

SHIRE OF SHARK BAY MINUTES

29 May 2019 Adjourned
Until 5 June 2019

ORDINARY COUNCIL MEETING



SHARK BAY
Photograph taken by -
Scott Jon Photography





DISCLAIMER

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

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

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

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

The minutes of the Ordinary meeting of the Shark Bay Shire Council held in the Council Chamber at the Shark Bay Recreation Centre, Francis Street, Denham on 29 May 2019 adjourned until 5 June 2019 commencing at 3.03 pm.

TABLE OF CONTENTS

| | | |
|-------------|-------------------------------------------------------------------------------------------------------|------------|
| 1.0 | Declaration of Opening | 4 |
| 2.0 | Record of Attendances / Apologies / Leave of Absence Granted | 4 |
| 3.0 | Response To Previous Public Questions On Notice | 4 |
| 4.0 | Public Question Time | 4 |
| 5.0 | Applications For Leave Of Absence | 5 |
| 5.1 | Application For Leave Of Absence – Councillor Capewell | 5 |
| 6.0 | Petitions | 7 |
| 7.0 | Confirmation Of Minutes | 7 |
| 7.1 | Confirmation of the Minutes of the Ordinary Council meeting held on 30 April 2019.. | 7 |
| 8.0 | Announcements By The Chair | 7 |
| 9.0 | President’s Report | 7 |
| 10.0 | Councillors’ Reports | 8 |
| 11.0 | Finance Report | 10 |
| 11.1 | Schedule of Accounts Paid to be Received | 10 |
| 11.2 | Financial Reports To 30 April 2019 | 22 |
| 11.3 | Carnarvon Rangeland Bio-Security | 52 |
| 11.4 | Rates - Differential Rates | 63 |
| 12.0 | Town Planning Report | 71 |
| 12.1 | Proposed Local Development Plan – Lot 1 Shark Bay Road, Denham (Corner Monkey Mia Road), Denham | 71 |
| 12.2 | Proposed Unmanned Service Station – Lot 1 Shark Bay Road, Denham (Corner Shark Bay Road) | 81 |
| 12.3 | Proposed Telstra Easement Within Monkey Mia Road Reserve and Reserve 1686 | 100 |
| 12.4 | Proposed Health/Wellness Business – Lot 187 (14) Hoult Street, Denham..... | 104 |
| 12.5 | Proposed General Industry (Sea Cucumber Processing) – Lot 227 (7) Baudin Street, Denham..... | 112 |
| 13.0 | Works Report | 132 |
| 13.1 | Five (5) Year Footpath Capital Program | 132 |
| 14.0 | Tourism, Recreation and Culture Report | 142 |
| 14.1 | Community Assistance Grants | 142 |
| 14.2 | Shark Bay Business Association | 149 |
| 14.3 | Shark Bay Youth Group Association Incorporated | 157 |
| 15.0 | Motions of Which Previous Notice Has Been Given | 160 |
| 16.0 | Urgent Business Approved By The Person Presiding Or By Decision | 160 |
| 17.0 | Matters Behind Closed Doors | 160 |
| 17.1 | Tender 2018/2019 – 02 Town Bore..... | 160 |
| 17.2 | Employment Contract Works Manager | 161 |
| 18.0 | Date And Time Of Next Meeting | 161 |
| 19.0 | Closure of Meeting | 162 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

1.0 DECLARATION OF OPENING

The President opened the meeting at 3.06pm and adjourned the Ordinary Council meeting until 3.00pm on 5 June 2019, due to a lack of a quorum.

The President reconvened the Ordinary Council meeting at 3:03pm on 5 June 2019

2.0 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED

ATTENDANCES

| | |
|---------------|--------------------------|
| Cr C Cowell | President |
| Cr G Ridgley | |
| Cr J Burton | |
| Cr E Fenny | |
| Cr K Laundry | Deputy President |
| Mr P Anderson | Chief Executive Officer |
| Mr B Galvin | Works Manager |
| Ms J Yorke | Administration Assistant |

APOLOGIES

| | |
|----------------|----------------------------------------------|
| Cr K Capewell | Leave of Absence item 5.1 of this agenda |
| Cr L Bellottie | |
| Ms A Pears | Executive Manager Finance and Administration |
| Mrs R Mettam | Executive Assistant |

VISITORS

0

3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

There are no previous public questions on notice.

4.0 PUBLIC QUESTION TIME

The President opened public question time at 3:04pm.

As there were no questions the President closed public question time at 3:05pm.

5.0 APPLICATIONS FOR LEAVE OF ABSENCE

5.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR CAPEWELL
GV00005

Author
Executive Assistant

Disclosure of Any Interest
Nil

Officers Recommendation

Councillor Capewell is granted/refused leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on the 29 May 2019.

Moved Cr Fenny
Seconded Cr Ridgley

Council Resolution

Councillor Capewell is granted leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on the 29 May 2019.

5/0 CARRIED

Background

Councillor Capewell has applied for leave of absence from the ordinary meeting of Council scheduled for the 29 May 2019. The Council in accordance with Section 2.25 of the ***Local Government Act 1995*** as amended may by resolution grant leave of absence to a member.

Comment

Councillor Capewell has advised the Chief Executive Officer, he will be unable to attend the Ordinary meeting of Council scheduled to be held on the 29 May 2019 and has requested leave of absence be granted by Council for this meeting.

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

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

Cr Capewell has previously been granted Leave of Absence for the following meetings:
27 February 2019;
27 March 2019; and
30 April 2019.

Legal Implications

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

(1) A council may, by resolution grant leave of absence to a member.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the minister.
- (3) The granting of leave, or refusal to grant leave and reasons for that refusal, is to be recorded in the minutes for the meeting.
- (4) A member who is absent, without first obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council.
- (5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council –
 - a) If no meeting of the council at which a quorum is present is actually held on that day; or
 - b) If the non attendance occurs while –
 - i. the member has ceased to act as a member after written notice has been given to the member under section 2.27(3) and before written notice has been given to the member under section 2.27(5)
 - ii. while proceedings in connection with the disqualification of the member have been commenced or are pending; or
 - iii. while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending

Policy Implications

There are no policy implications relative to this report.

Financial Implications

There are no financial implications relative to this report.

Strategic Implications

There are no strategic implications relative to this report.

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer *P Anderson*

Date of Report 17 May 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

6.0 PETITIONS

There were no petitions presented to the May Ordinary Council meeting.

7.0 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 30 APRIL 2019

Moved Cr Burton
Seconded Cr Ridgley

Council Resolution

That the minutes of the Ordinary Council meeting held on 30 April 2019, as circulated to all Councillors, be confirmed as a true and accurate record.

5/0 CARRIED

8.0 ANNOUNCEMENTS BY THE CHAIR

Mr Michael Knight, Associate Director of URBIS made a presentation to the Councillors present on 29 May 2019 on the outcomes of the Shark Bay Business Analysis.

9.0 PRESIDENT'S REPORT

GV00002

Council Committee Membership

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

Meeting Attendance

| | |
|------------|--------------------------------------------------------------------------------------------------------------------------|
| 1 May 2019 | Chaired Western Australian Local Government Association Gascoyne Zone meeting |
| 1 | Shire of Shark Bay Community Grants Information Session |
| 9 | WA Marine Institution Workshop |
| 23 | Aboriginal Medical Service Carnarvon |
| 29 | May Council Meeting |
| 30 | Ministers Saffiotti and Dawson visit Shark Bay Business Analysis Presentation Local Emergency Management Committee |

Signatures

| | |
|----------------|--------------------------|
| Councillor | <i>Councillor Cowell</i> |
| Date of Report | 23 May 2019 |

Moved Cr Fenny
Seconded Cr Ridgley

Council Resolution

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

5/0 CARRIED

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

10.0 COUNCILLORS' REPORTS

10.1 CR BURTON
GV00018

Committee Membership

Member Audit Committee
Member Shark Bay Arts Council

Meeting Attendance

30 April 2019 Attended the Shark Bay Arts Council Annual General meeting
17 – 24 May Attended Shark Bay Fishing Fiesta

Signatures

Councillor *Councillor Burton*
Date of Report 14 May 2019

Moved Cr Ridgley
Seconded Cr Laundry

Council Resolution

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

5/0 CARRIED

10.2 CR RIDGLEY
GV00008

Committee Membership

Member Audit Committee
Member Shark Bay Business Association

Meeting Attendance

14 May 2019 Attended the Shark Bay Business Association meeting

Signatures

Councillor *Councillor Ridgley*
Date of Report 14 May 2019

Moved Cr Fenny
Seconded Cr Burton

Council Resolution

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

5/0 CARRIED

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

10.3 CR LAUNDRY
GV00013

Nil report for the May 2019 Ordinary Council meeting.

10.4 CR BELLOTTIE
GV00010

Nil report for the May 2019 Ordinary Council meeting.

10.5 CR FENNY
GV00017

Committee Membership

Member

Audit Committee

Member

The Aviation Community Consultation Group

Proxy Member

for Cr Bellottie on Development Assessment Panel

Meeting Attendance

13 May 2019

Attended the Aviation Community Consultation Group meeting in Carnarvon

Signatures

Councillor

Councillor Fenny

Date of Report

14 May 2019

Moved

Cr Burton

Seconded

Cr Laundry

Council Resolution

That Councillor Fenny's May 2019 report on activities as Council representative be received.

5/0 CARRIED

10.6 CR CAPEWELL
GV00005

Nil report for the May 2019 Ordinary Council meeting.

11.0 FINANCE REPORT

11.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED
CM00017

Author

Finance Officer / Accounts Payable

Disclosure of any Interest

Nil

Moved Cr Burton
Seconded Cr Ridgley

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$804,776.25 be accepted.

5/0 CARRIED

Comment

The schedules of accounts for payment covering -
Municipal fund credit card direct debits for the month of April 2019 totalling \$3,769.03

Municipal fund account cheque numbers 26900 to 26901 totalling \$8,271.73

Municipal fund direct debits to Council for the month of April 2019 totalling \$21,103.49

Municipal fund account electronic payment numbers MUNI 24835 to 24863, 24865 to 24929 totalling \$602,697.80

Municipal fund account for April 2019 payroll totalling \$114,822.00

No Trust fund account cheque numbers were issued for April 2019

Trust fund Police Licensing for April 2019 transaction number 181910 totalling \$11,855.70 and

Trust fund account electronic payment numbers EFT 24864 and 24930 to 24958 totalling \$42,256.50

The schedule of accounts submitted to each member of Council on 24 May 2019 has been checked and are fully supported by vouchers and invoices. All vouchers and invoices have been duly certified as to the receipt of goods and services and the cost of goods and services received.

LEGAL IMPLICATIONS

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The payments listed have been disbursed throughout the month.

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

Author *A Pears*

Chief Executive Officer *P Anderson*

Date of Report 15 May 2019

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

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

CREDIT CARD TOTAL \$3,769.03

CEO

| DATE | NAME | DESCRIPTION | AMOUNT |
|-------------|-----------------|-----------------------|---------------|
| 5/4/2019 | ACCOR ADVANTAGE | ACCOR PLUS MEMBERSHIP | 355.00 |

\$355.00

EMFA

| DATE | NAME | DESCRIPTION | AMOUNT |
|-------------|-----------------------|--------------------------------------------------------------|---------------|
| 15/03/2019 | BILLABONG ROADHOUSE | FUEL EMFA VEHICLE | 58.17 |
| 18/03/2019 | DWER | CLEARING PERMIT LITTLE LAGOON | 200.00 |
| 19/03/2019 | SHIRE OF SHARK BAY | REGISTRATION PLATE CHANGE P190 | 26.85 |
| 25/03/2019 | PAYPAL CABLE CHICK | COMPUTER NETWORK CABLES - PO 8261 | 51.50 |
| 29/03/2019 | PAYPAL INKJET | PRINTER AND CARTRIDGES FOR FINANCE OFFICER DEBTORS - PO 8273 | 279.28 |
| 4/04/2019 | THE FLOWER POT | FLOWERS FOR W.DALLYWATER AND L.TOMLINSON PO8310 | 132.00 |
| 4/04/2019 | PAYPAL CATCHOFTHE DAY | ADDITIONAL TELEPHONE HANDSET SBDC BACK OFFICE- PO8297 | 360.05 |
| 5/04/2019 | DEPT OF TRANSPORT | JINKER PERMIT 12 MONTHS - PO 8312 | 46.30 |
| 11/04/2019 | HARVEY NORMAN | DEPOT OFFICE FURNITURE - 4 DOOR CREDENZA- PO 8264 | 599.01 |

\$1,753.16

EMCD

| DATE | NAME | DESCRIPTION | AMOUNT |
|-------------|-----------------|-------------------------------------------------------------|---------------|
| 25/3/2019 | MEETING MASTERS | ACCOMMODATION A.WRIGHT CONFERENCE MUSEUM AND GALLERIES | 892.00 |
| 12/4/2019 | REX | AIRFARE A.WRIGHT – CONFERENCE MUSEUMS AND GALLERIES PO 8330 | 768.87 |

\$1,660.87

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

SHIRE OF SHARK BAY – MUNI CHQ

APRIL 2019

CHEQUE # 26900-26901

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------------|-------------|----------------------------------|----------------------------------------------|-------------------|
| 26900 | 04/04/2019 | WATER CORPORATION - OSBORNE PARK | WATER AND SERVICE CHARGES TO PENSIONER UNITS | -8171.73 |
| 26901 | 11/04/2019 | DENHAM IGA X-PRESS | PETTY CASH INCREASE FOR SBDC FOR HIGH SEASON | -100.00 |
| | | | TOTAL | \$8,271.73 |

SHIRE OF SHARK BAY – DIRECT DEBITS

APRIL 2019

| DD # | DATE | NAME | DESCRIPTION | AMOUNT |
|-------------|-------------|------------------------------------------|------------------------------|---------------|
| DD14884.1 | 18/04/2019 | VIVA ENERGY AUSTRALIA | VIVA FUEL ACCOUNT MARCH 2019 | -52.21 |
| DD14903.1 | 14/04/2019 | WA LOCAL GOV SUPERANNUATION PLAN PTY LTD | SUPERANNUATION CONTRIBUTIONS | -3552.83 |
| DD14903.2 | 14/04/2019 | MACQUARIE SUPER ACCUMULATOR | SUPERANNUATION CONTRIBUTIONS | -422.65 |
| DD14903.3 | 14/04/2019 | PRIME SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -248.68 |
| DD14903.4 | 14/04/2019 | AMP SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -415.01 |
| DD14903.5 | 14/04/2019 | CBUS SUPER | SUPERANNUATION CONTRIBUTIONS | -208.08 |
| DD14903.6 | 14/04/2019 | SUN SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -432.78 |
| DD14903.7 | 14/04/2019 | MTAA SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -380.38 |
| DD14903.8 | 14/04/2019 | BT SUPER FOR LIFE | SUPERANNUATION CONTRIBUTIONS | -1164.20 |
| DD14903.9 | 14/04/2019 | GUILD SUPER | SUPERANNUATION CONTRIBUTIONS | -415.65 |
| DD14909.1 | 28/04/2019 | WA LOCAL GOV SUPERANNUATION PLAN PTY LTD | SUPERANNUATION CONTRIBUTIONS | -3671.97 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| DD # | DATE | NAME | DESCRIPTION | AMOUNT |
|------------|------------|---------------------------------------|------------------------------|--------------------|
| DD14909.2 | 28/04/2019 | MACQUARIE SUPER ACCUMULATOR | SUPERANNUATION CONTRIBUTIONS | -422.65 |
| DD14909.3 | 28/04/2019 | PRIME SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -306.18 |
| DD14909.4 | 28/04/2019 | AMP SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -427.49 |
| DD14909.5 | 28/04/2019 | CBUS SUPER | SUPERANNUATION CONTRIBUTIONS | -208.09 |
| DD14909.6 | 28/04/2019 | SUN SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -399.09 |
| DD14909.7 | 28/04/2019 | MTAA SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | -467.74 |
| DD14909.8 | 28/04/2019 | BT SUPER FOR LIFE | SUPERANNUATION CONTRIBUTIONS | -1045.18 |
| DD14909.9 | 28/04/2019 | HOSTPLUS PTY LTD | SUPERANNUATION CONTRIBUTIONS | -673.68 |
| DD14903.10 | 14/04/2019 | HOSTPLUS PTY LTD | SUPERANNUATION CONTRIBUTIONS | -592.74 |
| DD14903.11 | 14/04/2019 | AUSTRALIAN SUPER | SUPERANNUATION CONTRIBUTIONS | -1335.77 |
| DD14903.12 | 14/04/2019 | REST | SUPERANNUATION CONTRIBUTIONS | -257.92 |
| DD14903.13 | 14/04/2019 | ESSENTIAL SUPER | SUPERANNUATION CONTRIBUTIONS | -186.58 |
| DD14903.14 | 14/04/2019 | WESTPAC SECURITIES ADMINISTRATION LTD | SUPERANNUATION CONTRIBUTIONS | -208.08 |
| DD14909.10 | 28/04/2019 | GUILD SUPER | SUPERANNUATION CONTRIBUTIONS | -415.65 |
| DD14909.11 | 28/04/2019 | AUSTRALIAN SUPER | SUPERANNUATION CONTRIBUTIONS | -1404.72 |
| DD14909.12 | 28/04/2019 | REST | SUPERANNUATION CONTRIBUTIONS | -1392.83 |
| DD14909.13 | 28/04/2019 | ESSENTIAL SUPER | SUPERANNUATION CONTRIBUTIONS | -186.58 |
| DD14909.14 | 28/04/2019 | WESTPAC SECURITIES ADMINISTRATION LTD | SUPERANNUATION CONTRIBUTIONS | -208.08 |
| | | | TOTAL | \$21,103.49 |

