

Shire of Shark Bay

Minutes of the Ordinary Council Meeting held on 29 October 2014



Birds Eye View Monkey Mia Jetty – October 2014





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The minutes of the Ordinary meeting of the Shark Bay Shire Council held in the Council Chamber at the Shark Bay Recreation Centre, Francis Street, Denham on 29 October 2014 commencing at 9.02 am.

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1. DECLARATION OF OPENING

The President declared the meeting open at 9.02 am.

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

ATTENDANCES

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

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

APOLOGIES

Cr G Ridgley	Application for Leave of Absence approval Item 5.1 Ordinary Council meeting 29 October 2014.
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VISITORS

Mrs K Pedersen

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

Nil

4. PUBLIC QUESTION TIME

The President opened Public Question Time at 9.02 am and as there were no questions the President closed Public Question Time at 9.02 am.

5. APPLICATIONS FOR LEAVE

**APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR RIDGLEY
GV00008**

Author
Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Capewell
Seconded Cr Prior

Council Resolution

Councillor Ridgley is granted leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on 29 October 2014.

6/0 CARRIED

Background

Councillor Ridgley has applied for leave of absence from the ordinary meeting of Council scheduled for 29 October 2014. The Council in accordance with Section 2.25 of the ***Local Government Act 1995*** as amended, may by resolution grant leave of absence to a member.

Comment

Councillor Ridgley has advised the Chief Executive Officer due to work commitments he will be unable to attend the Ordinary meeting of Council scheduled to be held on 29 October 2014 and has requested leave of absence be granted by Council for this meeting.

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

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

Legal Implications

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

- (1) A council may, by resolution grant leave of absence to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the minister.
- (3) The granting of leave, or refusal to grant leave and reasons for that refusal, is to be recorded in the minutes for the meeting.
- (4) A member who is absent, ***without first obtaining leave of the council***, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council.
- (5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council –
 - a) If no meeting of the council at which a quorum is present is actually held on that day; or

- b) If the non attendance occurs while –
- a. the member has ceased to act as a member after written notice has been given to the member under section 2.27(3) and before written notice has been given to the member under section 2.27(5)
 - b. while proceedings in connection with the disqualification of the member have been commenced or are pending; or
 - c. while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending

Policy Implications

There are no Policy implications associated with this report

Financial Implications

There are no financial implications associated with this report

Strategic Implications

There are no Strategic implications associated with this report

Voting Requirements

Simple Majority Required

Signatures

Author	<i>R Mettam</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	21 October 2014

6. PETITIONS

Nil

7. CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 24 SEPTEMBER 2014

Moved Cr Laundry
Seconded Cr Capewell

Council Resolution

That the minutes of the ordinary council meeting held on 24 September 2014, as circulated to all Councillors, be confirmed as a true and accurate record.

5/1 CARRIED

8. ANNOUNCEMENTS BY THE CHAIR

The President will announce the drawing of Rate Payers incentive prize's during the Ordinary Council meeting.

The President also advises that morning tea for Ms Sandy Bell from Silver Chain will be held at 10.30 am.

The Presidents guests to this Council meeting will be Mrs Kellee Pedersen.

9. PRESIDENT'S REPORT

GV00002

Council Committee Membership

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

Other Committee Membership

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

Meeting Attendance

30 September 2014	Aviation Strategy meeting – Carnarvon
6 October	Shark Bay Community Forum

- 14 Gascoyne Development Commission Audit Committee meeting – Gascoyne Junction
- 14 Gascoyne Development Commission Meet and Greet the Locals event
- 15 Gascoyne Development Commission Board meeting Gascoyne Junction
- 20 Chief Executive Officer Appraisal Workshop – John Phillips Consulting
- 21 Chief Executive Officer Update meeting
- 22 Gascoyne Shire’s Aviation Forum
- 24 Aviation Strategy meeting – Carnarvon
- 29 October Council meeting

General Matters

Nil

Signatures

Councillor *Councillor Cowell*
Date of Report 20 October 2014

Moved Cr Prior
Seconded Cr Wake

Council Resolution

That the President’s activity report for October 2014 be received.

6/0 CARRIED

10. COUNCILLORS’ REPORTS

10.1 Cr Wake
GV00007

Committee Membership

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

Meeting Attendance

20 October 2014	Chief Executive Officer Review
29 October	Ordinary Council meeting

General Matters

- Met at Overlander Hall with community reps re upgrade and repair
- Ongoing input into AWI funding state wide Dog Coordinator Position – looking like positive outcome
- Main Roads Department upgrading lighting facilities at Overlander corner. Have suggested installers repair Shire operated lighting which has ongoing issues (not sure of result)
- Bore head on Tamala Road – Surface water creates a bio-security risk thus being a high priority to resolve
- Shark Bay continues to be the most rain deficient area on the Australian map. This has led to ongoing destocking on pastoral properties – lack of exceptional flower bloom.
- Tourist season is in decline as the winter visitors have returned home
- Ongoing lobbying for
 - Pastoral Emergency Services position
 - Government funding for Executive Officer position for Carnarvon Regional Bio-security Group

Signatures

Councillor	<i>Councillor Wake</i>
Date of Report	20 October 2014
Moved	Cr Capewell
Seconded	Cr Prior

Council Resolution

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

6/0 CARRIED

10.2 Cr Capewell
GV00005

Nil

10.3 Cr Laundry
GV00013

Nil

10.4 Cr Bellottie
GV00010

Nil

10.5 Cr Ridgley
GV00008

Nil

10.6 Cr Prior
GV00006

Committee Membership

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

Meeting Attendance

30 September 2014	Aviation Strategy Meeting - Carnarvon
19 October	Shark Bay Tourism Association meeting
20 October	Chief Executive Officer's appraisal workshop
24 October	Aviation Strategy meeting – Carnarvon

General Matters

Nil

Signatures

Councillor	<i>Councillor Prior</i>
Date of Report	19 October 2014

Moved Cr Bellottie
Seconded Cr Capewell

Council Resolution

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

6/0 CARRIED

11. ADMINISTRATION REPORT

11.1 REVIEW OF WARDS AND REPRESENTATION – OUTCOME OF PUBLIC CONSULTATION AND RECOMMENDATION TO LOCAL GOVERNMENT ADVISORY BOARD

GV00012

Author

Chief Executive Officer

Disclosure of Any Interest

Nil

Officers Recommendation

That in accordance with Schedule 2.2(9) of the *Local Government Act 1995* (the Act), it is recommended to the Local Government Advisory Board that:

1. An order be made under s2.2 (1) of the Act to abolish all of the Wards into which the Shire is presently divided, to come into effect for the Ordinary Council elections scheduled for October 2015;
2. As part of that order, those Councillors whose terms expire in 2015, complete their terms as normal and nominations are called to fill these vacancies;

And

A- That a submission be made to the Local Government Advisory Board requesting that the remaining Councillors whose terms expire in 2017 continue until their terms expire, and represent the electors of the whole district.

Or

B- That all Councillor Positions be declared vacant and nominations be called to fill all vacancies at the Ordinary Council elections scheduled for October 2015.

Moved Cr Bellottie

Seconded Cr Laundry

Councillor Recommendation

That in accordance with Schedule 2.2(9) of the *Local Government Act 1995* (the Act), it is recommended to the Local Government Advisory Board that:

1. An order be made under s2.2 (1) of the Act to abolish all of the Wards into which the Shire is presently divided, to come into effect for the Ordinary Council elections scheduled for October 2015;
 2. As part of that order, those Councillors whose terms expire in 2015, complete their terms as normal and nominations are called to fill these vacancies;
- A That a submission be made to the Local Government Advisory Board requesting that the remaining Councillors whose terms expire in 2017 continue until their terms expire, and represent the electors of the whole district.

Cr Wake indicated that he wished to move another substantive motion.

The President advised that as a substantive motion was under debate and under the Shire's Standing Orders, no further motion can be accepted.

PROCEDURAL MOTION

Moved Cr Laundry
Seconded Cr Prior

Council Resolution

That the question be now put.

The vote was cast and resulted in a tied vote 3/3 TIED

The President exercised a casting vote and the item was carried

Local Government Act 1995 Section 5.21 (3) If the votes of members present at a council or a committee meeting are equally divided, the person presiding is to cast a second vote.

4/3 CARRIED

Moved Cr Bellottie
Seconded Cr Laundry

Council Resolution

That in accordance with Schedule 2.2(9) of the Local Government Act 1995 (the Act), it is recommended to the Local Government Advisory Board that:

1. **An order be made under s2.2 (1) of the Act to abolish all of the Wards into which the Shire is presently divided, to come into effect for the Ordinary Council elections scheduled for October 2015;**
2. **As part of that order, those Councillors whose terms expire in 2015, complete their terms as normal and nominations are called to fill these vacancies;**
- A **That a submission be made to the Local Government Advisory Board requesting that the remaining Councillors whose terms expire in 2017 continue until their terms expire, and represent the electors of the whole district.**

The vote was cast and resulted in a tied vote 3/3 TIED

The President exercised a casting vote and the item was recorded as 4/3, however due to the item requiring an absolute majority the item was lost.

Local Government Act 1995 Section 5.21 (3) If the votes of members present at a council or a committee meeting are equally divided, the person presiding is to cast a second vote.

4/3 ON PRESIDENTS CASTING VOTE MOTION LOST AS NOT CARRIED BY ABSOLUTE MAJORITY

Background

A local government that has a ward system is required to carry out reviews of:

- a) its ward boundaries; and
- b) the number of offices of councillor for each ward from time to time so that not more than eight years elapse between successive reviews.

The purpose of a review is to evaluate the current arrangements and consider other options to find the system of representation that best reflects the characteristics of the district and its people.

Any of the following may be considered:

- Creating new wards in a district already divided into wards;
- Changing the boundaries of a ward;
- Abolishing any or all of the wards into which a district is divided;
- Changing the name of a district or a ward;
- Changing the number of offices of councillor on a council; and
- Specifying or changing the number of offices of councillor for a ward.

At its meeting held on 30 July 2014, Council resolved to undertake a review of its ward system and representation. A discussion paper (including an additional option requested for inclusion by Council) was made available to the public as part of the process and is attached at the end of this report.

Comment

Section 2.2 of the *Local Government Act 1995* provides for a district to be divided into wards. Schedule 2.2 of the *Local Government Act 1995* sets out the process to review wards and representation.

- Clause 8 of Schedule 2.2 requires a council to assess options against the following factors:
- Community of interest;
- Physical and topographical features;
- Demographic trends;
- Economic factors; and
- The ratio of councillors to electors in the various wards.

Proposals to change ward boundaries are assessed by the Local Government Advisory Board, which in turn makes recommendations to the Minister for Local Government.

An assessment of the options available to the Shire, their effect and application to the criteria listed above, and associated conclusions are set out below.

Features of the District

Community of interest

Denham is the main services and commercial centre of the district. Settlements also exist at Monkey Mia, Nanga, Overlander, Billabong, Hamelin Pool Telegraph Station and Useless Loop. Useless Loop is a "closed" mining town located 250km from Denham by road or 25km across the bay from Denham.

Outside Denham and Useless Loop, there is a community of interest between pastoralists, another with tourism services providers at Hamelin Pool, and with services providers (roadhouse) operators along the North West Coastal Highway.

Physical and topographical features

The Shire comprises an area of some 24,000 km². Shark Bay's shoreline has a 'W' shape formed by two peninsulas, Edel Land and Peron, three large outlying islands, and an eastern coastal strip.

Large areas of the Shire are parks and reserves. It is a World Heritage listed area.

Major roads include the North West Coastal Highway, the Denham-Useless Loop Road, and the Denham-Monkey Mia Road.

Demographic trends

The Shire's population is relatively stable. There was a slight drop (approximately 5%) in population from 2001 to 2006 but levels are now almost identical to the 2001 ABS census figures. The Shire is home to slightly more males than females.

From the 2011 ABS Census figures, the majority of the Shire's permanent resident population live in town sites. Around 10% of the Shire's population is of Aboriginal or Torres Strait Islander descent.

Economic factors

Denham is the main area for commercial activity in the Shire. Activities include tourism, fishing and associated industries, and regional services supporting the tourism, pastoral, fishing and other industries.

The tourist resort of Monkey Mia is located to the east of Denham.

Salt mining is undertaken at Useless Loop, which is a closed town (permission is required to enter from the mine owners).

The eastern areas of the Shire are home to pastoral and grazing properties.

Ratio of Councillors to Electors

The ratio of Councillors to electors as at October 2013 was:

Ward	Councillors	Electors	Councillor to elector ratio	% ratio deviation
Denham	5	432	86	-10.97%
Pastoral	1	38	38	+51.19%
Useless Loop	1	75	75	-3.67%
Total	7	545	78	

This criteria is of particular interest to the Local Government Advisory Board. The Board has advised that a deviation of no more than plus or minus 10% in the ration of councillors to electors is acceptable to it. Two of the Shire's three wards are outside that limit.

An assessment of the options set out in the discussion paper consider by Council on 30 July against the above criteria is set out below.

Option 1 – Retain current number of councillors (seven); no wards

Under this option, the Shire dispenses with wards altogether. The number of Councillors is kept at the present level of seven.

Application of this option against the criteria set out in Schedule 2.2 results in the following:

Community of Interest

Having no wards results in the entire district being treated as one community of interest and does will not reflect different communities of interest in terms of town or pastoral activities.

Physical and topographical features

Physical or topographical features are not reflected in this option.

Demographic trends

While having 'no wards' does not take into account any changes in demographic trends that may influence the Shire, its population is relatively stable anyway and this criteria does not appear to warrant significant weighting.

Economic factors

This option does not reflect the different economic activities undertaken in the Shire.

Ratio of councillors to electors

Under this option the ratio of councillors to electors would be 1:78.

Given that there are no wards, the question of an imbalance between 'one vote/ one value' does not arise.

Option 2 – Increase to nine councillors; reduce from three to two wards by combining Pastoral and Useless Loop Wards.

Under this option, the present wards of Useless Loop and Pastoral are combined. In order to achieve a ratio of no more than + or – 10% of electors per councillor, it is necessary to increase the number of councillors from 7 to 9.

Application of this option against the criteria set out in Schedule 2.2 results in the following:

Community of Interest

The communities of interest that would result from this option would be reflected in the Denham Ward, but a combined Pastoral and Useless Loop Ward does not reflect communities of interest.

Physical and topographical features

Physical or topographical features are not reflected in this option.

Demographic trends

As with all others, this option does not take into account any changes in demographic trends that may influence the Shire, however its population is relatively stable anyway and this criteria does not appear to warrant significant weighting.

Economic factors

This option does not reflect the different economic activities undertaken in the Shire.

Ratio of councillors to electors

In order to achieve an acceptable ratio of electors to councillors of no more than + or – 10% it would also be necessary to increase the number of councillors for the Denham Ward to 7 (total councillors would then be 9):

Ward	Councillors	Electors	Councillor to elector ratio	% ratio deviation
Denham	7	432	62	-1.91%
Pastoral & Useless Loop	2	113	57	6.70%
Total	9	545	61	

Option 3 - Increase from seven (7) to fourteen (14) councillors; retain current number of Wards (three).

Retain the current Wards, but increase the number of councillors in the Useless Loop and Denham Wards so that the ratio of councillors to electors is as close as it can be to the lowest, which is the Pastoral Ward. Total councillors would then be 14, the maximum allowable under the Act.

Application of this option against the criteria set out in Schedule 2.2 results in the following:

Community of Interest

This option reflects communities of interest.

Physical and topographical features

This option reflects the physical and topographical features of the district.

Demographic trends

As with all others, this option does not take into account any changes in demographic trends that may influence the Shire, however its population is relatively stable anyway and this criteria does not appear to warrant significant weighting.

Economic factors

This option reflects the different economic activities undertaken in the Shire.

Ratio of councillors to electors

In order to achieve an acceptable ratio of electors to councillors of no more than + or – 10% it would also be necessary to increase the number of councillors for the Denham Ward to 11 and Useless Loop ward to 2 (total councillors would then be 14, the maximum allowed under the Local Government Act).

Ratios under this option are:

Ward	Councillors	Electors	Councillor to elector ratio	% ratio deviation
Denham	11	432	39	-0.88%
Pastoral	1	38	38	2.39%
Useless Loop	2	75	38	3.67%
Total	14	545	39	

Option 4 - Retain present number of councillors (seven), reduce from three to two Wards by combining Denham and Pastoral Wards

Under this option, Wards are reduced from three to two by combining the Denham and Pastoral Wards, with the Useless Loop Ward retained. The present number of elected members is retained at seven.

Community of Interest

This option does not reflect communities of interest present in the Shire.

Physical and topographical features

Physical or topographical features are not reflected in this option.

Demographic trends

As with all others, this option does not take into account any changes in demographic trends that may influence the Shire, however its population is relatively stable anyway and this criteria does not appear to warrant significant weighting.

Economic factors

This option does not reflect the different economic activities undertaken in the Shire.

Ratio of councillors to electors

Maintaining the present number of councillors at seven, combining the Denham and Pastoral Wards, and retaining the Useless Loop Ward, produces the following ratio of electors per councillor:

Ward	Councillors	Electors	Councillor to elector ratio	% ratio deviation
Denham/Pastoral	6	470	78	-1%
Useless Loop	1	75	75	4%
Total	7	545	78	

Option 5 – Maintain current wards, boundaries and councillors

Under this option, the present number of councillors is maintained at seven, with three Wards, with no changes.

Community of interest

This option reflects existing communities of interest.

Physical and topographical features

This option reflects physical and topographical features.

Demographic trends

As with all others, this option does not take into account any changes in demographic trends that may influence the Shire, however its population is relatively stable anyway and this criteria does not appear to warrant significant weighting.

Economic factors

This option reflects the different economic activities undertaken in the Shire.

