expenditure	Income	Expenditure		
<b>Capital</b>									
General Purpose Funding	03	0.00	74,742.00	0.00	0.00	0.00	6,530.99		
Governance	04	(1,025,000.00)	1,835,196.00	0.00	18,507.00	0.00	18,789.59		
Law Order and Public Safety	05	0.00	586,500.00	0.00	6,500.00	0.00	6,475.91		
Health	07	0.00	0.00	0.00	0.00	0.00	0.00		
Housing	09	(82,000.00)	102,000.00	0.00	25,480.00	0.00	17,391.60		
Community Amenities	10	0.00	423,341.00	0.00	669.00	0.00	8,000.00		
Recreation and Culture	11	(150,000.00)	3,849,089.00	0.00	604,199.00	0.00	645,126.93		
Transport	12	(100,000.00)	3,165,795.00	0.00	2,428,038.00	0.00	391,582.43		
Economic Services	13	(300,000.00)	683,833.00	(300,000.00)	641,682.00	0.00	16,458.37		
Other Property and Services	14	0.00	5,475.00	0.00	0.00	0.00	460.85		
<b>Total Capital</b>		<b>(1,657,000.00)</b>	<b>10,725,971.00</b>	<b>(300,000.00)</b>	<b>3,725,075.00</b>	<b>0.00</b>	<b>1,110,756.67</b>		

		Budget		YTD Budget		YTD Actual	
		Income	Expenditure	Income	Expenditure	Income	Expenditure
<b>Operating</b>							
General Purpose Funding	03	-	1,028,574.00	-	1,020,574.00	-	1,022,391.63
Governance	04	-	-	-	-	-	83,085.61
Law Order and Public Safety	05	-	-	-	-	-	43,884.62
Health	07	-	-	-	-	-	15,662.05
Housing	09	-	-	-	-	-	40,748.00
Community Amenities	10	-	-	-	-	-	140,948.55
Recreation and Culture	11	-	-	-	-	-	362,918.08
Transport	12	-	-	-	-	-	331,148.73
Economic Services	13	-	-	-	-	-	134,977.55
Other Property and Services	14	-	-	-	-	-	34,296.54
<b>Total Operating</b>		<b>-</b>	<b>1,028,574.00</b>	<b>-</b>	<b>1,020,574.00</b>	<b>-</b>	<b>1,144,261.46</b>

		Income		Expenditure		Income		Expenditure	
		Income	Expenditure	Income	Expenditure	Income	Expenditure		
<b>Capital</b>									
General Purpose Funding	03	-	-	-	-	-	6,530.99		
Governance	04	-	-	-	-	-	18,789.59		
Law Order and Public Safety	05	-	-	-	-	-	6,475.91		
Health	07	-	-	-	-	-	-		
Housing	09	-	-	-	-	-	17,391.60		
Community Amenities	10	-	-	-	-	-	8,000.00		
Recreation and Culture	11	-	-	-	-	-	645,126.93		
Transport	12	-	-	-	-	-	391,582.43		
Economic Services	13	-	-	-	-	-	16,458.37		
Other Property and Services	14	-	-	-	-	-	460.85		
<b>Total Capital</b>		<b>-</b>	<b>1,657,000.00</b>	<b>-</b>	<b>3,725,075.00</b>	<b>-</b>	<b>1,110,756.67</b>		

**SHIRE OF SHARK BAY  
CAPITAL EXPENDITURE AS AT 30 SEPTEMBER 2012**

Program	Description	Project	Budget	YTD	Funding Source	Comment
<b>ADMINISTRATION</b>						
<i>Furniture and Office Equipment</i>						
	Misc. Hardware Purchases/Upgrades	Computer Replacement	6,000		Municipal Fund	Computer Replacement expenditure scheduled for later part of the year.
	Misc. Software Purchases/Upgrades		5,000		Municipal Fund	Seeking quotes on software upgrades
	Office Furniture and Equipment	Furniture	5,000	1,819	Municipal Fund	Principally replacement of substandard, aged office chairs.
	Council Chambers	Furniture	20,000		Municipal Fund	New tables and chairs have been ordered
			<u>36,000</u>	<u>1,819</u>		
<b>Buildings</b>						
	Replace Shire Offices		1,687,150	0	Grant and Reserve Funds	Design development to be initiated.
			<u>1,687,150</u>	<u>0</u>		
<b>Plant and Equipment</b>						
	CEO Vehicle		65,000		Municipal Fund	New vehicle to be purchased to minimise change over expense.
			<u>65,000</u>	<u>0</u>		
<b>Total Administration</b>			<b>1,788,150</b>	<b>1,819</b>		
<b>LAW, ORDER AND PUBLIC SAFETY</b>						
<b>Buildings</b>						
	Emergency Services Building	Building Construction	480,000	5,280	Grant Funds	Concept Design and construction.
	Emergency Services Building	Site works	100,000		Municipal Fund	Site works, car parking and fencing.
			<u>580,000</u>	<u>5,280</u>		
<b>Plant and Equipment</b>						
	SES Capital Equipment		6,500	1,198	Grant Funding	Assorted minor equipment.
<b>Total Law, Order and Public Safety</b>			<b>586,500</b>	<b>6,478</b>		

SHIRE OF SHARK BAY  
CAPITAL EXPENDITURE AS AT 30 SEPTEMBER 2012

Program	Description	Project	Budget	YTD	Funding Source	Comment
<b>HOUSING</b>						
<i>Buildings</i>						
	Sharf Housing Capital Works					
	5 Spaven way	Capital Maintenance	5,000		Municipal Fund	Capital maintenance as required, on going
	65 Brockman Street	Capital Maintenance	5,000		Municipal Fund	Capital maintenance as required, on going
	51 Durlacher Street	Capital Maintenance	5,000		Municipal Fund	Capital maintenance as required, on going
	80 Durlacher Street	Capital Maintenance	5,000		Municipal Fund	Capital maintenance as required, on going
			20,000	0		
	Pensioner Units Capital Works					
	Capital Maintenance		15,000	17,332	Pensioner unit reserve	Refurbishment of Unit 7
	Fencing		25,000		Pensioner unit reserve	Project listed for 12/13 completion.
	Mains Plumbing Replacement		32,000		Pensioner unit reserve	Complete replacement of corroded mains plumbing.
	Landscaping		10,000		Pensioner unit reserve	Project listed for 12/13 completion.
			82,000	17,332		
<b>Total Housing</b>			<b>102,000</b>	<b>17,332</b>		
<b>COMMUNITY AMENITIES</b>						
<i>Buildings</i>						
	Public Conveniences Capital Works	Barnard Street Amenities	35,000		Municipal Fund	Internal upgrade.
			35,000	0		
	Infrastructure Assets - Public Facilities					
	Refuse Tip	Residential Refuse Site	145,241		Grant Funding	Setting up and Equipping new recycling station.
		Glass Crusher	75,000		Grant Funding	Setting up and Equipping new recycling station.
		Shed	87,000		Grant Funding	Setting up and Equipping new recycling station.
		Baler	45,000		Grant Funding	Setting up and Equipping new recycling station.
		Bale Bags x 2	26,100		Grant Funding	Setting up and Equipping new recycling station.
	Refuse Site Water Tanks		10,000	8,000	Municipal Fund	Water tanks delivered to site, set up still to be completed
			388,341	8,000		
<b>Total Community Amenities</b>			<b>423,341</b>	<b>8,000</b>		

**SHIRE OF SHARK BAY  
CAPITAL EXPENDITURE AS AT 30 SEPTEMBER 2012**

Program	Description	Project	Budget	YTD	Funding Source	Comment
<b>RECREATION AND CULTURE</b>						
<i>Buildings</i>						
	Rec. Centre construction and carpark	CLGF Regional Projects	415,653	328,067	Grant and Municipal Funds	Work in progress.
	Rec. Centre firelighting and landscaping		673,001	274,500	Contributions and Municipal	Work in progress.
	Gymnasium Equipment		80,000	4,324	Municipal Funds	Work in progress.
	Community Resource Centre grounds	Car Park, Old Gaol, landscaping	100,000	1,739	Municipal Funds	Car park design is completed, works are progressing
	Community Daycare Centre		5,000		Municipal Funds	Provisional sum for capital works
	Western Foreshore Public Toilets	Western Knight Street	100,000	708	Municipal Funds	Works are progressing
			<b>1,373,654</b>	<b>609,338</b>		

*Infrastructure Assets - Public Facilities*

	Rock Wall	Capital maintenance	15,000		Municipal Fund	Capital maintenance works will be carried out when tides are suitable
	Charlie Sappie Park Capital Works		25,000		Municipal Fund	Construction Scheduled 12/13 year.
	Foreshore BBQ Replacement	Old BBQ rusted	12,000		Municipal Fund	Construction Scheduled 12/13 year.
	Solar Lighting Little Lagoon	No lighting at present	7,500	3,202	Municipal Fund	Lighting installed in gazebos
	Digital TV		150,000	2,200	Loan and Municipal Funds	Roll out scheduled 12/13 year.
	Oval shade shelter replacement	Old shade deteriorating	20,000		Municipal Funds	Construction Scheduled 12/13 year.
	Oval Bore Meter		10,000		Municipal Funds	Construction Scheduled 12/13 year.
	Shade over Velsheda		5,000		Municipal Funds	Construction Scheduled 12/13 year.
	HMAS Sydney Memorial		103,400		Municipal Funds	Works are in progress
	Denham Recreation Jetty Replacement		2,000,000		Grant Funds	Construction Scheduled 12/13 year.
	Knight Tee, Western Carpark Boat Ramp.		63,000	22,370	Grant and Municipal funds	Construction Scheduled 12/13 year.
			<b>2,410,900</b>	<b>27,772</b>		Works nearing completion

*Furniture and Office Equipment*

	Discovery centre - Furniture & Fittings					
	Display Entry Curtain		2,500		Municipal Fund	Project due for completion 12/13 year
	Gallery Lighting Upgrade		5,000		Municipal Fund	Project due for completion 12/13 year
	Electronic Displays		10,000		Municipal Fund	Project due for completion 12/13 year
	Mini Scaffold		1,000		Municipal Fund	Project due for completion 12/13 year
			<b>18,500</b>	<b>0</b>		

*Heritage Assets*

	Dirk Hartog Lighthouse Cottage Restoration		46,035	8,018	Municipal Fund	Completion scheduled for the 12/13 year
			<b>46,035</b>	<b>8,018</b>		

**Total Recreation and Culture**

**3,849,089      645,128**

**SHIRE OF SHARK BAY  
CAPITAL EXPENDITURE AS AT 30 SEPTEMBER 2012**

Program	Description	Project	Budget	YTD	Funding Source	Comment
TRANSPORT Buildings	Upgrade Depot Workshop		15,000	10,631	Municipal Fund	Half of depot shed resheeted
			15,000	10,631		
<b>Plant and Equipment</b>						
	Depot Tools and Major Plant	Major Plant	15,000		Municipal Fund	Provisional sum for capital replacement
	Communications Upgrade		5,000		Municipal Fund	Provisional sum for capital replacement
	Replacement Ute Country		40,000		Municipal Fund less trade-ins	Due for replacement Feb/Mar 2013
	Replacement Ute Town Supervisor		40,000	38,307	Municipal Fund less trade-ins	Completed
	Replacement Ute Works Manager		45,000		Municipal Fund less trade-ins	On Order
	Dual cab Truck 5t		110,000		Municipal Fund less trade-ins	Under Evaluation
	Prime Mover		280,000		Municipal Fund less trade-ins	Under evaluation
	Camp Mess Van Replacement		75,000	15,725	Municipal Fund less trade-ins	Building delivered to site
	Ride-on Lawn Mower		42,000		Municipal Fund less trade-ins	On Order
			<b>652,000</b>	<b>54,032</b>		
<b>Infrastructure Assets - Roads</b>						
	Stella Rowley Drive - RRG		90,000		Grants and Municipal Funds	Completion due 12/13 year
	Useless Loop Road - RRG		324,923	317,833	Grants and Municipal Funds	Program completed
	Ocean Park Road - RRG		284,000		Grants and Municipal Funds	Completion due 12/13 year
	Woodleigh Byro Road - RRG		291,549		Grants and Municipal Funds	Completion due 12/13 year
	Barnard St - R2R		109,632	4,045	Grant Funding	Waiting for contractor to be available
	Knight Tes. R2R		49,980	2,952	Grant Funding	Materials are on order
	Hughes Street R2R		40,308		Grant Funding	Waiting on Contractor
			<b>1,170,372</b>	<b>324,830</b>		
<b>Infrastructure Assets - Denham Marine Facilities</b>						
	Winch House and Jinker Capital Maintenance		20,000		Municipal Fund	Wheels for jinker have been sourced
	Commercial Jetty Capital Works		5,000		Municipal Fund	Capital maintenance as required
	Marina Development Plan		50,000		Municipal Fund	Work in progress
			<b>75,000</b>	<b>0</b>		
<b>Infrastructure Assets - Monkey Mia Boating Facilities</b>						
	Monkey Mia Jetty Upgrade		1,000,000		Grant Funding	Awaiting Cabinet approval
	Monkey Mia Carpark		80,000		Grant and Municipal Funding	Work in progress
	Monkey Mia Boat Ramp		113,423	2,089	Grant and Municipal Funding	Work in progress
			<b>1,173,423</b>	<b>2,089</b>		
<b>Infrastructure Assets - Footpaths</b>						
	Hughes Street Footpaths		50,000		Municipal Fund	Footpath plan adopted, project started.
			<b>50,000</b>	<b>0</b>		
<b>Infrastructure Assets - Drainage/Culverts</b>						
	Foreshore Drainage		30,000		Municipal Fund	Work in progress
			<b>30,000</b>	<b>0</b>		
<b>Total Transport</b>			<b>3,165,795</b>	<b>391,582</b>		

**SHIRE OF SHARK BAY  
CAPITAL EXPENDITURE AS AT 30 SEPTEMBER 2012**

Program	Description	Project	Budget	YTD	Funding Source	Comment
<b>ECONOMIC SERVICES</b>						
<b>Infrastructure Assets - Public Facilities</b>						
	Denham Entry Statement power and lighting upgrade		50,000	3,031	Grant and Municipal Funding	Work in progress
	Monkey Mia Bore Replacement	Replace collapsed old bore	600,000	2,304	Grant and Loan Funding	Work in progress. Site works expected to start soon.
			<b>650,000</b>	<b>5,335</b>		

**Total Economic Services 650,000 5,335**

**Total Asset Acquisition 10,564,875 1,075,671**

**Summary**

**Summary of Asset Acquisitions by Function**

	Budget	YTD
Governance	1,788,150	1,819
Law Order and Public Safety	586,500	6,476
Housing	102,000	17,332
Community Amenities	423,341	8,000
Recreation and Culture	3,849,089	645,128
Transport	3,165,795	391,582
Economic Services	650,000	5,335
	<b>10,564,875</b>	<b>1,075,671</b>

0

**Summary of Asset Acquisitions by Asset Class**

	Budget	YTD
Furniture and Equipment	54,500	1,819
Land and Buildings	3,792,804	642,581
Plant and Equipment	723,500	55,228
Heritage Assets	46,035	8,018
Infrastructure Assets - Roads (Non-Town)	970,472	317,833
Infrastructure Assets - Town Streets	199,900	6,997
Infrastructure Assets - Public Facilities	4,697,664	43,196
Infrastructure Assets - Streetscapes		
Infrastructure Assets - Footpaths	50,000	0
Infrastructure Assets - Drainage/Culverts	30,000	0
	<b>10,564,875</b>	<b>1,075,671</b>



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12.3 RATES PAYMENT INCENTIVE PRIZE DRAW

RA 101

Author

Executive Manager, Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Ridgley  
Seconded Cr McLaughlin

Council Resolution

**That Council draw the incentive for the early payment of 2012/13 rates and charges by way of a lottery draw for the prizes of;**

- **First Prize – Gift Voucher of \$500.00 to be spent at any Shark Bay Business. This prize draw goes to Mr & Mrs FD Whitton of 1 Sunter Place, Denham.**
- **Second Prize – Framed NASA photo of Shark Bay, donated by the Shire of Shark Bay. This prize draw goes to Mr Dave Pearce of 71 Hughes Street, Denham.**
- **Third Prize – Hard copy of Shark Bay, Through Four Centuries 1616 to 2000 or a copy of Pastoral Voices, whichever the winner chooses, donated by the Shire of Shark Bay. This prize draw goes to Mr SC Cooper 29 Vlamingh Crescent, Denham.**

**6/0 CARRIED**

Background

This year, the Shire is offering the same incentive prize as last year. This being:

First prize a gift voucher of \$500.00 to be spent at any local business;  
A second prize being a framed NASA photo of Shark Bay; and  
A third prize of a hard copy of Shark bay, Through Four Centuries 1616 to 2000 or a copy of Pastoral Voices, whichever the winner decides, donated by the Shire.

Comment

The terms and conditions that apply to the 2012/13 rates incentive prize are -

- To be eligible for the draw all outstanding rates and charges must be received on or before the due date 8 October 2012.
- All ratepayers are eligible.

The drawing of the winners for the above prizes will take place during the Council meeting on the 31 October 2012.

Legal Implications

Section 6.46 of the *Local Government Act 1995* - Discounts

Policy Implications

Nil

Financial Implications

Encourages the early payment of rates, which contributes to an improved cash flow for the shire. Value of donations of prizes by the Shire is approximately \$860.00

Strategic Implications

Nil

Voting Requirements

Simple Majority Required

Date of Report

10 October 2011

12.4 SHIRE OF SHARK BAY INVESTMENT POLICY

PO 101

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved            Cr Prior  
Seconded       Cr Cowell

Council Resolution

That Council rescind Policy 6.2 Investment of Surplus Funds.

And

That Council adopt Investment Policy (October 2012) 6.2, Investment of surplus funds.

**Shire of Shark Bay Investment Policy (October 2012)  
Investment of Surplus Funds**

***Objective***

To invest the Shire of Shark Bay's surplus funds, with consideration of risk and the most favourable rate of interest available to it at the time, for that investment type, while ensuring that its liquidity requirements are being met.

***Policy***

**Legislative Requirements**

All investments are to comply with the following

- *Local Government Act 1995* – Section 6.14
- *The Trustees Act 1962* – Part III Investments
- *Local Government Financial Management Regulations 1996* – Regulation 19, Regulation 19C, Regulation 28 and Regulation 49
- Australian Accounting Standards

**Delegation of Authority**

Authority of the implementation of the Investment of Funds policy is delegated by Council to the Chief Executive Officer in accordance with the *Local Government Act 1995*. The Chief Executive Officer may in turn delegate the day-to-day management of Council's Investments to the Executive Manager Finance and Administration.

**Prudent Persons Standard**

The investment will be managed with the care, diligence and skill that a prudent person would exercise. Officers are to manage the investment portfolios to safeguard the portfolios in accordance with the spirit of this investment of Funds Policy, and not for speculative purposes.

**Approved Investments**

Investments may only be made with authorised institutions.

**Definition of an "authorised institution" is as follows:**

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**An authorised deposit taking institution as defined in the *Banking Act 1959* (Commonwealth) section 5; or  
The West Australian Treasury Corporation established by the  
*West Australian Treasury Corporation Act 1986*.**

#### **Prohibited Investments**

Investments which are not allowed are as follows:

- Deposits with an institution except an authorised institution;
- Deposits for a fixed term of more than 12 months;
- Bonds that are not guaranteed by the Commonwealth Government, or a State or Territory Government;
- Bonds with a term to maturity of more than 3 years
- Foreign currency.

#### **Risk management Guidelines**

Investments are restricted to bank investments only. The term of the investment will be based on forward cash flow requirements to ensure investment return on available surplus funds.

#### **Reporting and Review**

A report on investments will be included on the monthly Bank reconciliation presented to Council, detailing which institution the investment is lodged with, the interest rate and the date of maturity.

Documentary evidence must be held for each investment and details thereof maintained in an Investment Register.

Certificates must be obtained from the financial institutions confirming the amounts of investments held on Council's behalf as at 30 June each year and reconciled to the Investment Register.

**6/0 CARRIED**

#### Background

In the Interim Audit Report that was received by Council at the ordinary meeting held on 26 September 2012, item 8.2, matter 3.0 is a reminder that consideration be given to the amended requirements of Financial Management Regulation 19C as at 21 April 2012 which states;

19C. *Investment of money* — s. 6.14(2)(a)

(1) In this regulation —

*authorised institution* means —

- (a) an authorised deposit-taking institution as defined in the *Banking Act 1959* (Commonwealth) section 5; or
- (b) the Western Australian Treasury Corporation established by the *Western Australian Treasury Corporation Act 1986*;

*foreign currency* means a currency except the currency of Australia.

(2) When investing money under section 6.14(1), a local government may not do any of the following —

- (a) deposit with an institution except an authorised institution;
- (b) deposit for a fixed term of more than 12 months;
- (c) invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;

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- (d) invest in bonds with a term to maturity of more than 3 years;
- (e) invest in a foreign currency.

*[Regulation 19C inserted in Gazette 20 Apr 2012 p. 1701.]*

While the Shire of Shark Bay's current investment practices are in compliance with the regulation, incorporating the requirements into a suitable investment policy will provide guidance for those undertaking the investment process.

The Shire of Shark Bay Policy Manual currently has in place policy number 6.2 Investment of Surplus Funds, which states;

- 1) Surplus funds are only to be placed in authorised trustee investments.
- 2) That where funds are invested, the investment be made by way of a cheque or electronic fund transfer drawn on the account having surplus funds, clearly identifying the bank or financial institution to which the investment is paid and signed by the Chief Executive Officer and Finance and Administration Manager, or in the absence of either, by the Chief Executive Officer or Finance and Administration Manager and a Councillor.
- 3) That all investment transactions be reported each month to the Council, including –
  - a) amount invested,
  - b) interest rate applicable,
  - c) security provided,
  - d) transactions during the period.

#### Comment

Regulation 19C of the *Local Government (Financial Management) Regulations 1996* now prescribes what type of investments are prohibited and also prescribes the maximum term for investments. It is therefore now necessary for council to review its current investment policy to ensure it reflects the amended requirements

The proposed investment policy has been prepared utilising a sample Investment Policy provided by UHY Haines Norton and the Department of Local Government and Regional Development Investment Policy Local Government Operational Guidelines – Number 19 (February 2008).

#### Legal Implications

The framework used for the establishment of an investment policy and the measurement and disclosure of investments is prescribed by legislation and includes the following:

Local Government Act 1995, section 6.14, Power to Invest.

Local government [Financial Management] Regulations 1996, Regulation 19, Management of Investments including Regulation 19C Investment of Money. Regulation 28 and Regulation 49, prescribing the disclosure requirements for investments in the Annual Budget and the Annual Financial Report respectively.

The Trustees Act 1962 – Part III Investments.

Australian Accounting Standards.

Banking Act 1959 (Commonwealth) section 5.

Western Australian Treasury Corporation Act 1986.

#### Policy Implications

Replaces the Shire of Shark Bay's current Policy - Investment of Surplus funds (Policy Number 6.2).

Financial Implications

An investment policy developed in accordance with the legislative framework will ensure the preservation of capital, a market average rate of return and sufficient liquidity to meet anticipated cash flow requirements.

Strategic Implications

There are no Strategic Plan Implications relative to this matter.

Voting Requirements

Simple Majority Required

Date of Report

17 October 2012



**13. TOWN PLANNING REPORT**

**13.1 INFORMATION ITEM – PROPOSED SUBDIVISION OF LOT 225 (26) FRY COURT, DENHAM (WESTERN AUSTRALIAN PLANNING COMMISSION REF: 586-12)**

P1443

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

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

Moved           Cr Hanscombe

Seconded       Cr Ridgley

**Council Resolution**

**That Council note that an application for subdivision of Lot 225 (26) Fry Court, Denham has been lodged and will be determined by the Western Australian Planning Commission.**

**6/0 CARRIED**

Précis

A subdivision application for Lot 225 Fry Court has been lodged with the Western Australian Planning Commission who is the determining authority.

The Western Australian Planning Commission contacted Gray & Lewis seeking a response on the application, however the Shire has no record of receiving any subdivision referral from the Western Australian Planning Commission. Comments on the application were required by the 30 August 2012.

The Western Australian Planning Commission has a 90 day statutory timeframe in which to determine the application. As the October Council meeting date was known to be after the statutory timeframe for this application expires, the Department of Planning advised that *'as a consequence of this the Department of Planning will be assessing and imposing conditions as it sees fit.'*

Background

The Western Australian Planning Commission emailed a copy of the subdivision application to the Shire and Gray & Lewis on the 4 October 2012 and requested comments by the 10 October 2012.

Comment

Zoning

The subject property is zoned 'Residential' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme') with a flexible density code of 'R12.5/R30'.

At the base code of R12.5, a minimum lot size of 700m<sup>2</sup> and an average lot size of 800m<sup>2</sup> applies in accordance with the Residential Design Codes ('the Codes'). For battleaxe lots, the Codes impose a minimum lot size of 762.5m<sup>2</sup> (which includes a portion of the battleaxe leg).

Existing Development

There is an existing two storey dwelling located on the front portion of Lot 225, with associated front retaining / garden walls and landscaping. The existing house is proposed to be retained.

Description of subdivision

The application proposes to subdivide Lot 225 into two lots of 998m<sup>2</sup> and 981m<sup>2</sup> respectively. The 981m<sup>2</sup> lot will be a battleaxe lot with a driveway access to the rear. A right of carriageway is proposed over the battleaxe leg so that it provides vehicular access to both lots.

The proposed lot sizes comply with the base code of R12.5.

Western Australian Planning Commission Policy

The Western Australian Planning Commission will assess the application in accordance with the Residential Design Codes and other relevant state planning policies.

Gray & Lewis is of the view that the application is straightforward and there are no major planning issues. The only matter to note is that both lots may have future grouped dwelling potential as a higher density of R30 can be applied if sewer is available, under Clause 5.4.1 of the Scheme.

Informal advice to Western Australian Planning Commission

Gray & Lewis provided informal advice to the Western Australian Planning Commission on the 5 October 2012 by email as follows:

*"Thankyou for your advice below. We note that the Western Australian Planning Commission is going to determine the application without the input of the Shire Council (due to the statutory timeframes) therefore we will simply send an information item to the October Council meeting to advise them of the application.*

*Please be advised that we are unable to make any formal recommendations on behalf of the Shire as there is no delegated authority to officers. Notwithstanding the above I offer the following informal advice:*

- *The subject lot is zoned 'Residential' with a flexible code of R12.5/R30*
- *The subdivision complies with the lot size requirements of the base code of R12.5 therefore is relatively straightforward.*
- *If sewer is available, we would support connection to sewer for both lots.*
- *We would suggest a condition that there be no encroachment of any garden / retaining walls or impediments into the proposed battleaxe leg. It appears that the circular wall and front garden beds associated with the existing dwelling are just clear of the battleaxe leg boundary.*
- *The right of carriageway should be embedded into the conditions.*
- *You may consider requiring the battleaxe leg to be constructed and drained to the satisfaction of the Shire. We are not aware of the Shires minimum requirements or specifications. The Shire does have a crossover policy, and they can apply for a rebate if*

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they construct the new crossover to the Shires specification. We note there is no formal constructed crossover to the existing house, so one should be provided to service the new battleaxe leg.

- A footnote advice should be included to advise that no access is permissible from adjacent Reserve 37429, and all access should be from Fry Court as proposed."

Legal Implications

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

Policy Implications

The Shire may review and develop policies on the minimum specifications for construction of battleaxe legs for residential and commercial subdivision.

Financial Implications

Once the new lots are created there may be separate rates on each lot. The Shire pays planning consultancy fees to Gray & Lewis for advice.

Strategic Implications

Not Applicable

Voting Requirements

Simple Majority Required

Date of Report

5 October 2012

<p>SURVEY-STRATA PLAN <b>PROPOSED</b> SHEET 1 OF 1 SHEETS</p>		<p>VER</p>	<p>AMENDMENT</p>	<p>AUTHORISED BY</p>	<p>DATE</p>														
<p>PLAN OF LOT 225 ON PLAN 17197</p> <p>CERTIFICATE OF TITLE Volume 2024 Folio 699</p> <p>LOCAL GOVERNMENT SHIRE OF SHARK BAY</p> <p>INDEX PLAN AMB1(10) S.Z</p> <p>FIELD BOOK 118621</p> <p>SCALE 1:600 AT A3</p> <p>NAME OF SCHEME 25 FRY COURT DENHAM</p> <p>ADDRESS OF PARCEL 25 FRY COURT DENHAM W.A. 8537</p> <p>MANAGEMENT STATEMENT YES ( ) NO (X)</p> <p>LODGED CORRECT ( ) DATE CDH</p> <p>IN ORDER FOR DEALINGS SUBJECT TO</p> <p>FOR REGISTER OF TITLES DATE</p> <p>REGISTERED</p> <p>APPLICANT DATE (DATE FOR OF TITLE) SERIAL</p> <p>FOR THE CERTIFICATE OF TITLE BY REGISTERED SURVEYOR AUSTRIAN LAND SURVEYING COMMISSION TO STRATA PLAN This survey plan is subject to approval of the Shire of Shark Bay Local Planning Scheme No 3. This survey plan is subject to approval of the Shire of Shark Bay Local Planning Scheme No 3. This survey plan is subject to approval of the Shire of Shark Bay Local Planning Scheme No 3.</p> <p>The Customer, Whether Australian Housing Commission ( ) ( )</p> <p><b>Landgate</b> Western Australia's Land Information Authority</p>		<p>FOR W.A.P.C. APPROVAL ONLY</p> <p>No OF EXISTING LOT - 1 LOT 225 - 1979 m<sup>2</sup></p> <p>No OF PROPOSED LOTS - 2 R12.610 - Min. LOT SIZE - 700m<sup>2</sup> PROPOSED Min. LOT SIZE - 981m<sup>2</sup> R12.630 Min. Ave. LOT SIZE - 800m<sup>2</sup> PROPOSED Min. Ave. LOT SIZE - 909 m<sup>2</sup></p> <p>LEGEND WM WATER METER WV WATER VALVE WPM WATER PIPE MARKER WC WATER CONNECTION TSM TELESTRATA MARKER CU CULVERT WU WATER (UNSURVEYED) SUS SEWER (UNSURVEYED)</p> <p>SCALE 1:500 AT A3 ALL DISTANCES ARE IN METRES</p> <p>INTERESTS &amp; NOTIFICATIONS</p> <table border="1"> <thead> <tr> <th>SUBJECT</th> <th>PURPOSE</th> <th>STATUTORY REFERENCE</th> <th>ORIGIN</th> <th>LAND BURDENED</th> <th>BENEFIT TO</th> <th>COMMENTS</th> </tr> </thead> <tbody> <tr> <td>(E)</td> <td>RIGHT OF CARRIAGEWAY</td> <td>SEC 138C OF THE PLA</td> <td>THIS PLAN</td> <td>LOT 368</td> <td>LOT 367</td> <td></td> </tr> </tbody> </table>				SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS	(E)	RIGHT OF CARRIAGEWAY	SEC 138C OF THE PLA	THIS PLAN	LOT 368	LOT 367	
SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS													
(E)	RIGHT OF CARRIAGEWAY	SEC 138C OF THE PLA	THIS PLAN	LOT 368	LOT 367														

31 OCTOBER 2012

13.2 PROPOSED TWO STOREY ALTERATIONS AND ADDITIONS TO EXISTING DWELLING - LOT 228 (20) FRY COURT, DENHAM

P1446

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

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

Moved Cr Capewell

Seconded Cr Ridgley

Council Resolution

**That Council:**

1. **Approve the application lodged by Robert Blennerhassett and Jane Garrett for two storey alterations and additions to an existing dwelling subject to the following conditions:**
  - (i) **The upper storey bedroom window on the east elevation to have a sill height over 1600 mm (highlight windows) above floor level or fixed opaque glazing below a height of 1600 mm above floor level to the satisfaction of the Chief Executive Officer.**
  - (ii) **The upper storey kitchen window and upper storey lounge window on the west elevation to have a sill height over 1600 mm (highlight windows) above floor level or fixed opaque glazing below a height of 1600 mm above floor level to the satisfaction of the Chief Executive Officer.**
  - (iii) **Permanent lattice to be provided along the west side of the rear veranda (as shown on the site plan submitted) to the satisfaction of the Shire Chief Executive Officer.**
  - (iv) **Prior to the issue of a building licence, the applicant to submit accurate scaled amended plans demonstrating compliance with Conditions (i), (ii) and (iii) above for separate endorsement by the Chief Executive Officer in writing. The plans lodged and endorsed by the Chief Executive Officer in writing shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Shire Chief Executive Officer.**
  - (v) **The lattice required in Condition (iii) shall be installed prior to occupation of use of the addition to the satisfaction of the Chief Executive Officer.**
  - (vi) **All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains, drainage pits and / or soak wells shall be maintained in a clean and clear condition free of obstruction from anything. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land.**

- (vii) The development approved is to be substantially commenced within 2 years to the satisfaction of the Shires Chief Executive Officer. If the development is not substantially commenced within two years the planning consent will expire and become void.
  - (viii) This approval is not an approval for any retaining walls.
2. Advise the applicant via footnotes on the formal planning approval letter that:
- (a.) A planning consent is not an approval to commence any site works or construction. A building license must be obtained for all works and the plans will need to comply with the conditions of this planning approval. The issue of a building license does not negate the applicant / owners responsibilities to comply with the planning approval.
  - (b.) In regards to Condition (ii) the applicant is advised that the windows shown on the plans submitted indicated obscure glazing, however the windows need to be fixed (to prevent overlooking). The applicant should provide a more detailed window schedule to the Shire to ensure that all windows meet the conditions.
  - (c.) The applicant is advised that the application was assessed based on the performance criteria under the Residential Design Codes and involved Council exercising discretion for variations to the 'deemed to comply' privacy and overlooking setback requirements.
  - (d.) In regards to Condition (vii), the applicant is advised that once a planning approval expires, there is no option for any extension of time or renewal. Once an approval expires a new planning application would need to be lodged for a fresh planning assessment. As the Western Australian Planning Commission is reviewing the Residential Design Codes, any new application may be assessed under different criteria once the new Codes are available.
  - (e.) The applicant is advised that the elevation plans lodged did not accurately scale as they have been distorted by photocopying. The maximum wall height of the extension was confirmed verbally with the draftsman, Kevin Laundry, and has been approved at 5.540 meters to 6.516 meters. Scaled plans need to be lodged for the Shires records as part of the building license.
3. Delegate authority to the Chief Executive Officer in accordance with Clause 11.3.1 of the Shire of Shark Bay Local Planning Scheme No 3 to deal with all aspects of the conditions of planning approval, minor plan variations as part of the building licence process and issue any separate approvals required as outlined in the conditions.

**5/1 CARRIED**

Cr Cowell voted against the motion as she considered the Council should have considered taking a more conservative approach as outlined in Option 2 of the report.

Précis

Council is to consider an application for two storey alterations and additions to an existing dwelling.

BACKGROUND

- *Zoning*

The subject lot is zoned 'Residential' with a flexible density code of R12.5/R30 under the Shire of Shark Bay Local Planning Scheme No. 3 ('the Scheme'). This assessment has been conducted in accordance with the Residential Design Code requirements for an R12.5 density.

- *Plan Information*

The site plan submitted does not contain any contours or levels so this information was requested to be provided. An amended site plan has been lodged by the applicant that has clear notations that there is a '*nil fall to block*' and '*nil retaining walls*'. Gray & Lewis has accepted the site plan as the applicant also lodged detailed site photographs demonstrating the lot is flat.

The elevation plans do not accurately scale as they have been photocopied several times. The applicant is overseas therefore Gray & Lewis gained verbal confirmation from the applicants draftsperson, Kevin Laundry, that the west elevation wall height is 5.540m to 6.516m.

- *Residential Design Codes ('the Codes')*

The Residential Design Codes are produced by the Western Australian Planning Commission as State Planning Policy No 3.1.

The purpose of the Codes is to provide a comprehensive basis for the control of residential development throughout Western Australia. The Codes outline the 'rules' which apply to residential development and are intended to minimise the need for each local government to introduce additional planning policies to control residential development.

All residential development is assessed in accordance with the Code requirements. The Codes do not address the physical construction requirements or internal arrangements of buildings - these matters are dealt with by the Building Code of Australia.

The Residential Design Codes include two options available to applicants for assessment. The first option is to utilise the 'deemed to comply' criteria of the R Codes. Where an application meets the 'deemed to comply' criteria it leads to a relatively straightforward path of approval.

Applicants can pursue a more performance based assessment by meeting 'performance criteria' under the Codes. The performance criteria under the Codes are broad statements, and the assessment is more subjective with less quantified requirements.

COMMENT



- *Description of existing and proposed development*

The applicant proposes a two storey addition to the rear of an existing dwelling on Lot 228 (No 20) Fry Court, Denham. Lot 228 has an approximate area of 980m<sup>2</sup> and contains existing outbuildings to the rear.

The existing dwelling is single storey and the addition will result in some modification to the existing dwelling roof. The second floor addition is elevated on poles.

The addition will include a rear second storey balcony, veranda and external stairs (south elevation).

- *Building Setbacks*

The R Codes include side setback requirements which work on a sliding scale based on wall length, wall height and whether the wall contains major openings (windows to habitable rooms).