SHIRE OF SHARK BAY – MUNI EFT
 APRIL 2019
 EFT 24835-24863, 24865-24929

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|----------|
| EFT24835 | 04/04/2019 | M & B SALES | TOWN OVAL - TOILET DOOR REPLACEMENT | -150.00 |
| EFT24836 | 04/04/2019 | ABROLHOS STEEL PTY LTD | P146 PARTS AND STEEL FOR DEPOT MAINTENANCE | -563.09 |
| EFT24837 | 04/04/2019 | BUNNINGS BUILDING SUPPLIES PTY LTD | PARTS FOR PENSIONER UNITS MAINTENANCE, P189 AND RECREATION CENTRE MAINTENANCE | -756.42 |
| EFT24838 | 04/04/2019 | BRIAN JOHN GALVIN | SALARY SACRIFICE – ELECTRICITY | -361.17 |
| EFT24839 | 04/04/2019 | BURTON TILING MAINTENANCE & RENOVATIONS | MATERIALS FOR REPAIRS TO PENSIONER UNIT 5, MATERIALS FOR REPAIRS TO PENSIONER UNIT 9 AND DOOR LOCKS FOR 80 DURLACHER STREET | -4999.96 |
| EFT24840 | 04/04/2019 | CHUBB FIRE & SECURITY LTD | SECURITY MONITORING SBDC - APRIL TO JUNE 2019 | -143.86 |
| EFT24841 | 04/04/2019 | CL & JE COXHEAD PLUMBING | REPLACE TOILET BUTTONS & SEALS TOWN HALL TOILETS & SBDC TOILET REPAIRS | -2846.96 |
| EFT24842 | 04/04/2019 | CDH ELECTRICAL | SOUNDSCAPE REPLACEMENT – YAMAHA CHANNEL RECEIVER FOR SBDC | -553.74 |
| EFT24843 | 04/04/2019 | EMMA ELAINE CRAIG | SALARY SACRIFICE ELECTRICITY | -343.89 |
| EFT24844 | 04/04/2019 | FAST FINISHING SERVICES | BINDING OF ORDINARY COUNCIL MEETING MINUTES FROM OCTOBER 2014 TO NOVEMBER 2018 – OLIVE GREEN WITH GOLD LETTERING | -734.25 |
| EFT24845 | 04/04/2019 | HOUSE OF MUGS | SBDC MERCHANDISE | -157.64 |
| EFT24846 | 04/04/2019 | HORIZON POWER | DENHAM STREET LIGHTING - MARCH 2019 | -3403.04 |
| EFT24847 | 04/04/2019 | HUGGABLE TOYS | SBDC MERCHANDISE | -581.08 |
| EFT24848 | 04/04/2019 | ITVISION | PAYROLL ESSENTIAL TRAINING WORKSHOP AND LEAVE ESSENTIAL TRAINING T.MORONEY | -1940.40 |
| EFT24849 | 04/04/2019 | LANDGATE (WA LAND INFORMATION AUTHORITY) | LAND ENQUIRY - TITLE SEARCH | -25.70 |
| EFT24850 | 04/04/2019 | MCLEODS BARRISTERS AND SOLICITORS | LEGAL FEES PARKING ISSUES | -1257.30 |
| EFT24851 | 04/04/2019 | MARKETFORCE PTY LTD | ADVERTISING LOCAL LAW PART 7 MONKEY MIA JETTY | -934.71 |
| EFT24852 | 04/04/2019 | OUTBACK COAST AUTOMOTIVES AND RADIATORS | FILTERS FOR P179, P190, P189, P177, P178, P167 | -1428.90 |
| EFT24853 | 04/04/2019 | OEM GROUP PTY LTD | PARTS FOR P156 | -224.98 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| EFT24854 | 04/04/2019 | PROFESSIONAL PC SUPPORT | DEPOT PHONE AND COMPUTER ASSISTANCE INCLUSIVE OF 16 PORT GIGABIT POE SWITCH AND COMPUTER SOFTWARE SUPPORT FOR SBDC | -577.50 |
| EFT24855 | 04/04/2019 | LYONS ENTERPRISES-SHARK BAY CAR HIRE | CAR HIRE - CARNARVON MEDICAL STAFF - MARCH 2019 | -715.02 |
| EFT24856 | 04/04/2019 | WINC AUSTRALIA PTY LIMITED | SHIRE STATIONERY | -229.04 |
| EFT24857 | 04/04/2019 | SHARK BAY COMMUNITY RESOURCE CENTRE | REC CENTRE MANAGEMENT MARCH 2019 PLUS INSCRIPTION POSTS | -5344.25 |
| EFT24858 | 04/04/2019 | SHARK BAY FISHING CLUB INC | SPONSORSHIP FOR SHARK BAY FISHING FIESTA | -5000.00 |
| EFT24859 | 04/04/2019 | MOORE STEPHENS | PROGRESSIVE BILL FOR THE PROVISION OF INTEGRATED PLANNING AND REPORTING SERVICES – REVIEW AND UPDATE OF STRATEGIC RESOURCE PLANNING AND CORPORATE BUSINESS PLAN | -8262.69 |
| EFT24860 | 04/04/2019 | TOURISM COUNCIL | WA TOURISM AWARDS ENTRY FEE | -190.00 |
| EFT24861 | 04/04/2019 | TRUCKLINE PARTS CENTRE | P156 MATERIALS | -186.31 |
| EFT24862 | 04/04/2019 | TOWN PLANNING INNOVATIONS | GENERAL PLANNING SERVICES FEES - MARCH 2019 | -7755.00 |
| EFT24863 | 04/04/2019 | URL NETWORKS PTY LTD | SHIRE VOIP CALL CHARGES MARCH 2019 | -223.36 |
| EFT24865 | 10/04/2019 | AUSTRALIAN TAXATION OFFICE | BAS MARCH 2019 | -45751.00 |
| EFT24866 | 11/04/2019 | J & K HOPKINS | NEW FURNITURE FOR DEPOT OFFICE | -219.00 |
| EFT24867 | 11/04/2019 | BOC LIMITED | MONTHLY GAS ACCOUNT - DEPOT | -86.82 |
| EFT24868 | 11/04/2019 | BURTON TILING MAINTENANCE & RENOVATIONS | PENSIONER UNIT 9 - REPLACE KITCHEN, RE-TILE SHOWER AND INSTALL NEW FLOOR COVERINGS AND SKIRTS. REMOVE AND REATTACH LAUNDRY FIXINGS (VANITY AND TROUGH) | -5698.00 |
| EFT24869 | 11/04/2019 | CL & JE COXHEAD PLUMBING | PENSIONER UNIT 9 - REPLACE COPPER PIPES | -3615.70 |
| EFT24870 | 11/04/2019 | CDH ELECTRICAL | ANNUAL MAINTENANCE AIRCON, HOT WATER SYSTEM & BUILDING ELECTRICAL - PENSIONER UNIT 1-13 PENSIONER UNIT 7 – REPAIRS TO FANS AND FAULTY AIRCONDITIONER | -3708.41 |
| EFT24871 | 11/04/2019 | FAR WEST ELECTRICAL | RECONNECT POWER AND COMMUNICATIONS TO NEW DEPOT OFFICE | -3728.16 |
| EFT24872 | 11/04/2019 | HITACHI CONSTRUCTION MACHINERY (AUST) PTY LTD | GRADER PARTS FOR P156 | -1535.03 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|------------------------------------|----------------------------------------------------------------------------------------|------------|
| EFT24873 | 11/04/2019 | MIDWEST FIRE PROTECTION SERVICE | 6 MONTHLY FIRE EXTINGUISHER CHECKS | -1537.80 |
| EFT24874 | 11/04/2019 | OEM GROUP PTY LTD | PART FOR PRESSURE CLEANER P159 | -146.65 |
| EFT24875 | 11/04/2019 | PAULS TYRES | NEW TYRES TO P059 | -1482.50 |
| EFT24876 | 11/04/2019 | SHARK BAY CLEANING SERVICE | MONTHLY CLEANING ACCOUNT SHARK BAY - MARCH 2019 | -20587.04 |
| EFT24877 | 11/04/2019 | MCKELL FAMILY TRUST | MONTHLY RUBBISH COLLECTION AND STREET SWEEPING FOR MARCH 2019 | -11366.28 |
| EFT24878 | 11/04/2019 | GRIFFIN CIVIL | KNIGHT TERRACE UPGRADE - TENDER RFQ 2018/19-03 APPROVED BY COUNCIL DECEMBER 2018 | -206365.50 |
| EFT24879 | 12/04/2019 | ASHDOWN INGRAM | STARTER MOTOR FOR PP005 | -591.03 |
| EFT24880 | 12/04/2019 | AUSTRALIA POST | POSTAGE SHIRE OFFICE MARCH 2019 | -219.66 |
| EFT24881 | 12/04/2019 | AUSCOINSWEST | SBDC MERCHANDISE | -288.20 |
| EFT24882 | 12/04/2019 | BUNNINGS BUILDING SUPPLIES PTY LTD | LINE MARKING PAINT, P159 GARDEN HOSE & P146 GRINDING DISCS | -190.41 |
| EFT24883 | 12/04/2019 | BOOKEASY AUSTRALIA PTY LTD | BOOKEASY COMMISSION MARCH 2019 | -469.17 |
| EFT24884 | 12/04/2019 | BLUE LAGOON PEARLS | INSTALL AND REPLACE CHAIN AND MOORING TO GALLA | -1320.00 |
| EFT24885 | 12/04/2019 | BLACKWOODS ATKINS | 15 PACKS OF RESPIRATORY FILTERS - BUSHFIRE BRIGADE | -319.28 |
| EFT24886 | 12/04/2019 | CORAL COAST PLUMBING | UNBLOCK OVAL TOILETS REPLACE FLUSH PIPES | -124.64 |
| EFT24887 | 12/04/2019 | CL & JE COXHEAD PLUMBING | MALE ABLUTION REPAIRS AND SUPPLY OF TWO STAINLESS STEEL GRATES FOR URINALS - TOWN HALL | -530.20 |
| EFT24888 | 12/04/2019 | CDH ELECTRICAL | REGAS AIRCONDITIONER IN PP127 | -280.50 |
| EFT24889 | 12/04/2019 | GERALDTON DULUX TRADE CENTRE | PAINT FOR RECREATION CENTRE FIRE DOORS | -159.73 |
| EFT24890 | 12/04/2019 | DENHAM IGA X-PRESS | SHIRE MONTHLY ACCOUNT - MARCH 2019 | -1232.33 |
| EFT24891 | 12/04/2019 | SHARK BAY SUPERMARKET | SHIRE MONTHLY ACCOUNT - MARCH 2019 | -1016.96 |
| EFT24892 | 12/04/2019 | HOSE MANIA | P184 TRAILER PARTS | -43.47 |
| EFT24893 | 12/04/2019 | HERITAGE RESORT | SHIRE FUNCTION AT NEW DEPOT BUILDING | -449.88 |
| EFT24894 | 12/04/2019 | INDEPENDENCE STUDIOS PTY LTD | SBDC MERCHANDISE | -1471.25 |
| EFT24895 | 12/04/2019 | TRUE VALUE HARDWARE | SHIRE MONTHLY HARDWARE ACCOUNT FOR MARCH 2019 | -464.65 |
| EFT24896 | 12/04/2019 | MELANIE WALLIS | GYM MEMBERSHIP REFUND | -40.62 |
| EFT24897 | 12/04/2019 | PEST-A-KILL | SHIRE PREMISES RODENT MONITORING & BAITING | -330.00 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|-------------------------------------------------------|--------------------------------------------------------------------------------------------------|------------|
| EFT24898 | 12/04/2019 | PAPER PLUS OFFICE NATIONAL | DEPOT STATIONERY | -402.89 |
| EFT24899 | 12/04/2019 | PERTH STITCHINGS | SBDC MERCHANDISE | -1012.00 |
| EFT24900 | 12/04/2019 | QUALITY PRESS | SBDC BROCHURES - FIRE ON THE WATER | -775.50 |
| EFT24901 | 12/04/2019 | SHARK BAY STATE EMERGENCY SERVICE UNIT INC | FOURTH QUARTER LGGS GRANT | -12738.00 |
| EFT24902 | 12/04/2019 | SHARK BAY CAFE | LUNCHEON FOR COUNCIL PRESENTATION, AUDIT COMMITTEE AND OCM MARCH 2019 | -550.00 |
| EFT24903 | 12/04/2019 | SUNNY SIGN COMPANY | SHIRE STREET BLADE SIGNS AND SHIRE CAMP SITE RULES SIGNS | -916.30 |
| EFT24904 | 12/04/2019 | TRUCKLINE PARTS CENTRE | PP005, PP060 & PP126 FILTERS FOR SERVICING | -388.41 |
| EFT24905 | 12/04/2019 | WEST COAST FASTENERS PTY LTD | BOLTS FOR P146 | -14.46 |
| EFT24906 | 12/04/2019 | HOLIDAY GUIDE PTY LTD (FORMERLY WEST-OZ WEB SERVICES) | WA HOLIDAY GUIDE COMMISSION FEE - BOOKEASY MARCH 2019 | -52.65 |
| EFT24907 | 12/04/2019 | WURTH AUSTRALIA PTY LTD | WORKSHOP CONSUMABLES AND DEPOT TOOLS | -264.85 |
| EFT24908 | 23/04/2019 | ASHDOWN INGRAM | PP127 PARTS | -574.20 |
| EFT24909 | 23/04/2019 | APE PRODUCTIONS | TOWN HALL PORTABLE PUBLIC ADDRESS SYSTEM | -5987.30 |
| EFT24910 | 23/04/2019 | BUNNINGS BUILDING SUPPLIES PTY LTD | DEPOT DOOR CLOSER | -75.85 |
| EFT24911 | 23/04/2019 | C J D EQUIPMENT PTY LTD | VOLVO INTEGRATED TOOL CARRIER AS PER TENDER PS 2018/2019-01APPROVED OCTOBER 2018 COUNCIL MEETING | -180455.00 |
| EFT24912 | 23/04/2019 | CL & JE COXHEAD PLUMBING | SBDC TOILET MAINTENANCE | -300.50 |
| EFT24913 | 23/04/2019 | CANDICE USZKO | SALARY SACRIFICE REIMBURSEMENT FOR INTERNET - 80 DURLACHER STREET | -79.00 |
| EFT24914 | 23/04/2019 | FLEET HYDRAULICS | HOSE & SPIRAL GUARD FOR P163 | -238.04 |
| EFT24915 | 23/04/2019 | THE FLOWER POT | ANZAC WREATH | -80.00 |
| EFT24916 | 23/04/2019 | FAR WEST ELECTRICAL | SUPPLY AND INSTALL NEW STOVE TO PENSIONER UNIT 3 AND REPAIRS TO RECREATION CENTRE LIGHTS | -1039.26 |
| EFT24917 | 23/04/2019 | REFUEL AUSTRALIA (FORMERLY GERALDTON FUEL COMPANY) | SHIRE FUEL ACCOUNT MARCH 2019 – BULK FUEL FOR TAMALA AND DEPOT | -25530.27 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|---------------------------------------|----------------------------------------------------------------|---------------------|
| EFT24918 | 23/04/2019 | GERALDTON MOWER & REPAIRS SPECIALISTS | CARBURETTOR & PARTS FOR PP076 | -135.60 |
| EFT24919 | 23/04/2019 | TOLL IPEC PTY LTD | P174 FREIGHT FROM TRUCKLINE | -25.03 |
| EFT24920 | 23/04/2019 | IAN MICHEAL LOWRIE | DRIVEWAY CROSSOVER REIMBURSEMENT - 44A DURLACHER STREET | -441.75 |
| EFT24921 | 23/04/2019 | PETER & NICOLA MOTUZAS | DRIVEWAY CROSSOVER REIMBURSEMENT - 44B DURLACHER STREET DENHAM | -441.75 |
| EFT24922 | 23/04/2019 | MONKEYMIA WILDSIGHTS | ACCOMMODATION LLOYD SOUNNESS 13-16 MAY 2019 | -348.30 |
| EFT24923 | 23/04/2019 | PATRICIA ANDREW | SBDC MERCHANDISE | -150.00 |
| EFT24924 | 23/04/2019 | PURCHER INTERNATIONAL PTY LTD | P146 PARKING BRAKE CONTROL VALVE | -480.70 |
| EFT24925 | 23/04/2019 | PROFESSIONAL PC SUPPORT | PPS MONTHLY AGREEMENT - MAY 2019 | -817.05 |
| EFT24926 | 23/04/2019 | SHOPS FOR SHOPS | SBDC VARIOUS SHOP FITTINGS | -1625.70 |
| EFT24927 | 23/04/2019 | TELSTRA CORPORATION LTD | REFUSE MOBILE PHONE AND SIGN TRAILER CHARGES APRIL 2019 | -36.00 |
| EFT24928 | 23/04/2019 | TRUCKLINE PARTS CENTRE | P146 MUDFLAP | -52.87 |
| EFT24929 | 23/04/2019 | TOTAL UNIFORMS | STAFF UNIFORMS | -1408.44 |
| | | | TOTAL | \$602,697.80 |

**SHIRE OF SHARK BAY – TRUST TRANSACTION
APRIL 2019
TRUST POLICE LICENSING TRANSACTION # 181910**

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| CHQ | DATE | NAME | DESCRIPTION | AMOUNT |
|--------|------------|------------------------|-----------------------------|--------------------|
| 181910 | 30/04/2019 | COMMISSIONER OF POLICE | POLICE LICENSING APRIL 2019 | -11855.70 |
| | | | TOTAL | \$11,855.70 |

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

EFT 24864, 24930-24958

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|-----------------------------------------------------|--------------------------------------------------|----------|
| EFT24864 | 09/04/2019 | MELANIE WALLIS | GYM CARD DEPOSIT REFUND | -20.00 |
| EFT24930 | 30/04/2019 | JAMES SNR POLAND | BOOKEASY APRIL 2019 | -28.00 |
| EFT24931 | 30/04/2019 | MAC ATTACK FISHING CHARTERS | BOOKEASY APRIL 2019 | -2044.25 |
| EFT24932 | 30/04/2019 | SHARK BAY AVIATION | BOOKEASY APRIL 2019 | -3731.20 |
| EFT24933 | 30/04/2019 | CONSTRUCTION TRAINING FUND | CTF LOT 190 (20) HOULT STREET DENHAM PERMIT 3307 | -62.15 |
| EFT24934 | 30/04/2019 | NINGALOO CORAL BAY | BOOKEASY APRIL 2019 | -86.70 |
| EFT24935 | 30/04/2019 | HOWARD COCK | BOOKEASY APRIL 2019 | -71.88 |
| EFT24936 | 30/04/2019 | SHARK BAY COASTAL TOURS | BOOKEASY APRIL 2019 | -1716.00 |
| EFT24937 | 30/04/2019 | DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY | BSL LOT 190 (20) HOULT STREET DENHAM PERMIT 3307 | -56.65 |
| EFT24938 | 30/04/2019 | DENHAM SEASIDE CARAVAN PARK | BOOKEASY APRIL 2019 | -319.44 |
| EFT24939 | 30/04/2019 | HARTOG COTTAGES | BOOKEASY APRIL 2019 | -545.60 |
| EFT24940 | 30/04/2019 | HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE | BOOKEASY APRIL 2019 | -576.30 |
| EFT24941 | 30/04/2019 | HERITAGE RESORT | BOOKEASY APRIL 2019 | -180.00 |
| EFT24942 | 30/04/2019 | INTEGRITY COACH LINES (AUST) PTY LTD | BOOKEASY APRIL 2019 | -73.18 |
| EFT24943 | 30/04/2019 | KINGS NINGALOO REEF TOURS | BOOKEASY APRIL 2019 | -612.00 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------|------------|------------------------------------------------------|-------------------------------|--------------------|
| EFT24944 | 30/04/2019 | MONKEY MIA YACHT CHARTERS (ARISTOCAT) | BOOKEASY APRIL 2019 | -6863.12 |
| EFT24945 | 30/04/2019 | MONKEYMIA WILDSIGHTS | WILDSIGHTS APRIL 2019 | -5393.96 |
| EFT24946 | 30/04/2019 | NINGALOO CARAVAN & HOLIDAY RESORT | BOOKEASY APRIL 2019 | -97.75 |
| EFT24947 | 30/04/2019 | NINGALOO REEF DIVE | BOOKEASY APRIL 2019 | -1657.50 |
| EFT24948 | 30/04/2019 | NANGA BAY RESORT | BOOKEASY APRIL 2019 | -790.50 |
| EFT24949 | 30/04/2019 | SHARK BAY SCENIC QUAD BIKE TOURS | BOOKEASY APRIL 2019 | -1425.00 |
| EFT24950 | 30/04/2019 | RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT | BOOKEASY APRIL 2019 | -3422.32 |
| EFT24951 | 30/04/2019 | SHARK BAY DIVE AND MARINE SAFARIS | BOOKEASY APRIL 2019 | -2230.80 |
| EFT24952 | 30/04/2019 | SHARK BAY 4WD TOURS | BOOKEASY APRIL 2019 | -1623.60 |
| EFT24953 | 30/04/2019 | SHARK BAY HOLIDAY COTTAGES | BOOKEASY APRIL 2019 | -2338.38 |
| EFT24954 | 30/04/2019 | SHIRE OF SHARK BAY - MUNI ACCOUNT | BOOKING COMMISSION APRIL 2019 | -5052.42 |
| EFT24955 | 30/04/2019 | SHARK BAY VIEWS | BOOKEASY APRIL 2019 | -153.00 |
| EFT24956 | 30/04/2019 | JOHN MCDONALD -SUNSET VIEW ACCOMMODATION | BOOKEASY APRIL 2019 | -546.00 |
| EFT24957 | 30/04/2019 | SHARK BAY SEAFRONT APARTMENTS | BOOKEASY APRIL 2019 | -243.00 |
| EFT24958 | 30/04/2019 | TURQUOISE SAFARIS / SEA LION CHARTERS | BOOKEASY APRIL 2019 | -295.80 |
| | | | TOTAL | \$42,256.50 |

11.2 FINANCIAL REPORTS TO 30 APRIL 2019
CM00017

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Declaration of Interest:

Nature of Interest:

Moved Cr Fenny
Seconded Cr Laundry

Council Resolution

That the monthly financial report to 30 April 2019 as attached be received.

5/0 CARRIED

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **30 April 2019** are attached.