Ratio of councillors to electors

This option does not result in an acceptable ratio of councillors to electors in two of the Shire's three Wards:

Ward	Councillors	Electors	Councillor to elector ratio	% ratio deviation
Denham	5	432	86	-10.97%
Pastoral	1	38	38	+51.19%
Useless Loop	1	75	75	-3.67%
Total	7	545	78	

Consultation

The review was advertised for comment from the public ending on 1 October. It was publicised via the Northern Guardian, the Inscription Post, the Shire notice

board and its website. The criteria to be used and possible options were detailed in a discussion paper, also available on the website and Council's office.

Five submissions, attached at the end of this report, were received and are summarised as follows:

- Three submission supporting Options that see retention of a Pastoral Ward or a Wards system, and in essence:
 - Supporting retention of the present wards and current number of councillors (Option 5) and opposing no wards (Option 1);
 - submitting that the needs of the pastoral area of the Shire is different to the Useless Loop and Denham wards; and
 - opposing an increase in the number of Councillors to 14 under option 3;
- Two submissions supporting no wards (Option 1), and:
 - Retaining the present number of councillors:
 - Noting that the Shire has in the past struggled to fill a vacancy for councillors for the Useless Loop Ward; and
 - Highlighting a potential lack of representation in cases where (say) a conflict of interest that may arise, thereby reducing representation when having a single councillor from the Pastoral Ward.

Conclusion

A simple 'yes' or 'no' assessment of the options available to the Shire against the above criteria is:

Option	Community of interest	Physical and topographic features	Demographic trends	Economic factors	Within ratio
Option 1 – retain current number of councillors (seven); no wards	No	No	No	No	Yes
Option 2 – increase to nine councillors; reduce from three to two wards by combining Pastoral and Useless Loop wards	No	No	No	No	Yes
Option 3 – increase from seven to 14 councillors; retain current number of wards (three)	Yes	Yes	No	Yes	Yes
Option 4 – retain present number of councillors (seven), reduce from three to two wards by combining Denham and Pastoral wards	No	No	No	No	Yes

Option 5 – retain status quo of 3 wards and 7 councillors	Yes	Yes	No	Yes	No
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As noted above, an overriding criteria applied by the Local Government Advisory Board is the ratio of electors per Councillor.

Given the disparities in representation, Option 5 (retention of the status quo) would appear not to be a viable option. While it could request the Local Government Advisory Board to consider the case given the size of the Pastoral Ward in particular, this may result in either the Shire being directed to re-submit a review or the Board doing so itself at the Shire's expense under clause 10.3 of Schedule 2.2 of the Act.

Options 2 and 3 see an expansion in the number of elected members from the present level of seven to between nine and fourteen (a local government must have a minimum of six and may have a maximum of 14 councillors where a district is divided into Wards, plus a Mayor or President elected at large), with Wards being reduced to two under Option 2.

Increasing to between nine and fourteen councillors would see an increase in costs without (arguably) an improvement in decision making processes, but that aside relatively speaking Shark Bay is a small local government in terms if the number of electors residing in the district. It is considered that the Shire should maintain the present number of councillors at seven. This has proven to be a workable and efficient number.

There seems to be no support for increasing the number of councillors as set out in Options 2 and 3.

Both Options 2 and 4 seek to maintain some level of differentiation between the different areas of the district by combining the Pastoral and Useless Loop Wards (Option 2) or the Denham and Pastoral Wards (Option 4). Both meet the criteria of the ratio of councillor to electors being within plus or minus 10% of the average, but sees areas with different communities of interest combined.

There is no ideal outcome, but it is considered that Option 1 (no wards) is the most suitable for the Shire. Options 2, 3 and 4 all maintain some mixture of Wards but given that the majority of electors reside in the Denham Ward, the majority of electors will always be drawn from a Ward that includes Denham. Use of Wards does not seem to produce a significant degree of additional benefit that having Wards might.

A councillor is elected to represent the interests of the whole district, not a part of the community or a Ward. In particular, s2.10 of the *Local Government Act 1995* sets out the role of a councillor:

2.10. Role of councillors

A Councillor —

- (a) *represents the interests of electors, ratepayers and residents of the district; and*
- (b) *provides leadership and guidance to the community in the district; and*
- (c) *facilitates communication between the community and the council; and*
- (d) *participates in the local government's decision-making processes at council and committee meetings; and*
- (e) *performs such other functions as are given to a councillor by this Act or any other written law.*

Similarly, an elector does not have to reside within a particular Ward to be elected as a councillor for that Ward – they may reside at, or be an owner or occupier of any property in the entire district.

Advantages of having no Wards include:

- Elected members are elected by the whole community not just a section of it. Knowledge and interest in all areas of the Council's affairs would result broadening the views beyond the immediate concerns of those in a Ward.
- The smaller town sites and rural areas have the whole Council working for them.
- Members of the community who want to approach an elected member can speak to any elected member.
- Social networks and communities of interest are often spread across a local government and elected members can have an overview of these.
- Elected members can use their specialty skills and knowledge for the benefit of the whole local government.
- There is balanced representation with each elected member representing the whole community.
- The election process is much simpler for the community to understand and for the Council to administer.

The disadvantages of a no Ward system include:

- Electors may feel that they are not adequately represented if they don't have an affinity with any of the elected members.
- Elected members living in a certain area may have a greater affinity and understanding of the issues specific to that area.
- There is potential for an interest group to dominate the Council.
- Elected members may feel overwhelmed by having to represent all electors and may not have the time or opportunity to understand and represent all the issues.
- It may be more difficult and costly for candidates to be elected if they need to canvass the whole local government area.

Option 1 (no Wards) is considered the most suitable for the Shire.

If this option is not considered suitable by council, then Option 4 (combine Pastoral and Denham Wards; seven councillors) is considered the next most suitable.

Implementation of Proposed Changes

The process to bring about Option 1 (no wards) is relatively simple and can be done with minimal disruption. A recent change in the interpretation of the legislation of the Local Government Advisory Board has provided the option for councils to request that all offices of councillor not be declared vacant to implement a change from a Wards system to no Wards.

If a Local Government resolves to abolish the ward system and does not wish to declare all offices of councillor vacant, then this must be communicated in a submission to the board. If the request is supported, at the next ordinary elections councillors complete their terms as normal and nominations are called to fill these vacancies. The remaining councillors who still have two years in office represent the electors of the whole district.

Clauses 1 and 2 of Schedule 4.2 of the Act require that as near as is practical half of the number of offices of councillor are to retire at each election. At present, four councillors of the Shire have terms expiring in 2015, and three in 2017.

If Council chooses Option 1, all that would be necessary is for Council to request in its submission to the Board that:

1. A change to a 'no Wards' system come into effect at the next ordinary council elections scheduled for October 2015;
2. Those councillors whose terms expire in 2015, complete their terms as normal and nominations are called to fill these vacancies;

And

Providing they agree, the remaining councillors whose terms expire in 2017 continue until their terms expire, and represent the electors of the whole district.

Or

That all Councillor positions be declared vacant and nominations be called to fill all vacancies at the ordinary council elections scheduled for October 2015

Similarly, if Council were to support Option 4 (combine Denham and Pastoral Wards, seven councillors) with effect from the next Ordinary elections, it is not necessary for any offices of councillor to be declared vacant. Council can request in its submission that:

1. The Denham and Pastoral Wards be merged, with effect at the next ordinary council elections scheduled for October 2015;
2. The two Wards of the Shire be known as the Useless Loop Ward and the Denham/Pastoral Ward;
3. The council be comprised of 7 councillors, 6 from the Denham/Pastoral Ward and one from the Useless Loop Ward;
4. Those councillors whose terms expire in 2015, complete their terms as normal and nominations are called to fill these vacancies; and
5. Providing they agree, the remaining Denham and Pastoral Ward councillors whose terms expire in 2017 continue until their terms expire, and agree to represent the electors of the combined Denham/Pastoral Ward.

Legal Implications

Schedule 2.2. of the *Local Government Act 1995* sets out the requirement for, and process to, review representation at least once every 8 years. Further statutory issues are as listed above.

Policy Implications

There are no policy implications relative to this report.

Financial Implications

The Shire has struggled to fill vacancies for particular Wards in the past. Having 'no Wards' may reduce the need for and cost of, extraordinary council elections. Declaring vacant of all the positions will create an additional cost at the ordinary elections in 2015, however the amount is dependent upon the requirement of a contested election, which would be reduced given the increased number of positions.

Strategic Implications

Ensuring that the Council remains representative of the community will assist in ensuring a healthy democracy at a local level. The recommended outcome of 'no Wards' will assist in ensuring this is maintained.

Voting Requirements

Absolute Majority Required

Signatures

Chief Executive Officer

P Anderson

Date of Report

15 October 2014

29 OCTOBER 2014

To CEO
Mr. Paul Anderson,

We are writing to you in regards to the proposed changes of the ward and the mentioned imbalance of the representation of councillors to the Pastoral ward. We thank you for the opportunity to have our comments taken into consideration.

Pastoral life is very different to the life in a town and therefore it cannot be compared to that.

It would be detrimental to the pastoralists not to have any representation at all, as our needs are very different to those of the town or the mine-site.

Putting the Pastoral ward and Useless Loop together does not seem a correct solution either as we both have complete different needs and expectations from the Shire.

There are other criteria to determine representation, like the physical and topographic features and Economic factors.

At the moment these do not appear to have been addressed in the possible options suggested.

It is important to note that the Pastoral Ward provides a large portion of the rate base to the Shire, without using most services provided.

The land area of the Pastoral Ward is the largest in the Shire.

These two factors should be taken into consideration when making the decision.

The social and economic difference of the Pastoral Ward, warrants an individual to represent us.

If there was a change to wards would this take a complete re-election for all wards and all councillors and thus incurring an unnecessary expense to the ratepayers?

Yours Sincerely

Brian Veitch and Joke Veitch-Vaneechoutte
Managers
Tamala Station
99483994

Cc: All Councillors of the Shire of Shark Bay

Shire of Shark Bay
65 Knight Terrace
Denham WA 6537

Review of Wards and Representation

On behalf of my wife as a Rate Payer & myself as a member of the Electorate I submit that the Ward system be done away with and there be open representation for the 7 Council seats.

Our thinking has been influenced by –

. the recent absence of any interested candidates for the Useless Loop ward from that locality

. and the evident conflict of interest in the Pastoral ward with the one Councillor and the one neighbour & subsequent inability for that one Councillor from that Ward to discuss or vote on issues relevant to mutual commercial activities.

Thank you.

Timothy Wynn Hargreaves & Margaret Anne Hargreaves
Residents 44 years

CEO Shire of Shark Bay
Knight Terrace
Denham 6537

Dear Sir

I wish to make a submission regarding the review of wards and the representation from each.

As the shire of Shark Bay is sparsely populated and the majority of the population is gathered into a node that is centred on the town of Denham there is a danger that the isolated residents and ratepayers will be disenfranchised by the abolishment of wards within the shire. I believe that there is some move from within the council to reduce the influence of the pastoral and Useless Loop ward councillors in council by claiming that they are over represented by numbers voters in their respective wards.

However I believe that there is a good argument to maintain the status quo as the pastoral and Useless Loop ward ratepayers need a voice on council to highlight their disadvantages when compared to the rest of the population of the shire. Most councillors are from the Denham ward which is situated in the extreme west of the shire and are remote from the problems that the pastoral and Useless Loop experience. I believe that dedicated wards that these two minor areas of the shire represent should continue to exist. The experience and day to day knowledge of good representatives from these two wards will enhance the council with all round knowledge and will lead to better decision making for the overall development of the shire, not just for the major town site.

Without representation, the pastoral and Useless Loop issues would soon cease to be relevant if all councillors were from the Denham ward as would happen, as this is where the majority of voters reside. The likelihood of anyone from outside the town of Denham been elected would be exceptionally slim if the ward system was abolished. In my opinion this would be to the overall detriment of the shire.

The pastoral areas of the shire are the front door to the western areas of the shire including the town of Denham and the resort of Monkey Mia and as such need to be considered to be an important integral part of the shire, not as seen now to be an annoyance.

I believe that council should be cautious when considering any possibility to abolish the current ward structure as if this is done, then that argument could be used against the shire when opposing any amalgamation of shires as that is basically the same thing only on a different scale.

I wish to submit that the numbers of councillors should remain at the current number as this is adequate to give a spread of views and helps prevent a concept of cronyism that could develop when only a small number of councillors meet to vote on issues that have a large impact on the community.

Joe McLaughlin

I submit that the ward system be cancelled and it be open to all candidate's

Patricia Cox

Hamelin Pool Caravan Park Resident

Nerren-Nerren Pastoral Company.

nerren-nerren@beyond

Attention CEO,

Shire of Shark Bay,

Dear Paul, (re Review of Wards and Representation)

We note that it is again time for a review of wards and representation within the Shark Bay Shire.

*When the Shire of Shark bay was reformed after the commissioners, in the 1960's there were 4 rural councilors (2 wards) and 1 town councilor. Over the next several decades that ratio was changed. At various stages there were * 4 rural (2 wards); 2 town; * 2 rural (1 ward); 4 town; 2 Loop; *1 rural; 1 Loop, 5 Town.*

All these changes were made to "comply" with LGA / LGAB guidelines of the day.

It is our opinion that the purpose of council is to represent the "people".

We think that the present ratio gives each area (ward) to have representation from a representative with knowledge of that ward area.

Shark Bay is a diverse community of small population spread across a large area of country. (An area

29 OCTOBER 2014

close to the size of Tasmania). Unfortunately the "guidelines" do not always fit the situation on ground.

The people within each area of the Shire deserve representation. (Town, Loop, Pastoral)

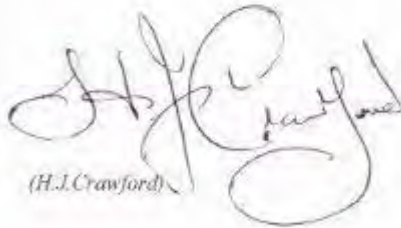
We urge the Council to pursue Option 4, to maintain the opportunity for representation from each of the 3 wards as they are currently designated.

We support this position knowing that it may not be accepted by the LGAB but would hope that council will vigorously defend this position. We do need to stand up for "our shire" not always defer to others.

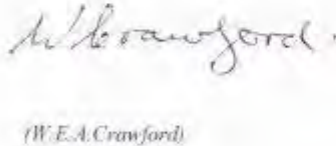
It would be extremely hard to keep within the LGAB guidelines without either a loss of representation from some area of our shire (read Pastoral ward) or significant cost increases within our council admin budget to accommodate several new councillor positions.

Thank you for the opportunity to submit our concerns.

Yours Faithfully,



(H.J. Crawford)

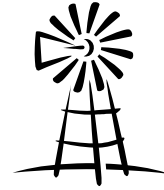


(W.E.A. Crawford)

1st October 2014.

Hamelin Pool Pastoral Co

PMB 72 via GERALDTON WA 6530
Ph. 08 9942 5914 Fax 08 9942 5939
Email: hamelin@bigpond.com



1st September 2014

Paul Anderson
Chief Executive Officer
Shire of Shark Bay
65 Knight Terrace
Denham WA 6537

Dear Paul

Review of Wards

We have considered the recommendations put forward for the Council to consider in this review. Firstly, all of the options are based on ratios of councilors to electors and no consideration is given to the other factors which may be used to decide ward boundaries. We support the retention of the current ward structure. The other options given are based on only one factor – population- and the realistic recommendations (option 3 is not realistic) support the elimination or amalgamation of the pastoral ward.

Other factors to consider are:-

Community of Interest

Residents in the pastoral ward have a sense of community identity and belonging. They face similarities in isolation and the challenges this entails, such as transport and access to education to name a few. There are no schools, limited postal services, few shops and large distances to travel to access any of these. This ward has similar economic activities. There are tourism operators who have a different set of challenges to their town counterparts and there are pastoralists who are not represented anywhere else. There are little or no services provided for the rates paid. We all operate businesses and there is a sense of community amongst us and we rely on one another for emotional and community support. To counter the debate based purely on population statistics, factors like this need to be given a weighting in the decision process.

Physical and Topographic features.

The pastoral ward represents a small amount of people, however, it accounts for the major land area of the Shire. This ward encompasses the major road infrastructure in the Shire, thousands of hectares of parks and reserves, many kilometres of coastline and several islands, as well as pastoral properties and tourism businesses. It generates a considerable percentage of the Shire rate base and has issues that are not understood or appreciated by people who reside in the town or several other small residential nodes. For the Council to retain a balance on all issues in the Shire, it is imperative that this area continues to maintain its individual representation.

Economic Factors

The economy of the ward is very different from the residential nodes of the Shire. From a pastoral perspective, there is a lack of understanding that they are operating businesses and that seasons impact incomes. The tourism and related operators need to be self-reliant and operate without the support of other businesses. Mining has another set of unique challenges and many residents in other parts of the Shire see the economic benefits of mining for the rate base of the Shire but are not aware of economic restraints faced by mining companies.

Demographic trends

It is unlikely that there will be significant population growth in the pastoral ward in the short term. Gunson Resources have a proposed mine on the Coburn and Hamelin leases and if this was to come into production this situation could change.

Comments on proposed options

Option 1 - This option disadvantages the pastoral ward as historically where this has occurred in other Shires the pastoral councilor is lost. This fails to retain a healthy democracy.

Option 2 - Again this is purely population driven, and increases the number of councilors to 9 which is unsustainable.

Option 3 - This is also population driven and 14 councilors are unsustainable.

Option 4 – We strongly support this.

Local Government Minister Tony Simpson addressed this ward issue when in Shark Bay for the opening of the new playground. He indicated his support for maintaining Local Government representation for large areas of land as this assisted in maintaining a healthy democracy, even though there is an imbalance in the ratio of councilors to electors. We maintain that in your role as CEO a strong case needs to be developed to retain the status quo, and further, to request the support of the Minister to achieve this.