A building setback assessment is included below:

Setback requirement	Deemed to comply requirement	Provided
Front	7.5 metres - not applicable as existing approved house.	Not applicable
LHS East (upper storey)	1.3 metres	3.8 metres
RHS West (upper storey)	1.3 metres	1.4 metres
Rear	6 metres	24.6 metres

*Note: The windows on the west and east elevations have not been assessed as 'major openings' as they are either highlight windows (with increased sill height), non habitable bathroom windows, or proposed to be opaque glass. These windows are not identified as major openings in the definition in the Codes.*

- *Privacy and Overlooking (Setbacks)*

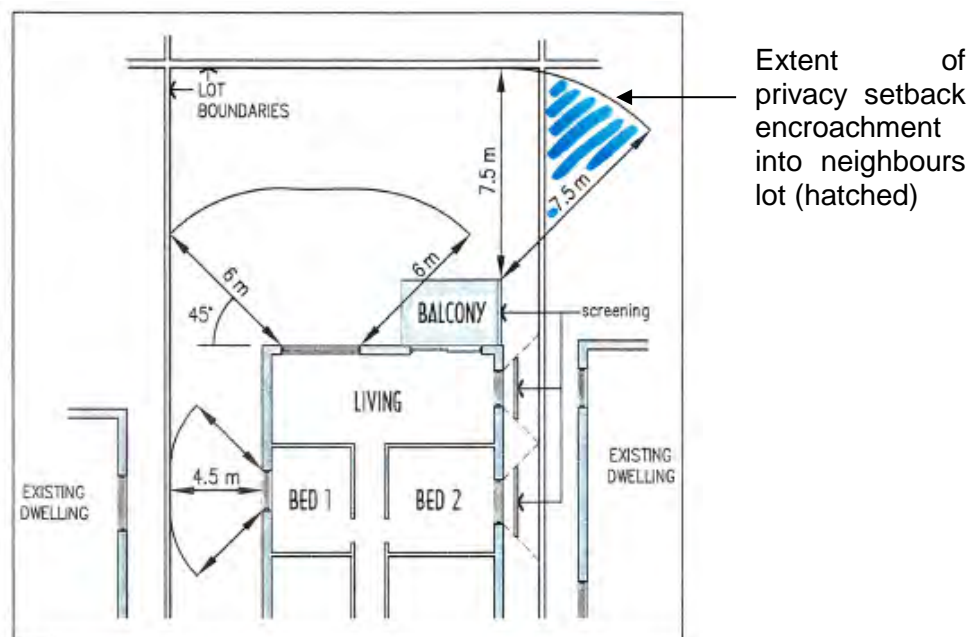
The Residential Design Codes have 'deemed to comply' requirements for Privacy and Overlooking. Under the 'deemed to comply' requirements there are minimum setback distances for upper storey windows/balconies to the boundary as follows;

- 4.5 metres for bedrooms and studies
- 6.0 metres for habitable rooms other than bedrooms and studies
- 7.5 metres for unenclosed outdoor active habitable spaces (such as balconies, decks, verandas etc)

Privacy setbacks are measured at 90 degrees to the boundary using a 'cone of vision' sightline and apply for any area more than 0.5 metres above Natural Ground Level. The privacy setbacks can be reduced where screening is provided or highlight / opaque windows are used.

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An explanatory diagram showing the 'cone of vision' measurements is included below to assist Councillors:



It should be noted that compliance with the privacy setbacks under the Codes does not necessarily prevent overlooking of adjoining properties, however these standards are applied to limit the extent of overlooking.

Gray & Lewis has marked the 'deemed to comply' and cone of vision setbacks on a site plan to show the extent of overlooking (available to Councillors on request). The 'deemed to comply' privacy setbacks are detailed below:

Description	Required	Provided	Comment
Rear Balcony and deck	7.5 metres	1.4 metres to west and 3.8 metres to east. Interruption of some sightlines by proposed screening to west side of balcony.	Requires assessment under performance criteria.
Kitchen window west elevation	6 metres	1.4 metres to west however applicant proposes frosted glass so reduced setback can apply.	Complies subject to a condition requiring windows to be fixed opaque glass (or highlight window to provide flexibility)
Lounge window west elevation	6 metres	1.4 metres to west however applicant proposes frosted glass so reduced setback can apply	Complies subject to a condition requiring windows to be fixed opaque glass (or highlight window to provide flexibility)
Bedroom window east elevation	4.5 metres	3.8 metres however applicant proposes a highlight window.	Complies subject to a condition requiring window to be highlight as shown on the plan submitted (or fixed opaque

			glass for flexibility).
Bedroom window rear elevation	4.5 metres	Complies	Complies

The privacy setbacks do not apply to the upper storey bathroom as it is a non-habitable room. The privacy setbacks can be reduced where sightlines are interrupted by screening, use of fixed opaque windows or highlight windows.

Applicants can choose to seek approval using the performance criteria under the Codes, as in this case. Council needs to assess privacy and overlooking for the rear balcony and deck in accordance with the performance criteria of the R Codes.

Performance criteria P1 under Clause 7.4.1 of the R Codes requires that;

*“Direct overlooking of active habitable spaces and outdoor living areas of other dwellings is minimised by building layout, location and design of major openings and outdoor active habitable spaces, screening devices and landscape or remoteness.”*

The applicant has lodged supporting information showing detailed photographs of the lot and surrounding properties. The existing house on adjacent Lot 227 is two storeys and has lattice screening along portions of their upper storey balcony. Adjacent Lot 229 is vacant. All photographs are available to Councillors on request.

Gray & Lewis recommends support for the reduced privacy setback for the balcony to the east / adjacent to Lot 227 as:

- The sightlines to the second storey rear balcony on Lot 227 are interrupted and minimised as the neighbour has lattice screening on the side and rear of their balcony. The applicant provided photographs of the house on Lot 227 demonstrating existing screening exists (below).
- The house on Lot 227 already overlooks Lot 228 so there already is a lower level of amenity between these two lots.
- The overlooking encroachment into Lot 227 is contained and they still have a large rear yard area unaffected by privacy setback encroachments.



Photograph provided with applicants submission – view of Lot 227

Assessment of the proposed privacy setback variation to adjacent Lot 229 is more difficult as the lot is vacant, and the future form of development is not known.

There are several options available to Council in assessing overlooking to Lot 229 as follows:

**Option 1:** It is open to Council to approve the rear balcony as proposed as the applicant has included a lattice privacy screen on the west side of the balcony which will partially interrupt sightlines.

Council may consider the overlooking to be acceptable having regard that there is still extensive rear yard areas available on Lot 229 which are not affected by the privacy setback encroachment. The explanatory section of the Codes recognises that *'protection from overlooking generally is not necessary for extensive areas of garden which are well separated from the dwelling to which they relate'*.

Council may consider the development acceptable and have regard that Denham is characterised by two storey development and there may be a lesser expectation for privacy protection to gain ocean views.

**Option 2:** Council may seek to take a more conservative approach to maximise protection of the amenity of Lot 229 as it is vacant and minimise potential impact on any future dwelling.

Council may seek to impose a condition on development requiring *'Lodgement of an amended south elevation plan prior to the issue of a building licence that includes an additional 1.5 metre long lattice screen along the rear western portion of the balcony (parallel to the rear kitchen window). The screen to cover the full vertical height of the balcony and connect with the screen on the west side of the balcony.'*

**Option 3:** Council may impose conditions requiring the owner of Lot 228 to install and maintain landscaping capable of providing screening to adjacent Lot 229.

Having regard that the privacy setback encroachment is limited, there is still extensive private rear yard areas on Lot 229, and that the street is characterised by dwellings with second storey balconies, Gray & Lewis recommends support for the privacy setback variations to adjacent Lot 229 as per option 1.

**Councillors are encouraged to discuss whether they support the setback of the balcony to the west with screening as proposed by the applicant, or require additional screening.**

- *Consultation*

The application was referred by the Shire to surrounding landowners for comment, and no submissions have been received by the close of advertising on the 23 October 2012. The applicant lodged a letter of 'no objection' from the owners of adjacent Lot 227 to the east with the application.

- *Miscellaneous*

The application complies with the open space requirements, overshadowing and carparking requirements of the R Codes.

There is a minor variation in regards to building height as the Codes recommend a standard 'deemed to comply' Category B building height of 6 metres (to top of external wall with roof above) and 7 metres for a concealed roof.

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The extension has a sloping wall height between 5.54 metres to 6.515 metres. Gray & Lewis recommends approval of the building height based on compliance the performance criteria P1 of Clause 6.7.1 which requires *'Building height consistent with the desired height of buildings in the locality, and to recognise the need to protect the amenities of adjoining properties, including where appropriate:*

- *Adequate direct sun to buildings and appurtenant open spaces*
- *Adequate daylight to major openings to habitable rooms and*
- *Access to views of significance.*

The building height is not out of character with other two storey dwellings in the area.

LEGAL IMPLICATIONS

Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme') – Clause 5.3.2 states that *'Unless otherwise provided for in the Scheme, the development of land for any of the residential purposes dealt with by the Residential Design Codes is to conform with the provisions of those Codes'*.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Not applicable

VOTING REQUIREMENTS

Simple Majority Required

Date of Report

23 October 2012

14. **BUILDING REPORT**

15. **HEALTH REPORT**

16. **WORKS REPORT**

The President adjourned the Ordinary Council meeting at 12.39 pm.

The President reconvened the Ordinary Council meeting at 1.08 pm without Cr Hanscombe and Cr Ridgley.



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

**17.1 OUTSTANDING DISCOVERY CENTRE MEMBERSHIP FEES**

SU110

Author

Executive Manager

Tourism, Community and Economic Development

Disclosure of Any Interest

Nil

Moved

Cr Prior

Seconded

Cr McLaughlin

Cr Hanscombe and Cr Ridgley returned to the Council Meeting at 1.10 pm

**Council Resolution**

**This matter is adjourned until the December 2012 Council meeting to allow for further research to be done into various options for membership of the Shark Bay World Heritage Discovery and Visitor Centre.**

**6/0 CARRIED**

**NOTE:** The administration will request permission from the Minister for Local Government for the Councillors who have an interest in the matter to ensure Council has a quorum to resolve this issue.

Background

Issues concerning the membership of the Shark Bay World Heritage Discovery and Visitor Centre and the collection of membership fees have been ongoing since the opening of the Centre in 2006.

As there is a new administration and Discovery Centre coordinator it would be timely to examine a variety of options concerning the operations of the Centre going forward. Staff have begun research into these options and it is proposed that a Councillor forum be held to examine these, however as we have been unable to schedule this forum before the October Council meeting, it is requested that this item be postponed until the December meeting for research to be finalised.

At the Ordinary meeting of Council on the 26 September 2012 Council resolved the following:

**ITEM ADJOURNED**

***Reason: Item 17.1 – Outstanding Discovery Centre Memberships Fees, was deferred due to a lack of quorum following declarations of financial interest by Cr Prior and Cr McLaughlin. The President adjourned this matter as there were only three Councillors able to express their vote on the item. The matter is to be reviewed at the Ordinary meeting of Council in October 2012.***

**Officer Recommendation**

1. ***That outstanding Discovery Centre membership fees for 2011-2012 totalling \$3,233.50 be written off.***

***Or***

2. ***That outstanding Discovery Centre membership fees for members where the Centre does not hold brochures and provides infrequent advice totalling \$1,397.00 be written off and all members who have been provided with a high level of advice and booking have their fees reduced to 50% giving a total loss of \$2,516.00.***

***Or***

3. ***That all outstanding memberships continue to be pursued.***

**ITEM ADJOURNED****Background**

The 2011-2012 financial year was a difficult one for the Centre with changes in Shire staff and the absence of a Centre Coordinator for a considerable period of time. As a result some members were not provided with the full range of services as described in the Membership Prospectus and may be able to claim that they have not paid their membership fees because they have not received the full value of their fees.

**Comment**

The following table gives details of the Discovery Centre outstanding membership fees for the 2011-2012 financial year.

<b>Company</b>	<b>Service Level</b>	<b>O/S Amount</b>	<b>Summary</b>
Gascoyne Offshore and Marine/ Mac attack	High advice and bookings	\$330.00	
Perfect Nature Cruises / Aristocat2	High advice and bookings	\$ 330.00	
Shark Bay Coaches and Tours / Quad Bikes	High advice and bookings	\$330.00	
Unreal Fishing Charters	High advice and bookings	\$330.00	
Denham Holiday Resort	High advice and bookings	\$115.00	\$1,435.00
Azure Bistro	Frequent Advice	\$73.00	
Shell Roadhouse Billabong	Frequent Advice	\$73.00	
Sunset Mura Mura Café	Frequent Advice	\$73.00	
Shark Bay Bakery	Frequent Advice	\$73.00	
Shark Bay News and Gifts	Frequent Advice	\$73.00	
Shark Bay Pharmacy	Frequent Advice	\$36.50	\$401.50
Captains Cutter	Infrequent advice	\$73.00	
Cloud & Coast Road Studio	Infrequent advice	\$73.00	
Shark Bay Car Hire	Do not book limited advice	\$330.00	
Tarmala Station Camping	Do not book limited advice	\$330.00	
Shark Bay Satellite Service	No advice or brochures	\$73.00	
Shark Bay Services	No advice or brochures	\$73.00	

ORDINARY COUNCIL MINUTES

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Kalbarri Palms Resort	Brochures only	\$93.00	
Ningaloo Blue Dive	Brochures only	\$93.00	
Three Island Marine Charter	Brochures only	\$93.00	
Tours N Travel Ningaloo	Brochures only	\$93.00	
Shark Bay Laundromat	No longer in business	\$73.00	\$1,397.00
<b>TOTAL</b>		<b>\$3,233.50</b>	<b>\$3,233.50</b>

By acknowledging that service during the 2011-2012 financial year was not to the level that Council wished to provide and which members were entitled to, we are in a position to show them good will by reducing or writing off their debts and to offer them improved service in the next financial year.

By adopting option 3, council risks further alienating these members who have had several reminders and personal contact by the Centre Manager regarding their outstanding accounts. It is unlikely that a significant amount of the outstanding accounts could be recovered without the use of a debt collection agency.

The new Centre Coordinator has made significant inroads in improving relations with both financial and un-financial members and is confident that some previous members can be persuaded to re-join and new members will be recruited. An improved membership package and better servicing of members should further improve relations and encourage continuing and new memberships.

Policy Implications

NIL

Financial Implications

By adopting options 1 or 2, losses of between \$2,516 and \$3,233 will be incurred which will need to be adjusted in the current year's budget.

Legal Implications

Nil

Strategic Implications

Improve relations with tourism operators in the region and strengthen the tourism industry.

Voting Requirements

Simple Majority Required

Date of Report

17 October 2012

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17.2 SHIRE OF NORTHAMPTON PROPOSED AGED CARE FACILITIES

File HE107

Author

Executive Manager  
Tourism, Community and Economic Development

Disclosure of Any Interest

Nil

Moved Cr Hanscombe

Seconded Cr Prior

**Council Resolution**

**That Council note the Shire of Northampton – Aged Care Plan and supports the development of aged care facilities in Northampton and Kalbarri.**

**6/0 CARRIED**

Background

The Shire of Northampton has entered into a Memorandum of Understanding with Global Care Group to develop aged care facilities and commissioned Verso Consulting PTY LTD to develop an evidence based planning framework to facilitate the development of aged care services, facilities and older persons housing.

Comment

Verso Consulting's report gives detailed information about current and projected numbers of people requiring aged care low and high care facilities and has included the Shire of Shark Bay in their catchment area.

The information will be valuable to the Shire of Shark Bay in any future consideration of the development of aged care facilities in Denham.

Policy Implications

Nil

Financial Implications

Nil

Legal Implications

Nil

Strategic Implications

Strategic Community Plan 2011 outcomes:

3.6.1 Support and promote health and ancillary service providers

3.6.4 Complete a feasibility analysis and investigate joint venture opportunities for well-aged care facilities.

Voting Requirements

Simple Majority Required

Date of Report

17 October 2012

31 OCTOBER 2012



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Our Ref: 9.2.5, 9.2.6/OCR23744

199 Hampton Road  
PO Box 61  
Northampton WA 6535

Paul Anderson  
Chief Executive Officer  
Shire of Shark Bay  
PO Box 126  
DENHAM WA 6537

Dear Paul,

**AGED PERSONS ACCOMMODATION AND CARE**

In March 2011, the Northampton Shire Council entered into a Memorandum of Understanding with Global Care Group Incorporated to establish a basis upon which the Parties develop a Residential Care Facility to address the needs of Aging in Place for cooperation and mutual benefit of the residents and ratepayers living in the Shire of Northampton and beyond.

Global Care Group (GCG) Inc *formally the City of Swan Aged Persons Homes Trust Inc* was established in 1995 with a clear mandate to plan, undertake, promote and coordinate developments of aged care facilities in Midland and rural Western Australia. Currently Global Care Group (GCG) Inc owns and operates an Aged Care facility located at 1a North St Midland, Morrison Lodge Hostel comprising of a 73 bed facility inclusive of a 40 bed low-high wing.

In addition the organisation also owns and operates Homersley House, a day respite care centre for over 50 clients per week and also has 25 Community Aged Care Packages for ATSI and Culturally diverse people in the community. GCG has also expanded its services into a 4 unit development adjacent to Morrison Lodge Hostel on North Street for over 55's accommodation.

In 2010 Global Care Group (GCG) Inc commenced the development of a 26 bed low-high Residential Care Facility, 45 independent living units and respite care in the Shire of York and has recently commenced works on another project in Port Denison.

The role and responsibility of the Northampton Shire Council will be to:

- ✓ Facilitate the progress of the development.
- ✓ Secure land for the development.
- ✓ Progress rezoning of land for the development.

Northampton • Kalbarri • Horrocks • Port Gregory • Isseka • Binnu • Ajana



- ✓ Enter into a lease agreement, at peppercorn rental, until the development is complete and then transferring the management order (land)
- ✓ Waive all planning and building fees associated with the development.
- ✓ Where possible assist in the site preparation.

The role and responsibility of Global Care Group (GCG) Inc. will

- ✓ Design and construct a 26 bed Residential Care Facility (RCF), approximately (70) Independent living units (ILU) completed in stages on demand and a Senior Citizens Centre.
- ✓ Be responsible for all on site development costs, provide access to the infrastructure in conjunction with the Shire of Northampton, have overall control of site development, leasing, the terms of any occupancy, management of facilities and project financing in concert with others, all at its absolute discretion.
- ✓ Upon establishment of the proposed facility, provide best practice ageing in place management services.
- ✓ Work in conjunction with other parties as required to deliver project finalisation.

Since the entering into the MOU the Council and Global Care have extended the charter to also include the provision of independent living units and extension of the existing aged care Hospice in Northampton.

To help progress these two projects, Council and Global Care engaged Verso Consulting Pty Ltd to undertake a study of aged accommodation and hospice needs within this shire and also surrounding shires. The report has some major findings, in particular the amount of funding supposedly being provided by the Federal Government for Hospice services yet these are not what is actually on the ground.

The continued pressures for aged persons within our districts are being forced to relocate from their home districts, many to Perth and Geraldton. With Geraldton services we understand that they are full to capacity and therefore the provision of these vital services to aged residents within regional areas such as Northampton, Kalbarri and Dongara is very important to relieve the pressure on Geraldton services.

We are contacting your shire as it is possible, and in some instances actually occurred, that residents would prefer to relocate for their aged care needs to either Northampton or Kalbarri than Geraldton, Perth or other areas that are of a greater distance from their home town.

We enclose a copy of the consultants report for your information and seek your Councils support for the above facilities to be constructed in both Northampton, Kalbarri and if you get the chance to speak to Federal politicians please raise this issue as we believe that the Federal Government is not recognising the need for aged persons to remain in their or close to their home districts.



31 OCTOBER 2012

We look forward to your continued support on this matter.

Should you wish to further discuss the above please do not hesitate to contact me.

Yours faithfully



**GARRY L. KEEFFE**  
**CHIEF EXECUTIVE OFFICER**

27/09/2012



**June, 2012**

**Shire of Northampton - Aged Care Plan**





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## Executive summary

### *background*

The Shire of Northampton and the Shire of Shark Bay have been defined as the catchment for aged care services for the purposes of this plan. The Shire of Shark Bay has been included as Highway 1 connects the communities. Shark Bay residents seeking aged care services would have to travel through Northampton to access services in Geraldton. Services located in Northampton would reduce the distances to be travelled and improve coverage.

The Shire of Northampton has commissioned Verso Consulting to develop an evidence based planning framework to facilitate the development of aged care services, facilities and older persons housing for the Shire of Northampton.

The Shire of Northampton is a Local Government Area in the Mid West region of Western Australia. The Shire covers an area of 13,738 square kilometres, and its seat of government is the town of Northampton, with the largest settlement being Kalbarri. The Principality of Hutt River, a micronation which is not recognised by the Australian or Western Australian governments, is located within the Shire.

The township of Northampton is situated 52 kilometres north of Geraldton. At the 2006 census, the town had a population of 813. The town lies on the North West Coastal Highway. Formerly named Gwalla after the location's copper mine, it was established by the Cornish ex-convict Joseph Horrocks. Copper and lead ore were found in the 1840s, and by 1877, 4,000 tons of copper and lead were being produced each year.

Kalbarri is a coastal town in the Mid West region located 127 km from Geraldton, Western Australia. The town is found at the mouth of the Murchison River. Kalbarri did not come into existence until 1951. The coastline around Kalbarri was the scene for the notorious shipwreck, mutiny, executions, and punishments which surrounded the wrecking of the *Datavia* on the Houtman Abrolhos in 1629. The town is geared towards tourism and fishing, with attractions including the daily pelican feeding, the Kalbarri National Park, Murchison River Gorge and the Murchison River. The town attracts 200,000 tourists every year with the population of the town swelling to 8,000 during holiday seasons. The population of Kalbarri in the 2006 census was 1336.

Northampton based aged care services, basic health services and aged persons housing will also support persons in Shark Bay local Government area. Shark Bay is to the North of the Shire and is connected to Northampton by Highway 1. Shark Bay is a World Heritage Site in the Gascoyne Region of Western Australia. Shark Bay is in DoHA's Mid West planning region. Shark Bay is 800 kilometres north of Perth, on the westernmost point of Australia. An expedition led by Dirk Hartog happened upon the area in 1616, becoming the second group of Europeans known to have visited Australia. Shark Bay was named by William Dampier, in 1699.

The area has a population of fewer than 1,000 people and a coastline of over 1,500 kilometres. The half-dozen small communities making up this population occupy less than 1% of the total area.

Denham is the administrative town for the Shire of Shark Bay, Western Australia. At the 2006 census, Denham had a population of 607.

Located on the western coast of the Peron Peninsula 831 kilometres north of Perth, Denham is the westernmost town in Australia. Today Denham survives as



the gateway for the tourists who come to see the dolphins at Monkey Mia, which is located 23 kilometres northeast of the town.

Local communities across rural and remote Western Australia are becoming increasingly concerned by both the ageing population and the incapacity of existing arrangements to adequately respond to current and future demand. This plan seeks, through the provision of evidence of local needs for aged care, to ensure that benchmarked levels are documented as a basis for maximising existing funding sources for capital and service development for the benefit of the Northampton community.

*Planning Principles*

The objectives of this report are guided by the following planning principles:

- Principle 1: The importance of place - ageing in the community where the older person lives and calls home;
- Principle 2: Community Life - convenient access for families and friends and being retained as a valued member of their community;
- Principle 3: Community's sense of ownership - the residential aged care facility is considered part of the economic and social assets of the community, and assists the community to retain and build confidence in its integrity as a community;
- Principle 4: Focus on the person - provides the individual care recipient with respect and dignifies their personhood;
- Principle 5: Choice - older persons must be provided with options that maximise their capacity for independence and self determination;
- Principle 6: Equitable Access - inclusiveness encompassing all cultures, sexual preferences, religious choices and observations;
- Principle 7: Practicality - choice and options which are balanced against the reasonable limitations of funding, population density and health/safety considerations;
- Principle 8: Viability and Sustainability - capacity to create an operational surplus to re-invest into future service developments that include: training, staff development, innovations and building, ensuring security of tenure for residents and the capacity to maintain staff and organisational learning and intelligence.

*Sustainability Principles*

Across regional, rural and remote Australia there are significant viability issues impacting on the provision of Residential Aged Care. When the following principles are addressed by rural providers of varying sizes, financial sustainability can be maximised:

- Principle 1: Multiple services delivered by one organisation who is the provider of residential aged care;
- Principle 2: The maintenance of high occupancy levels often facilitated by the integration of community care and residential care;
- Principle 3: Retaining qualified and expert staff;





- Principle 4: Prioritising entry into low care for persons who can provide a bond. This is supported by the development of ageing in place beds in low care (low care beds built to a high care standard);
- Principle 5: Having personnel skilled in securing bonds;
- Principle 6: Good leadership and sound governance.

#### *Aged Care Service Levels*

- The population projections estimate that between 2006 and 2012, the Northampton catchment has experienced a significant growth in the 85+ population, from 43 persons in 2006 to 64 persons in 2012. This growth will continue with an estimated 120 persons aged 85+ by 2027, an increase of 87.5%.
- If WACHS does not apply for growth funding from the Commonwealth it can be expected that the current shortfall in services will continue to grow with a significant detrimental effect on the capacity of the local community to support ageing in place in Northampton;
- The MPS model for the delivery of aged care in the Shire of Northampton largely precludes residents of the Shire accessing community care packages. The MPS model theoretically includes the equivalent of the Community Aged Care Packages (CACPs), Extended Aged Care at Home (EACH) and Extended Aged Care at Home - Dementia (EACHD) packages in the flexible service model. However, consultations with service providers and community members indicates this is not the case;
- Evidence gained from consultations with MPS indicate that packages of community care being delivered through MPS programs are not equivalent to the Commonwealth's packaged care program and do not include case management supports;
- Older persons with high care needs receiving home care through HACC via MPS programs are potentially not receiving the full range of care and service types that will best assist them to remain independent and living in the community for as long as possible.
- The current planning approach of the Western Australian Country Health Service (WACHS) is to not apply for additional Commonwealth funded Aged Care allocations. WACHS is seeking to be an aged care provider of last resort. This position may have significant impact on the provision of aged care services in Northampton;

#### *Community Characteristics*

- The SEIFA minimum and maximum scores indicate that Northampton is relatively disadvantaged. The differential between high and low SEIFA ratings is greater in Northampton than in the other LGAs in the catchment. This indicates that attention will need to be paid to providing a variety of options for entry and ongoing payments for ILUs;
- The proportionately lower number of people residing in the Northampton catchment indicating 'need for assistance' is an indicator that persons needing higher levels of assistance may have moved from the catchment area. It is also worth noting that in Table 13 that there are only 3 persons 85+ who are carers indicating that many very old persons are living at home alone and may need additional social supports and other community supports as their aged care needs increase.





- Demographic analysis and community consultations have indicated that persons whose aged care needs could no longer be met in the local area may have left the Northampton community to seek residential aged care elsewhere in WA.

#### *Outcomes of Demographic Analysis*

Key findings from the demographic analysis undertaken in relation to the ageing population in Northampton are as follows:

- The data collected for this plan demonstrates that there will be a need to significantly expand the aged persons housing options in Northampton over the next 15 years to support the growing population of older persons. Growth will come from the ageing of the existing population as well as the potential attraction of Kalbarri as a retirement destination. The growth of Kalbarri as a retirement destination may not be dependent on population ageing within the catchment area alone. The attractional nature of a retirement community in Kalbarri needs to be considered as a separate dynamic relating to the development of aged care and housing services for old people.
- Entry age to ILUs is reported to average 77 years of age. Based on the projected growth rates for the 70+ population in the Northampton catchment an increasing demand for ILUs and high occupancies can be expected over the next 35 years.
- The land set aside for this purpose will need to be of sufficient size to accommodate growth over the next 35 years in the townships of Northampton while Kalbarri may need to consider the population driven demand and the attraction of retirees from a broader catchment. The population projections 2006 to 2027 calculate a growth of 68% in the 55+ population. It can be calculated using this data that by 2042 the demand will continue to increase due to the ageing population of the catchment. Other factors that may impact on the growth of ILU housing in Kalbarri will include the cost comparison to other coastal option (Dongara, Jurien Bay), the range of options available and the development complimentary health services in Kalbarri.
- Projected demand includes that older persons' ILUs developed over the next 5 years will be fully utilised for a serviceable life of 30 to 40 years.
- There is a current need and demand will grow with a need to support a 68.5% increase in the 70+ population between 2012 and 2027. Given the lead-time involved in planning for, and developing, residential aged care services and aged housing, a clear plan and timetable for action are required in the immediate short term.
- National data on the prevalence of dementia suggests that based on the 70+ data that there may currently be more than 31 persons aged 70+ living with dementia in the Northampton LGA in need of specialised care into the future.
- The key implication of the 85+ data is that it can be expected that at least 15 people in Northampton aged 85+ are currently likely to require dementia care and a total of 30 people from the 85+ population (including persons who may have dementia) are likely to currently require assistance with the core activities of daily living.



#### *Attracting Retirees*

The sheltered seaside location incorporating the mouth of the Murchison River makes Kalbarri an attractive destination for retirees. It is expected that aged persons retirement units located in Kalbarri on land already identified for that purpose will attract retirees from a wider catchment including Geraldton. The profile of retirees already settling in Kalbarri will need to be considered. Consultations indicate that these retirees are likely to have high expectations regarding build quality and are more likely to wish to purchase a unit. These comments do not preclude the need for pension level units. The number of incoming retirees will be impacted by location, build quality and the cost of the units as a primary consideration. The rate of sale will improve if there are aged care services and primary and age related health services available.

By contrast units located in Northampton Township will need to be focused on the aged population within the townships and its surrounds. The decision to remain in the Northampton community may be significantly impacted by access to aged care services and primary and age related health services.

Given these differing dynamics it is expected that retirees will be younger in Kalbarri (73) than in Northampton Township (77).

#### *Community Expectations*

- Information: Local community members expect to source information about aged care services from the Hospital, Shire, friends and HACC services;
- Future Planning: community members would prefer a range of care options as alternatives to residential care;
- Community members are more likely to actively plan to enter older persons housing options rather than actively planning future access to aged care services.

#### *Older Persons' Housing Needs*

- Maintaining independence and staying "out of residential aged care" were seen to be particular goals. Two community forums (n24) conducted in rural WA in 2012 confirmed this preference. Community members are more prepared to plan for and consider their housing needs and wants than their potential aged care support requirements;
- When considering future demand for an ILU village this preference, along with considerations of 'place', pricing, entry options, the built environment and access to community care and related health services are key market drivers. When these factors are considered the market in Northampton may be greater than indicated through recent consultations in the local community;
- An interesting theme that emerged when older people discussed their housing needs was the importance of 'place' for many of the participants. This importance of 'place' has a slightly different meaning for older people, including the desire for closeness to family and friends, their emotional connection to a locality, familiarity with a local area and the desire to stay connected to community groups and continue to make a civic contribution;
- Consultations undertaken to develop this plan have shown that the rate of sale of retirement units and general confidence of retirees improves with the knowledge that they will have access to residential and community aged care and a suitable range of health services when and if required.



*Western Australian Country Health Service (WACHS)*

The WACHS policy of not applying for growth funding for Commonwealth Aged Care services has resulted in a shortfall between current service levels and benchmark levels in Northampton.

In the event that WACHS devolved aged care services to an alternate Approved Provider, the provider would have to:

- Radically change the current staffing model;
- + Change the resident mix to focus on people with significantly higher levels of functional incapacity;
- Rebuild the residential care facility to comply with the 9c building code;
- Operate a range of care programs in addition to residential aged care;
- Develop dementia care capability;
- Comply with aged care standards with regular announced and unannounced audits from the Aged Standards and Accreditation Agency;
- Acquit for the funds received against services provided.

*Recommendations*

The contribution of social capital embodied in the older population of Northampton should be: drawn on, nurtured, empowered, emphasised and fully harnessed in developing the Northampton community.

The demand for aged care in Northampton will be driven by:

- + The ageing demographic;
- The significant gap in services offered in Perth;
- The presence of health care and medical services in Northampton;
- The WACHS policy direction not to apply for any additional Commonwealth funded aged care and to divest themselves of aged care responsibilities where possible;
- Community expectations and requirements.

The Global Care Group should develop a range of aged care housing options in response to the identified need including:

- Lease-for-Life;
- Part rental and part incoming entrance fee (to satisfy issues with very low property values for the home sold by the resident to enter the village);
- Commercial rentals;
- Pension level rentals (means tested) and funded through arrangement with the WA Department of Housing.

Expansion of aged care services:

- + Close the gap between current service levels and Commonwealth benchmarks;
- + Advocate for the restructuring of aged care service design in the MPS (this may include devolving the MPS);



- Explore the impact of the changes required in the demand for health services;
- Explore the interest of an alternate Approved Provider of Residential Aged care and other options that may be available;
- Develop plans based on projected demand.

Expand complimentary age related health services in particular:

- Allied health services;
- Primary health and health promotion;
- Telehealth and telecare;
- Support for the development and retention of a skilled aged/healthcare workforce.

Adopt an age friendly community strategy:

- Undertake further planning to support collaborations with a range of relevant organisations to facilitate an integrated and comprehensive approach;
- Make best use of Northampton's social capital;

Pilot a comprehensive integrated approach. It is recommended that Council consider the following in partnership with the Global Care Group:

- An older persons housing strategy, linked to health care and aged care plans and a strategic approach to developing an age friendly community using a comprehensive service and community development approach. This approach should include maximising the use of existing community infrastructure. It should consider piloting the concepts detailed in the Sustainable Model of Care for Regional, Rural and Remote Australia. It is also envisaged that an integrated health and aged care approach to service provision should complement the objectives and pilot approaches being considered by the Southern Inland Health Initiative (SIHI).





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## 1 Introduction

### 1.1 Project Aim

The project seeks to provide evidence based, planning framework to facilitate the development of aged care services, facilities and older persons housing that can meet current and future demand.

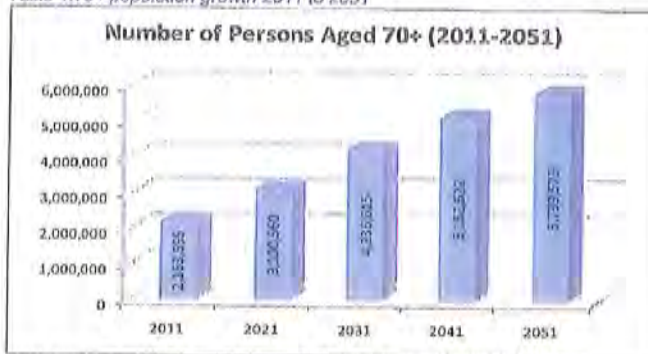
Documentation of clear evidence of the need for aged care services will ensure that benchmarked levels are available in the Northampton Community and facilitate access to relevant funding sources for capital and operations to maximise benefits for the local community.

### 1.2 Context

#### 1.2.1 Ageing Population In Australia

Australia's population is ageing and will increase significantly from 2011 to 2051 as can be seen in the following graph. This increase in the population and the changing aspirations of ageing Australians will result in significant pressure for reform.

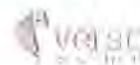
Table 1:70+ population growth 2011 to 2051



Source: Population Projections Australia - Series 0, Australian Bureau of Statistics, 2008

The National Strategy for an Ageing Australia<sup>1</sup> has indicated that the 'baby boomer' generation will enter older age with different aspirations and expectations than previous generations. Baby boomers are likely to demand a greater range and higher quality services and experiment with ways of experiencing older age. The future demand for innovative housing options for an ageing baby boomer population will increase over the lifetime of an ILU village developed as a result of this report. Therefore this factor should be considered in the design, features and location of the village.

<sup>1</sup>The National Strategy for an Ageing Australia, DoHA February 2002 Publication Approval Number: 2940



### 1.2.2 Local and Regional Background Issues

Older persons are being forced to move from their local communities or are possibly refusing appropriate services for fear of being 'removed' from their local community ('home') due to the lack of appropriate aged care services. This in some instances means that older persons, families and carers move from Northampton with a loss of social capital and with significant economic impacts.

The building of older persons housing and a state of the art aged care facility by Global Care Group in York has demonstrated that options other than current arrangements and service levels are possible. The model being offered by Global Care Group has been referenced in some part to work undertaken by Verso Consulting and detailed in the report 'A sustainable model for Regional and Rural Aged Care Services' (Sept 2010)<sup>2</sup>. This work was funded by the Department of Health and Ageing (DoHA) and managed at a local level by the Tasmanian Aged Care Collective. As the name suggests the research and model were developed with reference to rural, remote and very remote locations in North West Tasmania.

### 1.2.3 National Aged Care Trends

The analysis and recommendations contained in this study give due consideration to the following National Aged Care trends:

- The role of family carers is changing with reduced numbers of family carers supporting their older relatives than in previous generations; this results in many more older people requiring support services and or alternate living arrangements to remain independent in the community;
- Research undertaken by Verso indicated that 63% of the older people (n122) surveyed in the 'Housing Needs and Wants Report'<sup>3</sup> were prepared to move (often from the family home) to alternate accommodation if it facilitated the maintenance of their independence. This willingness to relocate has been borne out in surveys undertaken with community members in a number of rural areas of WA;
- Local access to aged care services that can support the increased dependency of older people on health services is an important determinate when older persons are considering a retirement/aged persons housing option and location;
- Retirement and/or aged persons housing that is co-located or adjacent to a residential care facility has been demonstrated to increase the rate of sale and/or uptake of ILUs (Independent Living Units). Older persons and service providers report that the assurance that services will be in place if required is the stated reason for this trend. Older persons are particularly concerned about the consequences of being separated from their partner if they require residential care;
- Older persons, their carers and families want to remain independent as long as possible and prefer to receive supports that facilitate this outcome;
- Older persons consistently express a strong desire not to go into residential care; this preference is often expressed as fear of being 'made' to go into "a home";
- Aged care commentators suggest that many 'baby boomers' will want alternate arrangements to residential aged care, this will result in the need to support ageing in place strategies that may include a variety of aged care and housing options;

<sup>2</sup> A sustainable model for Regional and Rural Aged Care Services, Sept 2010

<sup>3</sup> Housing Needs and Wants Report



- \* Major health and aged care reforms are currently being foreshadowed/implemented. These reforms will facilitate ageing in place, a greater emphasis on maintaining people's skills and independence, maximising the capacity of people to use their assets and preventative and restorative health strategies.

Community and stakeholder consultations, demographic data and the literature reviewed in this study demonstrate that the issues raised in The National Aged Care Alliance - Blue Print for Aged Care Reform (February 2012) may be impacting on Northampton's ageing community. An extract of the paper is reproduced in this section to aid insight into the background issues affecting aged care service provision now and into the future.

The Blue Print for Aged Care Reform raises the following salient issues:

- \* The entire system is complicated and confusing;
- \* Funding issues are producing unacceptable pressures on the quality and availability of services;
- \* In many situations aged persons and their carers are missing out on the services that they require to live at home resulting in premature or unnecessary entry into a residential aged care facility;
- \* Too many aged care workers are leaving the sector because their work is undervalued and underpaid<sup>4</sup>;
- \* Aged Care Providers have been unable to build residential care beds required to support people with high-care needs because Commonwealth funding is inadequate.

#### 1.2.4 Sustainability Principles

Across regional, rural and remote Australia there are significant viability issues impacting on provision of Residential Aged Care. Many providers report losses or marginal results in residential services. The conditions or facilitates that have the most significant viability issues are facilities of less than 30 beds with those between 30 and 60 also being vulnerable. Other factors include the degree of rurality and remoteness and the lack of multiple programs being operated by the provider. When the following principles were present in rural providers in Tasmania, the providers of varying sizes were viable:

- Principle 1: Multiple services delivered by one organisation who is the provider of residential aged care;
- Principle 2: The maintenance of high occupancy levels often facilitated by the integration of community care and residential care;
- Principle 3: Retaining qualified and expert staff;
- Principle 4: Prioritising entry into low care for persons who can provide a bond this is supported by the development of ageing in place beds in low care (low care beds built to a high care standard);
- Principle 5: Having personnel skilled in securing bonds;
- Principle 6: Good leadership and sound governance.