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

Author
Chief Executive Officer
Date of Report

A Pears
P Anderson
15 May 2019

| | |
|-----------------------------------------------------------------|-----------------------------------|
| SHIRE OF SHARK BAY | |
| MONTHLY FINANCIAL REPORT | |
| For the Period Ended 30 April 2019 | |
| LOCAL GOVERNMENT ACT 1995 | |
| LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 | |
| <u>TABLE OF CONTENTS</u> | |
| Compilation Report | |
| Monthly Summary Information | |
| Statement of Financial Activity by Program | |
| Statement of Financial Activity By Nature or Type | |
| Statement of Capital Acquisitions and Capital Funding | |
| | |
| | |
| Note 1 | Significant Accounting Policies |
| Note 2 | Explanation of Material Variances |
| Note 3 | Net Current Funding Position |
| Note 4 | Cash and Investments |
| Note 6 | Receivables |
| Note 7 | Cash Backed Reserves |
| Note 8 | Capital Disposals |
| Note 9 | Rating Information |
| Note 10 | Information on Borrowings |
| Note 11 | Grants and Contributions |
| Note 12 | Trust |
| Note 13 | Capital Acquisitions |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| SHIRE OF SHARK BAY | | | | | | | |
|----------------------------------------------------------------------------|------|--------------------|--------------------|--------------------|------------------|--------------------|----------|
| STATEMENT OF FINANCIAL ACTIVITY | | | | | | | |
| (Statutory Reporting Program) | | | | | | | |
| For the Period Ended 30 April 2019 | | | | | | | |
| | Note | Annual Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. |
| | | \$ | \$ | \$ | \$ | % | |
| Operating Revenues | | | | | | | |
| Governance | | 69,574 | 69,354 | 60,520 | (8,834) | (12.74%) | ▼ |
| General Purpose Funding - Rates | 9 | 1,326,088 | 1,326,080 | 1,316,003 | (10,077) | (0.76%) | ▼ |
| General Purpose Funding - Other | | 1,012,154 | 758,018 | 775,507 | 17,489 | 2.3% | ▲ |
| Law, Order and Public Safety | | 84,987 | 70,790 | 54,248 | (16,542) | (23%) | ▼ |
| Health | | 2,500 | 2,070 | 2,039 | (31) | (1.51%) | ▼ |
| Housing | | 108,160 | 90,050 | 94,644 | 4,594 | 5.1% | ▲ |
| Community Amenities | | 322,096 | 303,567 | 306,643 | 3,076 | 1.01% | ▲ |
| Recreation and Culture | | 292,986 | 244,080 | 236,879 | (7,201) | (3.0%) | ▼ |
| Transport | | 580,987 | 503,837 | 488,274 | (15,563) | (3.1%) | ▼ |
| Economic Services | | 886,723 | 739,996 | 805,869 | 65,873 | 8.9% | ▲ |
| Other Property and Services | | 35,000 | 29,160 | 31,541 | 2,381 | 8.2% | ▲ |
| Total Operating Revenue | | 4,721,255 | 4,137,002 | 4,172,167 | 35,166 | 0.85% | |
| Operating Expense | | | | | | | |
| Governance | | (342,920) | (296,011) | (220,206) | 75,805 | (25.6%) | ▲ |
| General Purpose Funding | | (115,441) | (96,170) | (85,866) | 10,304 | (10.7%) | ▲ |
| Law, Order and Public Safety | | (353,889) | (295,655) | (266,225) | 29,430 | (10.0%) | ▲ |
| Health | | (74,736) | (62,240) | (45,594) | 16,646 | (26.7%) | ▲ |
| Housing | | (210,285) | (176,805) | (189,280) | (12,475) | 7.1% | ▼ |
| Community Amenities | | (779,181) | (649,340) | (567,182) | 82,158 | (12.7%) | ▲ |
| Recreation and Culture | | (2,246,975) | (1,884,930) | (1,681,494) | 203,436 | (10.8%) | ▲ |
| Transport | | (1,670,677) | (1,393,705) | (1,258,977) | 134,728 | (9.7%) | ▲ |
| Economic Services | | (1,218,468) | (1,025,653) | (990,832) | 34,821 | (3.4%) | ▲ |
| Other Property and Services | | (34,750) | (31,824) | (24,642) | 7,182 | (22.6%) | ▲ |
| Total Operating Expenditure | | (7,047,322) | (5,912,333) | (5,330,296) | 582,037 | (9.8%) | |
| Funding Balance Adjustments | | | | | | | |
| Add back Depreciation | | 1,961,780 | 1,634,630 | 1,586,075 | (48,555) | | |
| Adjust (Profit)/Loss on Asset Disposal | 8 | 110,032 | 90,041 | 27,244 | (62,797) | | |
| Adjust Provisions and Accruals | | 10,000 | 0 | 0 | | | |
| Net Cash from Operations | | (244,254) | (50,660) | 455,190 | 505,851 | | |
| Capital Revenues | | | | | | | |
| Grants, Subsidies and Contributions | 11 | 519,673 | 480,988 | 477,012 | (3,976) | (0.8%) | ▼ |
| Proceeds from Disposal of Assets | 8 | 290,091 | 217,637 | 217,637 | 0 | 0.0% | |
| Total Capital Revenues | | 809,764 | 698,625 | 694,649 | (3,976) | (0.6%) | |
| Capital Expenses | | | | | | | |
| Land Held for Resale | | | | | | | |
| Land and Buildings | 13 | (261,355) | (250,055) | (196,929) | 53,126 | 21.25% | ▲ |
| Infrastructure - Roads | 13 | (555,227) | (462,630) | (413,291) | 49,339 | 10.7% | ▲ |
| Infrastructure - Public Facilities | 13 | (880,787) | (871,607) | (29,128) | 842,479 | 96.7% | ▲ |
| Infrastructure - Streetscapes | 13 | 0 | 0 | 0 | 0 | 0.0% | ▲ |
| Infrastructure - Footpaths | 13 | (46,980) | (46,980) | (46,980) | 0 | 0.0% | ▲ |
| Infrastructure - Drainage | 13 | 0 | 0 | 0 | 0 | | ▲ |
| Plant and Equipment | 13 | (748,221) | (719,455) | (571,915) | 147,541 | 20.5% | ▲ |
| Furniture and Equipment | 13 | (18,805) | (18,805) | (17,467) | 1,338 | 0.0% | ▲ |
| Total Capital Expenditure | | (2,511,375) | (2,369,532) | (1,275,709) | 1,093,823 | 46.2% | |
| Net Cash from Capital Activities | | (1,701,612) | (1,670,907) | (581,060) | 1,089,847 | 65.22% | |
| Financing | | | | | | | |
| Proceeds from Loans | | 800,000 | 0 | 0 | 0 | | |
| Transfer from Reserves | 7 | 736,503 | 680,744 | 680,744 | 0 | 0.0% | |
| Repayment of Debentures | 10 | (84,414) | (61,537) | (61,537) | 0 | 0.0% | |
| Transfer to Reserves | 7 | (999,313) | (559,499) | (559,499) | 0 | 0.0% | |
| Net Cash from Financing Activities | | 452,776 | 59,708 | 59,708 | 0 | 0.0% | |
| Net Operations, Capital and Financing | | (1,493,090) | (1,661,860) | (66,162) | 1,595,698 | 96.02% | ▲ |
| Opening Funding Surplus(Deficit) | 3 | 1,493,090 | 1,493,090 | 1,493,090 | 0 | | |
| Closing Funding Surplus(Deficit) | 3 | 0 | (168,770) | 1,426,928 | 1,595,698 | (945.49%) | ▼ |
| Indicates a variance between Year to Date (YTD) Budget and YTD Actual data | | | | | | | |
| Refer to Note 2 for an explanation of the reasons for the variance. | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

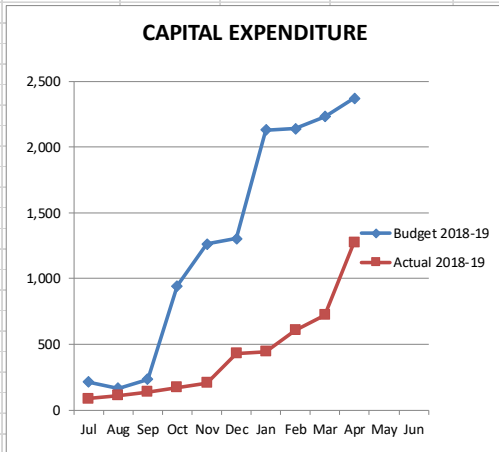
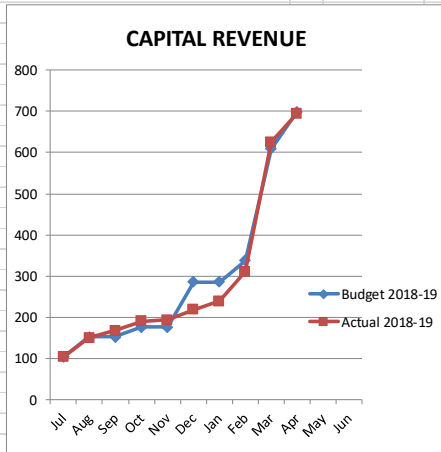
29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| SHIRE OF SHARK BAY | | | | |
|-----------------------------------------------|------|--------------------|--------------------|--------------------|
| STATEMENT OF FINANCIAL ACTIVITY | | | | |
| (By Nature or Type) | | | | |
| For the Period Ended 30 April 2019 | | | | |
| | Note | Annual Budget | YTD Budget (a) | YTD Actual (b) |
| Operating Revenues | | | | |
| Rates | 9 | 1,326,088 | 1,326,080 | 1,316,003 |
| Operating Grants, Subsidies and Contributions | 11 | 1,459,631 | 1,147,736 | 1,133,210 |
| Fees and Charges | | 1,623,598 | 1,387,907 | 1,433,886 |
| Interest Earnings | | 55,405 | 38,624 | 54,986 |
| Other Revenue | | 236,533 | 216,655 | 226,810 |
| Profit on Disposal of Assets | 8 | 20,000 | 20,000 | 7,273 |
| Total Operating Revenue | | 4,721,255 | 4,137,002 | 4,172,167 |
| Operating Expense | | | | |
| Employee Costs | | (2,243,191) | (1,864,626) | (1,842,664) |
| Materials and Contracts | | (2,143,562) | (1,798,240) | (1,415,044) |
| Utility Charges | | (178,281) | (148,380) | (118,926) |
| Depreciation on Non-Current Assets | | (1,961,780) | (1,634,630) | (1,586,075) |
| Interest Expenses | | (24,755) | (20,610) | (6,777) |
| Insurance Expenses | | (150,426) | (150,426) | (148,144) |
| Other Expenditure | | (215,295) | (185,380) | (178,146) |
| Loss on Disposal of Assets | 8 | (130,032) | (110,041) | (34,520) |
| Total Operating Expenditure | | (7,047,322) | (5,912,333) | (5,330,296) |
| Funding Balance Adjustments | | | | |
| Add back Depreciation | | 1,961,780 | 1,634,630 | 1,586,075 |
| Adjust (Profit)/Loss on Asset Disposal | 8 | 110,032 | 90,041 | 27,244 |
| Adjust Provisions and Accruals | | 10,000 | 0 | 0 |
| Net Cash from Operations | | (244,254) | (50,660) | 455,190 |
| Capital Revenues | | | | |
| Grants, Subsidies and Contributions | 11 | 519,673 | 480,988 | 477,012 |
| Proceeds from Disposal of Assets | 8 | 290,091 | 217,637 | 217,637 |
| Total Capital Revenues | | 809,764 | 698,625 | 694,649 |
| Capital Expenses | | | | |
| Land Held for Resale | | | | |
| Land and Buildings | 13 | (261,355) | (250,055) | (196,929) |
| Infrastructure - Roads | 13 | (555,227) | (462,630) | (413,291) |
| Infrastructure - Public Facilities | 13 | (880,787) | (871,607) | (29,128) |
| Infrastructure - Streetscapes | 13 | 0 | 0 | 0 |
| Infrastructure - Footpaths | 13 | (46,980) | (46,980) | (46,980) |
| Infrastructure - Drainage | 13 | 0 | 0 | 0 |
| Plant and Equipment | 13 | (748,221) | (719,455) | (571,915) |
| Furniture and Equipment | 13 | (18,805) | (18,805) | (17,467) |
| Total Capital Expenditure | | (2,511,375) | (2,369,532) | (1,275,709) |
| Net Cash from Capital Activities | | (1,701,612) | (1,670,907) | (581,060) |
| Financing | | | | |
| Proceeds from Loans | | 800,000 | 0 | 0 |
| Transfer from Reserves | 7 | 736,503 | 680,744 | 680,744 |
| Repayment of Debentures | 10 | (84,414) | (61,537) | (61,537) |
| Transfer to Reserves | 7 | (999,313) | (559,499) | (559,499) |
| Net Cash from Financing Activities | | 452,776 | 59,708 | 59,708 |
| Net Operations, Capital and Financing | | (1,493,090) | (1,661,860) | (66,162) |
| Opening Funding Surplus(Deficit) | 3 | 1,493,090 | 1,493,090 | 1,493,090 |
| Closing Funding Surplus(Deficit) | 3 | (0) | (168,770) | 1,426,928 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| SHIRE OF SHARK BAY | | | | | | | | |
|-------------------------------------------------------|------|-----------------------------|--------------------------------------|--------------------------------|------------------|-----------------------|--------------------|----|
| STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING | | | | | | | | |
| For the Period Ended 30 April 2019 | | | | | | | | |
| Capital Acquisitions | Note | YTD Actual New /Upgrade (a) | YTD Actual (Renewal Expenditure) (b) | YTD Actual Total (c) = (a)+(b) | YTD Budget (d) | Amended Annual Budget | Variance (d) - (c) | |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Land and Buildings | 13 | 51,957 | 144,972 | 196,929 | 250,055 | 261,355 | 53,126 | |
| Infrastructure Assets - Roads | 13 | 0 | 413,291 | 413,291 | 462,630 | 555,227 | 49,339 | |
| Infrastructure Assets - Public Facilities | 13 | 28,640 | 487 | 29,128 | 871,607 | 880,787 | 842,479 | |
| Infrastructure Assets - Footpaths | 13 | 46,980 | 0 | 46,980 | 46,980 | 46,980 | 0 | |
| Infrastructure Assets - Drainage | 13 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Infrastructure Assets - Streetscapes | 13 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Plant and Equipment | 13 | 21,507 | 550,407 | 571,915 | 719,455 | 748,221 | 147,541 | |
| Furniture and Equipment | 13 | 0 | 17,467 | 17,467 | 18,805 | 18,805 | 1,338 | |
| Capital Expenditure Totals | | 149,084 | 1,126,625 | 1,275,709 | 2,369,532 | 2,511,375 | 1,093,823 | |



MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| SHIRE OF SHARK BAY | |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | |
| For the Period Ended 30 April 2019 | |
| 1. | SIGNIFICANT ACCOUNTING POLICIES |
| (a) | Basis of Preparation |
| | This report has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this budget are presented below and have been consistently applied unless stated otherwise. |
| | Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities. |
| | The Local Government Reporting Entity |
| | All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this budget. |
| | In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated. |
| | All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 16 to this budget document. |
| (b) | Rounding Off Figures |
| | All figures shown in this report, other than a rate in the dollar, are rounded to the nearest dollar. |
| (c) | Rates, Grants, Donations and Other Contributions |
| | Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. |
| | Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates. |
| (d) | Goods and Services Tax (GST) |
| | Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). |
| | Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. |
| | Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows. |
| (e) | Superannuation |
| | The Council contributes to a number of Superannuation Funds on behalf of employees. |
| | All funds to which the Council contributes are defined contribution plans. |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| SHIRE OF SHARK BAY | | | | |
|----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 30 April 2019 | | | | |
| 1. | SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | |
| | (f) Cash and Cash Equivalents | | | |
| | Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. | | | |
| | Bank overdrafts are shown as short term borrowings in current liabilities in the statement of financial position. | | | |
| | (g) Trade and Other Receivables | | | |
| | Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. | | | |
| | Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. | | | |
| | Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible. | | | |
| | (h) Inventories | | | |
| | General | | | |
| | Inventories are measured at the lower of cost and net realisable value. | | | |
| | Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale. | | | |
| | Land Held for Resale | | | |
| | Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. | | | |
| | Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. | | | |
| | Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale. | | | |
| | (i) Fixed Assets | | | |
| | Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses. | | | |
| | Mandatory Requirement to Revalue Non-Current Assets | | | |
| | Effective from 1 July 2012, the Local Government (Financial Management) Regulations were amended and the measurement of non-current assets at Fair Value became mandatory. | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| SHIRE OF SHARK BAY | | | | |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 30 April 2019 | | | | |
| 1. | SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | |
| | (k) Fair Value of Assets and Liabilities (Continued) | | | |
| | As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. | | | |
| | To the extent possible, market information is extracted from either the principal market for the asset (i.e. the market with the greatest volume and level of activity for the asset or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs). | | | |
| | For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use. | | | |
| | Fair Value Hierarchy | | | |
| | AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows: | | | |
| | Level 1 | | | |
| | Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date. | | | |
| | Level 2 | | | |
| | Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly. | | | |
| | Level 3 | | | |
| | Measurements based on unobservable inputs for the asset or liability. | | | |
| | The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3. | | | |
| | Valuation techniques | | | |
| | The Council selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Council are consistent with one or more of the following valuation approaches: | | | |
| | Market approach | | | |
| | Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities. | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| SHIRE OF SHARK BAY | | | | |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 30 April 2019 | | | | |
| 1. | SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | |
| | (k) Fair Value of Assets and Liabilities (Continued) | | | |
| | Income approach | | | |
| | Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value. | | | |
| | Cost approach | | | |
| | Valuation techniques that reflect the current replacement cost of an asset at its current service capacity. | | | |
| | Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Council gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability and considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable. | | | |
| | As detailed above, the mandatory measurement framework imposed by the Local Government (Financial Management) Regulations requires, as a minimum, all assets carried at a revalued amount to be revalued at least every 3 years. | | | |
| | (l) Financial Instruments | | | |
| | Initial Recognition and Measurement | | | |
| | Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted). | | | |
| | Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately. | | | |
| | Classification and Subsequent Measurement | | | |
| | Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost. | | | |
| | Amortised cost is calculated as: | | | |
| | (a) the amount in which the financial asset or financial liability is measured at initial recognition; | | | |
| | (b) less principal repayments and any reduction for impairment; and | | | |
| | (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method. | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| SHIRE OF SHARK BAY | |
|-------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | |
| For the Period Ended 30 April 2019 | |
| 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. |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| SHIRE OF SHARK BAY | | | | |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 30 April 2019 | | | | |
| | 1. SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | |
| | (l) Financial Instruments (Continued) | | | |
| | <i>Impairment</i> | | | |
| | A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which has an impact on the estimated future cash flows of the financial asset(s). | | | |
| | In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point. | | | |
| | In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults. | | | |
| | For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account. | | | |
| | <i>Derecognition</i> | | | |
| | Financial assets are derecognised where the contractual rights for receipt of cash flows expire or the asset is transferred to another party, whereby the Council no longer has any significant continual involvement in the risks and benefits associated with the asset. | | | |
| | Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss. | | | |
| | (m) Impairment of Assets | | | |
| | In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired. | | | |
| | Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount. | | | |
| | Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116) whereby any impairment loss of a revaluation decrease in accordance with that other standard. | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| SHIRE OF SHARK BAY | | | | |
|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 30 April 2019 | | | | |
| 1. | SIGNIFICANT ACCOUNTING POLICIES (Continued) | | | |
| | | | | |
| | (p) Borrowing Costs | | | |
| | Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale. | | | |
| | | | | |
| | (q) Provisions | | | |
| | Provisions are recognised when the Council has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. | | | |
| | Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period. | | | |
| | | | | |
| | (r) Current and Non-Current Classification | | | |
| | In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where the Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Council's intentions to release for sale. | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

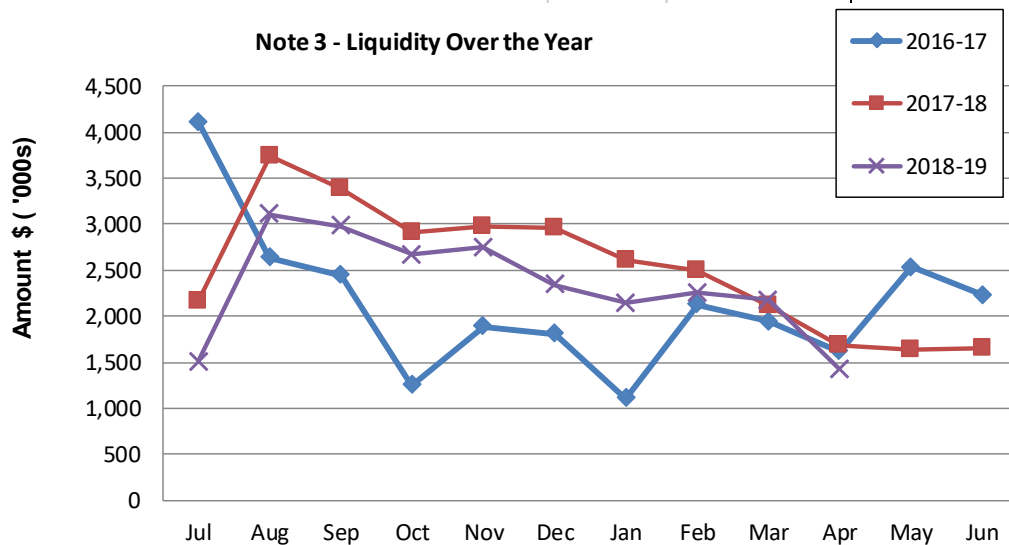
| Shire of Shark Bay | | | | | |
|-------------------------------------------|----------|---------|------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| EXPLANATION OF MATERIAL VARIANCES | | | | | |
| For the Period Ended 30 April 2019 | | | | | |
| Note 2: EXPLANATION OF MATERIAL VARIANCES | | | | | |
| Reporting Program | Var. \$ | Var. % | Var. | Timing/ Permanent | Explanation of Variance |
| Operating Revenues | \$ | % | | | |
| Governance | (8,834) | (12.7%) | ▼ | Timing | Variance due to Profit on Sale of Asset Actual to Budget YTD timing |
| General Purpose Funding - Rates | (10,077) | (0.8%) | ▼ | Timing | Excess Rates Impact \$10K to occur in June 2019 Interest Earned, Commission and Rate Instalment Service Fee in excess of Budget YTD |
| General Purpose Funding - Other | 17,489 | 2.3% | ▲ | Timing | |
| Law, Order and Public Safety | (16,542) | (23.4%) | ▼ | Timing | CHRMAP Grant Funding budgeted to be received earlier offset by FESA Bush Fire Brigade and SES Overspend 17-18 reimbursement |
| Health | (31) | (1.5%) | ▼ | Timing | No Reportable Variance |
| Housing | 4,594 | 5.1% | ▲ | Timing | No Reportable Variance |
| Community Amenities | 3,076 | 1.0% | ▲ | Timing | No Reportable Variance |
| Recreation and Culture | (7,201) | (3.0%) | ▼ | Permanent | Increase in Recreation and Sport Income compared to YTD Budget offset by SBDC Sale of Merchandise behind YTD Budget timing. Note: We have entered high season and sales will improve. |
| Transport | (15,563) | (3.1%) | ▼ | Timing | Denham Marina Slipway Haulage Fees and DOT Marina Facility Agreement less than Budget YTD |
| Economic Services | 65,873 | 8.9% | ▲ | Timing | Variance due to MRWA Private Works budget timing and increase in Caravan Park Leases |
| Other Property and Services | 2,381 | 8.2% | ▲ | Timing | No Reportable Variance |
| Operating Expense | | | | | |
| Governance | 75,805 | (25.6%) | ▲ | Timing | Overall underspend in expenses compared to budget |
| General Purpose Funding | 10,304 | (10.7%) | ▲ | Timing | Overall underspend in governance expenses compared to budget |
| Law, Order and Public Safety | 29,430 | (10.0%) | ▲ | Timing | Overall underspend in expenses compared to budget |
| Health | 16,646 | (26.7%) | ▲ | Timing | Overall underspend in expenses compared to budget |
| Housing | (12,475) | 7.1% | ▼ | Timing | Pensioner Unit Maintenance and 80 Durlacher Street over budgeted YTD offset by overall |
| Community Amenities | 82,158 | (12.7%) | ▲ | Timing | Overall underspend in expenses compared to budget |
| Recreation and Culture | 203,436 | (10.8%) | ▲ | Timing | Overall underspend in expenses compared to budget |
| Transport | 134,728 | (9.7%) | ▲ | Timing | Overall underspend in expenses compared to budget |
| Economic Services | 34,821 | (3.4%) | ▲ | Timing | Overall underspend in expenses compared to budget |
| Other Property and Services | 7,182 | (22.6%) | ▲ | Timing | Under allocation of Plant, Public Works Overheads and Stock Purchases and Issues |
| Capital Revenues | | | | | |
| Grants, Subsidies and Contributions | (3,976) | (0.8%) | ▼ | Timing | No Reportable Variance |
| Proceeds from Disposal of Assets | 0 | 0.0% | ▲ | Timing | No Reportable Variance |
| Capital Expenses | | | | | |
| Land and Buildings | 53,126 | 21.2% | ▲ | Timing | Pensioner and Staff housing is expenditure is down compared to YTD Budget as well as progress of Depot Administration Building Project |
| Infrastructure - Roads | 49,339 | 10.7% | ▲ | Timing | R2R Road Projects and RRG Useless Loop Road projects have commenced and are behind compared to YTD budget |
| Infrastructure - Public Facilities | 842,479 | 96.7% | ▲ | Timing | New Town Bore and Little Lagoon signage and barriers budgeted earlier than actual install |
| Infrastructure - Footpaths | 0 | 0.0% | ▲ | Timing | No Reportable Variance |
| Plant and Equipment | 147,541 | 20.5% | ▲ | Timing | Major Capital Plant purchases have not commenced |
| Financing | | | | | |
| Loan Principal | 0 | 0.0% | ▼ | Timing | No reportable variance. |