Yours sincerely

Mary & Brian Wake



Shire of Shark Bay

Review of Wards and Representation

August 2014

Background

The Shire of Shark Bay has resolved to undertake a review of its ward system to comply with the requirements of the *Local Government Act 1995* (the Act).

Schedule 2.2 of the Act requires local governments with wards to carry out reviews of the ward boundaries and the number of Councillors for each ward from time to time so that no more than eight years elapse between successive reviews.

The last review of wards in the Shire was undertaken in 2006 and it is now appropriate to carry out another review.

Current situation

The Council of the Shire is presently made up of 7 members, and is divided into 3 wards. At the October 2013 elections the ratios of electors to councillors were:

Ward	Councillors	Electors	Councillor to elector ratio	% ratio deviation
Denham	5	432	86	-10.97%
Pastoral	1	38	38	+51.19%
Useless Loop	1	75	75	-3.67%
Total	7	545	78	

The % ratio deviation gives a clear indication of the % difference between the average councillor/elector ratio for the whole local government and the councillor/elector ratio for each ward.

It can be seen that there is a significant imbalance in representation across the Shire with the Pastoral Ward being over represented and the Denham Ward being under represented. A balanced representation would be reflected in the % ratio deviation being within plus or minus 10%.

Review process

The review process involves a number of steps:

- The council resolves to undertake the review;
- Public submission period opens;
- Information provided to the community for discussion;
- Public submission period closes;
- The Council considers all submissions and relevant factors and makes a decision;
- The Council submits a report to the Local Government Advisory Board (the Board) for its consideration; and
- If a change is proposed, the Board submits a recommendation to the Minister for Local Government (the Minister).

Any changes approved by the Minister where possible will be in place for the next ordinary election where possible.

Factors to be considered

When considering changes to wards and representation, Schedule 2.2 of the Act specifies factors that must be taken into account by a local government as part of the review process:

1. Community of interest;
2. Physical and topographic features;
3. Demographic trends;
4. Economic factors; and
5. Ratio of Councillors to Electors in the various wards.

The Board offers the following interpretation of these factors.

1. Community of interest

The term community of interest has a number of elements. These include a sense of community identity and belonging, similarities in the characteristics of the residents of a community and similarities in the economic activities. It can also include dependence on the shared facilities in an area as reflected in catchment areas of local schools and sporting teams, or the circulation areas of local newspapers.

Neighborhood's, suburbs and towns are important units in the physical, historical

and social infrastructure and often generate a feeling of community and belonging.

2. Physical and topographic features

These may be natural or man-made features that will vary from area to area. Water features such as rivers and catchment boundaries may be relevant considerations. Coastal plain and foothills regions, parks and reserves may be relevant as may other man made features such as railway lines and freeways.

3. Demographic trends

Several measurements of the characteristics of human populations, such as population size, and its distribution by age, sex, occupation and location provide important demographic information. Current and projected population characteristics will be relevant as well as similarities and differences between areas within the local government.

4. Economic factors

Economic factors can be broadly interpreted to include any factor that reflects the character of economic activities and resources in the area. This may include the industries that occur in a local government area (or the release of land for these) and the distribution of community assets and infrastructure such as road networks.

5. Ratio of Councillors to Electors in the various wards

It is expected that each local government will have similar ratios of electors to Councillors across the wards of its district.

Options to consider

The Shire is basically comprised of the Denham townsite and Monkey Mia resort, the closed mining town of Useless Loop, and the rest. There are few other aspects of the above criteria around which ward boundaries could be based.

In terms of options to assist discussion and community submissions, and in seeking to keep the deviation of ratios of councillors to electors to below plus or minus 10%, the following may assist:

Option 1

Retain current numbers of councillors (7) and have no wards. The ratio of councillors to electors would be 1:78.

Option 2

Combine the Pastoral and Useless Loop Wards. In order to achieve an acceptable ratio of electors to councillors it would also be necessary to increase the number of councillors for the Denham Ward to 7 (total councillors would then be 9):

Ward	Councillors	Electors	Councillor to elector ratio	% ratio deviation
Denham	7	432	62	-1.91%
Pastoral and Useless Loop	2	113	57	6.70%
Total	9	545	61	

Option 3

Retain the current wards, but increase the number of councillors in the Useless Loop and Denham wards so that the ratio of councillors to electors is as close at it can be to the lowest, which is the Pastoral ward (total councillors would then be 14, the maximum allowable under the Act):

Ward	Councillors	Electors	Councillor to elector ratio	% ratio deviation
Denham	11	432	39	-0.88%
Pastoral	1	38	38	2.39%
Useless Loop	2	75	38	3.67%
Total	14	545	39	

Option 4

Combine the Denham and Pastoral Wards, and retain the Useless Loop Ward, and retain the present number of elected members:

Ward	Councillors	Electors	Councillor to elector ratio	% ratio deviation
Denham/Pastoral	6	470	78	-1%
Useless Loop	1	75	75	4%
Total	7	545	78	

Others

Members of the public should feel free to make any other suggestions or observations in terms of the criteria described above.

Public submissions

Members of the community are invited to make a written submission about any aspect of ward boundaries and representation and lodge it at:

Shire of Shark Bay
65 Knight Terrace
Denham WA 6537

Fax: 08 9948 1237

Submissions will also be accepted by email: admin@sharkbay.wa.gov.au

All submissions must be received by 4 pm on 1 October 2014

Thank you for your interest and involvement in this review. Council welcomes your comments on any matters that may assist it to make informed and responsible decisions for the benefit of the people of the Shire of Shark Bay.

Shire of Shark Bay - Review of Wards and Representation

The President adjourned the Ordinary Council meeting at 10.27 am.

During the adjournment the President invited Ms Sandy Bell, from Silver Chain, to come forward and draw the Rate incentive prizes.

1st Prize goes to Mr Ray Hill – 88 Hughes Street Denham

2nd Prize goes to M Mackay – 67 Hughes Street Denham

3rd Prize goes to Ms M Wainwright – Lot 3 Nanga Road Via Denham

The President made a presentation to Ms Sandy Bell and thanked her for her service to the Shark Bay community and wished her well in her future endeavours.

The President reconvened the Ordinary Council meeting at 11.22 am.

11.2 ANNUAL REVIEW OF REGISTER OF DELEGATIONS
CM00039

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Capewell

Seconded Cr Prior

Council Resolution

That Council adopt the Delegations to the Chief Executive Officer as reviewed in this report in accordance with the *Local Government Act 1995*.

6/0 CARRIED

Background

Section 5.42 of the *Local Government Act 1995* (the Act) provides that a Council may delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act other than those referred to in Section 5.43. Any decision to make, amend or revoke a delegation is to be by an absolute majority - see Section 5.45(1) (b) below.

5.45. Other matters relevant to delegations under this Division

(1) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 –

(b) any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.

The Register of Delegations is required to be reviewed once every financial year, as required by Section 5.46(2) of the Act. The Register of Delegations was last reviewed in full at the Ordinary Council meeting held on 31 October 2013.

Comment

The purpose of the review is to consider the operational effectiveness of the current delegations, whether each delegation is necessary, whether each delegation is appropriate and whether legislative amendments necessitate any changes.

All delegations have been reviewed to ensure format consistency with other Shire documents (such as Policies) and with a view to ensuring consistency with references to statutory references and any changes to relevant legislation that describes the power or duty being delegated.

This review has now included a delegation to the Chief Executive Officer in regards to the *Dog Act 1976* as well as the *Cat Act 2011*.

Dog Act 1976

Section 10AA Delegation of local government powers and duties states:

(1) A local government may, by absolute majority as defined in the *Local Government Act 1995* section 1.4, delegate to its chief executive officer any power or duty of the local government under another provision of this Act.

(2) The delegation must be in writing.

(3) The delegation may expressly authorise the delegate to further delegate the power or duty.

(4) A local government's chief executive officer who is exercising or performing a power or duty that has been delegated as authorised under this section, is to be taken to do so in accordance with the terms of the delegation unless the contrary is shown.

Cat Act 2011

Section 44. Delegation by local government

(1) The local government may delegate to its CEO the exercise of any of its powers or the discharge of any of its duties under another provision of this Act.

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

(3) A decision to delegate under this section is to be made by an absolute majority

This delegation will allow the Chief Executive Officer to on delegate Ranger Duties and Registration Officers for the receipting of dog and cat licences to appropriate staff as needed without having the cost and staff time spent having the duties placed in the Government Gazette as was previously the process.

Town Planning

A new clause has been added under the Town Planning Scheme No. 3 Clause 11.3.1, allowing the Chief Executive Officer to determine an application for planning approval if a quorum cannot be met.

Also included in the review is the delegation to the Chief Executive Officer to make payments from the municipal fund or the trust fund for the performance of functions and exercise of powers. This delegation has a limit of \$100,000, but allows for larger payments to be made within the scope of the project's budget. This delegation allows the Chief Executive Officer to pay outgoings to keep the business of Council running.

Also included in the review is the delegation to the Chief Executive Officer for variation to contract price after awarding a contract. Previously the Council has authorised the Chief Executive Officer to be able to vary the contract price and so by giving delegation of this power where needed Council will be complying with legislation at all times.

Legal Implications

Section 5.46 of the **Local Government Act 1995** states that -

- (1) *The Chief Executive Officer is to keep a register of the delegation made under this Division to the Chief Executive Officer and to the employees.*
- (2) *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*
- (3) *A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.*

Policy Implications

The Current Policy Manual adopted by Council at the Ordinary Council meeting held on the 27 August 2014, item 1.7 Instrument of Delegation (2) States: "When powers and duties are delegated by the Council to the Chief Executive Officer the Instrument of Delegation be signed by the President or the person presiding".

Financial Implications

This delegation will save Council the cost of gazetting staff to Ranger positions and Registration Officers for the receipting of dog and cat licencing.

Strategic Implications

There are not Strategic Implications related to this report.

Voting Requirements

Absolute Majority Required

Signatures

Author	<i>R Mettam</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	10 October 2014

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

Section / Regulation	RELEVANT EXERCISABLE POWER or DISCHARGEABLE DUTY OF LOCAL GOVERNMENT	To the Chief Executive Officer	Scope, conditions or Limitations
Part 2 - Constitution of local government			
2.8 (1)(f)	Representing the Shire - President liaises with the CEO on the local government's affairs and the performance of its functions	✓	The President and Chief Executive Officer may decide suitable functions for Council to meet and show hospitality to official visitors
2.8	Representing the Shire - use of Shire logo	✓	Chief Executive Officer may approve applications from all groups for the use of the Shire logo on promotional material, provided that the words "Shire of" must not be included for commercial use or products.
Part 3 - Functions of local government			
3.22(1)	A local government that causes damage through the performance of its function must pay compensation to the owner or occupier	✓	
3.25(1)	A local government may give an occupier a notice requiring them to do something to the land if it is specified in Schedule 3.1. The local government must also inform the owner if the occupier is not the owner	✓	
3.26(2)	In order to make a person comply with a notice, a local government may do anything it considers necessary to achieve the purpose for which the notice was given	✓	
3.26(3)	A local government may continue to undertake works that are not carried out by the owner or occupier and recover the costs as a debt	✓	
3.27(1)	A local government may go onto private land in the circumstances prescribed in Schedule 3.2 and carry out works, even if it does not have the consent of the owner	✓	
3.31(2)	After a local government has given notice, it may authorise a person to enter land, premises or thing without consent, unless the owner or occupier has objected to the entry	✓	
3.34(1)	A local government may enter land in an emergency without notice or consent	✓	
3.40A(1)	Local government may authorise a person to remove and impound an abandoned vehicle wreck	✓	
3.40A(4)	Local government may declare that a vehicle is an abandoned vehicle wreck	✓	
3.47(1)	The local government may sell or otherwise dispose of any goods that have been ordered to be confiscated under section 3.43	✓	
3.47(2)	The local government may sell or otherwise dispose of any vehicle that has not been collected within 2 months of a notice having been given under section 3.40(3) or 7 days of a declaration being made that a vehicle is an abandoned vehicle wreck	✓	

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

3.47(2a)	The local government may sell or otherwise dispose of impounded goods that have not been collected within the period specified in section 3.47(2b) of the date a notice is given under sections 3.42(1)(b) or 3.44	✓	
3.47A(1)	If an impounded animal is ill or injured to such an extent that treating it is not practicable, the local government may humanely destroy the animal and dispose of the carcass	✓	
3.48	If goods are removed or impounded under section 3.39 and the offender is convicted, the local government may recover any expenses incurred in removing and impounding the goods	✓	
3.50(1)	A local government may close a thoroughfare to vehicles, wholly or partially, for a period not exceeding 4 weeks	✓	
3.50(1a) and 3.50(4)	A local government may, after providing public notice of its intention and reasons, inviting submissions and then considering submissions, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding 4 weeks	✓	
3.50A	A local government may partially and temporarily close a thoroughfare, without giving local public notice, if the closure is for the purpose of carrying out repairs or maintenance and is unlikely to have a significant adverse effect on users of the thoroughfare	✓	
Functions & General Reg 6(3)	A local government may, by local public notice, revoke an order under regulation 6(1) that closed a thoroughfare or alter it to make it less restrictive	✓	
3.51(3)	Before fixing, altering or realigning a public thoroughfare or draining water onto adjoining land, the local government must give notice of its proposal, invite submissions and consider those submissions	✓	
3.53(3)	If an unvested facility lies within 2 or more districts, the local governments concerned can agree on its control and management	✓	
3.54(1)	A local government may do anything it could do under the Parks and Reserves Act 1895 if it were a Board appointed under that Act, to control and manage any land reserved under the Land Act 1933 and vested in or placed under the control and management of the local government	✓	
3.57(1)	A local government must invite tenders before it enters into a contract for goods or services with a value of \$100,000 or more (Functions and General Reg 11)	✓	
Functions & General Reg 14 (2a)	Where a local government is inviting tenders, the local government must determine in writing the criteria for accepted tenders	✓	
Functions & General Reg 18 (4) & (5)	A local government must consider any tender that has not been rejected and decide which one to accept. It may decline to accept any tender	✓	

MINUTES OF THE ORDINARY COUNCIL MEETING

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Functions & General Reg 20	A local government may, with the approval of the tenderer, make a minor variation in a contract for goods or services before it enters the contract with the successful tenderer	✓	
Functions & General Reg 20 (2)	If the successful tenderer does not want to accept the contract with the variation or the local government and the tenderer cannot reach agreement, the local government can select the next most appropriate tenderer	✓	
Functions & General Reg 21 (1)	A local government may seek expressions of interest before entering the tender process	✓	
Functions & General Reg 23 (3)	A local government must consider any submissions of interest that have not been rejected and decide which ones could satisfactorily supply the goods or services	✓	
Functions & General Reg 24E(1)	Where a local government intends to give a regional price preference the local government is to prepare a regional price preference policy	✓	
Functions & General Reg 24E(4)	A local government cannot adopt a regional price policy until the local government has considered submissions received	✓	
Nil	To make variation in the goods or services required, after it has entered into a contract for the supply of the goods or services required subject to such variations in the contract as may be agreed with the contractor.	✓	Approval of variations necessary to achieve the outcome of the scope of the project and within the adopted budget of the project
3.58(2)	A local government can only dispose of property to the highest bidder at public auction or the most suitable public tender	✓	
3.58(3)	A local government can dispose of property by private treaty but must follow the process set out in section 3.58(3)	✓	
Part 4 - Elections and other polls			
Part 5 – Administration			
5.18	A local government must review all delegations made to a committee	✓	
5.27(2)	General meeting of electors to be held on a day selected by a local government but not more than 56 days after the local government accepts the annual report for the previous financial year	✓	
5.37(1)	A local government may designate any employee to be a senior employee	✓	
Admin Reg 18(D)	A local government is to consider, accept or reject a review of the CEO's performance	✓	
		✓	

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5.50(1)	A local government must prepare a policy for employees whose employment is finishing, setting out the circumstances in which the local government would pay a gratuity and how that gratuity would be assessed, and give local public notice of the policy	✓	
5.50(2)	A local government may make a payment to an employee whose employment is finishing, that is in addition to the amount set out in its policy, provided that local public notice of the payment is given	✓	
5.53(1)	A local government must prepare an annual report for each financial year	✓	
5.56	A local government is to prepare a plan for the future	✓	
Admin Reg 19C(4)	A local government is to review its current plan for the future every 2 years	✓	
Admin Reg 29A(2)	Information prescribed as confidential but that, under 5.95(7), may be available for inspection if a local government so resolves	✓	
5.98(2)(b)	A local government may approve expenses which are to be reimbursed to its councillors, provided that the expenses are of the kind prescribed as those which the local government can approve for reimbursement [subject to section 5.98(3)]	✓	
5.98(4)	A local government may approve the reimbursement to a council member of an approved expense, either generally or in a particular case	✓	
5.100(2)	A local government may decide to reimburse expenses to committee members who are not council members or employees	✓	
5.103(2)	A local government must review its code of conduct within 12 months of every ordinary elections day	✓	
Part 6 – Financial Management			
Financial M'gment Reg 19(1)	A local government must establish and document internal control procedures to ensure control over investments	✓	
6.7(2) Financial M'gment Reg 12(1)	To make payments from the municipal fund or the trust fund for the performance of functions and exercise of powers	✓	(i) Payment of salaries up to the amount required to meet the Council's employee entitlements obligations; (ii) All other payments no to exceed \$100,000; (iii) In accordance with Council policies and adopted budget; and (iv) Payment within the scope of Budgeted project and within the adopted budget of the project.
6.9(4)	A local government may transfer money held in trust for 10 years to its municipal fund, but must repay it to a person who establishes a right to the repayment, together with any interest earned on the investment	✓	