<sup>4</sup> There are 300,000 aged care workers in Australia in 2012. By 2030 there will need to be more than 500,000 additional workers. Turnover now runs at 25 to 45% annually at an estimated cost of \$5.39 billion between now and 2030.



Planning for sustainable services in rural and remote areas, led North West Tasmanian residential aged care providers and hospital personnel to adopt the following principles for aged care provision. Wider consultations with residential aged care providers across Australia have confirmed the universality of the following:

- Principle 1: The importance of place - ageing in the community where the older person lives and calls home;
- Principle 2: Community Life - convenient access for families and friends and being retained as a valued member of their community;
- Principle 3: Community's sense of ownership - the residential aged care facility is considered part of the economic and social assets of the community and assist the community retain and build confidence in its integrity as a community;
- Principle 4: Focus on the person - provides the individual care recipient with respect and dignifies their personhood;
- Principle 5: Choice - older persons must be provided with options that maximise their capacity for Independence and self determination;
- Principle 6: Equitable Access - inclusiveness encompassing all cultures, sexual preferences, religious choices and observations;
- Principle 7: Practicality - choice and options which are balanced against the reasonable limitations of funding, population density and health/safety considerations;
- Principle 8: Viability and Sustainability - capacity to create an operational surplus to reinvest into future service development that include; training, staff development, innovations and building; ensuring security of tenure for residents; the capacity to maintain staff and organisational learning and intelligence





## 2. Service Demand and Drivers

The demand for aged care in Northampton will be driven by:

- The ageing demographic;
- By attracting retirees;
- The presence of hospital and medical services in Northampton;
- WACHS policy to not apply for any additional Commonwealth funded Aged Care and to divest themselves of Aged Care where possible;
- Community Expectations and Requirements.

### 2.1 The Ageing Demographic

The demand for aged care services and housing will be driven by population growth of older persons. The tables contained in this section (2.1) detail population growth for:

- 55+ which is the age at which people are able to enter a retirement village;
- 70+ which is the population used by the Commonwealth to plan and allocate the majority of services;
- 85+ which indicate high demand for aged care services.

Within Commonwealth Aged Care planning frameworks, Northampton and Shark Bay are in the Mid West planning region. Community packages/places allocated to service providers in the Mid West must be provided to eligible, assessed resident residing in the Mid West planning region. Residential Aged Care can, however, be offered to anybody assessed as eligible regardless of which planning region they live in. Identifying the catchment for Northampton based services enables a rationale to be developed regarding the identification of unmet needs and service gaps based on Commonwealth benchmarks. Our review of aged care needs has included a consideration of transport routes and what the likelihood is of neighbouring LGAs having a particular relationship with Geraldton as an aged care service centre. In this process consideration has been given to Shark Bay as being a potential user of Northampton based aged care services this includes services located in Kalbarri.

The most complete up to date population data is the 2006 census published by the Australian Bureau of Statistics (ABS). A first release of ABS data from the 2011 census was available at the end of June 2012 and has been included as a supplement to the report data from the 2011 census has been provided as attachment 2. As the full range of data was not available and there are as yet no population estimates available, therefore 2006 ABS data has been used in this report. This data will be accepted by planners and funders in WA Health and DoHA.

#### *The 55+ Population*

The 55+ population is the age of eligibility for entry into retirement living (RLUs). The significant proportional size of the 55+ population is an indicator of the possibility that demand for older persons housing will be elevated across the catchment now and into the future. Table 3, Table 4, Table 5 and Table 6 demonstrate that persons 55+ as a proportion of the population is estimated to be 17% higher than the State average in 2012. It is estimated that this will increase significantly with the 2027 population growth projection being 55% higher than the State average as a proportion





of the population. The number of persons 55+ will grow from the 2012 estimate of 1,596 to a 2027 estimate of 2123 representing an increase of 525 additional persons.

The other driver of this demand is the impact of rural restructuring resulting in the consolidation of land holdings into larger farms. Consultations indicate that this factor is more pronounced as aged persons operating rural properties reach retirement age or are forced into retirement due to health considerations. Persons consulted across rural areas suggest that there are significant numbers of families whose children have no interest in operating the farm and therefore the farm has been or will be sold as the older person operating the farm retires or needs to retire.

#### Implications:

The data demonstrates that there will be a need to expand the aged persons housing options in Northampton over the next 15 years to support the growing population of older persons. It is possible that growth will come from the ageing of the existing population and the attraction of Kalbarri as a retirement destination. The growth of Kalbarri as a retirement destination may not be dependent on population ageing within the catchment area alone. The attractional nature of a retirement community in Kalbarri needs to be considered as a separate dynamic relating to the development of services.

Entry age to ILUs is reported to average 77 years of age. Based on the projected growth rates for the 70+ population in the Northampton catchment an increasing demand for ILUs and high occupancies can be expected over the next 35 years.

The land set aside for this purpose will need to be of sufficient size to accommodate growth over the next 35 years in the townships of Northampton while Kalbarri may need to consider the population driven demand and the attraction of retirees from a broader catchment. The population projections 2006 to 2027 calculate a growth of 68% in the 55+ population. It can be calculated using this data that by 2042 the demand will continue to increase due to the ageing population of the catchment. Other factors that may impact on the growth of ILU housing in Kalbarri will include the cost comparison to other coastal option (Dongara, Jurien Bay), the range of options available and the development complimentary health services in Kalbarri.

The demand supports the projection that older persons ILUs developed over the next 5 years will be fully utilised for a serviceable life of 30 to 40 years.

#### The 70+ Population

Table 3, Table 4, Table 5 and Table 6: 'population projections' confirm that the 70+ aged population of the catchment will increase proportionately less rapidly than WA as a whole. The projections are based on the 2006 census and weighting for known inward and outward migration and mortality and birth rates. However, the Australian population continues to experience increased length of life and typically the estimates have underestimated this factor when population projections have been developed. It is also likely that recent trends regarding the increasing lifespan of older Australians will result in the aged demographic being underestimated as well. The demand for additional aged care services will grow in parallel with the ageing demographic.

The projected growth of the 70+ population in the Northampton catchment 2012 to 2027 is +68.5% this compares to the State average growth of +87% over the same period.

The implication of the projected 70+ population growth is that current high demand for aged care services will escalate over the next 15 years. There is a need to develop



new services to support a 68.5% increase in the 70+ population from 2012 to 2027. Given the lead-time involved in planning and developing residential aged care and aged housing, a clear plan and timetable for action are required in the immediate short term.

National data on the prevalence of dementia suggests that, based on the 70+ data, that there may currently be at least 31 persons aged 70+ living with dementia in the Northampton catchment.

**The 85+ Population**

The population projections detail that between 2006 and 2012, the Northampton catchment would have experience a growth of the 85+ population. This increase has been estimated to be from 43 (2006) to 64 (2012). This increase has been estimated to be quite marked from 64 persons in 2012 to 120 persons in 2027 an increase of 87.5%.

The significance of reporting the 85+ population is that current research indicates that the average rate of moderate to severe dementia amongst Australians aged 85+ is one in four.<sup>9</sup> The incidence of dementia potentially creates a range of special care needs which are compounded by more complex care requirements of the 85+ population and a higher likelihood of living alone. The 85+ data is an indicator of high demand for residential aged care and Commonwealth packaged care. The more complex care requirements are detailed in Table 12: Need for Assistance. This table identifies the proportion of the population who require assistance due to profound limitations with the core activities of daily living. Within the 85+ population the proportion is typically about ½ the population.

The implication of the 85+ data is that it can be estimated that at least 15 people in the catchment aged 85+ currently require dementia care and that a total of 30 people from the 85+ population (including persons who may have dementia) will require assistance with the core activities of daily living.

Table 2: Ageing population 2006

Area	55+	% Pop	70+	% Pop	85+	% Pop	Total Pop
Northampton	978	30.5%	314	9.8%	40	1.2%	3,203
Shark Bay	285	33.1	82	9.5	3	0.3	862
Catchment	1,263	31.1	396	9.7	43	1.1	4,065
Mid West	13,033	22.7%	4,355	7.6%	540	0.9%	57,424
WA	448,882	22.9%	164,541	8.4%	27,481	1.4%	1,959,083

Source: ABS 2006

Table 3: Projection 2012

SEA	55+	% Pop	70+	% Pop	85+	% Pop	Total Pop
Northampton	1,247	34.8%	386	10.8%	47	1.3%	3,588
Shark Bay	351	40.0	90	10.2	17	1.9	878
Catchment	1,598	35.8	476	10.7	64	1.4	4,466
Mid West	17,153	26.1%	5,747	8.7%	834	1.3%	65,785
WA	576,065	30.5%	205,827	10.9%	38,120	2.0%	1,888,292

Source: ABS Customised population projections developed for DoHA

<sup>9</sup> Alzheimer's Australia website: <http://www.fightdementia.org.au/understanding-dementia/statistics.aspx>, accessed 02/04/2012



Table 4: Projection 2017

SW	55+	% Pop	70+	% Pop	85+	% Pop	Total Pop
Northampton	1,427	38.3%	446	12.0%	67	1.8%	3,724
Shark Bay	372	43.9	98	11.6	26	3.1	847
Catchment	1,799	39.4	544	11.9	93	2.0	4,571
Mid West	20,092	28.9%	7,012	10.1%	1,132	1.6%	69,410
WA	677,942	26.3%	254,344	9.9%	46,788	1.8%	2,574,454

Source: ABS Customised population projections developed for DoHA

Table 5: Projection 2022

SW	55+	% Pop	70+	% Pop	85+	% Pop	Total Pop
Northampton	1,579	41.1%	537	14.0%	70	1.8%	3,844
Shark Bay	383	47.1	124	15.3	30	3.7	813
Catchment	1,962	42.1	661	14.2	100	2.2	4,657
Mid West	22,762	31.3%	8,607	11.8%	1,355	1.9%	72,793
WA	780,421	27.7%	318,033	11.3%	54,885	1.9%	2,811,972

Source: ABS Customised population projections developed for DoHA

Table 6: Projection 2027

SW	55+	% Pop	70+	% Pop	85+	% Pop	Total Pop
Northampton	1,726	43.7%	662	16.8%	90	2.3%	3,947
Shark Bay	397	51.3	140	18.1	30	3.9	774
Catchment	2,123	45.0	802	17.0	120	2.5	4,721
Mid West	25,260	33.3%	10,417	13.7%	1,667	2.2%	75,935
WA	888,312	29.1%	385,316	12.6%	67,796	2.2%	3,047,128

Source: ABS Customised population projections developed for DoHA

## 2.2 Specific Geographic Issues

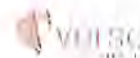
### 2.2.1 Attracting Retirees

The sheltered seaside location incorporating the mouth of the Murchison River makes Kalbarri an attractive destination for retirees. It is expected that aged persons retirement units located in Kalbarri on land already identified for that purpose will attract retirees from a wider catchment including Geraldton. The profile of retirees already settling in Kalbarri will need to be considered. Consultations indicate that these retirees are likely to have high expectations regarding build quality and are more likely to wish to purchase a unit. These comments do not preclude the need for pension level units. The number of incoming retirees will be impacted by location, build quality and the cost of the units as a primary consideration. The rate of sale will improve if there are aged care services and primary and age related health services available.

By contrast units located in Northampton Township will need to be focused on the aged population within the townships and its surrounds. The decision to remain in the Northampton community may be significantly impacted by access to aged care services and primary and age related health services.

Given these differing dynamics it is expected that retirees will be younger in Kalbarri (73) than in Northampton Township (77).





### 2.3 Hospital and Medical Services in Northampton

Health services within Northampton consist of the Northampton Kalbarri Health Service (NKHS), which is one of the initial three pilot Multi Purpose Services in WA. It operates on two sites, which service the entire Northampton Shire (Northampton Health Service and Kalbarri Health Centre). The NKHS is part of the Midwest and Murchison Health Region under the management of a Regional Director for the WACHS. The service is managed as the Dongara Eneabba Mingenew Health Service/Northampton Kalbarri Health Service with a single Health Service Manager who also enacts the role of Director of Nursing across both MPSs.

The presence of or lack of a health services is a key factor in attracting older people to an ILU village, particularly for retirees who have a choice of destinations.

#### *Health Services*

The Northampton and Kalbarri Health Service - Multi Purpose Service includes a range of health services including:

- Acute and Emergency Care;
- Palliative Care ;
- Community Health, including an immunisation clinic on Wednesdays;
- Patient Assisted Travel Scheme (PATS);
- Allied Health services (either located on-site or visiting): physiotherapy, occupational therapy, speech pathology, dietetics and nutrition, social work, podiatry, and asthma education;
- Health promotion;
- Telehealth facilities;
- COMPARI (as-needed visiting service offering support, advice and education on drug and alcohol issues for individuals, families and groups).

#### *Pharmacy*

Pharmaceutical services are provided through the Northampton Pharmacy.

#### *Medical Practice*

The Northampton Health Centre is part of the Northampton Kalbarri Health Service.

#### *HACC*

HACC services are provided by the Northampton Kalbarri Health Service. Services offered include:

- Community Care including community care nursing;
- Home care;
- Home maintenance;
- Meals on wheels;
- Social support.



#### *Aged Care*

Aged Care facilities are provided through the Northampton Kalbarri Health Service - Multi Purpose Service.

The Northampton/Kalbarri MPS is notionally funded to provide 8 community packages, 16 High Care residential places and 19 low care places (43 in all) with \$1,215,285.75 in annual operational funding<sup>4</sup>. Under the MPS funding arrangement the MPS may vary this arrangement in response to community needs. Currently the MPS provides; 9 beds and 1 respite Low Care Residential beds (Brookview) collocated with the hospital in a standalone building. There are 4 high care beds on offer. It is uncertain how funding is used for the balance of the places. The Manager reports that the MPS provides a watching brief on older persons within reach of Northampton township who may occasionally require pre-emptive hospital support to negate a health crisis e.g. rehydration. These flexible care regimes appear to be funded through the aged care block funding. However, these services do not fully account for the differential between funding allocated and services delivered.

Consultations and analysis of the data across MPS services in rural WA reveal varying approaches to the use of these funds and varying outcomes for recipients.

Aside from these beds, the nearest aged care residential facilities are:

- Nazareth House, Geraldton, 43km away;
- Geraldton Nursing Home, 49km away;
- Hillcrest, Geraldton, 50km away;
- Mullewa MPS, 102km away;
- Dongara MPS, 109km away;

Currently there are no complex aged care services available to residents of Kalbarri within a distance of 105km. Basic HACC is provided through the Kalbarri Health Service which also includes 24 hour Accident and Emergency care.

#### 2.4 WACHS planning approach

It is the current planning approach of the West Australian Country Health Service to not apply for any additional Commonwealth funded Aged Care including allocations through Aged Care Approvals Round (ACAR) processes. WACHS are divesting themselves of Aged Care service provision where possible.

This has particular implications on the provision of aged care services to the community because the real needs in the community for aged care have outstripped the capacity of the MPS model. Consequently, DoHA funding allocations have not fully kept pace with the growth in the ageing population of rural WA including the Shire of Northampton.

#### 2.5 Community Expectations

The following sections have been extensively drawn from Verso consultations across WA, including the Mid West and housing reports developed by Verso consulting. They provide insight for the needs, wants and expectations of community members.

<sup>4</sup> DoHA Aged Care Service List - Western Australia - as at 30 June 2011



### 2.5.1 Information

Local community members would expect to get information regarding aged care services from the: Hospital, Shire, friends and HACC services. Responses from a community member put it like this: "It is good to have a local face to tell you about your options".

One older person responded, "You would start with a GP to organise Assessment from ACAT- the GP must see you first to see if you have to go somewhere". The consultants reflected that the 'have to go somewhere' was a telling statement that is consistent with responses across Australia<sup>7</sup>. Many older people use language that indicates that someone will make the decision for them regarding their future aged care e.g. 'make you go', 'put me in the Aged Care facility' and 'have to go'.

Other research undertaken by Verso demonstrates that there is a reluctance to engage with services including 'Information' by a portion of the older population for the fear of being 'put' (against their will) into residential aged care. WACHS provided this pertinent statement; "There is lots of fear about assessments - the people fear that may be told they have to move from home". In the community consultation a respondent provided this insight "There are some who don't go to the doctor because they are nervous about what he will tell them."

### 2.5.2 Future Plans

#### *Residential aged care*

When asked about their intentions regarding entry to residential aged care most respondents suggest that: 'It's good to know that it is there if you need it' however most do not want to go. One community consultation summarises the view held by many "Even if the GP said I needed to I would not go to residential care".

The phenomena of avoiding planning to support increasing frailty or other aged related issues is common again due to the fear or rejection of residential aged care. Another older person consulted about their regular use of the hospital system put it in these terms: "hospital hope, aged care no hope". In summary, planning often occurs too late or does not happen at all resulting in aged care services being provided as a result of a crisis.

#### *Housing*

Consultations with persons (n122) contemplating, entering, entered or in residential aged care revealed that older persons are prepared to be more active in planning for alternate aged housing than discussing aged care alternatives. Maintaining independence and staying out of residential aged care were seen to be particular goals. Two community forums (n24) conducted 2012 in rural WA supported these findings. Community members are more prepared to plan for, and consider, their housing needs and wants, than their potential aged care support requirements.

### 2.5.3 Housing

#### *Relevant insights drawn from the Rural WA*

Community forums conducted in 2012 in rural WA elicited the following comments:

- "I would move if I was not keeping up with things."
- "You would move when you are unable to cope anymore."

<sup>7</sup> Consultations undertaken by Verso Consulting with older people across rural and metropolitan communities in all States and Territories 2004 to 2012.





- "If you are not able to drive you can become socially isolated."
- "I would move if my health got too bad."
- "People always leave it too late and then you are battling."
- "It is natural they ~~you~~ would want to stay in your own home for as long as possible."
- The things I would need are an ensuite and a second or even third bedroom."
- "We would need 2 bedrooms if we had an ILU. We don't want to leave the area because we moved here because it was safer than the city."
- "We just want a smaller yard and maybe a slightly smaller house."
- "I think there would be a lot of people who would want to live in something like Balladong Community (York)."
- "Some people need affordable housing."

#### *The Housing Needs and Wants Findings*

Another way to gauge future demand is by reviewing the findings of 'Housing Needs and Wants of Older People'<sup>4</sup>. Persons interviewed while undertaking this report were asked to describe their current housing arrangement, and any other housing arrangements over the past thirteen years. Information reported in this section was gathered to test whether older persons fiercely held onto their family homes or to test whether they would move if suitable alternate housing was available.

It is interesting to note that the report demonstrates that thirteen years ago, all of the participants were living in their own/the family home, unit or independent living unit. The data indicates that there is a clear continuum of change from larger family homes, to units, to independent living units as issues of mobility and maintenance come in to play.

The report also details that 75% of those interviewed were still living independently, the type of housing most commonly preferred to the family home by respondents was independent living units (35% of respondents). The results support the view that independent living is about features of homeliness and independence not size. Respondents provided insights into their motivation for moving typified in this response: "It was hard to move, I had so many memories here but I would do anything that was necessary to maintain my independence. I do not want to go to residential aged care".

The table below demonstrates that, of those living in their own home in 1997, 63% had moved from the family home, 18% of the group who moved, having also made an intermediary move. This supports the contention that 'the family home' may not be sacrosanct as some commentators have suggested. Those who were in a flat or unit had all moved more than once.

When considering future demand for an ILU village these factors along with the consideration of 'place', pricing, entry options, the built environment and the access to aged care and related health services may determine that the market for ILUs in Northampton Township and Kalbarri. When these issues are considered the market may be larger in both Northampton Township and Kalbarri than estimated.

*Table 7: Longitudinal view of Aged Persons Housing*

<sup>4</sup>Housing Needs and Wants a series of three studies undertaken by Verso consulting 2008 to 2010 in SA and Victoria



Living Arrangement	1997-2008 Retirement	Intermediary Move	Current
Own/Family Home	103	12	38
Flat/Unit	14	14	11
ILU	5	-	43
Retirement Village Unit	-	2	5
Aged Care Facility	-	6	25
Total	122	34	122

Source: Verso Consulting unpublished review of needs and wants in aged persons housing

The importance of place: An interesting theme that emerged when older people discussed their housing needs was the importance of 'place' for many of the participants. This importance of 'place' had a slightly different meanings including the desire to closeness to family and or friends, their emotional connection to a locality, familiarity with a local area and the desire to stay connected to community groups/churches/civic contribution.

#### *Relationship of the older persons housing and other services*

Consultations<sup>9</sup> undertaken to develop this proposal demonstrate that the rate of sale of retirement units and general confidence of retirees improves with the knowledge that they will have access to residential and community aged care and the expected range of health services when required.

RSL WA indicates that in their Jurien Bay development the average age of retirees is 77 years. Other data sources indicate that residents of retirement villages are in their mid to low 70's. The age of retirees indicates that a reasonable proportion of these persons may require aged care services and related health services within a short period of moving into the ILUs.

Health services, the HACC service, respite and residential aged care services operated by WACHS in Northampton have an interconnection with the development of aged persons housing in Northampton. The impact of these factors on the retirement village may include rate of sale, possibly the pricing, stability of the residents and the capacity for residents to age in place.

#### *Demand in Northampton*

Section 5.3 of the report deals with the demand drivers and current services in relation to older persons housing. A summary of the estimated demand includes the following:

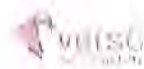
Northampton Township may require:

- 8 - 10 ILUs 2014/15
- An additional 8 - 10 ILUs by 2020

Kalbarri may require:

- 20 ILUs in 2014
- An additional 20 to 30 ILUs by 2020 (this may be more rapid depending on the marketing outside the community and Northampton and the aged care services provided)

<sup>9</sup> Ken Hamilton RSL WA, Liz Pettit Global Care



These findings confirm that there is a demand for Independent Living Unit village. Demographic data and the survey indicates that there is a requirement for a mix of options to support the diverse financial capacity of older persons in Kalbarri and Northampton Township or those migrating to the townships from a wider catchment. An analysis of the findings indicates that the village should be operated on a mix of lease-for-life, rental homes and pension level.

Lease-for-life operates on the basis of residents investing their capital into a Reserve Fund and also paying an on-going resident's maintenance fee for a share of the capital gain into their estate when the dwelling is sold. Rental units will be based on commercial rental rates and an on-going resident's maintenance fee built into the rental arrangement. Pension level will be based on a fixed % of the older person's income; this arrangement will be means tested.

Consultations indicate that there is concern that prices for lease-for-life should be maintained at 'affordable levels'. Pricing in the ILU village at York operated by the Global Care Group prices the units at \$310,000 to \$330,000 for 2 bedroom units with the added features a double garage, craft nook and outdoor living areas with all rooms being of generous proportions. Alternately RSL WA has lease-for-life housing of similar generous proportions are priced at least \$100,000 more in Jurien Bay. Community consultations in Jurien Bay indicate that these prices may prove very difficult to achieve for local residents and those who might migrate from other rural areas of the Wheatbelt, Mid West and Gascoyne.

While the Global Care Groups prices are considered to be very good value for the money, in York there are people who wish to move into the village who have been unable to sell their homes at a price that would facilitate this move or will not achieve a selling price on their current home to enable them to afford a standard lease-for-life arrangement at the price on offer in York. The Global Care Group report that they are considering a part lease-for-life and part rental arrangement to facilitate access to aged persons housing for those affected by low sale prices for their homes in rural communities.

Due to the nature and variables in the rental market it is difficult to set the rental costs using rental history alone. A comparable rental may be a 3 bedroom house in Northampton Township and other similarly located communities and the non seasonal rental in Kalbarri. The range may be \$220 to \$270 per week.

*What is required in older persons housing*

Consultations were undertaken with 122 older persons in the Housing Needs and Wants<sup>18</sup>; those interviewed identified the 'important considerations' when choosing to move. The age of these persons is detailed in the following table. The average age of respondents was 79 years. This figure is close to the average age of residents in retirement living units operated by RSL (77 years).

Table B: Age of Respondents Housing Needs and Wants

	60-69	70-74	75-79	80-84	85-89	90+	Total
Number of persons	13	25	28	31	15	10	122

Source: Verao Consulting unpublished review of needs and wants in aged persons housing

The persons consulted came from a variety of settings including the following:

<sup>18</sup> Housing Needs and Wants a series of three studies undertaken by Verao consulting 2008 to 2010 in SA and Victoria



Table 9: Location of focus groups Housing Needs and Wants

Location of Focus Group	Independent Living (n)	Residential Aged Care	Social Support Groups	Other	Total
Males	12	13	11	4	37
Females	18	28	27	9	64
Total	30	41	38	13	122

Source: Verso Consulting unpublished review of needs and wants in aged persons housing

The following Issues were consistently rated as highly desirable:

- Housing that afforded low to no maintenance;
- A secure environment;
- Supportive services and programs for aging in place;
- A place of active social engagement;

The 'needs and wants' report demonstrates that these elements are preferred by respondents in relation to the built environment:

- Respondents are influenced by issues or features separate to but not excluding size, shape and age of the dwelling;
- Additional bedrooms are generally seen of as desirable and as multi-functional in use; guest room and hobby room combined;
- Some, who presently lived in 'bedsit' housing, enjoyed the size of their dwelling and the multi-use of space;
- External appearance of the building is of importance - "Attractive looking with some sort of character";
- Choice and personalisation are an important consideration in designing a dwelling that is uniquely deemed as 'homely';
- Specific areas for men to work on 'outside' hobbies was commonly supported;
- Homes that provide older persons with the freedom to choose an 'active' lifestyle are seen of as highly preferable and commensurate with healthy living;
- Environmental design features were not at the forefront of respondent's thinking, however among all participants there was a clear social and environmental conscience;
- All respondents voiced their unwillingness to invest ALL of their assets into a new home;
- While there were a number of older persons consulted who had not moved from their family home it was clear that they most had given some consideration to a potential move.

*Information and Decision Making*

With regard to information sources and decision making when choosing respondents identified multiple sources of information and a variety of individuals in helping arrive at the decision to move. 'Self' was overwhelmingly the preferred decision maker followed by 'family'.

The objection to residential aged care was a factor that some respondents identified as a reason for not seeking information about alternate housing. In some cases there





was a fear of 'being made' to go to an aged care facility. The 'made' may refer to the Doctor, the family or some unidentified other.

#### 2.5.4 Age Friendly Community

To maximise the opportunity and to facilitate this strong desire of older residents to remain in Northampton district and for those relocating in Kalbarri to retire and not have to move again these townships are advised to adopt the concepts of an age friendly community. The features of an age friendly village are covered in more detail in section 6 of this report. It is considered that the features and outcomes of a well developed and executed age friendly strategy will be to enhance the capacity of Northampton Township and Kalbarri Township to retain the aged population and in the case of Kalbarri include ageing as part of the town's economic development.



### 3 Community Characteristics

The Shire of Northampton is a Local Government Area in the Mid West region of Western Australia. The Shire covers an area of 13,738 square kilometres, and its seat of government is the town of Northampton, with the largest settlement being Kalbarri. The Principality of Hutt River, a micronation which is not recognised by the Australian or Western Australian governments, is located within the Shire.

The township of Northampton is situated 52 kilometres north of Geraldton. At the 2006 census, the town had a population of 813. The town lies on the North West Coastal Highway. Formerly named Gwatta after the location's copper mine, it was established by the Cornish ex-convict Joseph Horrocks. Copper and lead ore were found in the 1840s, and by 1877, 4,000 tons of copper and lead were being produced each year.

Kalbarri is a coastal town in the Mid West region located 127 km from Geraldton, Western Australia. The town is found at the mouth of the Murchison River. Kalbarri did not come into existence until 1951. The coastline around Kalbarri was the scene for the notorious shipwreck, mutiny, executions, and punishments which surrounded the wrecking of the Batavia on the Houtman Abrolhos in 1629. The town is geared towards tourism and fishing, with attractions including the daily pelican feeding, the Kalbarri National Park, Murchison River Gorge and the Murchison River. The town attracts 200,000 tourists every year with the population of the town swelling to 8,000 during holiday seasons. The population of Kalbarri in the 2006 census was 1336.

Northampton residents access services in Geraldton. Geraldton is a city and port in Western Australia located 424 kilometres north of Perth. Geraldton has an estimated population in the 2006 census of 32,954. Today, the city is an important centre for mining, fishing, wheat, sheep and tourism.

Northampton based aged care services, basic health services and aged persons housing will also support persons in Shark Bay local Government area. Shark Bay is to the North of the Shire and is connected to Northampton by Highway 1. Shark Bay is a World Heritage Site in the Gascoyne Region of Western Australia. Shark Bay is in DoHA's Mid West planning region. Shark Bay is 800 kilometres north of Perth, on the westernmost point of Australia. An expedition led by Dirk Hartog happened upon the area in 1616, becoming the second group of Europeans known to have visited Australia. Shark Bay was named by William Dampier, in 1699.

The area has a population of fewer than 1,000 people and a coastline of over 1,500 kilometres. The half-dozen small communities making up this population occupy less than 1% of the total area.

Denham is the administrative town for the Shire of Shark Bay, Western Australia. At the 2006 census, Denham had a population of 607.

Located on the western coast of the Peron Peninsula 831 kilometres north of Perth, Denham is the westernmost town in Australia. Today Denham survives as the gateway for the tourists who come to see the dolphins at Monkey Mia, which is located 23 kilometres northeast of the town.





### 3.1 Area Characteristics

#### Accessibility/Remoteness Index

The Accessibility/Remoteness Index of Australia (ARIA) ranks all Australian areas by their relative accessibility to goods, services and opportunities for social interaction. The ARIA is derived from the road distance of 11,338 populated localities to 201 service centres across Australia. For each locality distances are converted to a continuous measure from 0 (high accessibility) to 12 (high remoteness). The definitions of ARIA ratings are as follows:

- Highly Accessible (HA: ARIA score less than 1.84) - relatively unrestricted accessibility to a wide range of goods and services and opportunities for social interaction;
- Accessible (A: ARIA score 1.84 to 3.51) - some restrictions to accessibility of some goods, services and opportunities for social interaction;
- Moderately Accessible (MA: ARIA score 3.52 to 5.80) - significantly restricted accessibility of goods, services and opportunities for social interaction;
- Remote (R: ARIA score 5.81 to 9.08) - very restricted accessibility of goods, services and opportunities for social interaction;
- Very Remote (VR: ARIA score 9.08 or more) - locally disadvantaged, with very little accessibility of goods, services and opportunities for social interaction.

Northampton is considered as moderately accessible, meaning that they may experience "significantly restricted accessibility of goods, services and opportunities for social interaction".

Table 10: Relative Remoteness

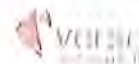
Shire	Score
Northampton	4.07
Kalbarri	6.62
Denham	10.92

Source: Accessibility/Remoteness Index of Australia (ARIA): Search Facility  
<http://www9.health.gov.au/aria/ariahtmlpt.cfm> accessed 16/05/12

The findings are that all areas in the catchment would attract remoteness subsidies for aged care; the subsidy levels commence at an ARIA score of 3.52.

### 3.2 Service Catchment

The Shire of Northampton and the Shire of Shark Bay have been defined as the catchment for aged care services for the purposes of this plan. The Shire of Shark Bay has been included as Highway 1 connects these two communities. Shark Bay residents seeking aged care services would have to travel through Northampton to access services in Geraldton. Services located in Northampton would reduce the distances to be travelled and improve coverage.



### 3.3 Population Characteristics

#### Aged Population

The profile of the aged population in Northampton Shire and the catchment are detailed tables 3 to 7.

#### ATSI

The populations of persons who Aboriginal and Torres Strait Islanders needs to be analysed as ATSI persons are described as a 'special needs group' under the Aged Care Act 1997. DoHA recognises persons from special needs groups as persons who may experience barriers to services and who may require specific and targeted services to respond to their special needs. ATSI persons 50+ are included into the planning ratios when DoHA determines service benchmarks. ATSI persons, as young as 45+, may be able to access aged care services if their need for a service is a result of conditions that are related to premature ageing. The value 3 used in data tables may represent between one and three people. The ABS does not report data of less than 3 to maintain individual privacy.

It is widely recognised that the ABS statistics may underestimate the ATSI population and therefore this may need to be taken into account when analysing the data. The population of Aboriginal and Torres Strait Islanders living in Northampton catchment is significantly higher than the State averages.

Table 11: ATSI Population

Area	65+	% Pop	55+	% Pop	45+	% Pop	ATSI Pop	% Pop	Total Pop
Northampton	38	1.2%	24	0.7%	9	0.3%	154	4.8%	3,203
Shark Bay	40	4.6	16	1.9%	9	1.0%	90	10.4%	862
Midwest	1,120	2.0%	556	1.0%	225	0.4%	5771	10.0%	57,424
WA	9,862	0.5%	4,604	0.2%	1,915	0.1%	58,710	3.0%	1,959,083

Source: ABS 2006

This data indicates a need for a targeted approach in responding to the requirements of the ATSI population. Attention may also need to be paid to younger populations of Aboriginal people who have health conditions commonly related to ageing.

#### Need for Assistance

The table 'need for assistance' details the number and age of persons who require support due to severe or profound limitations with the core activities of daily living. An analysis of the LGA indicates that there are less people in all age groups compared to the State averages with 'need for assistance'. The 85+ data is proportionately below the State and the Mid West proportions indicating that some people formally residing in the Northampton catchment have moved when their aged care needs were no longer met.

Given the number of people 70+ residing in Northampton (386 persons 2012) it could be expected that this would be made up of up to 57 persons 85+ residing in Northampton (this is proportionate to the State profiles). The actual number is 47. It can be estimated that there are as many as 6 people with a 'need for assistance' no longer residing in Northampton with a total of 12 to 17 people in this age group who



have apparently exited the community. This analysis supports the report that older people have left Northampton when their aged care needs can no longer be met. The Manager of the Northampton-Kalbarri Health Service states, "A lot of people move from Kalbarri and Northampton for aged care especially palliative and respite because there are not enough beds for them here". The Manager went on to state, "There is little access to residential beds in Northampton- only 9 resi aged care there and there is nowhere in Kalbarri. The beds in Northampton are always full. Clients often relocate to Perth to be with family".

This analysis is also supported by the data relating to the unpaid assistance for a person with a disability data that indicates that there are 15 people 85+ in this category in Northampton when it could be expected that there may be up to 21 persons given normal data profiles.

Table 12: Need for Assistance

Area	// 55+	% of Age	// 70+	% of Age	// 85+	% of Age
Northampton	60	6.1%	41	13.0%	15	35.7%
Shark Bay	18	6.3%	9	10.7%	0	0.0%
Mid West	1,214	9.2%	782	17.7%	259	47.2%
WA	45,627	10.2%	32,871	20.0%	13,099	47.7%

Source: ABS 2006

The proportionately lower number of people residing in the Northampton catchment indicating 'need for assistance' is an indicator that persons needing higher levels of assistance may have moved from the catchment area. It is also worth noting that in Table 13 that there are only 3 persons 85+ who are carers indicating that many very old persons are living at home alone and may need additional social supports and other community supports as their aged care needs increase.

This data also demonstrates that persons whose aged care needs can no longer be met have left the Northampton community.

*Unpaid assistance for a person with a disability*

The table unpaid assistance for a person with a disability demonstrates the number of persons older than 55+ who are acting as unpaid carers for a person with a disability in Northampton; this figure is below the State averages. A person with a disability may include older persons who are disabled due to age related conditions or younger people with a disability.

Table 13: Unpaid Assistance for a person with a disability

Area	// 55+	% of Age	// 70+	% of Age	// 85+	% of Age
Northampton	63	6.4%	22	7.0%	3	0.3%
Shark Bay	13	4.6%	4	4.9%	0	0.0%
Mid West	1,961	10.3%	433	6.9%	35	3.7%
WA	42,647	9.5%	12,742	7.7%	5,135	18.7%

Source: ABS 2006

The finding is that there are 3 unpaid carers 85+ living in the catchment. This may





Indicate that there are family or friends living close by who act as carers but do think of themselves in this role. It may also indicate that older persons 85+ detailed in table 12 who all require assistance with the core activities of daily living are living alone and may be at risk of social isolation.

### 3.4 Characteristics that impact on Older Persons Housing

#### Tenure 70+

The 70+ tenure data demonstrates that there are 64 persons 70+ in the catchment area with 'other responses'. This may be associated with alternate arrangements on rural properties akin to lifetime tenure. The data suggests that there are a further 64 persons who may have insecure tenure in the 70+ population in the catchment. This will require a mix of housing options for older persons to be offered such as rental, and pension level rent. The demand for aged persons housing may also be increased due to the difficulties in providing community care in rented premises that do not allow for modifications to be made to the dwelling as the persons aged care needs increase.

Table 14: Tenure 70+

Areas	Fully Owned		Bought Purchased		Lifetime Tenure		Rented		Rent-free		Other Responses	
	#	%	#	%	#	%	#	%	#	%	#	%
Northampton	179	6.2	9	0.3	3	0.1	40	1.4	6	0.2	44	1.5
Shark Bay	30	4.0	7	0.9	0	0	18	2.4	0	0	20	2.7
Catchment	209	5.7	16	0.4	3	0.1	58	1.6	6	0.2	64	1.8
Allied West	1,676	4.4	110	0.3	21	0.1	461	1.2	56	0.1	505	1.3
WA	94,450	5.7	7,876	5	4,718	3	18,717	11	1,925	1	27,860	17

Source: ABS 2006

#### Socio-Economic Indexes For Areas (SEIFA)

This suite of indexes ranks geographic areas across Australia in terms of their socio-economic characteristics. The SEIFA indexes are created by combining information collected in the five-yearly Census of Population and Housing (called the ABS Census throughout this paper). There are four different indexes, each representing slightly different measures. For example, the Index of Relative Socio-economic Disadvantage uses information about low income and low education as markers of relative socio-economic disadvantage.

The table below shows relative advantage and disadvantage over the whole population of Northampton. Disadvantage is scored as below 1,000 and advantage as a score above 1,000. The finding is that Northampton is disadvantaged. The differential between the high and low ratings is greater in Northampton is significant.

Table 15: SEIFA

SEA	Score	Rank	Min	Max
Northampton	962	273	571	1125
Shark Bay	955	237	880	1022
Geraldton	929	147	775	1068

Source: ABS 2006



*Median Weekly income*

The table below summarises the median income for people aged 55+ and 70+ in the catchment confirming the relative disadvantage of Northampton identified through the SEIFA compared to the Mid West and the state.

*Table 16: Median Weekly Income (aged 55 and 70+)*

SEA	55+	70+
Northampton	310	261
Shark Bay	296	268
Mid West	331	265
WA	309	283

Source: ABS 2006

The SEIFA scores indicate a wide range of advantage and disadvantage, particularly in Northampton. This situation may be further complicated by older people who are asset rich but a cash poor. Attention needs to be paid to being aware of each person's unique situation and capacity to pay.



