

Shire of Shark Bay

**Minutes of the Ordinary Council
Meeting held on 29 April 2015**





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

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 April 2015 commencing at 3.00 pm

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The President advised that she had also received requests in regard to this matter and would discuss the request with Council.

The President closed Public Question Time at 3.14 pm

5. **APPLICATIONS FOR LEAVE**

NIL

6. **PETITIONS**

Petition Noted - handed to Council during Public Question time.

7. **CONFIRMATION OF MINUTES**

7.1 **CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 25 MARCH 2015**

Moved Cr Laundry
Seconded Cr Capewell

Council Resolution

That the minutes of the Ordinary Council meeting held on 25 March 2015, as circulated to all councillors, be confirmed as a true and accurate record.

7/0 CARRIED

7.2 **CORRECTION OF CONFIRMED MINUTES OF 25 FEBRUARY 2015**
INTRODUCED ITEM

Moved Cr Prior
Seconded Cr Wake

–

Council Resolution

That the confirmed minutes of the Ordinary Council meeting held on 25 February 2015, as circulated to all Councillors, be amended on page 41 (Item 11.4) to include the following after the vote of 3/3 TIED / LOST:

AMENDMENT TO OFFICERS RECOMMENDATION

Reason: That Council felt that the Pastoral and Useless Loop Ward needed to have specific representation due to their isolation and to recognise that there are varying issues in this area.

7/0 CARRIED

8. **ANNOUNCEMENTS BY THE CHAIR**

Mr John Coxhead will have his Australian Citizenship ceremony held at 2.30 pm before the Council meeting.

9. **PRESIDENT'S REPORT**

GV00002

Council Committee Membership

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

Other Committee Membership

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

Meeting Attendance

3 March	Cape Inscription interpretive meeting
6	Official Opening of Monkey Mia Jetty
	Opening of Shark Bay Emergency Services Precinct
21-22 April	Gascoyne Development Commission Board meeting Denham
22	Councillor Forum – Gascoyne Regional Blueprint
22	Community Forum – Gascoyne Regional Blueprint

General Matters

Nil

Signatures

Councillor	<i>Councillor Cowell</i>
Date of Report	20 April 2015

Moved	Cr Laundry
Seconded	Cr Prior

Council Resolution

That the President’s activity report for April 2015 be received.

7/0 CARRIED

10. COUNCILLORS' REPORTS

10.1 CR WAKE
GV00007

Committee Membership

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

Meeting Attendance

29 April 2015 Ordinary Council Meeting

General Matters

There has been a series of excellent rainfall events over the majority of the pastoral area. Repairs from Cyclone Olwyn are ongoing.

Signatures

Councillor	<i>Councillor Wake</i>
Date of Report	20 April 2015

Moved	Cr Capewell
Seconded	Cr Prior

Council Resolution

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

7/0 CARRIED

10.2 Cr Capewell
GV00005

Committee Membership

Member	Works Committee
Member	Audit Committee
Member	Shark Bay Marine Facilities Management Committee

Meeting Attendance

22 April 2015 Attended the Gascoyne Development Commission's presentation on the Gascoyne Regional Blueprint

25 April Attended ANZAC memorial service

28 April Attended Sunrise Television weather transmission from the Shark Bay World Heritage Discovery & Visitor Centre

General Matters

Nil

Signatures

Councillor *Councillor Capewell*
Date of Report 22 April 2015

Moved Cr Prior
Seconded Cr Wake

Council Resolution

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

7/0 CARRIED

10.3 Cr Laundry
GV00013

Committee Membership

Member Audit Committee
Member Development Assessment Panel

Meeting Attendance

30 March 2015 Attended Elected Members Training at the Western Australian Local Government Association for Land Use Planning – see report submitted in item 11.1

22 April Attended the Gascoyne Development Commission's presentation on the Gascoyne Regional Blueprint

General Matters

Nil

Signatures

Councillor *Councillor Laundry*
Date of Report 17 April 2015

Moved Cr Prior
Seconded Cr Wake

Council Resolution

That Councillor Laundry's April 2015 report on activities as Council representative be received.

7/0 CARRIED

10.4 Cr Bellottie

GV00010

Committee Membership

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

Meeting Attendance

21-22 April 2015	Gascoyne Development Commission Board meeting Denham
22	Councillor Forum – Gascoyne Regional Blueprint
22	Community Forum – Gascoyne Regional Blueprint

General Matters

Nil

Signatures

Councillor	<i>Councillor Bellottie</i>
Date of Report	20 April 2015

Moved	Cr Prior
Seconded	Cr Wake

Council Resolution

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

7/0 CARRIED

10.5 Cr Ridgley
GV00008

Committee Membership

Member	Works Committee
Member	Audit Committee
Member	Shark Bay Marine Facilities Management Committee
Member	Shark Bay 2016 Commemoration Advisory Committee
Member	Regional Collaboration Group – Gascoyne
Member	Shark Bay Health Advisory Board
Member	Shark Bay Community Resource Centre Committee

To conclude, the purpose of Land Use Planning is to provide:

- 1] Community Safety
- 2] Water, utilities, easements, roads, and other service Provisions.
- 3] Design for climate responsive dwellings.
- 4] To ensure that urban development lots have a suitable level of amenity services and access.
- 5] General principles and background to objectives and requirements.

The training session, for me, was full on and I would recommend it to any councillor, who has not done the course, to do so and preferably at a local venue.

Legal Implications

There are no legal implications relative to this report

Policy Implications

There are no policy implications relative to this report

Financial Implications

The costs association with Councillor training involved the cost of flights, meals, accommodation, and training totalling \$1,684.50 inclusive of GST.

Strategic Implications

4.2.2 Implement effective training programs for administration and councillors

Risk Management

Low risk association with this report

Voting Requirements

Simple Majority Required

Signatures

Councillor

Cr K Laundry

Date of Report

17 April 2015

11.2 TOWN COMMON
RES49809

AUTHOR

CHIEF EXECUTIVE OFFICER

DISCLOSURE OF ANY INTEREST

NIL

Moved Cr Ridgley

Seconded Cr Cowell

Council Resolution

That Council:

1. **Note the correspondence from Mr Hargreaves in relation to Reserve 49809.**
2. **Endorse the administration's proposal and include funding in the draft 2015/2016 budget to survey and allocate suitable areas within Reserve 49809 for occupation under licence in accordance with Council's Management Order.**
3. **Advise all current and future occupiers of the Town Common that it is a condition of approval and ongoing occupation that all licenced areas must be adequately fenced to maintain their stock within the allocated area.**
4. **Request the administration to instigate a progressive program to remove any fences, grids and gates on Reserve 49809 not associated with areas that are subject to valid licences issued in accordance with Council's Management Order.**
5. **Introduce an annual fee of \$100 per annum for a licence to occupy an approved designated section of Reserve 49809.**

6/1 CARRIED

BACKGROUND

The Shire has a Management Order for Reserve 49809 with a current purpose classified as common. The area of the reserve is 1,139.223 hectares. The classification of current purpose as "common" appears to be based on a historical use.

The definition of common in the Australian concise oxford dictionary is:
belonging to, open to or affecting the whole community or the public (common land).

The Council in 2008 advised the Department of Lands that the use of the reserve referred to as the common would as follows;

Predominately the common will be only be for de-pasturing of animals under "license to occupy" however a small portion of the common has been used for material extraction by the Shire for Local Government requirements

Subsequently the Shire in July 2008 received a Management Order with the following conditions:

- (i) To be used for its designated purpose of "Common "only
- (ii) Power to licence for the designated purpose is granted for the whole or any portion thereof for any term not exceeding five (5) years from the date of license subject to the approval in writing of the Minister of lands being first obtained to each and every licence pursuant also to the provisions of section 19 of the *Land administration Act 1997*.

The Council in 2009 to ensure there was a consistent approach to the use and controls of the common considered a policy and advertised the policy for comment.

It is unclear if the policy was formally adopted, however the principles of the policy appeared to have been put into place and it is now referred to as a Management Statement.

The following conditions are contained within the licences that are granted by Council

All occupiers of the town common will observe basic requirements for its occupation.

All occupiers of the common will ensure that all of their activities conform to any relevant legislation or other statutory requirement.

- *Illegal activities of any nature are not to take place at the town common.*
- *The common will be left clean and tidy; all rubbish etc. is to be removed.*
- *Due respect is to be observed to other occupiers of the town common with regard to mutual required services and infrastructure.*
- *Occupiers are asked to contribute to a positive relationship with other town common users.*
- *The area utilized must have a stock control measure in place to secure their stock.*
- *Stock numbers must be maintained within the license approval. Any additional stock must be approved by council.*
- *Activity infrastructure will be required to be set back a specified distance from the access road as determined by the shire.*
- *Speed limits will be observed on the access and external road within the town common.*
- *Occupiers of the town common are required to address issues of concern directly to the shire and not to other occupiers.*

The following is the Management Statement that was reviewed by the Council.

Management Statement for the Occupation and use of the Town Common

- a) The shire is to maintain a register of all occupiers of the town common along with the following base data;
1. The area and location of land being utilised along with the specific infrastructure thereon.
 2. The number of stock being grazed.
 3. Other activities that are being undertaken. E.g., sand extraction, trail bike riding etc.
- b) Occupiers of the town common
1. All occupiers of the town common will require a license to be granted for the designated purpose of occupation of the town common for a term not exceeding (5) years and be subject to the approval in writing from the minister for lands.

The approved licence will specify all current activities undertaken pursuant to the licence and detail any conditions of approval relative to that occupation.
- c) Reporting Requirements
1. A report will be provided to council on an annual basis detailing current occupiers of the town common that includes their infrastructure, stock details, cubic metres of sand removed and other details of change that may have occurred.
- d) General Management Statement for Occupiers
1. All occupiers of the town common will observe basic requirements for its occupation.
 2. Activities are to be controlled and maintained to ensure long term environmental sustainability and ultimate re-instatement of its land use.
 3. Due respect is to be observed to other occupiers of the town common with regard to mutual required services and infrastructure.
 4. Activity infrastructure will be required to be set back a specified distance from the access road as determined by the shire.
 5. An area stock control device will be required to access the town common.
 6. Speed limits will be specified on the access road within the town common.
 7. Occupiers of the town common are required to address issues of concern directly to the shire and not to other occupiers.
- B) That “General Management Statement for occupiers” includes licensed occupiers of the common are to ensure that all activities conform to any relevant legislation/statutory requirements.

Given the area is Reserve vested in the Council, the Council Property Local Laws can also be applied to this area.

The following licenses have been issued for use of the common:

Mrs Alison McLean
Licence issued 1 June 2013 expires 31 May 2018
Area 4.2 Hectares

All conditions have been complied with, including the fencing of the area allocated and the licence has been approved by the Minister.

Ms Tracey Weiss
Licence issued 01 September 2014 expires 31 August 2019
Area approx. 1.5 Hectares

These licences have been finalised and have the approval of the Minister. There are three other occupants of the common at present, their applications were discussed at Council meetings in 2010 with a final decision at the July 2010 meeting of Council with conditional approval being granted subject to conditions to two of these applicants.

The applicants were:

Mrs Margaret Hargreaves
Licence conditional approved by council July 2010 expiring June 2015
Area 1,500m²

Mr Henk Van Eek
Licence conditionally approved by council July 2010 expiring June 2015
Area 5 Hectares

The third license application was from the following two individuals but was treated as a dual application and was approved without being subject to any further conditions.

Mr Gary Desmond and Mr Harold Hoult
Licence approved by council July 2010 expiring June 2015
Area 15 Hectares

The process that was applied to these licences has been reviewed due to some recent issues and the fact that these licences are approaching their end date of 30 June 2015.

These investigations appear to indicate that the full process was not followed and the conditions the approvals were contingent upon have not been fully met by two of the applicants.

It would also appear that the approval of the Minister has not been forthcoming in regard to these three licenses.

Mrs Hargreaves and Mr Van Eek were advised of the impending expiry by correspondence on 18 August 2014 and that the licence process was not finalised, they were advised of the impending licence expiry date of 30 June 2015 and advised to reapply for a licence to occupy.

Mr Desmond and Mr Hoult were also advised of the impending licence expiry and have submitted an application which is being reviewed by the administration to verify the

area of occupation. This application will be presented to Council for consideration at the Ordinary Council meeting in May 2015.

It is proposed to work with the individuals to facilitate the meeting of the Council conditions and the submission of an application that can be reviewed and considered by the Council and the Minister.

There are conditions on the issued licences relating to the tenure and stock control devices relevant to the licence approval which will be further investigated to ensure compliance with the original approvals issued.

COMMENT

There has been ongoing issues between the occupiers of the common, predominately relating to the issue of stock not being enclosed in the allotted area.

The conditions require the licence holders of the area utilized under licence to have a stock control measure in place to secure their stock. The majority of users have complied with this condition and erected adequate fencing.

There is also a gate and a grid in place at the entrance of area of the reserve across the public thoroughfare, of which the gate has been the subject of ongoing angst with occupiers of the common.

The grid has been uncovered and then covered and the gate has been closed, removed and staked open on various occasions. While the gate and grid is useful in keeping stock in an area, the licences issued to the occupiers of the common require stock control measures to keep their animals within their allotted areas.

There is still the opportunity to utilise the unallocated areas of the common for riding and grazing of animals while they are under the control and/or care of the owner.

The installation and ongoing utilisation of a gate and grid would also require maintaining the fencing of the reserve area to ensure stock are maintained with the reserve.

While there is anecdotal information that areas contained within the overall reserve area were originally fenced, the total area of the current Reserve 49809 of 1,139 hectares was not fully enclosed with fencing. The ongoing maintenance of fencing of the reserve or areas within the reserve would be a significant impost upon Council's budgets. The obligation to adequately fence an area is contained within the licences to occupy and as such the passes to the applicant.

The reserve also has a Thoroughfare that allows licenced occupiers and the public to access areas of the reserve, as such the thoroughfare and the unlicenced areas of the reserve is controlled by the Shires Activities in Thoroughfares and Public Places and Trading Local Law and Local Government Property Local Law.

The imposition of penalties in regard to the activities that have caused concern with the utilisation of the reserve are treated as a last resort, however remain for the administration to utilise if and when required.

The administration has commenced mapping of the common reserve to establish the boundaries and current occupiers, with the aim to record on a mapping program suitable areas. This will ensure there is an orderly and structured utilisation of the remaining areas, while this may appear to be not warranted at this stage, it would be

beneficial in the longer term and assist any future applicants in requesting and area of allocation.

It would be appreciated and assist the administration if a clear direction can be established by the Council in regard to the stock control measures that the Council requires to be put in place and maintained by the occupiers and by Council regarding the allocated and un-allocated areas of the common.

Council is aware that Mr Hargreaves has expressed an opinion and provided information regarding the history of the common and Reserve 49809. Mr Hargreaves has requested further information to prepare a submission which the administration is dealing with, however his most recent email of 14 April 2015 is attached.

LEGAL IMPLICATIONS

The Council has a Management Order for Reserve 49809 in accordance with the *Land Administration Act 1997*.

The conditions of the Management Order

- (iii) To be used for its designated purpose of "Common "only
- (iv) Power to license for the designated purpose is granted for the whole or any portion thereof for any term not exceeding five (5) years from the date of license subject to the approval in writing of the Minister of lands being first obtained to each and every licence pursuant also to the provisions of section 19 of the *Land administration Act 1997*.

The Management Order enables the Council to grant individual licences and impose conditions in regard to the licence, which are then reviewed and ratified or amended by the Minister or their delegated officer.

POLICY IMPLICATIONS

The Council has the Management Policy as follows that applies:

Management Statement for the Occupation and use of the Town Common

- e) The shire is to maintain a register of all occupiers of the town common along with the following base data;
1. The area and location of land being utilised along with the specific infrastructure thereon.
 2. The number of stock being grazed.
 3. Other activities that are being undertaken. E.g., sand extraction, trail bike riding etc.
- f) Occupiers of the town common
1. All occupiers of the town common will require a license to be granted for the designated purpose of occupation of the town common for a term not exceeding (5) years and be subject to the approval in writing from the minister for lands.

The approved licence will specify all current activities undertaken pursuant to the licence and detail any conditions of approval relative to that occupation.
- g) Reporting Requirements
2. A report will be provided to council on an annual basis detailing current occupiers of the town common that includes their infrastructure, stock details, cubic metres of sand removed and other details of change that may have occurred.
- h) General Management Statement for Occupiers
8. All occupiers of the town common will observe basic requirements for its occupation.
 9. Activities are to be controlled and maintained to ensure long term environmental sustainability and ultimate re-instatement of its land use.
 10. Due respect is to be observed to other occupiers of the town common with regard to mutual required services and infrastructure.
 11. Activity infrastructure will be required to be set back a specified distance from the access road as determined by the shire.
 12. An area stock control device will be required to access the town common.
 13. Speed limits will be specified on the access road within the town common.
 14. Occupiers of the town common are required to address issues of concern directly to the shire and not to other occupiers.
- B) That “General Management Statement for occupiers” includes licensed occupiers of the common are to ensure that all activities conform to any relevant legislation/statutory requirements.