MINUTES OF THE ORDINARY COUNCIL MEETING

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6.12(1)(b)	A local government may waive or grant concessions in relation to any amount of money or write off any amount of money that it is owed to the local government [subject to section 6.12(2)]	✓	
6.12(3)	The local government may determine what conditions apply to the granting of a concession	✓	
6.14(1)	A local government may invest money in its municipal or trust funds that is not being used, in accordance with Part III of the Trustees Act 1962	✓	
6.49	A local government may make an agreement with a person to pay their rates and service charges	✓	
6.50(1) and 6.50(2)	A local government may determine the due date that rates and charges become due, but which date cannot be sooner than 35 days after the date noted on the rate notice	✓	
6.56(1)	A local government may recover an unpaid rate or service charge and the cost of proceedings in court of competent jurisdiction	✓	
6.60(2)	A local government may give notice (to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the local government in satisfaction of the rate or service charge)	✓	
6.60(3)	If a local government gives notice to a lessee, under section 6.60(2), the local government must give a copy of the notice to the lessor	✓	
6.60(4)	If a local government gives notice to a lessee, under section 6.60(2), and the lessee fails to pay rent to the local government, the local government may recover the rate or service charge as a debt from the lessee	✓	
6.64(1)	If any rates or service charges have remained unpaid for at least 3 years, a local government may take possession of the land and hold the land against a person having an estate or interest in the land, and may lease or sell the land or subject to transfer it to the Crown or itself 5.43(d)	✓ subject to 5.43 (d)	
6.64(3)	A local government may lodge a caveat in respect of any land for which rates and service charges are outstanding	✓	
6.71(1)	If a local government is unable to sell land under Part 6 Division 6 Subdivision 6 within 12 months, it may transfer the land to the Crown or itself subject to	✓ subject to 5.43 (d)	
6.74(1)	A local government may apply in the prescribed form to the Minister to have land revested in the Crown if it is rateable vacant land and rates or service charges in respect of it have remained unpaid for at least 3 years	✓	
Financial M'gment Reg 77(3)	Financial A local government must consider any objections it receives in relation to a reinvestment under regulation 77	✓	
6.76(5)	The local government must consider any objections to the rates record and may disallow or allow the objection either wholly or in part	✓	
6.76(6)	The local government is to provide the person with notice of its decision	✓	

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7.12A(3)	A local government is to examine the auditor's report, under section 7.9(1) and any report under section 7.9(3), and must determine if any matters raised by the report require action and ensure that appropriate action is taken Audit	✓	
7.12A(4)	A local government must prepare a report on any action taken in response to an auditor's or section 7.9(3) report, and provide it to the Minister Audit	✓	
Part 8 – Scrutiny of the affairs of local governments			
8.14(3)	A local government must give the Minister advice of what things it has done or will do to comply with an enquiry report from the Minister or a person authorised by the Minister, within 35 days of receiving the report	✓	
8.23(4)	A local government must give the Minister advice of what things it has done, or will do, to comply with an Inquiry Panel's report within 35 days of receiving the report, or give its comment on a recommendation to dismiss the council	✓	
Part 9 – Miscellaneous provisions			
9.6(5)	The local government must give the person who made the objection notice of how it was disposed of and reasons why	✓	
9.10(1) & (2)	The local government may appoint persons or classes of persons to be authorised to perform certain functions and must issue them with a certificate stating they are authorised	✓	
9.60(4)	A local government is to administer any regulation made under section 9.60 as if it were a local law	✓	
9.56	Certain persons protected from liability for wrongdoing - legal costs indemnification	✓	Where there is a need for the provision of urgent legal services before an application can be considered by Council, the Chief Executive Officer may give an authorisation to the value of \$5,000 provided that: (1) where it is the Chief Executive Officer who is seeking urgent financial support for legal services, the Council shall deal with the application; and (2) subject to any other conditions Council may set in its policy regarding costs indemnification for legal representation.
9.63(1)	If a dispute has arisen between 2 or more local governments, a local government may refer the matter to the Minister to resolve	✓	
9.68(5)	A local government may recover accruing rates from a principal or agent who has failed to give a notice to the local government in accordance with section 9.68	✓	
Schedule 2.1 – Provisions about creating, changing the boundaries of, and abolishing districts			

MINUTES OF THE ORDINARY COUNCIL MEETING

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11(2)	Any local governments affected by an order made under clause 2.1 are to negotiate any adjustment or transfer between them of property, rights and liabilities	✓	
Schedule 2.2 – Provisions about wards and representation			
8	The council must have regard to community of interests, physical and topographical features, demographic trends, economic factors and the ratio of councillors to electors in respect of considerations about wards	✓	
9	When a ward review is complete, the local government must prepare a report for the Advisory Board and may propose the making of an order under clauses 2.2(1), 2.3(3) or 2.18(3)	✓	
Schedule 6.1 – Provisions relating to the phasing – in of valuation			
Schedule 6.2 – Provisions relating to lease of land where rates or service charges unpaid			
1(1)	A local government may lease the land with any conditions for a term that does not exceed 7 years	✓ subject to 5.43 (d)	
Schedule 6.3 - Provisions relating to the sale or transfer of land where rates or service charges are unpaid			
1(4)	The local government must appoint a time at which the land may be offered for sale by public auction, not less than 3 months and not more that 12 months from the service of the notice under clauses 1(1) or 1(2)	✓	
2(3)	The local government must give the Registrar of Titles or the Registrar of Deeds a memorial of the Statewide notice	✓	
4(1)	A local government may transfer or convey to the purchaser of the land an indefeasible estate in fee simple	✓ subject to 5.43 (d)	
Town Planning Scheme No. 3			
TPS3 CLAUSE 11.3.1	That Council grant delegated authority to the Chief Executive Officer to issue deemed refusal letters for applications where an application is deemed refused in accordance with 10.9.1 or 10.9.2 of the Scheme	✓	

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<p>TPS3 CLAUSE 11.3.1</p>	<p>That Council grant delegated authority to the Chief Executive Officer to determine an application for planning approval where it is established prior to, or at, an Ordinary Council meeting that the minimum number of Councillors needed for a quorum will not be available to vote on an application at a scheduled Council meeting (due to absence or planned declaration of interest).</p>	<ol style="list-style-type: none"> 1. The use is a 'P' or 'D' use under the Shire of Shark Bay Local Planning Scheme no. 3 ('the Scheme'); or 2. The proposed use or development is ancillary to existing development; or 3. For residential development, the application complies with the 'deemed to comply' requirements of the Residential Design Codes or satisfies the 'Design Criteria' of the Residential Design Codes ; and 4. The application generally complies with the Scheme with no major variations to setback, site coverage or car parking requirements; and 5. The use or development complies with any relevant Local Planning Policy. <p>This delegation must not be exercised the Delegated officer where:</p> <ol style="list-style-type: none"> a) The development entails a variation to the Scheme or Residential Design Codes that is considered by the Delegate to be significant; b) The Delegate considers the development will have the potential to negatively impact on the amenity of the locality; c) The height of the development exceeds two storeys; <p>✓</p>
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MINUTES OF THE ORDINARY COUNCIL MEETING

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TPS3 CLAUSE 11.3.1	Conditions Continued		<p>d) A written objection has been lodged during a formal advertising period;</p> <p>e) The Delegate considers an application should be advertised for public comment and no advertising has been conducted;</p> <p>f) Development proposals are considered by the Delegate to have a strategic impact and as a result involve issues in which Council has a direct interest;</p> <p>g) The estimated cost of development exceeds \$500,000.00;</p> <p>h) The development is located in a Special Use zone; and</p> <p>i) The Delegate considers the proposal has potential to negatively impact on World Heritage values.</p>
Dog Act 1976		✓	
10AA (1)	A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, delegate to its Chief Executive Officer any power or duty of the local government under another provision of the Act	✓	
10AA (2)	The delegation must be in writing	✓	
10AA (3)	The delegation may expressly authorise the delegate to further delegate the power or duty	✓	
10AA (4)	A local government's chief executive officer who is exercising or performing a power or duty that has been delegated as authorised under this section, is to be taken to do so in accordance with the terms or the delegation unless the contrary is shown	✓	
10AA (5)	Nothing in the section limits the ability of a local government's chief executive officer to perform a function through an officer or agent	✓	
10AB (1)	The Chief Executive Officer of a local government is to keep a register of: (a) delegations made under section 10AA(1); and (b) further delegations made under the authority of a delegation made under section 10AA(1).	✓	
10AB (2)	At least once every financial year - (a) delegations made under section 10AA(1); and (b) further delegations made under the authority of a delegation made under section 10AA(1), are to be reviewed by the delegator.	✓	
Cat Act 2011			
Section 3	A local government may approve in writing an officer of a cat management facility	✓	

Confirmed at the Ordinary Council meeting held on 26 November 2014 Signed by the President Cr Cowell

MINUTES OF THE ORDINARY COUNCIL MEETING

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Section 9	A local government may grant, renew or refuse an application for cat registration	✓	
Section 9(5)	A local government may require an applicant to give documents or information relating to registration, within a specified time of not more than 21 days and may require information to be verified by statutory declaration	✓	
Section 10	A local government may cancel the registration of a cat	✓	
Section 11	A local government is to issue a registration number, certificate and tag, including a replacement certificate or tag	✓	
Section 12	A local government must keep a cat register	✓	
Section 13	A local government must notify the owner of cat the outcome of a decision	✓	
Section 26	A local government may issue a cat control notice	✓	
Section 37	A local government may grant, renew or refuse an approval to breed application	✓	
Section 37(3)	A local government may require an applicant to give document or information relating to a breeder application, within a specified time of not more than 21 days and may require information to be verified by statutory declaration	✓	
Section 38	A local government may cancel an approval to breed	✓	
Section 39	A local government must issue a certificate to an approved breeder	✓	
Section 40	A local government must notify the person affected by the decision in writing of the outcome	✓	
Section 42	A local government is to administer local laws	✓	
Section 47	A CEO needs to keep a register of delegations	✓	
Section 48	A local government may appoint, in writing, authorised persons	✓	
Section 49	A local government may recover the costs of having to destroy a cat	✓	
Section 37, reg 22	A local government may refuse an application to breed if the applicant has had an infringement in the past 12 months	✓	

11.3 CHRISTMAS/NEW YEAR CLOSURE

CM00016

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Capewell

Seconded Cr Laundry

Council Resolution

That the:

1. Council's administration office and depot close for the Christmas/New Year period from Wednesday 24 December 2014 to Friday 2 January 2015 inclusive;
2. Shark Bay World Heritage Discovery and Visitor Centre be closed on 25 December 2014; and
3. Denham Refuse Site be:
 - a. Closed on Wednesday 24 December 2014;
 - b. Closed on Thursday 25 December 2014;
 - c. Open for two (2) hours on Friday 26 December 2014;
 - d. Closed on Wednesday 31 December 2014; and
 - e. Closed on Thursday 1 January 2015.

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 2014 are Thursday 25 December 2014, Friday 26 December 2014, Thursday 1 January 2015, which is New Year's Day and 2 January 2015.

Comment

Administration Office and Depot

It is recommended that the office and depot be closed from Wednesday 24 December 2014 and reopen on Monday 5 January 2015 which results in closure for a two week period.

Staff would be required to take leave as follows:

- Public Holidays; and
- Accrued RDO's or Annual Leave

Emergency staff would still be contactable and a skeleton crew would be working at the depot.

Shark Bay World Heritage Discovery and Visitor Centre

Shark Bay World Heritage Discovery and Visitor Centre would be open with the exception of Christmas Day when the Centre would be closed.

Refuse Site

It is proposed to close the refuse site on Wednesday 24, Thursday 25 December, Friday 26 December 2014, open for a two (2) hour period and closed on Wednesday 31 December 2014 and Thursday 1 January 2015.

The refuse site is normally closed on Wednesdays and Thursdays and therefore there would be only one day, that being Friday 26 December, which would be extra closing.

To facilitate the disposal of rubbish it is proposed to open the refuse site on Saturday 27 December 2014 from 8 am to 12 noon, then from 1 pm to 3 pm as normal.

This is a relatively quiet time and it is not seen that the closure of these sites would impact on Council's service provision.

Legal Implications

There are not legal implications relating to this report

Policy Implications

There are no policy implications relating to this report.

Financial Implications

The closure of the office and depot would assist in the reduction of leave liability.

Strategic Implications

There are no strategic implications relating to this report.

Voting Requirements

Simple Majority Required

Signatures

Author *R Mettam*

Chief Executive Officer *P Anderson*

Date of Report 15 October 2014

12. FINANCE REPORT

12.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED

CM00017

Author

Finance Officer / Accounts Payable

Disclosure of any interest

Nil

Moved Cr Prior

Seconded Cr Capewell

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$972,019.45 be accepted.

6/0 CARRIED

Comment

The schedules of accounts for payment covering - Municipal fund account cheque numbers 26670-26681 totalling \$7,423.89.

Municipal fund account electronic payment numbers MUNI EFT 16166-16340 totalling \$828,847.36.

Municipal fund account for September payroll totalling \$95,330.00.

Trust fund account cheque – Nil this month

Trust fund account electronic payment numbers 16197- 16390 totalling \$12,747.00.

Trust fund Police Licencing for September 2014 is \$27,671.20.

The schedule of accounts submitted to each member of Council on 24 October 2014 has been checked and are fully supported by vouchers and invoices. All vouchers and invoices have been duly certified as to the receipt of goods and services and the cost of goods and services received.

Voting Requirements

Simple Majority Required

Signature

Author *D Oakley*

Chief Executive Officer *P Anderson*

Date of Report 14 October 2014

29 OCTOBER 2014

**SHIRE OF SHARK BAY
MUNI CHEQUES 26670-26681 TO 30 SEPTEMBER 2014**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
26670	02/09/2014	SHIRE OF SHARK BAY	REIMBURSE FLOAT	-39.60
26671	04/09/2014	ELGAS LIMITED	GAS FOR 51 DURLACHER STREET	-161.00
26672	16/09/2014	HORIZON POWER	210 LIGHTS AUGUST 2014	-3370.91
26673	16/09/2014	HORIZON POWER	ELECTRICITY SBDC MONTHLY ACCOUNT	-561.22
26674	16/09/2014	WATER CORPORATION	FISH CLEANING FACILITIES SERVICE CHARGE	-52.92
26675	22/09/2014	GUNSON RESOURCES	RATES REFUND	-1050.57
26676	23/09/2014	DEREK WESTON	COUNCIL DONATION AS ADVISED OCM ITEM19.1 SHARK BAY ENTERTAINERS AUGUST 2014	-800.00
26677	24/09/2014	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-373.26
26678	24/09/2014	AXA AUSTRALIA	SUPERANNUATION CONTRIBUTIONS	-150.96
26679	24/09/2014	MACQUARIE SUPER ACCUMULATOR	SUPERANNUATION CONTRIBUTIONS	-379.43
26680		CANCELLED CHEQUE		
26681	26/09/2014	HORIZON POWER-MAIN USAGE	ELECTRICITY EMERGENCY SERVICES BUILDING, NEW STAFF HOUSING AND 6/34 HUGHES STREET	-484.02
			TOTAL	\$7,423.89

**SHIRE OF SHARK BAY
MUNI EFTS 16166-16340 TO 30 SEPTEMBER 2014**

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16166	-EFT16198	USED IN TRUST		
EFT16199	04/09/2014	SHARK BAY RESOURCES	RATES REFUND	-9371.76
EFT16200	-EFT16202	USED IN TRUST		
EFT16203	04/09/2014	GERALDTON TOYOTA	FUEL FILTERS FOR WORKS VEHICLES	-144.11
EFT16204	04/09/2014	PUBLIC LIBRARIES WESTERN AUSTRALIA	PLWA MEMBERSHIP 2014/2015	-157.59
EFT16205	04/09/2014	AZURE BISTRO	REFRESHMENTS FOR SEPTEMBER OCM	-193.60
EFT16206	04/09/2014	BAJA DATA & ELECTRICAL SERVICES	REPAIRS FORESHORE BARBEQUE	-1773.20
EFT16207	04/09/2014	BULLIVANTS HANDLING SAFETY	PART FOR CAT LOADER	-211.66
EFT16208	04/09/2014	CONWAY Highbury	REVIEW OF LOCAL LAWS AND POLICIES, AND WARD COMPOSITION	-1782.00
EFT16209	04/09/2014	CDH ELECTRICAL	HWS AND DISHWASHER 51 DURLACHER STREET	-206.60
EFT16210	04/09/2014	SHARK BAY SUPERMARKET	MONTHLY ACCOUNT	-120.31
EFT16211	04/09/2014	SHARK BAY FUEL AND SERVICE CENTRE	MONTHLY ACCOUNT	-138.41
EFT16212	04/09/2014	GEARING BUTCHER'S	SUPPLIES FOR OUTSIDE CREW	-130.39
EFT16213	04/09/2014	THINK WATER GERALDTON	HARDWARE FOR TOWN OVAL	-17.10
EFT16214	04/09/2014	UHY HAINES NORTON	STAFF HOUSING GRANT REPORTS ANNUAL AUDIT	-1925.00
EFT16215	04/09/2014	TOLL IPEC	FREIGHT	-36.29
EFT16216	04/09/2014	MITRE 10 SHARK BAY	MONTHLY HARDWARE ACCOUNT	-3035.21
EFT16217	04/09/2014	OAKLEY EARTHWORKS	CONCRETE FOR GAZEBO FOR REC CENTRE AND APRON EMERGENCY SERVICE BUILDING	-4037.78
EFT16218	04/09/2014	SKIPPERS AVIATION	REIMBURSABLE FLIGHT DANIEL NEWTON	-313.00
EFT16219	04/09/2014	SHARK BAY TAXI SERVICE	OVERLANDER RUN AUGUST 2014	-1452.00
EFT16220	04/09/2014	SHARK BAY CRC	PRINTING OF JULY 2014 MINUTES	-153.00
EFT16221	04/09/2014	SHARK BAY CLEANING SERVICE	MONTHLY CLEANING ACCOUNT	-11537.47
EFT16222	04/09/2014	SHARK BAY FREIGHTLINES	FREIGHT	-2837.81
EFT16223	04/09/2014	MCKELL FAMILY TRUST	RUBBISH COLLECTION AND STREET SWEEPING AUGUST 2014, PAINTING PENSIONER UNIT 12	-10310.45
EFT16224	04/09/2014	NORTHERN GLASS	ROUND 1 14/15 COMMUNITY DONATIONS MIRRORS FOR KARATE CLUB	-5191.40