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Shire of Shark Bay | | | |
|----------------------------------------------|------|-------------------------------------|------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | |
| For the Period Ended 30 April 2019 | | | |
| Note 3: NET CURRENT FUNDING POSITION | | | |
| | | Positive=Surplus (Negative=Deficit) | |
| | Note | 30 April 2019 | 30 April 2018 |
| | | \$ | \$ |
| Current Assets | | | |
| Cash Unrestricted | 4 | 1,596,906 | 1,842,424 |
| Cash Restricted | 4 | 1,579,291 | 1,210,832 |
| Receivables - Rates | 6 | 48,265 | 83,591 |
| Receivables -Other | 6 | 56,687 | 107,986 |
| Interest / ATO Receivable | | 29,708 | 27,792 |
| Inventories | | 113,037 | 218,244 |
| | | 3,423,893 | 3,490,869 |
| Less: Current Liabilities | | | |
| Payables | | (165,244) | (393,152) |
| Provisions | | (252,431) | (203,734) |
| | | (417,675) | (596,886) |
| Less: Cash Reserves | 7 | (1,579,291) | (1,210,832) |
| Net Current Funding Position | | 1,426,928 | 1,683,151 |



Comments - Net Current Funding Position

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Shire of Shark Bay | | | | | | | |
|----------------------------------------------------------------------|---------------|-----------------|---------------|----------|-----------------|-------------|---------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | |
| For the Period Ended 30 April 2019 | | | | | | | |
| Note 4: CASH AND INVESTMENTS | | | | | | | |
| | Interest Rate | Unrestricted \$ | Restricted \$ | Trust \$ | Total Amount \$ | Institution | Maturity Date |
| (a) Cash Deposits | | | | | | | |
| Municipal Bank Account | 0.10% | 341,579 | | | 341,579 | Bankwest | At Call |
| Reserve Bank Account | 0.00% | | 1,579,291 | | 1,579,291 | Bankwest | At Call |
| Telenet Saver | 1.10% | 854,427 | | | 854,427 | Bankwest | At Call |
| Trust Bank Account | 0.00% | | | 12,807 | 12,807 | Bankwest | At Call |
| Cash On Hand | | 900 | | | 900 | | On Hand |
| (b) Term Deposits | | | | | | | |
| Municipal Investment | 2.35% | 400,000 | | | 400,000 | Bankwest | 28/05/2019 |
| Municipal Investment | 2.35% | 0 | | | 0 | Bankwest | |
| Reserve Investment | 2.35% | | | | 0 | Bankwest | |
| Total | | 1,596,906 | 1,579,291 | 12,807 | 3,189,004 | | |
| Comments/Notes - Investments | | | | | | | |
| Surplus funds invested for terms conducive to cashflow requirements. | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Shire of Shark Bay | | | | |
|----------------------------------------------|----------------------|---------------------|-----------------------------------------------------------|-------------------------------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 30 April 2019 | | | | |
| Note 6: RECEIVABLES | | | | |
| Receivables - Rates Receivable | 30 April 2019 | 30 June 2018 | Receivables - General | Current 30 Days 60 Days 90+Days |
| | \$ | \$ | | \$ \$ \$ \$ |
| Opening Arrears Previous Years | 36,578 | 25,814 | Receivables - General | 42,250 5,809 7,167 189 |
| Levied this year | 1,729,731 | 1,288,212 | Total Receivables General Outstanding | 55,415 |
| Less Collections to date | (1,718,044) | (1,277,448) | Amounts shown above include GST (where applicable) | |
| Equals Current Outstanding | 48,265 | 36,578 | | |
| Net Rates Collectable | 48,265 | 36,578 | | |
| % Collected | 97.27% | 97.22% | | |

| Month | 2018-19 (\$'000s) | 2017-18 (\$'000s) |
|-------|-------------------|-------------------|
| Jul | 50 | 50 |
| Aug | 1700 | 1500 |
| Sep | 1100 | 800 |
| Oct | 750 | 550 |
| Nov | 600 | 450 |
| Dec | 450 | 400 |
| Jan | 350 | 250 |
| Feb | 200 | 150 |
| Mar | 150 | 100 |
| Apr | 100 | 80 |
| May | 80 | 60 |
| Jun | 50 | 50 |

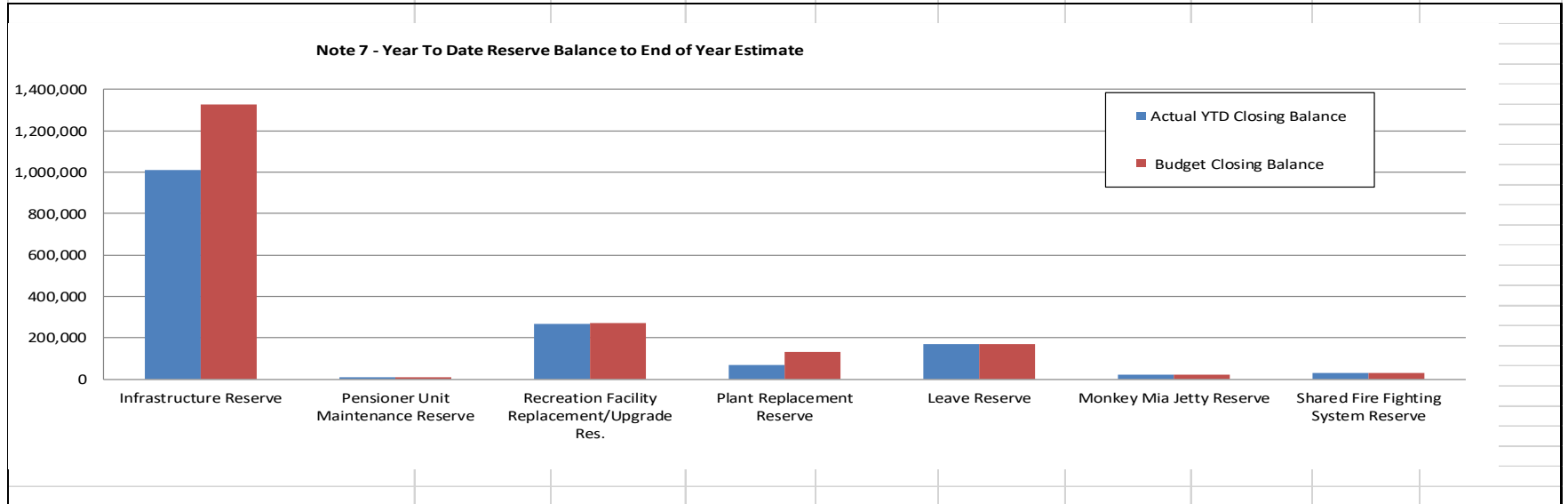
| Age Group | Percentage |
|-----------|------------|
| Current | 76% |
| 30 Days | 11% |
| 60 Days | 13% |
| 90+Days | 0% |

| | |
|-------------------------------------------|-------------------------------------|
| Comments/Notes - Receivables Rates | No major issues at this time |
|-------------------------------------------|-------------------------------------|

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Shire of Shark Bay | | | | | | | | | |
|----------------------------------------------|------------------|------------------------|------------------------|-------------------------|-------------------------|--------------------------|--------------------------|------------------------|----------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | | | |
| For the Period Ended 30 April 2019 | | | | | | | | | |
| <u>Note 7: Cash Backed Reserve</u> | | | | | | | | | |
| 2018-19 | | | | | | | | | |
| Name | Opening Balance | Budget Interest Earned | Actual Interest Earned | Budget Transfers In (+) | Actual Transfers In (+) | Budget Transfers Out (-) | Actual Transfers Out (-) | Budget Closing Balance | Actual YTD Closing Balance |
| Infrastructure Reserve | \$ 1,035,753 | \$ 13,500 | \$ 13,426 | \$ 449,596 | \$ 74,606 | \$ (170,365) | \$ (114,606) | \$ 1,328,484 | \$ 1,009,179 |
| Pensioner Unit Maintenance Reserve | 10,748 | 15 | 127 | 25,000 | 25,000 | (25,000) | (25,000) | 10,763 | 10,875 |
| Recreation Facility Replacement/Upgrade Res. | 264,546 | 5,000 | 3,922 | 0 | 0 | 0 | 0 | 269,546 | 268,468 |
| Plant Replacement Reserve | 205,609 | 1,100 | 980 | 468,227 | 404,591 | (541,138) | (541,138) | 133,798 | 70,042 |
| Leave Reserve | 133,402 | 2,000 | 2,224 | 33,900 | 33,900 | 0 | 0 | 169,302 | 169,526 |
| Monkey Mia Jetty Reserve | 21,587 | 400 | 309 | 0 | 0 | 0 | 0 | 21,987 | 21,896 |
| Shared Fire Fighting System Reserve | 28,891 | 575 | 414 | 0 | 0 | 0 | 0 | 29,466 | 29,305 |
| | 1,700,536 | 22,590 | 21,402 | 976,723 | 538,097 | (736,503) | (680,744) | 1,963,346 | 1,579,291 |



MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Shire of Shark Bay | | | | | | | |
|----------------------------------------------|------------------|----------------|-----------------|----------------------------|-----------------------------|----------------------|---------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | |
| For the Period Ended 30 April 2019 | | | | | | | |
| Note 8 CAPITAL DISPOSALS | | | | | | | |
| Actual YTD Profit/(Loss) of Asset Disposal | | | | | Annual Budget | | |
| Cost | Accum Depr | Proceeds | Profit (Loss) | | YTD 30 04 2019 | | |
| \$ | \$ | \$ | \$ | | Annual Budget Profit/(Loss) | Actual Profit/(Loss) | Variance |
| | | | | Plant and Equipment | \$ | \$ | \$ |
| | | | | Governance | | | |
| 60,081 | (3,646) | 48,182 | (8,254) | CEO Vehicle | (10,111) | (8,254) | 1,857 |
| | | | | EMFA Vehicle | 9,000 | 0 | (9,000) |
| 37,866 | (17,866) | 22,274 | 2,274 | EMCD Vehicle | 6,000 | 2,274 | (3,726) |
| 97,947 | (21,512) | 70,456 | (5,980) | | 4,889 | (5,980) | (10,869) |
| | | | | Transport | | | |
| 5,300 | (2,657) | 0 | (2,643) | Depot Office Building | (2,643) | (2,643) | 0 |
| | | | | Dual Cab Ute Works Manager | (8,262) | | 8,262 |
| 43,253 | (15,184) | 28,818 | 749 | Dual Cab Ute Town | (10,568) | 749 | 11,317 |
| 41,763 | (13,013) | 23,364 | (5,387) | Dual Cab Ute Country | (11,046) | (5,387) | 5,659 |
| | | | | Ride on Lawn Mower | 1,025 | | (1,025) |
| 155,000 | (66,016) | 70,000 | (18,984) | Town Loader | (65,885) | (18,984) | 46,901 |
| 72,000 | (52,000) | 25,000 | 5,000 | Multi Tyred Rubber Roller | 5,000 | 5,000 | 0 |
| | | | | Vibration Roller | (22,542) | | 22,542 |
| 312,016 | (146,213) | 147,182 | (21,264) | | (114,921) | (21,264) | 93,657 |
| 409,963 | (167,725) | 217,637 | (27,244) | | (110,032) | (27,244) | 82,788 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Shire of Shark Bay | | | | | | | | | | | |
|----------------------------------------------|------------|----------------------|-------------------|-----------------|------------------|---------------|------------------|--------------------------------|--------------------------------|-----------------------------|---------------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | | | | | |
| For the Period Ended 30 April 2019 | | | | | | | | | | | |
| Note 9: RATING INFORMATION | Rate in \$ | Number of Properties | Rateable Value \$ | Rate Revenue \$ | Interim Rates \$ | Back Rates \$ | Total Revenue \$ | 2018/19 Budget Rate Revenue \$ | 2018/19 Budget Interim Rate \$ | 2018/19 Budget Back Rate \$ | 2018/19 Budget Total Revenue \$ |
| RATE TYPE | | | | | | | | | | | |
| Differential General Rate | | | | | | | | | | | |
| GRV Residential | 0.098885 | 309 | 3,681,102 | 365,446 | 136 | | 365,582 | 365,446 | 136 | | 365,582 |
| GRV Commercial | 0.101620 | 43 | 2,123,918 | 214,353 | 528 | 126 | 215,007 | 214,353 | 528 | 126 | 215,007 |
| GRV Vacant | 0.098885 | 17 | 331,334 | 32,764 | 1,848 | | 34,612 | 32,764 | 1,848 | | 34,612 |
| GRV Rural Commercial | 0.102773 | 5 | 304,200 | 31,264 | 214 | 51 | 31,528 | 31,264 | 214 | 51 | 31,528 |
| GRV Industrial/Residential | 0.109426 | 45 | 619,128 | 67,749 | 334 | 4 | 68,086 | 67,749 | 334 | 4 | 68,086 |
| GRV Industrial/Residential Vacant | 0.098885 | 2 | 17,100 | 1,691 | | | 1,691 | 1,691 | | | 1,691 |
| GRV Rural Resort | 0.108482 | 2 | 1,112,800 | 120,719 | 1,866 | | 122,585 | 120,719 | 1,866 | | 122,585 |
| UV General | 0.200085 | 7 | 1,150,738 | 238,613 | -68,851 | | 169,762 | 238,613 | -68,851 | | 169,762 |
| UV Pastoral | 0.137028 | 11 | 617,360 | 84,596 | | | 84,596 | 84,596 | | | 84,596 |
| UV Mining | 0.272901 | 1 | 6,990 | 1,969 | | | 1,969 | 1,969 | | | 1,969 |
| UV Exploration | 0.262395 | 8 | 601,023 | 162,797 | 15,471 | 1,034 | 179,302 | 162,797 | 15,471 | 1,034 | 179,302 |
| Sub-Totals | | 450 | 10,565,693 | 1,321,960 | (48,454) | 1,215 | 1,274,721 | 1,321,960 | -48,454 | 1,215 | 1,274,721 |
| Minimum Payment | | | | | | | | | | | |
| GRV Residential | 850.00 | 59 | 443,150 | 51,000 | | | 51,000 | 51,000 | | | 51,000 |
| GRV Commercial | 850.00 | 17 | 93,832 | 14,450 | | | 14,450 | 14,450 | | | 14,450 |
| GRV Vacant | 850.00 | 84 | 274,870 | 70,550 | | | 70,550 | 70,550 | | | 70,550 |
| GRV Rural Commercial | 850.00 | 0 | 0 | 0 | | | 0 | 0 | | | 0 |
| GRV Industrial/Residential | 850.00 | 3 | 19,760 | 2,550 | | | 2,550 | 2,550 | | | 2,550 |
| GRV Industrial/Residential Vacant | 530.00 | 0 | 0 | 0 | | | 0 | 0 | | | 0 |
| GRV Rural Resort | 850.00 | 0 | 0 | 0 | | | 0 | 0 | | | 0 |
| UV General | 890.00 | 7 | 23,060 | 6,230 | | | 6,230 | 6,230 | | | 6,230 |
| UV Pastoral | 890.00 | 0 | 0 | 0 | | | 0 | 0 | | | 0 |
| UV Mining | 890.00 | 1 | 596 | 890 | | | 890 | 890 | | | 890 |
| UV Exploration | 890.00 | 1 | 1,941 | 890 | | | 890 | 890 | | | 890 |
| Sub-Totals | | 172 | 857,209 | 146,560 | 0 | 0 | 146,560 | 146,560 | 0 | 0 | 146,560 |
| Excess Rates 17/18 and 18/19 Impact | | | | | | | (20,084) | | | | (10,000) |
| Concessions | | | | | | | (121,118) | | | | (121,117) |
| Amount from General Rates | | | | | | | 1,280,079 | | | | 1,290,164 |
| Specified Area Rates | | | | | | | 35,924 | | | | 35,924 |
| Totals | | | | | | | 1,316,003 | | | | 1,326,088 |
| Comments - Rating Information | | | | | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Shire of Shark Bay | | | | | | | | |
|----------------------------------------------|-----------------------|--------------|-------------------------|-------------------------|--------------------------|-------------------------|-------------------------|-------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | | |
| For the Period Ended 30 April 2019 | | | | | | | | |
| 10. INFORMATION ON BORROWINGS | | | | | | | | |
| (a) Debenture Repayments | | | | | | | | |
| Particulars | Principal 1-Jul-18 | New Loans | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
| | | | 2018/19 Actual \$ | 2018/19 Budget \$ | 2018/19 Actual \$ | 2018/19 Budget \$ | 2018/19 Actual \$ | 2018/19 Budget \$ |
| Loan 57 Monkey Mia Bore | 165,022 | 0 | 30,406 | 30,406 | 134,616 | 134,616 | 5,095 | 7,114 |
| Loan 53 - Staff Housing | 22,333 | 0 | 22,333 | 22,333 | 0 | 0 | 438 | 440 |
| Loan 56 - Staff Housing | 46,707 | 0 | 8,798 | 17,860 | 37,909 | 28,847 | 1,243 | 2,758 |
| Loan - Town Oval Bore | 0 | 800,000 | 0 | 13,815 | 0 | 786,185 | 0 | 14,440 |
| | 234,062 | 800,000 | 61,537 | 84,414 | 172,525 | 949,648 | 6,777 | 24,752 |