These management conditions have been expanded with the following being included on the application form and submission that is reviewed and considered by Council for approval.

All occupiers of the town common will observe basic requirements for its occupation.

All occupiers of the common will ensure that all of their activities conform to any relevant legislation or other statutory requirement.

Illegal activities of any nature are not to take place at the town common.

The Shire of Shark Bay, its officials, employees and agents shall not be held responsible for personal injuries or damages sustained or property or stock lost or stolen on the town common.

Activities are to be controlled and maintained to ensure long term environmental sustainability and ultimate re-instatement of its land use.

Occupiers are to be responsible for any damages caused to the Town Common other than general deterioration of the site.

The common will be left clean and tidy; all rubbish etc. is to be removed.

Due respect is to be observed to other occupiers of the town common with regard to mutual required services and infrastructure.

Occupiers are asked to contribute to a positive relationship with other town common users.

The area utilized must have a stock control measure in place to secure their stock.

Stock numbers must be maintained within the license approval. Any additional stock must be approved by council.

Activity infrastructure will be required to be set back a specified distance from the access road as determined by the shire.

Speed limits will be observed on the access and external road within the town common.

Occupiers of the town common are required to address issues of concern directly to the shire and not to other occupiers.

The management policy point 12 indicates:

An area stock control device will be required to access the town common.

This statement is ambiguous in regard to its application and appears to indicate that there will be a stock control device at the entrance to the reserve.

It is unclear if the intent was for the Shire administration to install a stock control device, i.e. either gate or fence or if it was the responsibility of the licence holders to install a stock control device.

FINANCIAL IMPLICATIONS

The Council currently does not impose any fee for the issuing of a licence for the use of an approved section of the common.

The majority of uses are recreational however there is currently one commercial operation that has a licence to occupy.

The Council may if it considers warranted or justified impose fees for the utilisation of an area of the reserve under the management of the Council.

The utilisation of an area of reserve from the Council negates the individual from purchasing property as and such makes a considerable saving on keeping of animals. It is acknowledged that there is very limited land available that is suitable for the keeping of large animals, however this is not a new phenomenon.

The Council does impose some fees to community/sporting organisations that have exclusive use of reserves.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this report

RISK MANAGEMENT

There are a number of risk factors associated with the licencing of areas of reserve to individuals for the keeping of animals.

This includes the environmental degradation of the licenced area, however given that the confinement of any animal will cause degradation of the environment, the licenced area could be viewed as the sacrificial site.

The issue of free roaming stock is also a risk factor, however Council would be mitigated due to the requirements of the policy and conditions of licence. The responsibility for wandering stock outside of the designated licence is a breach of Council Local Laws and would be the responsibility of the owner of the stock.

VOTING REQUIREMENTS

Simple Majority Required

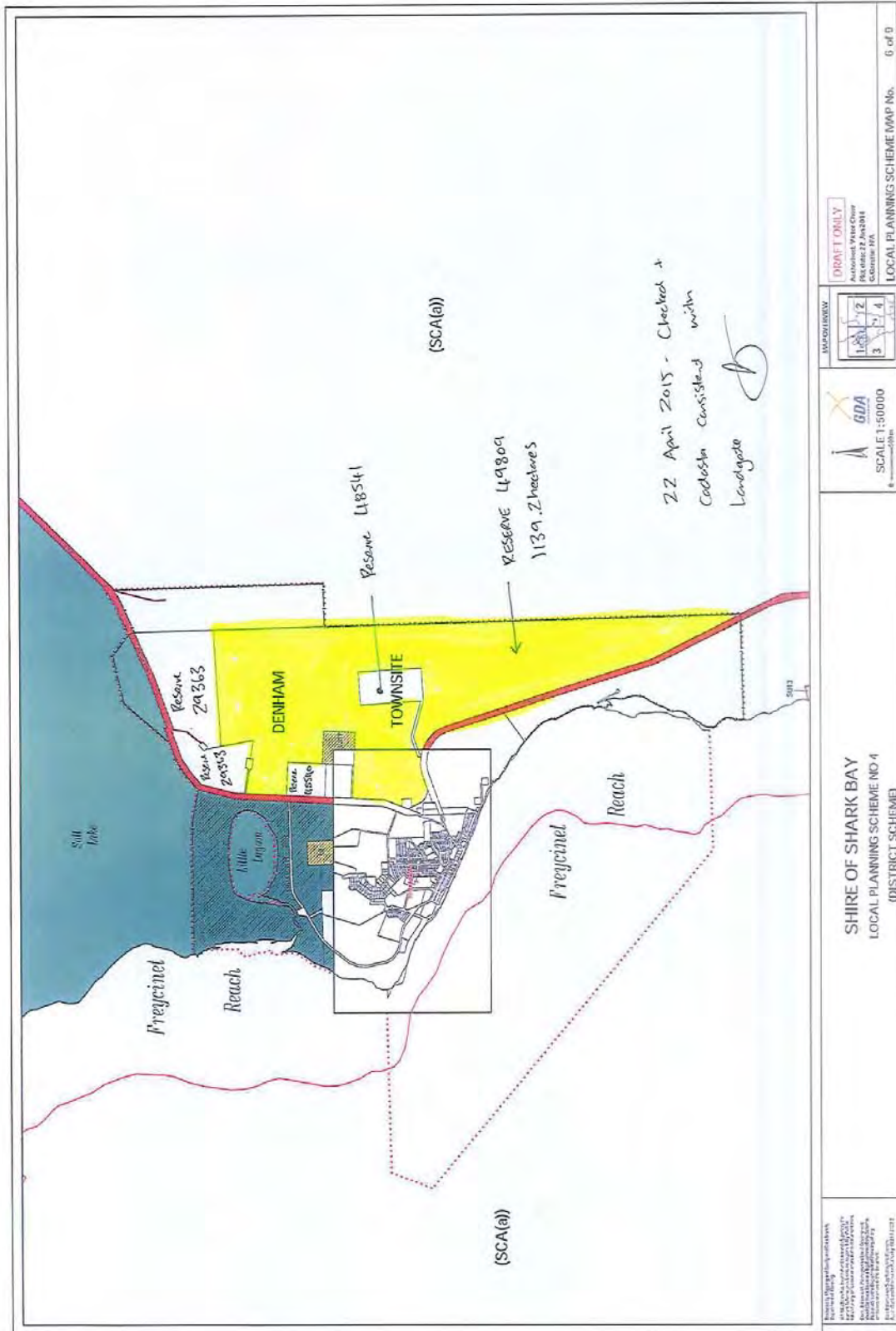
SIGNATURES

Chief Executive Officer

P Anderson

Date of Report

23 April 2015



29 APRIL 2015

From: Sharkbay Herald [mailto:sharkbayherald@westnet.com.au]

Sent: Tuesday, 14 April 2015 5:53 AM

To: Rhonda Mettam

Cc: Cowell, Cheryl; Keith Capewell; Greg Ridgley; deben8@bigpond.com; twintub1@bigpond.com; Hamelin Pool Station; Paul Anderson

Subject: Commonage

Administration
Shire of Shark Bay

Commonage

I have been asked to make a formal submission by the C.E.O. to the Shire Council on the subject of the Common.

To do a proper job I want to get certain facts clearly established from the Shire records.

Thus can you please advise me of the following dates & allied (condensed preferably) details

—

1. Date the Common was first formally designated as such and
2. the lines of demarcation and approx. area
3. The date the approx. one quarter of this designated Common was allocated to a member of the Houtt family and the accompanying details of boundary lines, acreage, datum post, copies of Public Notices advertising intent re-zoning of land etc.
4. Records of any fees levied for Administration costs or annual charges for the use of the livestock/grazing purposes.
5. Fees levied & (fees paid) by the current users of the Common proper
e.g. Mr.Garry Desmond,
Mrs.Allison McLean
Mr.Henk van Eek (Camel Safaris)
Mrs Margaret Hargreaves
6. The date & datum, size of area allocated & proposed fence lines for the one Commercial operation – the Shark Bay Camel Safaris.

In case of need I have previously submitted fairly lengthy submissions in reply to letters from the Shire & have addressed three Council meetings of recent years but have not received replies.

To facilitate matters I conclude this communication with one such letter dated the 27th August 2014

Thank you – Tim Hargreaves

Submission by Mr & Mrs Hargreaves on the subject of the keeping of horses at the Commonage.

Background

In the **1980's** the then Shire Council invited my wife & I to apply for land for the purposes of horse grazing in the locality which

runs from the back of the Industrial area to Stella Rowley Drive and including the land where this building now stands.

It would have comprised about 100 acres. With the assistance of the Shire and a few *busy bees* water was piped from the Oval & fencing undertaken where required. We were invited to make such application in large measure because the then Shire Clerk, Brett Pollock, had a wife who had two horses & it was evident that such a facility would be of Community benefit to would-be horse owners in the future. Stabling was minimal, essentially for storage of feed & tackle, as, in keeping with normal Conservation policies of the day, a free range grazing policy ensured that no one area would be eaten out.

With the development of the town we were subsequently asked to shift to where the present tip is. There was several thousand acres adjoining that locality. Different horse owners came & went and it was essentially my wife & myself identified with the matter of horses here. Again we fenced where necessary and again it was free range grazing as by now we were part of the World heritage conservation policies. The water itself was free being part of a supply line that ran up to what I recall was referred to as No.1 Bore.

A number of years later when the decision to shift the tip to where it now is, we were again asked to re-locate to the present locality referred to as the Common. That was about 15 years ago.

The area is about 2,000 (?) acres to my knowledge. The immediate fencing put in place was required of by Monkey Mia who controlled the Airport, being necessary to prevent kangaroos, emus, goats etc. from wandering onto the Airstrip.

The then Shire Council & Administration (Mark Hook) was again very co-operative with enabling a grid and gate at the entrance to this 'Common' and we again fenced off at our own cost a small holding paddock and arranged with Speedway to share costs of maintaining the water line that runs out to the Airport. (Water was always free from the Oval bore but the costs of maintaining the line that runs as far as to the Airport has – from the Speedway Club onwards – been borne essentially by my wife & myself.

Excluding a part ownership in the Oval pump, the last bill was \$800 for new pipe. The Shark Bay Camel Safaris, Pistol Club, Golf Club, Hoult, Garry Desmond and Airport declined to contribute & have undertaken to cart themselves.)

Over the years it has generally worked well with most horse owners being responsible types & proving co-operative.

The first major problems arose - and are ongoing - with the arrival of a commercial venture in the form of the Shark Bay Camel Safaris. I think most Councillors are aware of the problems associated with this business venture there.

Present situation.

With the advent of a Commercial operation on what was basically an informal horse-owners pursuit, the last Council & Administration were somewhat *forced* into establishing some sort of rules. It became something of a Pandora's Box of complex & questionable legalities: supposed ancient rights of Commonage, the carting of gravel, the opening or otherwise of gates, a supposed gazetted road, the hitherto safe free ranging of horses, delinquent quad bike riders etc. Coupled with this the then Building/Health Inspector (to use the old title) Mr. McKechnie came to certain 'arrangements' with various people, the details of which we were not advised of.

Of these 'arrangements' one involved the land at the far end of what had been designated as Commonage for the community. This was fenced off by a member of the Hoult family and a gate placed across the supposedly gazetted road. As much by hearsay as anything, we understood the deal involved the Golf Club and vacant Crown Land but that's about all we have gleaned, there being no evidence in the Shire Minutes of the process nor public consultation with other users of the Common. The other 'arrangements' made by Mr. McKechnie were with Mr. van Eek involving some imaginary line(s) running from where the Camels are housed back to the main gate but stretching to where, we have no idea.

No doubt there are some sort of compass bearings & fence lines on record somewhere but in my 40 odd years of varied work

including the Main Roads, the building industry & station fencing, I have yet to hear of a 'fence line where there are no markers or signs of where that fence line runs.

I don't know of the circumstances in which Mr. McKechnie & the Shire parted company somewhat abruptly but I do know as a Councillor I made some serious allegations to the current CEO (Mr. Anderson) & to the present Shire President (Cnr. Cowell) concerning improprieties involving selective application of the law.

Hoped-for outcome

For our part we want to be left alone without being subjected to new licencing arrangements, fees, ever changing set back rules, etc.

We agree with the other users of the Commonage that the gate should have a padlock but have no problem with the carting of gravel by the Shire or private enterprise or of friends of other horse owners having access to this locality.

A grid is a good idea but to be frank they readily fill in with either sand blown in or borne by water from down the track.

Councillors, my wife & I are in our mid-seventies. We were instrumental in this community amenity coming into being and find the original concepts & ground rules being changed latterly without our knowledge or consent & to our detriment.

If the other horse owners want large paddocks then we have no problem with that (as long as within reason) but as people having lived here for over 40 years we strongly advise against over grazing any one piece of land. With our low rainfall it takes too long for the land to recover. With the low rain fall and resultant fire hazard, free range cropping cuts down on that risk as has been proven at horrendous costs *afterwards* elsewhere in Australia.

We came into Shark Bay when it was a dirt road & have played our part in the establishment & continuity of all manner of organisations - particularly the Emergency Services.

Other groups can have their particular hobby or pleasure type 'clubs' with even Shire financial support. Is it too much to ask that we be afforded like treatment?

Thank you for hearing us out. It goes without saying we will be glad to answer any questions.

Tim & Maggie Hargreaves

In the Shire Chambers 27th August 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 Capewell

Seconded Cr Cowell

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$454,726.58 be accepted.

7/0 CARRIED

Comment

The schedules of accounts for payment covering - Municipal fund account cheque numbers 26735 to 36742 totalling \$8,552.63

Municipal fund account electronic payment numbers MUNI EFT 17244 to 17357 totalling \$294,877.50

Municipal fund account for March 2015 payroll totalling \$103,279.00

Direct Debits to Council account for March 2015 totalling \$3,724.45

Trust fund account cheque numbers 1051 TO 1052 totalling \$96.50

Trust fund account electronic payment numbers 17318 TO 17413 totalling \$24,931.50 and

Trust fund Police Licensing for March 2015 cheque number 141509 totalling \$19,265.00.

The schedule of accounts submitted to each member of Council on 24 April 2015 has been checked and are fully supported by vouchers and invoices. All vouchers and

invoices have been duly certified as to the receipt of goods and services and the cost of goods and services received.