MINUTES OF THE ORDINARY COUNCIL MEETING

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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16225	04/09/2014	SHARK BAY CAR HIRE	DOCTORS CARHIRE AUGUST 2014	-550.00
EFT16226	04/09/2014	TELSTRA CORPORATION LIMITED	COMMUNITY SMS MESSAGES MONTHLY ACCOUNT	-154.70
EFT16227	04/09/2014	TAMMY STUBBS	ROUND 1 14/15 COMMUNITY DONATION NETBALL EQUIPMENT	-498.30
EFT16228	08/09/2014	ARROW BRONZE	RITCHI PLAQUE FOR CEMETERY REIMBURSABLE	-539.11
EFT16229	08/09/2014	BAJA DATA & ELECTRICAL SERVICES	REPAIRS TO GALLERY LIGHTS AND POWER PENSIONER UNIT 11	-297.00
EFT16230	08/09/2014	BOOKEASY AUSTRALIA	BOOKEASY RETURNS COMMISSION AUGUST 2014	-198.00
EFT16231	08/09/2014	DENHAM IGA X-PRESS	MONTHLY ACCOUNT	-181.39
EFT16232	08/09/2014	HITS RADIO	ADVERTISING AUGUST 2014	-508.20
EFT16233	08/09/2014	MCKELL FAMILY TRUST	PAINT OUT SHOP 5 MCLEARY BUILDING AND ART STANDS AT SBDC	-3817.00
EFT16234	09/09/2014	JANANA NOMINEES	RATES REFUND	-1299.34
EFT16235	-EFT16235	USED IN TRUST		
EFT16236	11/09/2014	VT BEAVIS	CONCRETE FOR STAFF HOUSING	-15000.00
EFT16237	12/09/2014	AUSTRALIAN TAXATION OFFICE	PAYROLL DEDUCTIONS	-2055.00
EFT16238	-EFT16238	CANCELLED EFT		
EFT16239	16/09/2014	GLENN BANGAY	REIMBURSEMENT FOR MEAL EXPENSES	-274.12
EFT16240	16/09/2014	AUSTRALIA POST	MONTHLY POSTAL ACCOUNT	-614.43
EFT16241	16/09/2014	BUNNINGS BUILDING SUPPLIES	MIRRORS FOR PUBLIC CONVENIENCE	-178.00
EFT16242	16/09/2014	BAJA DATA & ELECTRICAL SERVICES	REPAIRS TO LIGHTS	-227.70
EFT16243	16/09/2014	BARDFIELD ENGINEERING	GOAL POSTS FOR TOWN OVAL	-3850.00
EFT16244	16/09/2014	CAMERON LANGRIDGE	MERCHANDISE	-1762.00
EFT16245	16/09/2014	GERALDTON FUEL COMPANY	MONTHLY FUEL ACCOUNT	-4973.56
EFT16246	16/09/2014	GERALDTON TYREPOWER	TUBES FOR ROLLER	-131.00
EFT16247	16/09/2014	HOWARD PORTER	NEW STAINLESS WATER TANKER	-108379.55
EFT16248	16/09/2014	TOLL IPEC	FREIGHT	-74.45
EFT16249	16/09/2014	JASON SIGNMAKERS	BAY LODGE STREET SIGN REIMBURSABLE	-63.80
EFT16250	16/09/2014	LANDGATE	GRV VALUATION	-106.15
EFT16251	16/09/2014	NORTHERN GUARDIAN	NORTHERN GUARDIAN ADVERTISE POLICY MANUAL	-969.00
EFT16252	16/09/2014	PEST-A-KILL	TERMITE TREATMENT TOWN HALL	-1440.00
EFT16253	16/09/2014	PLUMOVATION	SUPPLY AND CHANGE 3 CISTERNS AT OFFICE AND REPAIR TOILET FAULT 80 DURLACHER STREET	-970.00

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16254	16/09/2014	REPLAS	MONKEY MIA TRAILER PARKING MARKERS AND BOLLARDS	-31965.93
EFT16255	16/09/2014	SHARK BAY CRC	REC CENTRE MANAGEMENT JUNE 2014	-4541.00
EFT16256	16/09/2014	SHARK BAY ARTS COUNCIL INC	SHARK BAY ART AWARDS 2014 PRIZE MONEY	-7000.00
EFT16257	16/09/2014	SHARK BAY SKIPS	SKIP BINS MONTHLY ACCOUNT	-3894.00
EFT16258	16/09/2014	TELSTRA CORPORATION LIMITED	1300 PHONE SBDC MONTHLY ACCOUNT	-30.79
EFT16259	16/09/2014	TRUCKLINE PARTS CENTRE	HYDRAULIC FITTINGS WATER TANKER	-185.40
EFT16260	16/09/2014	VISIT MERCHANDISE	SBDC MERCHANDISE	-2837.02
EFT16261	16/09/2014	WEST-OZ WEB SERVICES	WA HOLIDAY GUIDE AUGUST 2014	-25.40
EFT16262	18/09/2014	REBECCA STANLEY	MEAL EXPENSES CDO CONFERENCE	-80.00
EFT16263	19/09/2014	TREMOR EARTHMOVING	SUPPLY AND DELIVER 50 TONNES OF CRUSHED LIMESTONE MONKEY MIA BOAT RAMP	-4900.50
EFT16264	19/09/2014	BUNNINGS BUILDING SUPPLIES	PAINT CHILD CARE CENTRE	-151.05
EFT16265	19/09/2014	BOOKEASY AUSTRALIA	BOOKEASY RETURNS COMMISSION JULY 2014	-252.14
EFT16266	19/09/2014	COOPERS CONCRETE AND ROOF TILING	CUSTOM LIDS FOR SOAK WELLS AT CRC	-462.00
EFT16267	19/09/2014	C Y O'CONNOR INSTITUTE	MATTHEW JAMES DOG ACT TRAINING	-627.00
EFT16268	19/09/2014	DEPARTMENT OF TRANSPORT	AMENDMENT OF REPLACEMENT JETTY LICENCE	-38.40
EFT16269	19/09/2014	GERALDTON INDUSTRIAL SUPPLIES	MIG HAND PIECE PARTS DEPOT	-24.17
EFT16270	19/09/2014	GUARDIAN PRINT	LETTERHEADS AND ENVELOPES	-1153.00
EFT16271	19/09/2014	TOLL IPEC	FREIGHT	-88.88
EFT16272	19/09/2014	JASON SIGNMAKERS	VARIOUS SIGNS AND POSTS	-4798.20
EFT16273	19/09/2014	JTAGZ	SHIRE OF SHARK BAY DOG TAGS	-162.80
EFT16274	19/09/2014	MCLEODS	INTERPRETATION OF MONKEY MIA LEASE	-12873.00
EFT16275	19/09/2014	PRESTIGE INSTALLATIONS	SUPPLY AND INSTALL AIRCONDITIONER AT DEPOT	-1985.50
EFT16276	19/09/2014	PROFESSIONAL PC SUPPORT	REMOTE SERVER MAINTENANCE OFFICE	-350.00
EFT16277	19/09/2014	REPLAS	SETTINGS AND BENCHES FOR GAZEBO	-4582.60
EFT16278	19/09/2014	REECE	ECO 5L BOILING WATER UNIT DEPOT	-768.08
EFT16279	19/09/2014	SHARK BAY CLEANING SERVICE	CLEANING MONTHLY ACCOUNT	-5346.00
EFT16280	19/09/2014	TOTAL UNIFORMS	OFFICE/SBDC UNIFORMS	-980.10
EFT16281	19/09/2014	WALGA	ADVERT CHANGE OF VENUE/TIME AUGUST OCM	-287.88
EFT16282	19/09/2014	CARNARVON SIGNS	BANNERS SHARK BAY ART AWARDS 2014	-694.00
EFT16283	19/09/2014	WILLIAMS MUFFLERS & BRAKES	FLEXI EXHAUST ROLLER	-278.70
EFT16284	19/09/2014	YADGALAH ABORIGINAL CORP	DIGGER HIRE FOR GAZEBO POWER	-220.00

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16285	-EFT16285	USED IN TRUST		
EFT16286	22/09/2014	ADAM MORRIS	REIMBURSEMENT SD CARD CENTRE DISPLAYS	-198.00
EFT16287	22/09/2014	AIRPORT PUBLICATIONS	ADVERTISING NORTHWEST MAP	-528.00
EFT16288	22/09/2014	BRIAN JOHN GALVIN	WORKS MANAGER UTILITY REIMBURSEMENT	-199.43
EFT16289	22/09/2014	DEPARTMENT OF PARKS AND WILDLIFE	MONKEY MIA RESALE PASSES	-3105.00
EFT16290	22/09/2014	CORAL COAST PLUMBING	INSTALL HAND HELD SHOWER PENSIONER UNIT 12	-99.00
EFT16291	22/09/2014	GRAY & LEWIS LAND USE PLANNERS	GENERAL PLANNING AND REVIEW OF TOWN PLANNING SCHEME	-4186.88
EFT16292	22/09/2014	TOLL IPEC	FREIGHT	-86.60
EFT16293	22/09/2014	ITVISION	SUPPORT RECORDINGS ACCESS FOR SYNERGY SOFT FOR 1 YEAR	-1540.00
EFT16294	22/09/2014	MARITIME CONSTRUCTIONS	DESIGN AND CONSTRUCTION OF MONKEY MIA JETTY PROGRESS CLAIM 2	-360183.09
EFT16295	22/09/2014	NORDIC HOMES	STAFF HOUSING PROGRESS PAYMENT	-70488.16
EFT16296	22/09/2014	OAKLEY EARTHWORKS	CONCRETE EMERGENCY SERVICES BUILDING	-8712.00
EFT16297	22/09/2014	BUCKINGHAM PEWTER	SBDC MERCHANDISE	-594.00
EFT16298	22/09/2014	MP ROGERS & ASSOCIATES	MANAGEMENT MONKEY MIA JETTY REPLACEMENT	-16323.76
EFT16299	22/09/2014	ROBBRO WA	DELIVERY OF NEW WATER TANKER	-3520.00
EFT16300	22/09/2014	RAZ CREATIONS	TARP FOR SIDE TIPPER	-450.00
EFT16301	22/09/2014	SUNPRINTS CLOTHING COMPANY	SBDC MERCHANDISE	-5738.43
EFT16302	22/09/2014	SMITH SCULPTORS	SHARK BAY DIRECTIONAL PLAQUE	-13200.00
EFT16303	23/09/2014	AUSTRALIAN WILDFLOWER SEEDS	SBDC MERCHANDISE	-909.48
EFT16304	23/09/2014	AUSCOINWEST	SBDC MERCHANDISE	-550.00
EFT16305	23/09/2014	BAJA DATA & ELECTRICAL SERVICES	FIX LIGHT IN TOILET, SUPPLY SPARE LED, MOUNT NEW PROJECTOR AND EXPLAIN SOLAR MAINTENANCE ALL AT SBDC	-495.00
EFT16306	23/09/2014	COACH ACCOMMODATION SPECIALISTS	ANNUAL MEMBERSHIP TO THE CAS MARKETING AND PROMOTION SERVICE SBDC	-275.00
EFT16307	23/09/2014	DEPARTMENT OF PARKS AND WILDLIFE	MONKEY MIA RESALE PASSES	-792.00
EFT16308	23/09/2014	RUSSELL TODD CHAMBERLAIN	RENT 39 DURLACHER STREET	-1157.30
EFT16309	23/09/2014	FESA	DFES ANNUAL MONITORING 2014-2015 SBDC	-1686.54
EFT16310	23/09/2014	DENHAM PAPER AND CHEMICAL SUPPLIES	250 BROWN PAPER BAGS SBDC	-55.00
EFT16311	23/09/2014	AYRES	SBDC PENDANT DISPLAY BOXES	-607.55

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16312	23/09/2014	THE LINEN PRESS	SBDC MERCHANDISE	-1069.04
EFT16313	23/09/2014	RAY WHITE REAL ESTATE SHARK BAY	RENT 6/34 HUGHES STREET	-1127.00
EFT16314	23/09/2014	SCOOP PUBLISHING	ADVERTISING IN SCOOP TRAVELLER EDITION 25	-2706.00
EFT16315	24/09/2014	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-685.86
EFT16316	24/09/2014	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-783.72
EFT16317	24/09/2014	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	-346.19
EFT16318	24/09/2014	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-244.28
EFT16319	24/09/2014	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	-810.28
EFT16320	24/09/2014	ONE STEP SUPER	SUPERANNUATION CONTRIBUTIONS	-365.62
EFT16321	24/09/2014	MLC NOMINEES	SUPERANNUATION CONTRIBUTIONS	-342.37
EFT16322	24/09/2014	WA LOCAL GOV SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	-8721.26
EFT16323	24/09/2014	WESTPAC SECURITIES ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	-383.98
EFT16324	24/09/2014	REST	SUPERANNUATION CONTRIBUTIONS	-1194.29
EFT16325	24/09/2014	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-715.33
EFT16326	24/09/2014	SMA SUPER	SUPERANNUATION CONTRIBUTIONS	-339.42
EFT16327	26/09/2014	LAURENCE JAMES MICHAEL BELLOTTIE	MEETING ATTENDANCE FEE	-529.64
EFT16328	26/09/2014	CHERYL LORRAINE COWELL	PRESIDENT'S ALLOWANCE	-1737.12
EFT16329	26/09/2014	CDH ELECTRICAL	FIND DEPOT PHONE LINE FAULT, ELECTRICAL WORK AT MCLEARY HOUSE FOR NEW TENNANT, DENHAM HALL OVEN AND RANGE HOOD INSPECTION AND REPAIR FAULTY LIGHT SWITCH 80 DURLACHER STREET	-1508.37
EFT16330	26/09/2014	THINK WATER GERALDTON	SUCTION HOSES FOR USELESS LOOP ROAD	-2638.85
EFT16331	26/09/2014	UHY HAINES NORTON	NUTS AND BOLTS ACCOUNTING STAFF TRAINING	-3108.60
EFT16332	26/09/2014	KEITH MICHAEL CAPEWELL	MEETING ATTENDANCE FEE	-730.85
EFT16333	26/09/2014	KEVIN LAUNDRY	MEETING ATTENDANCE FEE	-529.64
EFT16334	26/09/2014	MATTHEW SIMON JAMES	TRAVEL AND ACCOMMODATION REIMBURSEMENT FOR TRAINING	-1625.04
EFT16335	26/09/2014	OUTBACK COAST AUTOMOTIVES	INSURANCE EXCESS EMCET VEHICLE	-300.00
EFT16336	26/09/2014	PLUMOVATION	PLUMBING REPAIRS AT CHILD CARE CENTRE, DENHAM HALL PUBLIC CONVENIENCES, PENSIONER UNITS AND DUMP POINT	-1144.00
EFT16337	26/09/2014	MARGARET PRIOR	MEETING ATTENDANCE FEE	-529.64

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16338	26/09/2014	GREGORY LEON RIDGLEY	MEETING ATTENDANCE FEE	-529.64
EFT16339	26/09/2014	TELSTRA CORPORATION LIMITED	MONTHLY ACCOUNT LANDLINE AND MOBILE	-2119.99
EFT16340	26/09/2014	BRIAN WAKE	MEETING ATTENDANCE FEE	-529.64
TOTAL				\$828,847.36

**SHIRE OF SHARK BAY
TRUST EFTS 16197 TO 16390 30 SEPTEMBER 2014**

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16197	03/09/2014	DEPARTMENT OF COMMERCE BUILDING COMMISSION	BULDING LEVY	-106.50
EFT16198	03/09/2014	SHIRE OF SHARK BAY	BUILDING LEVY COLLECTION FEE	-15.00
EFT16200	04/09/2014	DAMIEN HUBBLE	GYM CARD DEPOSIT REFUND	-20.00
EFT16201	04/09/2014	DANIEL NEVILL	GYM CARD DEPOSIT REFUND	-20.00
EFT16202	04/09/2014	NEIL MARSHALL	GYM CARD DEPOSIT REFUND	-20.00
EFT16235	10/09/2014	CHRISTOPHER RIDGE	GYM CARD DEPOSIT REFUND	-20.00
EFT16285	19/09/2014	MICHAEL JOHN MACKAY	GYM CARD DEPOSIT REFUND	-20.00
EFT16376	30/09/2014	BAY LODGE MIDWEST OASIS	BOOKEASY SEPTEMBER 2014	-1984.75
EFT16377	30/09/2014	DENHAM SEASIDE CARAVAN PARK	BOOKEASY SEPTEMBER 2014	-184.87
EFT16378	30/09/2014	DENHAM VILLAS	BOOKEASY SEPTEMBER 2014	-854.25
EFT16379	30/09/2014	HARTOG COTTAGES	BOOKEASY SEPTEMBER 2014	-616.25
EFT16380	30/09/2014	HERITAGE RESORT SHARK BAY	BOOKEASY SEPTEMBER 2014	-680.00
EFT16381	30/09/2014	KALBARRI BEACH RESORT	BOOKEASY SEPTEMBER 2014	-85.00
EFT16382	30/09/2014	KALBARRI PALM RESORT	BOOKEASY SEPTEMBER 2014	-126.65
EFT16383	30/09/2014	ASPEN MONKEY MIA PTY LTD	BOOKEASY SEPTEMBER 2014	-778.60
EFT16384	30/09/2014	MONKEYMIA WILDSIGHTS	BOOKEASY SEPTEMBER 2014	-420.75
EFT16385	30/09/2014	OCEANSIDE VILLAGE	BOOKEASY SEPTEMBER 2014	-1640.50

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16386	30/09/2014	SHARK BAY HOTEL MOTEL	BOOKEASY SEPTEMBER 2014	-484.50
EFT16387	30/09/2014	SHARK BAY HOLIDAY COTTAGES	BOOKEASY SEPTEMBER 2014	-395.25
EFT16388	30/09/2014	SHARKBAY CARAVAN PARK	BOOKEASY SEPTEMBER 2014	-1878.50
EFT16389	30/09/2014	SHIRE OF SHARK BAY	BOOKEASY COMMISSION SEPTEMBER 2014	-1911.13
EFT16390	30/09/2014	TRADEWINDS SEAFRONT APARTMENTS	BOOKEASY SEPTEMBER 2014	-484.50
			TOTAL	\$12,747.00

12.2 FINANCIAL REPORTS TO 30 SEPTEMBER 2014

CM00017

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Cowell

Seconded Cr Prior

Council Resolution

**That the monthly financial report to 30 September 2014 as attached be received.
6/0 CARRIED**

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **30 September 2014** are attached.