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Shire of Shark Bay | | | | | | | | |
|------------------------------------------------------|------------------------------------------------|----------|---------------------------|----------------------------------------|------------------|----------------|-------------------|----------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | | | | | |
| For the Period Ended 30 April 2019 | | | | | | | | |
| Note 11: GRANTS AND CONTRIBUTIONS | | | | | | | | |
| Program/Details | Grant Provider | Approval | 2018-19 Amended Budget | Variations Additions (Deletions) | Operating | Capital | Recoup Status | |
| | | | | | | | Received/Invoiced | Not Received |
| | | (Y/N) | \$ | \$ | \$ | \$ | \$ | \$ |
| GENERAL PURPOSE FUNDING | | | | | | | | |
| Grants Commission - General | WALGGC | Y | 719,551 | 0 | 719,551 | 0 | 539,663 | 179,888 |
| Grants Commission - Roads | WALGGC | Y | 215,001 | 0 | 215,001 | 0 | 161,251 | 53,750 |
| LAW, ORDER, PUBLIC SAFETY | | | | | | | | |
| FESA Grant - Operating Bush Fire Brigade | Dept. of Fire & Emergency Serv. | Y | 6,248 | 0 | 6,248 | 0 | 9,630 | 0 |
| Grant FESA - SES | Dept. of Fire & Emergency Serv. | Y | 34,740 | 0 | 34,740 | 0 | 35,314 | 0 |
| Coastal Hazard Risk Management & Adaption Plan | WA Planning Commission | Y | 32,500 | 0 | 32,500 | 0 | 0 | 32,500 |
| RECREATION AND CULTURE | | | | | | | | |
| Upgrade Town Hall Stage | Shark Bay Entertainers Contribution | Y | 3,500 | 0 | 0 | 3,500 | 3,500 | 0 |
| Upgrade Town Hall Stage | Lotteries Commission | Y | 45,855 | 0 | 0 | 45,855 | 45,855 | 0 |
| CCTV - Recreation Centre | Department of Industry, Innovation and Science | Y | 6,125 | 0 | 0 | 6,125 | 6,125 | 0 |
| Contributions - HMAS Sydney Exhibit | Visitors to Discovery Centre | Y | 0 | 0 | 0 | 0 | 226 | 0 |
| Little Lagoon Trail Signage and Barriers | Department of Industry, Innovation and Science | Y | 20,000 | 0 | 0 | 20,000 | 20,000 | 0 |
| TRANSPORT | | | | | | | | |
| Road Preservation Grant | State Initiative - Main Roads WA | Y | 106,056 | 0 | 106,056 | 0 | 106,056 | 0 |
| Useless Loop Road - Mtce | Main Roads WA | Y | 330,000 | 0 | 330,000 | 0 | 264,000 | 66,000 |
| Contributions - Road Projects | Pipeline | Y | 8,900 | 0 | 8,900 | 0 | 8,900 | 0 |
| Roads To Recovery Grant - Cap | Roads to Recovery | Y | 199,878 | 0 | 0 | 199,878 | 199,878 | 0 |
| RRG Grants - Capital Projects | Regional Road Group | Y | 232,065 | 0 | 0 | 232,065 | 189,404 | 42,661 |
| CCTV - Monkey Mia | Dept. of Industry, Innovation & Science | Y | 6,125 | 0 | 0 | 6,125 | 6,125 | 0 |
| ECONOMIC SERVICES | | | | | | | | |
| Support for Local Road Safety Activities | WALGA | Y | 1,500 | 0 | 1,500 | 0 | 1,500 | 0 |
| CCTV Foreshore | Dept. of Industry, Innovation & Science | Y | 6,125 | 0 | 0 | 6,125 | 6,125 | 0 |
| Destination Shark Bay Brand Development | Shark Bay Tourism Association | Y | 3,000 | 0 | 3,000 | 0 | 3,000 | 0 |
| Reusable Rubbish Bags | Keep Australia Beautiful Western Australia | Y | 2,136 | 0 | 2,136 | 0 | 2,670 | 0 |
| WA Youth Week 18/19 | Department of Communities | Y | | | | 0 | 1,000 | 0 |
| TOTALS | | | 1,979,305 | 0 | 1,459,632 | 519,673 | 1,610,222 | 374,799 |
| | | | Operating | | 1,459,632 | | 1,133,210 | |
| | | | Non-operating | | 519,673 | | 477,012 | |
| | | | | | 1,979,305 | | 1,610,222 | |
| Comments - Operating and Non Operating Grants | | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Shire of Shark Bay | | | | |
|-----------------------------------------------------------------------------------------------------------------------------|-----------------------------|-----------------|------------------|------------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | | | |
| For the Period Ended 30 April 2019 | | | | |
| Note 12: TRUST FUND | | | | |
| Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows: | | | | |
| Description | Opening Balance 1 Jul 18 | Amount Received | Amount Paid | Closing Balance 30-Apr-19 |
| | \$ | \$ | \$ | \$ |
| CITF Levy | 0 | 2,619 | (2,619) | 0 |
| Library Card Bond | 50 | 200 | (200) | 50 |
| Bookeasy- Sales | 0 | 392,836 | (393,663) | (827) |
| Kerb/Footpath Deposit | 4,300 | 0 | (500) | 3,800 |
| Bond Key | 2,300 | 1,860 | (720) | 3,440 |
| Hall Bond | 0 | 950 | (675) | 275 |
| Police Licensing | 2,063 | 202,388 | (200,889) | 3,561 |
| Election Deposit | 0 | 0 | 0 | 0 |
| Marquee Deposit | 0 | | | 0 |
| Building Licence Levy | 0 | 2,064 | (2,064) | 0 |
| Road Reserve - Hughes Street | 2,298 | 0 | | 2,298 |
| Tour Sales | 0 | | | 0 |
| Property Rental Bonds | 1,820 | | (1,820) | 0 |
| Rates Unidentified Deposit | 210 | | | 210 |
| | 13,041 | 602,916 | (603,150) | 12,807 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| CAPITAL WORKS PROGRAM 2018/19 | | | | | | | | |
|--------------------------------------------|--------------------------|---------------------|------------------|------------------|------------------|-----------------------|--------------------------|---------------------------------|
| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | YTD Budget | YTD Actual | Variance (Under)/Over | YTD Actual (Renewal Exp) | Comment |
| Land and Buildings | | | | | | | | |
| Housing | | | | | | | | |
| Staff housing Capital Works | | | | | | | | |
| Staff Housing - 5 Spaven Way | 1.1.2 | CEO | (10,000) | (8,330) | 0 | 8,330 | 0 | |
| Staff Housing - 65 Brockman St | 1.1.2 | EMCD | (10,000) | (8,330) | 0 | 8,330 | 0 | |
| Staff Housing - 51 Durlacher St | 1.1.2 | EMFA | (10,000) | (8,330) | 0 | 8,330 | 0 | |
| Staff Housing - 80 Durlacher St | 1.1.2 | EMCD | (10,000) | (8,330) | 0 | 8,330 | 0 | |
| Pensioner Units Capital | 1.1.3 | EMCD | (25,000) | (20,380) | (3,857) | 16,523 | 3,857 | Ongoing |
| Housing Total | | | (65,000) | (53,700) | (3,857) | 49,843 | 3,857 | |
| Recreation and Culture | | | | | | | | |
| Denham Town Hall Stage Upgrade | 2.2.1 | EMCD | (56,355) | (56,355) | (51,957) | 4,398 | 0 | Complete |
| Recreation and Culture Total | | | (56,355) | (56,355) | (51,957) | 4,398 | 0 | |
| Transport | | | | | | | | |
| Depot- New Building | 2.2.1 | WKM | (140,000) | (140,000) | (141,115) | (1,115) | 141,115 | New Building under construction |
| Transport Total | | | (140,000) | (140,000) | (141,115) | (1,115) | 141,115 | |
| Land and Buildings Total | | | (261,355) | (250,055) | (196,929) | 53,126 | 144,972 | |
| Footpaths | | | | | | | | |
| Transport | | | | | | | | |
| Footpath Construction-Denham Footpath Plan | 1.1.2 | WKM | (46,980) | (46,980) | (46,980) | 0 | 0 | Complete |
| Transport Total | | | (46,980) | (46,980) | (46,980) | 0 | 0 | |
| Footpaths Total | | | (46,980) | (46,980) | (46,980) | 0 | 0 | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | YTD Budget | YTD Actual | Variance (Under)/Over | YTD Actual (Renewal Exp) | Comment |
|---------------------------------------------|--------------------------|---------------------|---------------|------------|------------|-----------------------|--------------------------|----------------------|
| Furniture & Office Equip. | | | | | | | | |
| Governance | | | | | | | | |
| New IP Phone System | 1.1.2 | EMFA | (15,000) | (15,000) | (13,662) | 1,338 | 13,662 | Completed |
| Governance Total | | | (15,000) | (15,000) | (13,662) | 1,338 | 13,662 | |
| Transport | | | | | | | | |
| Ricoh Photocopier | 1.1.2 | EMFA | (3,805) | (3,805) | (3,805) | 0 | 3,805 | Complete |
| Transport Total | | | (3,805) | (3,805) | (3,805) | 0 | 3,805 | |
| Furniture & Office Equip. Total | | | (18,805) | (18,805) | (17,467) | 1,338 | 17,467 | |
| Plant , Equipment and Vehicles | | | | | | | | |
| Governance | | | | | | | | |
| CEO Vehicle | 1.1.2 | CEO | (63,802) | (63,802) | (63,388) | 414 | 63,388 | Complete |
| EMFA Vehicle | 1.1.2 | EMFA | (35,000) | (26,244) | 0 | 26,244 | | To occur in June 19 |
| EMCD Vehicle | 1.1.2 | EMCD | (23,282) | (23,282) | (23,282) | (0) | 23,282 | Complete |
| Total Governance | | | (122,084) | (113,328) | (86,670) | 26,658 | 86,670 | |
| Transport | | | | | | | | |
| Major Plant Items | 1.1.2 | WKM | (20,000) | (16,660) | 0 | 16,660 | 0 | |
| Dual Cab Ute - Works Manager | 1.1.2 | WKM | (55,000) | (45,830) | 0 | 45,830 | 0 | To occur in May 2019 |
| Dual Cab Ute - Town | 1.1.2 | WKM | (45,000) | (45,000) | (44,741) | 259 | 44,741 | Complete |
| Excavator | 1.1.2 | WKM | (16,000) | (16,000) | (2,206) | 13,794 | 2,206 | Complete |
| Multi Tyred Rubber Roller | 1.1.2 | WKM | (163,630) | (163,630) | (138,000) | 25,630 | 138,000 | Complete |
| Town Loader | 1.1.2 | WKM | (195,000) | (195,000) | (234,050) | (39,050) | 234,050 | Complete |
| Ride on Lawn Mower | 1.1.2 | WKM | (45,000) | (37,500) | 0 | 37,500 | 0 | To occur in May 2019 |
| Dual Cab Ute - Country | 1.1.2 | WKM | (45,000) | (45,000) | (44,741) | 259 | 44,741 | Complete |
| Transport Total | | | (584,630) | (564,620) | (463,737) | 100,883 | 463,737 | |
| Denham Marine Facilities | | | | | | | | |
| Boat Jinker Brake System Upgrade | 1.1.2 | WKM | (20,000) | (20,000) | 0 | 20,000 | 0 | |
| Boat Jinker Hydraulics Upgrade | 1.1.2 | WKM | (21,507) | (21,507) | (21,507) | (0) | 0 | Complete |
| Denham Marine Facilities Total | | | (41,507) | (41,507) | (21,507) | 20,000 | 0 | |
| Plant , Equipment and Vehicles Total | | | (748,221) | (719,455) | (571,915) | 147,541 | 550,407 | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | YTD Budget | YTD Actual | Variance (Under)/Over | YTD Actual (Renewal Exp) | Comment |
|--------------------------------------------|--------------------------|---------------------|------------------|------------------|-----------------|-----------------------|--------------------------|---------------------------------------------------|
| Public Facilities | | | | | | | | |
| Community Amenities | | | | | | | | |
| Refuse Tip and Recycling | 2.1.1 | WKM | (7,412) | (7,412) | (7,188) | 224 | | Complete |
| Community Amenities Total | | | (7,412) | (7,412) | (7,188) | 224 | 0 | |
| Other Recreation And Sport | | | | | | | | |
| CCTV Installation | 2.2.1 | WKM | (6,125) | (6,125) | (6,125) | 0 | | Complete |
| Little Lagoon Signage and Barriers | 2.2.1 | WKM | (55,000) | (45,820) | (3,077) | 42,743 | | Project has commenced - Signage Underway |
| Town Oval Bore | 2.2.1 | WKM | (800,000) | (800,000) | (487) | 799,513 | 487 | Project has commenced/Tender Advertising underway |
| Other Recreation And Sport Total | | | (861,125) | (851,945) | (9,689) | 842,256 | 487 | |
| Monkey Mia Boating Facilities | | | | | | | | |
| CCTV Installation | 2.2.1 | WKM | (6,125) | (6,125) | (6,125) | 0 | | Complete |
| Monkey Mia Boating Facilities Total | | | (6,125) | (6,125) | (6,125) | 0 | 0 | |
| Economic Services | | | | | | | | |
| CCTV Installation | 2.2.1 | WKM | (6,125) | (6,125) | (6,125) | 0 | | Complete |
| Economic Services Total | | | (6,125) | (6,125) | (6,125) | 0 | 0 | |
| Public Facilities Total | | | (880,787) | (871,607) | (29,128) | 842,479 | 487 | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Infrastructure Assets | Strategic Plan Reference | Responsible Officer | Annual Budget | YTD Budget | YTD Actual | Variance (Under)/Over | YTD Actual (Renewal Exp) | Comment |
|----------------------------------|--------------------------|---------------------|--------------------|--------------------|--------------------|-----------------------|--------------------------|------------------------|
| Roads (Non Town) | | | | | | | | |
| Transport | | | | | | | | |
| R2R Projects 18/19 | 1.1.1 | WKM | (199,878) | (166,560) | (192,699) | (26,139) | 192,699 | Project has commenced |
| Useless Loop Road - RRG 18-19 | 1.1.1 | WKM | (229,958) | (191,610) | (140,428) | 51,182 | 140,428 | Project has commenced |
| Eagle Bluff Road - RRG 17-18 C/F | 1.1.1 | WKM | (35,391) | (29,480) | (36,389) | (6,909) | 36,389 | Complete |
| Eagle Bluff Road - RRG 18-19 | 1.1.1 | WKM | (90,000) | (74,980) | (43,776) | 31,204 | 43,776 | Project is in progress |
| Transport Total | | | (555,227) | (462,630) | (413,291) | 49,339 | 413,291 | |
| Roads (Non Town) Total | | | (555,227) | (462,630) | (413,291) | 49,339 | 413,291 | |
| | | | | | | | | |
| Capital Expenditure Total | | | (2,511,375) | (2,369,532) | (1,275,709) | 1,093,823 | 1,126,625 | |

11.3 CARNARVON RANGELAND BIO-SECURITY
EM00013

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Disclosure of Interest: Cr Fenny

Nature of Interest: Impartiality Interest as family owns stations within the Rangeland area.

Officer Recommendation

1. That Council contribute \$_____ plus GST, to the Carnarvon Rangeland Bio-Security Association to assist with the association in Bio-security management.
Or
2. Council advise the Carnarvon Rangeland Bio-Security Association that they will not be contributing towards the control of pest plants and animals in the pastoral area as they believe this is a State Government, not Local Government, responsibility.

Moved Cr Ridgley

Seconded Cr Burton

Council Resolution

- 1. That Council contribute \$5000 plus GST, to the Carnarvon Rangeland Bio-Security Association to assist with the association in Bio-security management.**

4/1 CARRIED

Background

The Carnarvon Rangeland Bio-security Association has written a letter to Council requesting a financial support contribution of \$20,000 to \$30,000 plus GST to contribute towards the group to carry out its charter. The goal of the association is to control pest (declared) plants and animals on, and in relation to, pastoral leases.

Comment

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

The pastoralists' contribute to the association in the form of an Agricultural Protection Rate, with the exception of the Department of Biodiversity, Conservation and Attractions. This rate applies to all land within Western Australia that is held under a Crown Pastoral Lease. The rate is imposed under section 60 and 61 of the **Agriculture and Related Resources Protection Act 1976** and calculated by striking a rate against the unimproved value of each pastoral lease.

All contributions from all sources are matched dollar for dollar by the State Government. This matching funding provides leverage to the Shire's contribution by attracting extra outside funding to the region.

The request by Carnarvon Rangeland Bio-security Association is for \$20,000 - \$30,000 per annum for ongoing costs of maintain Biosecurity within the Shire of Shark Bay.

Legal Implications

There are no legal implications relative to this report.

Policy Implications

There are no policy implications relative to this report.

Financial Implications

An amount of \$5,000 was included in this year's budget for Council to consider contributing toward the control of wild dogs in the region.

Council's income from Pastoral Rates this financial years was \$84,595.62 with a concession of \$43,708.47 being allocated, this leaving an actual rate amount of \$40,887.15.

Council may wish to consider including in the draft 2019/2020 budget a specified area rate on ratable land within the pastoral ward of the Shire to fund the annual contribution being requested, however it appears that the pastoralists already contribute to this cause in the form of the Agricultural Protection Rate.

Strategic Implications

There are no strategic implications relative to this report.

Voting Requirements

Simple Majority Required

Signatures

| | |
|-------------------------|-------------------|
| Author | <i>A Pears</i> |
| Chief Executive Officer | <i>P Anderson</i> |
| Date of Report | 17 May 2019 |

Carnarvon Rangelands Biosecurity Association Inc.

Chairperson: Justin Steadman

15th May 2019

Shire of Shark Bay
Attn: Paul Anderson
Chief Executive Officer
65 Knight Terrace
DENHAM WA 6537

Dear Paul,

RE: Financial contribution towards Carnarvon Rangelands Biosecurity Association Inc. (CRBA)

The CRBA is a not-for-profit association formed in 2010. The association is formally recognised by the Hon Minister for Agriculture and Food as a Recognised Biosecurity Group (RBG). Our membership is made up of declared pest rate payers within the 8 different shires that make up the CRBA region. We manage weeds such as mesquite and parkinsonia and have approved licensed sub-contractors for the control of dogs, foxes, pigs, weeds and large herbivores (LFH).

Historically the Shires that formed part of the CRBA provided a valued financial support to towards biosecurity management. This effort fell to the wayside at the change from Zone Control Authorities (ZCA) to Recognised Biosecurity Groups (RBG) due to the lack of communication some years ago. The CRBA hopes that we can reinvigorate that financial co-operation within our region.

A precedence of financial support has been set by the Shire of Upper Gascoyne, whereby they contribute a considerable amount of financial (approximately \$125,000) and in-kind support into the running of biosecurity. This valued financial support has continued through the changes in biosecurity structure and provides considerable support to the CRBA in managing biosecurity issues within this shire.

The CRBA would like to invite the Shire of Shark Bay to work with us in protecting the following industries and areas within the shire:

- Agricultural livestock: Cattle, sheep and goats;
- Tourism including the impact wild dogs are having in and around key coastal camp grounds;
- Protection of Biodiversity within the region on Leasehold, Freehold, UCL - Unallocated Crown Land, Indigenous Owned land and National Parks/Reserves.

The Carnarvon Rangelands Biosecurity Association Inc. committee is made up of members from various shires within our region and also key stake holders with whom we have valuable working relationships. Our professional run committee is guided by a number of different legislations and legal requirements:

- We operate under a Constitution monitored by the Associations Incorporations Act 2015;
- Our financial records are managed professionally by an Executive Officer and audited by an accountant annually;
- Key points of contact are established and maintained with the Health Department, Department of Primary Industry and Regional Development (DPIRD), Department of Biodiversity, Conservation and Attractions (DBCA); and
- Detailed records are kept on the control of all biosecurity related activities undertaken by the CRBA.

Carnarvon Rangelands Biosecurity Association Inc.

Chairperson: Justin Steadman

To assist us in protecting the key industry within our region, the following is undertaken:

- We currently contract 8 highly experienced Licenced Pest Management Technicians (LPMT) to assist with the reduction of wild dog numbers within the rangelands, this is done to the best of the committee's ability within the financial constraints;
- Our highly valued LPMT are all fully licenced and registered, bring a wide range of respected skill sets, keep excellent communication with not only the CRBA committee but also their Coordinator and landholders;
- LMPT, where possible assist with the eradication of Large Feral Herbivores (LFH);
- Maintaining a beneficial Memorandum of Understanding (MOU) with DBCA;
- We work with landholders to identify and report declared pests;
- Contract out Administration to assist with the day to day running of the CRBA and apply for any/all relevant grants that become available.

As a stakeholder within the Carnarvon Rangelands Biosecurity Association Inc. we are seeking a cash contribution of between \$20,000 and \$30,000 towards the ongoing costs of maintaining biosecurity management within the Shire of Shark Bay. The important role played by the CRBA in protecting the varied industries within the region is critical to their survival. It is hoped that your contribution will allow the CRBA to continue to assist in maintaining the viability of the Shire of Shark Bay these industries and by doing allow for the sector to continue to create employment and develop the region.

Keeping the biodiversity of the local environment in sound condition is everyone's responsibility and we would like to encourage the Shire of Shark Bay to be a part of that.

Should you have any queries or would like to discuss this matter further, please do not hesitate to contact me directly on 0417 172 208.

I look forward to hearing from you.

Kind regards,

PP
KrytheBened

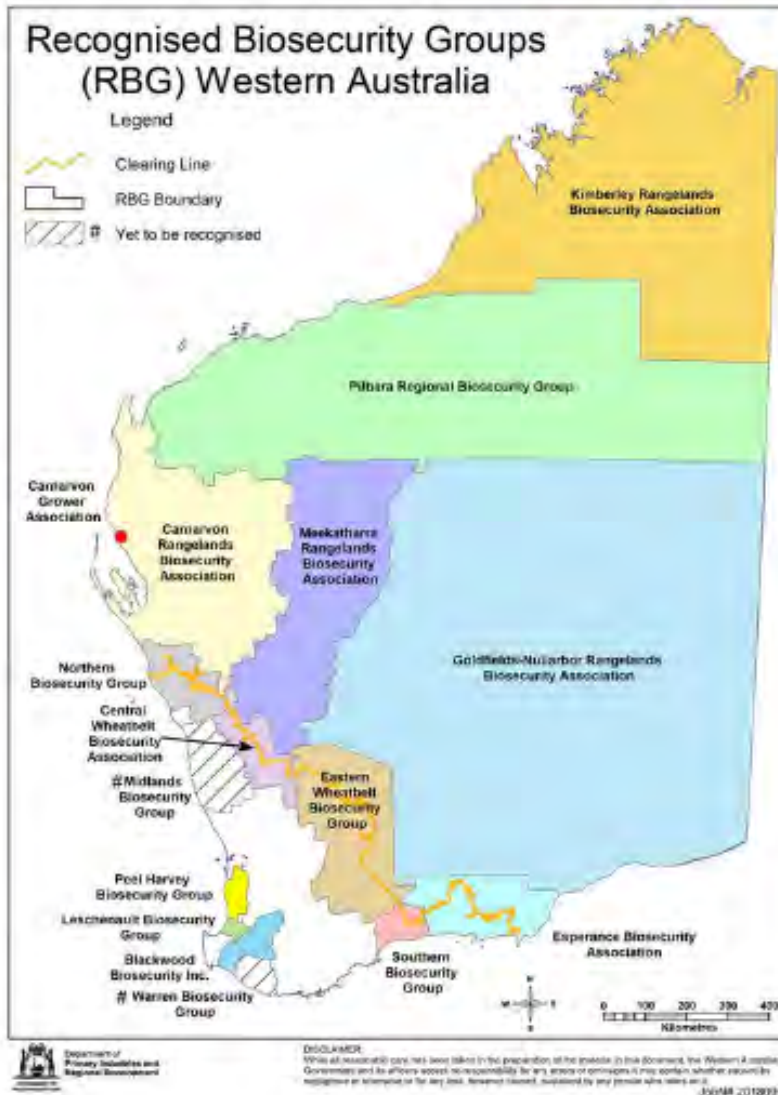
Justin Steadman
Chairperson, Carnarvon Rangelands Biosecurity Association Inc.

cc: Pres C Cowell, Cr E Fenny, Cr G Ridgely



Consultation for proposed Declared Pest Rates 2019-20

The Department invites submissions on proposed Declared Pest Rates to be determined under the Biosecurity and Agriculture Management Act 2007 (Section 130). Rates are collected and matched by State Government and transferred to Recognised Biosecurity Groups for declared pest control in their area.



Recognised Biosecurity Groups (RBGs) are community based groups that have been formally recognised under the *Biosecurity and Agriculture Management Act 2007* (BAM Act). Formal recognition enables them to request a Declared Pest Rate be determined within their area of operation.

RBGs can use funds collected from rates to deliver activities that assist landholders to manage declared pests on their properties, and to ensure their efforts are coordinated to achieve maximum benefit for the community. It is a requirement under the BAM Act for landholders to manage pests on their own land.

Examples of activities include include developing coordinated control activities, training for landholders, provision of baits and traps, equipment hire, and contracting of Licensed Pest Management Technicians.

There are currently 14 RBGs in Western Australia with their combined areas covering most of the State. All RBGs have now requested a Declared Pest Rate be raised for their respective areas for 2019-20.

The proposed rate to be paid by landholders is based on the priority pests, activities and budget outlined in each group's annual operational plan. This means that each group charges different rates.

Operational plans have been developed with feedback and suggestions from the community, to make sure they best reflect community need. To have further input, landholders are encouraged to contact their RBG direct, or look out for engagement opportunities such as information sessions and surveys. Landholders can approach their RBG to obtain information on planned activities.