Voting Requirements

Simple Majority Required

Signature

Author

S Martin

Chief Executive Officer

P Anderson

Date of Report

20 April 2015

**SHIRE OF SHARK BAY
MUNI CHEQUES 26735-26742 TO 31 MARCH 2015**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
26735	12/03/2015	HORIZON POWER-STREET LIGHTING	MONTHLY ACCOUNT	-2882.37
26736	12/03/2015	HORIZON POWER-MAIN USAGE	MONTHLY ACCOUNT	-3701.36
26737	12/03/2015	WATER CORPORATION - OSBORNE PARK	WATER USAGE ON SUNTER PLACE	-270.80
26738	24/03/2015	AUSTRALIAN COMMUNICATIONS AUTHORITY	APPARATUS LICENCE INITIAL ISSUE FEE 6SBS FM AT DEPOT	-628.00
26739	24/03/2015	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-373.76
26740	24/03/2015	MACQUARIE SUPER ACCUMULATOR	SUPERANNUATION CONTRIBUTIONS	-379.82
26741	24/03/2015	SUN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-316.52
TOTAL				\$8,552.63

**SHIRE OF SHARK BAY
MUNI EFTS 17244-17357 TO 31 MARCH 2015**

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17244	05/03/2015	AUSTRALIAN TAXATION OFFICE	PAYROLL DEDUCTIONS	-15764.00
EFT17245	06/03/2015	AUTO ONE	SEAT COVERS FOR SR5 UTE	-92.80
EFT17246	06/03/2015	S.A.BURTON	TILING –OVERLANDER HALL	-4746.50
EFT17247	06/03/2015	BULLIVANTS HANDLING SAFETY	JIB HOOK	-211.66
EFT17248	06/03/2015	COLBERNE INDUSTRIES	RIBBON - FOR MONKEY MIA JETTY OFFICIAL OPENING	-130.00
EFT17249	06/03/2015	CONPLANT AUSTRALIA	WINDSCREEN AND RIM	-2115.15
EFT17250	06/03/2015	CDH ELECTRICAL	ELECTRICAL CONNECTION FOR NEW AIRCON IN SERVER ROOM	-498.27
EFT17251	06/03/2015	GEARING BUTCHER'S	CLEAN UP AUSTRALIA DAY EVENT	-30.00
EFT17252	06/03/2015	MARKET CREATIONS	BANNER TEMPLATE DESIGN	-429.00

ORDINARY COUNCIL MINUTES

29 APRIL 2015

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17253	06/03/2015	PROFESSIONAL PC SUPPORT	REMOTE SUPPORT TO FIX PRINTER ISSUES	-70.00
EFT17254	06/03/2015	RAY WHITE REAL ESTATE SHARK BAY	RENT ON 34 HUGHES ST	-1127.00
EFT17255	06/03/2015	SKIPPERS AVIATION	FLIGHT FROM PERTH TO MONKEY MIA - 21/03/2015 - ALEISHA HEWITT	-313.00
EFT17256	06/03/2015	SHARK BAY HOTEL MOTEL	COUNCIL MEETING REFRESHMENTS	-100.00
EFT17257	06/03/2015	SHARK BAY CLEANING SERVICE	FORESHORE	-1545.57
EFT17258	06/03/2015	SHARK BAY AIR CHARTER	AIR TRAVEL TO GASCOYNE WALGA ZONE AND REGIONAL ROAD GROUP FOR CR COWELL CR PRIOR MR ANDERSON AND MR GALVIN ON THURSDAY 26 FEBRUARY 2015	-606.65
EFT17259	06/03/2015	SALTWATER CAFE	COUNCIL MEETING REFRESHMENTS -	-55.00
EFT17260	06/03/2015	TELSTRA CORPORATION LIMITED	PHONE ACCOUNTS	-1943.26
EFT17261	06/03/2015	TRUCKLINE PARTS CENTRE	CABLE HOLDER	-55.41
EFT17262	06/03/2015	THOMAS LACHLAN	REIMBURSEMENT-HEALTH OFFICER	-80.60
EFT17263	06/03/2015	VORTEX PLASTICS	POLY CARBONATE SHEET	-70.99
EFT17264	06/03/2015	WESTRAC EQUIPMENT PTY LTD	DOOR LOWER GLASS-CAT TOOL CARRIER	-140.56
EFT17265	12/03/2015	GERALDTON TOYOTA	WHEEL RIM-COUNTRY UTE	-353.72
EFT17266	12/03/2015	ALLELECTRIX PTY LTD	REPAIR SPEAKER IN GYM TOILET REPAIR HAND DRYER IN LADIES TOILET	-581.13
EFT17267	12/03/2015	BOC LIMITED	CONTAINER RENTAL	-69.47
EFT17268	12/03/2015	BRIAN JOHN GALVIN	REIMBURSE IINET 18/2/15 TO 18/3/15	-79.90
EFT17269	12/03/2015	DENHAM IGA X-PRESS	LOOP ROAD CONTRACTOR SUPPLIES	-569.52
EFT17270	12/03/2015	SHARK BAY SUPERMARKET	BUSH CREW SUPPLIES	-364.31
EFT17271	12/03/2015	GHD PTY LTD	PREPARATION OF RENEWABLE DRIVEN DESALINATION FEASIBILITY PAPER	-11279.40
EFT17272	12/03/2015	UHY HAINES NORTON	AUDIT FEES	-440.00
EFT17273	12/03/2015	TOLL IPEC PTY LTD	FREIGHT	-124.03
EFT17274	12/03/2015	MARITIME CONSTRUCTIONS	MONKEY MIA JETTY	-87352.82

ORDINARY COUNCIL MINUTES

29 APRIL 2015

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17275	12/03/2015	MCLEODS BARRISTERS AND SOLICITORS	MONKEY MIA EXTENSION OF RESERVE	-1889.86
EFT17276	12/03/2015	MITRE 10 SHARK BAY MARINE & HARDWARE	MONTHLY ACCOUNT	-855.12
EFT17277	12/03/2015	PURCHER INTERNATIONAL PTY LTD	CAB FILTER AND BONNET SPRING	-69.96
EFT17278	12/03/2015	PRESTIGE INSTALLATIONS (WA) PTY LTD	SERVICE REPAIRS AND NEW AIRCONDITIONER FOR SERVER ROOM	-2354.00
EFT17279	12/03/2015	SHARK BAY COMMUNITY RESOURCE CENTRE	SPORTS AND REC CENTRE MANAGEMENT	-5549.50
EFT17280	12/03/2015	MCKELL FAMILY TRUST	BINS FOR FEBRUARY (477 X 8)	-10275.78
EFT17281	12/03/2015	SHARK BAY CAR HIRE	CAR HIRE TRANSPORT DOCTOR	-440.00
EFT17282	12/03/2015	TELSTRA CORPORATION LIMITED	TELEPHONE SERVICE FOR SMS TO PUBLIC	-145.64
EFT17283	12/03/2015	AMBER GRACE TRUE	POLICE CERTIFICATE	-60.00
EFT17284	12/03/2015	TOTAL UNIFORMS	OFFICE STAFF SHIRTS FOR EMCD	-90.90
EFT17285	23/03/2015	BATTERY MART	BATTERIES	-459.80
EFT17286	23/03/2015	S.A.BURTON	RENOVATION PENSIONER UNIT 2	-2310.00
EFT17287	23/03/2015	DENHAM DIESEL SERVICES	SUPPLY AND FIT INJECTOR PUMP	-3630.00
EFT17288	23/03/2015	GEARING BUTCHER'S	EMERGENCY SERVICES OPENING	-254.96
EFT17289	23/03/2015	GERALDTON FUEL COMPANY	FUEL CARD # 27075505	-538.90
EFT17290	23/03/2015	THINK WATER GERALDTON	6" STAINLESS BALL VALVE	-1016.30
EFT17291	23/03/2015	GRAY & LEWIS LAND USE PLANNERS	GENERAL PLANNING	-7650.40
EFT17292	23/03/2015	HITS RADIO PTY LTD	RADIO ADVERTISING	-484.00
EFT17293	23/03/2015	ASPEN MONKEY MIA PTY LTD	MONKEY MIA JETTY OPENING-CATERING	-2100.00
EFT17294	23/03/2015	PAPER PLUS OFFICE NATIONAL	VARIOUS STATIONERY	-802.33
EFT17295	23/03/2015	POWERQUEST PTY LTD	CONCRETE FOUNDATION ERECT ARIAL AND VERTICALLY ADJUST FOR SHARK BAY SES	-27808.00
EFT17296	23/03/2015	C.R.KENNEDY SURVEY SOLUTIONS	FIELD GENIUS SOFTWARE UPGRADES	-632.50
EFT17297	23/03/2015	REPLAS	RUMBLE BARS	-1017.17
EFT17298	23/03/2015	RAY WHITE REAL ESTATE SHARK BAY	RENT ON 34 HUGHES ST	-1127.00
EFT17299	23/03/2015	SHARK BAY TAXI SERVICE	SHIRE/OVERLANDER RUN FEB 15	-1166.00

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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17300	23/03/2015	SHARK BAY COMMUNITY RESOURCE CENTRE	INSCRIPTION POST	-12.00
EFT17301	23/03/2015	SHARK BAY CLEANING SERVICE	FEB MONTHLY CLEANING	-16709.83
EFT17302	23/03/2015	TRUCKLINE PARTS CENTRE	HYDRAULIC FITTING	-10.25
EFT17303	23/03/2015	WESTERN AUSTRALIAN LOCAL GOVERNMENT	2015 LOCAL GOVERNMENT DIRECTORY	-330.00
EFT17304	24/03/2015	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-442.27
EFT17305	24/03/2015	MTAA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-789.22
EFT17306	24/03/2015	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	-332.14
EFT17307	24/03/2015	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-230.58
EFT17308	24/03/2015	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-773.13
EFT17309	24/03/2015	ONE STEP SUPER	SUPERANNUATION CONTRIBUTIONS	-377.90
EFT17310	24/03/2015	JOHN AND GAYNA SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	-559.04
EFT17311	24/03/2015	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	-323.90
EFT17312	24/03/2015	WA LOCAL GOV SUPERANNUATION PLAN PTY	SUPERANNUATION CONTRIBUTIONS	-8336.99
EFT17313	24/03/2015	WESTPAC SECURITIES ADMINISTRATION LTD	SUPERANNUATION CONTRIBUTIONS	-377.90
EFT17314	24/03/2015	REST	SUPERANNUATION CONTRIBUTIONS	-920.44
EFT17315	24/03/2015	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-358.16
EFT17316	24/03/2015	SMA SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-343.96
EFT17317	24/03/2015	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-745.69
EFT17318		USED IN TRUST		
EFT17319	30/03/2015	ALLELECTRIX PTY LTD	DISCOVERY CENTRE TEST ALL ELECTRICAL EQUIPMENT LIGHT BOX,	-532.40
EFT17320	30/03/2015	AUSTRALIA POST	POSTAGE AND PAPERS FEBRUARY	-179.83
EFT17321	30/03/2015	BAJA DATA & ELECTRICAL SERVICES	CHECK AND RECTIFY ELECTRICS IN UNIT 3	-192.50
EFT17322	30/03/2015	BAILEYS FERTILISERS	FERTILISER	-1350.80
EFT17323	30/03/2015	COUNTRY ARTS WA	COUNTRY ARTS WA ANNUAL FEE	-110.00
EFT17324	30/03/2015	CUMMINS ENGINE COMPANY PTY LTD	FILTERS X 6	-370.89
EFT17325	30/03/2015	CHUBB FIRE & SECURITY LTD	SECURITY MONITORING-SBDC	-139.67

ORDINARY COUNCIL MINUTES

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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17326	30/03/2015	CONPLANT AUSTRALIA	TUBES FOR ROLLER	-287.39
EFT17327	30/03/2015	CDH ELECTRICAL	PIT AND PIPE WORK FOR COMMUNICATIONS TOWER @ SES SHED DENHAM	-6370.63
EFT17328	30/03/2015	FLEET HYDRAULICS	QUICK CONNECT HYDRAULICS	-127.05
EFT17329	30/03/2015	SHARK BAY FUEL & SERVICE CENTRE	REPAIRS	-72.64
EFT17330	30/03/2015	GASCOYNE OFFICE EQUIPMENT	FUSER ROLL REPAIR ON RICOH	-824.75
EFT17331	30/03/2015	GHD PTY LTD	COMPLETION OF RENEWABLE DESALINATION STUDY	-3831.30
EFT17332	30/03/2015	GASCOYNE ISOLATED CHILDRENS PARENTS ASSOCIATION	STATE CONFERENCE DONATION	-500.00
EFT17333	30/03/2015	GOPHOR SPORTS	SPORTING EQUIPMENT - RECREATION CENTRE	-801.80
EFT17334	30/03/2015	HERITAGE RESORT SHARK BAY	CATERING - 2016 DIRK HARTOG COMMITTEE	-589.63
EFT17335	30/03/2015	HAMES SHARLEY PLANNING AND URBAN DESIGN	DEVELOPMENT OF TENDER DOCUMENTS FOR FORESHORE REVITALISATION PROJECT	-6435.00
EFT17336	30/03/2015	TOLL IPEC PTY LTD	FREIGHT- BOOKS	-112.91
EFT17337	30/03/2015	JASON SIGNMAKERS	WHEEL STOPS	-3698.75
EFT17338	30/03/2015	MUSEUMS AUSTRALIA	MUSEUMS AUSTRALIA - FULL PAGE ADD	-400.00
EFT17339	30/03/2015	PRESTIGE INSTALLATIONS (WA) PTY LTD	SBDC REPLACE STAGE 2 COMPRESSOR, GAS LEAK IN STAGE 1 COMPRESSOR	-7592.20
EFT17340	30/03/2015	PLUMOVATION	CLEAR BLOCKED DUMP POINT	-275.00
EFT17341	30/03/2015	PROFESSIONAL PC SUPPORT	SERVER MAINTENANCE	-280.00
EFT17342	30/03/2015	PAULS TYRES	SUPPLY AND FIT 1 X RIM, 2 X TYRES	-3117.50
EFT17343	30/03/2015	RICHARD CLAUDE MORONEY	CLEAN UP AND REMOVE RUBBISH AROUND SBIC FEB 2015	-31.00
EFT17344	30/03/2015	SKIPPERS AVIATION	RETURN FLIGHT TO PERTH 12/04 - 17/04 - DONNELLE OAKLEY	-1878.00
EFT17345	30/03/2015	SHARK BAY HOTEL MOTEL	REFRESHMENTS EMERGENCY SERVICES PRECINCT	-560.00

ORDINARY COUNCIL MINUTES

29 APRIL 2015

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17346	30/03/2015	SHARK BAY NEWSAGENCY	50 X REAMS OF A4 REFLEX PAPER	-563.41
EFT17347	30/03/2015	SHARK BAY FREIGHTLINES	FREIGHT FEBRUARY	-1643.00
EFT17348	30/03/2015	SHARK BAY SKIPS	MAIN ROADS PICK UP SKIP BINS	-2728.00
EFT17349	30/03/2015	SMART DIGITAL AUSTRALIA	INFLATABLE SCREEN	-10264.00
EFT17350	30/03/2015	NORTHERN GLASS	GLASS DOOR LOCK	-163.14
EFT17351	30/03/2015	SUNNY INDUSTRIAL BRUSHWARE	ROAD BROOMS	-1500.40
EFT17352	30/03/2015	TELSTRA CORPORATION LIMITED	MOBILE PHONE ACCOUNT	-448.07
EFT17353	30/03/2015	TRAFFIC FORCE	TRAFFIC MANAGEMENT PLAN	-369.60
EFT17354	30/03/2015	WESTERN AUSTRALIAN LOCAL GOVERNMENT	COUNCILLOR LAUNDRY TO ATTEND WALGA UNDERSTANDING FINANCIAL REPORTS AND BUDGETS	-495.00
EFT17355	CANCELLED			
EFT17356	TO EFT 17357	EFT 17389-17413 USED IN TRUST		
EFT17358	TO EFT 17386	IN APRIL		
TOTAL				\$294,877.50

**SHIRE OF SHARK BAY
TRUST CHEQUES 1051 TO 1052 TO 31 MARCH 2014**

1051	03/03/2015	FORESHORE BACKPACKERS	BOOEASY FEBRUARY 2015	-76.50
1052	06/03/2015	MARTA KOWALSKA	GYM CARD REFUND	-20.00
TOTAL				\$96.50

**SHIRE OF SHARK BAY
TRUST EFTS 17318-17413 TO 31 MARCH 2015**

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT17318	27/03/2015	ELENA BERGANASCO	GYM CARD REFUND	-20.00
EFT17389	31/03/2015	JAMES SNR POLAND	EARRINGS SALE MARCH 2015	-28.00
EFT17390	31/03/2015	PRIORITY SHARK BAY PTY LTD	TOURS MARCH 2015	-887.40
EFT17391	31/03/2015	BLUE LAGOON PEARLS	TOURS MARCH 2015	-73.95
EFT17392	31/03/2015	EMILY ELIZABETH WARD	ART SALES MARCH 2015	-712.00
EFT17393	31/03/2015	GASCOYNE OFFSHORE AND MARINE SERVICES PTY LTD	TOURS MARCH 2015	-160.95
EFT17394	31/03/2015	INTEGRITY COACH LINES (AUST) P/L	TOURS MARCH 2015	-104.55
EFT17395	31/03/2015	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	TOURS MARCH 2015	-828.24
EFT17396	31/03/2015	MONKEYMIA WILDSIGHTS	TOURS MARCH 2015	-6173.09
EFT17397	31/03/2015	WA OCEAN PARK PTY LTD	TOURS MARCH 2015	-330.60
EFT17398	31/03/2015	SIETSKE HUNN	CARD SALES MARCH 2015	-7.00
EFT17399	31/03/2015	SHIRE OF SHARK BAY	TOUR COMM MARCH 2015	-1901.97
EFT17400	31/03/2015	WULA GUDA NYINDA (CAPES)	TOURS MARCH 2015	-2892.75
EFT17401	31/03/2015	DENHAM SEASIDE CARAVAN PARK	BOOKEASY MARCH 2015	-433.50
EFT17402	31/03/2015	HARTOG COTTAGES	BOOKEASY MARCH 2015	-1514.50
EFT17403	31/03/2015	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	BOOKEASY MARCH 2015	-94.35
EFT17404	31/03/2015	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	BOOKEASY MARCH 2015	-219.30
EFT17405	31/03/2015	ASPEN MONKEY MIA PTY LTD	BOOKEASY MARCH 2015	-2446.30
EFT17406	31/03/2015	MONKEYMIA WILDSIGHTS	WILDSIGHTS VILLAS & BEACH UNITS MARCH 2015	-777.75
EFT17407	31/03/2015	NINGALOO REEF RESORT	BOOKEASY MARCH 2015	-552.50
EFT17408	31/03/2015	NANGA BAY RESORT	BOOKEASY MARCH 2015	-40.00
EFT17409	31/03/2015	ON THE DECK @ SHARK BAY	BOOKEASY MARCH 2015	-289.00
EFT17410	31/03/2015	SHARK BAY HOTEL MOTEL	BOOKEASY MARCH 2015	-590.75