## 4 Aged Care Programs

Within this section the overall design of the aged care services system is discussed.

### 4.1 Home and Community Care

The Home and Community Care program (HACC) is a joint initiative of the Commonwealth and State Governments. The program is primarily focused on early intervention supporting the maintenance of older person independence providing support for the instruments of daily living such as; managing money, shopping, telephone use, travel in community, housekeeping, preparing meals, and taking medications correctly. The program may also support persons who require short term support or low levels of support with; Personal hygiene and grooming, dressing and undressing, self feeding, functional transfers (getting into and out of bed or wheelchair, getting onto or off toilet, etc.), bowel and bladder management and ambulation (walking without use of use of an assistive device (walker, cane, or crutches or using a wheelchair). The HACC program also supports community nursing often facilitating wound management, post acute care, monitoring of health conditions and medication administration. Eligibility assessments are currently managed by the HACC care staff based at the Northampton Kalbarri Health Service.

The National Program Guidelines 2007 describe the target population as:

- People in the Australian community who, without basic maintenance and support services provided under the scope of the National Program, would be at risk of premature or inappropriate long term residential care, including:
  - Older and frail people with moderate, severe or profound disabilities;
  - Younger people with moderate, severe or profound disabilities;
  - Such other classes of people as are agreed upon, from time to time by the Commonwealth Minister and the State Minister;
  - The unpaid carers of people assessed as being within the National Program's 'target population'.

Significant changes to the assessment processes are being progressively rolled out across Western Australia. The HACC program will refocus services through the reform process with an emphasis a wellness/capacity building approach. The WA HACC Manual (2.2) states; "Wellness is based on the principles that people want to retain autonomy and build capacity, which in turn has a positive impact on their self esteem and ability to manage day to day life and where independence is not limited to physical functioning but extends to social and psychological functioning. It is an important philosophical change in the thinking behind and delivery of HACC services in WA. The WA HACC service sector will be supported to develop and implement service models that build capacity by actively working with the client to:

- Prevent loss of independence by focusing on the retention of existing skills; and
- Focus on regaining skills and a subsequent increased level of independence and well-being.

The significance of these reforms is that within the next 12 months the assessment processes for HACC in Northampton will change. As a result of the process of reforms the local HACC program is unlikely to provide higher levels of service commonly





provided across rural WA through the HACC program, HACC programs are more likely to provide lower level services and in some cases time limited services after the reforms have been instituted. The services under the reforms will be focused on regaining skills to facilitate self care or informal supports. This may result in persons who currently receiving high levels of support on HACC requiring alternate aged support, increasing the demand for Commonwealth funded services. HACC program staff (WACHS), metropolitan based HACC service providers (where the reforms have already been instituted) and by Paula Gevers who has overseen the HACC reform process have made the following critical observation: in a significant number of situations HACC clients have been receiving services that exceed the program design and do not appear to align with the guidelines. The 'over servicing' is being adjusted as the reform processes are rolled out.

The WA HACC Triennial Plan 2008 - 2011 States that in the rural regions there is more variety in service type priorities, probably as a reflection of the greater heterogeneity of these regions. The strongest priorities represented across all rural regions, CBDC (Centre Based Day Care) and Transport, were however also common to metropolitan regions. These support services were consistently identified through needs analysis and, more particularly, through rural consultation processes. The other strong priorities indicated in the metropolitan regions, i.e. Social Support, Domestic Assistance and Home Maintenance will also be significant rural priorities, although not represented in all regions. Personal Care and Nursing Care will be the other significant priorities in the rural regions. In a couple of rural regions, Respite Care will also be a priority.

HACC is provided by The Northampton Kalbarri Health Service and WACHS. The Manager reports that the number of residents receiving HACC is limited by the number of staff available, extra funding would require higher staffing levels. The manager reports that while they have recently received HACC growth funding they have not been able to increase the EFT or use the funding for brokerage to enable to funding to be utilised.

The key findings are that broadly speaking HACC reforms are likely to highlight areas of 'over servicing' and equity gaps in service coverage across rural WA including the Mid West region. This may lead to the allocation of more Commonwealth funded community care packages to support older persons in the Northampton catchment.

## 4.2 Commonwealth Funded Services

### *Aged Care Assessment Teams*

The Aged Care Assessment Teams (ACATs) assess older persons in terms of their eligibility for Commonwealth Funded Aged Care programs which are high and low residential care, residential respite, and community care packages (Community Aged Care Packages [CACAP], Extended Aged Care in the Home [EACH] and Extended Aged Care in the Home Dementia [EACHD]). Other forms of respite funded directly by the Commonwealth include the National Respite for Carers Program (NRCP) but these programs do not require an ACAT assessment.

### *Multi Purpose Services*

Multi Purpose Services (MPS) are provided as a joint initiative of WACHS and the Commonwealth to flexibly deliver aged, community and health services. Nancy Bingham, Manager Planning, Planning & Infrastructure Team, WA Country Health Service (WACHS), states: "The design of the Multi Purpose Service (MPS) program allows rural communities to pool Commonwealth and State health and aged care



funds within a designated geographical area, creating opportunities to coordinate and appropriately target community health and aged care needs". The MPS model is a major platform for the delivery of aged care across the smaller communities in the Mid West.

The Northampton Kalbarri Health Service including high care residential aged care beds is part of the MPS. Other services include HACCC as detailed in section 4.1.

#### *Community Aged Care Packages (CACP)<sup>11</sup>*

CACPs are designed for frail older people aged 70+ and 50+ for Aboriginal and Torres Strait Islander (ATSIs) people living in the community who have been assessed by an Aged Care Assessment Team (ACAT) as eligible to receive the equivalent of low level residential aged care and who have:

- Complex care needs arising from physical, social and psychological needs;
- A need for comprehensive management of care services;
- A preference to remain living in the community with appropriate supports;
- A need for ongoing monitoring and review of changing care needs;
- The ability to live in the community with appropriate community care.

The aim of the CACP program is to assist residents to remain at home by providing coordinated, flexible care services that promote personal choice, independence, dignity and safety.<sup>12</sup>

Case management in the program provides support and advice to coordinate care, advocacy to assist recipients to access the support they require to meet their care needs, information and education about available services and the service system and to encourage recipients to feel empowered to make decisions about their needs.

Case managers work closely with residents and their carers, families and health professionals, to plan and coordinate support and to encourage independence.

There are no citizenship or residency restrictions on accessing a CACP. However, the intention of CACPs is ongoing care and not temporary care. This includes residents of Retirement Villages.

The CACP Program is a Commonwealth funded program. Subsidy rates for organisations providing CACPs are \$36.73/day (up to the 30<sup>th</sup> June 2012).

#### *Extended Aged Care at Home (EACH)<sup>13</sup>*

The EACH program provides the equivalent of high level residential care to frail older people with complex care needs, who wish to remain living in their own homes, and are able to do so with the assistance of a care package. This includes residents of Retirement Villages.

EACH packages are individually planned and coordinated packages of community aged care services provided to approved clients and managed by an approved provider. EACH differs from CACP in that it is specifically targeted at frail older people living in the community who would otherwise be eligible for high level residential aged care.

The packages are flexible in content, however the expectation is that a package would include qualified nursing input, particularly in the design and ongoing

<sup>11</sup> [www.health.gov.au/Internet/main/publishing.nsf/Content/aging-publicat-brochure-eco-1101-2002](http://www.health.gov.au/Internet/main/publishing.nsf/Content/aging-publicat-brochure-eco-1101-2002)

<sup>12</sup> <http://www.aagedcareaustralia.gov.au/Internet/agedcare/publishing.nsf/Content/CACP-1>

<sup>13</sup> [www.aagedcareaustralia.gov.au/Internet/agedcare/publishing.nsf/Content/EACH](http://www.aagedcareaustralia.gov.au/Internet/agedcare/publishing.nsf/Content/EACH)



management of the package and also where there are high level complex care needs. To access an EACH package a person must first be assessed as eligible by an ACAT.

EACH packages are very flexible and are designed to help with individual care needs. Generally a person who requires high level care could be eligible for an EACH package, and the types of services that may be provided as part of an EACH package include:

- Care planning and management;
- Clinical care;
- Support with Activities of Daily Living, Nutrition and Hydration, Management of Skin Integrity, Continence management, Mobility and dexterity;
- Emotional support and leisure, Interests and activities;
- Support to access Allied Health and Clinics;
- Home safety, modifications and maintenance.<sup>14</sup>

The EACH Program is a Commonwealth funded program. Current subsidy rates for EACH are \$122.79/day.

#### *EACH Dementia (EACHD)<sup>15</sup>*

EACHD packages are individually planned and coordinated packages of care tailored to help older Australians who experience difficulties in their daily life because of behavioural and psychological symptoms associated with their dementia.

EACHD packages are very flexible and are designed to help with individual care needs. The packages provide the same full range of services that EACH packages provide with an emphasis on the management of "behaviours of concern" and dementia.

EACHD packages also offer service approaches and strategies to meet the specific needs of care recipients with dementia who are experiencing "behaviours of concern" which may impact their daily quality of life.

To receive an EACHD package, a prospective service user must be assessed by an ACAT as requiring high level care and:

- Experience behaviours and psychological symptoms associated with dementia that is significantly impacting upon service users ability to live independently in the community;
- Require a high level of residential care;
- Prefer to receive an EACHD package;
- Are able to live at home with the support of an EACHD package.

The EACHD Program is a Commonwealth funded program. Current subsidy rates for EACHD are \$135.41/day.

#### *Residential Care<sup>16</sup>*

Residential care services provide accommodation and support for people who can no longer live at home.

<sup>14</sup> <http://www.health.gov.au/Internet/main/publishing.nsf/Content/aacelu-commcare-comprovgchdex.htm>

<sup>15</sup> <http://www.health.gov.au/Internet/main/publishing.nsf/Content/aacelu-commcare-eachd.htm-coaz3>

<sup>16</sup> <http://www.health.gov.au/Internet/main/publishing.nsf/Content/aacelu-rescare-ldcgs.htm>





To enter a residential care service, an ACAT assessment is required. Two levels of residential care are provided in Australia. These are low level (hostel) services, and high level (nursing home) services.

Low level hostel services may suit people who are unable to remain living at home and who have:

- Complex care needs arising from physical, social and psychological needs;
- A need for comprehensive management of care services;
- A preference to remain living in the community with appropriate supports;
- A need for ongoing monitoring and review of changing care needs.

High level nursing home care may suit frail older people who require support with Activities of Daily Living, Nutrition and Hydration, Management of Skin Integrity, Continence management, Mobility and dexterity and Clinical support.

Residential Respite care services are also available in residential care facilities.

All Residential Care Facilities must be accredited under the Aged Care Standards and Accreditation Agency. This process is undertaken on a three year cycle of accreditation against 44 outcome standards.

The provision of either low care or high care residential services is funded through the Commonwealth Department of Health and Ageing. The funding structure for residential beds is based on the ACFI (Aged Care Funding Instrument) which takes a number of factors into account, such as Residential Care Scale (RCS) level, as well as oxygen or enteral feeding supplements.

Residential Aged Care buildings must comply with the 9c building code. Aged Care Audits reveal that Class 9c buildings are 'aged care buildings', which are defined by the Building Code of Australia as being a 'building for residential accommodation of aged persons', who generally require personalised care. Residents of class 9c buildings generally have varying degrees of incapacity and as a result, 24 hour personal care services provided by staff to assist residents in an emergency evacuation, aged care audits must allow for these provisions.

#### *Transition Care Program<sup>19</sup>*

The Transition Care Program is designed to improve older people's independence and confidence after a hospital stay.

The Transition Care Program was established in 2004-05 as a jointly funded initiative between the Commonwealth and states and territories. Since 2005 the Commonwealth has provided 2,000 transition care places to all states and territories broadly based on the proportion of non-Indigenous people aged 70 and over and Indigenous people aged 50 and over. In 2007-08 the Government made a budget announcement to provide an additional 2,000 transition care places by 2011-12. The recurrent costs to governments of these places are fully funded by the Commonwealth.

The Transition Care Program aims to help older people leaving hospital to return home rather than prematurely enter residential care.

Transition care is goal-orientated, time-limited and therapy-focused. It provides older people after a hospital stay with a package of services that includes low intensity therapy (such as physiotherapy, occupational therapy and social work) and nursing support and/or personal care. The program helps older people complete their

<sup>19</sup> <http://www.health.gov.au/Internet/mainContent.nsf/Content/transition-care-policy-consultation.html>



restorative process and optimise their functional capacity, while assisting them and their family or carer to make long-term care arrangements.

The Transition Care Program is for older people who would otherwise be eligible for residential aged care. To enter the Program, clients must be assessed by an ACAT while they are still an in-patient of the hospital. This can be organised through the hospital where the client has received their acute/sub-acute care. A Transition Care Client can only enter transition care directly upon discharge from hospital.

Transition care can be provided in either a home-like residential setting or in the community. The average duration of care is 7 weeks, with a maximum duration of 12 weeks that may in some circumstances be extended by a further 6 weeks.

States and territories represented by their health departments are the Approved Providers for transition care under the Aged Care Act 1997. This arrangement allows state and territory governments to develop their own service delivery models for transition care that best respond to local circumstances.

#### *National Respite for Carers Program (NRCP)<sup>14</sup>*

The NRCP is a community-based program that offers flexible respite for carers of older people and people with a disability. Respite aims to maintain the primary carer/client relationship so that the carer can continue caring for longer and relieve pressure on more formal sources of care. The main targets of the NRCP are unpaid carers who need assistance and someone to look after their loved one while they run errands, have a night off or even clean the house.

The NRCP is funded through the Commonwealth Department of Health and Ageing under the Community Aged Care Program.

#### *Veterans Home Care (VHC)<sup>15</sup>*

VHC is very similar to the HACC program except that it is targeted specifically to Veterans and War Widows. Organisations providing VHC will work closely with the Department of Veterans' Affairs who may pay for equipment and other work required.

The VHC is a Commonwealth Department of Veterans' Affairs funded program.

#### *Commonwealth Carelink Centres/ Commonwealth Carer Respite Centres<sup>16</sup>*

Commonwealth Respite and Carelink Centres are information centres for older people, people with disabilities and those who provide care and services. Centres provide free and confidential information on community aged care, disability and other support services available locally, interstate or anywhere within Australia.

There are a wide range of services to support independent living in the community, but finding out about them or accessing them can be time consuming, difficult and confusing. Commonwealth Respite and Carelink Centres provide a single point of contact for the general public, service providers, general practitioners and other health professionals for information on community, aged and disability services and carer support. The Centres can also assist with information about costs for services, assessment processes and eligibility criteria.

Each Commonwealth Respite and Carelink Centre has extensive regional networks and maintains a comprehensive database containing community aged care, disability and

<sup>14</sup> [www.health.gov.au/internet/main/publishing.nsf/Content/carelink-carers-nrcp.htm](http://www.health.gov.au/internet/main/publishing.nsf/Content/carelink-carers-nrcp.htm)

<sup>15</sup> <http://factsheets.dva.gov.au/factsheets/documents/HCS01370About870Veterans569578Home870Care.pdf>

<sup>16</sup> <http://www9.health.nsw.au/cccsl/>



other support services. Shop-fronts are operated by organisations that already provide established services within their region. Their extensive local knowledge ensures they provide a quality service. This regional focus enables each Centre to develop an awareness of the entire range of services available, to establish networks with local providers and ensure information is up to date.

The Centres can also help arrange respite, when carers need to take a break from caring. They do this by acting as a single contact point for information need by carers and by organising, purchasing, or managing respite care assistance packages for carers. Examples of respite care assistance include in-home respite care; care workers who assist carers while they are taking a break away from home; and residential respite care.





## 5 Aged Care Service Levels

### 5.1 Aged Care Program Service Levels

Consultations were conducted with WACHS and community members to provide insight into current service levels, service gaps and service issues. Additional information regarding service levels was sourced from the literature and by drawing on Verso's practice experience.

The following sections provide information that will aid future planning. 5.1.1 discusses the Multi Purpose Service (MPS) in relation to aged care in some depth as this is the primary platform for delivery aged care in Northampton. General comments regarding aged care provided through consultations with the ACAT in Geraldton and the Manager of the Northampton-Geraldton MPS, they include:

- \* HACC is delivered through the MPS and a level of service equivalent to higher care can be provided using the available funding
- \* Transport in towns for access to GPs is difficult
- \* For older people going to Geraldton for appointments transport is difficult
- \* Ambulance is driven by volunteers who have to wait around for ages, sometimes all day or overnight
- \* The logistics of providing care to outlying farms is huge
- \* Expectation of people is that they are able to stay here for aged care

With reference to workforce issues the consultations identified:

- + Workforce can be transient but it is usually over one or two years.
- + Rest of workforce is quite stable- local
- + Others are on visas that give us a 2 year contract
- + Training is funded for trips to Geraldton and Perth
- + Community West train staff for HACC on site
- + We are limited by the difficulty of finding suitable staff (to deliver community care)
- + The money may be there but finding and keeping them is difficult

#### 5.1.1 Multi Purpose Services (MPS)

As detailed in section 2.4 the current planning approach of the West Australian Country Health Service is to not seek additional Commonwealth funded Aged Care allocations. WACHS is seeking to be an aged care provider of last resort.

This position may have significant impact on the provision of aged care services in Northampton. From 2006 to 2012 it has been estimated that the 70+ population in Northampton catchment has grown by 20.2%. It has been estimated that the Northampton Catchment's 70+ population will grow by 68.5% 2012 to 2022. If WACHS does not apply for growth funding from the Commonwealth it can be expected that the current shortfall in services will continue to grow with a significant detrimental effect on the capacity to support ageing in place in the Northampton catchment.



As detailed in Section 1 of the report Global Care established a new aged care facility in York which is an MPS area. This intrusion into an MPS area has resulted in Inter-Departmental discussion occurring to resolve whether Approved Providers could or should encroach any further on MPS areas. The implication is that it is unlikely that the Commonwealth Department of Health and Ageing (DoHA - the funder of Aged Care) will facilitate alternate arrangements for MPS areas at this juncture without considerable external pressure and compelling evidence of the need. Consultations undertaken by Verso in Canberra and in an interview with a DoHA branch Director of Aged Care indicates that the Department has no process for devolving the current MPS model.

#### *Community Care (through the MPS)*

The MPS platform for the delivery of aged care in the Shire of Northampton largely precludes residents of the Shire accessing community care packages outlined in section 5.1.3. The MPS model theoretically includes the equivalent of the CACP, EACH and EACHD in the flexible service model.

Evidence gained from other MPSs indicate that packages of community care being delivered through the MPS are not the equivalent to the Commonwealth's packaged care program as there is no case management. It is reported that the MPS are using the HACC program and staff to deliver the MPS community aged care programs. This approach may not be producing optimal impacts for recipients as detailed in Table 17; the 'diminishing returns effect' in particular should be noted.

*Table 17: Targeting in Community care*

The main objective of this review was to identify and appraise the evidence accumulated since 1999 for the efficacy of low to medium levels of community care services in maintaining the independence of a significant proportion of the HACC target population in their own homes. This focus derived from the HACC Targeting Study that analysed 1995 Aged Care Assessment Program (ACAP) data and reported in 1998.

The main findings from the 1998 HACC Targeting study can be summarised in terms of three main effects:

- A 'protective effect' whereby highly dependent clients using one service at the time of assessment protected against a recommendation for nursing home care compared to using no services
- A 'diminishing returns effect' whereby use of additional services did not increase this protective effect; that is, additional services after the initial did not achieve a further reduction in risk of admission for high dependency clients
- 'Floor effects' arose for lower dependency clients; while the ACAP assessed a substantial number of low dependency clients, the great majority of these clients were (a) using either no or only one service, and (b) highly unlikely to be recommended for nursing home care.<sup>21</sup>

In the attachment 'annotated bibliography' additional information from this report has been extracted

Verso Consulting has also conducted pilots<sup>22</sup> across a range of community aged care services (HACC, CACP, Community Nursing, EACH and EACHD) providing the

<sup>21</sup> Targeting in Community Care: A Review of Recent Literature and Analysis of the Aged Care Assessment Program Minimum Data Set, Anna Howel, Colleen Doyle and Yvonne Wells, April 2006

<sup>22</sup> Verso Consulting evaluation of Carers Phone Pilots 2009 to 2011



opportunity to identify the impact of case management on people with fluctuating care needs and/or who are experiencing a decline of functional capacity. Where case management was not available (HACC in particular) the number of adverse observations made by care staff in relation to the care recipient was significantly higher than when Case Management was part of the care program.

The conclusion that can be drawn is that persons with higher care needs receiving services from the HACC program are potentially not receiving the care services that will assist them to remain independent and living in the community for as long as possible.

#### *Residential Care Services through the MPS*

Consultations regarding service provision highlight the following regarding the general provision of care and the profile of services:

- The Aged Care Assessment Team report, "If services are not available or the MPS and Residential places are full then people have to move to Geraldton or Perth, "It is not realistic to expect people to do that."
- The Manager of the Northampton - Kalbarri MPS states, "In the main the issues are about lack of beds"
- WACHS stated, an acute bed in a hospital is not the place we should be providing as a home to people at the end of their life

Responding to the unmet needs is challenging as attracting alternate providers to provide residential age care is complex as:

- Small scale facilities are generally considered to be unviable
- The Commonwealth is making very limited amounts of capital available to fund capital works. The funding of capital works may be an essential element in contributing to the viability of a small scale facility in the Northampton and or Kalbarri
- The DoHA and WACHS would have to agree to uncouple aged care funding from the Kalbarri-Northampton MPS with significant impacts on the operational model of the health service

The following extract from 'A Sustainable Model of Care - A Framework for Action' May 2011<sup>23</sup> provides the following important insights into the sustainability principles that will affect the operation of residential care. The consultants are of the view that these principles are applicable to the sustainable operation of a residential facility in Northampton and Kalbarri.

#### *Financial Sustainability*

The current operating conditions that contribute to better financial sustainability of organisations in North West Tasmania include:

- Multiple services delivered from one organisation (supporting losses or marginal results in residential care);
- Maintaining high occupancy levels;
- Retaining qualified and expert staff;
- Prioritising entry into low care for persons who can provide a bond (within

<sup>23</sup> The framework was funded by DoHA for the Tasmanian Residential Aged Care Collective May 2011. The framework was developed by Verso Consulting - publication by DoHA is pending



- legislative requirements);
- Having personnel skilled in securing bonds;
- Good leadership and sound governance.

#### *The Impact of Scale*

Residential Aged Care Providers in North West Tasmania have recognised that economies of scale can be achieved through operating larger facilities. Facilities with less than 30 beds may struggle to balance care costs, even with carefully planned rostering, and overhead costs are likely to be proportionately higher than larger facilities. Smaller facilities are disproportionately impacted by bed vacancies. As remoteness increases so does the likelihood of reduced residential occupancy rates. Low occupancy rates are particularly damaging to the "bottom line" as it is difficult to flexibly reduce staffing levels. Generally facilities with more than 60 beds or more achieve better financial results than smaller facilities.

Grant Thornton report that even under the most favourable conditions with the state-of-the-art building design residential providers are making marginal results that provide no incentive to expand residential services or make new capital investments.<sup>24</sup>

Stewart Brown (Chartered Accountants) Aged Care Financial Performance Survey<sup>25</sup> identifies that across 135 high care residential aged care facilities the operating result is +2.86% and over 244 low care residential aged care facilities the result is +5.53%. The average bond held for low care facilities was \$165,970, while the average bond taken in the 12 months to March 31<sup>st</sup> 2010 was \$204,986.

#### *Dementia Care through the MPS*

Consultations indicate that dementia care may be treated by WACHS as a specialist area and there is recognition that dementia care may not be accessible in every community. Consultations with the Northampton - Kalbarri MPS revealed that the Facility (day care) in both Northampton and Kalbarri are not suitable for dementia they are not secure enough. Clients must travel to Geraldton and beyond. The Manager also states, "Any high care needs with dementia need to go to Geraldton to access beds and there is a wait for those as well".

The themes at Northampton - Kalbarri MPS are consistent with the regional MPS themes regarding dementia care which are detailed in consultation such as: 'the hospital cannot handle wanderers', 'We have to lock the front door at 5.00 because reception staff go home and cannot watch the doors' and "By the time we have found them somewhere to go, that stage (wandering) has passed."

Disturbingly some MPSs in WA report that to reduce or cease wandering and/or challenging behaviours, medication is used. These Residential Facilities are simply unable to support dementia care needs. The use of chemical restraints in many residential aged care facilities in Australia are managed through a restraints policy and may only be used as a last resort and only under very strict ethical and clinical guidance. For many providers the restraints are seen as a violation of human rights and a very poor option for managing dementia in a residential care setting. Such approaches and procedures are audited and monitored in non-MPS residential aged

<sup>24</sup> Presentation by Cam Ansell; Cost of Care Study – Grant Thornton at the ACSWA Finance Focus Forum 040412

<sup>25</sup> Stewart Brown Chartered Accountants aged care financial performance survey Residential Aged Care Facilities data analysis report year to date 31 March 2010 – Produced for Vetro Consulting





care facilities by Aged Care Standards and Accreditation Agency. The MPS at Northampton is not subject to their review.

As detailed in section 2.1 Ageing Demographic the average rate of moderate to severe dementia amongst Australians aged 85+ is one in four and for those 65+ it is one in fifteen. In 2012 it can be estimated that about 35 persons in the Northampton catchment have moderate to severe dementia<sup>26</sup>.

*Expected Service Levels through the MPS*

This section details the expected service levels for DoHA benchmark targets. The Aged Care Planning Benchmarks are based on 88 residential places (44 high care and 44 low care) and 25 community places per 1,000 people 70+ years and ATSI 50+. The planning typically referenced planning regions. In the context of Aged Care planning Northampton and Shark Bay are in DoHAs Mid West Planning Region.

The current service levels based on the Aged Care Services list<sup>27</sup> details that Northampton/Kalbarri MPS is notionally funded to provide 8 community packages, 16 High Care residential places and 19 low care places (43 in all) with \$1,215,285.75 in annual operational funding<sup>28</sup>. Under the MPS funding arrangement the MPS may vary this arrangement in response to community needs. Currently the MPS provides; 9 beds and 1 respite Low Care Residential beds (Brookview) collocated with the hospital in a standalone building. There are 4 high care beds on offer. It is uncertain how funding is used for the balance of the places. The Manager reports that the MPS provides a watching brief on older persons within reach of Northampton township who may occasionally require pre-emptive hospital support to negate a health crisis e.g. rehydration. These flexible care regimes appear to be funded through the aged care block funding however these services do not fully account for the differential between funding allocated and services delivered. This type of operational flexibility is providing high quality care for people ageing in the community however this is geographically limited within the Shire. Silver Chain are funded deliver 7 CACP and 3 EACI in Shark Bay. These packages have annual subsidy of \$214,931.

Consultations and analysis of the data across MPS services in rural WA reveal varying approaches to the use of these funds and varying outcomes for recipients.

Table 18 and Table 19 provide evidence of the number places compared to the benchmarks. This information supports an insight into the difference between current service levels and the Commonwealth planning benchmarks. In reading this data it is important to note that the Commonwealth may consider the number of beds for the entire region rather than the Shire specific data. The data demonstrates that persons in Shark Bay who may require residential care will have to move from the Shire. This supports the value of considering Shark Bay in the Northampton catchment.

*Table 18: Aged Care Planning Benchmarks 2012*

Area	Details	Benchmark levels based on population				Discrepancy	
	Aged Pop > ATSI	Res High care	Res Low care	Com	Total	Current funded	Difference
Northampton	416	16	18	11	47	43	(4)
Shark Bay	116	5	5	3	13	10	(3)

<sup>26</sup> ABS 2006 Customised projections developed for DoHA

<sup>27</sup> Aged Care Service List - Western Australia - as at 30 June 2011; DoHA

<sup>28</sup> DoHA Aged Care Service List - Western Australia - as at 30 June 2011





Details		Benchmark levels based on population				Discrepancy	
Area	Aged Pop + ATSI	Resi High care	Resi Low Care	Com	Total	Current Funded	Difference
Catchment	532	23	23	14	60	50	(7)
Mid West	6,528	287	287	163	737	651	(86)

Source: The DoHA aged care services list and ABS customised population projections and an estimate of the ATSI population based on the ABS 2006

Table 19 has been provided to demonstrate how many additional beds and community places will be required to meet the Commonwealth's planning benchmarks. This table will aid planning for future need.

Table 19: Aged Care Planning Benchmarks 2022

Details		Benchmark levels based on population				Discrepancy	
Area	Aged Pop + ATSI	Resi High care	Resi Low Care	Com	Total	Current Funded	Difference
Northampton	567	25	25	14	64	43	(21)
Shark Bay	156	7	7	4	18	10	(8)
Catchment	723	32	32	18	84	53	(29)
Mid West	9,503	418	418	238	1074	651	(423)

Source: The DoHA aged care services list and ABS customised population projections and an estimate of the ATSI population based on the ABS 2006

**Respite in the MPS**

Consultations with the MPS reveal that all types of respite are available including:

- In home (HACC);
- Day centre (HACC);
- Residential.

The levels of residential respite available need to be considered in the light of ACATs remarks: "Occasionally one of the beds is used for overnight respite",

Respite provided in the hospital may not be an ideal situation for the older person as they are not being provided with a respite experience that reduces stress and/or leads to the persons or the family seeing the benefit of residential care. Residential respite is commonly a 'try before you buy' opportunity for the family, the older person and also for the provider.

Additional Respite available Geraldton as detailed by the ACAT includes:

- 1 high care place
- 1 low care place
- 1 dementia care place
- There is one community respite worker for the region who will stay for 24 hrs in the clients own home



- Respite is brokered out and is very heavily booked
- If working carers require respite it can be negotiated with MPS through HACC

#### *Built Form for aged care at the MPS*

Consultations with stakeholders revealed the hospital cannot manage dementia care for persons with challenging behaviours or the psychological symptoms associated with dementia. Dementia care will become a significant factor in aged care service provision in the Northampton Catchment over the next 15 years. In 2027 it has been estimated that the Northampton Catchment will have 14 older residents requiring dementia care services. To meet the needs of these residents the current facilities will need to be extensively remodelled or rebuilt to cater for these needs and/or alternate community or other arrangements will need to be developed.

The hospital and frail aged lodge do not need to comply with the current building code for residential aged care as these facilities are operated under the Health Act. If these facilities were operated by an alternate Approved Provider operating under the Aged Care Act 1997 the provider would have to comply with the 9c building code. This may mean that the current building would be redundant for the provision of residential aged care high and low or would require significant alterations. Building a new residential aged care facility would require an investment of approximately \$250,000 per bed.

#### *Implications MPS Service Provision*

The following provides an overview of the implications regarding current service provision and practices.

In the event that WACHS devolved Aged Care services to an alternate Approved Provider, the Provider would have to:

- Radically change the current staffing model;
- Change the resident mix to focus on people with significantly higher levels of functional incapacity;
- Rebuild the residential care facility to comply with the 9c building code;
- Operate multiple aged care services other than residential aged care;
- Develop dementia care capability;
- Comply with aged care standards with regular announced and unannounced audits from the Aged Standards and Accreditation Agency;
- Acquit for the funds received against services provided.

WACHS' practice of not applying for growth funding for Commonwealth Aged Care services has resulted in a shortfall developing between current service levels and benchmark levels in Northampton. The shortfall is estimated to be 9 beds/places (2012) short and this is expected to widen to 16 by 2022.

#### 5.1.2 HACC Service Provision

Community members and other stakeholders provided the following insights into the provision of HACC.

- HACC has occasional waitlists but normally these are a result of staff availability;
- While recent unsolicited HACC growth funding was welcomed there have been restrictions placed on employing people to deliver the services for which the funding has been provided
- Transport is a big problem;



- \* HACC respite and centre based respite are available with funding through Carelink

There are particular benefits for older persons receiving support in the community. In the table below an extract of the mid-term TRACC report<sup>29</sup> is reproduced. It details Howe Doyle and Wells research that identifies the benefits of receiving a small amount of services to moderate decline.

Clear evidence was identified in the literature for the positive effect of providing small amounts of community care for people at a range of dependencies, including high dependency clients. Howe, Doyle & Wells argued that "if admission to residential care is to be delayed, needed services have to be accessed well in advance so that the trajectory of functional decline can be moderated over a longer period." They also noted that "leaving service provision until a later stage of functional decline could mean that too little could be provided, and too late, to avoid admission."

A small proportion of services were also found to be effective in restoring functional decline and more generally protective against a range of adverse outcomes. Specific allied health interventions were among those for which there was strong evidence of positive outcomes.

Recommendations from the research are:

- \* Targeting in community care should focus on provision of small amounts of services to a large number of clients and extend the coverage of moderately and highly dependent clients who currently receive no services.
- \* Access to higher levels of service needs to be managed selectively so that access to higher levels of services and more costly services, including case management, is more clearly related to the outcomes being sought<sup>30</sup>.

#### 5.1.3 Other Aged Care Programs

Other Aged Care Programs that are available to residents of the Mid West but not normally offered in an MPS area are detailed in this section. For the purposes of this study Shark Bay is able to access packages delivered by Silver Chain. Residents of the Shire of Northampton generally are not eligible to receive these package types. The information is provided to aid understanding of the structure of the aged care system and to support an appreciation of the service mix that could be available through the MPS if it were delivering services modelled on the broader aged care system.

##### *Community Aged Care Packages (CACP)*

CACP services are able to provide packages to any resident of the planning region unless special conditions apply to the Providers funding agreement with DoHA. CACP on offer in the Mid West are summarised in the table below.

*Table 20: CACP Providers*

<sup>29</sup> Research Summation Stages 2-5 May 2010 Report prepared for Tasmania Residential Aged Care Collective (TRACC) by Verso Consulting

<sup>30</sup> Howe, A., Doyle, C., & Wells, Y. (2006) Targeting in community care: a review of recent literature and analysis of the Aged Care Assessment Program Minimum Data Set. Unpublished report to the Australian Department of Health and Ageing, Canberra.



Location	#	Provider
Geraldton Based	25	Bethanie Community Care - Mid West CACP
Geraldton	40	RSL Geraldton Care Packages
Carnarvon	35	Silver Chain Community Aged Care Packages - Carnarvon
Geraldton	44	Silver Chain Community Aged Care Packages -
Shark Bay	7	Silver Chain Community Aged Care Packages -
Ngangganawili	12	Wiluna Aged Care Services (Ngangganawili)

*DoHA Aged Services List*

**Extended Aged Care at Home (EACH)**

EACH providers are able to provide packages to any resident of the planning region unless special conditions apply to the Providers funding agreement with DoHA. The table below details the number, location and providers of EACH in the Mid West.

*Table 21: EACH Providers*

Office	#	Provider
Geraldton Based	20	Bethanie Community Care EACH - Mid West
Geraldton Based	10	RSL Geraldton EACH Packages
Carnarvon	5	Silver Chain Carnarvon Service Centre - EACH
Geraldton	15	Silver Chain Geraldton Service Centre - EACH
Shark Bay	3	Silver Chain Midwest Shark Bay EACH

*DoHA Aged Services List*

**Extended Aged Care at Home - Dementia (EACHD)**

The EACHD providers in the Mid West are as detailed in Table 22.

*Table 22: EACHD Providers*

Office	#	Provider
Mid West	20	Bethanie Community Care EACHD - Mid West
Mid West	8	Silver Chain Mid West EACH Dementia

**5.2 Health Services**

Discussion with stakeholders including Council demonstrated that there was an expectation that SHII initiatives would result in the development of improved and sustainable services even if it meant some changes would take place. For many





stakeholders and community members interviewed across different parts of rural WA the terms "aged care" and "the hospital" were interchangeable concepts

There is a need to focus on health needs across the whole population and the entire spectrum of aged care and health programs, from health promotion through to acute care and high level residential aged care, including secure dementia care. A recurring theme for the communities consulted in different rural regions of WA was the need to maintain current services. In addition, the communities identified the need for an increase in the range and level of services across rural areas to better meet the increasing needs of their communities (particularly older people) and the growing aged population. These findings reflect a broad range of stakeholder and community consultations undertaken by Verso Consulting in other parts of Australia.<sup>31</sup>

Attachment 1 of this document contains an annotated bibliography that provides a brief overview of pertinent literature relating to the value of preventative health initiatives, restorative care and health promotion. The inclusion of this material provides a framework for consideration of the best approaches to future health service development as an increasing proportion of the Northampton community ages. In the text box that follows Meredith Minkler and Barry Checkoway<sup>32</sup> provide insights and guidance that will support the Shire, aged care providers and may support WACHS. These insights can be linked to an integrated plan for Northampton. A summary of their paper includes:

By stressing empowerment, the strengths and not merely the needs of aged people, community participation and the role of public policy, Geriatric Health Promotion (GHP) is seen as embracing the World Health Organization approach to health promotion as a broad, enabling process. Similarly, in its attention to functional health status, the needs of informal caregivers and the social as well as the health needs of elderly people, it complements and draws upon recent trends in the fields of geriatrics and gerontological health. 10 principles are as follows:

- GHP should stress the special strengths, not only the special needs, of the elderly;
- GHP should meet the social as well as the health needs of elderly people and their families;
- The needs of people who give informal care should receive high priority;
- Health promotion for the elderly should stress functional health status;
- The empowerment of old people should be a goal of health promotion for the elderly;
- GHP should begin by addressing the needs that elderly people feel are the most important;
- Older women should be a focus for special concern;
- The community is a key unit of practice for geriatric health promotion;
- Public participation would have multiple benefits for health and the aged;
- Public policy can contribute to geriatric health promotion at the local level.

Table 27 assists in understanding the increasing reliance/use on health service as people age and the particular reliance on health services experienced by ageing Aboriginals.