You can learn more about the RBG model, and the benefits of community led and coordinated pest management by watching this [video](#), or visiting our [web pages](#).

Landholders in the Northern, Leschenault, Blackwood and Peel-Harvey Biosecurity Group areas will this week receive letters advising of the consultation period. As a result, your office may receive calls from landholders seeking further information. Please refer them to us on [9368 3393](tel:93683393). We will also email you Frequently Asked Questions to help respond to any enquiries.

The opportunity to provide comment on the proposed rates will be open until 4pm Wednesday 19 June 2019. Submissions can be sent to:

Declared Pest Rate

Department of Primary Industries and Regional Development

PO Box 1231 BUNBURY WA 6231

dpr@dpird.wa.gov.au

OR

[Survey monkey](#)

[Unsubscribe](#) | [Send us your feedback](#)

Copyright © State of Western Australia (Department of Primary Industries and Regional Development), 2019.

Important disclaimer

The Chief Executive Officer of the Department of Primary Industries and Regional Development and the State of Western Australia accept no liability whatsoever by reason of negligence or otherwise arising from the use or release of this information or any part of it.

Declared Pest Rates 2019-20

FREQUENTLY ASKED QUESTIONS

I don't know what a Declared Pest Rate is

- Declared Pest Rates support the work of Recognised Biosecurity Groups (RBG).
- RBGs are not for profit organisations managed by local volunteers and regional representatives, that have been established to improve declared pest management in their area by:
 - increasing participation by helping landholders control pests on their own land
 - fostering the coordination of control activities
 - allowing communities to decide which pests are a priority for their area and what action is needed.
- These changes will not happen overnight, and so RBGs need ongoing funding to develop long-term strategies. This can be assured with a Declared Pest Rate.
- RBG activities funded by the Declared Pest Rate include awareness raising, such as information days and workshops, training on how to carry out pest control, providing equipment, providing opportunities for coordination, and **some groups** carry out on-ground control activities to complement what landholders are doing.
- Each RBG spends their rates on different activities. Activities are detailed in each RBG's annual operational plan, which are developed with input from landholders in their area.

What is this consultation period about?

Under the Biosecurity and Agriculture Management (Declared Pest Account) Regulations 2014, the Minister is required to carry out consultation on the proposed rates, to be considered prior to the rates being finalised and gazetted. Notices for payment of rates are sent out in September/October of each year.

The consultation period is open from Monday 20 May until 4pm, Wednesday 19 June. Submissions can be made via mail, email or through the online survey monkey site.

Department of Primary Industries and Regional Development

PO Box 1231 BUNBURY WA 6231

dpr@dpird.wa.gov.au

Survey monkey: surveymonkey.com/r/2P8DDMX

Direct information line: 9368 3393

I don't need a RBG

- This is a new concept to the South West, but has been operating in the State's pastoral regions for many years.
- Established pests that cross tenure require a coordinated approach for effective management, and this is why RBGs have been established.
- In the long term a RBG can save the time, money and effort of pest control, because everyone is working together - not just individual landholders, but also government, industry and other organisations.
- Landholders not receiving a direct benefit from their RBG's activities will still reap the rewards of community-wide projects. Feral animals pose a significant threat to our native species, and weeds have the potential to invade your town's landscapes if left uncontrolled.
- Problem pests vary from community to community, and landholders in those communities are best placed to decide what pest management programs are needed. A RBG can make this happen.

I have never heard of a RBG and never been asked for input

- RBGs operate across a number of local government areas, and have a large number of people to engage with, and some RBGs have only been operating for a couple of years.
- RBGs are working to improve communications with ratepayers in their areas, to get as many people as possible involved in declared pest management and the activities planned.
- RBGs want to be the first point of contact for local pest issues, and are keen for feedback and suggestions from the community to develop their operational plans, to make sure they reflect community need.
- You can call your RBG direct, or look out for engagement opportunities such as information sessions, display booths and surveys.

I am already carrying out pest control – what do I get out of paying a rate?

- Even if landholders are already controlling pests on their property, payment of the Declared Pest Rate will enable RBGs to carry out activities to encourage their neighbours to do the same in a coordinated approach.
- This may not happen immediately, but the ongoing efforts of your RBG will in the long term have a time and cost benefit to landholders carrying out pest/weed control on their properties, and conversation benefits across your entire region.

This is Government trying to get hold of my money

- This is not a State or local government rate. It goes direct to the RBGs operating in the areas it is collected from, to spend on activities that their communities want to see happen.
- DPIRD is involved by matching dollar-for-dollar any rates raised, which are also made available to the RBGs. This means your community will have double the amount of funding available for pest management.

- DPIRD is involved because RBGs are a State Government initiative, aimed at improving the issues of uncontrolled declared pests by getting every landholder involved, as they have legal obligations under the *Biosecurity and Agriculture Management Act 2007* to control declared pests on their own land.
- RBGs are controlled by local representatives, many of who are ratepayers themselves, and who want to make sure their rates are well spent.
- RBGs make every effort to minimise staff costs so they can maximise on-ground activities and pest control.
- RBGs and DPIRD are not involved in the issuing of rates notices or collection of rates – this is done by the Office of State Revenue.

I called OSR and they have no idea what my money will be spent on

- OSR only deal with issuing rate notices.
- They are not informed on each RBG's operational activities or what landholders will gain from paying rates.
- If you require information on your RBG and its expenditure, please contact them direct.

I can't afford to pay/won't pay

- When rates notices go out later in the year, you have the option of contacting OSR to make alternative payment arrangements, such as instalments.
- A reminder notice is automatically generated 49 days from the issue of the rates notice.

Why didn't I get a chance to have a say on this new rate?

- This consultation process provides an opportunity to comment on proposed rates. Landholders have been notified of the consultation period through public notices in newspapers, letter, email and via social media.
- RBGs have also tried their best throughout the year to provide information to the areas in which they operate, through activities such as displays at local events, information sessions and via Facebook.

Declared Pest Rates 2019-20 talking points

Under the *Biosecurity and Agriculture Management Act 2007* (BAM Act), Recognised Biosecurity Groups (RBG) can be established to improve the management of widespread and established declared pests.

The BAM Act allows these groups to have a Declared Pest Rate raised to fund their work. Rates are not spent by government. They are made available to the RBGs to carry out activities detailed in their annual operational plans.

All rates received are matched dollar-for-dollar by the State Government.

The DPR has been collected in the State's pastoral areas since 2014. Prior to 2014 and since the late 1970s it was collected as the Agriculture Pest Rate.

There are now 14 RBGs in Western Australia. In 2019-20 all of these groups will be having a Declared Pest Rate raised.

The rates will apply to pastoral leases and freehold land that are located within the prescribed areas of each group. A map and list of local governments included within each RBG area can be found on our website – agric.wa.gov.au/rbg

Why you need a RBG and Declared Pest Rate

Under the BAM Act landholders are required to control declared pests on their own land. RBGs can provide the awareness and skills needed to make this happen.

Established pests cross fence lines, and therefore require a coordinated approach for effective management. RBGs can take the lead in facilitating and coordinating responses.

RBGs are community managed and best placed to determine local priority pests and the action needed, as problem pests vary from area to area.

Individual efforts are made more effective by working together. Even if landholders are already carrying out control, RBGs work to encourage everyone in your community, including your neighbours and owners of public land, to do the same.

Encouraging the involvement of all stakeholders in pest management will not happen overnight. A Declared Pest Rate guarantees the continued operation of RBGs to achieve this goal over the long term.

Long term commitment to declared pest management will have whole-of-community benefits, including reducing the time and cost of individual control efforts as well as conservation and environmental benefits.

A RBG can add value to the efforts of individual landholders, but will not replace their responsibility to manage declared pests.

What is the Declared Pest Rate spent on?

Rates are spent on activities detailed in each RBG's operational plan, which is developed with input from their landholders. Activities vary between groups, as each group has different priority pests and are affected by different factors such as location.

RBG activities may include:

- awareness and information to help to help landholders, both public and private, carry out pest management
- training and equipment
- opportunities to coordinate activities
- creating partnerships for large-scale collaborative pest management programs
- engagement activities to provide communities with the opportunity to identify problem declared pests in their area and the action needed to control them
- where needed, on-ground activities to complement individual efforts.

RBGs are managed by local volunteers and regional representatives, many of who are ratepayers themselves, who want to make sure the Declared Pest Rates they pay are well spent.

RBGs make every effort to minimise staff and administrative costs so they can maximise the number of activities carried out to improve pest management.

Declared Pest Rate process

- RBGs engage with communities to identify which declared pests are a problem in their area, and the strategies and budget needed to manage them.
- RBGs develop an annual operational plan and budget based on engagement and feedback from their landholders.
- Plans are reviewed and approved by the Department of Primary Industries and Regional Development, which then approves the proposed Declared Pest Rate required to fund each RBG's planned activities.
- The Minister for Agriculture and Food carries out a consultation process, via letter and public notice, inviting comments on proposed rates.
- Rates are approved and published in the WA Government gazette.
- The Office of State Revenue issues rates notice assessments and collects the rates – usually September/October.
- Collected rates and matching funding from the State Government are made available to RBGs.

11.4 RATES - DIFFERENTIAL RATES
FM00005

Author

Finance and Administration Manager

Disclosure of Any Interest

Nil

Moved Cr Fenny

Seconded Cr Cowell

Council Resolution

That Council, having regard to the budget deficiency in the context of the Strategic Community Plan and the Corporate Business Plan:

- 1. Advertise in The West Australian the Shire of Shark Bay's Notice of Intention to Levy the following Differential Rates in accordance with Section 6.36 of the *Local Government Act 1995*.**

| Rates Category | Minimum Rates (\$) | Rate in the Dollar (¢) |
|---------------------------------|-------------------------------|-----------------------------------|
| Gross Rental Value (GRV) | | |
| - Residential | 876.00 | 10.2841 |
| - Commercial | 876.00 | 10.5685 |
| - Industrial/Residential | 876.00 | 11.3803 |
| - Vacant | 876.00 | 10.2841 |
| - Rural Commercial | 876.00 | 10.6884 |
| - Industrial/Residential Vacant | 546.00 | 10.2841 |
| - Rural Resort | 876.00 | 11.2822 |
| Unimproved Value (UV) | | |
| - General | 735.00 | 20.7088 |
| - Pastoral * | 920.00 | 14.1824 |
| - Mining | 920.00 | 28.2452 |
| - Exploration * | 920.00 | 27.1579 |

* Note – concessions have not been applied to these categories and will be considered as part of the budget process.

- 2. Adopt the Objects and Reasons for each differential rate and minimum payment as attached**

5/0 CARRIED

Background

Should the Shire of Shark Bay wish to impose a differential general rate it must give local public notice as per Section 1.7 of the *Local Government Act 1995* of its intention within the period of two (2) months proceeding the commencement of the financial year (ie on or after 1 May).

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

An elector or ratepayer is invited to lodge a submission in respect of the proposed rate or minimum payment within twenty one (21) days of the notice being published. The Local Government is required to consider any submissions received before imposing the proposed rate.

A differential rate is defined under Section 6.33 (1) of the *Local Government Act 1995*

-

“A local government may impose differential general rates according to any, or a combination, of the following characteristics-

- (a) the purpose for which the land is zoned under a town planning scheme in force under the Town Planning and Development Act 1928;*
- (b) The predominant purpose for which the land is held or used as determined by the local government;*
- (c) Whether or not the land is vacant land; or*
- (d) Any other characteristic or combination of characteristics prescribed.”*

The Shire of Shark Bay has previously imposed a differential rate in accordance with Section 6.35(6)(c) *Local Government Act 1995*. If the Shire wishes to impose a differential rate again this year, local public notice must be given and contain the following information -

- (a) details of each rate or minimum payment the Local Government intends to impose;
- (b) an invitation for submissions to be made by an elector or ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days of the notice; and
- (c) any further information in relation to matters specified in the above which may be prescribed.

In the 2018/2019 financial year the Shire of Shark Bay imposed the following differential rates -

| Rates Category | Minimum Rates (\$) | Rate in the Dollar (¢) |
|---------------------------------|-------------------------------|-----------------------------------|
| Gross Rental Value (GRV) | | |
| - Residential | 850.00 | 9.8885 |
| - Commercial | 850.00 | 10.1620 |
| - Industrial/Residential | 850.00 | 10.9426 |
| - Vacant | 850.00 | 9.8885 |
| - Rural Commercial | 850.00 | 10.2773 |
| - Industrial/Residential Vacant | 530.00 | 9.8885 |
| - Rural Resort | 850.00 | 10.8482 |
| Unimproved Value (UV) | | |
| - General | 890.00 | 20.0085 |
| - Pastoral * | 890.00 | 13.7028 |
| - Mining | 890.00 | 27.2901 |
| - Exploration * | 890.00 | 26.2395 |

*** Note – concessions have not been applied to these categories and will be considered as part of the budget process.**

Comment

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

Rating

The Long Term Financial Plan adopted by Council utilises a recommended 4% increase in rate revenue for the 2019/2020 year. If the Council adopted this percentage increase approximately \$52,215 additional rates revenue would be achieved.

However the Council may consider the economic impact that a rate increase of this nature would have on the community.

In the proposals put forward for consideration by Council for advertising purposes the rate in the dollar for gross rental values have been increased by 4% and the unimproved values by 3.50% a rise in the minimum of 3%. In order to comply with Section 6.35(4) of the *Local Government Act 1995* we have reduced the minimum payment to \$735 for UV General Properties to ensure that minimum value properties do not exceed 50% of the differential rateable properties within this category.

The 3.50% increase in unimproved values has been utilised to ensure compliance with legislation in regard to no rate in the same category having a 50% variation. Therefore to ensure an overall increase in rates of 4% in line with the Strategic Plan, it is proposed the Unimproved Value concession be decreased by 0.50% for Pastoral and Exploration categories.

The Council can at the adoption of the budget resolve the amount of concession that will be applied in the 2019/2020 year.

The proposed increases would see an increase in rate income of \$51,515 taking into account no reduction in the current Unimproved Concession rates and an increase of \$52,035 should the 0.50% reduction in Unimproved Value concession be adopted by Council. This increase is in line with our Strategic Plan with an overall increase of 4%.

Details of the draft proposal of rates for 2019/2020 are as follows -

| Rates Category | Minimum Rates (\$) | Rate in the Dollar (¢) |
|---------------------------------|-------------------------------|-----------------------------------|
| Gross Rental Value (GRV) | | |
| - Residential | 876.00 | 10.2841 |
| - Commercial | 876.00 | 10.5685 |
| - Industrial/Residential | 876.00 | 11.3803 |
| - Vacant | 876.00 | 10.2841 |
| - Rural Commercial | 876.00 | 10.6884 |
| - Industrial/Commercial Vacant | 546.00 | 10.2841 |
| - Rural Resort | 876.00 | 11.2822 |
| Unimproved Value (UV) | | |
| - General | 735.00 | 20.7088 |
| - Pastoral * | 920.00 | 14.1824 |
| - Mining | 920.00 | 28.2452 |
| - Exploration * | 920.00 | 27.1579 |

*** Note – concessions have not been applied to these categories and will be considered as part of the budget process.**

These differential rates result in the rates model below -

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

Rate in the Dollar

| Land Category | Rate in the Dollar (cents) | Number Of Properties | Rates Levied \$ |
|--------------------------|----------------------------|----------------------|--------------------|
| GRV | | | |
| - Residential | 10.2841 | 335 | 423,144 |
| - Commercial | 10.5685 | 42 | 223,477 |
| - Industrial/Residential | 11.3803 | 46 | 71,689 |
| - Rural Commercial | 10.6884 | 5 | 32,736 |
| - Rural Resort | 11.2822 | 3 | 127,805 |
| UV | | | |
| - General | 20.7088 | 7 | 164,873 |
| - Pastoral | 14.1824 | 11 | 87,556 |
| - Mining | 28.2452 | 1 | 2,038 |
| - Exploration | 27.1579 | 9 | 184,508 |
| Total | | 458 | \$1,317,826 |

Minimum Rates

| Land Category | Minimum \$ | Number of Properties | Rates Levied \$ |
|-------------------------------------------------------------|------------|----------------------|------------------|
| GRV - all categories except Industrial/Residential - Vacant | 876 | 155 | 135,780 |
| GRV – Ind/Residential Vacant | 546 | 0 | 0 |
| UV – all categories except UV General | 920 | 3 | 2,760 |
| UV – General | 735 | 6 | 4,410 |
| Total | | 172 | \$142,950 |

Total rates levied on 623 properties is proposed to be \$1,460,776

*** Note – concessions have not been applied to these totals and will be considered as part of the budget process.**

Revaluation

There has been minimal revaluations during the year and the variations will be due to bracket creep in the various categories.

Adjustments to the rates in the dollar to the different categories were required to ensure that Council complied with the Local Government Act in relation to the number of properties that can be on a minimum rate.

Under the Local Government Act there can be no more than 50% of properties on the minimum rate for each differential rate.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

This poses problems especially where there have been revaluations and the need to maintain relativity with previous years rate yield.

Council should note that, when adopting the budget, it may resolve to impose different rates to the above. In this case, readvertising of the adopted rates is not necessary.

Objects and Reasons

Council, in adopting the intention to implement differential rates, is required to develop a document describing the objects of, and reasons for, each proposed rate and minimum payment. In the notice of intention to levy rates, Council is to advise electors and ratepayers of the time and place where this document can be inspected. Attached is the objects and reasons for Council's consideration.

Legal Implications

Sub Division 2 of Division 6 under Part 6 of the *Local Government Act 1995*, Section 1.7 and Section 6.36 of the *Local Government Act 1995*.

Policy Implications

There are no policy implications relative to this report.

Financial Implications

Council needs to ensure that rate revenue remains at a level where the Shire can maintain its present level of service to ratepayers.

The proposed increase in rates in the dollar will provide the Shire with an additional \$51,515 in revenue notwithstanding any adjustments to the concessions council may consider at a later date. Should the council adopt a 0.50% Unimproved Value Concession decrease the additional rates revenue will be \$52,035.

Strategic Implications

Outcome 4.1 The Shire is a strategically focused organisation with a unified Council which functions efficiently and effectively.

Risk Management

This is a high risk item. Failure to adopt a motion for this would delay the adoption of the budget and be in contravention of the **Local Government Act 1995**.

Voting Requirements

Simple Majority Required.

Signatures

| | |
|-------------------------|-------------------|
| Author | <i>A Pears</i> |
| Chief Executive Officer | <i>P Anderson</i> |
| Date of Report | 20 May 2019 |



SHIRE OF SHARK BAY
2019/2020 DIFFERENTIAL RATES
STATEMENT OF OBJECTS AND REASONS

Objects and Reasons for Implementing a Differential Rate

In accordance with Section 6.36 of the Local Government Act 1995 and the Council's "Notice of Intention to Impose Differential Rates", the following information details the objectives and reasons for those proposals.

What are Rates?

The raising of rates is the primary source of revenue of all Councils throughout Australia. The purpose of levying rates is to meet Council's proposed budget requirements each year in a manner that is fair and equitable to the ratepayers of the community.

In Western Australia land is valued by Landgate Valuation Services (Valuer General's Office – a State Government agency) and those values are forwarded to each Local Government.

Two types of values are calculated:

- Gross Rental Value (GRV); and
- Unimproved Value (UV)

To calculate the rates to be charged, Council multiplies a rate in the dollar by the supplied value. The rate in the dollar is determined by the level of revenue the Council wishes to raise and is dependent on its proposed budget.

Apart from the need to ensure sufficient revenue to meet its expenditure needs, Council must be mindful of the impact and affordability of rates to the community.

The following are the estimated Differential Rates and Minimum Payments for the Shire of Shark Bay for the 2019/2020 financial year.

| Rating Category | Minimum Rate | Rate in the Dollar (cents) |
|----------------------------------------|---------------------|-----------------------------------|
| GRV – Residential | \$876 | 10.2841 |
| GRV – Commercial | \$876 | 10.5685 |
| GRV – Industrial/Residential | \$876 | 11.3803 |
| GRV – Vacant | \$876 | 10.2841 |
| GRV – Rural Commercial | \$876 | 10.6884 |
| GRV - Industrial/Residential Vacant | \$546 | 10.2841 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| | | |
|--------------------|-------|---------|
| GRV – Rural Resort | \$876 | 11.2822 |
| UV General | \$735 | 20.7088 |
| UV Pastoral | \$920 | 14.1824 |
| UV Mining | \$920 | 28.2452 |
| UV Exploration | \$920 | 27.1579 |

Differential Rating

Local Government, under section 6.33 of the Local Government Act 1995, have the power to implement differential rating in order to take into account certain characteristics of the rateable land.

These characteristics include:

- ❖ The purpose for which the land is zoned under the town planning scheme in force;
- ❖ The predominant use for which the land is held or used as determined by the local government;
- ❖ whether or not the land is vacant land; or
- ❖ any other characteristic or combination of characteristics prescribed.

Differential rates may be applied according to any, or a combination of the above characteristics. However, local governments are constrained in the range of differential rates that they may impose. That is, a local government may not impose a differential rate which is more than twice the lowest differential rate applied by that local government unless approval from the Minister is sought.

GRV - Residential

This category is applied to all properties with a land use that does not fall within any of the other categories in GRV. The rate reflects the level of rating required to raise revenue for the Council to operate efficiently and provide the diverse range of services and programs required for developed residential areas.

GRV – Vacant

This category is applied to residential land that has not been developed.

GRV - Industrial /Residential

This category is applied to all properties with an industrial land use which has the capacity for a caretaker's residence and is located in the industrial estate. The rate reflects the level of infrastructure required to maintain an industrial area and the ability of commercial property owners to utilise taxation benefits.

GRV – Industrial/Residential Vacant

This category is applied to all properties with an industrial land use which has not been developed. The rate reflects the level of infrastructure required to maintain an industrial area and the ability of commercial property owners to utilise taxation benefits.