Voting Requirements

Simple Majority Required

Signature

Author *C Wood*

Chief Executive Officer *P Anderson*

Date of Report 17 October 2014

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

SHIRE OF SHARK BAY							
STATEMENT OF FINANCIAL ACTIVITY							
(By Nature or Type)							
For the Period Ended 30 September 2014							
	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues							
Rates	9	\$ 1,241,140	\$ 1,239,889	\$ 1,257,210	\$ 17,321	1.40%	
Operating Grants, Subsidies and Contributions	11	2,390,348	620,874	677,715	56,841	9.15%	▲
Fees and Charges		1,375,327	463,054	374,734	(88,320)	(19.07%)	▼
Interest Earnings		113,220	9,873	2,094	(7,779)	(78.79%)	▼
Other Revenue		106,850	20,074	50,058	29,984	149.37%	▲
Profit on Disposal of Assets	8	18,947	0	0	0		
Total Operating Revenue		5,245,832	2,353,764	2,361,811	8,047		
Operating Expense							
Employee Costs		(1,817,949)	(497,359)	(316,738)	180,621	36.32%	▲
Materials and Contracts		(2,026,588)	(499,080)	(426,191)	72,889	14.60%	▲
Utility Charges		(161,250)	(39,061)	(25,497)	13,564	34.72%	▲
Depreciation on Non-Current Assets		(1,906,098)	(476,520)	(538,500)	(61,980)	(13.01%)	▼
Interest Expenses		(26,811)	0	(1,757)	(1,757)		
Insurance Expenses		(168,478)	(168,479)	(121,099)	47,380	28.12%	▲
Other Expenditure		(261,951)	(143,852)	(173,478)	(29,626)	(20.59%)	▼
Loss on Disposal of Assets	8	(43,223)	0	0	0		
Total Operating Expenditure		(6,412,348)	(1,824,351)	(1,603,260)	221,091		
Funding Balance Adjustments							
Add back Depreciation		1,906,098	476,520	538,500	61,980	13.01%	▲
Adjust (Profit)/Loss on Asset Disposal	8	24,276	0	0	0		
Adjust Provisions and Accruals		0			0		
Net Cash from Operations		763,858	1,005,933	1,297,051	291,118		
Capital Revenues							
Grants, Subsidies and Contributions	11	3,096,525	306,279	109,239	(197,040)	(64.33%)	▼
Proceeds from Disposal of Assets	8	178,000	0	0	0		
Total Capital Revenues		3,274,525	306,279	109,239	(197,040)		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(727,270)	(231,634)	(157,853)	73,781	31.85%	▲
Infrastructure - Roads	13	(856,981)	(70,503)	(116,900)	(46,397)	(65.81%)	▼
Infrastructure - Public Facilities	13	(3,459,886)	(46,901)	(556,708)	(509,807)	(1086.98%)	▼
Infrastructure - Streetscapes	13	(25,000)	0	(6,000)	(6,000)		▼
Infrastructure - Footpaths	13	(50,400)	0	(14,683)	(14,683)		▼
Infrastructure - Drainage	13	(30,000)	0	(250)	(250)		▼
Heritage Assets	13	(74,000)	0	0	0		
Plant and Equipment	13	(857,500)	(58,750)	(114,678)	(55,928)	(95.20%)	▼
Furniture and Equipment	13	(27,000)	(2,500)	(5,395)	(2,895)	(115.81%)	▼
Total Capital Expenditure		(6,108,037)	(410,288)	(972,467)	(562,179)		
Net Cash from Capital Activities		(2,833,512)	(104,009)	(863,228)	(759,219)		
Financing							
Proceeds from New Debentures		0	0	0	0		
Transfer from Reserves	7	1,528,900	0	0	0		
Repayment of Debentures	10	(105,311)	(44,927)	(44,927)	0	0.00%	
Transfer to Reserves	7	(1,205,578)	0	0	0		
Net Cash from Financing Activities		218,011	(44,927)	(44,927)	0		
Net Operations, Capital and Financing		(1,851,643)	856,997	388,895	(468,102)		
Opening Funding Surplus(Deficit)	3	1,851,643	1,851,643	1,789,436	(62,207)	(3.36%)	
Closing Funding Surplus(Deficit)	3	0	2,708,640	2,178,331	(530,309)		

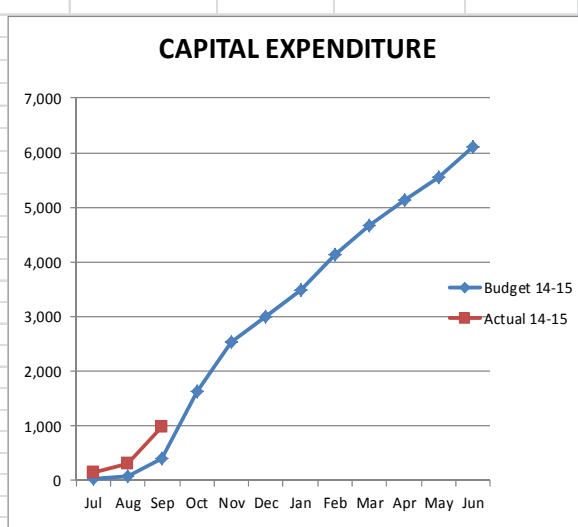
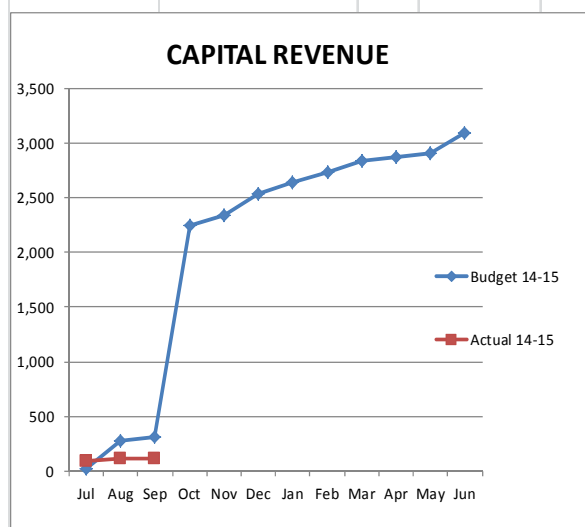
Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

SHIRE OF SHARK BAY							
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING							
For the Period Ended 30 September 2014							
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	155,260	2,593	157,853	231,634	727,270	73,781
Infrastructure Assets - Roads	13	0	116,900	116,900	70,503	856,981	(46,397)
Infrastructure Assets - Public Facilities	13	489,871	66,836	556,708	46,901	3,459,886	(509,807)
Infrastructure Assets - Footpaths	13	14,683	0	14,683	0	50,400	(14,683)
Infrastructure Assets - Drainage	13	0	250	250	0	30,000	(250)
Infrastructure Assets - Streetscapes	13	6,000	0	6,000	0	25,000	(6,000)
Heritage Assets	13	0	0	0	0	74,000	0
Plant and Equipment	13	12,948	101,730	114,678	58,750	857,500	(55,928)
Furniture and Equipment	13	0	5,395	5,395	2,500	27,000	(2,895)
Capital Expenditure Totals		678,762	293,705	972,467	410,288	6,108,037	(562,179)
Funded By:							
Capital Grants and Contributions				532,654	70,503	3,096,525	(462,151)
Borrowings				0	0	0	0
Other (Disposals & C/Fwd)				269,269	246,410	1,265,056	(22,859)
Own Source Funding - Cash Backed Reserves							
Infrastructure Reserve				47,878	27,125	927,900	(20,753)
Pensioner Unit Maintenance Reserve				550	5,000	30,000	4,450
Plant Replacement Reserve				101,730	50,000	461,000	(51,730)
Recreation Facility Reserve				0	0	110,000	0
Total Own Source Funding - Cash Backed Reserves				150,158	82,125	1,528,900	(68,033)
Own Source Funding - Operations				20,386	11,250	217,556	(9,136)
Capital Funding Total				972,467	410,288	6,108,037	(562,179)



MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

Shire of Shark Bay											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
For the Period Ended 30 September 2014											
1. SIGNIFICANT ACCOUNTING POLICIES											
(a) Basis of Preparation											
<p>The budget has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this budget are presented below and have been consistently applied unless stated otherwise.</p> <p>Except for cash flow and rate setting information, the budget has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.</p> <p>The Local Government Reporting Entity</p> <p>All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this budget.</p> <p>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.</p> <p>All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 16 to this budget document.</p>											
(b) 2013/14 Actual Balances											
Balances shown in this budget as 2013/14 Actual are as forecast at the time of budget preparation and are subject to final adjustments.											
(c) Rounding Off Figures											
All figures shown in this budget, other than a rate in the dollar, are rounded to the nearest dollar.											
(d) Rates, Grants, Donations and Other Contributions											
<p>Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.</p> <p>Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.</p>											
(e) Goods and Services Tax (GST)											
<p>Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).</p> <p>Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.</p> <p>Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.</p>											
(f) Superannuation											
<p>The Council contributes to a number of Superannuation Funds on behalf of employees.</p> <p>All funds to which the Council contributes are defined contribution plans.</p>											

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

SHIRE OF SHARK BAY											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
For the Period Ended 30 September 2014											
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)											
(g) Cash and Cash Equivalents											
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.											
Bank overdrafts are shown as short term borrowings in current liabilities in the statement of financial position.											
(h) Trade and Other Receivables											
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.											
Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.											
Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.											
(i) Inventories											
General											
Inventories are measured at the lower of cost and net realisable value.											
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.											
Land Held for Resale											
Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.											
Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.											
Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.											
(j) Fixed Assets											
Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.											
Mandatory Requirement to Revalue Non-Current Assets											
Effective from 1 July 2012, the Local Government (Financial Management) Regulations were amended and the measurement of non-current assets at Fair Value became mandatory.											

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

SHIRE OF SHARK BAY									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 30 September 2014									
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)									
(j) Fixed Assets (Continued)									
Major depreciation periods used for each class of depreciable asset are:									
	Buildings						25 to 50 years		
	Construction other than buildings (Public Facilities)						5 to 50 years		
	Plant and Equipment						5 to 15 years		
	Furniture and Equipment						4 to 10 years		
	Heritage						25 to 50 years		
	Roads						25 years		
	Footpaths						50 years		
	Sewerage piping						75 years		
	Water supply piping & drainage systems						75 years		
The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.									
An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.									
Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.									
When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus.									
Capitalisation Threshold									
Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.									
(k) Fair Value of Assets and Liabilities									
When performing a revaluation, the Council uses a mix of both independent and management valuations using the following as a guide:									
Fair Value is the price that Council would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.									

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

SHIRE OF SHARK BAY											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
For the Period Ended 30 September 2014											
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)											
(k) Fair Value of Assets and Liabilities (Continued)											
<p>As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.</p>											
<p>To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).</p>											
<p>For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.</p>											
Fair Value Hierarchy											
<p>AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:</p>											
Level 1											
<p>Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.</p>											
Level 2											
<p>Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.</p>											
Level 3											
<p>Measurements based on unobservable inputs for the asset or liability.</p>											
<p>The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.</p>											
Valuation techniques											
<p>The Council selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Council are consistent with one or more of the following valuation approaches:</p>											
Market approach											
<p>Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.</p>											

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

SHIRE OF SHARK BAY											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
For the Period Ended 30 September 2014											
1. SIGNIFICANT ACCOUNTING POLICIES (Continued)											
(k) Fair Value of Assets and Liabilities (Continued)											
Income approach											
Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.											
Cost approach											
Valuation techniques that reflect the current replacement cost of an asset at its current service capacity.											
Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Council gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.											
As detailed above, the mandatory measurement framework imposed by the Local Government (Financial Management) Regulations requires, as a minimum, all assets carried at a revalued amount to be revalued at least every 3 years.											
(l) Financial Instruments											
Initial Recognition and Measurement											
Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).											
Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.											
Classification and Subsequent Measurement											
Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost.											
Amortised cost is calculated as:											
(a) the amount in which the financial asset or financial liability is measured at initial recognition;											
(b) less principal repayments and any reduction for impairment; and											
(c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.											

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

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

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

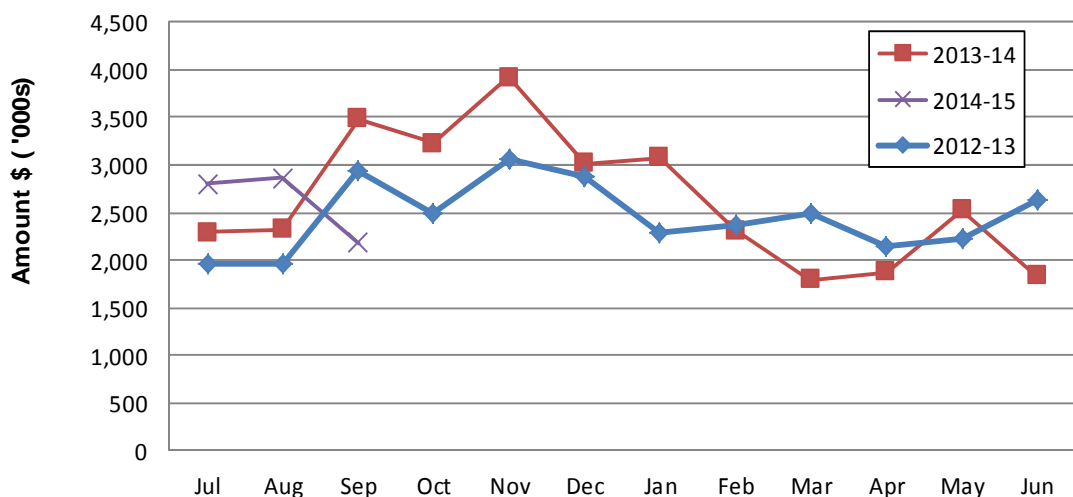
Shire of Shark Bay					
EXPLANATION OF MATERIAL VARIANCES					
For the Period Ended 30 September 2014					
Note 2: EXPLANATION OF MATERIAL VARIANCES					
Reporting Program	Var. \$	Var. %	V	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	17,107		▲	Timing	Reimbursement of legal expenses
General Purpose Funding - Rate	17,417	1.45%	▲	Permanent	Rate revenue higher than expected
General Purpose Funding - Other	(1,121)	(0.22%)	▼	Timing	No reportable variance
Law, Order and Public Safety	(64,353)	(90.78%)	▼	Timing	Operating Grant still to be received
Housing	5,277	24.95%	▲	Timing	Pensioner units rent issued in advance
Community Amenities	6,245	3.26%	▲	Permanent	Rubbish charges raised for Residential and Commercial Properties
Recreation and Culture	47,896	87.74%	▲	Timing	Increase sales at Shark Bay Discovery Centre
Transport	133,463	133.28%	▲	Timing	Grant received for Useless Loop Maintenance and annual pen and berthing fees invoiced.
Economic Services	(153,933)	(80.92%)	▼	Timing	Private works for Shark Bay Road and Monkey Mia Road not yet commenced
Other Property and Services	744	14.87%	▲	Timing	Diesel Fuel Rebate received on a monthly basis - previously annually
Operating Expense					
Governance	12,855	(10.27%)	▲	Timing	Administration costs lower than expected
General Purpose Funding	(860)	0.71%	▼	Timing	No reportable variance
Law, Order and Public Safety	58,942	(47.35%)	▲	Timing	YD budget for SES incorrect
Health	3,531	(22.80%)	▲	Timing	Health consultant visits less than expected
Housing	(23,063)	70.58%	▼	Timing	Pensioner Units maintenance/depreciation higher than expected
Community Amenities	(20,429)	15.22%	▼	Timing	Progress on the Northern Planning Program
Recreation and Culture	(16,956)	3.80%	▼	Timing	Council Assistance Program grants higher than expected
Transport	102,481	(21.65%)	▲	Timing	Country road maintenance just beginning for the year
Economic Services	73,482	(26.05%)	▲	Timing	Private works for Shark Bay Road and Monkey Mia Road not yet commenced
Other Property and Services	31,014	(44.59%)	▲	Timing	Over recovery of public works overheads
Capital Revenues					
Grants, Subsidies and	(197,040)	(64.33%)	▼	Timing	First payment for RRG projects received
Proceeds from Disposal of	0	0.00%			No reportable variance
Capital Expenses					
Land and Buildings	73,781	31.85%	▲	Timing	Sunter Place expenditure less than expected
Infrastructure - Roads	(46,397)	(65.81%)	▼	Timing	YTD budget incorrect - project carried forward from 13/14 progressing
Infrastructure - Public Facilities	(509,807)	(1086.98%)	▼	Timing	Expenditure on Monkey Mia Jetty higher than YTD budget
Infrastructure - Footpaths	(14,683)	0.00%	▼	Permanent	Expense from 13/14
Infrastructure - Drainage	(250)	0.00%		Timing	No reportable variance
Heritage Assets	0	0.00%		Timing	No reportable variance
Plant and Equipment	(55,928)	(95.20%)	▼	Timing	Water Tanker purchased - not reflected in YTD budget
Furniture and Equipment	(2,895)	(115.81%)	▼	Permanent	Expense from 13/14
Financing					
Loan Principal	0	0.00%		Timing	No reportable variance

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

Note 3: NET CURRENT FUNDING POSITION

	Note	Positive=Surplus (Negative=Deficit)		
		YTD 30 Sep 2014	30th June 2014	YTD 30 Sep 2013
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	1,483,521	1,077,678	1,966,970
Cash Restricted	4	1,994,965	1,994,965	1,873,669
Receivables - Rates	6	529,077	15,073	5,863
Receivables -Other	6	397,778	1,115,568	728,796
Interest / ATO Receivable/Trust		10,484	6,876	5,752
Inventories		146,545	146,545	139,424
		4,562,370	4,356,705	4,720,474
Less: Current Liabilities				
Payables		(139,923)	(323,153)	(1,799,500)
Provisions		(249,152)	(249,152)	(227,306)
		(389,075)	(572,305)	(2,026,806)
Less: Cash Reserves	7	(1,994,965)	(1,994,965)	(1,873,669)
Net Current Funding Position		2,178,331	1,789,436	820,000

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

Expenditure on major capital projects eg Monkey Mia Jetty - grant funds due in October.