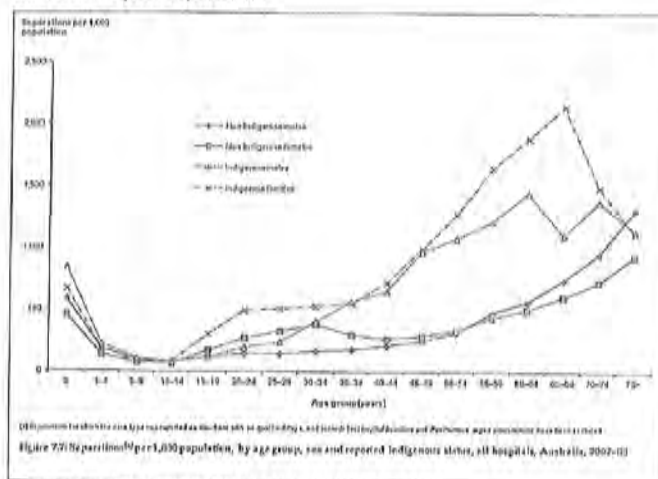
<sup>31</sup> Verso Consulting Dec 2011 to April 2012 – Community Needs Studies - Rural WA

<sup>32</sup> Ten principles for geriatric health promotion, Meredith Minkler, Barry Checkoway





Table 23: Hospital Separations



Source: AIHW Australian hospital statistics 2002-03 released June 2004

Table 27 illustrates high levels of hospital separations for older people. However, this is not the whole picture, as the average length of stay increases significantly as a person ages. The Australian Institute of Health and Welfare (AIHW)<sup>33</sup> reports that from the age cohort 55-59 years, to the age bracket 85+, the length of hospital stay increases on average from just over 2 days to an average of approximately 7 days.

Dr Jane Tolman Director of Rehabilitation and Geriatric Services at the Royal Hobart Hospital has identified that 'hospitals are toxic to older people' and commented on the functional decline experienced by older people while in hospitals and the difficulty of recovering the functional decline post hospital attendance<sup>34</sup>. It has been observed that in many cases a degree of functional decline is permanent post exit from an acute service<sup>35</sup>.

These issues underscore the need to develop health services that are capable of mitigating the reliance of older persons on acute care and designing and developing health services that are complimentary to the ageing profile of the community.

The WA Country Health Service has identified the following four priorities<sup>36</sup> for future investment and effort:

- Focusing on, and re-investing in, primary and community health activities that can be demonstrated to improve the health of the country population;
- Improving the health of Aboriginal people;

<sup>33</sup> AIHW Australian hospital statistics 2002-03 released June 2004

<sup>34</sup> ACSA Conference Hobart 2009

<sup>35</sup> Verso Consulting, Consultations with elder care nurses in Tasmania 2010

<sup>36</sup> Foundations for Country Health The WA Country Health Service Strategic Plan 2007 - 2010



- Building capacity to respond to mental health issues within all services so as to provide a broader base of services to protect, maintain and improve the mental health of regional communities;
- Supporting healthy ageing in the community through services that maintain health and independence.

Attachment 1 provides further information about dynamics and issues that will affect the development of the health services in Northampton:

- A Healthier Future for All Australians (2009) - Federal Health Reform Commission;
- Building a 21st Century Primary Health Care System (Draft National Primary Health Care Strategy) (2009);
- Primary Health Care Reform in Australia - Report to Support Australia's First National Primary Health Care Strategy (2009);
- Close the Gap - Statement of Intent from Indigenous Health Equity Summit (2008);
- Australia: The Healthiest Country by 2020 - National Preventative Health Strategy - Overview (2009);
- National Action Plan on Mental Health 2006 - 2011 (2006);
- National Framework for Action on Dementia 2006 - 2010;
- A Healthy Future for West Australians, Report of the Health Reform Committee, March 2004;
- The Western Australian Chief Health Officer's Report 2010, Department of Health, Western Australia, March 2010;
- Models of Care Overview and Guidelines, WA Health Networks;
- Foundations for Country Health Services;
- The WA Country Health Service Strategic Plan 2007 - 2010, Department of Health, 2007;
- WA Country Health Service Annual Report, 2010-11, WA Country Health Service, September 2011;
- WA Health Clinical Services Framework 2010-2020, Department of Health, 2009
- Subacute Care Plan - Western Australia 2009-2013, National Health Partnership Agreement Schedule C, Innovation and Health System Reform Division, Aged Care Policy Directorate, Department of Health, April 2009;
- Western Australian Aboriginal Health Strategy - A Strategic Approach to Improving the Health of Aboriginal People in Western Australia, Text as endorsed by Joint Planning Forum on 3 February 2000;
- A Best Practice Model for Health Promotion Programs in Aboriginal Communities, Department of Health and Office of Aboriginal Health;
- Western Australian Aboriginal Primary Care Resource Kit - Health Reform Implementation Taskforce, Department of Health, May 2007;
- Access to health services for Aboriginal and Torres Strait Islander people, Australian Institute of Health and Welfare Canberra, May 2011;
- A Comparative Overview of Aboriginal Health in Western Australia, Department of Health, Western Australia, December 2001;



- Maintaining an Effective Procedural Workforce in Rural Western Australia, Healthfix Consulting: Kim Snowball, June 2007;
- Adult Population Profile, Health and Wellbeing Surveillance System, Department of Health, WA, 2010;
- Wheatbelt Health Planning Initiative, Report Of Consultations, MMT Consulting Services, For the Wheatbelt Health MOU Group, Western Australia, August 2009;
- Wheatbelt Health Care Profile, Final January 7, 2011;
- Wheatbelt Palliative Care Directory, Wheatbelt GP Network, Rural Palliative Care Project;
- Wheatbelt Palliative Care Directory, Wheatbelt GP Network, Rural Palliative Care Project;
- Ten principles for geriatric health promotion, Meredith Minkler, Barry Checkoway;
- Older persons and Health Promotion - An Overview of the Literature, Sally Savage, Susan Bailey, City of Greater Geelong, Live Well a Strategy for Health, Mature Communities, October 2004.

This aged care plan has sought to discuss the health services and aged care services separately, although in practice, there are significant synergies and interdependencies in service provision. The primary focus of this report is however aged care. It is acknowledged that within an MPS model the service design and staff mix may be highly integrated making some discussions regarding program costs and program performance less distinct.

The recommendations in this report do not fully explore the impact of the changes necessary to maximise aged care delivery in the MPS into the future. Given the predominant role of aged care in the MPS service mix, the viability of some health services may be affected by any change to the current aged care arrangements. It maybe that there is a significant amount of cross subsidisation (a dynamic that will not be easy to identify) and some activities that rely on economies of scale to contain costs within the existing arrangements. These issues need further and detailed examination prior to adopting all the recommendations of this report to ensure that the best interests of the community are maintained. However, as already outlined, the best interests of the ageing population are not being served effectively by the current arrangements. From the evidence presented it appears that the funds that are provided by the Commonwealth for aged care are not providing the levels and types of service that are intended.

### 5.3 Aged Persons Housing

Northampton's ILUs (Pioneer Lodge) consist of 8 single bedroom units. The pioneer lodge also has a shared amenities room as part of the complex. The manager of the MPS states that, "the waitlist fluctuates but there are not always places available". "People may get approval to move into a place but there are no vacancies". The Lodge is operated by an active community organisation, however they have limited funds to invest into improvements and or expansion of services. This facility does not reflect the quality or features identified in consultations.

#### *Issues and Demand for Additional Older Persons Housing*

Section 2.5.1 details the demand for older persons housing, including the types of housing sought. The current supply does not fully respond to the types of housing required. The historically high occupancy levels, current demand for more ILUs, the



rapidly ageing population and the capacity to develop inward migration of older people requires a greater range of housing options and capacity to deliver the housing within the legislative framework of the Retirement Villages Act. The range of options under the Retirement Villages Act differs from rental the rental only arrangements available through the Shire managed ILUs.

Consultations and the survey support that the development of housing similar to the 'Balladong Community' at York. Global Care Group developed and operate the Balladong Community located in York operate under the Retirement Village Act. They offer or are seeking to offer: Lease-for-Life, a mix of Lease-for-Life and rental, Commercial Rental and Pension level (based on securing arrangements with the Department of Housing). Operators such as Global Care are able offer the range of required options (financial and housing choice) to cater for persons across the community including incoming retirees.

Arrangement for ILUs may include:

- \* Lease-for-Life: These units are funded on a deferred management fee basis. The resident pays an entry contribution (based on the current market value of the unit) when they move in. When they leave, the unit is marketed and the incoming resident pays the market price to the provider. The Provider deducts its Deferred Management Fee and any costs associated with preparing the unit for sale, and pays the balance to the previous resident. The Deferred Management Fee at the time of the sale is calculated as follows: sale price x agreed percentage x number of years the resident lived in the unit (typically this is 3% capped at 10 years).
- \* Resident funded units: The resident pays an entry contribution negotiated with the resident which consists of two parts; A non refundable portion and Fully refundable portion (without interest) which is returned to the resident when they leave the village
- Rental arrangements at commercial rental levels
- Pension level rental at no more than 17.5% of the pension plus the Commonwealth funded rental assistance

Regardless of the arrangement with the resident, a weekly maintenance is charged.

**Demand Northampton Township:** The following key factors influence the development of aged persons housing in Northampton:

- \* The ageing demographic
- \* The need to provide downsized accommodation to older persons in Kalbarri and the immediate catchment who by virtue of their age/frailty now require a smaller home
- \* The need to have a home that is suitable for ageing in place including modifications to support ageing needs
- \* The lower socio economic of a proportion of the seniors in the community
- The maintenance of health services is an essential element in attracting and retaining older persons in the community

Based on these factors it is estimated that Northampton Township may require:

- 8 - 10 ILUs 2014/15
- \* An additional 8 - 10 ILUs by 2020





**Demand Kalbarri Township:** The following factors influence demand in Kalbarri:

- The ageing demographic
- Kalbarri is an attractive destination for retirees from a wide catchment - the emphasis will be on a slightly younger cohort (estimated as 73) and with a greater proportion seeking a lease for life arrangement
- The need to provide downsized accommodation to older persons in Kalbarri and the immediate catchment who by virtue of their age/frailty now require a smaller home
- The need to have a home that is suitable for ageing in place including modifications to support ageing needs
- High demand for holiday rentals puts pressure on rental arrangements for older residents who are permanently renting
- There is a need for the development of a complimentary residential care facility and or other equivalent ageing in place strategies to reduce the need for people to leave the community to have their aged care needs met. This development will increase the interest in settling in Kalbarri
- The maintenance of health services is an essential element in attracting and retaining older persons in the community

Based on these factors it is estimated that Kalbarri will require:

- 20 ILUs in 2014
- An additional 20 to 30 ILUs by 2020 (this may be more rapid depending on the marketing outside the community and Northampton and the aged care services provided)





## 6 Aged Friendly Communities

### 6.1 Developing Aged Friendly Communities

#### 6.1.1 Overview

Many local governments across Australia are developing policies and approaches to "active ageing" that result in community development and structural approaches focused on creating 'Age Friendly Communities'. The World Health Organisation promotes concepts of Age Friendly Cities demonstrating that this approach improves the health and wellbeing of older people and their communities. These concepts are being explored as the Western World in particular experience demographically driven structural shifts. The following elements should be considered:

- \* Outdoor Spaces and Buildings;
- \* Transportation;
- \* Respect and Inclusion;
- \* Social Participation;
- \* Communication and Information;
- \* Civic Participation and Employment;
- \* Community Support and Health Services.

The Shire of Northampton may consider how these elements could be adopted into policy and practice. The inclusion of this element into the report is to underscore the way local Governments can play a vital role in integrating and improving access to aged care services, aged persons housing and health services. Sally Savage<sup>39</sup> states: "An important urban planning issue relates to access to services. The services that people aged 65 and over rated as most important in a housing survey were shops, doctors and health care, friends and relatives, hospitals and public transport".

When Moora developed Age Friendly Strategy they included the following strategies:

- Strategy 1: Aged Friendly Access Audit;
- Strategy 2: Aged Friendly Accommodation Needs Assessment;
- Strategy 3: Aged Friendly Services Audit;
- Strategy 4: Community Health Services Audit.

#### 6.1.2 The Department of Communities - Age Friendly Communities

WA Department of Communities - Office of Seniors promotes the Development of Age Friendly Communities including:

- \* The Department for Communities is encouraging local government authorities to embrace the World Health Organisation's Age-friendly Communities concept which is part of an international effort to prepare for the ageing of our community.

<sup>39</sup> Older Persons and Health Promotion – An Overview of the Literature; City of Greater Geelong; Live Well: A strategy for healthy mature communities 2004



An age-friendly community is one which;

- Recognises the great diversity among older people;
- Promotes their inclusion and contribution in all areas of community life;
- Respects their decisions and lifestyle choices;
- Anticipates and responds to ageing-related needs and preferences.

An age-friendly community benefits everyone in the community, not only older people as it creates a culture of inclusion enjoyed by people of all ages and abilities. Grants to support local government planning are available through the Department.

## 6.2 Making Best use of Northampton's Social Capital

### 6.2.1 Northampton's Social Capital

The social capital embodied in the older population of Northampton should be: drawn on, nurtured, empowered, emphasised and fully harnessed in developing the Northampton community. Christian Grootaert<sup>38</sup> provides this insight, "It has now become recognised that the "traditional" types of capital (natural, physical and human) determine only partially the process of economic growth because they overlook the way in which the economic actors interact and organise themselves to generate growth and development. The missing link is social capital." Social Capital Research<sup>39</sup> comment on common elements used in a variety of definitions of social capital: "The commonalities of most definitions of social capital are that they focus on social relations that have productive benefits." Social Capital Research also offers this definition: "Social capital is about the value of social networks, bonding similar people and bridging between diverse people, with norms of reciprocity."

### 6.2.2 The benefits of employing social capital

The benefits of understanding and facilitating the social capital of a community have been commented on by Grootaert who states; "Countries with similar endowments of natural, physical, and human capital have achieved very different levels of economic performance. So have regions or cities within countries, and even communities within regions or cities." Grootaert cites Putnam<sup>40</sup> in a study of Italy, Putnam argues that the higher density of voluntary associations among people in northern Italy explains the region's economic success relative to Southern Italy, where such associations are less frequent.

Age friendly communities facilitate social capital, through enhanced access facilitating greater participation in community life. Age friendly communities often require and/or rely on local Government input. Local Government policies and leadership can provide an enabling environment, characterised by arrangements and services that enhance efficiency, exchange of information, and cooperation between individuals, clubs, local businesses, funding streams/grants, Government Departments and the broader community.

### 6.2.3 Additional Evidence and supporting literature

Attachment 1, to this report summarises a range of documents that discuss the benefits and approaches taken to aged friendly communities. They include:

<sup>38</sup> Christian Grootaert (World Bank). SCI Working Paper No. 3, April 1998

<sup>39</sup> <http://www.socialcapitalresearch.com/definition.html> Accessed 14/04/12

<sup>40</sup> Economic Growth and Social Capital in Southern Italy John F. Helliwell and Robert D. Putnam Eastern Economic Journal Vol. 21, No. 3 (Summer, 1995).



- Global Age-friendly Cities: A Guide, World Health Organisations, 2007;
- Healthy by Design: A Planner's Guide to Environments for Active, Healthy Living (2004);
- The Australian Unity Wellbeing Index - Survey 1, Report 1 (2001);
- State Planning Strategy, West Australian Planning Commission, Final report, December 1997;
- Health and Quality of Life for Older West Australians, discussion Paper, Health Department of Western Australia;
- Health and Quality of Life for Older West Australians, discussion Paper, Health Department of Western Australia;
- Age-Friendly Communities Study, Final Report, The Shire of Moora, June 2011;
- Ten principles for geriatric health promotion, Meredith Minkler, Barry Checkoway;
- South West Active Ageing Research Project, South West Development Commission, 2010;
- Creating Healthy Neighbourhoods, Consumer preferences for healthy development, National Heart Foundation of Australia, 2011;
- Older persons and Health Promotion - An Overview of the Literature, Sally Savage, Susan Bailey, City of Greater Geelong, Live Well a Strategy for Health, Mature Communities, October 2004;
- Preventing social isolation and loneliness among older people: a systematic review of health promotion interventions, Alma Caltan\*, Martin White, John Bond and Alison Learmouth, Ageing & Society 25, 2005, 41-67.

### 6.3 Mitigating Social Isolation

Age friendly communities have the capacity to reduce the impact of social isolation. There are very significant benefits to reducing social isolation for older people. Social isolation negatively impacts on the health and wellbeing of older persons. Therefore the negative impact of social isolation and the benefits of activities and programs that reduce social isolation need to be considered in planning for new services and programs.

The long-term effect of being socially disconnected has been well documented. "Quite remarkably, the degree of mortality risk associated with lack of social relationships is similar to that which exists for more widely publicised risk factors, such as smoking. Arguably, such a level of risk deserves attention at the highest possible level in determination of health policy. In the UK, the Strategic Review of Health Inequalities (Marmot Review)<sup>41</sup> does indeed emphasise the need to reduce social isolation as a crucial means toward addressing health disparities, particularly in the most deprived groups." "When someone is connected to a group and feels responsibility for other people, that sense of purpose and meaning translates to taking better care of themselves and taking fewer risks." The findings of these studies have implications for not only older people, but for the community as a whole.

<sup>41</sup> (2010) Fair Society, Healthy Lives: A Strategic Review of Health Inequalities in England Post-2010. Available: <http://www.ucl.ac.uk/gheg/marmotreview>.



## 7 Other Factors

### 7.1 Economic Impacts

The retention of older persons, their carers and families in Northampton will significantly impact on the local economy particularly in the consumption of goods and services. The findings in this study demonstrate that 12 to 17 older people may have exited the community when their needs could no longer be met. As the proportion of older persons in Northampton and its service catchments increases so too will the rate of outward migration unless plans are actioned that arrest this trend. Older persons their carers and families also make a significant contribution to the social capital of Northampton.

The development of additional aged care services and related health services to meet a demand driven by the aged demographic and a demand created by Northampton becoming a retirement destination will create additional employment.

In broad terms the development of older persons housing and the construction of associated infrastructure including the construction of residential aged care will have the potential to create employment in construction at the rate of 9 persons for every \$1m spent per year. The housing project may be up to \$15.2m while associated buildings including residential care or other alternate options may be up to \$12m. Over an 8 year period this may create 31 jobs over this period.

The operational employment has been estimated to be create 15 to 25 jobs depending on the configuration.

### 7.2 Other Service Impacts

The development of the capacity to house and support older persons aged care and health needs will result in Northampton based services being able to leverage additional funding for respite, community aged care and geriatric health services.

The success of the retirement village may attract other developments.

### 7.3 Broad Policy Context

There are significant changes taking place in policy and programs for health and aged care.

#### 7.3.1 Health reforms

The health reforms are supported by a National agreement for funding public hospitals with the objectives of increasing the levels of transparency and accountability and reducing waste and waiting for patients.

Key components of the National Health Reform Agreement (and the related National Partnership Agreement on Improving Public Hospital Services and the National Healthcare Agreement 2011) that are directing the changes to Australia's health system include:

- A new framework for funding public hospitals and an investment of an additional \$19.8 billion in public hospital services over this decade;





- \* A focus on reducing emergency department and elective surgery waiting times;
- \* Increased transparency and accountability across the health and aged care system;
- \* A stronger primary care system supported by joint planning with States and Territories and the establishment of Medicare Locals;
- \* The Australian Government taking full policy and funding responsibility for aged care services, including the transfer to the Australian Government of current resourcing for aged care services from the Home and Community Care (HACC) program, in most states and territories except Victoria and Western Australia (negotiations regarding these arrangements in the light of the Aged Care reforms is continuing).

#### 7.3.2 WA HACC Reforms

Significant WA HACC reforms are being instituted in concert with the national community aged care reform agenda. The objective of the national reforms is to reshape and strengthen the community care system across Australia. The reform work is structured around developing and adopting a set of "common arrangements" - processes, methodologies and tools to simplify and streamline a range of activities.

The reform includes the development of an overarching service provision framework within which all community care programs operate. The proposed framework seeks to achieve consistency across all community care programs in the following key areas:

- \* Assessment for need and eligibility
- \* Access to services
- \* Eligibility criteria
- \* A common approach to determining fees
- \* Accountability
- \* Quality assurance
- \* Information management and data collection
- \* Planning

The framework will also include national targeting strategies to ensure an appropriate balance of HACC funding across care needs and will be underpinned by the objective of achieving greater alignment between the HACC Program and other community care programs.

Reform of the WA HACC Program aimed at improving eligibility screening, assessment, coordination and service delivery processes has been underway for a number of years. This reform has been guided by WA and national policy initiatives and projects including:

- \* The National HACC Framework for Assessment (1995);
- \* The WA Community Care Classification Project including the development of the WACC-PAF (1997);
- \* The WA HACC Assessment Strategy including the development of the WA HACC Needs Identification (HNI) Instrument (2003);
- \* The release of the report entitled A New Strategy for Community Care - The Way Forward (2004);





- The Implementation of the Wellness Approach incorporating the key strategy of face to face wellness focused assessment (2006);
- The Model of Care for the Older Person in Western Australia developed by the Aged Care Network (2007).

Building on the reform work undertaken nationally and at a state level, over the past few years, the WA HACC Program developed the Assessment Framework - Service Redesign document that is being used to guide the future direction of HACC assessment and service delivery in WA and reform across the broader community care sector.

The WA HACC reforms incorporate a wellness/capacity building approach as the policy position for future growth and development in service delivery for all HACC clients.

Wellness is based on the principles that people want to retain autonomy and build capacity, which in turn has a positive impact on their self esteem and ability to manage day to day life and where independence is not limited to physical functioning but extends to social and psychological functioning.

It is an important philosophical change in the thinking behind and delivery of HACC services in WA. The WA HACC service sector will be supported to develop and implement service models that build capacity by actively working with the client to:

- Prevent loss of independence by focusing on the retention of existing skills; and
- Focus on regaining skills and a subsequent increased level of independence and well-being

This service model is more conducive to the emerging trends in health care and consumer advocacy and is in contrast to a service model focused on continuing or increasing dependence on services.

### 7.3.3 Aged Care Reforms

The most significant reform in aged care since the establishment of the Aged Care Act 1997 has been announced and has been detailed in the Commonwealth Government's Living Longer, Living Better - Aged Care Reform Package May 2012. Attachment 7 is a summary of the Aged Care Reform package developed by the Aged Care peak body Aged and Community Services Australia (ACSA).

The Commonwealth Government's Living Longer, Living Better - Aged Care Reform Package May 2012 responds to the Productivity Commissions enquiry into Aged Care and involves a package of reform measures. The reforms include<sup>42</sup>:

- Increased user contributions (this does not include the family home)
- Increased supply of aged care services including 2 new community aged care package types
- Increases the opportunity for people to receive care at home
- Maintains a care ratio framework and licenses/allocation through the Aged Care Approvals Round (ACAR)
- Embeds consumer direct care principles in community care and will trial this approach in residential care

<sup>42</sup> Living Longer, Living Better - Aged Care Reform Package May 2012; The Commonwealth of Australia



- Create 'a home support program' by combining HACC and existing Commonwealth community programs such as respite and day therapy programs with the intention of putting a greater emphasis on prevention and reablement and a consistent fee policy after 2015 (WA and Victoria arrangement are under negotiation)
- Increase access to services and information through the creation of a gateway
- Introduce choice of a fully refundable lump sum payment or rent for all residents in residential aged care
- The Commonwealth will increase the accommodation payment for all supported residents (pension level) in new or redeveloped residential aged care facilities (2012-)
- Recalibrations of definitions in the ACFI to reduce the rate of growth in the care subsidies
- Create an independent pricing authority to approve pricing for residential aged care accommodation and charges for extra services
- Create a dementia subsidy across community care services
- Improve the approach to dementia care in hospitals
- Improve the approaches and arrangements for palliative care
- Create a new agency to accredit and monitor residential aged care facilities while DoHA will maintain responsibility for the complaints scheme, compliance and sanctions
- Create an 'Implementation Reform Council' to guide the implementation and further development of the reforms

#### 7.3.4 Broad Aged and Health Service Policy

Aged Care and Health policy directions have been built upon a strong evidence base that details the benefits of:

- Aged friendly communities;
- Aged persons health prevention and promotion;
- Restorative health care.

The recommendations of this plan have been developed with due consideration of these factors. An annotated bibliography (Attachment 1) provides a summary of key policies and concepts that will impact on the development of health services focused on older persons as well as the development of a comprehensive suite of aged care services.



## 8 Recommendations

### 8.1 Older Persons Housing

Work with Global Care Group to develop older persons housing (small scale retirement village) that includes a sustainable mix of social (pension level), full rental, and lease for life options for older people. This recommendation is in concert with the identified need. The details of the actions required are outlined in section 9 the action plan.

Global Care Group has developed the business model for the village to include the following arrangements:

- Lease-for-Life;
- Part rental and part incoming entrance fee (to satisfy issues with very low property values for the home sold by the resident to enter the village);
- Commercial rentals;
- Pension level rentals (means tested) and funded through arrangement with the WA Department of Housing;

It is estimated that Northampton Township may require:

- 8 - 10 ILUs 2014/15
- An additional 8 - 10 ILUs by 2020

Kalbarri will require:

- 20 ILUs in 2014
- An additional 20 to 30 ILUs by 2020 (this may be more rapid depending on the marketing outside the community and Northampton and the aged care services provided)

The Shire will need to cede land to the Global Care Group for the older persons housing initiative in Kalbarri and in Northampton Township

### 8.2 Expansion of Aged Care Services

#### 8.2.1 Close the gap - Aged Care Service Levels

Close the gap between current service levels and Commonwealth benchmarks including advocating for the restructuring of aged care service design in the MPS. This approach will also call for a transparent approach from the MPS as to how the funding provided by the Commonwealth is applied. This process should also include an examination of the relationship between the HACC budget and service levels and what if any cross subsidisation is being employed.

In the event that the MPS cannot within the funding restraints and WACHS philosophy provide benchmark service levels, the Shire should advocate for the MPS to devolve aged care services to an alternate approved provider. To devolve the aged care services from the Northampton MPS an exploration of the impact on the health services must first occur. It must also be ascertained if there is an alternate Approved



Provider who would be willing to deliver services in Northampton and under what circumstances.

#### **8.2.2 Plan for the increasing demand**

Based on the outcomes of the recommendation 'closing the gap', support the MPS or an alternate Approved Provider, to gain the recurrent funding and/or the capital required to develop aged care services and/or facilities.

The recommendations include the Shire providing land and/or facilitate processes to access funding and grants depending on the specific needs and requirements of the aged care provider.

It is recommended that the shire use the evidence and principles provided in this report to assess the viability and the necessity of any assistance sought by the provider.

Expansions of complimentary age related health services

#### **8.2.3 Developing complimentary aged related health services**

That a plan for the development of complimentary aged related health services be developed that includes telehealth. The plan should seek to reduce the number of trips that older persons need to make to Perth to access services. The development of actions to facilitate this recommendation will require WACHS and the Shire of Northampton to work together using the evidence presented in this plan.

#### **8.2.4 Develop Telehealth**

The Shire of Northampton should work with WACHS to secure NBN connectivity to aid the early adoption of telehealth.

#### **8.2.5 Through Collaborations facilitate the aged/health workforce**

The Shire may also seek to facilitate cooperation between Global Care Group, the GP and WACHS to explore processes for ensuring the appropriate complimentary aged care services are delivered and developed in a manner that maximises the health/aged care workforce e.g. community care workers, case managers, allied health professionals. The workforce may be able to work across services and programs to ensure that all programs and services remain viable and the capacity of the scarce workforce is maximised.

#### **8.2.6 Integrate geriatric health promotion and other aged care initiatives**

Facilitate collaboration with WACHS and community organisations, clubs and aged housing provider to facilitate better outcomes in relation to geriatric health promotion and health prevention activities thus reducing the incidents of avoidable hospitalisation.

### **8.3 Age friendly community**

#### **8.3.1 Adopt age friendly community strategy**

Adopt the age friendly guidelines of the Department of Communities built on evidence provided in this report.

#### **8.3.2 Make best use of Northampton's social capital**

Provide leadership to build on the social capital of Northampton.





## 9 Action Plan

This action plan relates only to the development of older persons housing and associated buildings. The development of residential care has not been described in this action plan as the aged care services may include alternate innovative solutions that could replace the need for residential care (community care, ageing in place, high care cluster housing and respite cottage service). The sites identified include:

- In Kalbarri the site abuts Grey Street on the Murchison River that is to be purchased by Council from RDL for 5% of its undeveloped value.
- Shire owned land have been identified in Northampton Township. The site selection will include consideration being given to the report in respect to the footprint for development between 2012 and 2020.

### Action Plan

Subject	What	When	Who
Land for ILU development	Identification of the need for older persons housing and the volume required	Complete	Verso/ Global Care
	Identification of land located where ageing in place is facilitated by virtue of access to other services including health services and residential aged care in Kalbarri and Northampton	Complete	Shire/ Global Care
	Seek the support of the Minister to provide the land and to support a minimal or no cost arrangement for the land in Kalbarri	Complete	Global care
	Establish price and purchase land from State Land Office in Kalbarri	In progress	Shire
	Dispose of land Kalbarri	Dec 2012	State Lands Office
	Approve transfer of Land for the development of an Ageing Place retirement village in Kalbarri and Northampton	Feb 2013	Shire
	Identification of experienced retirement living ILU providers willing to develop a retirement village of the modest scale required by the Shire	Complete	Shire





Subject	What	When	Who
	Developed MOU with the preferred provider of an Ageing Place Retirement Village defining location, headworks and approvals, land transfer arrangements, social housing targets, model, minimum number of units for the first phase of the development and the number of units for the completed development and planned innovations. The agreement also describes the mutual responsibilities of both parties.	March 2013	Shire/ Global Care Group
Subject	What	When	Who
Land for ILU development	Develop formal legal agreement for land use and transfer including in a manner that allows the village to operate effectively under the Retirement Villages Act	In progress	Shire/ Global Care
	Undertake statutory planning and secure approvals for both sites	Dec/June 2012/2013	Shire
	Identify headworks required for the sites	Jan 2013	Shire
	Estimate costs associated with headworks and develop a plan to fund and complete the works	Jan 2013	Shire/Global Care
	Transfer land to Global Care Group - Kalbarri and Northampton	July 2013	Shire
Subject	What	When	Who
Design ILUs, preliminary works	Appoint Architects	Completed	Global Care Group
	Develop site plans detailing staged development	In progress	Global Care Group
	Develop the model for the villages based on identified needs and contemporary experience in rural settings. The intended model will include a mix of lease for life, mixed entry fee and rental, commercial rental and pension level arrangements. The model also	In progress	Global Care Group



Subject	What	When	Who
	Includes an inclusive principle that does not identify the purchase/rent arrangements through differences in the external visual cues.		
	Preliminary discussions with the Department of Housing to ascertain their capacity, willingness and the process required to partner Global Care Group in the development of the village with respect to a mix of pension level units.	Completed Dec 2011	Global Care Group
	Pre approval for unit design, layout and costing for pension level from the Department of Housing.	Oct/Nov 2013	Department of Housing Global Care Group
	Cost intended design and construction including landscaping and engineering	Nov/Dec 2013	Global Care Group
	Undertake consultations in Kalbarri and Northampton with prospective purchasers to secure probable commitments to ILUs on the site	Nov/Dec 2013	Global Care Group
Subject	What	When	Who
Design ILUs, preliminary works	Identify capital funding sources to fund the development of the villages	Dec/Jan 2013/2014	Global Care Group
	Modify and develop master plans for the villages and detailed plans for Stage 1 and the proceeding stages based on input from the Department of Housing and in agreement with The Shire and Global Care Group	Nov/Dec 2013	Global Care Group
	Approval for capital funding arrangements and agreements related to the land	Jan/Feb 2014	Board Global Care Group
	Agree to site plan and stage 1 development	March 2014	Global Care Group/Shire
	Application to the department of housing to secure capital funding for the identified number of units required as pension level in the village based on evidence.	March 2014	Global Care Group



Subject	What	When	Who
	<b>Grant Capital Funds</b>	Oct 2014	Dept. Housing
	Consolidate all capital sources and develop cash flow process and plan to fund the construction of the villages.	Oct to Dec 2014	Global Care Group
	Undertake soil testing, engineering and other statutory planning processes related to these activities	August 2013	Global Care Group/ Shire
	Approve engineering and development plans including public comment and objection processes	Sept/Oct 2014	Shire
	Develop detailed building plans for the developments	Oct/Nov 2014	Global Care Group
	Cost final building, construction, engineering and landscaping	Dec 2014	Global Care Group
	Approve building plans	Jan 2015	Shire
	Adjust cash flow plans and capital requirements based on final costing	Feb 2015	Global Care Group
Subject	What	When	Who
Construction	Identify builder /landscape contractor	Completed	Global Care Group
	Commence Construction Stage 1	March 2015	Global Care Group
	Complete Construction Sage 1	By Dec 2015	Global Care Group
	Complete additional Stage TBD	Based on rate of sale	Global Care Group
Subject	What	When	Who
Operations	Form contracts with residents and take deposits where applicable	Oct/Dec 2014 onwards	Global Care Group
	Operationalise the village	By Dec 2015	Global Care Group



## 10 Attachments

Attachment 7

Document	Policy and Planning Context – Key Points
<p>International and Federal/Commonwealth Policy                      Global Age-Friendly Cities: A Guide, World Health Organisations, 2007  <a href="#">Global Age-Friendly Cities.pdf</a></p>	<p>The purpose of this Guide is to engage cities to become more age-friendly so as to tap the potential that older people represent for humanity. An age-friendly city encourages active ageing by optimizing opportunities for health, participation and security in order to enhance quality of life as people age. In practical terms, an age-friendly city adapts its structures and services to be accessible to and inclusive of older people with varying needs and capacities.</p> <p>In an age-friendly city, policies, services, settings and structures support and enable people to age actively by:</p> <ul style="list-style-type: none"> <li>• recognizing the wide range of capacities and resources among older people;</li> <li>• anticipating and responding flexibly to ageing-related needs and preferences;</li> <li>• respecting their decisions and lifestyle choices; protecting those who are most vulnerable;</li> <li>• promoting their inclusion in and contribution to all areas of community life.</li> </ul> <p>Active ageing depends on a variety of influences or determinants that surround individuals, families and nations. They include material conditions as well as social factors that affect individual types of behaviour and feelings</p> <p>Age-friendly community and health services checklist:</p> <p>Service Accessibility</p> <ul style="list-style-type: none"> <li>• Health and social services are well-distributed throughout the city, are conveniently co-located and can be</li> </ul>





Document	Policy and Planning Content – Key Points
<p><b>A Healthier Future for All Australians (2009) - Federal Health Reform Commission</b>  <a href="http://dttolr/www.yourhealth.gov.au/files/rae/vourhealth/push.htm">http://dttolr/www.yourhealth.gov.au/files/rae/vourhealth/push.htm</a>; nsw/Canter</p>	<p>reached readily by all means of transportation.</p> <ul style="list-style-type: none"> <li>• Residential care facilities, such as retirement homes and nursing homes, are located close to services and residential areas so that residents remain integrated in the larger community.</li> <li>• Service facilities are safely constructed and are fully accessible for people with disabilities.</li> <li>• Clear and accessible information is provided about the health and social services for older people.</li> <li>• Delivery of individual services is coordinated and with a minimum of bureaucracy.</li> <li>• Administrative and service personnel treat older people with respect and sensitivity.</li> <li>• Economic barriers impeding access to health and community support services are minimal.</li> <li>• There is adequate access to designated burial sites.</li> </ul> <p><b>Offer of Services</b></p> <ul style="list-style-type: none"> <li>• An adequate range of health and community support services is offered for promoting, maintaining and restoring health.</li> <li>• Home care services are offered that include health services, personal care and housekeeping.</li> <li>• Health and social services offered address the needs and concerns of older people.</li> <li>• Service professionals have appropriate skills and training to communicate with and effectively serve older people.</li> </ul> <p><b>Voluntary Support</b></p> <ul style="list-style-type: none"> <li>• Volunteers of all ages are encouraged and supported to assist older people in a wide range of health and community settings.</li> </ul> <p><b>Emergency Planning and Care</b></p> <ul style="list-style-type: none"> <li>• Emergency planning includes older people, taking into account their needs and capacities in preparing for and responding to emergencies.</li> </ul> <p><b>Recommendations include:</b></p> <ul style="list-style-type: none"> <li>• A goal of fundamental redesign of the Australian health system.</li> <li>• Embed prevention and early intervention into every aspect of the health system and lives.</li> <li>• Establish a National Health Promotion and Prevention Agency</li> </ul>

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Document	Policy and Planning Content - Key Points
<p><a href="#">nu/f9985BD254EC75F5CA2375F8D0025898A/Files/FinalReport%200th%20edition%20June%2009.pdf</a></p>	<ul style="list-style-type: none"> <li>• Connect and integrate health and aged services around people</li> <li>• Integrating multidisciplinary primary health care services</li> <li>• Establishment of comprehensive primary health care services and centres</li> <li>• Establishing primary health care organisations</li> <li>• The Commonwealth having full policy and funding responsibility for primary health care</li> </ul>
<p>Building a 21<sup>st</sup> Century Primary Health Care System (Draft National Primary Health Care Strategy) (2009)</p> <p><a href="http://www.yourhealth.gov.au/interact/yourhealth/publishing.nsf/Content/n2/ndhc-draft-report-ipc/SFLE/ENPHC-Draft.pdf">http://www.yourhealth.gov.au/interact/yourhealth/publishing.nsf/Content/n2/ndhc-draft-report-ipc/SFLE/ENPHC-Draft.pdf</a></p>	<p>Constitutes four (4) Key Priority Areas and Directions for Change:</p> <p>Improving access and reducing inequity via delivery through an integrated service system</p> <p>Better management of chronic conditions via a practice or provider who becomes responsible for managing care</p> <p>Increasing the focus on prevention via regular risk assessments available at multiple points of service, which are actively linked to community-based supports and activities</p> <p>Improving quality, safety, performance and accountability by giving individuals information to make informed choices and improving patient information at handover</p> <p>The report supports and expands on the issues which have determined the Key Priority Areas in the Draft Strategy above.</p>
<p>Primary Health Care Reform in Australia - Report to Support Australia's First National Primary Health Care Strategy (2009)</p> <p><a href="http://www.yourhealth.gov.au/interact/yourhealth/publishing.nsf/Content/n2/ndhc-draft-report-supp-toc/SFLE/ENPHC-supp.pdf">http://www.yourhealth.gov.au/interact/yourhealth/publishing.nsf/Content/n2/ndhc-draft-report-supp-toc/SFLE/ENPHC-supp.pdf</a></p>	
<p>Close the Gap - Statement of Intent from Indigenous Health Equity Summit (2008)</p> <p><a href="http://www.hreac.gov.au/Social_Justice/healthstatement_intent.html">http://www.hreac.gov.au/Social_Justice/healthstatement_intent.html</a></p>	<p>The Statement of Intent notes the challenge to embrace a new partnership between Indigenous and Non-Indigenous Australians, and that the core of the partnership is to close the gap on life expectancy, educational achievements and employment opportunities.</p> <p>The statement notes a shared commitment to achieving concrete targets relating to literacy, numeracy and employment, to halving the gap in infant mortality and life expectancy. The parties to the statement are the Australian Government, ATSIs people, supported by non-Indigenous Australians and health organisations.</p>