GRV - Commercial

This category is applied to properties with a commercial land use and reflects the level of services to commercial operators and the ability of commercial property owners to utilise taxation benefits.

GRV Rural Commercial

This category is applied to properties of a commercial nature which are located outside of the town centre. The rate reflects the level of infrastructure and services provided to these properties and the ability of commercial property owners to utilise taxation benefits.

GRV – Resort

This category is applied to properties of a commercial nature which are established with the purpose of providing accommodation and activities to the tourism market. The rate reflects the level of infrastructure and services provided to these properties and the ability of commercial property owners to utilise taxation benefits.

UV – General

This category is applied to all properties which do not fall into one of the other UV categories and includes all unimproved land. The rate reflects a contribution towards built infrastructure and recognises that this infrastructure is used by all property owners.

UV - Pastoral

This category is applied to the pastoral properties and reflects the contribution required by pastoral properties for the facilities that are available to them in the Shire.

UV - Mining

This category applies to mining tenement leases and reflects the contribution required by mining to the maintenance of the Shire's assets and services to the extent that the mining operations use these assets.

UV Exploration

This category applies to mining exploration and applies until the exploration moves to the establishment of mining activities. This rates reflects the contribution to the maintenance of the Shire' assets and services.

GRV Minimum

The GRV minimum is considered to be the minimum contribution for basic infrastructure and services.

UV Minimum

The UV minimum is considered to be the minimum contribution for basic infrastructure and services.

Submissions are invited from any Elector or Ratepayer with respect to the proposed differential rate within 21 days of the date of the notice of intention.

All submissions in writing should be forwarded to the Shire of Shark Bay no later than 4.00pm on 22 June 2019.

Paul Anderson
CHIEF EXECUTIVE OFFICER
Shire of Shark Bay

12.0 TOWN PLANNING REPORT

12.1 PROPOSED LOCAL DEVELOPMENT PLAN – LOT 1 SHARK BAY ROAD, DENHAM (CORNER MONKEY MIA ROAD), DENHAM
P1347

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Moved Cr Ridgley
Seconded Cr Fenny

Council Resolution

That Council:

- 1. Note that the Local Development Plan submitted by Paragon Planning for Lot 1 Shark Bay Road, Denham has been advertised for a period of 28 days in accordance with Clause 50 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**
- 2. Note the submissions in Attachment 1 and resolve not to require any modifications to the Local Development Plan as a result of submissions.**
- 3. Approve the Local Development Plan submitted by Paragon Planning for Lot 1 Shark Bay Road, Denham in accordance with Clause 52(1)(a) of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**
- 4. Authorise the Chief Executive Officer to sign/ endorse the Local Development Plan to reflect the Shire Council approval.**
- 5. Authorise the Chief Executive Officer to publish the Local Development Plan on the Shires website as required by Clause 55 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

5/0 CARRIED

BACKGROUND

Lot 1 is located on the corner of Shark Bay Road and Monkey Mia Road in Denham. It has an approximate area of 2.13 hectares and is vacant.

A cemetery is located on adjacent Reserve 886 to the immediate east.

There is potential for future residential lots and a road extension of Oakley Ridge to the west, in accordance with an existing Outline Development Plan (now referred to as Structure Plan).

A development application for an unmanned serviced station on the northern portion of the lot was lodged in 2018.

A preliminary report on a development application for Lot 1 was referred to Council on the 26 April 2018. Council resolved to write to the Western Australian Planning Commission seeking their view on requiring a Local Development Plan to guide development on the lot.

The Western Australian Planning Commission confirmed that a Local Development Plan is appropriate to guide future development of the site.

A report on the Local Development Plan was referred to Council on the 27 February 2019. Council resolved to advertise the application for public comment.

COMMENT

- **Zoning**

Lot 1 is zoned 'Special Use' under the Shire of Shark Bay Local Planning Scheme No 4 ('the Scheme'). It is listed as Special Use No 3 in Schedule B of the Scheme.

The objectives for the Special Use No 3 zone applicable to Lot 1 are:

- To ensure that any development is compatible with the Commercial and surrounding zoning.
- To provide for a wide range of compatible landuses and encourage opportunities for mixed use development.
- To encourage development of an attractive place to work and conduct business.
- To promote a high standard of development including buildings, landscaping and carparking.
- To ensure that all development presents a visually attractive appearance to Monkey Mia Road as a main gateway into the Denham Townsite.

Specific conditions apply to the lot under the special use zone provisions.

- **Proposed Local Development Plan**

A Local Development Plan has been lodged to provide guidance for co-ordinated development of Lot 1 - refer over page.

A3 hardcopies of the Local Development Plan are available to Councillors on request.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

Local Development Plan – Lot 1 Shark Bay Road, Denham

1.0 LDP Provisions
 This Local Development Plan has been prepared pursuant to Part 8 of Schedule 2 – Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015.

The purpose of this Local Development Plan is to:
 a) Facilitate economic development over the entire lot and provide guidance on future building design elements to ensure a high-quality development outcome is achieved, consistent with the prominent high exposure location of the development;
 b) Achieve a landmark building with quality facades that address both Monkey Mia Road and Shark Bay Road;
 c) Provide integrated access between proposed and future development;
 d) Address traffic management strategically and to ensure safe efficient shared access to a proposed development.

2.0 Objectives
 All development shall demonstrate compliance with the objectives outlined for Special Use Zone No 3 under Schedule B of the Shire of Shark Bay Local Planning Scheme No 4.

3.0 Preferred Land Use
 Permissible land uses within the site are controlled by the Shire of Shark Bay Local Planning Scheme No 4. Preferred land uses to the site include a mixed-use development, quality bulky goods of outdoor, office, and retail purposes.

4.0 Building Design
 Buildings should be constructed out of high quality materials in accordance with the Scheme requirements. The use of quality architectural features such as extensive stone, masonry, ironwork, or colouring of facades should be considered as design elements.
 Any future development on the southern portion of the site should account an obvious limiting control entrance addressing the Shark Bay Road / Monkey Mia Road intersection.
 Provision should be made for pedestrian movements, attractive paving, and quality landscaping.
 All building design should aspire to provide adequate shelter and weather protection for pedestrians.
 Buildings should be designed to establish an identifiable scale and character for adjacent streets.

5.0 Landscaping
 The local government shall require a detailed Landscaping and Retention/Watering Plan to be prepared by a professional horticultural or qualified landscape contractor as a condition of any Development Approval for the site incorporating vegetation species and sizes, including advanced trees to be planted along the boundary abutting the Council Reserve No 8830.
 Landscaping shall be of a high quality and include a combination of ground covers and trees.

6.0 Traffic Management and Vehicle Access
 A Traffic Impact Assessment endorsed by Main Roads Western Australia (MRWA) shall form part of this Local Development Plan to:
 a) Examine current and future development potential to strategise a plan for shared access and the number of crosscoverts to the site;
 b) Consider the surrounding road network, future development traffic projections and future residents and/or commercial and/or industrial Site Access Plans in the immediate vicinity;
 c) Advise on consideration planned road widening by MRWA.
 Sign and changes in level between commercial activities and the adjacent street level should be avoided to maximise the opportunity for shared access.
 The local government may require a revised Traffic Impact Assessment for any future stages of development.
 All crosscoverts shall be constructed to the satisfaction and specification of the Shire of Shark Bay and MRWA.

7.0 Carparking and trafficable areas
 All trafficable areas including vehicle parking, loading areas, manoeuvring and circulation areas shall be designed, constructed, sealed (concrete or bitumen), marked and kerbed.
 All stormwater from roof and hardstand areas shall be collected and disposed of on site.
 The local government may require lodgement of a drainage management plan as a condition of any development approval.

8.0 Service Areas
 Service areas should be located behind buildings or screened from public view of Shark Bay Road or Monkey Mia Road.

9.0 Amenity
 The local government may require an acoustic report prepared by a suitably qualified noise consultant to ensure no land use conflict occurs in the future.
 The local government shall have due regard for the recommended buffer distances in the Environmental Protection Authority (EPA) Guide to the Assessment of Environmental Factors.

10.0 Signage
 Any signage shall only relate directly to buildings and services provided on site to avoid excessive, gratuitous and unnecessary signage.
 All signage shall require separate approval by the local government and Main Roads WA.

11.0 Bushfire Management
 Any proposal shall demonstrate compliance with State Planning Policy 3.7 Planning in Bushfire Areas and associated guidelines (as amended from time to time) to the satisfaction of the local government.

LEGEND
 ■ PROPOSED BOMBER LOCATIONS
 → ACCESS ROUTES THROUGH SITE
 --- DEVELOPMENT AREA BOUNDARY
 --- PROPOSED MRWA ROAD WIDENING (6.5M 11M-17M)
 --- FUTURE LOT BOUNDARY AS PER LANDGATE DIGITAL BATHYMETRY AND NOT BY FIELD SURVEY
 --- DEVELOPMENT AREA BOUNDARY
 --- FUTURE ROAD WIDENING
 --- LANDSCAPING 10M WIDE
 --- BITUMEN HARDSTAND
 --- CONCRETE FUEL BOMBER APRON
 --- BUILDING ENVELOPE
 --- 20M BUFFER

EXPLAINED BY NOTE
 THE TITLE BOUNDARIES AS SHOWN HEREIN WERE NOT MARKED AT THE TIME OF SURVEY AND HAVE BEEN DETERMINED FROM LANDGATE DIGITAL BATHYMETRY AND NOT BY FIELD SURVEY.
 AERIAL IMAGE SOURCED FROM BING/GOOGLE EARTH (DATE OF CAPTURE 26/6/17)
 ORIGINAL DATA SOURCED FROM:
 INTO DRAWING - 3011 (53-1)
 SCHEMATIC DRAWING - 100
 GTO DRAWING - REF: 1000000000
 BING DRAWING - 11/01/15

REVISIONS

| | | | |
|---|----------|----------------------------------------------------------|----|
| 3 | 21/01/19 | LDP NOTES ADDED | SL |
| 2 | 19/10/18 | DEVELOPMENT AREA BOUNDARY ADDED, ROAD WIDENING AMENDED | BC |
| 1 | 04/10/18 | HARD STAND AREA COLOUR CHANGED & EXTRA LANDSCAPING ADDED | GT |
| 0 | 23/08/18 | ORIGINAL ISSUE | SL |

CLIENT: REFUEL AUSTRALIA

LOT 1 on D 76660
LOCAL DEVELOPMENT PLAN
 SHARK BAY RD/MONKEY MIA RD, DENHAM - SHIRE OF SHARK BAY

SCALE 1: 1250
DATE: A3
DRAWN BY: 36817PS1-1-3

SURVEYED BY: SW 12/10/17
DRAWN BY: SL 23/08/18
CHECKED BY: Brad Colard 20/10/18
APPROVED BY: 09/39/38 +03/00

AREA FILE: 1079
CONT. INTERVAL: N/A
V DATUM: AHD
H DATUM: MGA94 249
FIELD BK: N/A

HTD SURVEYORS & PLANNERS
 HILLE, THOMPSON & DELFOS
 PO Box 820, GERALDTON WA 6531
 PHONE: (08) 9921 3111 FAX: (08) 9921 8072

REST PRACTICE CERTIFICATION
ISO 9001 QUALITY

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

Town Planning Innovations is of the view that the Local Development Plan will assist achievement of a higher quality development outcome for the site as:

- i. It allows for limited crossovers and integrated internal access between the proposed service station and any future development on the south portion of the lot;
- ii. Higher quality standards are proposed with previously identified gravel traffic circulation areas being replaced by concrete and bitumen;
- iii. Provision made for a future corner building addressing both available road frontages through a designated building envelope;
- iv. Landscaping to consist of a combination of trees and groundcovers; and
- v. Specific provisions and conditions on the Local Development will guide both the service station proposal and any future development on the lot. Town Planning Innovations drafted the provisions in consultation with the Chief Executive Officer to provide guidance to the applicant.

Town Planning Innovations is generally supportive of the Local Development Plan however Council can require modifications if deemed appropriate. Council also has the option of refusing to approve the Local Development Plan.

It should be noted that the applicant has lodged a revised site plan to accompany the separate development application for the service station, to ensure it aligns with the proposed Local Development Plan.

• **Advertising and consultation**

A total of 3 submissions were received during public advertising on the Local Development Plan, including one objection from an owner in Oakley Ridge Estate.

A detailed submission table is included as Attachment 1. The main issues are summarised below for convenience:

| Issue | Town Planning Innovations Officer Comment |
|----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Noise | A revised acoustic report has generally been supported by the Department of Water, Environment and Regulation. |
| Traffic | A revised Traffic Impact Study dated 18 January 2019 has been lodged. Main Roads WA has accepted, endorsed and signed a revised Traffic Impact Assessment report provided in support of the Local Development Plan. |
| Impact on businesses in Denham townsite and closure of existing service stations | This is not a planning consideration. The Shire is bound by the deemed provisions of the Planning and Development (<i>Local Planning Schemes</i>) Regulations 2015 and cannot consider 'potential loss that may result from economic competition between new and existing businesses'. |
| Visual Appearance | The proposal is to facilitate a small low scale development being an unmanned service station, allows for co-ordinated development and a future land mark building on the corner. |

LEGAL IMPLICATIONS

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

A 'service station' is defined in the Scheme as '*means premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for -*

- (a) *the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; and/or*
- (b) *the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles.'*

TPI is of the view that the development is a 'service station' for the following reasons:

- (i) A service station includes '*the retail sale of petroleum products*'. The expression 'petroleum products' includes the motor vehicle fuels.

The development proposes the sale of petroleum.

- (ii) Whilst the development does not include mechanical repairs, that in itself does not preclude it from being classified as a 'service station'.

The Service station definition allows for the '*sale of petroleum products*' and the '*the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles*'. That does not translate to mean that a service station has to include both elements of the definition.

Council has discretion to consider an application for a service station on Lot 1, subject to being satisfied that it meets the Special Use zone objectives and addresses the specific conditions listed in Schedule 2 of the Scheme.

The Shire can obtain independent legal advice on landuse permissibility if desired.

Planning and Development (Local Planning Schemes) Regulations 2015

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

The Regulations include 'Deemed Provisions' that automatically apply and override parts of the Shire of Shark Bay Local Planning Scheme No 4.

Under the 'deemed provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* the local government and the Western Australian Planning Commission can require a Local Development Plan to be prepared.

The Regulations set out the legal process for advertising and adoption of a Local Development Plan.

POLICY IMPLICATIONS

There are no known policy implications associated with this matter.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Town Planning Innovations for advice.

STRATEGIC IMPLICATIONS

• ***Shire of Shark Bay Local Planning Strategy***

No zoning changes for Lot 1 were identified under the Local Planning Strategy.

The Strategy recognises that the Scheme allows for a wide range of land uses on Lot 1 and states that *'it is not anticipated that all of the permissible uses will locate on the site however it does provide opportunities for businesses which are not suited to the town centre, require commercial exposure, visibility and passing trade, have larger land requirements, and are not appropriately catered for in the more isolated industrial area'*.

RISK MANAGEMENT

There are no known risks associated with the Local Development Plan.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

| | |
|-------------------------|-------------------|
| Author | <i>L Bushby</i> |
| Chief Executive Officer | <i>P Anderson</i> |
| Date of Report | 8 May 2019 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

ATTACHMENT # 1

| Submitter | Submission on Local Development Plan Lot 1 Shark Bay Road, Denham | Consultant Planner Comments (Town Planning Innovations) |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1. Daniel Eve Owns 19 Oakley Ridge Denham Currently resides in Cragie, Perth and advised intends to move to Denham within a year.</p> | <p>1a. The purpose of this email is to advise some of the concerns we have in regards to the proposed service station being proposed for Lot 1 Monkey Mia Road - Public Comment REF: P1347/0-CR-17614</p> <p>1b. Attracting transient customers to the outskirts of town late at night and illegal camping nearby or on the foreshore.</p> <p>1c. A 24 hour service station is not required and a manned service station closing at 10pm would be a more appropriate compromise.</p> <p>1d. Illuminating the surrounding bushland with bright white lights from dusk till dawn. Impacting the wildlife and nearby residents.</p> <p>1e. Reducing employment opportunities for locals by closure of existing service stations.</p> <p>1f. Excessive noise from backup generator if proposed.</p> | <p>1a. Statement Noted.</p> <p>1b. There is no evidence suggesting that the use will attract illegal camping activities. The only potential impact of customers attending the site late at night is noise, which has been addressed in an acoustic report.</p> <p>1c. Service stations trading hours are deregulated and a condition limiting the hours of operation would not be fair or reasonable having regard that the applicant has addressed noise and traffic matters. It is not the Shires role to determine whether the business is required, and the application has to be assessed on its merit.</p> <p>1d. A condition can be imposed requiring light spill to be contained within the lot boundaries. The comment is unsubstantiated.</p> <p>1e. This is not a planning consideration. The Shire is bound by the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 and cannot consider 'potential loss that may result from economic competition between new and existing businesses'.</p> <p>1f. The applicant has advised in writing that that no backup generator is proposed.</p> |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Submitter | Submission | Consultant Planner Comments (Town Planning Innovations) |
|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1. Daniel Eve Continued</p> | <p>1g. Excessive noise from gathering persons or groups meeting up.</p> <p>1h. Creating a bad first visual impression to visitors, its bush then bright lights and a service station which would be better suited elsewhere in town.</p> <p>1i. Loss of business to the Denham town centre as some customers would continue on to Monkey Mia.</p> <p>1j. There may be other issues when the building application is received so please consider the above concerns in the decision making process for the development application in the first instance.</p> | <p>1g. There is no evidence suggesting that the use will provide an attractive area for people to meet, however noise has been addressed in an acoustic report.</p> <p>1h. The subject land is zoned 'Special Use' which allows for a wide variety of commercial type uses. The development is small and low scale. It is not uncommon for service stations or roadhouses to locate along major routes in a rural setting.</p> <p>1i. This is not a planning consideration. The Shire is bound by the deemed provisions of the Planning and Development (<i>Local Planning Schemes Regulations 2015</i>) and cannot consider '<i>potential loss that may result from economic competition between new and existing businesses</i>'.</p> <p>1j. The building permit approval process is legislated under the <i>Building Act 2011</i>. Compliance with the Building Act 2011 cannot be assessed at the planning application stage and is controlled through separate legislation.</p> |
| <p>2. Department of Fire and Emergency Services</p> | <p>2a. I refer to your email dated 8 February 2019 regarding the submission of a revised Bushfire Management Plan (Version 7), prepared by Scribe Building Compliance and dated 18 July 2018, for the above development application.</p> | <p>2a. Noted. Department of Fire and Emergency Services has no objections.</p> |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Submitter | Submission | Consultant Planner Comments (Town Planning Innovations) |
|------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Department of Fire and Emergency Services Continued | 2b. It should be noted that these comments relate only to <i>State Planning Policy 3.7 Planning in Bushfire Prone Areas</i> and the <i>Guidelines for Planning in Bushfire Prone Areas</i> (Guidelines). It is the responsibility of the proponent to ensure that the proposal complies with all other relevant planning policies and building regulations where necessary. This advice does not exempt the applicant/proponent from obtaining necessary approvals that may apply to the proposal including planning, building, health or any other approvals required by a relevant authority under other written laws. 2c. Department of Fire and Emergency Services advises that the Bushfire Management Plan has adequately identified issues arising from the bushfire risk assessment and considered how compliance with the bushfire protection criteria can be achieved for the development application. | 2b. Noted. 2c. Noted. Department of Fires and Emergency Service support the Bushfire Management Plan for the development. |
| 3. Main Roads WA | 3a. For any works in the road reserve associated with the service station development, an application is required to be made to Main Roads. All details on Main Roads website at the following link. https://www.mainroads.wa.gov.au/OurRoads/Pages/WorksOnMainRoads.aspx 3b. Please can the Shire advise Main Roads when a building application is received so we are aware of potential construction timing, and following application to Main Roads detailing further the construction of the crossover and associated works in the road reserve. 3c. Main Roads requirements for crossover/driveway construction can be found on the Main Roads website. 3d. In particular no storm water drainage from the proposed development should enter the existing or future road reserve, and the crossover designed accordingly. | 3a. Noted. Town Planning Innovations has referred a copy of Main Roads WA advice to the applicant. Main Roads WA has supported the Traffic Impact Statement lodged for the proposal. 3b. Town Planning Innovations will request the Shire notify Main Roads WA of any building permit application. 3c. Noted. Town Planning Innovations has referred a copy of Main Roads WA advice to the applicant. 3d. Noted. 3e. Noted. |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| | | |
|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | 3e. The current plans do not appear to show the location of a fuel station sign. If the sign is proposed to be located in the existing or future road reserve an agreement will need to be completed with Main Roads. | |
|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

12.2 PROPOSED UNMANNED SERVICE STATION – LOT 1 SHARK BAY ROAD, DENHAM (CORNER SHARK BAY ROAD)
P1347

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Moved Cr Ridgley
Seconded Cr Cowell

Council Resolution

That Council:

- A. Note that a Local Development Plan is to be adopted by Council to guide future development and allow for determination of a planning application for an unmanned service station on Lot 1 Shark Bay Road, Denham.**

There is a separate report item on a Local Development Plan for Lot 1 listed in this agenda as Item 12.1.

- B. Note that the original plans for an unmanned service station were advertised in 2018, and a revised site plan was advertised in 2019. Two submissions are summarised in Attachment 1.**

- C. Approve the application for a service station (unmanned) on Lot 1 Shark Bay Road, Denham subject to the following conditions and footnotes:**

1. All development shall be generally in accordance with;
 - (a) the revised site plan dated 25/10/2018 (Drawing No 36817SP1-1-3, Revision 3);
 - (b) the Acoustic Report prepared by Acoustic Engineering Solutions dated 11 September 2018 (AES-890035-R01-0-11092018);
 - (c) the Traffic Impact Statement by Greenfield Technical Services dated 18 January 2019;
 - (d) the recommendations in the Bushfire Hazard Level Assessment prepared by Scribe Building Compliance dated the 18 July 2018 (Version 7);
to the satisfaction of the Chief Executive Officer.
2. A detailed landscaping and reticulation/watering plan shall be prepared by a professional horticulturist or a qualified landscape contractor and submitted to the Shire for separate written approval by the Chief Executive Officer.