ORDINARY COUNCIL MINUTES

29 APRIL 2015

EFT17411	31/03/2015	SHARKBAY CARAVAN PARK	BOOKEASY MARCH 2015	-306.00
EFT17412	31/03/2015	SHIRE OF SHARK BAY	BOOKEASY CAMPING MARCH 2015	-2709.80
EFT17413	31/03/2015	TRADEWINDS SEAFRONT APARTMENTS	BOOKEASY MARCH 2015	-837.25
			TOTAL	\$24,931.50

SHIRE OF SHARK BAY

MONTHLY FINANCIAL REPORT

For the Period Ended 31 March 2015

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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ORDINARY COUNCIL MINUTES

29 APRIL 2015

SHIRE OF SHARK BAY							
STATEMENT OF FINANCIAL ACTIVITY							
(Statutory Reporting Program)							
For the Period Ended 31 March 2015							
	Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		60,226	60,226	60,229	3	0.00%	▲
General Purpose Funding - Rates	9	1,172,118	1,171,631	1,173,183	1,552	0.13%	▲
General Purpose Funding - Other		1,987,309	1,486,067	1,487,171	1,104	0.07%	▲
Law, Order and Public Safety		46,081	44,969	39,052	(5,917)	(13.16%)	▼
Health		750	750	751	1	0.13%	▲
Housing		75,680	57,149	72,047	14,898	26.07%	▲
Community Amenities		280,937	257,026	260,465	3,439	1.34%	▲
Recreation and Culture		225,456	172,346	202,021	29,675	17.22%	▲
Transport		427,009	419,968	362,511	(57,457)	(13.68%)	▼
Economic Services		834,010	561,445	442,638	(118,807)	(21.16%)	▼
Other Property and Services		18,000	13,500	20,685	7,185	53.22%	▲
Total Operating Revenue		5,127,576	4,245,077	4,120,752	(124,325)		
Operating Expense							
Governance		(332,721)	(239,328)	(274,864)	(35,536)	14.85%	▼
General Purpose Funding		(104,798)	(79,413)	(72,892)	6,521	(8.21%)	▲
Law, Order and Public Safety		(287,429)	(227,913)	(239,826)	(11,913)	5.23%	▼
Health		(58,735)	(46,488)	(29,068)	17,420	(37.47%)	▲
Housing		(179,077)	(118,100)	(139,984)	(21,884)	18.53%	▼
Community Amenities		(671,341)	(519,268)	(487,364)	31,904	(6.14%)	▲
Recreation and Culture		(1,823,939)	(1,387,612)	(1,310,922)	76,690	(5.53%)	▲
Transport		(1,914,174)	(1,444,371)	(1,227,656)	216,715	(15.00%)	▲
Economic Services		(1,348,548)	(987,811)	(787,805)	200,006	(20.25%)	▲
Other Property and Services		(18,000)	(30,804)	(47,117)	(16,313)	52.96%	▼
Total Operating Expenditure		(6,738,762)	(5,081,109)	(4,617,499)	463,610		
Funding Balance Adjustments							
Add back Depreciation		2,219,831	1,653,649	1,660,225	6,575		
Adjust (Profit)/Loss on Asset Disposal	8	63,662	63,662	59,662	(4,000)		
Adjust Provisions and Accruals							
Net Cash from Operations		672,307	881,279	1,223,139	341,860		
Capital Revenues							
Grants, Subsidies and Contributions	11	3,023,281	2,916,172	1,992,090	(924,082)	(31.69%)	▼
Proceeds from Disposal of Assets	8	128,000	128,000	135,455	7,455	5.82%	▲
Total Capital Revenues		3,151,281	3,044,172	2,127,545	(916,627)		
Capital Expenses							
Land Held for Resale							
Land and Buildings	13	(582,717)	(459,066)	(401,443)	57,622	12.55%	▲
Infrastructure - Roads	13	(926,595)	(747,591)	(194,146)	553,445	74.03%	▲
Infrastructure - Public Facilities	13	(3,442,976)	(2,764,292)	(2,386,824)	377,468	13.66%	▲
Infrastructure - Streetscapes	13	(25,000)	0	(364)	(364)		
Infrastructure - Footpaths	13	(64,400)	(47,600)	(56,164)	(8,564)	(17.99%)	▼
Infrastructure - Drainage	13	(30,000)	(20,004)	(14,939)	5,065	25.32%	▲
Heritage Assets	13	(68,572)	(18,572)	(13,573)	4,999	26.92%	▲
Plant and Equipment	13	(711,047)	(611,094)	(630,993)	(19,899)	(3.26%)	▼
Furniture and Equipment	13	(42,000)	(37,000)	(22,614)	14,386	38.88%	▲
Total Capital Expenditure		(5,893,307)	(4,705,218)	(3,721,060)	984,159		
Net Cash from Capital Activities		(2,742,026)	(1,661,046)	(1,593,515)	67,532		
Financing							
Proceeds from New Debentures		0	0	0	0		
Transfer from Reserves	7	1,578,352	799,652	799,652	0	0.00%	
Repayment of Debentures	10	(105,311)	(89,606)	(98,155)	(8,549)	(9.54%)	▼
Transfer to Reserves	7	(1,192,758)	(486,690)	(486,690)	0	0.00%	
Net Cash from Financing Activities		280,283	223,356	214,807	(8,549)		
Net Operations, Capital and Financing		(1,789,436)	(556,411)	(155,568)	400,842		▲
Opening Funding Surplus(Deficit)	3	1,789,436	1,789,436	1,789,436	0		
Closing Funding Surplus(Deficit)	3	0	1,233,025	1,633,868	400,842		▲

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.

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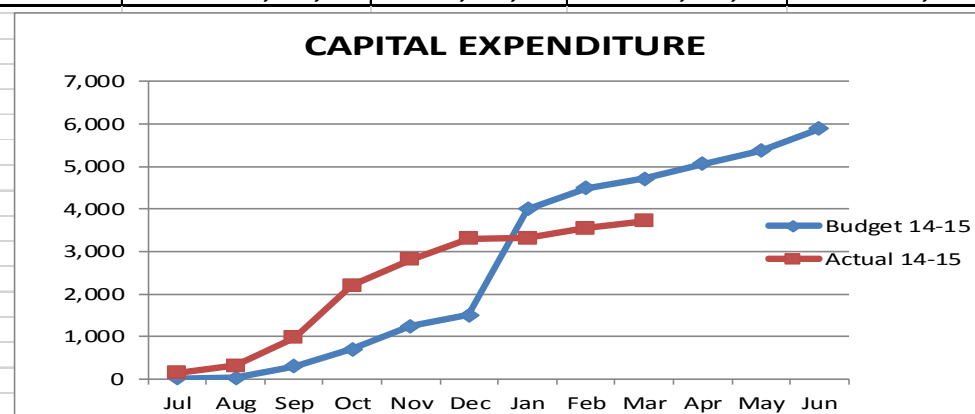
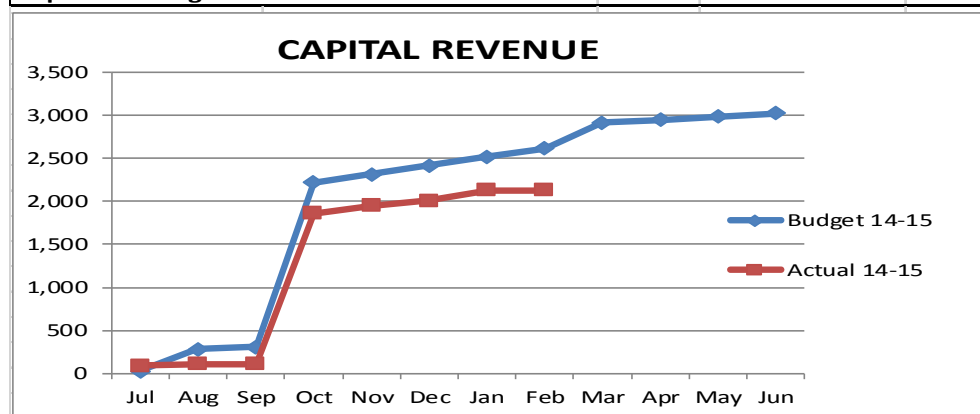
SHIRE OF SHARK BAY				
STATEMENT OF FINANCIAL ACTIVITY				
(By Nature or Type)				
For the Period Ended 31 March 2015				
	Note	Amended Budget	YTD Budget (a)	YTD Actual (b)
Operating Revenues				
Rates	9	\$ 1,163,355	\$ 1,164,624	\$ 1,164,011
Operating Grants, Subsidies and Contributions	11	2,374,416	1,833,453	1,816,859
Fees and Charges		1,334,942	1,034,495	910,947
Interest Earnings		105,600	82,729	73,824
Other Revenue		149,263	107,690	151,111
Profit on Disposal of Assets	8	0	0	4,000
Total Operating Revenue		5,127,576	4,222,991	4,120,752
Operating Expense				
Employee Costs		(1,814,926)	(1,365,334)	(1,308,031)
Materials and Contracts		(2,165,795)	(1,604,276)	(1,216,270)
Utility Charges		(125,113)	(95,991)	(95,704)
Depreciation on Non-Current Assets		(2,219,831)	(1,653,649)	(1,660,225)
Interest Expenses		(27,033)	(13,580)	(16,015)
Insurance Expenses		(149,887)	(148,888)	(115,167)
Other Expenditure		(172,515)	(135,729)	(142,426)
Loss on Disposal of Assets	8	(63,662)	(63,662)	(63,662)
Total Operating Expenditure		(6,738,762)	(5,081,109)	(4,617,499)
Funding Balance Adjustments				
Add back Depreciation		2,219,831	1,653,649	1,660,225
Adjust (Profit)/Loss on Asset Disposal	8	63,662	63,662	59,662
Adjust Provisions and Accruals				
Net Cash from Operations		672,307	859,194	1,223,139
Capital Revenues				
Grants, Subsidies and Contributions	11	3,023,281	2,916,172	1,992,090
Proceeds from Disposal of Assets	8	128,000	128,000	135,455
Total Capital Revenues		3,151,281	3,044,172	2,127,545
Capital Expenses				
Land Held for Resale		0	0	0
Land and Buildings	13	(582,717)	(459,066)	(401,443)
Infrastructure - Roads	13	(926,595)	(747,591)	(194,146)
Infrastructure - Public Facilities	13	(3,442,976)	(2,764,292)	(2,386,824)
Infrastructure - Streetscapes	13	(25,000)	0	(364)
Infrastructure - Footpaths	13	(64,400)	(47,600)	(56,164)
Infrastructure - Drainage	13	(30,000)	(20,004)	(14,939)
Heritage Assets	13	(68,572)	(18,572)	(13,573)
Plant and Equipment	13	(711,047)	(611,094)	(630,993)
Furniture and Equipment	13	(42,000)	(37,000)	(22,614)
Total Capital Expenditure		(5,893,307)	(4,705,218)	(3,721,060)
Net Cash from Capital Activities		(2,742,026)	(1,661,046)	(1,593,515)
Financing				
Proceeds from New Debentures		0	0	0
Transfer from Reserves	7	1,578,352	799,652	799,652
Repayment of Debentures	10	(105,311)	(89,606)	(98,155)
Transfer to Reserves	7	(1,192,758)	(486,690)	(486,690)
Net Cash from Financing Activities		280,283	223,356	214,807
Net Operations, Capital and Financing		(1,789,436)	(578,496)	(155,568)
Opening Funding Surplus(Deficit)	3	1,789,436	1,789,436	1,789,436
Closing Funding Surplus(Deficit)	3	(0)	1,210,940	1,633,868

ORDINARY COUNCIL MINUTES

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SHIRE OF SHARK BAY
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 March 2015

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	326,890	74,553	401,443	459,066	582,717	57,622
Infrastructure Assets - Roads	13	7,145	187,001	194,146	747,591	926,595	553,445
Infrastructure Assets - Public Facilities	13	2,128,691	258,133	2,386,824	2,764,292	3,442,976	377,468
Infrastructure Assets - Footpaths	13	56,164	0	56,164	47,600	64,400	(8,564)
Infrastructure Assets - Drainage	13	0	14,939	14,939	20,004	30,000	5,065
Infrastructure Assets - Streetscapes	13	364	0	364	0	25,000	(364)
Heritage Assets	13	13,573	0	13,573	18,572	68,572	4,999
Plant and Equipment	13	58,545	572,448	630,993	611,094	711,047	(19,899)
Furniture and Equipment	13	0	22,614	22,614	37,000	42,000	14,386
Capital Expenditure Totals		2,591,371	1,129,689	3,721,060	4,705,218	5,893,307	984,159
Funded By:							
Capital Grants and Contributions				1,992,090	2,916,172	3,023,381	924,082
Borrowings				0	0	0	0
Other (Disposals & C/Fwd)				641,503	470,431	968,111	(171,072)
Own Source Funding - Cash Backed Reserves							
Infrastructure Reserve				241,512	519,946	931,900	278,434
Pensioner Unit Maintenance Reserve				24,456	22,500	30,000	(1,956)
Plant Replacement Reserve				414,855	414,855	414,855	0
Fire Fighting Replacement Reserve				11,761	12,000	12,000	239
Recreation Facility Reserve				83,635	88,897	178,897	5,262
Total Own Source Funding - Cash Backed Reserves				776,218	1,058,198	1,567,652	281,980
Own Source Funding - Operations				311,249	260,418	334,163	(50,831)
Capital Funding Total				3,721,060	4,705,218	5,893,307	984,158



ORDINARY COUNCIL MINUTES

29 APRIL 2015

Shire of Shark Bay			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 31 March 2015			
1.	SIGNIFICANT ACCOUNTING POLICIES		
	(a) Basis of Preparation		
		The budget has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this budget are presented below and have been consistently applied unless stated otherwise.	
		Except for cash flow and rate setting information, the budget has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.	
		The Local Government Reporting Entity	
		All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this budget.	
		In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.	
		All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 16 to this budget document.	
	(b) 2013/14 Actual Balances		
		Balances shown in this budget as 2013/14 Actual are as forecast at the time of budget preparation and are subject to final adjustments.	
	(c) Rounding Off Figures		
		All figures shown in this budget, other than a rate in the dollar, are rounded to the nearest dollar.	
	(d) Rates, Grants, Donations and Other Contributions		
		Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.	
		Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.	
	(e) Goods and Services Tax (GST)		
		Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).	
		Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.	
		Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.	
	(f) Superannuation		
		The Council contributes to a number of Superannuation Funds on behalf of employees.	
		All funds to which the Council contributes are defined contribution plans.	

ORDINARY COUNCIL MINUTES

29 APRIL 2015

SHIRE OF SHARK BAY			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 31 March 2015			
	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.		

ORDINARY COUNCIL MINUTES

29 APRIL 2015

SHIRE OF SHARK BAY			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 31 March 2015			
	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.		

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 March 2015				
1.	SIGNIFICANT ACCOUNTING POLICIES (Continued)			
	(j) Fixed Assets (Continued)			
	Revaluation			
	Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.			
	Transitional Arrangement			
	During the time it takes to transition the carrying value of non-current assets from the cost approach to the fair value approach, the Council may still be utilising both methods across differing asset classes.			
	Those assets carried at cost will be carried in accordance with the policy detailed in the Initial Recognition section as detailed above.			
	Those assets carried at fair value will be carried in accordance with the Revaluation Methodology section as detailed above.			
	Land Under Roads			
	In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in the local government.			
	Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.			
	In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.			
	Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.			
	Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.			
	Depreciation			
	The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.			

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 March 2015				
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.			

SHIRE OF SHARK BAY			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 31 March 2015			
	1. SIGNIFICANT ACCOUNTING POLICIES (Continued)		
	(k) Fair Value of Assets and Liabilities (Continued)		
		As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.	
		To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).	
		For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.	
		<i>Fair Value Hierarchy</i>	
		AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:	
		Level 1	
		Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.	
		Level 2	
		Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.	
		Level 3	
		Measurements based on unobservable inputs for the asset or liability.	
		The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.	
		<i>Valuation techniques</i>	
		The Council selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Council are consistent with one or more of the following valuation approaches:	
		Market approach	
		Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.	