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Document	Policy and Planning Content - Key Points
<p>Healthy By Design: A Planner's Guide to Environments for Active, Healthy Living (2004)  <a href="https://www.heartfoundation.org.au/search/healthybydesign">https://www.heartfoundation.org.au/search/healthybydesign</a></p>	<p>The statement includes commitments to:</p> <ul style="list-style-type: none"> <li>• A long term flow of action to address inequities in health services</li> <li>• Ensure primary health care services and health infrastructure are capable of bridging the gap in health standards by 2018</li> <li>• Ensure full participation in all aspects of health need</li> <li>• Work collectively and systematically to address the social determinants which impact on health equality</li> <li>• Measure, monitor and report on joint efforts in accordance with benchmarks and targets</li> </ul> <p>This guide provides design objectives and considerations for planners, consultants, developers, engineers, architects and community organisations. The guide covers the aspects of:</p> <ul style="list-style-type: none"> <li>• Walking and cycling routes</li> <li>• Streets</li> <li>• Local destinations</li> <li>• Open space</li> <li>• Public transport</li> <li>• Supporting infrastructure</li> <li>• Fostering community spirit</li> </ul> <p>The guide also provides design prompts (Objectives and Considerations) for all of these.</p> <p>Recommendations relevant to Municipal Health include:</p> <ul style="list-style-type: none"> <li>• Promote a better understanding of the role and needs of carers (Recommendation 2)</li> <li>• Prioritise locally-based peer support groups (Recommendation 8)</li> <li>• Provide a preventative health care program targeted at carers (Recommendation 46)</li> <li>• Nominate carers as an early priority for social inclusion in the social inclusion system (Recommendation 50)</li> </ul>
<p>Who Cares ...? - Report on the inquiry into better support for carers (2009)                      (also Document Review by Natalie Appleby)  <a href="http://www.aah.gov.au/house/committees/careers/report/fullreport.pdf">http://www.aah.gov.au/house/committees/careers/report/fullreport.pdf</a></p>	<p>Strategies are:</p>
<p>Australia: The Healthiest Country by</p>	



Document	Policy and Planning Content – Key Points
<p><b>2020 - National Preventative Health Strategy - Overview (2009)</b>  <a href="http://www.preventativehealth.org.au/interact/development/health/publication.nsf/Content/5E923A781D64E6F0C42575E00075D000/SF/interphs-overview.pdf">http://www.preventativehealth.org.au/interact/development/health/publication.nsf/Content/5E923A781D64E6F0C42575E00075D000/SF/interphs-overview.pdf</a></p>	<ul style="list-style-type: none"> <li>• Shared responsibility - developing strategic partnerships</li> <li>• Act early and throughout life</li> <li>• Engage communities</li> <li>• Influence markets and develop coherent policies</li> <li>• Reduce inequality</li> <li>• "Close the gap" for Indigenous Australians</li> <li>• Refocus primary healthcare towards prevention</li> </ul>
<p><b>National Action Plan on Mental Health 2006 - 2011 (2006)</b>  <a href="http://www.cohe.gov.au/coasr_meetings/docs/nhp_mental_health.pdf">http://www.cohe.gov.au/coasr_meetings/docs/nhp_mental_health.pdf</a></p>	<p>This joint Commonwealth and States Plan has five (5) action areas which attendant specific policy directions. The action areas are:</p> <ul style="list-style-type: none"> <li>• Promotion, prevention and early intervention</li> <li>• Integrating and improving the care system</li> <li>• Participating in the Community and Employment</li> <li>• Co-ordinating care</li> <li>• Increasing workforce capacity</li> </ul>
<p><b>National Framework for Action on Dementia 2006 - 2010</b>  <a href="http://www.healthvictoria.gov.au/internet/main/publications.nsf/Content/064B08921C6FDD187CA2972180007E7177/\$File/nfad.pdf">http://www.healthvictoria.gov.au/internet/main/publications.nsf/Content/064B08921C6FDD187CA2972180007E7177/\$File/nfad.pdf</a></p>	<ul style="list-style-type: none"> <li>• The framework incorporates the following principles:             <ul style="list-style-type: none"> <li>• People with dementia are valued and respected</li> <li>• Carers and families are valued and supported</li> <li>• People with dementia, their carers and families are central to choices about care.</li> <li>• Service responses recognise individuals</li> <li>• People with dementia, carers and families receive services that respond to the social, cultural and economic background, location and needs</li> <li>• A well-trained workforce delivers quality care</li> <li>• Communities play an important role</li> </ul> </li> </ul>
<p><b>Social Housing Initiative - Guidelines (2009)</b>  <a href="http://www.fahcsa.gov.au/yah/ouasi">http://www.fahcsa.gov.au/yah/ouasi</a></p>	<p>No apartment, long term policy implications in document and no mention of local government role. However there may be specific outcomes from particular new or refurbished social housing projects in Hume.</p>

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Document	Policy and Planning Context – Key Points
<p><a href="#">ra/sub/nou/ou/ine/social/housing_init_guidelines/Documents/Social_Housing_Initiative.pdf</a></p> <p>The Australian Unity Wellbeing Index - Survey 1, Report 1 (2007)</p> <p><a href="http://accpl.deakin.edu.au/index_wellbeing/Survey1_1.pdf">http://accpl.deakin.edu.au/index_wellbeing/Survey1_1.pdf</a></p>	<p>Quality of life is subjective as well as objective, a matter of how people feel about life as well as the material conditions in which they live. Interestingly, however, these two kinds of measurement are normally poorly related. So we need both. There are a plethora of objective measures that relate to quality of life and wellbeing. There is, however, a lack of subjective measures that are rigorous, comprehensive and systematic.</p> <p>The Australian Unity Wellbeing Index is designed to fill this niche. It has the aim of promoting greater public and political awareness of the social factors undermining wellbeing, as well as enhancing scientific understanding of subjective wellbeing.</p> <p>Nineteen surveys have been conducted since 2007 and a number of Special Reports are available including data on differences between towns/cities.</p>
<p>Western Australian Policy</p> <p>A Healthy Future for West Australians, Report of the Health Reform Committee, March 2004</p> <p>A Healthy Future for Western Australians Final Report.pdf</p> <p><a href="http://www.health.wa.gov.au/infoc/ogcs/publications/Final_Report.pdf">http://www.health.wa.gov.au/infoc/ogcs/publications/Final_Report.pdf</a></p>	<p>The document states that the need for change is accepted by all but incremental reform is no longer the pathway to a financially sustainable vision for WA. A fundamental reorientation of the public health system. An increased focus on health promotion, improved interface between general practice and the public health system and enhanced community-based aged care, mental health, Aboriginal health services will not only improve the health status of Western Australians, but will reduce the growth in demand for hospital emergency care and beds. Investments s needed to help people navigate the health system. This includes both technology to facilitate the movement of information through the health system, such as electronic health records and unique patient identifiers, and in clinical guidelines to bring greater consistency to clinical practice.</p> <p>Significant reconfiguration of hospital services in WA is proposed. This is necessary to rectify historically poor planning decision, to reflect rapidly changing demographics, to improve access to hospital care and to ease the burden and reduce the dependency on tertiary hospitals.</p>
<p>State Planning Strategy, West Australian Planning Commission.</p>	<p>The State Planning Strategy is a land use planning strategy for Western Australia's development up to our bicentenary in 2025. The Strategy prepares for significant population growth, an expanding economy, a</p>





Document	Policy and Planning Context – Key Points
<p><u>Final report, December 1997 State Planning Strategy Report 1997.pdf</u></p>	<p>changing and vibrant community and a sustainable future. It provides a vision to assist strategic decision-making and a set of principles by which coordinated, sustainable development will be implemented. It is a plan to meet community needs and aspirations, and facilitate wealth creation, the provision of public infrastructure and the protection and improvement of the environment.</p> <p>Environmental principle: To protect and enhance the key natural and cultural assets of the State and deliver to all Western Australians a high quality of life which is based on sound environmentally sustainable principles.</p> <p>Community principle: To respond to social changes and facilitate the creation of vibrant, accessible, safe and self-reliant communities.</p> <p>Economic principle: To actively assist in the creation of regional wealth, support the development of new industries and encourage economic activity in accordance with sustainable development principles.</p> <p>Infrastructure principle: To facilitate strategic development by ensuring land use, transport and public utilities are mutually supportive.</p> <p>Regional principle: To assist the development of regional Western Australia by taking account of the region's special assets and accommodating the individual requirements of each region.</p>
<p>The Western Australian Chief Health Officer's Report 2010, Department of Health, Western Australia, March 2010</p> <p>WA chief health officers report_2 010.pdf</p>	
<p>Health and Quality of Life for Older West Australians, discussion Paper, Health Department of Western Australia</p> <p>Quality of Life for West Australians.pdf</p>	<p>Part of the report deals with health promotion and prevention interventions. The report identifies that a substantial amount of chronic disease conditions associated with ageing are potentially preventable and not an inevitable accompaniment of growing old. The report considers a number of risk factors that impact on good health and notes that a lifestyle approach needs to be developed encouraging healthy habits from an early age but also recognises that benefits can be obtained from changing habits. The report details strategies that can support improved wellbeing. Other themes in the report focus on the continuing move for greater integration of GPs and other parts of the health system. The report also discusses the aged care system and the role of community care.</p>

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Document		Policy and Planning Context - Key Points
State Aged Care Plan for Western Australia 2003-2008, WA Aged Care Advisory Council, 2003 <a href="http://www.health.wa.gov.au/publications/documents/sacp0308.pdf">http://www.health.wa.gov.au/publications/documents/sacp0308.pdf</a>	In early 2002, the Minister for Health established the WA Aged Care Advisory Council to provide ongoing advice to government on health and related aged care services for older people in Western Australia. As a priority item of reference, the Advisory Council was required to develop a State Aged Care Plan, including an action plan for dementia care, for the State's ongoing involvement in the provision of health and related aged care services to the older population of Western Australia.	
Leadership in Aged Care Plan for Western Australia 2004-2008, WA Aged Care Advisory Council, 2004 <a href="http://www.health.wa.gov.au/publications/documents/LALeadershipActionPlan_1200.pdf">http://www.health.wa.gov.au/publications/documents/LALeadershipActionPlan_1200.pdf</a>	This plan is the Advisory Council's response to the first goal of the State Aged Care Plan which states the critical importance of strong leadership in envision, create and shape change for the benefit of older Western Australians. <b>Vision:</b> Independence, well-being and quality of life for older people through responsive health and aged care services and supports <b>Goals:</b> 1. Strong leadership to envision, create and shape change for the benefit of older Western Australians 2. Transformed systems to ensure integrated and coordinated services and supports 3. Continuous improvement so that services and supports focus on the individual and recognise diversity 4. The people who provide services and supports are valued, mentored, skilled and resourced <b>Values:</b> • Aged care is about the person, both the individual and their family (of origin, or choice) and carers and is built on participation and respect • Aged care is positive and enabling with service delivery based on flexibility and choice • Equity and inclusion are fundamental • Quality systems are fundamental	
Aged Care Network, Discussion Paper Model Of Care For The Older Person	Leadership - Aim to champion a shared vision of an environment of care and support for older people Strategies The aged care sector - Aim to support and shape an integrated and responsive aged care sector Communities of Interest - Aim to support community involvement in shaping the responsiveness of health and aged care services. Independence, well-being and quality of life for each older person in Western Australia through responsive health and aged care services and supports across the continuum of care The key findings centre on refinement of the draft model of care in terms of:	

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Document	Policy and Planning Document – Key Points
<p>In Western Australia, Department of Health, 2007                      Discussion Paper: Model of Care.pdf</p>	<ul style="list-style-type: none"> <li>• a greater emphasis on the phases of the ageing process</li> <li>• the need to promote healthy ageing as an important part of the continuum of care</li> <li>• the nature of the continuum of care in relation to the care needs of an aged person</li> <li>• recognition of the difficulties that an older person and/or a carer may face as they move through the continuum of care</li> <li>• addition of a further principle relating to ‘carers’ in respect to the support they provide and their role as an integral member of the team that provides care</li> <li>• inclusion of the ‘Age-friendly’ principles and practices as the foundation for the model of care</li> <li>• the values espoused in the State Aged Care Plan for Western Australia 2003-2005 should also act as a foundation for the model.</li> </ul> <p>These findings have subsequently been applied to the development of the Model of Care for the Older Person.</p>
<p>Model of Care for the Older Person in Western Australia, Aged Care Network Department of Health, 2007                      Older Person Model of Care.pdf</p>	<p>It is in line with the ongoing reform agenda occurring across the WA health system. WA Health Networks identified the need to provide a structure for outlining system change and reform, that incorporates the stated principles originally outlined in A Healthy Future for Western Australians: Report of the Health Reform Committee<sup>2</sup>. The model of care proposal developed by WA Health Networks has provided the framework to assist in completing this task.</p> <p>This document describes the broad policy approaches for the Model of Care for the Older Person that relates to the continuum of care service delivery for older persons across the WA Health system and beyond.</p> <p>The World Health Organisation (WHO) argues that if nations, societies and communities actively plan and respond now, we will be prepared to meet this challenge successfully. They articulate the active ageing process as a way of thinking and working to optimise opportunities for health, participation and security in order to enhance quality of life as people age’ (World Health Organisation 2002).</p>
<p>Health and Quality of Life for Older West Australians, discussion Paper, Health Department of Western Australia                      ActiveAgeingStrategy_Report20042008.pdf</p>	<p><b>Key Focus Areas:</b>                      The development and implementation of new or redesigned Models of Care retain a focus on the following four key areas. These are based on the National Chronic Disease Action Plan (National Health Priority Action Council 2006):                      Prevention &amp; Promotion - A key focus of the WA Health reform agenda is the adoption of prevention programs and the promotion of healthy lifestyles and the modification of risky behaviours. All health care interventions across the continuum of care identified in models</p>



Document	Policy and Planning Council – Key Points
<p><u>Overview and objectives.pdf</u></p>	<p>of care should include education about risky behaviours and support for instigating or maintaining behavioural changes.</p> <p><u>Early Detection &amp; Intervention</u> - Models of care will have a strong focus on the need for early detection and early intervention to prevent or slow progression of a condition and subsequently improve patient outcomes. Significant activity can occur within the primary care setting and this should be encouraged in new models of care.</p> <p><u>Integration &amp; Continuity of Care</u> - Partnerships between government agencies, non government and private organisations, primary, specialist and multi disciplinary professionals and home, community and hospital settings should be explored and fostered in the development of new models of care. Collaboration and commitment between these partnerships and a desire to place the patient at the centre of all activities ensuring continuity of care will support the delivery of more effective and efficient prevention, detection and management services.</p> <p><u>Self Management</u> - There is an accepted recognition of the importance of enhancing an individual's ability to self manage, from prevention of risk factors or risky behaviour to the various stages of management of their care. The current health system is ill equipped to educate and support individuals to self manage. A shift in the culture of the workforce is required. Health professionals need the skills to routinely teach self-management principles and to believe that people are capable of preventing and managing their own conditions.</p>
<p>Western Australian Home and Community Care Program, Triennial Plan 2006-2011, Aged Care Policy Document, Department of Health, March 2008</p> <p>HACC Western Australia Triennial Plan 2008-2011.pdf</p> <p>Foundations for Country Health Services: The WA Country Health Service Strategic Plan 2007 - 2010, Department of Health, 2007</p> <p>Expenditures for Country Health Services 2007-10.pdf</p>	<p>The 2008/2011 Western Australian (WA) Home and Community Care (HACC) Triennial Plan is provided to the Australian Department of Health and Ageing as required by the Review Agreement under Clause 5(1) that provides for three year planning cycles, supported by annual processes. The Triennial Plan provides the strategic direction, priorities and allocation of funds for the Home and Community Care Program in WA over the triennium.</p> <p>Residential Aged Care Program, the Australian Government's Healthy Horizons report and a recent report by the Royal Australasian College of Physicians demonstrate that people in rural and remote areas of Australia have poorer health status than their metropolitan counterparts. Analysis of health data indicates that many health conditions suffered by the country community are avoidable or can be managed in the community, reducing the need for hospitalisation. Examples include diabetes, chronic obstructive pulmonary disease, asthma and congestive cardiac failure.</p> <p>The health of the community depends on a complex range of factors including lifestyle, housing, employment, education, occupational and environmental factors such as access to good drinking water and healthy food. Responsibility for good health is shared among</p>

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Income 4	Priority and Planning Committee - Key Focus
	<p>Individuals, families, communities and the government. Unhealthy factors can promote good health or place people at increased risk of disease. Country residents are more likely than their metropolitan counterparts to smoke tobacco, drink alcohol in hazardous amounts, be overweight and be physically inactive. Young males have higher suicide rates than their metropolitan counterparts. The health system alone cannot address all of the health issues of country communities, as there are social, family and environmental factors that impact on the health of people and populations.</p> <p>A range of government and non-government agencies and the community must work together to address the factors that affect community health. Building the ability of the community to improve the health and wellbeing of its members is vitally important. Community development and capacity-building strategies include engaging and involving all sectors of country communities, including people from Aboriginal and other diverse cultural backgrounds and people with disabilities, and relevant agencies in setting priorities and planning services, educating the community through health promotion, undertaking early intervention and prevention programs, upgrading transport services and improving environmental health.</p> <p>The WA Country Health Service has identified the following four priorities for future investment and effort:</p> <ol style="list-style-type: none"> <li>1. Focusing on, and re-investing in, primary and community health activities that can be demonstrated to improve the health of the country population</li> <li>2. Improving the health of Aboriginal people</li> <li>3. Building capacity to respond to mental health issues within all services so as to provide a broader base of services to protect, maintain and improve the mental health of regional communities</li> <li>4. Supporting healthy ageing in the community through services that maintain health and independence.</li> </ol> <p>Key actions that WAACHS will take to achieve significant improvements in these areas over the next three years:</p> <p><i>Addressing the Health and Independence of Older People</i></p> <p>WAACHS will strive to redesign the way services are provided to the elderly. In partnership with GPs, we will place greater emphasis on services that maintain the health and independence of older people and on improving the efficiency and quality of our residential aged care services. Our Aged Care Services WAACHS is a significant provider of community-based aged care, residential aged care and hospital based respite care for older people. Currently WAACHS provides care to over 400 aged care residents in 40 of its 74 hospitals and multi-purpose centres. Thousands of these facilities receive funding through the WA-Financial Service Program (WAFSP). WAACHS also manages Australian Government funded nursing home beds in Derby, Port Hedland and Kunurra and is the provider of Carelink in the Pilbara, Kimberley and Midwest.</p>





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Document	Policy and Planning Content – Key Points
	<p>Aged care services are principally funded by the Australian Government through MPS, the Home and Community Care Program (HACC), the Long Stay Older Patients Program and Carelink.</p> <p>It is estimated that over 14,000 country residents (31% of the population in the HACC target age group) receive HACC services each year. Only 5% of aged people in Australia live in residential aged care. Most elderly people prefer and expect to remain living in the community, where they are often supported by family, friends and neighbours. Support for carers is a critical component of successful aged care services.</p> <p>In many areas of WA, WACHS has to consider the transient older tourist population who present with demands for medication and equipment on their travels around Australia.</p> <p><i>Future Directions</i></p> <p>A key aim of WA Health reform is to prevent avoidable admissions to acute hospital care. While comprising 14% of the population, those 65 years and over account for 25% of hospital admissions and 43% of total bed days<sup>13</sup>.</p> <p>Working in partnership with other aged care providers will be a key strategy in our endeavours to strengthen rural and regional aged care services in a manner that is consistent with the vision in the State Aged Care Plan of 'Independence, well-being and quality of life for older people through responsive health and aged care services.'</p> <p>WACHS will establish an aged care management function in each regional network in order to better coordinate the planning and delivery of aged care services, minimise duplication of processes, (as in the case of multiple assessments) and better up-skill and support staff. This will help to integrate aged care staff, including staff in HACC, Aged Care Assessment Teams (ACAT) and residential aged care providers, and create links with other providers such as Silver Chain Nursing Association, local government, church-based agencies and the private sector.</p> <p>In collaboration with our aged care partners, WACHS will develop coordinated programs for chronic disease management, rehabilitation, preventive services (e.g. prevention of falls) and community-based alternatives (e.g. 'hospital in the home') to reduce unnecessary hospitalisations.</p> <p>Many small country hospitals have become the default residential care providers, with and without MPS funding support. This residential aged care model, whereby small numbers of beds are spread across a large number of small country hospitals does not necessarily make the best use of limited health funding and resources. Through regional services planning we will designate sites to be the future providers of aged care services.</p>





Document	Policy and Planning Content – Key Points
	<p>In addition, WACHS recognises that many of the older low-care facilities were designed for acute inpatient care, do not meet contemporary residential aged care standards and are not appropriate for the increasingly complex needs of older residents. Factors that contribute to this complexity include the residents' need to access care while maintaining their connection to family, and the provider's need to attract good staff and to recruit and retain facilities. The skill set of hospital staff can often be under-utilised in aged care or may not meet the increasingly specialised needs of the elderly. WACHS will provide support for hospital staff and GPs to access geriatric expertise and up-skilling.</p> <p>In seeking accreditation under the Australian Council of Healthcare Standards, we will benchmark aged care services against relevant national Residential Aged Care Standards and HAOC National Service Standards.</p> <p>In order to keep older people well, maintain them in the community and prevent hospital admissions, investment in aged care services must be realigned to better respond to the need for community-based and restorative services. While the provision of locally based services serves a balance between accessibility and affordability, the importance of these services to the community means that we must develop solutions that will meet community needs in a more sustainable manner.</p> <p><b>Objective 21:</b> Increase the focus on services that maintain the health and independence of older people.</p> <p><b>Key Reform Actions:</b></p> <ul style="list-style-type: none"> <li>• Develop community based services that maximise the independence of older people</li> <li>• Expand early discharge and community rehabilitation services for older people</li> <li>• Introduce the Residential Care Line to provide residential aged care services with telephone advice and support that will enable them to manage sick patients who do not require transfer to an acute service.</li> </ul> <p><b>Objective 22:</b> A coordinated, integrated and efficient network of community and residential aged care services in each region.</p> <p><b>Key Reform Actions:</b></p> <ul style="list-style-type: none"> <li>• Apport aged care coordinators in all regions</li> <li>• Strengthen aged care services and skills by utilising the expertise of visiting geriatricians and telehealth</li> <li>• Review the current arrangements for residential aged care services to improve efficiency and quality of care</li> <li>• Increase better use of the skills of registered nurses by increasing the number of patient care assistants employed for non-nursing duties</li> <li>• Meet relevant medical standards for community and residential aged care services</li> </ul>



Doc 2011		Policy and Planning Context – Key Points
<p>WA County Health Service Annual Report, 2010-11, WA County Health Service, September 2011</p> <p>WACHS Annual Report, 2010/11 02</p>	<p>WA Health Care Services Framework 2009-2020, Department of Health, 2009</p> <p>CLINICAL SERVICES FRAMEWORK WACHS</p>	<p><b>Ageed Care</b></p> <p>In 2010-11 WACHS continued to implement a number of programs operating across the Area Health Service to improve access to aged care services and services for younger people with disabilities including:</p> <ul style="list-style-type: none"> <li>Increasing Friend In Need Emergency (FINN) complex care coordination across all seven regions. The program is attached to larger emergency departments to coordinate care for "at risk" older patients who attend the emergency department.</li> <li>Providing a 10 bed Inpatient Rehabilitation Unit Day Therapy service and community rehabilitation program in Bunbury commencing April 2011 and a full time geriatrician to the South West was appointed in March 2011.</li> <li>Expansion of Inpatient and outpatient rehabilitation programs in Albany and Geraldton.</li> <li>Commencement of community physiotherapy and expansion of the Day Therapy Program in Northam.</li> <li>Creation of older adult mental health positions in Goldfields, Wheatbelt and South West regions.</li> <li>An allocation of \$1 million for continued growth in Home and Community Care programs across country regions.</li> <li>Full implementation of the National Job Creation Package Program across 16 remote communities in the Pilbara and Kimberley for the provision of community aged care services.</li> <li>Review and improvement of all multipurpose service residential care accommodation incorporating aged care friendly principles and best practice standards.</li> </ul>
<p>Subacute Care Plan – Western Australia 2009-2013, National Health Partnership Agreement Schedule C, Innovation and Health System Reform Division, Aged Care Policy Directorate, Department of Health, April 2009</p>	<p>The combination of a relatively low population base compared to eastern seaboard states, the vast size of WA and geographically remote regional communities has led to the historical concentration of health care and hospital resources in the metropolitan area. In addition, within the WA metropolitan area, there has been a historical tendency to concentrate on services provided by tertiary hospital sites, with the main focus on acute service provision with limited clinical specialist services.</p>	

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Download	Policy and Planning Content - Key Points
<p><a href="#">SUBURB CARE PLAN 2012-13.pdf</a></p>	<p>The aim of the WA Subacute Care Plan is to expand the provision of subacute services in line with targets, employing approaches agreed to by the National Subacute Care Working Group in alignment with WA local needs, priorities, circumstances and opportunities. Specifically, the Plan will provide increased services in the ambulatory care setting, move services to secondary hospitals sites closer to where people live and will assist hospitals to be more efficient and sustainable. It is envisaged that the expected outcomes from the Plan will support the implementation of the Trading Pressure Of Public Hospitals Plan and in particular the State 'Four Hour Rule' Program' in WA.</p> <p>The key strategies of the WA Plan are for:</p> <ul style="list-style-type: none"> <li>• build and strengthen existing services based on evidence based outcomes;</li> <li>• provide new services where there are identified gaps based on evidence based outcomes;</li> <li>• strengthen both the allied health and clinical workforce to drive increased service delivery and improve outcomes; and</li> <li>• concentrate effort on robust data collections that support increase levels of activity across subacute care services.</li> </ul> <p>Key opportunities for WA County Health Services (WAChS) Regional Areas:</p> <ul style="list-style-type: none"> <li>• Strengthening of the visiting consultant geriatrician service to WA County Health Service (WAChS) regional resource centres with kernel links to specific metropolitan aged care and stroke departments.</li> <li>• To provide a visiting consultant psycho-geriatrician service to WA County Health Services (WAChS) regional resource centres aligned with the geriatrician visiting service.</li> <li>• The clinical platform of specialist clinician services will provide the "impetus" for a best practice comprehensive, multi-disciplinary approach to rehabilitation and geriatric evaluation and management (GEM). Downstream benefits will accrue in respect to the development of a stronger rural and regional allied health workforce.</li> <li>• Sub-acute secondary rehabilitation units in major regional resource centres where population projections indicate demand.</li> <li>• Establishment of 'Day Therapy' services in key WAChS regional resource centres.</li> <li>• Establishment of 'Day Therapy' services in key WAChS regional resource centres.</li> <li>• Enhanced utilisation of the health centres in regional areas.</li> </ul> <p>Useable high throughput is an operational policy for the design and assessment of structure plans and subdivision for new urban areas in the metropolitan area and country centres.</p>

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Document		Policy and Planning Criteria – Key Points
<p>Australian Planning Commission, January 2009, Update 02                      Liveable Neighbourhoods a WA Govt Sustainable Cities Initiative 07</p> <p>Website: Office of Seniors  <a href="http://www.zimmerman.wa.gov.au/seniors/raa/Seniors_Pages/How%20to%20Live%20Well.aspx">http://www.zimmerman.wa.gov.au/seniors/raa/Seniors_Pages/How%20to%20Live%20Well.aspx</a></p>	<p>The Department for Communities (DfC) is committed to building strong, vibrant communities. One of the most effective ways to create a strong community is to adopt an age-friendly approach to planning at the local government level. As the ageing population increases, there is a greater priority for local communities to accommodate the lifestyles of seniors in the community. To support the needs of every WA senior, whether they are 50 or 90, a community must be age-friendly.</p> <p>The Department for Communities is encouraging local government authorities to embrace the World Health Organisation's Age-friendly Communities concept, which is part of an international effort to prepare for the ageing of our community.</p> <p>An age-friendly community is one which:</p> <ul style="list-style-type: none"> <li>• Recognises the great diversity among older people</li> <li>• Promotes their inclusion and contribution in all areas of community life</li> <li>• Respects their decisions and lifestyle choices</li> <li>• Anticipates and responds to ageing-related needs and preferences.</li> </ul> <p>An age-friendly community benefits everyone in the community, not only older people as it creates a culture of inclusion enjoyed by people of all ages and abilities.</p> <p><u>Grants to support local government planning</u></p> <p>As local government authorities are best placed to explore the issues faced by seniors as they age, the Department is providing grant funding to WA local government authorities to assist them in adopting an age-friendly approach to their strategic planning. The grants program was established following an age-friendly community pilot program with the Cities of Mervin, Rockingham, and Manourah, and the Shire of Augusta-Margaret River.</p> <p>In May 2012 16 applicants covering 23 Local Governments were awarded grants of \$8,000 each to undertake research, facilitate workshops and conduct other information-gathering exercises.</p>	
<p>Disability Policies</p>		





Document		Policy and Planning Context - Key Points
<p>Disability Services Commission Strategic Plan 2011-2015                      Disability strategic plan 1/10/15.pdf</p>	<p>Our vision for the future is that:</p> <ul style="list-style-type: none"> <li>All people live in welcoming communities that embrace citizenship, friendship, mutual support and a fair go for everyone. In achieving this vision the rights of people with disability are recognised, their families and carers are supported, their involvement in all levels of decision-making is encouraged, and their life choices are respected.</li> <li>There is increased availability and choice of personalised supports and services</li> <li>The disability services sector delivers the best blend of supports and services</li> <li>There are integrated responses to disability issues at national, state and local levels</li> <li>Communities are welcoming of people with disability, their families and carers</li> </ul> <p>We will:</p> <ul style="list-style-type: none"> <li>Create a better understanding of what it is like living with a disability, the contribution people with disability make to their communities, and the challenges they face when participating in community life</li> <li>Deliver services in ways that create more opportunities for community living, participation and contribution</li> <li>Support community networks, advocacy groups, individuals, families and carers to build inclusive communities</li> <li>Pursue options for improving housing availability, access and design to meet emerging needs.</li> </ul>	
<p>Council Meeting – Disability Future Directions, A Better Future for Everyone, Disability Services Commission, 7                      Council meeting Disability Future Directions.pdf</p>	<p><b>Priority Areas:</b></p> <p><b>Economic security</b></p> <p>Well-planned and accessible communities</p> <p><b>Pathway 1 –</b> Develop well-planned and accessible communities by:</p> <ul style="list-style-type: none"> <li>• entering planning initiatives which currently migrate from planning, housing and transport funding (siehe Neighbourhoods, the Model Scheme Tied and Directions 2011);</li> <li>• involving people with disabilities, families and carers in planning and development;</li> <li>• creating a common vision for them, partners, developers and services.</li> </ul> <p><b>Pathway 2 –</b> Establish, promote and enforce stronger new planning codes and zoning classifications including the Residential Design</p>	

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Document	Policy and Planning Content – Key Points
	<p><b>Object:</b></p> <ul style="list-style-type: none"> <li>• to support the development of accessible communities and universally-designed housing; and</li> <li>• to enable greater scope for developers to make innovative use of land to achieve more accessible communities.</li> </ul> <p><b>Pathway 3 –</b> Create greater access to buildings and facilities by providing widespread understanding of and compliance with the Access to Premises Standards.</p> <p><b>Pathway 4 –</b> Harness the growing numbers of senior Western Australians, who have a personal investment in ageing services, to advocate for well planned and accessible communities.</p> <p><b>Universally designed housing</b></p> <p><b>Wellcoming communities</b></p> <p><b>Life-long learning in inclusive settings</b></p> <p><b>Secure employment in meaningful work</b></p> <p><b>Access to health and mainstream services</b></p> <p><b>Pathway 1 –</b> Ensure that mainstream services increasingly respond to the needs of people with disabilities, families and carers through strengthening Disability Access and Inclusion Plans, and by working with the Human Rights Commission and the West Australian Equal Opportunity Commission</p> <p><b>Pathway 2 –</b> Improve the access of people with disabilities to quality health, allied health, dental and related care by:</p> <ul style="list-style-type: none"> <li>• providing improved information, education, training and ongoing support to health care professionals;</li> <li>• arranging ways to share and transfer information about people with disabilities across departments and jurisdictions;</li> <li>• providing practical and advisory support for people with disabilities, families and carers who want assistance to access mainstream health and related services;</li> <li>• improving service portability between States and Territories; and</li> <li>• ensuring culturally responsive services are available to people from Aboriginal and culturally diverse backgrounds.</li> </ul> <p><b>Pathway 3 –</b> Collaborate with government agencies to develop effective service responses to acquired disabilities including:</p> <ul style="list-style-type: none"> <li>• Fosters Alcohol Syndrome, in particular for Aboriginal children;</li> <li>• Acquired Brain Injury through motor vehicle accidents and drug and alcohol use; and</li> </ul>





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Document	Policy and Planning Context – Key Points
	<p>• Other conditions that are likely to develop in people with disabilities as they live longer, such as Alzheimer's disease.</p> <p><b>Pathway 4</b> – Coordinate effective and timely service responses between disability services and mainstream agencies for people with disabilities who also have:</p> <ul style="list-style-type: none"> <li>• challenging personal or aggressive social behaviours;</li> <li>• mental health disabilities;</li> <li>• involvement with the justice system; and</li> <li>• ongoing and intensive medical needs.</li> </ul> <p>Enabling information and technologies Innovative and responsive supports Lifelong security for people with complex and high needs for support Strong, supportive partnerships with families and carers Collaborative responses to people with disabilities who are ageing.</p> <p><b>Pathway 1</b> – Develop effective interfaces between disability services, community aged care services, and residential aged care services for older people with disabilities who live independently, with family or carers, or in supported accommodation.</p> <p><b>Pathway 2</b> – Develop aged care facilities that cater almost rely for people with all types of disabilities and that provide homelike environments and good opportunities for community access.</p> <p><b>Pathway 3</b> – Ensure that services for older people with disabilities are culturally responsive to people from Aboriginal and culturally diverse backgrounds, for example, by acknowledging and assisting those Aboriginal people who wish to return to, or visit, country as they age, and by providing additional support to families of people with disabilities from culturally diverse backgrounds who wish to continue caring.</p> <p><b>Pathway 4</b> – Promote active, healthy ageing and ageing-in-place by:</p> <ul style="list-style-type: none"> <li>• ensuring that preventive health funding, health programs and life-style planning for ageing Australians are also accessed by older people with disabilities;</li> <li>• ensuring that older people with disabilities receive services that enable them to remain at home where this is a preferred option for independent living, living with family or carers or living in supported accommodation (home care or a range of settings including residential disability workers in ways to foster active, healthy ageing);</li> </ul>



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Document	Path and Planning Context – Key Points
	<ul style="list-style-type: none"> <li>• anticipating and responding to the needs of people with disabilities who are living longer lives and that are likely to acquire other conditions as they age, for example Alzheimer's disease; and</li> <li>• emphasising opportunities for community contribution and participation for people with disabilities during senior years.</li> </ul> <p><b>Pathway 5</b> – Ensure that people with disabilities, families and carers receive specialised help to coordinate, plan and address the many separation issues that arise when older people with disabilities leave their family home.</p> <p><b>Responsive approaches for people living in rural and remote areas:</b></p> <p><b>Pathway 1</b> – Develop flexible, innovative solutions to unique rural and remote issues using a range of strategies, for example:             <ul style="list-style-type: none"> <li>- Invisigrid and promote the adoption of effective disability related approaches in rural and remote areas, such as the therapy assistant program developed in the Whistler;</li> <li>- develop partnerships between private, corporate and government bodies to improve housing, health, family support, disability and other services; and</li> <li>- establish local 'think-tanks' and other forums for people in rural and remote areas to create local and regional solutions.</li> </ul> </p> <p><b>Pathway 2</b> – Ensure disability services are culturally responsive to the diverse needs of Aboriginal people. For example, by providing cultural awareness training to staff, by employing Aboriginal staff and by encouraging Aboriginal-controlled agencies to provide services or partner disability organisations.</p> <p><b>Pathway 3</b> – Develop strategies that recognise and address the additional cost of goods, supports and services in rural and remote areas, for example:             <ul style="list-style-type: none"> <li>• by increasing access to transport for people with disabilities, families and carers, for example by petrol subsidies, financial assistance to purchase appropriate vehicles, increased community transport schemes and expansion of accessible and subsidised taxi schemes; and</li> <li>• by acknowledging and funding more disability-related travel to Perth or other service areas for people with disabilities, families, carers, and service providers.</li> </ul> </p> <p><b>Pathway 4</b> – Extend the reach of metropolitan-based information, supports and services to country areas by:             <ul style="list-style-type: none"> <li>• developing additional out-reach capacity within Commission, funded and unfunded services; and</li> <li>• utilising communication and web-based technology to complement direct service provision, for example by developing an interactive web facility on disability use of technology, by using videos to demonstrate therapy and by video-conferencing to share information and training.</li> </ul> </p>



Tools	
Policy and Planning Context - Key Points	
<p>Disability Access and Inclusion Plan, Mental Health Commission, 1 July 2011 – 30 June 2016, 2011</p> <p><a href="#">Disability Access and Inclusion Plan, Mental Health Commission, 1 July 2011 – 30 June 2016, 2011</a></p>	<p><b>Partners 2</b> – Promote exchange of expertise between metropolitan, rural and remote areas through:</p> <ul style="list-style-type: none"> <li>• encouraging metropolitan-based service providers to deliver supports and services in rural and remote areas;</li> <li>• facilitating collaboration between metropolitan and country organisations in relation to providing information and training for direct care workers, people with disabilities, families and carers; and</li> <li>• encouraging sharing of information and expertise between different rural and remote areas.</li> </ul> <p><b>Partners 6</b> – increase the attraction and retention of qualified workers in rural and remote areas by:</p> <ul style="list-style-type: none"> <li>• ensuring that tertiary training of therapists and human service workers includes rural and remote work experiences including service delivery in Aboriginal communities;</li> <li>• developing strategies to retain experienced human service and disability staff; and</li> <li>• providing jobs and career pathways in disability services, including for Aboriginal people.</li> </ul> <p>Western Australia's first Mental Health Commission came into effect on 8 March 2010. There are more than 405,000 people living in Western Australia who have a disability, which equates to one in every five Western Australians. It is anticipated that in 2026, there will be 596,000 Western Australians with disability. Almost three-quarters of this increase is attributable to the increase in the prevalence of disability in people aged 65 years and older. Most Western Australians with disabilities (98 percent) live in the community either independently or with family or friends. A disability may have minimal or significant impact on a person's capacity for communication, social interaction, learning or mobility. Nearly 30 percent of Western Australians with disability need personal assistants with self care, mobility or communication. Families and friends, otherwise known as carers, provide a large majority of the assistance to people with disability and provide this in a freely given way. Over 205,000 Western Australians are carers for people with disability, and more than one-third of carers have a disability themselves.</p> <p>In addition:</p> <ul style="list-style-type: none"> <li>• The Mental Health Commission through its Disability Access and Inclusion Plan aims to identify and implement strategies that result in people with disability having the same opportunities as everyone else to access the Commission's services, facilities, and information, and to be fully inclusive of people with disability.</li> <li>• Key return conditions for the MHC are:             <ul style="list-style-type: none"> <li>• Person centred supports and services – the unique strengths and needs of the person experiencing mental health problems are the key focus of individualised planning supports and services.</li> </ul> </li> </ul>