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

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account		130,456			130,456	Bankwest	At Call
Reserve Bank Account			965		965	Bankwest	At Call
Telenet Saver		555,798			555,798	Bankwest	At Call
Trust Bank Account				48,145	48,145	Bankwest	At Call
Cash On Hand		700			700	Bankwest	On Hand
(b) Term Deposits							
Municipal Gold		796,567			796,567	Bankwest	
Trust				161,978	161,978	Bankwest	
Reserve Investment Account			1,994,000		1,994,000	Bankwest	
Total		1,483,521	1,994,965	210,123	3,688,608		

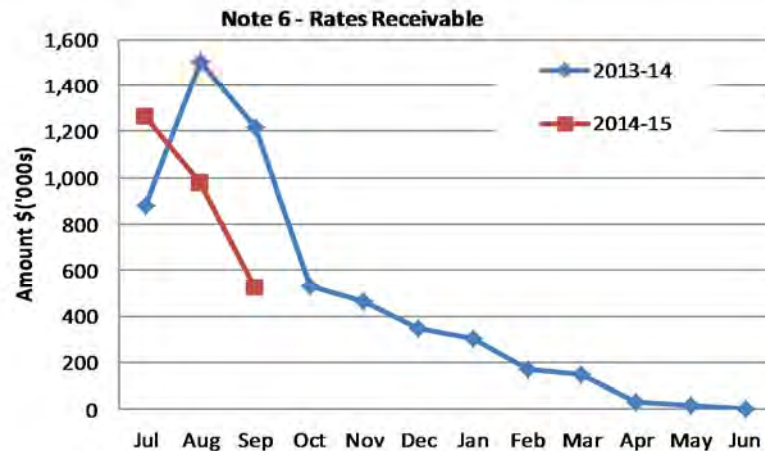
Comments/Notes - Investments

Surplus funds invested for terms conducive to cashflow requirements

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

Note 6: RECEIVABLES

Receivables - Rates Receivable	YTD 30 Sep 2014	30 June 2014
	\$	\$
Opening Arrears Previous Years	5,744	6,217
Levied this year	1,261,346	1,119,537
Less Collections to date	(744,911)	(1,120,010)
Equals Current Outstanding	522,179	5,744
Net Rates Collectable	522,179	5,744
% Collected	58.79%	99.49%



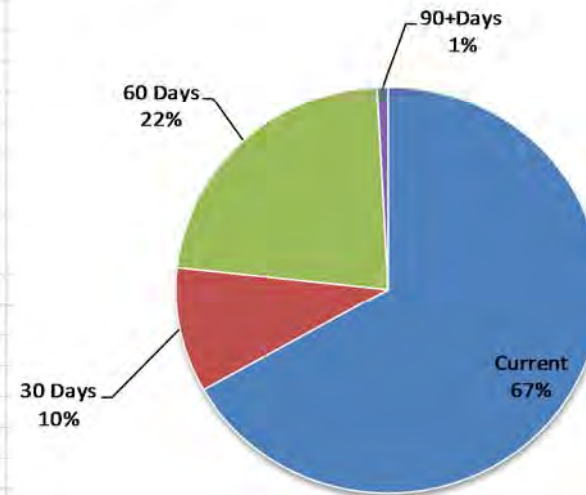
Comments/Notes - Receivables Rates

Collection rate similar to 2013/14 at this time

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	254,563	38,113	85,544	3,171
Total Receivables General Outstanding				381,391

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables General

Sundry debtors at an acceptable level - Principal debtors are Dept of Main Roads and Lotterywest

MINUTES OF THE ORDINARY COUNCIL MEETING

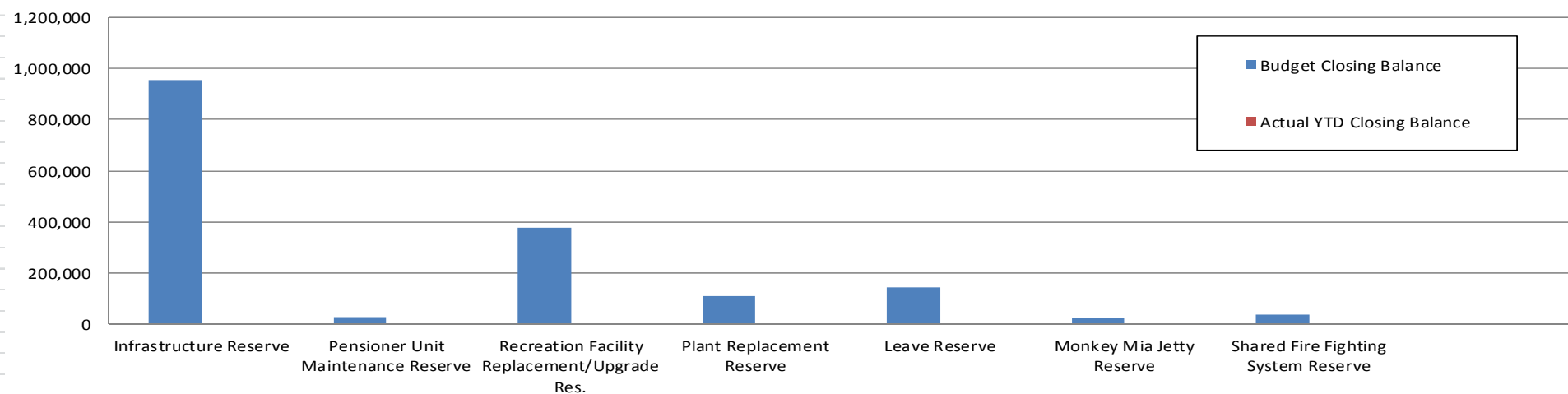
29 OCTOBER 2014

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

Note 7: Cash Backed Reserve

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

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



Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2014

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Current Budget YTD 30 09 2014			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)	Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$	
				Plant and Equipment			
			0	Community Bus	18,947	0	(18,947)
			0	Works Manager Ute	(6,081)	0	6,081
			0	Town Supervisor Ute	(1,838)	0	1,838
			0	Grader	(35,304)	0	35,304
0	0	0	0		(24,276)	0	24,276

Comments - Capital Disposal/Replacements

No Capital disposals or acquisitions have been made this year to date.

MINUTES OF THE ORDINARY COUNCIL MEETING

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Shire of Shark Bay

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2014

Shire of Shark Bay												
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY												
For the Period Ended 30 September 2014												
Note 9: RATING INFORMATION		Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Budget Rate Revenue \$	Budget Interim Rate \$	Budget Back Rate \$	Budget Total Revenue \$
RATE TYPE												
Differential General Rate												
Gross Rental Value		8.6183	305	4,011,093	345,080	1,180	0	346,261	345,688	500	0	346,188
GRV - Commercial		8.6183	54	3,755,697	323,677	0	0	323,677	323,677	0	0	323,677
GRV - Industrial		8.6183	39	551,945	47,568	0	0	47,568	47,568	0	0	47,568
Unimproved Value		19.3581	6	671,384	129,967		0	129,967	129,967	1,000	0	130,967
UV Mining		19.3581	11	701,415	139,645	(6,796)	0	132,849	114,075	0	0	114,075
UV Pastoral		10.6928	12	757,960	80,799	0	0	80,799	81,047	0	0	81,047
Sub-Totals			427	10,449,494	1,066,738	(5,615)	0	1,061,122	1,042,022	1,500	0	1,043,522
Minimum Payment		Minimum \$										
Gross Rental Value		765.00	169	955,032	129,285	0	0	129,285	129,285	0	0	129,285
GRV - Commercial		765.00	28	178,274	21,420	0	0	21,420	21,420	0	0	21,420
GRV - Industrial		765.00	6	46,233	4,590	0	0	4,590	4,590	0	0	4,590
Unimproved Value		765.00	5	7,209	3,825	0	0	3,825	3,825	0	0	3,825
UV Mining			2	0	0	0	0	0	1,530	0	0	1,530
Sub-Totals			210	1,186,748	159,120	0	0	159,120	160,650	0	0	160,650
Amount from General Rates								1,220,242				1,204,172
Specified Area Rates								36,968				36,968
Totals								1,257,210				1,241,140
Comments - Rating Information												
Rates raised are higher than budgeted due to revaluations in some categories.												

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 30 September 2014								
10. INFORMATION ON BORROWINGS								
(a) Debenture Repayments								
Particulars	Principal 1-Jul-14	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Loan 48 - McCleary Property	53,675	0	10,855	22,085	42,820	31,590	-	2,022
Loan 48 - Shire Office	45,723	0	12,743	25,926	32,980	19,797	-	2,373
Loan 53 - Staff Housing	98,693	0	8,514	17,305	90,179	81,388	106	5,559
Loan 56 - Staff Housing	108,482	0	0	14,105	108,482	94,377	(845)	6,242
Loan 57 - Monkey Mia Bore	275,129	0	12,815	25,890	262,314	249,239	2,496	10,615
	581,702	0	44,927	105,311	536,775	476,391	1,757	26,811
All debenture repayments were financed by general purpose revenue.								

MINUTES OF THE ORDINARY COUNCIL MEETING

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

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2014-15 Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	1,438,211	0	1,438,211	0	361,803	1,076,408
Grants Commission - Roads	WALGGC	Y	419,520	0	419,520	0	105,612	313,909
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	0	0	0	0		
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Y	70,426	0	70,426	0	5,000	65,426
FESA SES Capital Grants	Dept. of Fire & Emergency Serv.	Y	88,500	0	0	88,500	0	0
COMMUNITY AMENITIES								
Grant - Recycling at Landfill	Gascoyne Development Commission	Y	378,341			378,341	0	0
RECREATION AND CULTURE								
Walk Trail Grant Funding	LotteryWest	N	1,500	0	1,500	0	0	0
Grant - Community Bus	LotteryWest	N	60,000			60,000	0	0
Grant - Jimmy Poland project	LotteryWest	Y	11,000	0	11,000	0	0	0
Grant -Tennis Court Resurfacing	Dept. of Sport and Recreation	N	100,000			100,000	(8,806)	108,806
TRANSPORT								
Road Preservation Grant	State Initiative	Y	77,741	0	77,741	0	84,500	0
Useless Loop Road - Mtce	Main Roads WA	Y	314,000	0	314,000		120,000	0
Contributions - Road Projects	Ocean Park	Y	0	0	0	0		
Contributions - Road Projects	Pipeline	Y	7,650	0	7,650	0	0	0
Roads To Recovery Grant - Cap	Roads to Recovery	Y	192,071	0	0	192,071	0	0
RRG Grants - Capital Projects	Regional Road Group	Y	295,113	0	0	295,113	118,045	177,068
Grant - MM Boat Ramp Carpark	Dept. of Transport	Y	232,500	0	0	232,500	0	0
Grant - R4R Monkey Mia Jetty	Dept. of Regional Development	Y	1,750,000	0	0	1,750,000	0	0
ECONOMIC SERVICES								
Contributions-Seniors Projects	Council of the Aged WA	Y	1,000	0	1,000	0	0	0
Grants - Youth Activities	Dept. of Communities	Y	1,000	0	1,000	0	800	0
Contribution - Monkey Mia	Dept. of Parks and Wildlife	Y	48,300		48,300		0	0
TOTALS			5,486,873	0	2,390,348	3,096,525	786,954	1,741,616
Operating			2,390,348				677,715	
Non-operating			3,096,525				109,239	
			5,486,873				786,954	

Shire of Shark Bay				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 30 September 2014				
Note 12: TRUST FUND				
Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:				
Description	Opening Balance 1 Jul 14	Amount Received	Amount Paid	Closing Balance 30-Sep-14
	\$	\$	\$	\$
Election Deposits	240	0	(240)	0
Library Card Bond	50	200	(150)	100
Kerb/Footpath Deposit	4,200	0	0	4,200
Building Completion Bond	71,728	0	0	71,728
Bond Key	1,690	680	(620)	1,750
Police Licensing	2,347	86,914	(86,420)	2,842
Marquee Deposit	700	0	0	700
Building Licence Levy		122	(122)	0
Sunter Place - Recreation Reserve	90,250	0	0	90,250
Tours Sales	0	98,148	(98,148)	0
Bookeasy Sales	0	32,937	(32,937)	0
Community Bus	0	600	0	600
	171,205	219,601	(218,637)	172,169

MINUTES OF THE ORDINARY COUNCIL MEETING

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SHIRE OF SHARK BAY										
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY										
For the Period Ended 30 September 2014										
Note 13: CAPITAL ACQUISITIONS										
Physical % of Completion	Level of Completion Indicator	Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
		Land Improvements								Level of Completion Indicators
		Governance								0% ○
0%	○	Shire Office Carpark Capital Works	3.7.1	CEO	(20,000)	0	0	0		20% ○
		Governance Total			(20,000)	0	0	0		40% ●
		Buildings								60% ●
		Housing								80% ●
85%	●	Construction Staff Housing Sunter Place	1.2.4	CEO	(217,096)	(209,451)	(87,354)	122,097		100% ●
0%	○	Staff Housing - 5 Spaven Way	1.2.4	CEO	(3,750)	0	0	0		Finalisation of buildings and landscaping to be done
0%	○	Staff Housing - 65 Brockman St	1.2.4	EMCDT	(3,750)	0	0	0		0 Not started
1%	○	Staff Housing - 51 Durlacher St	1.2.4	EMFA	(3,750)	0	0	0		0 Not started
0%	○	Staff Housing - 80 Durlacher St	1.2.4	EMCDT	(3,750)	0	0	0		0 Not started
80%	●	Pensioner Units Capital	1.2.4	EMCDT	(30,000)	(5,000)	(550)	4,450	(550)	Units 1, 2, and 5 being renovated
		Housing Total			(262,096)	(214,451)	(87,904)	126,547		
		Law, Order And Public Safety								
90%	●	Emergency Services Building Construction	3.7.1	CEO	(269,991)	0	(21,751)	(21,751)		
90%	●	Emergency Services Building Site Works	3.7.1	CEO	(17,183)	(17,183)	(40,961)	(23,778)		Car park and landscaping to be finalised
		Law, Order And Public Safety Total			(287,174)	(17,183)	(62,713)	(45,530)		
		Recreation And Culture								
5%	○	Recreation Centre - Sound Proofing	3.7.1	EMCDT	(50,000)	0	0	0		options being looked at
10%	○	Town Hall Pathways and Wall Extension	3.7.1	WKM	(25,000)	0	(5,194)	(5,194)		Disabled Carpark started
0%	○	Overlander Hall Upgrade	3.7.1	EMCDT	(50,000)	0	0	0		0 Not started
		Recreation And Culture Total			(125,000)	0	(5,194)	(5,194)		
		Transport								
20%	○	Depot - Replacement of Depot Walls	3.7.1	WKM	(25,000)	0	0	0	0	0 Works commenced
20%	○	Replacement of Air Conditioners	3.7.1	WKM	(8,000)	0	(2,043)	(2,043)	(2,043)	Replaced one airconditioner
		Transport Total			(33,000)	0	(2,043)	(2,043)		
		Land and Buildings Total			(727,270)	(231,634)	(157,853)	73,781		

MINUTES OF THE ORDINARY COUNCIL MEETING

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Physical % of Completion	Level of Completion Indicator	Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
		Drainage/Culverts								
		Transport								
0%	○	Drainage/Sump Construction	3.7.1	WKM	(30,000)	0	(250)	(250)	(250)	Concept plans endorsed. Awaiting final design and costings.
		Transport Total			(30,000)	0	(250)	(250)		
		Drainage/Culverts Total			(30,000)	0	(250)	(250)		
		Footpaths								
		Transport								
0%	○	Footpath Construction	3.7.1	WKM	(50,400)	0	(14,683)	(14,683)		Expenditure from last year
		Transport Total			(50,400)	0	(14,683)	(14,683)		
		Footpaths Total			(50,400)	0	(14,683)	(14,683)		
		Furniture & Office Equip.								
		Governance								
0%	○	Computer Hardware Upgrade/New	1.2.1	EMFA	(5,000)	0	0	0	0	Requirements to be identified
0%	○	Computer Software Upgrade/New	1.2.1	EMFA	(5,000)	(2,500)	0	2,500	0	Requirements to be identified
0%	○	Council Chambers Furniture and Equipment	1.2.1	EMFA	(2,000)	0	0	0	0	Requirements to be identified
0%	○	Office Furniture & Equipment	1.2.1	EMFA	(5,000)	0	0	0	0	Requirements to be identified
		Governance Total			(17,000)	(2,500)	0	2,500		
		Recreation And Culture								
50%	●	Discovery Centre - Furniture & Equipment	2.4.1	EMCDT	(10,000)	0	(5,395)	(5,395)	(5,395)	New display to be installed
		Recreation And Culture Total			(10,000)	0	(5,395)	(5,395)		
		Furniture & Office Equip. Total			(27,000)	(2,500)	(5,395)	(2,895)		
		Heritage Assets								
		Recreation And Culture								
0%	○	Shade over Velsheda	2.2.2	WKM	(5,000)	0	0	0		Planning stage
75%	●	Directional Plaque	2.2.2	EMCDT	(19,000)	0	0	0		Plaque received installation not started
0%	○	Refurbishment of Old Jail and Stables	2.2.2	CEO	(50,000)	0	0	0	0	Investigating funding
		Recreation And Culture Total			(74,000)	0	0	0		
		Heritage Assets Total			(74,000)	0	0	0		