SHIRE OF SHARK BAY			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 31 March 2015			
	1. SIGNIFICANT ACCOUNTING POLICIES (Continued)		
	(k) Fair Value of Assets and Liabilities (Continued)		
	Income approach		
	Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.		
	Cost approach		
	Valuation techniques that reflect the current replacement cost of an asset at its current service capacity.		
	Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Council gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.		
	As detailed above, the mandatory measurement framework imposed by the Local Government (Financial Management) Regulations requires, as a minimum, all assets carried at a revalued amount to be revalued at least every 3 years.		
	(l) Financial Instruments		
	Initial Recognition and Measurement		
	Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).		
	Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.		
	Classification and Subsequent Measurement		
	Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost.		
	Amortised cost is calculated as:		
	(a) the amount in which the financial asset or financial liability is measured at initial recognition;		
	(b) less principal repayments and any reduction for impairment; and		
	(c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.		

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

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

SHIRE OF SHARK BAY			
NOTES TO AND FORMING PART OF THE BUDGET			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
1.	SIGNIFICANT ACCOUNTING POLICIES (Continued)		
(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.			

ORDINARY COUNCIL MINUTES

29 APRIL 2015

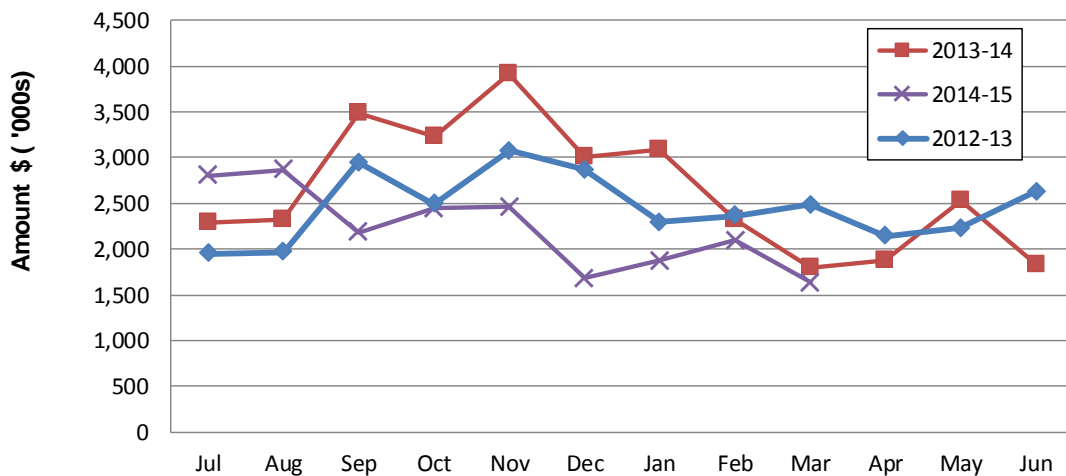
Shire of Shark Bay					
EXPLANATION OF MATERIAL VARIANCES					
For the Period Ended 31 March 2015					
Note 2: EXPLANATION OF MATERIAL VARIANCES					
Reporting Program	Var. \$	Var. %	V	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	3	0.00%	▲	Permanent	No reportable variance
General Purpose Funding - Rates	1,552	0.13%	▲	Permanent	No reportable variance
General Purpose Funding - Other	1,104	0.07%	▲	Permanent	No reportable variance
Law, Order and Public Safety	(5,917)	(13.16%)	▼	Timing	FESA grant for balance of year to be received
Health	1	0.13%	▲	Permanent	No reportable variance
Housing	14,898	26.07%	▲	Timing	Pensioner Units rents invoiced in advance
Community Amenities	3,439	1.34%	▲	Permanent	No reportable variance
Recreation and Culture	29,675	17.22%	▲	Permanent	Increase sales at Shark Bay Discovery Centre
Transport	(57,457)	(13.68%)	▼	Timing	Grant Money yet to be received for Useless Loop Rd
Economic Services	(118,807)	(21.16%)	▼	Timing	Income from Monkey Mia Road and Shark Bay Road yet to be received
Other Property and Services	7,185	53.22%	▲	Permanent	Diesel Fuel Rebate higher than expected
Operating Expense					
Governance	(35,536)	14.85%	▼	Timing	Administration recoveries less than expected
General Purpose Funding	6,521	(8.21%)	▲	Timing	Reduction in Administration overheads charged to this program
Law, Order and Public Safety	(11,913)	5.23%	▼	Permanent	Costs of Cyclone Olwyn impacting on this program
Health	17,420	(37.47%)	▲	Timing	Awaiting invoices for Health consultant
Housing	(21,884)	18.53%	▼	Permanent	Depreciation on Sunter Place and maintenance on Pensioner Units
Community Amenities	31,904	(6.14%)	▲	Timing	Planning and Development costs less than expected
Recreation and Culture	76,690	(5.53%)	▲	Timing	Miscellaneous underexpenditure over the whole program
Transport	216,715	(15.00%)	▲	Timing	Country road maintenance under expended at this time.
Economic Services	200,006	(20.25%)	▲	Timing	Monkey Mia Road and Shark bay works underexpended at this time.
Other Property and Services	(16,313)	52.96%	▼	Timing	Higher depreciation on plant items
Capital Revenues					
Grants, Subsidies and Contributions	(924,082)	(31.69%)	▼	Timing	Awaiting capital grants for SES capital, waste disposal and Monkey Mia carpark.
Proceeds from Disposal of Assets	7,455	5.82%	▲	Permanent	Gain on sale of vehicles
Capital Expenses					
Land and Buildings	57,622	12.55%	▲	Timing	Sunter Place housing to be finalised and Shire carpark to be commenced
Infrastructure - Roads	553,445	74.03%	▲	Timing	Road projects yet to be commenced
Infrastructure - Public Facilities	377,468	13.66%	▲	Timing	Projects to be completed include Tennis Court resurfacing, Monkey Mia Jetty and Carpark
Infrastructure - Footpaths	(8,564)	(17.99%)	▼	Permanent	Project completed - less expenditure incurred
Infrastructure - Drainage	5,065	25.32%	▲	Timing	Project commenced
Heritage Assets	4,999	26.92%	▲	Timing	Shade over Velsheda to be constructed
Plant and Equipment	(19,899)	(3.26%)	▼	Timing	SES TYD budget for capital items incorrect
Furniture and Equipment	14,386	38.88%	▲	Permanent	Items still to be purchased
Financing					
Loan Principal	(8,549)	(9.54%)	▼	Timing	YTD budget incorrect

Shire of Shark Bay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2015

Note 3: NET CURRENT FUNDING POSITION

	Note	Positive=Surplus (Negative=Deficit)		
		YTD 31 Mar 2015	30th June 2014	YTD 31 Mar 2014
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	1,602,499	1,077,678	1,568,846
Cash Restricted	4	1,682,003	1,994,965	1,949,088
Receivables - Rates	6	97,162	15,073	151,477
Receivables -Other	6	108,472	1,115,568	167,132
Interest / ATO Receivable/Trust		20,968	6,876	23,168
Inventories		144,100	146,545	139,424
		3,655,203	4,356,705	3,999,136
Less: Current Liabilities				
Payables		(90,181)	(323,153)	(25,466)
Provisions		(249,152)	(249,152)	(227,306)
		(339,332)	(572,305)	(252,772)
Less: Cash Reserves	7	(1,682,003)	(1,994,965)	(1,949,088)
Net Current Funding Position		1,633,868	1,789,436	1,797,276

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

Liquidity will decrease over the next few months as expenditure on roads and capital projects is completed.

ORDINARY COUNCIL MINUTES

29 APRIL 2015

Shire of Shark Bay							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
For the Period Ended 31 March 2015							
Note 4: CASH AND INVESTMENTS							
	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	1.25%	(31,144)			(31,144)	Bankwest	At Call
Reserve Bank Account	0.00%		1,003		1,003	Bankwest	At Call
Telenet Saver	2.50%	632,943			632,943	Bankwest	At Call
Trust Bank Account	0.00%			8,873	8,873	Bankwest	At Call
Cash On Hand		700			700	Bankwest	On Hand
(b) Term Deposits							
Municipal Gold 3	3.00%	1,000,000			1,000,000	Bankwest	May 2015
Trust	3.25%			92,320	92,320	Bankwest	Aug 2015
Reserve Investment Account	3.50%		1,000,000		1,000,000	Bankwest	July 2015
Reserve Investment Account	3.30%		681,000		681,000	Bankwest	April 2015
Total		1,602,499	1,682,003	101,193	3,385,695		
Comments/Notes - Investments							
The Municipal Bank Account appears to be overdrawn, however this is not the case. This is a ledger entry and the actual bank account is positive.							
Surplus funds invested for terms conducive to cashflow requirements							

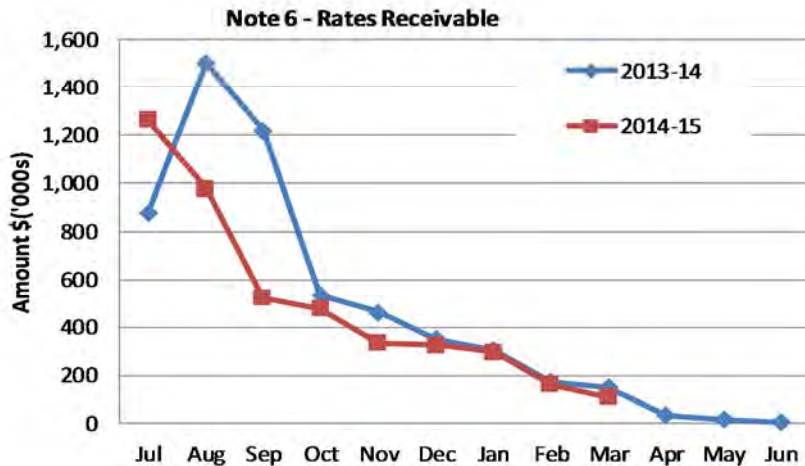
**Shire of Shark Bay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2015**

Note 6: RECEIVABLES

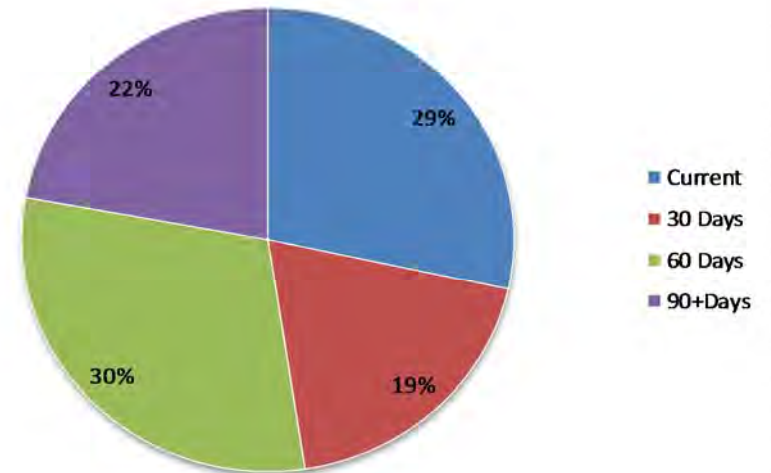
Receivables - Rates Receivable	YTD 31 Mar 2015	30 June 2014
	\$	\$
Opening Arrears Previous Years	5,744	6,217
Levied this year	1,261,346	1,119,537
Less Collections to date	(1,155,723)	(1,120,010)
Equals Current Outstanding	111,367	5,744
Net Rates Collectable	111,367	5,744
% Collected	91.21%	99.49%

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	30,453	20,470	32,453	23,643
Total Receivables General Outstanding				107,019

Amounts shown above include GST (where applicable)



Receivables - General



Comments/Notes - Receivables Rates

Collection rate is similar to 2013/14 at this time

Comments/Notes - Receivables General

Sundry debtors at an acceptable level

ORDINARY COUNCIL MINUTES

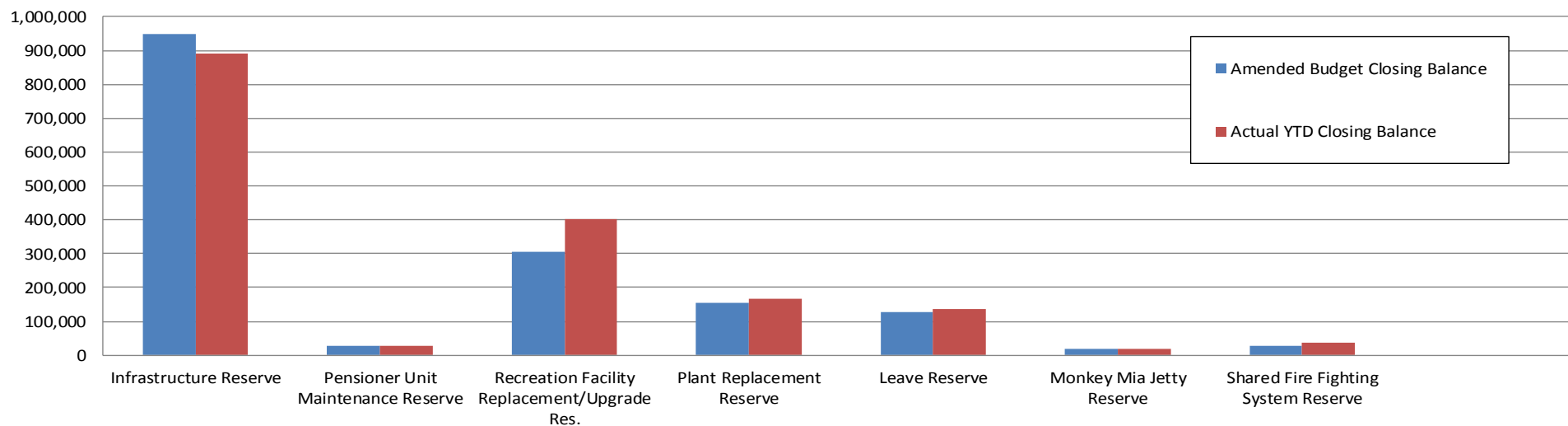
29 APRIL 2015

**Shire of Shark Bay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2015**

Note 7: Cash Backed Reserve

2014-15										
Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Infrastructure Reserve	1,163,060	40,000	21,390	676,658	0	(931,900)	(292,900)		947,818	891,550
Pensioner Unit Maintenance Reserve	56,875	1,800	1,046	0	0	(30,000)	(30,000)		28,675	27,921
Recreation Facility Replacement/Upgrade Res.	469,092	15,000	8,627	0	0	(178,897)	(76,897)		305,195	400,822
Plant Replacement Reserve	114,832	4,000	2,112	450,000	450,000	(414,855)	(399,855)		153,977	167,089
Leave Reserve	134,189	3,500	2,468	0	0	(10,700)	0		126,989	136,657
Monkey Mia Jetty Reserve	19,417	600	357	0	0	0	0		20,017	19,774
Shared Fire Fighting System Reserve	37,498	1,200	690	0	0	(12,000)	0		26,698	38,188
	1,994,963	66,100	36,690	1,126,658	450,000	(1,578,352)	(799,652)		1,609,369	1,682,001

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



ORDINARY COUNCIL MINUTES

29 APRIL 2015

Shire of Shark Bay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2015

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2014-15 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	1,447,213	0	1,447,213	0	1,085,410	361,803
Grants Commission - Roads	WALGGC	Y	422,446	0	422,446	0	316,835	105,612
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	5,820	0	5,820	0	3,880	
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Y	34,384	0	34,384	0	27,923	6,462
FESA SES Capital Grants	Dept. of Fire & Emergency Serv.	Y	62,450	0	0	62,450	0	62,450
COMMUNITY AMENITIES								
Grant - Recycling at Landfill	Gascoyne Development Commission	Y	378,341			378,341	0	378,341
RECREATION AND CULTURE								
Grant - Jimmy Poland project	LotteryWest	Y	5,000	0	5,000	0	5,636	0
Grant -Tennis Court Resurfacing	Dept. of Sport and Recreation	N	100,000			100,000	1,000	99,000
TRANSPORT								
Road Preservation Grant	State Initiative	Y	84,500	0	84,500	0	84,500	0
Useless Loop Road - Mtce	Main Roads WA	Y	300,000	0	300,000		240,000	60,000
Contributions - Road Projects	Miscellaneous	Y	5,000	0	0	5,000	5,000	0
Contributions - Road Projects	Pipeline	Y	7,650	0	7,650	0	0	7,650
Roads To Recovery Grant - Cap	Roads to Recovery	Y	199,877	0	0	199,877	0	199,877
RRG Grants - Capital Projects	Regional Road Group	Y	295,113	0	0	295,113	236,090	59,023
Grant - MM Boat Ramp Carpark	Dept. of Transport	Y	232,500	0	0	232,500	0	232,500
Grant - R4R Monkey Mia Jetty	Dept. of Regional Development	Y	1,750,000	0	0	1,750,000	1,750,000	0
ECONOMIC SERVICES								
Contributions-Seniors Projects	Council of the Aged WA	Y	800	0	800	0	800	0
Grants - Community Activities	Dept. of Communities	Y	2,000	0	2,000	0	2,000	0
Contribution - Monkey Mia	Dept. of Parks and Wildlife	Y	49,876		49,876		49,876	0
Contribution - Signage	Gascoyne Development Commission	N	12,727		12,727	0	0	12,727
Contribution - Signage	Tourism Association	N	2,000		2,000	0	0	2,000
TOTALS			5,397,697	0	2,374,416	3,023,281	3,808,949	1,587,444
	Operating		2,374,416				1,816,859	
	Non-operating		3,023,281				1,992,090	
			5,397,697				3,808,949	