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Document	Policy and Planning Content – Key Focus
<p>Mental Health: 2008: Meeting the personal and everybody's business. Reforming Western Australia's mental health system. Mental Health Commission, 2009</p> <p>Mental Health – Commission Strategic Plan 2010-2012</p>	<p>• Connected opportunities – strong connections between public and private mental health services, mainstream services, businesses, communities, individuals, families and carers help achieve the best outcome for Western Australia's living with mental illness.</p> <p>• Balanced investment – a comprehensive and contemporary mental health system provides a full range of support and services, ranging from mental health promotion and prevention activities, through to early intervention, treatment and recovery.</p> <p>The six desired OAP strategy outcomes are:</p> <ol style="list-style-type: none"> <li>1. People with disabilities have the same opportunities as other people to access the services of, and any events organised by, the Mental Health Commission.</li> <li>2. People with disabilities have the same opportunities as other people to access the buildings and other facilities of the Mental Health Commission.</li> <li>3. People with disabilities receive information from the Mental Health Commission in a format that will enable them to access the information as readily as other people are able to access it.</li> <li>4. People with disabilities receive the same level and quality of service from the staff of the Mental Health Commission.</li> <li>5. People with disabilities have the same opportunity as other people to make complaints to the Mental Health Commission.</li> <li>6. People with disabilities have the same access as other people to participate in any public consultation by the MHC.</li> </ol> <p>Respect and participation - People with mental health problems and/or mental illness, their families and carers are engaged as genuine partners in seeking and leading mental health developments at individual, community and service system levels across Western Australia.</p> <p>Health and to enrich community life.</p> <p>Engagement - People with mental health problems and/or mental illness, their families and carers are treated with dignity and respect, and their participation across all aspects of life is acknowledged and encouraged as fundamental to building good mental health and to enriching community life.</p> <p>Diversity - The unique needs and circumstances of people from diverse backgrounds are acknowledged, including people from Aboriginal or from culturally and linguistically diverse (CALD) backgrounds, people with disability and people of diverse sexual and gender orientation, and responsive support is developed to meet their needs.</p> <p>Quality of life - By developing personal resilience and optimism, maintaining meaningful relationships, having access to housing and employment opportunities to contribute and engage within the community, and access to high quality mental health services when needed, individuals can build a good and satisfying life despite experiencing mental health problems and/or mental illness.</p> <p>Quality and best practice - Mental health programs and services are evidence-based, based on contemporary best practice, readily accessed</p>

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Document	Psychiatrist Training Contract – Key Points
	<p>and defined in a timely and collaborative way.</p> <p>Three Key Reform Directions underpin the future of supports and services for people living in Western Australia who are affected by mental health problems and/or mental illness.</p> <p>Person oriented supports and services - The unique strengths and needs of the person experiencing mental health problems and/or mental illness are the key focus of individualised planning, supports and services.</p> <p>Connected approaches - Strong connections between public and private mental health services, primary health services, mainstream services, businesses, communities, individuals, families and carers help achieve the best outcomes for Western Australians living with mental health problems and/or mental illness.</p> <p>Balanced investment - A comprehensive and contemporary mental health system provides a full range of support and services, ranging from mental health promotion and prevention activities, through to early intervention, treatment and recovery.</p> <p>The World Health Organisation has developed a Framework to provide guidance to countries on how to organise services for mental health. The Framework, known as the optimal mix of services pyramid, aligns closely with the balanced investment reform being undertaken by Mental Health 2020. The pyramid shows that the majority of mental health care can be self managed by an individual. The pyramid, carers and friends, or managed by national community supports.</p> <p>The World Health Organisation recommends a balanced approach whereby investment in mental health hospitals is capped and complemented by investment in all other levels of the pyramid. This includes an emphasis on prevention and early intervention initiatives. In addition to treatment and recovery services. The integration of mental health services into local primary health services is a good investment to increase access, treat health and mental health issues holistically and reduce stigma. Likewise, the investment into the important roles of teachers, police and community sector organisations to prevent people with mental health problems entering the specialist system and to support people who are discharged from hospital, clinics or leaving prison represents a focus on investment in prevention initiatives. Self care is encouraged as the most substantial form of support. People are encouraged and supported to manage their own mental health problems with help from family or friends. This involves learning to monitor their own mental health, maintain a preventive lifestyle, manage emotional problems as they arise and know when and where to seek help.</p> <p>Different forms of collaboration are needed to support people in different circumstances and with different needs. People living in rural and remote areas use tele and video conferencing to enhance collaboration between metropolitan based and country based services and practitioners. People from Aboriginal and CALD backgrounds require mainstream services, mental health services and Aboriginal or multicultural services and organisations to work together. People who have a disability require a coordinated approach between mental health services and disability specialist services. People who experience ongoing problems arising from alcohol and drug use, having a disability or living with chronic or physical health issues have a particular need for the development of appropriate policies, programs and promote developed access, respectful agencies. People who experience mental health problems and/or a mental</p>



Document	Policy and Planning Context – Key Points
<p>Our children our future – A framework for OHS and Youth Health Services in Western Australia 2008-2012, 2009</p>	<p>Illness, frequently have poorer physical health outcomes than the general population. It is recognised that improving physical health enhances recovery from mental illness and that access to smoking cessation, nutrition and physical activity programs need to be integrated into the services and supports available as part of recovery. In addition, mental health service providers require a more holistic approach in identifying and addressing co-occurring physical health risks and problems and in working collectively with primary care providers to improve physical health outcomes.</p> <p>Mental health issues have a unique impact upon certain groups of people within the Western Australian population and require specialised responses. Although it is acknowledged that there are many groups with specific needs, Mental Health 2020 focuses on the following specific populations:</p> <ul style="list-style-type: none"> <li>• Aboriginal people;</li> <li>• People from culturally and linguistically diverse backgrounds (CALD);</li> <li>• People living in rural and remote regions;</li> <li>• Psychiatric workers and their families;</li> <li>• Men and children;</li> <li>• Youth;</li> <li>• Older adults; and</li> <li>• People who experience a range of co-occurring problems.</li> </ul> <p>Rural Health Issues – Recent consultation for example, highlighted the reduced opportunities for mental health interventions due to limited availability of primary health care services, private psychologists and psychiatrists. Technology is increasing access to mental health services, particularly in rural and remote communities. The new and expanding area of telepsychiatry offers video-conferencing between people in rural sites and metropolitan based psychiatrists. A confidential telephone service, Ruralink, offers a single point of contact for people in rural and remote areas to obtain information and advice from extended community mental health staff.</p> <p>Psychiatric workers – The mining industry in Western Australia requires a large number of people to fly from their hometown to mine sites or other remote locations on a typical basis. While these jobs pay well, they require long shifts and separation from family and friends, often for weeks at a time. This lifestyle impacts not only on workers but also on families who are left without one parent on a regular basis. Both workers and their spouses are considered at risk of developing mental health problems. Psychiatric workers are also considered to be at risk of missing drugs and alcohol.</p> <p>The Framework identifies five key objectives for improving the health and wellbeing of Western Australian children and young people: improve the health and wellbeing of all children and young through perinatal and early childhood intervention and prevention strategies which address the determinants of health; improve child and youth health and wellbeing through the early diagnosis, acute care and ongoing treatment of current mental health</p>

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Council		Policy and Planning Committee - Key Points
<p>WA Child &amp; Youth Framework 2006-2012.06</p>	<p>ISSUES</p> <p>Improve child and youth health and wellbeing by encouraging self-management and addressing key health-related and risk-taking behaviours.</p> <p>Improve the health and wellbeing of specific population groups through improved access and cultural sensitivity.</p> <p>Improve child and youth health and wellbeing by improving child and youth health service provision.</p>	<p>Aboriginal people have the right to good health. Aboriginal people must have the freedom, capacity and opportunity to enjoy their cultural, spiritual and physical potential. Health to Aboriginal peoples is a matter of determining all aspects of life, including control over their physical environment, of dignity, of community self-esteem, and of justice. It is not merely a matter of the provision of doctors, hospitals, medicines or the absence of disease and incapacity. The Aboriginal view of wellbeing is socially determined, not just biologically or pathologically determined, and is closely linked to the land and all its relationships. This view links the individual with their family, kinship networks, country and culture as an indivisible whole. It is a whole of life view including the physical context of life-death-life.</p> <p>Clearly Aboriginal expectations are that health providers and planners will frame their efforts to improve Aboriginal health within this context. Thinking about, describing and responding to ill health in this manner will require a way forward to a healthier future that restores optimal Aboriginal ownership and participation. Aboriginal people have long sought a level of health and wellbeing that allows them to freely and fully participate in their family's, community's and culture's way of life. Decade gains in recent years, substantial gains between current health status and this goal remain. Closing these gaps and delivering gain in a manner mindful of Aboriginal peoples' vision of health in Western Australia will require political commitment, sustained action and Aboriginal participation that is focused, timely and co-ordinated.</p> <p>The vision will be achieved when:</p> <ul style="list-style-type: none"> <li>• Aboriginal Western Australians:</li> <li>• Are free of preventable and premature death, disease and disability;</li> <li>• Have access to adequate health resources;</li> <li>• Have cultural needs respected within all health services;</li> <li>• Have the capacity to make decisions about their individual, family and community lives; and</li> <li>• Play an appropriate role in the health system's decision making on matters that might affect their health and wellbeing, their culture or their capacity to be self-determining.</li> </ul> <p>And when non-Aboriginal Western Australians:</p> <ul style="list-style-type: none"> <li>• Acknowledge the effects of Australia's history on the health and wellbeing of Aboriginal people.</li> </ul>

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Document		Policy Planning Context - Key Points
<p>A Best Practice Model for Health Promotion Programs in Aboriginal Communities, Department of Health and Child of Aboriginal Health</p> <p>1887 BestPracticeModel19407.pdf</p>	<ul style="list-style-type: none"> <li>• Recognise Australia's history with the impact on Aboriginal people and work in partnership to overcome this history and improve Aboriginal health; and</li> <li>• Acknowledge and respect Aboriginal people's strong culture and find ways of growing with it.</li> </ul> <p>The WAHS aims to secure the greatest possible improvement in the health and well being of Aboriginal Western Australians by progressively and systematically building a health system that:</p> <ul style="list-style-type: none"> <li>• Recognises its responsibility to develop and organise the delivery of health services in a manner that allows all Aboriginal people to have the opportunity to attain their full health potential;</li> <li>• Reflects the differing cultural and health needs of Aboriginal people and engages them in making informed choices about health care;</li> <li>• Encourages and supports Aboriginal individuals, families and communities to take responsibility for their health;</li> <li>• Provides adequate and appropriate financial resources; and</li> <li>• Secures the greatest gain for Aboriginal health from the available human and financial resources.</li> </ul>	
<p>Western Australian Aboriginal Primary Care Resource Kit - Health Reform Implementation Template, Department of Health, May 2007</p> <p>108072ABORIGINAL_HEALTH_WA_version.pdf</p>	<p>Currently, a complex network of responsibilities for Aboriginal health exists making integration of health projects difficult. Fragmentation of the health system has also contributed to inequity, duplication and inefficiency. The diverse range of health service providers and the shared funding arrangements between Commonwealth and State, together present substantial challenges for the delivery of an efficient and coordinated system in WA.</p> <p>WA Health is committed to developing partnerships to create a more workable system that provides integrated primary health care and thereby addresses priority health issues. The WA primary care sector should be focused on health outcomes and their overall improvement to quality of life. WA Health's role is to ensure that at a minimum, core primary care services are being delivered and to identify service capacity to deliver services locally and to prioritise and direct funding to gaps in service delivery.</p> <p>Finding new ways to provide these local primary care services is a crucial WA Health will support and promote, along with the concept of UJA Carenet who will assist with healthy gateway planning through the use of local community services providers that provide medical as well as non-medical services such as physical fitness activities, local support groups and healthy lifestyle schemes. Healthy gateway requires clinics start to pilot patient pathways integrating local services both medical and non-medical, linking into support groups and other community-based services that assist patients to reach the target goals of their gateway plan.</p>	

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Document	Policy and Planning Context – Key Points
<p>Access to health services for Aboriginal and Torres Strait Islander people, Australian Institute of Health and Welfare Canberra, May 2011</p> <p>Access to Health Services for ATSI - JAH/WJ/02</p>	<p>Aboriginal and Torres Strait Islander people (Indigenous Australians) typically die at much younger ages than other Australians and are more likely to experience disability and reduced quality of life because of ill health. One important contributor to health and wellbeing is access to health services. This paper examines Indigenous Australians' use of a range of health services, including those that provide preventive, primary and community health, hospital or specialist care.</p> <p><b>Preventive health services</b></p> <ul style="list-style-type: none"> <li>• In December 2009, Indigenous children were less likely than their non-Indigenous counterparts to be fully immunised at 1, 2 and 5 years of age.</li> <li>• The number of Indigenous-specific health checks delivered to Indigenous children aged less than 15 years, and reimbursed by Medicare, more than doubled between September 2006 and September 2009.</li> <li>• Indigenous women aged 55–69 years were less likely than all women in this target age group to have received a breast cancer screen from BreastScreen Australia programs in 2007 and 2009.</li> </ul> <p><b>Primary and community health services</b></p> <ul style="list-style-type: none"> <li>• In 2009–10, general practice-type services for Indigenous people was similar for Indigenous Australians and non-Indigenous Australians.</li> <li>• The rate of potentially preventable hospitalisations for Indigenous people was 4.9 times the rate for other Australians in 2009–09. Hospital services</li> <li>• Compared with other Australians, Aboriginal and Torres Strait Islander people were more than two times as likely to be hospitalised than other Australians although less likely to undergo a procedure while in hospital.</li> <li>• Indigenous Australians had longer waiting times than other Australians for a range of public elective surgeries, including cataract extraction, cataract surgery and total hip replacement.</li> </ul> <p><b>Specialist services</b></p> <ul style="list-style-type: none"> <li>• In 2009–10, Indigenous Australians had slightly lower usage rates of Medicare-reimbursed specialist services than non-Indigenous Australians.</li> <li>• In 2009–09, around 17,000 treatment episodes for alcohol and/or other drugs were provided to clients of Aboriginal and/or Torres Strait Islander origin, accounting for 12% of all treatment episodes.</li> <li>• Between 2009–04 and 2009–09, the number of hearing services provided to Indigenous clients under the Community Service Obligations program more than tripled.</li> </ul>

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Document	Policy and Planning Context – Key Points
<p>A Comparative Overview of Aboriginal Health in Western Australia, Department of Health, Western Australia, December 2007, <a href="http://www.doh.wa.gov.au/Assets/documents/Overview_of_Aboriginal_Health_in_Western_Australia.pdf">www.doh.wa.gov.au/Assets/documents/Overview_of_Aboriginal_Health_in_Western_Australia.pdf</a></p> <p>Department for Communities Strategic Plan 2011-2015, Government of Western Australia, July 2011, <a href="http://www.dpc.wa.gov.au/Assets/documents/Strategic_Plan_2011-2015.pdf">www.dpc.wa.gov.au/Assets/documents/Strategic_Plan_2011-2015.pdf</a></p>	<p>The five conditions reported on in this study account for 75% of all Aboriginal deaths in Western Australia. Analysis of other conditions is difficult due to the very low numbers of deaths, even when 10 years of data are aggregated. The largest cause of Aboriginal mortality and most frequent reason for hospitalisation was due to circulatory disease. Stroke, Aboriginals dying of cardiovascular disease died approximately six years younger than non-Aboriginals dying of cardiovascular disease. The highest rates of hospitalisation occurred in the Midwest and Great Southern Health Regions. High rate poisoning was the second most common cause of death and the second most common reason for hospitalisation. Three-quarters of deaths occurred in males. Although rates of mortality and hospitalisation were more than three times higher than for non-Aboriginals, the potential years of life lost per death were similar. Areas of the State with the highest injury and poisoning rates for mortality and hospitalisation for Aboriginal people were the Kimberley, Pilbara, Midwest and Goldfields.</p> <p>Respiratory disease is a major cause of Aboriginal death and the most common cause of hospitalisation for Aboriginal people. The gap in potential years of life lost between Aboriginal and non-Aboriginal people is largest (13.4 years) for this condition, suggesting this is the area most affected. Hospitalisation for respiratory disease is generally higher in northern and eastern regions of the State. Although a significant cause of death for Aboriginal people, cancer is one condition that showed the least variation between non-Aboriginal people. There has been no change in cancer mortality rates during the past 10 years and little to no variation between metropolitan and country areas. Higher rates of hospitalisation due to cancer were seen in the Pilbara and Great Southern Regions.</p> <p>Although diabetes only affects a small number of Aboriginal people, diabetes-related mortality and morbidity rates are more than ten times those of the non-Aboriginal population. In recent years, some reduction in mortality rates has occurred but this was not statistically significant. Rates of hospitalisation have increased, perhaps reflecting better awareness and access to treatment.</p> <p>Aboriginal people in country areas appear to be at highest risk although elevated rates of hospitalisation occur in the Midwest, Pilbara, Goldfields and Great Southern Regions.</p> <ul style="list-style-type: none"> <li>• Identify and address the unique issues faced by women</li> <li>• Erroin the lives of children and families</li> <li>• Recognise and support the valued contribution of carers</li> <li>• Strengthen parenting across all communities</li> <li>• Support volunteering in the community</li> <li>• Encourage and support young people to engage in community life</li> <li>• Encourage and support older people to live full and active lives</li> <li>• Support the development of age-friendly communities, programs and services to better respond to the needs of people as they age</li> <li>• Provide information and support to assist seniors to plan for their later years, participate fully in the community, and maintain their independence and health/ wellbeing.</li> </ul>



Document	Policy and Funding Context – Key Points
<p>Monitoring an Evidence-Based Procedure Workforce in Rural Western Australia, Health &amp; Community Consulting, Kim Stewell, June 2007</p> <p><a href="#">Monitoring-a-Procedure-Workforce-in-WA-Jan-2007.pdf</a></p>	<p>This project was commissioned by the Western Australian General Practice Education and Training Ltd (WAGPET), a cross of concerns expressed by rural doctors in Western Australia (Egging Rural Doctors Final Report 2007) over the fragility of the procedural workforce and the lack of succession planning and leading to ensure a future ongoing supply of Australian trained procedural doctors into the system. The current reliance on overseas trained doctors was not seen as sustainable and, while there will always be a need to seek overseas recruits, it was not seen as a preferred source of doctors.</p> <p>Current trends indicate that, unless measures to address the supply of Australian trained procedural doctors are implemented, the decline in the availability of procedural doctors in rural WA will accelerate with the ageing of the workforce and require increased recruitment from overseas into the future.</p> <p>The projected replacement rate of rural procedural doctors stands at more than 30 per centum. This number is required simply to replace those expected to leave the workforce each year. The rate of replacement of rural procedural GPs by doctors recruited from overseas is already very high at more than 70% in 2005 and 60% in 2006 and exceeds the percentage of OTDs in the overall rural GP workforce (49%) and is higher than annual attrition into the overall workforce (44%).</p> <p>The future for the procedural specialist workforce is even more problematic. Of the 13 rural procedural specialists, 43 (54%) are practicing in Burnaby. There are only two specialist Acasessess and three specialist Coordinators and Gynaecologists (one of whom is retiring) practicing in rural areas outside Perth and Bunbury. Most of the procedural specialists work as solo practitioners and receive little or no support from metropolitan hospitals. They receive little or no support sourcing locums and have no clear back-up or succession plan for their replacement. The exception to this is the Obstetricians who receive locum support through the Royal College of Obstetricians and Gynaecologists (RANZOG).</p> <p>Large numbers of procedural specialists are nearing retirement or have indicated their intention to cease or leave over the next five years. This will create a major problem for maintaining effective procedural cover in their communities. Many also work in shared-care arrangements with General Practitioners and their absence will restrict the capacity of GPs to provide locum services. While GPs have a number of programs to support them, including the General Practice Networks and dedicated workforce agencies, specialists do not have any similar support programs. There is no workforce planning that considers specialists as a group and this has led to a 'top lock' approach to maintaining an adequate rural workforce.</p> <p>The information contained in this report was based from the WA Health and Wellbeing Surveillance System (HWSS) from 1st January 2010 to 31st December 2010 for persons aged 15 years and over. The HWSS is an ongoing data collection interviewing over 9000 households.</p> <p>The HWSS was developed to monitor the health and wellbeing of Western Australians. People are asked a range of questions on a range of indicators related to health and wellbeing, including chronic health conditions, lifestyle risk factors, protective factors and</p>

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Document		Policy and Strategy Context - Key Points
<p>Key principles for geriatric health promotion:                      Mervin Walker, Barry Chaboway                      10 Principles of Geriatric Health Promotion - Walker - see pdf</p>	<p>By stressing empowerment, the strengths and not merely the needs of aged people, community participation and the role of public policy, geriatric health promotion is seen as embracing the World Health Organization approach to health promotion as a broad, enabling process. Similarly, in its attention to functional health status, the needs of informal caregivers and the social as well as the health needs of elderly people, it complements and draws upon recent trends in the fields of geriatrics and gerontological health. 10 principles are as follows:                      GHPs should stress the special strengths, not only the special needs, of the elderly.                      GHPs should meet the social as well as the health needs of elderly people and their families.                      The needs of people who give informal care should receive high priority.                      Health promotion for the elderly should stress functional health status.                      The empowerment of old people should be a goal of health promotion for the elderly.                      GHPs should begin by addressing the needs that elderly people feel are the most important.                      Older women should be a focus for special concern.                      The community is a key unit of practice for geriatric health promotion.                      Public participation would have multiple benefits for health and the aged.                      Public policy can contribute to geriatric health promotion at the local level.</p>	<p>social-demographic. The area can be considered representative of the population but will not be representative of small or specific groups such as Aboriginal people or people from non English speaking backgrounds. All corridors are self-erected.</p>
<p>South West Active Ageing Research Project,                      South West Development Commission, 2010  <a href="http://www.southwest.com.au/index.php?option=com_content&amp;view=article&amp;id=292">http://www.southwest.com.au/index.php?option=com_content&amp;view=article&amp;id=292</a>                      active ageing web 2.0</p>	<p>A critical element of planning for population ageing is the creation of age-friendly, livable communities and built environments. Affordable housing, carefully planned housing and neighbourhoods, accessible transport, accessible public spaces and amenities, opportunities for participation and involvement in community and economic life and accessible health and community services are required for older people to live fulfilling lives.                      This project is unique in that it shows how the wellbeing of older people can be addressed through action across a wide range of public housing design and provision, design of public space, outdoor places and buildings, economic and leisure market planning, human services planning, social care, care, participation and recreational and cultural planning. Services and infrastructure for the ageing population need to be designed in places where older people live.                      Neighbourhood design plays an important role in providing opportunities for moderate and recreational physical activity. Providing safe places for people to walk and cycle, destinations within walking distance and easy access to public transport all contribute to developing a neighbourhood that supports physical activity and community interaction. The Heart Foundation calls this a 'Healthy'</p>	<p>Creating Healthy Neighbourhoods: Consumer preferences for healthy development, National</p>

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Document	Policy and Planning Context – Key Points
<p>Heart Foundation of Australia, 2011, <a href="http://graffia.health.westernhospitals.nsw.gov.au">graffia.health.westernhospitals.nsw.gov.au</a></p> <p>Heart Foundation of Australia, 2011, <a href="http://graffia.health.westernhospitals.nsw.gov.au">graffia.health.westernhospitals.nsw.gov.au</a></p> <p>Older persons and Health Promotion                      - An Overview of the Literature, Sally Savage, Susan Bailey, City of Greater Geelong, Live Well a Strategy for Health, Mature Communities, October 2004                      Older persons and health promotion – An overview of the literature</p>	<p>neighbourhood and we have a long history of collaborating with built environment professionals to encourage this type of development.</p> <p>Quality open space – The community values being within close proximity to attractive and useable park land with Heart Foundation research indicating that over 45% of people regard being within walking distance to a local park extremely or very important when deciding where to live.</p> <p>Integrating a well-connected network of footpaths, trails, shared paths and on and off road cycle lanes allows people to travel and exercise safely and easily.</p> <p>Developing connected, safe and legible street networks, allowing more people on streets contributes to active and lively communities where people meet and interact, a neighbourhood characteristic which is becoming increasingly valuable.</p> <p>Compact neighbourhoods ensure the viability of destinations - Heart Foundation research indicates that 64% of people say that being within easy walking distance to a range of local services would be extremely or very important to them when deciding where to live.</p> <p>Creating a community heart - Community spirit is about people having a sense of ownership and belonging in their local area. Recent studies have demonstrated that people are willing to pay more to live in communities that feel connected.</p> <p>Active communities increase community spirit and connectivity in a local area because people are out and about, meeting their neighbours and contributing to the local economy.</p> <p>Involve the existing community surrounding new development in planning activities through meaningful consultation. This will help residents of your new community to embrace existing community life.</p> <p>Avoid 'fortress' or gated residential developments where residents are not encouraged to connect with the public realm.</p> <p>Create opportunities for informal community interaction such as well maintained open spaces, walking trails, community gardens and other destinations.</p> <p><b>Social and Cultural Involvement</b></p> <ul style="list-style-type: none"> <li>• There are strong links between participation in social and other activities and enhanced physical and mental health.</li> <li>• Appropriate leisure activities for older people enhance their overall satisfaction with life.</li> <li>• Examples are presented of programs that enhance social and cultural involvement.</li> <li>• Formal clubs and organisations play an important role in facilitating participation.</li> <li>• Specific interventions to facilitate the involvement of older people have been reviewed positively by participants.</li> <li>• Inter-generational programs offer benefits to older people and to the younger people they become involved with, and the important contribution older people can make is acknowledged.</li> <li>• Volunteering should be promoted as it is beneficial to the volunteer as well as to the community as a whole.</li> </ul> <p>The Role of Health Professionals</p>

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Document	Policy and Planning Context – Key Points
<p>Preventing social isolation and loneliness among older people: a systematic review of health promotion interventions, Mira Cattan, Martin White, John Bond and Alison Leismann, <i>Ageing &amp; Society</i> 25, 2005, 41–67</p> <p><u><a href="#">Preventing social isolation and loneliness among older people.pdf</a></u></p>	<p>Preventing and alleviating social isolation and loneliness among older people is an important area for policy and practice, but the effectiveness of many interventions has been questioned because of the lack of evidence. A systematic review was conducted to determine the effectiveness of health promotion interventions that target social isolation and loneliness among older people. Queensland outcome studies between 1970 and 2002 in any language were included. Abstracts were identified by searching electronic databases, journals and abstracts, and consulting key informants. Information was extracted and synthesised using a standard form. Thirty studies were identified and categorised as group (n=17), one-to-one (n=10), service provision (n=5), and community development (n=1). Most were conducted in the USA and Canada, and their design, methods, quality and transferability varied considerably. Nine of the 10 effective interventions were group activities with an educational or support input. Six of the eight reflective interventions provided one-to-one social support, advice and information, or needs-assessment. The review suggests that educational and social activity group interventions that target specific groups can alleviate social isolation and loneliness among older people. The effectiveness of home visiting and befriending schemes remains unclear. The findings provide clear evidence that a few interventions are effective, namely group interventions involving some form of educational or training input, and social activities that targeted specific groups of people. Of importance to both policy and practice, it appears that programmes that enable older people to be involved in planning, developing and delivering activities are most likely to be effective. It is, however, less clear what other interventions might be effective.</p>
<p>Karnatha City Of The North, implementation Plan, Volume 1, State of Queensland, <a href="http://www.roobourne.qa.gov.au/Assets/documents/karnatha2020/karnat-ha2020implementationplan2010v1m200-13201%20reduced.pdf">http://www.roobourne.qa.gov.au/Assets/documents/karnatha2020/karnat-ha2020implementationplan2010v1m200-13201%20reduced.pdf</a></p> <p><u><a href="#">Karnatha implementation plan vol 1 reduced.pdf</a></u></p>	<p><b>Profiles for Regions</b></p> <p><b>VISION FOR KARRATHA - CITY OF THE NORTH - A healthy, compact, Regional demographic balance, affordability, high quality amenity, and infrastructure. It is a place of choice, to work, visit, grow up, raise families and age gracefully. City of 50,000+ people, with a diversified economy and a healthy local community.</b></p> <p>It provides a sustainable growth plan to guide Karnatha on its journey from a town with a permanent population of approx. 15,000 through to a city in excess of 50,000. The City Growth Plan, which covers the entire Karribe town site, provides the necessary information and direction to allow the State of Queensland to prepare a new local planning strategy and planning scheme, both of which will be necessary to provide the right administrative instruments to accommodate Karnatha's new direction.</p>



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Document	Policy and Funding Context – Key Points
<p>Targeting in Community Care: A Review of Recent Literature and Analysis of the Aged Care Assessment Program Minimum Data Set. Anne Hower, Colleen Doyle and Yvonne Wiles, April 2008</p> <p>Targeting in Community Care: A Literature Review and Analysis of ACAP MDS.pdf</p>	<p>The main objective of this review was to identify and appraise the evidence accumulated since 1999 for the efficacy of low to medium levels of community care services in maintaining the independence of a significant proportion of the HAOC target population in their own homes. This focus derived from the HAOC Targeting Study that analysed 1996 ACAP data and reported in 1998.</p> <p>The main findings from the 1999 HAOC Targeting Study can be summarised in terms of three main effects:</p> <ul style="list-style-type: none"> <li>• a protective effect whereby highly dependent clients using one service at the time of assessment, provided against a recommendation for nursing home care compared to using no services</li> <li>• a diminishing returns effect whereby use of additional services did not increase this protective effect; that is, additional services after the initial did not achieve a further reduction in risk of admission for high dependency clients</li> <li>• 'spare effects' arose for lower dependency clients, while the ACAP assessed a substantial number of low dependency clients, the great majority of these clients were (a) using either no or only one service, and (b) highly unlikely to be recommended for nursing home care. There was thus no real margin for community care to reduce admission to residential care among this group as it was so low (a 'hour effect'), and there was no evidence of low dependency clients using high levels of services that could be taken as evidence of 'mis-targeting'.</li> </ul> <p>There is clear evidence for the positive effect of providing small amounts of community care for people at a range of dependencies, including high dependency clients. The benefits of receiving some services compared to none, and depending unmet need, were especially evident. The clearest evidence of effectiveness was found when a particular service was directed to a particular need. The first implication of these findings is that targeting should aim to facilitate access to services rather than restrict it, and provide a basic response to assessed needs for as many clients as possible. The second implication is that intake assessment, as set out in the model, should focus on finding the most appropriate response to the client's needs. Intake assessment can thus be characterized as careful selection from a wide array of services rather than providing less discriminating access to more services. The evidence was more mixed in relation to the outcomes realized by provision of additional levels of services including case management, and two related reasons explained these mixed findings.</p> <p>The implications for targeting are that access to higher levels of services or packages of services for people with complex needs should continue to be managed, and managed with greater consistency than is currently the case, to ensure that clients with the needs receive the levels of support.</p> <p>The implications of these findings for targeting in community care in Australia are that packaged care needs close monitoring in order to maintain the effectiveness of extra resources for case management, visit-at-home direct service provision. Guidelines are needed to provide detailed definitions of what case management or care coordination comprises, the proportion of cost allowable for coordination as opposed to service provision, and the type of client who can benefit most. In the situation where Aged Care Assessment Teams (ACATs) currently recommend for more clients for CHCs than are likely to receive them, there is a need for greater clarity about the</p>



Document	Policy and Planning Content – Key Points
	<p>type of clients who will benefit from packaged care, and the nature of the benefits, as distinct from the services they would otherwise receive, and indeed will continue to receive for want of a package.</p> <p>These main conclusions are drawn from the Literature Review and the analyses of the ACAP MDS with reference to the further development of targeting in community care. They are:</p> <p>(i) Targeting in community care should focus on provision of small amounts of services to a large number of clients and extend the coverage of moderately and highly dependent clients who currently receive none of the services recorded in the ACAP MDS. This targeting will not only maximise the protective effects of use of community care services against entry to residential care but also realise a wide range of other outcomes for clients and carers in terms of independence and quality of life, including reduction of unmet need and its associated adverse outcomes.</p> <p>(ii) Access to higher levels of service needs to be managed more selectively than appears to be the case at present so that access to higher levels of services and more costly services, including case management, is more clearly related to the outcomes being sought. This targeting needs to be based on assessment of dependency and care needs, targeting on the basis of the level and kinds of services available through various packages appears to have a considerable distorting effect at the boundary between HAOC and CAOCs.</p> <p>(iii) An ongoing plan of analysis of the ACAP MDS together with the HAOC MDS and other databases needs to be developed to inform the ongoing development of assessment and community care and to monitor outcomes of changes that are implemented. One means to this end would be to expand the scope of the current evaluation of the Aged Care Assessment Program to include other databases and so cover the whole of the aged and community care system.</p>

memo containing ppy/ldf



Attachment 2

The data in this attachment has been presented using the ABS Census 2011, released at the end of June 2012.

ABS Census 2006

Area	55-	% Pop	70+	% Pop	85+	% Pop	Total Pop
Northampton	978	30.5%	314	9.8%	40	1.2%	3,203
Shark Bay	285	33.1	82	9.5	3	0.3	862
Catchment	1,263	31.1	396	9.7	43	1.1	4,065
Mid West	13,033	22.7%	4,355	7.6%	540	0.9%	57,424
WA	448,882	22.9%	164,541	8.4%	27,481	1.4%	1,959,083

Source ABS Census 2006

ABS Census 2011

Area	55-	% Pop	70+	% Pop	85+	% Pop	Total Pop
Northampton	1,218	38.2	395	12.3	50	1.6	3,191
Shark Bay	300	33.1	87	9.5	9	0.3	857
Catchment	1,518	37.5	482	11.9	59	1.5	4,046

Source ABS Census 2011

Projections (prepared by the ABS for DoHA) @ 2011

Area	55-	% Pop	70+	% Pop	85+	% Pop	Total Pop
Northampton	1,206	33.9	374	10.5	41	1.2	3,557
Shark Bay	340	38.5	86	9.7	15	1.7	883
Catchment	1,546	34.8	460	10.4	56	1.3	4,440

Source Customised projection developed by the ABS for DoHA 2008



**Analysis:**

A comparison of the 2006 and 2011 census data demonstrates the following:

- The overall population of the catchment (Northampton and Shark Bay LGAs) has remained static;
- The proportions and numbers of older people in the catchment has increased;
- The proportions of older people are high;
- The proportion of the 55+ population who are 70+ years is lower than State averages
- The 55+ population has grown by 20.2%.

A comparison of the 2006 census data and the 2011 projections identifies the following:

- The 55+, 70+ and 85+ populations have grown slightly more than projected;
- The immediate implication of the new 2011 Census data are that the demand for aged care services will be slightly higher into the future than previously projected. It can also be estimated that at least 32 people currently living in Northampton and Shark Bay have moderate to severe dementia and require appropriate care services. The number of older people who may have moved away from the catchment to have their aged care or retirement needs met may be as high as 74 persons.

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

Nil

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

Moved Cr McLaughlin  
Seconded Cr Prior

**Council Resolution**

**That Council accept the tabling of urgent business items 19.1 Capital Expenditure Report.**

**6/0 CARRIED**

**19.1 CAPITAL EXPENDITURE REPORT**

FI 100

**Author**

Executive Assistant

**Disclosure of Any Interest**

Nil

Moved Cr Ridgley  
Seconded Cr Capewell

**Council Resolution**

**That the Capital Expenditure Report presented to Council be noted and endorsed.**

Cr Ridgley left the Council Chamber at 1.27 pm  
Cr Ridgley returned to Council Chamber at 1.29 pm

**6/0 CARRIED**

**Background**

The Administration has prepared a Capital Expenditure Report to the Council for their perusal and information.

This Capital Expenditure Report is now presented and will be updated as expenditure happens.

**Comment**

This report will be presented to Council in the Information Bulletin for the next three months and then will be revised as to the frequency of the report in the bulletin due to the size of the report.

**Legal Implications**

Nil



31 OCTOBER 2012

Policy Implications

Nil

Financial Implications

As per Council's adopted 2012/2013 Budget

Strategic Implications

As per Council's Strategic Plan

Voting Requirements

Simple Majority Required

Date of Report

30 October 2012

**ADMINISTRATION : FURNITURE AND OFFICE EQUIPMENT**

G/LEDGER ACCOUNT #	05204870		
PROJECT NAME	Misc. Hardware Purchases/ Upgrades		
Officer Responsible	Executive Manager, Finance and Administration		
<b>Budgeted Amount: \$6,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$6,000		\$6,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$6,000</u>	<u>\$0</u>	<u>\$6,000</u>

**COMPLETION STATUS**

Category	Amount
Income	\$6,000
Expenditure	\$0
Variance	\$6,000

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Purchase of new computers									\$6000				
													PROPOSED
													COMPLETED

Status Report: Upgrade of computer equipment is scheduled for March 2013.

**ADMINISTRATION : FURNITURE AND OFFICE EQUIPMENT**

G/LEDGER ACCOUNT #	05204875		
PROJECT NAME	Misc. Software Purchases/ Upgrades		
Officer Responsible	Executive Manager, Finance and Administration		
<b>Budgeted Amount: \$5,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$5,000		\$5,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$5,000</u>	<u>\$0</u>	<u>\$5,000</u>

**COMPLETION STATUS**

Category	Amount
Income	\$5,000
Expenditure	\$0
Variance	\$5,000

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Software Purchases					\$1000	\$2000			\$2000				
													PROPOSED
													COMPLETED

Status Report: Quotes are being obtained for upgrades to Adobe software and Synergy upgrades.