MINUTES OF THE ORDINARY COUNCIL MEETING

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Physical % of Completion	Level of Completion Indicator	Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
		Plant , Equipment and Vehicles								
		Law, Order And Public Safety								
0%	○	SES Rescue Equipment	3.7.1	EMFA	(88,500)	0	0	0		Purchases not yet completed by SES
		Law, Order And Public Safety Total			(88,500)	0	0	0		
		Recreation And Culture								
0%	○	Recreation Centre - Scissor Lift	1.6.7	EMCDT	(35,000)	0	0	0		Not started
0%	○	Community Bus	1.6.7	EMCDT	(110,000)	0	0	0	0	Investigating funding
		Recreation And Culture Total			(145,000)	0	0	0		
		Transport								
100%	●	Fire Fighting Pumps	1.1.6	WKM	(8,000)	0	(6,576)	(6,576)		Completed
0%	○	Depot Tools and Major Plant	1.1.6	WKM	(15,000)	(3,750)	(792)	2,958		As required
0%	○	Communications Upgrade	1.1.6	WKM	(5,000)	(5,000)	(979)	4,021		As required
100%	●	Water Tanker	1.1.6	WKM	(120,000)	0	(101,730)	(101,730)	(101,730)	Completed
0%	○	Town Supervisor's Ute	1.1.6	WKM	(45,000)	(45,000)	0	45,000	0	Quotes started
0%	○	Works Manager's Ute	1.1.6	WKM	(49,000)	0	0	0	0	Quotes started
0%	○	Major Plant Items	1.1.6	WKM	(25,000)	(5,000)	0	5,000		As required
80%	●	Pallet Racking	1.1.6	WKM	(7,000)	0	(4,601)	(4,601)		Received to be installed
100%	●	Grader	1.1.6	WKM	(350,000)	0	0	0	0	Delivered - payment in October
		Transport Total			(624,000)	(58,750)	(114,678)	(55,928)		
		Plant , Equipment and Vehicles Total			(857,500)	(58,750)	(114,678)	(55,928)		

MINUTES OF THE ORDINARY COUNCIL MEETING

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Physical % of Completion	Level of Completion Indicator	Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
		Public Facilities								
		Community Amenities								
0%	○	Refuse Tip and Recycling	2.4.2	WKM	(378,341)	0	0	0		Awaiting funding
		Community Amenities Total			(378,341)	0	0	0		
		Recreation And Culture								
0%	○	Town Oval Bore	3.7.1	WKM	(30,000)	(24,800)	0	24,800		Not started
		Economic Services Total			(30,000)	(24,800)	0	24,800		
		Recreation And Culture								
0%	○	Foreshore Rock Wall	3.7.1	WKM	(10,000)	0	0	0	0	Awaiting low tides
80%	●	Recreation Centre Grounds	1.6.7	EMCDT	(191,545)	(19,776)	(45,332)	(25,556)		Landscaping to be completed
0%	○	Charlie Sappie Park	3.7.1	WKM	(15,000)	(2,325)	0	2,325	0	Awaiting plans from DPAW
0%	○	Foreshore Revitalisation	3.7.1	CEO	(200,000)	0	0	0	0	Awaiting approval for funding
0%	○	Replacement of Gazebos	3.7.1	WKM	(20,000)	0	0	0	0	Researching materials
0%	○	Practice Cricket Nets	3.7.1	WKM	(5,000)	0	0	0	0	Researching materials options
5%	○	Tennis Court Resurfacing	3.7.1	EMCDT	(100,000)	0	0	0	0	Seeking quotes
		Recreation And Culture Total			(541,545)	(22,101)	(45,332)	(23,231)		
		Transport								
5%	○	Monkey Mia Jetty	1.6.5	CEO	(2,200,000)	0	(444,539)	(444,539)		Project commenced
15%	○	Monkey Mia Boat Ramp Carpark	1.6.5	WKM	(310,000)	0	(66,836)	(66,836)	(66,836)	Started initial earthworks. Awaiting jetty completion
		Transport Total			(2,510,000)	0	(511,376)	(511,376)		
		Public Facilities Total			(3,459,886)	(46,901)	(556,708)	(509,807)		

MINUTES OF THE ORDINARY COUNCIL MEETING

29 OCTOBER 2014

Physical % of Completion	Level of Completion Indicator	Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
		Roads (Non Town)								
		Transport								
100%	●	Useless Loop Road RRG	1.1.6	WKM	(52,059)	0	(52,059)	(52,059)	(52,059)	Completed
0%	○	Woodleigh-Bryo Floodway RRG	1.1.6	WKM	(122,712)	0	0	0	0	Researching culvert options
0%	○	Road Projects R2R	1.1.6	WKM	(192,071)	0	0	0	0	Not started
8%	○	Useless Loop Road - Resheet RRG	1.1.6	WKM	(229,957)	(70,503)	(21,278)	49,225	(21,278)	Pot hole repairs
0%	○	Hamelin Pool Road - Reseal RRG	1.1.6	WKM	(90,000)	0	0	0	0	Researching sealing contractors
		Transport Total			(686,799)	(70,503)	(73,337)	(2,834)		
		Roads (Non Town) Total			(686,799)	(70,503)	(73,337)	(2,834)		
		Streetscapes								
		Economic Services								
0%	○	Information Bay Signage	2.1.3	EMCDT	(25,000)	0	(6,000)	(6,000)		Awaiting response from Tourism Association
		Economic Services Total			(25,000)	0	(6,000)	(6,000)		
		Streetscapes Total			(25,000)	0	(6,000)	(6,000)		
		Town Streets								
		Transport								
25%	○	Durlacher Street/Barnard Street R2R	1.1.6	WKM	(170,182)	0	(43,563)	(43,563)	(43,563)	Barnard Wall Completed - Solar Lights being installed
		Transport Total			(170,182)	0	(43,563)	(43,563)		
		Town Streets Total			(170,182)	0	(43,563)	(43,563)		
		Capital Expenditure Total			(6,108,037)	(410,288)	(972,467)	(562,179)		

13. TOWN PLANNING REPORT

13.1 PROPOSED FRONT FENCE – RESERVE 33517, LOT 223 (9) FRANCIS STREET, DENHAM (YADGALAH ABORIGINAL CORPORATION)

P4028

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Disclosure of Interest: Gray and Lewis

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

Disclosure of Interest: Cr Bellottie

Nature of Interest: Impartiality Interest as Director and Member of Yadgalah Aboriginal Corporation

Disclosure of Interest: Cr Capewell

Nature of Interest: Financial interest of Chairperson of Yadgalah Aboriginal Corporation

Disclosure of Interest: Cr Laundry

Nature of Interest: Financial Interest as Draftsperson for Yadgalah Aboriginal Corporation

Cr Capewell left the Council Chamber at 11.34 am.

Cr Laundry left the Council Chamber at 11.36 am.

NOTE: This report was deferred due to lack of a quorum at the Ordinary Council meeting held on the 24 September 2014.

Moved Cr Prior
Seconded Cr Cowell

Council Resolution

That Council:

A. Approve the application lodged by Yadgalah Aboriginal Corporation for fencing along the front boundary of Lot 223 (9) Francis Street, Denham subject to the following conditions:

- 1. All fencing to be fully located with the lot boundaries and no portion of fencing shall encroach into the Council verge / road reserve.**
- 2. All development shall be in accordance with the plans lodged as part of the application unless otherwise agreed to in writing by the Chief Executive Officer.**
- 3. If the fencing subject of this approval is not substantially commenced within a period of 2 years from the date of this approval, the approval shall lapse and be of no further effect.**

B. Advise the applicant (via footnotes on the planning approval) that:

- (i) **This is planning consent only, and is not authorisation to commence any on site construction. You are required to obtain a separate building permit for the fence prior to any works commencing.**

4/0 CARRIED

Cr Laundry and Cr Capewell returned to Council Chamber at 11.37 am.

Background

Council is to consider an application lodged by the Yadgalah Aboriginal Corporation for fencing along the front boundary of Lot 223 (9) Francis Street, Denham.

The subject land is known as Reserve 33517 and there is a Management Order to the Yadgalah Aboriginal Corporation for the purpose of Administration, Community Centre and Recreation.

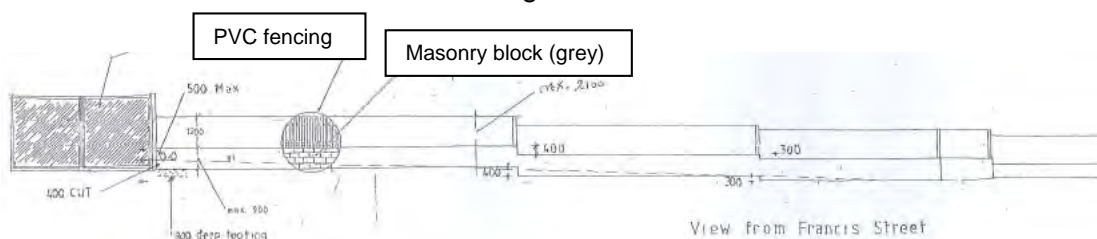
The land is reserved as 'Parks and Recreation' under the Shire of Shark Bay Local Planning Scheme No 3 ('the Scheme').

Comment

- *Description of Development*

The applicant proposes to construct a front boundary fence which will face Francis Street.

The fence will consist of grey masonry blocks up to a maximum height of 900mm, with an additional 1200mm white PVC fencing above.



The majority of the fence will be located along the front property boundary, and a portion will be setback 0.5 metres from the front boundary. The total fence height will not exceed 2.1 metres.

- *Scheme Requirements*

Council has broad discretion to approve any development within the 'Parks and Recreation' reserve however must have regard for the ultimate purpose intended for the reserve.

The proposed fence is ancillary to existing development and is consistent with the purpose of the reserve.

Legal Implications

Shire of Shark Bay Local Planning Scheme No 3 – Under Clause 3.2.1 (b) of the Scheme ‘A person must not commence or carry out development on a Local Reserve, without first having obtained planning approval under Part 9 of the Scheme’.

Policy Implications

There are no Policy Implications related to this item.

Financial Implications

There are no Financial Implications related to this item.

Strategic Implications

As part of the Scheme Review a future ‘community purpose’ reservation is proposed for Reserve 33517. The Scheme Review has been placed on hold whilst a coastal report is being finalised for Denham townsite by MP Rogers.

Voting Requirements

Simple Majority Required

Signatures

Author	<i>L Bushby</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	16 September 2014

14. BUILDING REPORT

Nil

15. HEALTH REPORT

Nil

16. WORKS REPORT

Nil

17. TOURISM, RECREATION AND CULTURE REPORT

Nil

18. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Moved Cr Prior
Seconded Cr Capewell

Council Resolution

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

- 19.1 Disposition of Property by Way of Lease**
20.3 Gascoyne Development Commission Board

6/0 CARRIED

19.1 DISPOSITION OF PROPERTY BY WAY OF LEASE

LS00030, LS00029, LS00020

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Prior
Seconded Cr Capewell

Council Resolution

That Council:

- 1. Note that there were no submissions received from the public notice for the intention to lease Shops 3, 4 and 6, 65-67 Knight Terrace, Denham;**
- 2. Confirm the following leases as follows:**
 - a) Shop 3 65-67 Knight Terrace to Alison Beales;**
 - b) Shop 4 65-67 Knight Terrace to John Hanscombe;**
 - c) Shop 6 65-67 Knight Terrace to Monkey Mia Yacht Charters**

6/0 CARRIED

Background

Over the last few months Council has been considering the leasing of Shops 3, 4, and 6, 65-67 Knight Terrace, Denham and is required by Section 3.58 of the *Local*

Government Act 1995 to advertise its intention to lease these properties and consider any submissions it receives.

Section 3.58 of the Local Government Act states:

Disposing of property

(1) ...

(2) *Except as stated in this section, a local government can only dispose of property to —*

(a) *the highest bidder at public auction; or*

(b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

(3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*

(a) *it gives local public notice of the proposed disposition —*

(i) *describing the property concerned; and*

(ii) *giving details of the proposed disposition; and*

(iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*

and

(b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*

Comment

Council advertised its intention to lease Shops 3, 4, and 6, 65-67 Knight Terrace, Denham on Monday 13 October 2014 in the West Australian and sought submissions from the public on the proposed dispositions.

At the close of the submission period, no submissions were received in response to the advertisement. Therefore, Council can now continue with its proposed leases for these properties, however, as part of this process, it should state the reasons for leasing these properties to the intended lessees.

It is therefore proposed that the following reasons be adopted:

Shop 3 – lease for hairdressers premises which provides an essential service to the community and is the continuation of an existing business which has been in the current location for 5 ½ years;

Shop 4 – lease for a pharmacy premises which provides an essential service to the community and is the extension of a smaller business;

Shop 6 – lease for an existing tourism business which is the current occupier of the premises.

Legal Implications

Section 3.58 of the *Local Government Act 1995* applies to the leasing of property by Council.

Policy Implications

There are no policy implications for this matter.

Financial Implications

Council has previously approved the lease amounts for each of these leases.

Strategic Implications

Outcome 1.4 - To increase the permanent population to attract more businesses, address cost of living issues and become a self-sustaining community.

Action 1.4.2 - Facilitate communication and encourage local business to continuously improve services to the community, particularly customer service.

Voting Requirements

Simple Majority Required

Signatures

Author

C Wood

Chief Executive Officer

P Anderson

Date of Report

28 October 2014

The Public and Council staff left the Council Chamber at 11.44 am with the exception of Mr Anderson and Mrs Mettam.

20. MATTERS BEHIND CLOSED DOORS

Moved Cr Prior
Seconded Cr Capewell

Council Resolution

That the meeting be closed to members of the public in accordance with section 5.23(2) of the *Local Government Act 1995* for Council to discuss matters of a confidential nature.

6/0 CARRIED

20.1 CHIEF EXECUTIVE OFFICER REVIEW

PE 00007

Author

Chief Executive Officer

Disclosure of Any Interest

Disclosure of Interest: Chief Executive Officer

Nature of Interest: Financial Interest – matters associated with employment contract

Mr Anderson left Council Chamber at 11.45 am.

Moved Cr Capewell
Seconded Cr Laundry

Council Resolution

That Council:

- 1. Receives this Chief Executive Officers Performance Review report and endorses the overall performance rating for Mr Anderson as the Shire of Shark Bay's Chief Executive Officer, for the review period May 2013 to September 2014, as 'Highly Satisfactory'.**
- 2. Adopts the draft Key Result Areas and indicators for 2014/2015.**
- 3. Schedules the next review of performance to be commenced by 1 June 2015 and completed by 30 July 2015.**
- 4. Endorses variation of Mr Anderson's total reward package by 2.6% from \$156,758 to \$160,842, effective from 28 September 2013.**
- 5. Endorses variation of Mr Anderson's total reward package by 3.0% from \$160,842 to \$165,696, effective from 28 September 2014.**

6/0 CARRIED

Mr Anderson returned to Council Chamber at 12.15 pm.

20.2 OZSHACK STRUCTURES – LOT 4 NANGA ROAD, NANGA
P2016

Author

Liz Bushby, Gray & Lewis Landuse Planners

Disclosure of Any Interest

Disclosure of Interest: Gray & Lewis

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

Disclosure of Interest: Cr Wake at 12.19 pm.

Nature of Interest: Proximity Interest with no nature of interest recorded on the form.

Moved Cr Capewell
Seconded Cr Prior

Cr Wake declared a proximity interest and 12.19 pm on the Item.
Cr Wake left the Council Chamber at 12.21 pm.

Council Resolution

That Council:

- 1. Note the written advice by Mrs Cecilia Wee that the ‘OzShack’ structures are mobile and are parked within existing caravan bays that fall under an existing Caravan Park licence.**
- 2. Note the confidential legal advice received from McLeods Barristers and Solicitors as included in Attachment 1.**
- 3. Authorise the Chief Executive Officer to write to Ms Cecelia Wee to advise her that the ‘OzShack’ structures can reasonably be construed as a ‘camp’ within the meaning of that term in the *Caravan and Camping Grounds Act 1995*. As there is an existing Caravan Park Licence for Lot 4 Nanga Road Nanga, the OzShack structures can be retained on the lot without any further approval as long as the structures are kept in a portable form.**

5/0 CARRIED

20.3 PRESIDENTIAL CONFIDENTIAL REPORT
CM00021

Author

President – Cr Cowell

Disclosure of Any Interest

Disclosure of Interest: Cr Cowell

Nature of Interest: Impartiality Interest as a Board Member

Cr Wake returned to the Council Chamber at 12.23 pm.

Moved Cr Cowell
Seconded Cr Laundry

Council Resolution

The recommendation from the President, as presented to Council in the Private and Confidential report, to be adopted.

5/1 CARRIED

Moved Cr Prior
Seconded Cr Capewell

Council Resolution

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

6/0 CARRIED

21. DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of Council will be held on the 26 November 2014 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 1.00 pm.