Confirmed at the Ordinary meeting of Council held on 27 May 2015 – Signed by the President Cr Cowell

ORDINARY COUNCIL MINUTES

29 APRIL 2015

Physical % of Completion	Level of Completion Indicator	Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
		Drainage/Culverts								
		Transport								
50%	●	Drainage/Sump Construction	3.7.1	WKM	(30,000)	(20,004)	(14,939)	5,065	(14,939)	Plans Accepted. Materials received.
		Transport Total			(30,000)	(20,004)	(14,939)	5,065	(14,939)	
		Drainage/Culverts Total			(30,000)	(20,004)	(14,939)	5,065	(14,939)	
		Footpaths								
		Transport								
100%	●	Footpath Construction	3.7.1	WKM	(64,400)	(47,600)	(56,164)	(8,564)		Construction completed
		Transport Total			(64,400)	(47,600)	(56,164)	(8,564)		
		Footpaths Total			(64,400)	(47,600)	(56,164)	(8,564)		
		Furniture & Office Equip.								
		Governance								
0%	○	Computer Hardware Upgrade/New	1.2.1	EMFA	(5,000)	(5,000)	(2,277)	2,723	(2,277)	Requirements to be identified
100%	●	Computer Software Upgrade/New	1.2.1	EMFA	(5,000)	(5,000)	(3,291)	1,709	(3,291)	Completed
0%	○	Council Chambers Furniture and Equipment	1.2.1	EMFA	(2,000)	(2,000)	0	2,000	0	Requirements to be identified
100%	●	Office Furniture & Equipment	1.2.1	EMFA	(5,000)	(5,000)	(2,321)	2,679	(2,321)	Completed
		Governance Total			(17,000)	(17,000)	(7,888)	9,112	(7,888)	
		Recreation And Culture								
100%	●	Inflatable Movie Screen	2.4.1	EMCD	(10,000)	(10,000)	(9,331)	669		Completed
50%	●	Discovery Centre - Furniture & Equipment	2.4.1	EMCD	(15,000)	(10,000)	(5,395)	4,605	(5,395)	New display to be installed
		Recreation And Culture Total			(25,000)	(20,000)	(14,726)	5,274	(5,395)	
		Furniture & Office Equip. Total			(42,000)	(37,000)	(22,614)	14,386	(13,283)	
		Heritage Assets								
		Recreation And Culture								
0%	○	Shade over Velsheda	2.2.2	WKM	(5,000)	(5,000)	0	5,000		Planning stage
100%	●	Directional Plaque	2.2.2	EMCD	(13,572)	(13,572)	(13,573)	(1)		Completed
0%	○	Refurbishment of Old Jail and Stables	2.2.2	CEO	(50,000)	0	0	0	0	Developing Plan of Works
		Recreation And Culture Total			(68,572)	(18,572)	(13,573)	4,999		
		Heritage Assets Total			(68,572)	(18,572)	(13,573)	4,999		

ORDINARY COUNCIL MINUTES

29 APRIL 2015

Physical % of Completion	Level of Completion Indicator	Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
		Public Facilities								
		Community Amenities								
0%	○	Refuse Tip and Recycling	2.4.2	WKM	(378,341)	0	0	0		15/16 Project
		Community Amenities Total			(378,341)	0	0	0		
		Recreation And Culture								
10%	○	Town Oval Bore	3.7.1	WKM	(30,000)	0	(1,422)	(1,422)		Preliminary investigations undertaken
		Economic Services Total			(30,000)	0	(1,422)	(1,422)		
		Recreation And Culture								
80%	●	Recreation Centre Grounds	1.6.7	EMCD	(184,635)	(134,292)	(129,609)	4,683		Landscaping to be completed
0%	○	Charlie Sappie Park	3.7.1	WKM	(15,000)	0	(93)	(93)	(93)	Planning works
0%	○	Foreshore Revitalisation	3.7.1	CEO	(200,000)	0	(5,850)	(5,850)	(5,850)	Project yet to commence
70%	●	Replacement of Gazebos	3.7.1	WKM	(20,000)	(20,000)	(14,738)	5,262	(14,738)	Nettas installed. Awaiting path installation.
0%	○	Practice Cricket Nets	3.7.1	WKM	(5,000)	0	0	0	0	Researching materials options
10%	○	Tennis Court Resurfacing	3.7.1	EMCD	(100,000)	(100,000)	0	100,000	0	On hold
		Recreation And Culture Total			(524,635)	(254,292)	(150,290)	104,002	(20,681)	
		Transport								
100%	●	Monkey Mia Jetty	1.6.5	CEO	(2,200,000)	(2,200,000)	(1,997,661)	202,339		Completed
90%	●	Monkey Mia Boat Ramp Carpark	1.6.5	WKM	(310,000)	(310,000)	(237,452)	72,548	(237,452)	Final works to be completed
		Transport Total			(2,510,000)	(2,510,000)	(2,235,113)	274,887	(237,452)	
		Public Facilities Total			(3,442,976)	(2,764,292)	(2,386,824)	377,468	(258,133)	

12.3 RISK MANAGEMENT POLICY AND RISK TOLERANCE POLICY
CM00037

AUTHOR

EXECUTIVE MANAGER FINANCE AND ADMINISTRATION

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Prior
Seconded Cr Capewell

Council Resolution

That Council adopts the Risk Management Policy and Risk Tolerance Policy.

7/0 CARRIED

BACKGROUND

In accordance with the Action Plan for the Review of Risk Management, Legislative Compliance and Internal Controls which was presented to the Audit Committee meeting of 25 February 2015, work has been undertaken to improve the Shire's documented risk management practices.

COMMENT

Attached is the Risk Management Policy and the Risk Tolerance Policy for adoption by Council.

The Risk Management Policy states Council's commitment to undertaking risk management in all of its activities and communicating its approach to risk to the community.

The Risk Tolerance Policy is based on the Australian Standard AS/NSZ ISO31000:2009 Risk Management Principles and Guidelines and shows Council's risk appetite and risk tolerance criteria. This criteria is measured using the potential consequences and the likelihood of an event occurring and this is then applied to the risk management matrix to determine the overall risk.

Consequence Measures

Consequence measures used in this policy are:

- Safety and health (Physical and Psychological)
- Financial Impact
- Service Interruption
- Reputation
- Environment
- Legal/Compliance

Appendix 1.1 of the Policy shows the five levels of consequences and the level of tolerance under each of the above measures.

Likelihood

The likelihood measures used in the Policy are included in Appendix 1.2 and are as follows:

Level A – Almost Certain

Level B – Likely

Level C – Possible

Level D – Unlikely

Level E – Rare

Level of Risk Matrix

Appendix 1.3 shows the level of risk matrix which aligns the consequences and the likelihood to give an overall risk level.

Low level of risk = acceptable risk and is managed by controls and procedures.

Moderate level of risk = monitor risk with controls and procedures

High level of risk = urgent attention required

Extreme level of risk = unacceptable risk

All Council activities are subject to risk management and adherence to these policies. A risk management strategy and framework will be developed to assist in this process.

LEGAL IMPLICATIONS

The introduction of a formal Risk Management process will reduce the Shire's exposure to liability.

POLICY IMPLICATIONS

These are new policies and satisfy RM1.2 of the Risk Management Framework Review.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

The introduction of these policies will reduce the level of risk in Council's activities. Failure to adopt these policies will expose Council to a high risk level.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Executive Manager

Finance and Administration

Chief Executive Officer

C Wood

P Anderson

Date of Report

10 April 2015

Risk Management Policy

Purpose

The purpose of this policy is to establish the Shire's compliance with best practice risk management principals.

Scope

Risk Management is the systematic application of management policies, procedures and practices to the tasks of establishing the context, identifying, and analysing, evaluating, treating, monitoring and communicating risk. As such, this Policy covers all operations of the Shire of Shark Bay.

Policy Principles

1. The Shire of Shark Bay is committed to managing risk in the organisation and will implement the AS/NSZ ISO 31000:2009 Risk Management, as the minimum standard.
2. The Shire will determine its tolerance to risk and communicate it throughout the organisation. The Shire will utilise Council Policy – Risk Tolerance Policy to establish risk tolerance.
3. The Shire will communicate with the community about the organisation's approach to risk.
4. This policy aims to protect the reputation of the organisation and develop a culture, processes and structures that are directed towards the effective management of potential opportunities and adverse effects.
5. The Shire will develop a Risk Management Plan that is aligned to the Strategic Planning Process.
6. The Shire will endeavour to reduce the potential costs of risk by reducing liability, preventing litigation and improving loss control.

Roles and Responsibilities

The Chief Executive Officer is responsible for the implementation of this policy.

Management is responsible for identifying and assessing all the potential risks in their area of responsibility and implement treatment plans for the mitigation of those risks.

Employees are responsible for identifying and treating all risks in the workplace to comply with the organisation's Risk Management Policy and Procedure.

Risk Tolerance Policy

Purpose

The purpose of this policy is to establish the Shire's compliance with best practice risk management principles.

Definitions

Risk: the chance of something happening that will have an impact on the achievement of the Shire's objectives. Risk is measured in terms of consequences and likelihood.

Risk Appetite: Risk the Shire is prepared and willing to pursue, retain, take or expose itself to in the pursuit of its objectives.

Risk Tolerance: the boundaries of risk taking outside of which, the organisation is not prepared to venture in the pursuit of its long term objectives.

Consequence: the outcome of an event expressed qualitatively or quantitatively, being a loss, injury, disadvantage or gain. There may be a range of possible outcomes associated with an event.

Likelihood: A qualitative description of probability or frequency.

Detail

a) Risk is an inherent part of an organisation's operation. The exposure to and tolerance of risk differs across the Shire's operations. The Shire recognises that its level of risk appetite and risk tolerance must be set at a level that encourages entrepreneurship and innovative organisational development. However, the Shire is also committed to building a sound foundation of quality control systems and a culture that identifies and manages the risks associated with the level of risk appetite and tolerance set by the council.

b) In determining the level of risk that the Shire can tolerate, the Shire will implement the risk management principles outlined in AS/NZ31000:2009 Risk Management Principles and Guidelines which details the measuring of the probability and potential impact of that risk using a Likelihood x Consequence Matrix to calculate a risk level of **Extreme, High, Medium** and **Low** as shown in Appendix .3 Risk Tolerance Matrix.

c) Negative risks that are **Extreme or High** are outside of the Shire risk appetite and tolerance and must be managed to reduce the level of risk exposure. Where this level of risk cannot be reduced, express approval is to be obtained from the Chief Executive Officer to proceed with options for accepting, terminating, sharing or transferring the risk.

d) Risks that are **Moderate** or **Low** are generally within the risk appetite and tolerance acceptable to the Shire with adequate controls, managed by specific procedures and subject to monitoring.

e) Positive risks that are **Extreme** or **High** which could represent new opportunities to improve services, rather than simply adopting traditional safer options. These opportunities need to be maximised by identification of critical success factors and mitigation to ensure these are achieved. Ongoing monitoring and review to ensure opportunities are maximised is necessary.

Risk Appetite Criteria

Risk appetite is the amount and type of risk that the Shire is prepared to pursue, retain or take. It is expressed in the form of a risk appetite statement which covers a number of critical risk categories. As a local government, the Shire has a natural and in some cases statutory predisposition to a conservative appetite for risk.

In particular the Shire has little or no appetite for risks which will:

- a) Have a significant negative impact on Council's long term financial sustainability.
- b) Result in major breaches of legislative requirements and/or significant successful litigation against the Shire.
- c) Compromise the safety and welfare of staff, contractors and/or members of the community.
- d) Cause significant and irreparable damage to the environment.
- e) Result in major disruption to the delivery of key Shire services.
- f) Result in widespread and sustained damage to Shire's reputation.
- g) Significantly impact on the Shire's ability to recruit and retain staff.

The Shire has some appetite for risks which need to be taken in order to:

- a) Improve efficiency, reduce costs and/or generate additional sources of income
- b) Maintain and, where necessary, improve levels of service to the community

The level of risk that is acceptable will be assessed and determined on a case by case basis.

Risk Tolerance Criteria

Consequence

In measuring the consequences of impact, refer to the Risk Tolerance Matrix which details different potential consequences descriptors i.e.

- (i)** Safety and Health (Physical and Psychological)
- (ii)** Financial Impact
- (iii)** Service Interruption
- (iv)** Reputation
- (v)** Environment
- (vi)** Legal / Compliance

Likelihood

Measuring likelihood can be achieved using one of two methods:

- (i) An approach based upon likelihood of an event occurring over a period of years,
- (ii) Alternatively (particularly where timescales are minimal), an approach based upon probability expressed as a percentage.

Risk Levels

- LOW RISK is the responsibility of the Operational Manager responsible for the affected area.

Action - Acceptable Risk - with adequate controls, managed by routine procedures and subject to annual monitoring.

- MODERATE RISK is the responsibility of the Director responsible for the affected department.

Action - Monitor Risk - with adequate controls, managed by specific procedures and subject to semi-annual monitoring.

- HIGH RISK is the responsibility of the Chief Executive Officer.

Action - Urgent Attention Required - Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring.

- EXTREME RISK is the responsibility of the Chief Executive Officer with advice to Council.

Action - Unacceptable Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring.

Roles and Responsibilities

The Chief Executive Officer is responsible for the implementation of this policy.

Managers and Supervisors are responsible for the implementation of the Risk Management in accordance with this policy.

Employees are responsible for identifying, treating and reporting all risks to their managers in accordance with the Shire's Risk Management Policy and Procedures.

Appendix 1

1.1 Consequence or Impact Measures

Level		Safety/Health (Physical)	Safety/Health (Psychological)	Financial	Service Interruption	Reputation	Environment	Legal/Compliance
1	Insignificant	Negligible Injuries	Temporary, no leave taken, short term impact	Less than \$5,000	No material service interruption	Unsubstantiated, low impact, low profile or "no news" item	Contained reversible impact managed by on-site response	No noticeable regulatory or statutory impact
2	Minor	First Aid Injuries	Sick leave, short term impact, recovery 1-3 weeks	\$5,000 - \$50,000	Short term temporary interruption – backlog cleared < 1 day	Substantiated, low impact, low news item	Contained reversible impact managed by internal response	Some temporary non-compliances
3	Moderate	Medical Type Injuries	Significant, non-permanent, longer term illness, recovery 1-6 months	\$50,000 - \$100,000	Medium term temporary interruption – backlog cleared by additional resources	Substantiated, public embarrassment, moderate impact, moderate news item	Contained reversible impact managed by external agencies	Short term non-compliance but with significant regulatory requirements imposed
4	Major	Lost Time Injuries	Longer term illness, severe trauma, extended incapacity	\$100,000 - \$500,000	Prolonged interruption of services – additional resources; performance affected	Substantiated, public embarrassment, high impact, high news item, third party actions	Uncontained reversible impact managed by a coordinated response from external agencies	Non-compliance results in termination of services or imposed penalties
5	Catastrophic	Fatality, Permanent disability	Death, permanent severely disabling illness eg post-traumatic stress disorder	More than \$500,000	Indeterminate prolonged interruption of services – non-performance	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile	Uncontained, irreversible impact	Non-compliance results in litigation, criminal charges or significant damages or penalties

1.2 Likelihood Measures

Level	Descriptor	Description
A	Almost Certain	Is expected to occur in most circumstances, greater than 90% chance of occurrence, more than once per year
B	Likely	Will probably occur at some time, 60%-90% chance of occurrence, at least once per year
C	Possible	Might occur at some time, 40%-60% chance of occurrence, at least once in 3 years
D	Unlikely	Could occur at some time, 10%-40% chance of occurrence, at least one in 10 years
E	Rare	May occur only in exceptional circumstances, less than 10% chance of occurrence, less than once in 15 years

1.3 Risk Tolerance Matrix

Likelihood	Consequences				
	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (almost certain)	H (attention now)	H (attention now)	E (immediate action)	E (immediate action)	E (immediate action)
B (likely)	M (mitigate)	H (attention now)	H (attention now)	E (immediate action)	E (immediate action)
C (possible)	L (low priority)	M (mitigate)	H (attention now)	E (immediate action)	E (immediate action)
D (unlikely)	L (low priority)	L (low priority)	M (mitigate)	H (attention now)	E (immediate action)
E (rare)	L (low priority)	L (low priority)	M (mitigate)	H (attention now)	H (attention now)

- d. An annual allowance for the Deputy Shire President to increase to 60% of the maximum fee in accordance with section 5.98A of the Local Government Act 1995;
- e. An annual Information, Communication and Technology allowance for all Council members to increase to 60% of the maximum fee in accordance with section 5.99A of the Local Government Act 1995;

4/3 CARRIED

The Amendment was carried 4/3 and became part of the substantive motion.