**ADMINISTRATION : FURNITURE AND OFFICE EQUIPMENT**

G/LEDGER ACCOUNT #	05204977		
PROJECT NAME	Council Chambers Furniture		
Officer Responsible	Executive Assistant		
<b>Budgeted Amount:</b> <b>\$20,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$20,000	\$18,136	\$1,864
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u><u>\$20,000</u></u>	<u><u>\$18,136</u></u>	<u><u>\$1,864</u></u>

**COMPLETION STATUS**

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
New meeting tables have been purchased awaiting arrival early December				\$9296									
16 Chairs have been ordered delivery to be mid November				\$8840									
Conference Phone Costing													PROPOSED
													COMPLETED

Status Report: Awaiting Delivery of Tables and Chairs. Quotes being sort for Conference Phone Costing's

**ADMINISTRATION : FURNITURE AND OFFICE EQUIPMENT**

G/LEDGER ACCOUNT #	05204975		
PROJECT NAME	Office Furniture and Equipment		
Officer Responsible	Executive Manager Finance and Administration		
<b>Budgeted Amount: \$5,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
	\$5,00		
Municipal Funds	0	\$1,819	\$3,181
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$5,00</u> <u>0</u>	<u>\$1,819</u>	<u>\$3,181</u>

**COMPLETION STATUS**

Category	Amount
Income	\$5,000
Expenditure	\$1,819
Variance	\$3,181

**PROJECT TIMELINE AND STATUS REPORT**

	JUL Y	AUG	SEP T	OCT	NOV	DEC	JA N	FEB	MAR	APR	MAY	JUNE	
Office Chairs		\$1819											
Fireproof Cabinet						\$3200							
													PROPOSED
													COMPLETED

**Status Report**

Some of the office chairs have been replaced following an Occupational Health and Safety workplace assessment. Quotes are currently being sought to obtain a suitable fireproof cabinet for the storing of key documents.



ADMINISTRATION : BUILDINGS				
G/LEDGER ACCOUNT #	05204734			
PROJECT NAME	Buildings - Replace Shire Offices			
Officer Responsible	Chief Executive Officer / Executive Manager Finance and Administration			
Budgeted Amount: \$1,687,150	Income	Expenditure	Variance	COMPLETION STATUS
Municipal Funds			\$0	
Grant Funding	\$662,150		\$662,150	
Reserve Funding	\$1,025,000		0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<b>\$1,687,150</b>	<b>\$0</b>	<b>\$1,687,150</b>	

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Building Plans commenced													
													PROPOSED
													COMPLETE
													D

Status Report: Design development to be initiated. Plans drafted. council workshop required to further discuss options

**LAW, ORDER AND PUBLIC SAFETY - BUILDINGS**

G/LEDGER ACCOUNT #	10305304	Job #	10305306 - Building	Job # 10305305 - Site Works
PROJECT NAME	Emergency Services Building - Building/Site Works			
Officer Responsible	Chief Executive Officer / Works Manager			
<b>Budgeted Amount: \$580,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$100,000	\$5,280	\$94,720	
Grant Funding	\$480,000		\$480,000	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$580,000</u>	<u>\$5,280</u>	<u>\$574,720</u>	

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Tender process for design and construction			\$ 5,280										
													PROPOSED
													COMPLETE D

Status Report: Land due to be vested in Council in December 2012. Plans completed. Negotiations continuing with preferred supplier

**LAW, ORDER AND PUBLIC SAFETY - PLANT AND EQUIPMENT**

G/LEDGER ACCOUNT #	10305305	Job #	
PROJECT NAME	SES CAPITAL EQUIPMENT		
Officer Responsible	Executive Manager Finance and Administration		
<b>Budgeted Amount: \$6,500</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds			\$0
Grant Funding	\$6,500		\$6,500
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u><u>\$6,500</u></u>	<u><u>\$0</u></u>	<u><u>\$6,500</u></u>

**COMPLETION STATUS**

Category	Amount
Income	\$6,500
Expenditure	\$0
Variance	\$6,500

PROJECT TIMELINE AND STATUS

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Binoculars			\$ 1,196										
													PROPOSED
	Expenditure on capital equipment as approved by FESA												COMPLETED

Status Report      Expenditure on capital equipment as approved by FESA

**HOUSING - BUILDINGS**

G/LEDGER ACCOUNT #	09128000	Job #	09128020	
PROJECT NAME	Staff Housing Capital Works - 65 Brockman Street			
Officer Responsible	Chief Executive Officer / Executive Manager, Tourism, Community and Economic Development			
<b>Budgeted Amount: \$5,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$5,000		\$5,000	
Grant Funding			\$0	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$5,000</u>	<u>\$0</u>	<u>\$5,000</u>	

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
													PROPOSED
													COMPLETED

Status Report: Provisional sum for capital maintenance.

**HOUSING - BUILDINGS**

G/LEDGER ACCOUNT #	09128000	Job #	09218050
PROJECT NAME	Staff Housing Capital Works - 51 Durlacher Street		
Officer Responsible	Chief Executive Officer / Executive Manager, Finance and Administration		
<b>Budgeted Amount: \$5,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$5,000		\$5,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$5,000</u>	<u>\$0</u>	<u>\$5,000</u>

**COMPLETION STATUS**

Category	Amount
Income	\$5,000
Expenditure	\$0
Variance	\$5,000

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
													PROPOSED
													COMPLETED

Status Report: Provisional sum for capital maintenance



**HOUSING - BUILDINGS**

G/LEDGER ACCOUNT #	09128000	Job #	09128040
PROJECT NAME	Staff Housing Capital Works - 80 Durlacher Street		
Officer Responsible	Chief Executive Officer / Shark Bay World Heritage Discover and Visitor Centre - Co-Ordinator		
<b>Budgeted Amount: \$5,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$5,000		\$5,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$5,000</u>	<u>\$0</u>	<u>\$5,000</u>

**COMPLETION STATUS**

Category	Amount
Income	\$5,000
Expenditure	\$0
Variance	\$5,000

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
													PROPOSED
													COMPLETED

Status Report: Provisional sum for capital maintenance

**HOUSING - BUILDINGS**

G/LEDGER ACCOUNT #	25104785	Job #	25104785
PROJECT NAME	Pensioner Units Capital Works		
Officer Responsible	Executive Manager, Tourism, Community and Economic Development		

Budgeted Amount: \$82,000	Income	Expenditure	Variance	COMPLETION STATUS
Municipal Funds			\$0	
Grant Funding			\$0	
Reserve Funding	\$82,000	\$17,332	\$64,668	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$82,000</u>	<u>\$17,332</u>	<u>\$64,668</u>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Capital Maintenance	\$15,000		\$17,332										
Fencing	\$25,000												
Mains Plumbing Replace	\$32,000												
Landscaping	\$10,000												
													PROPOSED
													COMPLETED

Status Report: Pensioner unit 7 undergoing refurbishment

**COMMUNITY AMENITIES - BUILDINGS**

G/LEDGER ACCOUNT #	30404755		
PROJECT NAME	Public Conveniences – Barnard Street Amenities		
Officer Responsible	Works Manager		
<b>Budgeted Amount: \$35,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$35,000		\$35,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$35,000</u>	<u>\$0</u>	<u>\$35,000</u>

**COMPLETION STATUS**

Category	Amount
Income	\$35,000
Expenditure	\$0
Variance	\$35,000

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Public Convenience Upgrade													
													PROPOSED
													COMPLETED

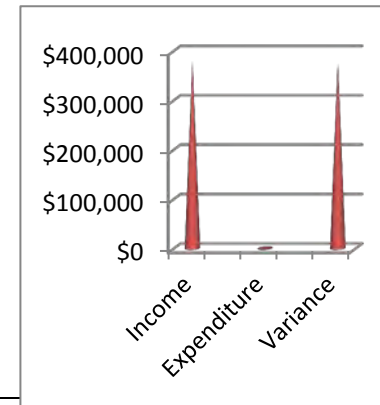
Status Report:

**COMMUNITY AMENITIES - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES**

G/LEDGER ACCOUNT #	30105575	Job #	30105578
PROJECT NAME	Refuse Tip and Recycling		
Officer Responsible	Works Manger		

Budgeted Amount: \$378,341	Income	Expenditure	Variance
Municipal Funds			\$0
Grant Funding	\$378,341		\$378,341
Reserve Funding		\$0	\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$378,341</u>	<u>\$0</u>	<u>\$378,341</u>

**COMPLETION STATUS**



Project dependent upon country local government funding.  
 May be required to be deferred due to collaborative group managing process

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Residential Refuse Site	\$145,241												
Glass Cutter	\$75,000												
Shed - Job # 3010576	\$87,000												
Baler	\$45,000												
Bale Bags x 2	\$26,100												PROPOSED
													COMPLETED

Status Report: Project dependent upon Country Local Government Funding which may be delayed until the 2012/2013 year. This is a collaborative project with the shires of Exmouth and Carnarvon

**COMMUNITY AMENITIES - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES**

G/LEDGER ACCOUNT #	30105575	Job #	30105577
PROJECT NAME	Refuse Site Water Tanks		
Officer Responsible	Works Manger		
<b>Budgeted Amount: \$10,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$10,000	\$8,000	\$2,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$10,000</u>	<u>\$8,000</u>	<u>\$2,000</u>

**COMPLETION STATUS**

Category	Amount
Income	\$10,000
Expenditure	\$8,000
Variance	\$2,000

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
3 Water Tanks Purchased	\$8000												
													PROPOSED
													COMPLETED

Status Report: 3 Water Tanks purchased from West Coast Poly Pty Ltd in July 2012



RECREATION AND CULTURE - BUILDINGS

G/LEDGER ACCOUNT #	35104785	Job #	35104785
PROJECT NAME	Recreation Centre Construction and Car Park		
Officer Responsible	Chief Executive Officer		

Budgeted Amount: \$415,653	Income	Expenditure	Variance	COMPLETION STATUS
Municipal Funds	\$365,653	\$328,067	\$37,586	
Grant Funding	\$50,000		\$50,000	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$415,653</u>	<u>\$328,067</u>	<u>\$87,586</u>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Car park and Recreation Centre	\$264400	\$28468	\$35199										
													PROPOSED
													COMPLETED

Status Report: Works stalled due to builder entering into voluntary administration.

RECREATION AND CULTURE - BUILDINGS

G/LEDGER ACCOUNT #	35104785	Job #	35104795	
PROJECT NAME	Recreation Centre Fire Fighting and Landscaping			
Officer Responsible	Chief Executive Officer			
<b>Budgeted Amount: \$673,001</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$430,397	\$277,500	\$152,897	
Grant Funding			\$0	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding - Contributions	\$242,604		\$242,604	
<b>Total</b>	<b>\$673,001</b>	<b>\$277,500</b>	<b>\$395,501</b>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Landscaping and		\$106282	\$168218										
Fire Fighting Equipment													
													PROPOSED
													COMPLETED

Status Report: Landscaping undertaken. Fire fighting solution to be installed once issue with builder is finalised

RECREATION AND CULTURE - BUILDINGS

G/LEDGER ACCOUNT #	35104785	Job #	35104790	
PROJECT NAME	Gymnasium Equipment			
Officer Responsible	Executive Manager, Tourism, Community and Economic Development			
<b>Budgeted Amount: \$80,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$80,000	\$4,324	\$75,676	
Grant Funding			\$0	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$80,000</u>	<u>\$4,324</u>	<u>\$75,676</u>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Purchase Gym Equipment		\$3050	\$1274										
													PROPOSED
													COMPLETED

Status Report: Gymnasium equipment has been received but no invoice processed yet for payment.

RECREATION AND CULTURE - BUILDINGS

G/LEDGER ACCOUNT #	35104980		
PROJECT NAME	Shark Bay Community Resource Centre Grounds		
Officer Responsible	Chief Executive Officer / Executive Manager, Finance and Administration / Works Manager		
<b>Budgeted Amount: \$100,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$100,000	\$1,739	\$98,261
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$100,000</u>	<u>\$1,739</u>	<u>\$98,261</u>

**COMPLETION STATUS**

Category	Value
Income	\$100,000
Expenditure	\$1,739
Variance	\$98,261

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Car parking			\$ 1,739										
Landscaping													
Old Jail Upgrade													
													PROPOSED
													COMPLETED

Status Report: Car park design completed. Funding for a conservation plan to restore the old jail and stables has been submitted to lottery west. Restoration works cannot commence until heritage restoration plan is approved

RECREATION AND CULTURE - BUILDINGS

G/LEDGER ACCOUNT #	35104701		
PROJECT NAME	Community (Day-care) Centre Capital Works		
Officer Responsible	Works Manger		
<b>Budgeted Amount: \$5,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$5,000		\$5,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$5,000</u>	<u>\$0</u>	<u>\$5,000</u>

**COMPLETION STATUS**

Category	Value
Income	\$5,000
Expenditure	\$0
Variance	\$5,000

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Capital Works													
													PROPOSED
													COMPLETED

Status Report:



RECREATION AND CULTURE - BUILDINGS

G/LEDGER ACCOUNT #	35205526	Job #	35205526	
PROJECT NAME	Western Foreshore Public Toilets			
Officer Responsible	Chief Executive Officer/Works Manager			
<b>Budgeted Amount: \$100,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$100,000		\$100,000	<p>A bar chart titled 'COMPLETION STATUS' with a vertical axis from \$0 to \$100,000. The horizontal axis has three categories: 'Income', 'Expenditure...', and 'Variance'. The 'Income' bar reaches the \$100,000 mark. The 'Expenditure...' bar is very low, near \$0. The 'Variance' bar reaches the \$100,000 mark.</p>
Grant Funding			\$0	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$100,000</u>	<u>\$0</u>	<u>\$100,000</u>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Installation Public Toilets													
													PROPOSED
													COMPLETED

Status Report: Toilets Ordered. Site and colours confirmed with council

RECREATION AND CULTURE - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES

G/LEDGER ACCOUNT #	35205531		
PROJECT NAME	Rock Wall		
Officer Responsible	Works Manager		
<b>Budgeted Amount: \$15,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$15,000		\$15,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$15,000</u>	<u>\$0</u>	<u>\$15,000</u>

**COMPLETION STATUS**

Category	Amount
Income	\$15,000
Expenditure	\$0
Variance	\$15,000

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Rock Wall Repairs													
													PROPOSED
													COMPLETED

Status Report: Tides Dependent

RECREATION AND CULTURE - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES

G/LEDGER ACCOUNT #	35305586	Job #	35305560	
PROJECT NAME	Charlie Sappie Park Capital Works			
Officer Responsible	Works Manager			
<b>Budgeted Amount: \$25,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$25,000		\$25,000	
Grant Funding			\$0	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$25,000</u>	<u>\$0</u>	<u>\$25,000</u>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Park Upgrade													
Seating													
Landscaping													
													PROPOSED
													COMPLETED

Status Report:

RECREATION AND CULTURE - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES

G/LEDGER ACCOUNT #	35205525	Job #	35205525	
PROJECT NAME	Foreshore BBQ Replacement			
Officer Responsible	Works Manager			
<b>Budgeted Amount: \$12,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$12,000		\$12,000	<p>A bar chart titled 'COMPLETION STATUS' showing financial data. The y-axis represents dollar amounts from \$0 to \$15,000 in increments of \$5,000. The x-axis has three categories: 'Income', 'Expendit...', and 'Variance'. The 'Income' bar reaches the \$12,000 mark. The 'Expendit...' bar is at \$0. The 'Variance' bar reaches the \$12,000 mark.</p>
Grant Funding			\$0	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$12,000</u>	<u>\$0</u>	<u>\$12,000</u>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
BBQ Replacement													
													PROPOSED
													COMPLETED

Status Report:

RECREATION AND CULTURE - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES

G/LEDGER ACCOUNT #	35605501		
PROJECT NAME	Solar Lighting Little Lagoon		
Officer Responsible	Chief Executive Office / Works Manager		
<b>Budgeted Amount: \$7,500</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$7,500	\$3,202	\$4,298
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$7,500</u>	<u>\$3,202</u>	<u>\$4,298</u>

**COMPLETION STATUS**

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Installation of Solar Lighting		\$3,202											
													PROPOSED
													COMPLETED

Status Report: BAJA Data & Electrical Services installed the solar lighting at the Little lagoon in August 2012.



RECREATION AND CULTURE - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES

G/LEDGER ACCOUNT #	35405250		
PROJECT NAME	Digital TV Upgrade		
Officer Responsible	Chief Executive Officer		
<b>Budgeted Amount: \$150,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds			\$0
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding - Loan	\$150,000		\$150,000
<b>Total</b>	<u>\$150,000</u>	<u>\$0</u>	<u>\$150,000</u>

**COMPLETION STATUS**

Category	Amount
Income	\$150,000
Expenditure	\$0
Variance	\$150,000

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Feasibility Study		\$2,200											
Digital TV Re-Broadcast													
													PROPOSED
													COMPLETED

Status Report:

Purchase order raised for \$2,200.00 for Feasibility Study. Report put to council in October 2012. business case prepared for submission. Costs estimated at \$300,000 grant application submitted for royalties for regions funding

RECREATION AND CULTURE - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES

G/LEDGER ACCOUNT #	35305586	Job #	35305575	
PROJECT NAME	Oval Shade Shelter Replacement			
Officer Responsible	Works Manager			
<b>Budgeted Amount: \$20,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$20,000		\$20,000	
Grant Funding			\$0	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$20,000</u>	<u>\$0</u>	<u>\$20,000</u>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Replace Oval Shade Shelter													
													PROPOSED
													COMPLETED

Status Report:

RECREATION AND CULTURE - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES

G/LEDGER ACCOUNT #	35305586	Job #	35305578	
PROJECT NAME	Oval Bore Meter			
Officer Responsible	Works Manager			
<b>Budgeted Amount: \$10,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$10,000		\$10,000	
Grant Funding			\$0	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$10,000</u>	<u>\$0</u>	<u>\$10,000</u>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Replace Oval Bore Meter													
													PROPOSED
													COMPLETED

Status Report:

RECREATION AND CULTURE - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES

G/LEDGER ACCOUNT #	35605180		
PROJECT NAME	Relocation / Restoration - Velsheda		
Officer Responsible	Works Manager		
<b>Budgeted Amount: \$5,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$5,000		\$5,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$5,000</u>	<u>\$0</u>	<u>\$5,000</u>

**COMPLETION STATUS**

The bar chart displays three categories: Income, Expenditure, and Variance. The y-axis represents dollar amounts from \$0 to \$6,000. The Income bar reaches \$5,000, the Expenditure bar is at \$0, and the Variance bar reaches \$5,000.

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Shade Over Velsheda													
													PROPOSED
													COMPLETED

Status Report:

RECREATION AND CULTURE - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES

G/LEDGER ACCOUNT #	35605690		
PROJECT NAME	HMAS Sydney II Memorial		
Officer Responsible	Chief Executive Officer		
<b>Budgeted Amount: \$103,400</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds			\$0
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received	\$103,400		\$103,400
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$103,400</u>	<u>\$0</u>	<u>\$103,400</u>

**COMPLETION STATUS**

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Erection of Memorial													
													PROPOSED
													COMPLETED

Status Report: Order placed artists currently working on structure



RECREATION AND CULTURE - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES

G/LEDGER ACCOUNT #				
PROJECT NAME	Denham Recreation Jetty Replacement			
Officer Responsible	Chief Executive Officer			
<b>Budgeted Amount: \$2,000,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds			\$0	<p>The chart displays four bars: Budgeted Amount at \$2,000,000, Income at \$2,000,000, Expenditure at \$0, and Variance at \$2,000,000. The y-axis ranges from \$0 to \$2,000,000 in increments of \$500,000.</p>
Grant Funding	\$2,000,000		\$2,000,000	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$2,000,000</u>	<u>\$0</u>	<u>\$2,000,000</u>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Replacement of the Monkey Mia Jetty													
													PROPOSED
													COMPLETED

Status Report: Design completed. Business case completed and with Regional Development and Lands for funding

RECREATION AND CULTURE - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES

G/LEDGER ACCOUNT #	35205533		
PROJECT NAME	Knight Terrace Western Car park Boat Ramp		
Officer Responsible	Works Manager		
<b>Budgeted Amount: \$63,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$3,000		\$3,000
Grant Funding	\$60,000	\$27,942	\$32,058
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$63,000</u>	<u>\$27,942</u>	<u>\$35,058</u>

**COMPLETION STATUS**

Category	Amount
Income	\$3,000
Expenditure	\$27,942
Variance	\$35,058

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Construction of Boat Ramp at the Western End of Knight Terrace	\$7312	\$11969	\$3090	\$5572									
													PROPOSED
													COMPLETED

Status Report: Boat ramp installed Steps and line marking of carpark to be completed

RECREATION AND CULTURE - FURNITURE AND OFFICE EQUIPMENT

G/LEDGER ACCOUNT #	36004990		
PROJECT NAME	Discovery Centre - Furniture and Fittings		
Officer Responsible	Executive Manager, Tourism, Community and Economic Development		
<b>Budgeted Amount: \$18,500</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$18,500		\$18,500
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$18,500</u>	<u>\$0</u>	<u>\$18,500</u>

**COMPLETION STATUS**

Category	Amount
Income	\$18,500
Expenditure	\$0
Variance	\$18,500

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Display Entry Partition	\$2,500												
Gallery Lighting Upgrade	\$5,000												
Electronic Displays	\$10,000												
Mini Scaffold	\$1,000												
													PROPOSED
													COMPLETED

Status Report:

**TRANSPORT - BUILDINGS**

G/LEDGER ACCOUNT #	45104713	Job #	45104714	
PROJECT NAME	Upgrade Depot Workshop			
Officer Responsible	Works Manager			
<b>Budgeted Amount: \$15,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$15,000	\$10,631	\$4,369	
Grant Funding			\$0	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$15,000</u>	<u>\$10,631</u>	<u>\$4,369</u>	

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Depot Shed Resheeting			\$10,631										
													PROPOSED
													COMPLETED

Status Report: Shark Bay Roofing Re-sheeted half of Depot Shed roof in September 2012

**TRANSPORT - PLANT AND EQUIPMENT**

G/LEDGER ACCOUNT #	45105350		
PROJECT NAME	Depot Tools and Major Plant		
Officer Responsible	Works Manager		
<b>Budgeted Amount: \$15,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$15,000	\$0	\$15,000
Grant Funding	\$0	\$0	\$0
Reserve Funding	\$0		\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$15,000</u>	<u>\$0</u>	<u>\$15,000</u>

**COMPLETION STATUS**

Category	Amount
Income	\$15,000
Expenditure	\$0
Variance	\$15,000

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
													PROPOSED
													COMPLETED

Status Report:



**TRANSPORT - PLANT AND EQUIPMENT**

G/LEDGER ACCOUNT #	45105419		
PROJECT NAME	Communications Upgrade		
Officer Responsible	Works Manger		
<b>Budgeted Amount: \$5,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$5,000		\$5,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u><u>\$5,000</u></u>	<u><u>\$0</u></u>	<u><u>\$5,000</u></u>

**COMPLETION STATUS**

Category	Amount
Income	\$5,000
Expenditu...	\$0
Variance	\$5,000

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
													PROPOSED
													COMPLETED

Status Report:

**TRANSPORT - PLANT AND EQUIPMENT**

G/LEDGER ACCOUNT #	Various		
PROJECT NAME	Replacement All Vehicles		
Officer Responsible	Works Manager		
<b>Budgeted Amount: \$</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$396,000	\$22,853	\$373,147
Grant Funding			\$0
Reserve Funding	\$100,000		\$100,000
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding - Sale of Assets	\$156,000		\$156,000
<b>Total</b>	<b>\$652,000</b>	<b>\$22,853</b>	<b>\$629,147</b>

**COMPLETION STATUS**

Category	Amount
Income	\$396,000
Expenditure	\$22,853
Variance	\$629,147

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
CEO Vehicle	05205335	\$15,000											
Country Supervisor Ute	45205345	\$15,000											
Town Supervisor Ute	45205355	\$22,000											
Works Manager Ute	45205485	\$22,000											
Dual Cab Truck 5t	45205476	\$85,000											PROPOSED
Prime Mover	45205496	\$220,000											COMPLETED
Camp Mess Van Replace	45205318	\$75,000											
Ride On Lawn Mower	45205371	\$37,000											

Status Report: Town Supervisors Ute has been purchase. Preferred Supplier Advert has been done for the Dual Cat Truck and the Prime Mover - Tenders at October meeting. Camp Mess Van waiting fit out. Ride on mower ordered. Work Managers ute ordered

**TRANSPORT - INFRASTRUCTURE ASSETS - ROADS**

G/LEDGER ACCOUNT #	45165670	Job #	45150067
PROJECT NAME	Stella Rowley Drive - Regional Roads Grant		
Officer Responsible	Works Manger		
<b>Budgeted Amount: \$90,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$30,000		\$30,000
Grant Funding	\$60,000		\$60,000
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u><b>\$90,000</b></u>	<u><b>\$0</b></u>	<u><b>\$90,000</b></u>

**COMPLETION STATUS**

Category	Value
Income	\$30,000
Expendit...	\$0
Variance	\$90,000

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Reseal of Stella Rowley													
													PROPOSED
													COMPLETED

Status Report:

**TRANSPORT - INFRASTRUCTURE ASSETS - ROADS**

G/LEDGER ACCOUNT #	45165670	Job #	45150024	
PROJECT NAME	Useless Loop Road - Regional Roads Grant			
Officer Responsible	Works Manager			
<b>Budgeted Amount: \$324,923</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$85,008	\$77,918	\$7,090	
Grant Funding	\$239,915	\$239,915	\$0	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$324,923</u>	<u>\$317,833</u>	<u>\$7,090</u>	

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Useless Loop Road	\$153,293	\$89,170	\$75,370										
													PROPOSED
													COMPLETED

Status Report: Completed works for 2012/2013

**TRANSPORT - INFRASTRUCTURE ASSETS - ROADS**

G/LEDGER ACCOUNT #	45155670	Job #	45150073	
PROJECT NAME	Ocean Park Road - Regional Road Grant			
Officer Responsible	Works Manager			
<b>Budgeted Amount: \$264,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$88,000		\$88,000	
Grant Funding	\$176,000		\$176,000	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$264,000</u>	<u>\$0</u>	<u>\$264,000</u>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Ocean Park New Seal													
													PROPOSED
													COMPLETED

Status Report: Ocean Park confirmed to contribute \$35,000 to project



**TRANSPORT - INFRASTRUCTURE ASSETS - ROADS**

G/LEDGER ACCOUNT #	45165670	Job #	45160002	
PROJECT NAME	Woodleigh Byro Road - Regional Road Grant			
Officer Responsible	Works Manager			
<b>Budgeted Amount: \$291,549</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$97,183		\$97,183	
Grant Funding	\$194,366		\$194,366	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$291,549</u>	<u>\$0</u>	<u>\$291,549</u>	

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Reform works 63-83													
													PROPOSED
													COMPLETED

Status Report: In talks with relevant contractors

**TRANSPORT - INFRASTRUCTURE ASSETS - ROADS**

G/LEDGER ACCOUNT #	45185785	Job #	45180076	
PROJECT NAME	Barnard Street - Roads to Recovery			
Officer Responsible	Works Manager			
<b>Budgeted Amount: \$109,632</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$0	\$0	\$0	
Grant Funding	\$109,632	\$6,893	\$102,739	
Reserve Funding	\$0		\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$109,632</u>	<u>\$6,893</u>	<u>\$102,739</u>	

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Reseal of Barnard Street	\$ 4,021	\$ 24		\$ 2,849									
Bitumen Spray													
													PROPOSED
													COMPLETED

Status Report:                      Waiting for chosen contractor to start work

**TRANSPORT - INFRASTRUCTURE ASSETS - ROADS**

G/LEDGER ACCOUNT #	45185785	Job #	45180018	
PROJECT NAME	Knight Terrace - Roads to Recovery			
Officer Responsible	Works Manager			
<b>Budgeted Amount: \$49,960</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds			\$0	
Grant Funding	\$49,960	\$3,006	\$46,954	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$49,960</u>	<u>\$3,006</u>	<u>\$46,954</u>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
	\$1904	\$1048		\$54									
													PROPOSED
													COMPLETED

Status Report: Artificial turf ordered for traffic islands and awaiting delivery

**TRANSPORT - INFRASTRUCTURE ASSETS - ROADS**

G/LEDGER ACCOUNT #	45185785	Job #	45180020	
PROJECT NAME	Hughes Street - Roads to Recovery			
Officer Responsible	Works Manager			
<b>Budgeted Amount: \$40,308</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds			\$0	
Grant Funding	\$40,308		\$40,308	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$40,308</u>	<u>\$0</u>	<u>\$40,308</u>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
													PROPOSED
													COMPLETED

Status Report:                      Waiting for chosen contractor to start work

**TRANSPORT - INFRASTRUCTURE ASSETS - DENHAM MARINE FACILITIES**

G/LEDGER ACCOUNT #	45505552		
PROJECT NAME	Winch House and Jinker Capital Maintenance		
Officer Responsible	Works Manager		
<b>Budgeted Amount: \$20,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$20,000		\$20,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$20,000</u>	<u>\$0</u>	<u>\$20,000</u>

**COMPLETION STATUS**

The chart displays three bars: 'Income' at \$20,000, 'Expenditure...' at \$0, and 'Variance' at \$20,000. The y-axis ranges from \$0 to \$20,000 in increments of \$5,000.

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
													PROPOSED
													COMPLETED

Status Report:



**TRANSPORT - INFRASTRUCTURE ASSETS - DENHAM MARINE FACILITIES**

G/LEDGER ACCOUNT #	45505551		
PROJECT NAME	Commercial Jetty Capital Works		
Officer Responsible	Works Manager		
<b>Budgeted Amount: \$5,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$5,000		\$5,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$5,000</u>	<u>\$0</u>	<u>\$5,000</u>

**COMPLETION STATUS**

Category	Value
Income	\$5,000
Expenditure	\$0
Variance	\$5,000

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
													PROPOSED
													COMPLETED

Status Report:

**TRANSPORT - INFRASTRUCTURE ASSETS - DENHAM MARINE FACILITIES**

G/LEDGER ACCOUNT #	45505554		
PROJECT NAME	Marina Development Plan		
Officer Responsible	Chief Executive Officer		
<b>Budgeted Amount: \$50,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$50,000		\$50,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$50,000</u>	<u>\$0</u>	<u>\$50,000</u>

**COMPLETION STATUS**

Category	Amount
Income	\$50,000
Expenditure	\$0
Variance	\$50,000

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
													PROPOSED
													COMPLETED

Status Report: Discussions being undertaken with Department of Transport regarding concept and funding.  
Discussions held regarding construction of a business plan to access royalties for regions funding

**TRANSPORT - INFRASTRUCTURE ASSETS - MONKEY MIA BOATING FACILITIES**

G/LEDGER ACCOUNT #	45405551		
PROJECT NAME	Monkey Mia Jetty Replacement		
Officer Responsible	Chief Executive Officer / Project Manager		
<b>Budgeted Amount: \$1,000,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds			\$0
Grant Funding	\$1,000,000		\$1,000,000
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$1,000,000</u>	<u>\$0</u>	<u>\$1,000,000</u>

**COMPLETION STATUS**

Category	Value
Income	\$1,000,000
Expenditure	\$0
Variance	\$1,000,000

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
													PROPOSED
													COMPLETED

Status Report: Business case has been lodged with department of Regional Development for funding

**TRANSPORT - INFRASTRUCTURE ASSETS - MONKEY MIA BOATING FACILITIES**

G/LEDGER ACCOUNT #	45405550	Job #	45405560	
PROJECT NAME	Monkey Mia Car Park - Planning			
Officer Responsible	Chief Executive Officer / Works Manager			
<b>Budgeted Amount: \$60,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$15,000		\$15,000	
Grant Funding	\$45,000		\$45,000	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$60,000</u>	<u>\$0</u>	<u>\$60,000</u>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
													PROPOSED
													COMPLETED

Status Report: Quotes are being sourced from consultants to undertake planning works

**TRANSPORT - INFRASTRUCTURE ASSETS - MONKEY MIA BOATING FACILITIES**

G/LEDGER ACCOUNT #	45405550	Job #	45405550	
PROJECT NAME	Monkey Mia Boat Ramp			
Officer Responsible	Chief Executive Officer / Works Manager			
<b>Budgeted Amount: \$113,423</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>	<b>COMPLETION STATUS</b>
Municipal Funds	\$23,423		\$23,423	
Grant Funding	\$90,000		\$90,000	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u><u>\$113,423</u></u>	<u><u>\$0</u></u>	<u><u>\$113,423</u></u>	

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
													PROPOSED
													COMPLETED

Status Report: Works to be commenced on 15 November 2012

**TRANSPORT - INFRASTRUCTURE ASSETS - FOOTPATHS**

G/LEDGER ACCOUNT #	45145250	Job #	45145220
PROJECT NAME	Hughes Street Footpath		
Officer Responsible	Works Manager		
<b>Budgeted Amount: \$50,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$50,000		\$50,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$50,000</u>	<u>\$0</u>	<u>\$50,000</u>

**COMPLETION STATUS**

Category	Amount
Income	\$50,000
Expendit...	\$0
Variance	\$50,000

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
													PROPOSED
													COMPLETED

Status Report:



**TRANSPORT - INFRASTRUCTURE ASSETS - DRAINAGE**

G/LEDGER ACCOUNT #	45105875	Job #	45105880
PROJECT NAME	Foreshore Drainage		
Officer Responsible	Works Manager		
<b>Budgeted Amount: \$30,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds	\$30,000		\$30,000
Grant Funding			\$0
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding			\$0
<b>Total</b>	<u>\$30,000</u>	<u>\$0</u>	<u>\$30,000</u>

**COMPLETION STATUS**

The chart displays three categories on the x-axis: Income, Expenditure, and Variance. The y-axis represents dollar amounts from \$0 to \$30,000. The Income bar reaches the \$30,000 mark. The Expenditure bar is at \$0. The Variance bar reaches the \$30,000 mark.

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
													PROPOSED
													COMPLETED

Status Report:

**ECONOMIC SERVICES - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES**

G/LEDGER ACCOUNT #	50205725	Job #	50205727
PROJECT NAME	Denham Entry Statement Power and Lighting Upgrade		
Officer Responsible	Chief executive Officer / Works Manager		

Budgeted Amount: \$50,000	Income	Expenditure	Variance	COMPLETION STATUS
Municipal Funds	\$25,000	\$3,162	\$21,838	
Grant Funding	\$25,000		\$25,000	
Reserve Funding			\$0	
Grant Funding Received			\$0	
Funding Pending			\$0	
Other Funding			\$0	
<b>Total</b>	<u>\$50,000</u>	<u>\$3,162</u>	<u>\$46,838</u>	

**PROJECT TIMELINE AND STATUS REPORT**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
BAJA Electrical		\$3051											
Staff Works				\$111									
													PROPOSED
													COMPLETED

Status Report: Lighting installed in October 2012. Project completed

ECONOMIC SERVICES - INFRASTRUCTURE ASSETS - PUBLIC FACILITIES

G/LEDGER ACCOUNT #	50205788		
PROJECT NAME	Monkey Mia Bore Replacement		
Officer Responsible	Chief Executive Officer		
<b>Budgeted Amount: \$600,000</b>	<b>Income</b>	<b>Expenditure</b>	<b>Variance</b>
Municipal Funds			\$0
Grant Funding	\$300,000		\$300,000
Reserve Funding			\$0
Grant Funding Received			\$0
Funding Pending			\$0
Other Funding - Loan	\$300,000		\$300,000
<b>Total</b>	<u>\$600,000</u>	<u>\$0</u>	<u>\$600,000</u>

**COMPLETION STATUS**

Category	Value
Income	\$300,000
Expenditure	\$0
Variance	\$300,000

PROJECT TIMELINE AND STATUS REPORT

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Project Management				\$50400									
													PROPOSED
													COMPLETED

Status Report: Dellroy Pty Ltd for the Project Management of Tender 2012/13-01 Monkey Mia Bore Replacement. Drilling contractors Australia commenced on 29 October 2012. estimated 40 duration of works

**20. MATTERS BEHIND CLOSED DOORS**

Moved           Cr Ridgley  
Seconded       Cr Capewell

**Officer Recommendation**

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

**6/0 CARRIED**

20.1 PURCHASE OF NEW 4X4 GVM 1000KG TRUCK

20.2 PURCHASE OF NEW 6X4 PRIME MOVER TRUCK

20.3 SHARK BAY RECREATION CENTRE

20.4 RECREATION CENTRE CONTRACT TERMINATION

Moved           Cr Ridgley  
Seconded       Cr Capewell

**Officer Recommendation**

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

**6/0 CARRIED**

31 OCTOBER 2012

20.1 PURCHASE OF NEW 4X4 GVM 1000KG TRUCK

Author

Works Manager

Disclosure of Any Interest

Nil

Moved Cr Ridgley

Seconded Cr Prior

**Council Resolution**

**The recommendation submitted by the Works Managers in the confidential evaluation report for Quote for supply and delivery of a 4X4 truck as per the conditions of Quote be considered.**

**6/0 CARRIED**

Moved Cr Prior

Seconded Cr Ridgley

**Council Resolution**

**That Council appoint Purcher International Pty Ltd to supply 1 New 4X4 Truck GVM 10,000 Kg which will provide the most advantageous outcome and best value for money to the Shire of Shark Bay based on the assessment of the Capability, Warranty and pricing considerations.**

**6/0 CARRIED**

20.2 PURCHASE OF NEW 6X4 PRIME MOVER TRUCK

Author

Works Manger

Disclosure of Any Interest

Nil

Moved Cr Capewell

Seconded Cr Prior

**Council Resolution**

**The recommendation submitted by the Works Managers in the confidential evaluation report for supply and delivery of a 6X4 Prime Mover truck as per the conditions of Quote be considered.**

**6/0 CARRIED**

Moved Cr Ridgley

Seconded Cr Cowell

**Council Resolution**

**That Council appoint Purcher International for the supply of a new Iveco Powerstar for the purchase price submitted of \$213,600.00 and the sale to Purcher International of Council's Iveco Powerstar for the price of \$30,000.00.**

31 OCTOBER 2012

**Purcher International has provided the most advantageous Tender and best value for money to the Shire of Shark Bay based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under Supply and Delivery of a New 6X4 Prime Mover.**

**6/0 CARRIED**

All Council staff other than the Chief Executive Officer left the Council Chamber at 1.53pm

20.3 SHARK BAY RECREATION CENTRE

BU109

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved           Cr Ridgley

Seconded       Cr Cowell

**Council Resolution**

**That the Council notes this report.**

**6/0 CARRIED**

20.4 RECREATION CENTRE CONTRACT TERMINATION

BU109

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Moved           Cr McLaughlin

Seconded       Cr Hanscombe

**Council Resolution**

**That the Chief Executive Officer be authorised to commence proceedings to terminate the contract with Briklay Pty Ltd (Administrators appointed).**

**6/0 CARRIED**

Council staff returned to the Council Chamber at 2.49 pm.



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

The next Ordinary meeting of Council will be held on the 28 November 2012 in Council Chambers commencing at 9.00 am

**22. CLOSURE OF MEETING**

As there was no further business the President closed the Ordinary Council meeting at 2.50pm.