AMENDMENT TO THE OFFICERS RECOMMENDATION

Reason: Cr Laundry considered that current allowance for councillors was insufficient and proposed that an increase should be considered. Council considered a minimal increase should be considered and amended the officer's recommendation to reflect a considered increase.

Moved Cr Laundry
Seconded Cr Prior

Council Resolution

That Council:

- 1. Adopt, in accordance with section 5.98, 5.99 and 5.99A of the Local Government Act 1995, annual attendance fees be paid to all Councillors in lieu of meeting fees and annual allowances in lieu of reimbursement of expenses;
- 2. Approve such fees and allowances to be paid at 3 monthly intervals in advance;
- 3. Approve the following entitlements for the 2015/2016 financial year payable quarterly in advance:
 - a. An annual attendance fee for the Shire President to increase to 60% of the maximum fee in accordance with section 5.99 of the Local Government Act 1995;
 - b. An annual attendance fee for Council members' to increase to 60% of the maximum fee in accordance with section 5.99 of the Local Government Act 1995;
 - c. An annual allowance for the Shire President to increase to 60% of the maximum fee in accordance with section 5.98(5) of the Local Government Act 1995;
 - d. An annual allowance for the Deputy Shire President to increase to 60% of the maximum fee in accordance with section 5.98A of the Local Government Act 1995;
 - e. An annual Information, Communication and Technology allowance for all Council members' to increase to 60% of the maximum fee in accordance with section 5.99A of the Local Government Act 1995;
- 4. Approve the reimbursement of expenses incurred by a council member in accordance with section 5.98(2)(b) and (3) of the Act and regulation 32 of the Local Government (Administration) Regulations 1996;
- 5. Approve the reimbursement of travel costs incurred by a council member in accordance with regulation 31(1)(b) of the Local Government (Administration) Regulations 1996;
- 6. Approve the reimbursement of childcare costs incurred by a council member in accordance with regulation 31(1)(b) and regulation 32(1) of the Local Government (Administration) Regulations 1996; and

7. Include the proposed increases and expenses in the 2015/2016 budget.**4/3 CARRIED**

Cr Ridgley voted against the motion because he considered it excessive.

BACKGROUND

In 2013 the Salaries and Allowances Tribunal undertook a review of the fees and allowances for local government elected council members. As a result of the extensive review, the Tribunal determined that the fees and allowances for council members should increase with effect from 1 July 2013.

In July 2014 Council reviewed its fees and allowances in line with the Determination and resolved the following:

	2013/2014	2014/2015
Annual Attendance Fees		
President	\$9,250	\$9,536
Councillors	\$4,500	\$4,640
Annual Allowances		
President	\$9,500	\$9,795
Deputy President (25% of President)	\$2,375	\$2,448
Other Allowances		
Information Technology	\$1,750	\$1,804

COMMENT

The Determination set a range of fees and allowances for the Shire as a Band 4 local government and this allows the Council the flexibility to amend the fees and allowances annually in order to maintain some relativity with the actual costs of being a council member. As a consequence, it is recommended that the fees and allowances for Councillors for 2015/2016 be increased by 3%. The chart below provides an overall assessment of the recommended increase.

Councillor Fees and Allowances 2015/2016				
Band 4 Local Government	Min	Max	2014/2015	Proposed 2015/2016
Annual Attendance Fees				
President	\$3,500	\$19,055	\$9,537	\$9,823
Councillors	\$3,500	\$9,270	\$4,640	\$4,779
Annual Allowances				
President	\$500	\$19,570	\$9,795	\$10,089

29 APRIL 2015

Deputy President (25% of President)	\$125	\$4,892.50	\$2,448	\$2,522
Other Allowances				
Information Technology	\$500	\$3,500	\$1,804	\$1,858

Further to determining the level of fees and allowances, Council is required to approve the reimbursement of expenses, the payment of travel costs and the reimbursement of childcare costs incurred by a council member. This allows the payment on expenses to council members while on Council business such as meal and accommodation costs or taxi costs; the payment of travel costs such as mileage for the attendance at Council meetings; and the reimbursement of childcare costs to a maximum of \$25 per hour.

Timing of payments

Currently the payment of allowances occur at the end of each month in arrears. It is suggested that in future payments are made quarterly in advance commencing in the 2015/2016 year. The reasons quarterly payments are suggested is so that any changes to the council membership will have a minimal effect on the payments given to a departing councillor and also the alignment with the legislation with regard to the non-attendance of three consecutive meetings without Council approval resulting in disqualification to be a member of Council.

LEGAL IMPLICATIONS

Section 5.99 refers to the payment of an annual meeting attendance fee in lieu of meeting attendance fees for council members.

Section 5.98(2)(b) and (3) refers to the payment of expenses used in the course of council business.

Section 5.98(5) refers to the payment of an annual allowance for the President.

Section 5.98A(1) refers to the payment of an annual allowance for the Deputy President being no greater than 25% of the annual allowance for the President.

Section 5.99A refers to the payment of an Information Communication and Technology allowance to council members.

Local Government (Administration) Regulations 1996

Regulation 31(1)(b) and 32(1) refers to the reimbursement of travel costs and childcare costs.

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The 2014/2015 budget is \$62,191 and the expenditure as at 31 March is \$46,286. It should be noted that there was a period during this time when the Council membership

was reduced to six members. The impact on the 2015/2016 budget will be an increase \$1,867 for councillors' fee and allowances. It is expected that the level of reimbursements will be similar to the 2014/2015 financial year.

STRATEGIC IMPLICATIONS

Outcome 4.3 A long term strategically focused Council that functions efficiently and is unified.

RISK MANAGEMENT

Adoption of this increase in fees may result in a **Moderate** political risk to Council on the basis that it will not be supported by the community.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Executive Manager
Finance and Administration

C Wood

Chief Executive Officer

P Anderson

Date of Report

22 April 2015

The President adjourned the Ordinary Council meeting at 5.05 pm
The President reconvened the Ordinary Council meeting at 5.14 pm

13. TOWN PLANNING REPORT

13.1 PROPOSED OUTBUILDING – LOT 185 (10) HOULT STREET, DENHAM P1283

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 5.70 of the *Local Government Act 1995*

Moved Cr Laundry
Seconded Cr Bellottie

Council Resolution

That Council:

- 1. Grant delegated authority to the Chief Executive Officer in accordance with Clause 11.3.1 of the Shire of Shark Bay Local Planning Scheme No 3 to determine Planning Application 07/2015 lodged by Mr John Lewis for an Outbuilding on Lot 185 (10) Hoult Street, Denham.**
- 2. Note that the application has been referred to adjacent landowners for comment and advertising closes on the 4 May 2015.**
- 3. Note that the proposed outbuilding complies with the ‘deemed to comply’ requirements of the Residential Design Codes with the exception of a wall height variation proposed to be 2.9 metres in lieu of the permitted 2.4 metres.**

7/0 CARRIED

BACKGROUND

Council is to consider granting delegated authority to the Chief Executive Officer to determine an application for an outbuilding on Lot 185 (10) Hoult Street, Denham.

- *Zoning*

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

The lot has an approximate area of 945m² and the application has been assessed in accordance with the requirements applicable to the ‘R10’ density code.

- *Consultation*

The application has been referred to adjacent landowners for comment on a variation to the Residential Design Codes. Advertising closes on the 4 May 2015.

- *Location*

A location plan is included over page for ease of reference.



- *Existing development*

A single house has been developed in the north west portion of the lot.

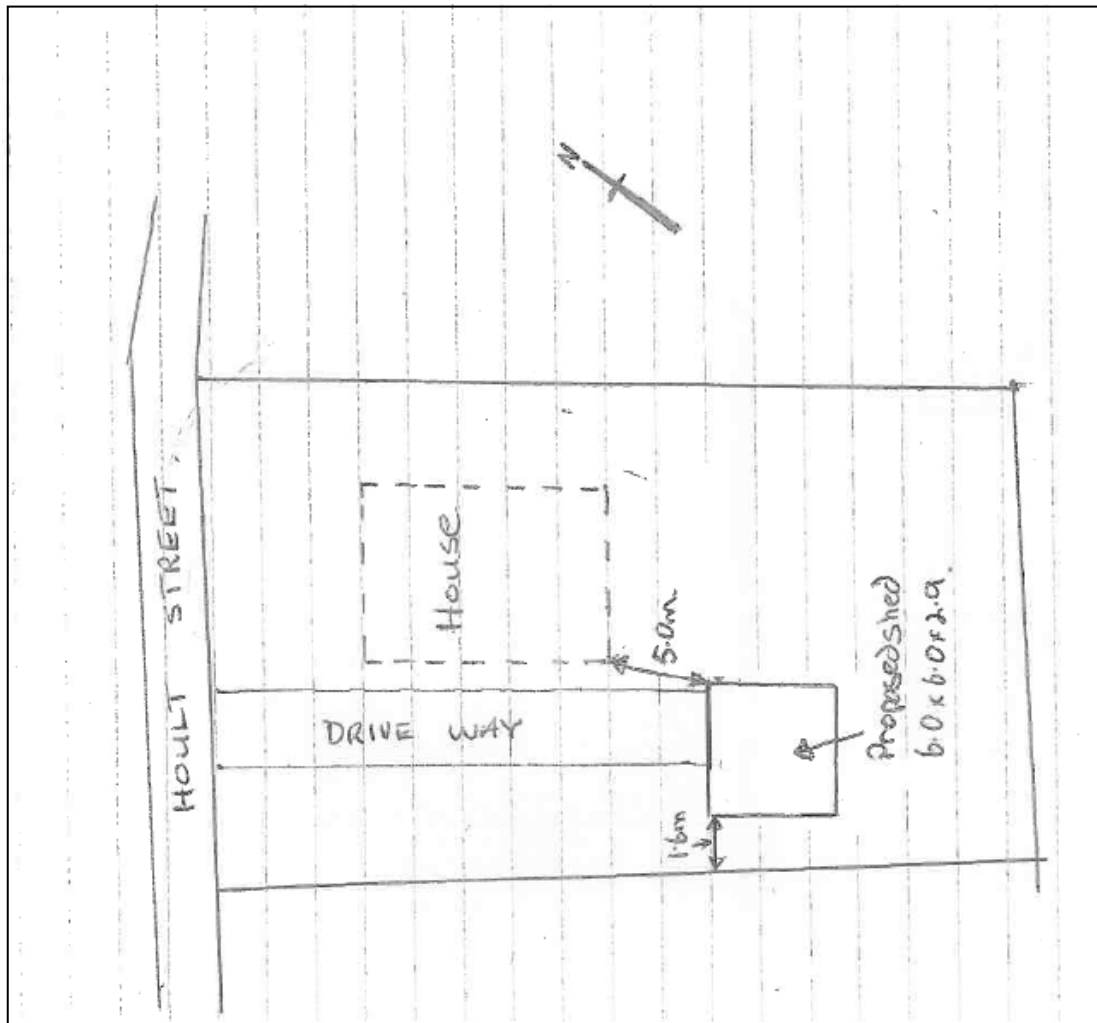
COMMENT

- *Proposed Development*

The application is for a 6 metre by 6 metre (36m²) green colorbond outbuilding to the south east of the existing dwelling.

A site plan is included over page for ease of reference. The site plan is not to scale however the proposed development is relatively minor.

The Shire can require the applicant to lodge a detailed, scaled, accurate site plan if deemed necessary.



- Residential Design Codes ('the Codes')

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

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

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

Clause 5.4.3 C3 'deemed to comply' criteria / Outbuildings that:	Officer Comment (Gray & Lewis)
(i) are not attached to the building	Complies.
(ii) are non habitable	Complies.

POLICY IMPLICATIONS

There are no policy implications relative to this report

FINANCIAL IMPLICATIONS

There are no financial implications relative to this report

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report

RISK MANAGEMENT

The approval of this application is a low risk to Council as the proposed building complies with legislative requirements

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

17 April 2015

Public Building Safety

Public buildings are defined as buildings or places where people assemble for a certain event, (entertainment, social, educational, religious etc.) i.e. pubs, clubs, sporting facilities, halls, etc.

Council's Environmental Health Service conducted 8 inspections of public buildings to ensure that lighting, ventilation, sanitary facilities, exit paths, emergency escapes, and other requirements are in compliance with approved standards. No issues of non-compliance that could not be readily rectified were found.

Management of Asbestos

The Shire owns several properties in which there is asbestos containing material and it has a duty to manage asbestos containing material in accordance with the *Code of Practice for the Management and control of Asbestos in Workplaces*[NOHSC: 2018 (2005)]

Generally, asbestos containing materials do not pose a risk to health if they are left undisturbed in buildings. However there is a serious risk of exposure to asbestos fibres during the disturbance or removal of asbestos containing material unless the appropriate safety precautions are followed. Asbestos poses a risk to health by inhalation whenever asbestos fibres become airborne and people are exposed to these fibres.

To meet its obligations under the Code of Practice the Shire has to keep an Asbestos Register. This register has to contain details of Shire owned properties which contain asbestos containing material. It is sometimes difficult to tell from only a visual inspection if a material contains asbestos and if there is any doubt if material is asbestos containing material it should be treated as presumed asbestos containing material PACA. The register contains details of where the asbestos containing material or PACA is and its state of repair. The purpose of this is to enable any worker engaged to carry out repairs, maintenance etc on a property to be aware of the potential hazards and take the necessary safety precautions.

The asbestos register has been compiled and will be reviewed and updated as necessary. The aim is to prioritise the replacement of asbestos containing material according to the state of repair and potential risk.

Caravan Parks

There are 8 licenced caravan park and camping grounds within the Shire which are subject to an annual inspection prior to their licence being renewed. Licences may be renewed with conditions attached. The licence holder must comply with the provisions of the Caravan Parks and Camping Ground Regulations 1997 which specify standards to be met relating to ablution blocks, laundry facilities, waste disposal, fire fighting equipment, distances between caravans etc. In addition to annual licence renewal inspections supplementary inspections were carried out to discuss with owners/operators works of an ongoing nature to upgrade where necessary. No complaints were received from the public relating to conditions of any caravan park.

Following the fire at the Monkey Mia Caravan Park the Department of Fire & Emergency Services made various fire safety recommendations and officers have worked with the management of Monkey Mia to ensure the implementation of the recommendations.

An inspection of Tamala Station was carried out as it has been used for camping. The inspection found that the most appropriate licence for the site would be a Nature Based Park and it will be dealt with under the new Nature Based Parks Licensing guidelines for developers and local governments which came into force in January 2015.

Public Pools

There are seven public pools approved by the Department of Health for use by patrons of various holiday accommodation properties and also the pool at the work site at Useless Loop. A pool has been installed at the Hamelin Pool Caravan Park and the owner has applied to the Department of Health for approval and in due course the Shire will be requested to audit it for compliance.

It is a requirement of the Health (Aquatic Facilities) Regulations 2007 that all pools are sampled on a monthly basis to check that the chemical parameters and the bacteriological standards are within the guidelines set in the Code of Practice for the Design, Construction, Operation, Management and Maintenance of Aquatic Facilities. It is not possible to sample monthly but it is done as often as is practical. In total 17 pool samples were submitted for bacteriological analyses and all were found to be satisfactory. Organisms such as Escherichia Coli, Acanthamoeba or Thermophilic Naegleria were not detected in any samples. These are organisms which have public health significance and if present pools require to be closed and remediation measures taken prior to reopening for public use.

At the same time as these samples are taken pool side tests are made to check the chlorine and pH values. If these are out with the guidelines then this is brought to the attention of the pool operator to implement the required adjustments. Here again the majority of samples were satisfactory. Also when sampling if any issues which need attention such as pool gates and fences are discussed with the operators. The pool at useless loop, because of its location, has Department of Health approval to make its own sampling arrangements. The Shire is informed of the results which have all been satisfactory throughout the year. The satisfactory results indicate that a safe aquatic environment is being provided for the patrons of all the pools in the Shire.

The Environmental health service has also dealt with numerous general environmental health enquiries and requests for advice.

LEGAL IMPLICATIONS

There are no legal implications relative to this report.

POLICY IMPLICATIONS

There are no policy implications relative to this report

FINANCIAL IMPLICATIONS

The Environmental Health Officer's visits are budgeted for in the 2014/2015 financial year

STRATEGIC IMPLICATIONS

3.6.1 Support & promote health and ancillary service providers

RISK MANAGEMENT

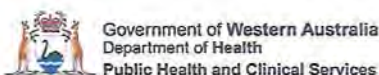
There is a low risk to council with this report

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author	<i>J Laughlin</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	1 April 2015



Food Act Report Submission Form

Information from *Food Act 2008 (WA)* (Food Act) enforcement agencies for the period 1 July 2013 to 30 June 2014 as required under Section 121 of the Food Act

Enforcement Agency: **Shire of Shark Bay**

Part A The information gathered in this section relates to

Authorised officers

1.	Who has the delegated authority to appoint authorised officers?			
	Council <input type="checkbox"/>	CEO <input checked="" type="checkbox"/>	PEHO <input type="checkbox"/>	Other (please specify)
2.	What is the number of full time equivalent (FTE) ¹ Food Act authorised officers?			Food Safety Contracted to Shire of Northampton
3.	What is the number of full time equivalent (FTE) ¹ persons that assist with the discharge of duties of Food Act authorised officers? ²			
4.	What are the qualifications of Food Act authorised officers (please specify the number of authorised officers with the following qualifications) ²			
	Environmental Health degree		Audit competencies	
	Other (number)	2	(please specify qualifications)	EHO's appointed under the Health Act
5.	Has the enforcement agency experienced recruiting difficulties during the reporting period?			Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

Registration and assessment of food businesses

6.	What is the total number of food businesses in the enforcement agency's jurisdiction ³ ?	22
7.	How many onsite assessments ⁴ were conducted during this reporting period?	22

¹ An authorised officer working in food regulation one day a week is considered to be 0.2FTE.

² The response to this question should be in line with the [guidelines on the appointment of authorised officers](#) issued by the CEO of the Department of Health.

³ Include all food businesses that are registered with the enforcement agency and those exempt from registration (notified only). Do not include temporary and mobile food businesses from other jurisdictions.

⁴ The process of reviewing a food business onsite in order to confirm compliance with the Food Act, *Food Regulations 2009 (WA)* or the Australia New Zealand Food Standards Code.

Food Act Report Submission Form

8.	What is the number of food businesses by risk rating?					
	High		Medium	22	Low	
	Very low/exempt		Not determined		Other	
9.	What is the number of food businesses by principal type of activity?					
	Manufacturer/producer	2	Hotel/motel/guesthouse		1	
	Retailer	4	Pub/tavern		1	
	Food service		Canteen/kitchen			
	Distributor/importer		Hospital/nursing home			
	Packer		Childcare centre			
	Storage		Home delivery			
	Transport		Mobile food operator			
	Restaurant/café	12	Market Stall			
	Snack bar/takeaway	2	Charitable/community organisation			
	Caterer		Temporary food premises			
	Meals-on-wheels		Primary processor ⁵			
	Primary producer ⁵		Not determined			

Compliance and enforcement activities

10.	Does the enforcement agency have a compliance and enforcement policy in place?				Yes	<input checked="" type="checkbox"/>
					No	<input type="checkbox"/>
11.	Number of prosecutions instigated	0	number of successful			
12.	Number of seizures performed	0				
13.	Number of improvement notices served	0				
	Number: complied with		not complied with			
14.	Number of infringement notices served	0				
	Number: paid		referred to court		withdrawn	
15.	Number of prohibition orders served					
	Number: complied with		not complied with		withdrawn	

Regulatory food safety auditing

16.	What is the total number of food businesses captured under Standard 3.3.1? ⁷	0
17.	In relation to question 16, what is the total number of food safety programs that have been verified ⁶ as of 30 June 2014? ⁷	

⁵ Primary producers and processor that are captured under Chapter 4 of the Food Standards Code

⁶ Leading to the setting of priority classification and audit frequency as per Food Act Section 100

⁷ Since commencement of Part 8 of the Food Act on 23 October 2010

Food Act Report Submission Form

18.	In relation to question 17, how many of these businesses have had at least their first regulatory food safety audit as of 30 June 2014? ⁷	
19.	How many regulatory food safety audits lead to compliance and enforcement action between 1 July 2013 and 30 June 2014? ⁷	

Part B

The Food Act has given enforcement agencies greater autonomy to implement food related public health initiatives in addition to their core Food Act functions. This section provides you with the opportunity to share these initiatives and to suggest future policy considerations.

20.	Does the enforcement agency provide food safety education or training?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If yes please specify:		
21.	Key highlights of the last 12 months In addition to any highlights related to Food Act functions, please provide details of any food safety or nutrition related public health initiatives you have implemented, for example food business recognition programs, projects with subsectors of the community, point of sale nutrition information or surveys you have undertaken.		

Signed declaration by enforcement agency

Enforcement Agency:	Shire of Shark Bay		
Authorised by enforcement agency Chief Executive Officer:			
Signature:		Date:	

This report should be submitted to the Department of Health by 31 August 2014	
Please submit reports by:	
Email to: foodunit@health.wa.gov.au	Fax to: (08) 9382 8119

ORDINARY COUNCIL MINUTES

29 APRIL 2015

There are is a low risk associated with council agreeing to this dedication

VOTING REQUIREMENTS
Simple Majority Required

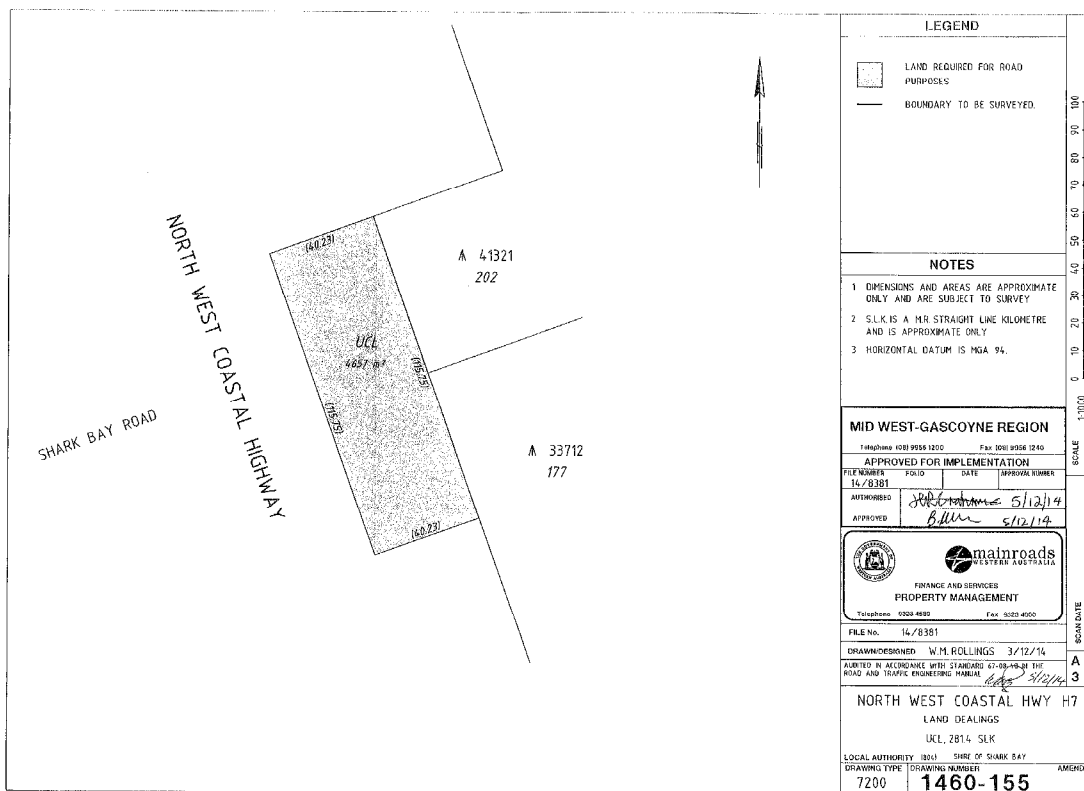
SIGNATURES

Chief Executive Officer

P Anderson

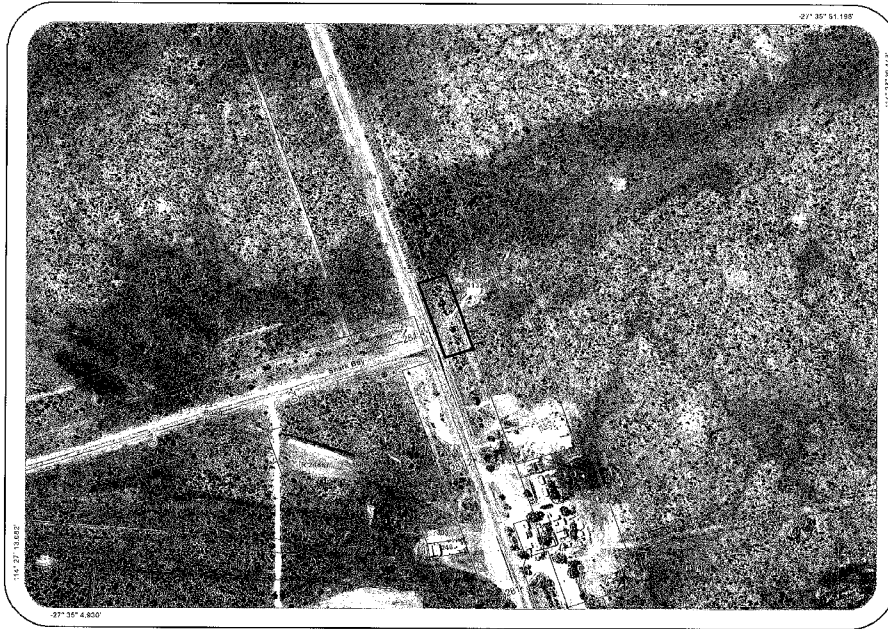
Date of Report

7 April 2015



North West Coastal Highway 281.4 SLK

DESCRIPTION
Please Refer to Schedule to Figure 1/2

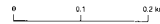


- LEGEND**
- IRIS Road Network Hatching (SLK)
 - Main Roads Controlled Path
 - Proposed State Road
 - Miscellaneous Road
 - Local Road
 - Drainage
 - State Road
 - Catchment

KEY MAP



lms GDA AUTHOR: INJANING\4743
DATE: 7-October-2014
CREATED BY: INFORMATED MAPPING SYSTEM
GEOCENTRIC DATUM OF AUSTRALIA



LEGAL IMPLICATIONS

There are no legal implications to this report

POLICY IMPLICATIONS

There are no policy implications to this report

FINANCIAL IMPLICATIONS

Budgeted

STRATEGIC IMPLICATIONS

2.1 Increase the awareness of Shark Bay as an attractive place to live, work, visit and invest.

RISK MANAGEMENT

Low risk item

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

R Stanley

Executive Manager Community Development

G McBride

Date of Report

22 April 2015



LEGAL IMPLICATIONS

There are no legal implications relevant to this report.

POLICY IMPLICATIONS

There are no policy implications relevant to this report.

FINANCIAL IMPLICATIONS

Funding for this event was granted by the Department for Communities, the acquittal process for this grant is currently underway.

STRATEGIC IMPLICATIONS

3.2.1 Work with the local school to maximise retention of all students

3.3.2 Promote assets and lifestyle to the local community

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

RISK MANAGEMENT

Low risk item

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

R Stanley

Executive Manager Community Development

G McBride

Date of Report

22 April 2015

21. *Increasing visitor occupancy in Shark Bay;*
22. *The further development of an events program that stimulates visitation;*
23. *Issues to do with holiday homes in Denham;*
24. *Tourism product packaging for easier customer purchase;*
25. *There seems to be a great deal of confusion about various place names in Shark Bay;*

Tourism Sites

The main purpose of the report was to identify potential land sites which could be developed for future tourism use. The tourism sites identified and assessed for potential use are identified on pages 46 - 76. Each area has been assessed in terms of Alternative sites, Uniqueness, Accessibility, Setting, Activities/Amenities, Size, Suitability, Capability and Function.

1. Lot 9502 Shark Bay Road

Recommendation – *Review the ODP to create a tourist accommodation overlooking the foreshore and create good pedestrian linkages to the beach and town. Development should generally be in accordance with an approved ODP or Structure Plan. Retain the Special Use zone for uses including Short Stay Accommodation, Incidental Tavern, Restaurant, Private Recreation and Residential.*

2. Lot 9000 cnr Monkey Mia and Denham Roads

Recommendation – *Support the LP Scheme No. 4 to allow Additional Uses associated with short and long term accommodation being Tavern as an incidental use, restaurant and private recreation.*

3. Lot 1 cnr Monkey Mia and Denham Roads

Recommendation – *That as the lot is not considered to be an essential tourist site being neither a strategic or non – strategic site no change to the zoning is recommended. Support the recommendations in LP Scheme No. 4 for Roadhouse, Restaurant and Bulk Fuel. Require high quality landscaping, setback from roads and promote a high standard development reflecting this visually prominent site on entry to the town centre.*

4. Lot 9500 Monkey Mia Road

Recommendation – *That Lot 9500 is not required for Tourism and should be wholly zoned Residential Development zone with Additional Uses at Council's discretion as proposed in LP Scheme No. 4.*

5. Lots 2 and 3 Spaven Way

Recommendation – *Support the LP Scheme No. 4 recommendation that the site be zoned Residential Development which permits a wide range of discretionary uses, subject to an approved ODP or Structure Plan.*

6. Lot 296 Stella Rowley Drive

- 1.5 To grow and diversify industries to increase jobs
- 2.1 Increase the awareness of Shark Bay as an attractive place to live, work, visit and invest
- 2.2 To increase investment opportunities, improve attractiveness and the diversity of uses to add to the Town Centre vibrancy
- 4.3 A long term strategically focuses Council that functions efficiently and is united.

RISK MANAGEMENT

Low Risk associated with the item

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

G McBride

Chief Executive Officer

P Anderson

Date of Report

22 April 2015

18. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

NIL

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

Moved Cr Bellottie
Seconded Cr Laundry

Council Resolution

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

19.1 Temporary Car Park and

19.2 Pensioner Units

7/0 CARRIED

19.1 TEMPORARY CAR PARK
LP00005 & LE00006

AUTHOR
WORK MANAGER

DISCLOSURE OF ANY INTEREST
NIL

Moved Cr Ridgley
Seconded Cr Capewell

Council Resolution

That the administration further investigate options for alternative Car Parking on Hughes Street Denham while works associated with the Foreshore Redevelopment Plan are implemented and submit a report to the May 2015 Ordinary Council meeting complete with designs and cost estimation's for further consideration by Council.

7/0 CARRIED

BACKGROUND

In the future there will be a significant disturbance along Knight Terrace and the Recreational Boat Ramp with the commencement of the foreshore redevelopment plan in preparation for the 2016 celebrations.

As this work progresses there is a high probability that car parking options along Knight Terrace and within the Recreational Boat Ramp car park will be seriously minimised or even become non-existent.

The envisaged construction method utilised would be to clear the land of all vegetation, sheet with sand clay then proceed with a wet cut and roll without major alterations to the lay of the land. This would negate the need for expensive retaining walls and minimise construction costs.

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

FINANCIAL IMPLICATIONS

The required cost to clear and sheet the identified land will need to be taken into consideration.

The Shire of Shark Bay has a financial obligation towards the Foreshore Redevelopment Plan and the required funding associated with this proposal could be sourced from this obligation.

STRATEGIC IMPLICATIONS

Outcome 2.2: improve the appearance, attractiveness and diversity of uses to add to town centre vibrancy.

RISK MANAGEMENT

There is a political risk associated with not supplying an alternative parking solution during the time required to complete the works along Knight Terrace.

The Shark Bay Hotel business and free hold is currently being offered for sale. Should the business be sold while the Foreshore Redevelopment is in progress there is no guarantee the new owner will honour the arrangement made with the current proprietor.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

B Galvin

Chief Executive Officer

P Anderson

Date of Report

28 April 2015



Yellow Paths indicate access to Boat Ramp and Knight Terrace
Green Hatch indicates Private land
Red Hatch indicates Shire of Shark Bay Land

19.2 PENSIONER UNITS
LS00018

Moved Cr Laundry
Seconded Cr Prior

The President referred to the request from Mr Hargreaves during Public Question Time regarding Mr V. Bellotti.

Council Resolution

That Council advise Mr Hargreaves that Council considered his request to review Resolution 20.1 – Pensioner Units at the Ordinary Council Meeting held 25 March 2015 and further advise that the Council Resolution is affirmed and will remain in force.

7/0 CARRIED

20. **MATTERS BEHIND CLOSED DOORS**

Nil

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

The next Ordinary meeting of Council will be held on the 27 May 2015 in Council Chambers commencing at 3.00 pm.

22. **CLOSURE OF MEETING**

As there was no further business the President closed the Ordinary Council meeting at 5.55 pm.