The plan shall show by numerical code, the vegetation species, quantity and pot sizes of all plant types to be planted and shall include:

- (a) **Advanced trees along the boundary abutting the cemetery reserve (No 8886);**
- (b) **A combination of trees and ground covers;**
- (c) **Clearly identify existing vegetation to be retained and / or removed.**

The plans shall be submitted within 6 months of this approval unless otherwise agreed to in writing by the Chief Executive Officer.

- 3. Landscaping shall be installed and a watering plan shall be implemented in accordance with a landscaping and reticulation/watering plan approved by the Shire. All landscaping shall be maintained and the plants shall be nurtured and maintained until they reach their mature dimensions and shall thereafter be maintained at those mature dimensions unless approved otherwise in writing by the Chief Executive Officer.**
- 4. All trafficable areas including vehicle parking, bowser parking areas, loading areas, vehicle manoeuvring and circulation areas on the approved site plan shall be designed in accordance with the Traffic Impact Statement by Greenfield Technical Services dated 18 January 2019 and be constructed and sealed (concrete and/ or bitumen) to the satisfaction of the Shire Chief Executive Officer prior to commencement of operation of the development.**
- 5. All vehicle parking, bowser parking areas, vehicle manoeuvring and circulation areas on the approved site plan shall be maintained to the satisfaction of the Shire Chief Executive Officer.**
- 6. A minimum of two service vehicle parking bays as shown on the approved plans are to be provided and maintained and are to be clearly marked as 'service bays' prior to commencement of operation of the development.**
- 7. All measures outlined in the approved Traffic Impact Statement by Greenfield Technical Services dated 18 January 2019 are to be implemented at all times of operation including and not limited to:
(a) All crossovers to be restricted to one way entry only and exit only and to be clearly signposted;
(b) Heavy vehicle routes to be clearly signposted;
(c) Signage to be installed to advise that maximum permitted length of any heavy vehicle is 19 metres;
to the satisfaction of the Chief Executive Officer.**
- 8. Provision to be made so that all commercial vehicles and trucks can ingress and egress the site in forward gear. Trucks include any motor vehicle with a gross vehicle mass over 4.5 tonnes, except a bus or tractor as defined in the Road Traffic Code 2000.**
- 9. Prior to use of the development all vehicle crossovers shown on the approved plans shall be constructed to the satisfaction of the Chief Executive Officer.**

10. The owner/applicant to submit a detailed drainage management plan to the Shire for separate written approval that demonstrates adequate drainage management with no adverse impact on existing drainage on and for Shark Bay Road or the surrounding road network.
11. All stormwater from hardstand areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear operating condition. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land or road reserve unless otherwise approved in writing by the Chief Executive Officer.
12. If lighting is installed in the car parking area, all illumination shall be confined within the property boundaries to the satisfaction of the Shire.
13. This approval does not include any signage, installation of any on site generator or use of any beeper for any tyre air filling / pressure equipment. Any tyre inflation device installed on the site shall not have an audible warning.
14. All ingress and egress access shall be from Monkey Mia Road. The owner / developer to undertake adequate precautions to prevent any informal vehicle access to Shark Bay Road to the satisfaction of the Chief Executive Officer.
15. The development shall substantially commence within 2 years from the date of this decision. If the development does not substantially commence before expiration of the 2 year period, this approval becomes invalid and expires.

Footnotes:

- (i) A planning consent is not an approval to commence any works. A separate building permit must be obtained for all works.
- (ii) For any works in the road reserve associated with the service station development, an application is required to be made to Main Roads. All details on Main Roads website at the following link.
<https://www.mainroads.wa.gov.au/OurRoads/Pages/WorksOnMainRoads.aspx>

Any crossover or drainage plans may be referred to Main Roads WA. Main Roads requirements for crossover/driveway construction can be found on the Main Roads website.
- (iii) Please advise Main Roads when a building application is lodged so they are aware of potential construction timing, and following application to Main Roads detailing further the construction of the crossover and associated works in the road reserve.
- (iv) This approval is not an approval for any advertising signs. A separate planning application is to be lodged for any signs. Any sign will also need approval by Main Roads WA.

5/0 CARRIED

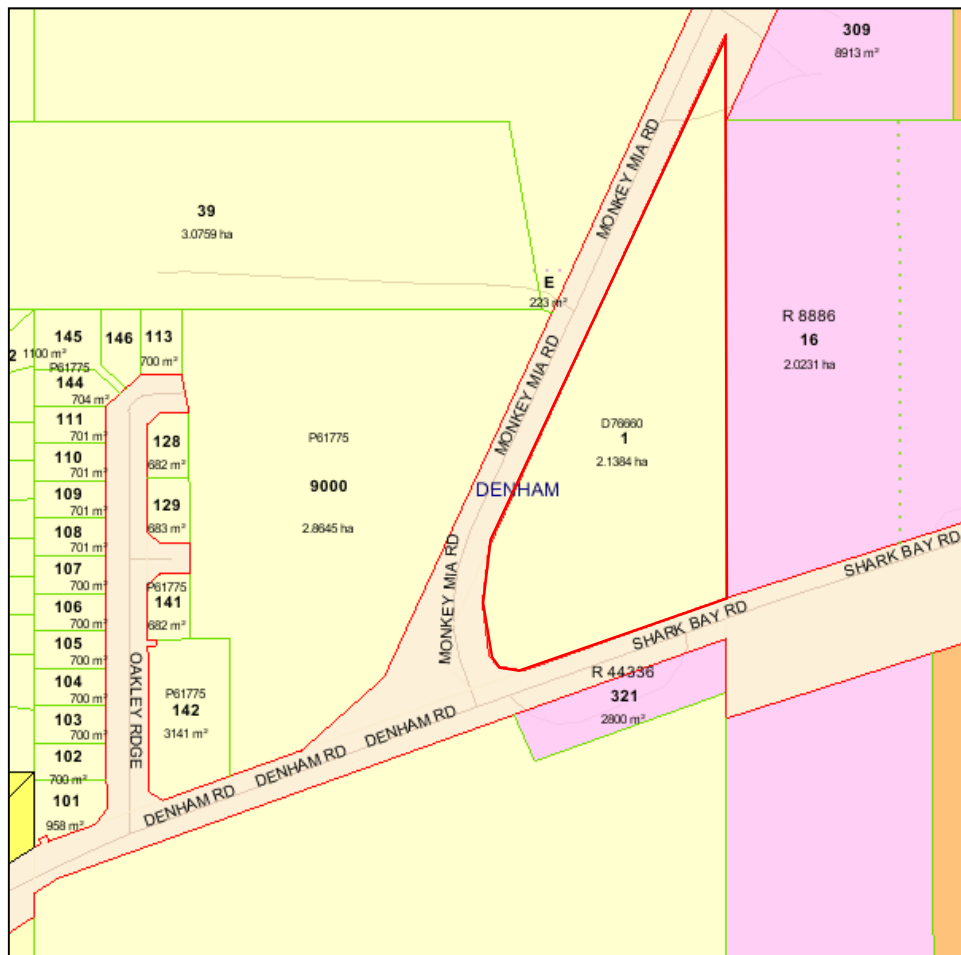
BACKGROUND

Lot 1 is located on the corner of Shark Bay Road and Monkey Mia Road in Denham. It has an approximate area of 2.13 hectares and is vacant.

A cemetery is located on adjacent Reserve 886 to the immediate east.

There is potential for future residential lots and a road extension of Oakley Ridge to the west, in accordance with an existing Outline Development Plan (now referred to as Structure Plan).

A location plan is included below.



Location Plan

COMMENT

- **Application details**
An application has been lodged for an unmanned service station on the northern portion of Lot 1.

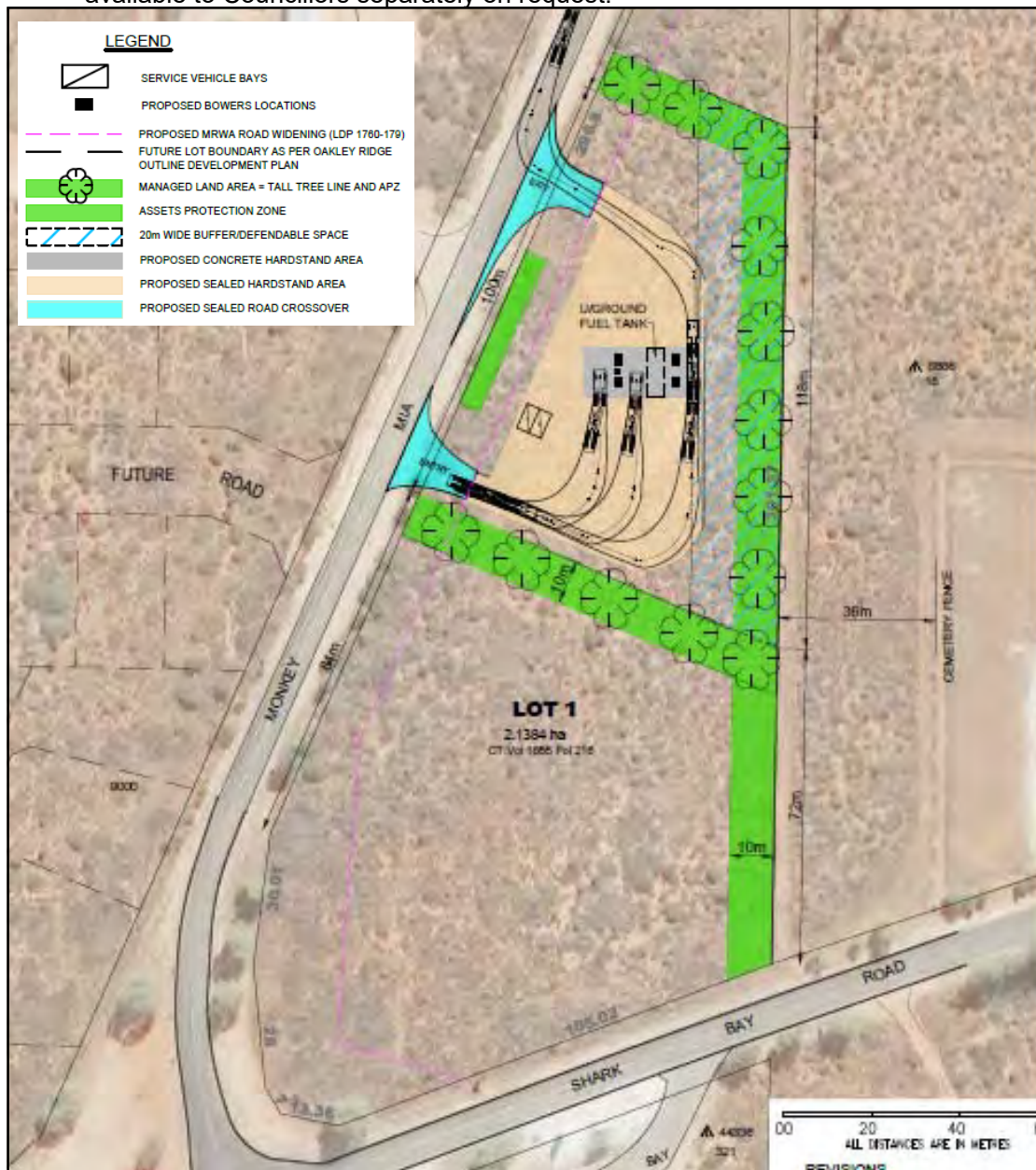
MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

The proposal involves installation of four (4) dual sided fuel pumps which will operate 24 hours a day, 7 days a week.

The applicant has advised the siting of the service station still allows for the possibility of future development of the landmark corner portion of the site, and has lodged a separate Local Development Plan to co-ordinate overall development.

The applicant has lodged a planning report explaining the proposal, a traffic impact report, an acoustic report and a bushfire management plan. These reports are available to Councillors separately on request.



Revised site plan lodged 15 January 2019

Perspectives of the proposed development are included below:



Looking from north along Monkey Mia Road



View from Monkey Mia Road

- **Zoning**

Lot 1 is zoned 'Special Use' under the Shire of Shark Bay Local Planning Scheme No 4 ('the Scheme'). It is listed as Special Use No 3 in Schedule B of the Scheme. The objectives for Special Use No 3 are:

- To ensure that any development is compatible with the Town Centre and surrounding zoning.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

- To provide for a wide range of compatible landuses and encourage opportunities for mixed use development.
- To encourage development of attractive place to work and conduct business.
- To promote a high standard of development including buildings, landscaping and carparking.
- To ensure that all development presents a visually attractive appearance to Monkey Mia Road as a main gateway into the Denham Townsite.

A condition for the special use zone states that '*in determining any application, Council shall have regard for the objectives listed for this site*'.

Specific conditions apply to the special use lot as summarised below:

| No. | Condition | Officer Comment |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Any development is to have quality building facades fronting Shark Bay Road and Monkey Mia Road. | No buildings are proposed and the Shire cannot require buildings to be included in the development proposal. This condition can only be applied where buildings are proposed. |
| 2. | The layout of car parking areas shall be designed with high regard for traffic circulation between developments on the same lot, and shall be integrated to allow for good on site traffic management and flow. | The development layout allows future opportunities for integrated access and car parking. This is further enforced by the separate Local Development Plan which provides guidance for future development. |
| 3. | Development shall be setback from Shark Bay Road and Monkey Mia Road intersection to the satisfaction of the local government and Main Roads WA. | The development is low scale and has been setback from both boundaries. |
| 4. | The boundary of the site abutting the Cemetery Reserve No. 8886 shall be landscaped to the satisfaction of the local government. | The applicant proposes trees along the boundary shared with the cemetery. A detailed landscaping plan is recommended as a condition of development. The type of landscaping will be influenced by bushfire requirements. |
| 5. | Council may require lodgement of a landscaping plan as a condition of any development. | As per above. |
| 6. | Council may require lodgement of a transport impact assessment for any new development, prepared in accordance with the Western Australian Planning Commission's <i>Transport Impact Assessment Guidelines (August 2016)</i> . | Main Roads WA have signed and endorsed a Transport Impact Assessment. |
| 7. | Condition 7 relates to 'motor vehicle repair'. | Not applicable. No motor vehicle repair uses are proposed. |
| 8. | In determining any application, Council will have regard for the objectives listed for this site. | Noted. Town Planning Innovations is of the view that the objectives have been addressed through the separate Local Development Plan. |

| | | |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 9. | The Local Government may require a local development plan as a means to guide future development as provided for under Part 6, Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> . | Noted. A separate Local Development Plan has been prepared and is subject to consideration as Item 13.1 in this agenda. |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|

• **Landuse Classification**

The application only entails the sale of petroleum products (petrol/diesel/fuel). The service station will be unmanned so customers pump their own fuel and pay at the bowser. No separate retail sales are proposed.

A 'service station' is defined in the Scheme as 'means premises used for:

- a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental/ convenience retail nature; and
- b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles, but does not include premises used for a transport depot, panel beating, spray painting, major repairs or wrecking.'

The applicant has advised they received independent legal advice confirming that the development falls under the 'service station' land use classification.

A submission was also lodged by Castledine Gregory on behalf of Mr Jamie Morgan providing an opinion on land use permissibility and scheme matters. Castledine Gregory has requested their advice not be included in the public section of the minutes, however they confirmed it can be provided to Councillors. Copies are available on request through the Chief Executive Officer.

Town Planning Innovations is of the view that the development is a 'service station' for the following reasons:

- (i) A service station includes '*the retail sale of petroleum products*'. The expression 'petroleum products' includes the motor vehicle fuels.

The development proposes the sale of petroleum products.

- (ii) Whilst the development does not include mechanical repairs, that in itself does not preclude it from being classified as a 'service station'.

The Service station definition allows for the '*sale of petroleum products*' and the '*the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles*'.

That does not translate to mean that a service station has to include both elements of the definition.

Council has discretion to consider an application for a service station on Lot 1, subject to being satisfied that it meets the Special Use zone objectives and addresses the specific conditions listed in Schedule 2 of the Scheme.

• **Local Development Plan**

If the Local Development Plan is adopted by Council for final approval (under separate item 12.1) then it allows the Shire to place conditions on the development relating to landscaping, drainage, construction of access areas, etc.

- ***Traffic Impact Assessment***

Both Shark Bay Road and Monkey Mia Road fall under the jurisdiction of Main Roads Western Australia. Main Roads approval is required for crossovers and for any future signage.

The proponent has lodged a revised Traffic Impact Assessment report which provides:

- Access to the site will be via two separate driveways access points off Monkey Mia Rd, being entry only and exit only. The proposal does not include any access off Shark Bay Rd.
- Traffic volume data used is the most recent available from Main Roads WA.
- Consideration of crossover locations in context of potential further subdivision in Azure Waters estate to the west, which includes Oakley Ridge.
- Consideration of traffic when the Monkey Mia redevelopment is fully completed.
- Main Roads have identified a future widening of the road reserve on Monkey Mia Road by approx. 13m on the east side (approx 0.4435ha) which is taken into account.
- The site has enough space to allow for at least three 19m long semi-trailers within the site at any one time. Given the relatively low peak hourly volumes and short refuel time, the risk of queuing vehicles impacting Monkey Mia Rd is not considered significant.
- Signage will be installed to advise that maximum permitted length of vehicle is 19m. In the event that a longer vehicle does try to enter the facility, the bowser layout is able to accommodate a vehicle up to 36.5m long.
- The estimated traffic volumes generated by the development are well within the estimated capacity of the immediate road network.

The Traffic Impact Assessment includes several detailed truck movement plans – refer example overpage.

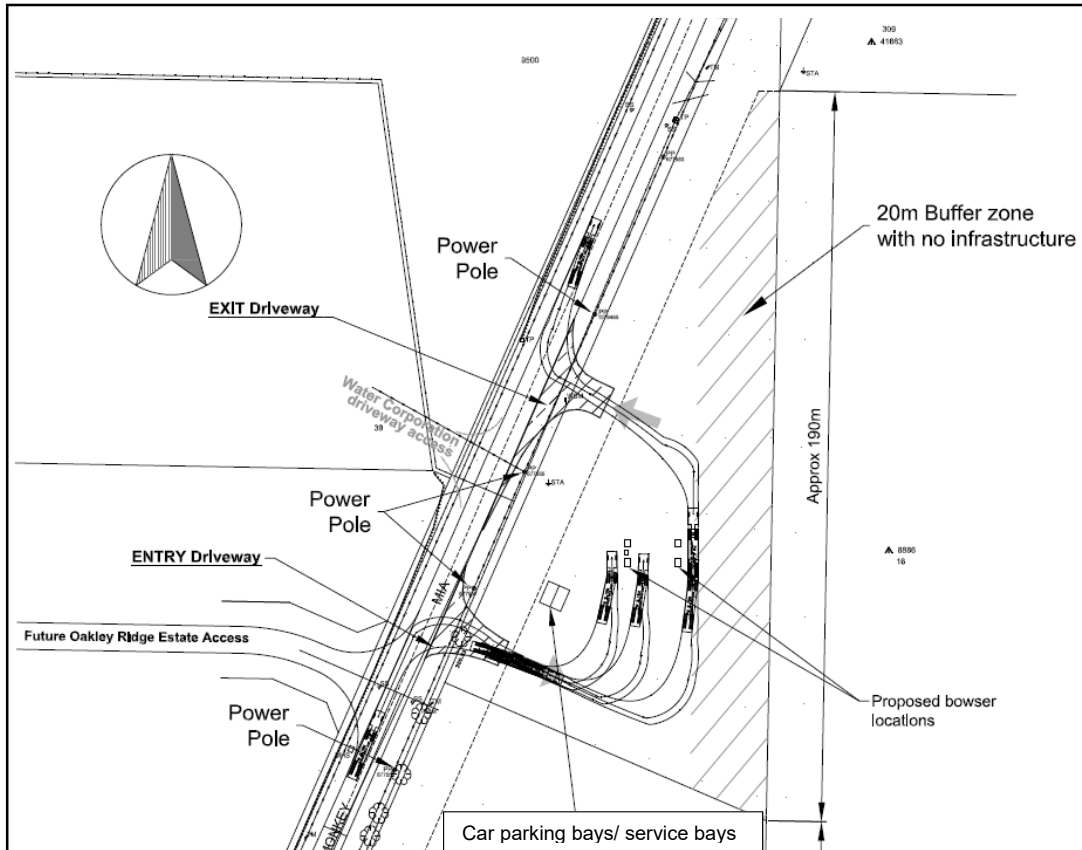
Town Planning Innovations has no concerns over traffic as Main Roads WA has endorsed and co-signed the revised Traffic Impact Assessment report.

- ***Traffic circulation areas and car parking***

Initially the application proposed that the majority of traffic circulation areas be gravel, and concrete was only proposed at the bower areas.

A revised plan has been lodged and all crossovers, access areas, parking and traffic circulation areas will be sealed.

The applicant has made provision for 2 car parking bays for any person attending the site to carry out maintenance. This is supported by Town Planning Innovations as customers will park at the bowzers to load fuel and pay, before driving off site.



Truck movement plan

- ***Bushfire Management Plan***

The Western Australian Planning Commission released State Planning Policy 3.7 and associated Guidelines for Planning in Bushfire Prone Areas ('the Guidelines') in December 2015. These documents apply to all land identified as Bushfire Prone.

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

Lot 1 is within the declared bush fire prone area. Because a 'service station' is identified as a 'high risk' landuse under the Western Australian Planning Commissions' 'Guidelines for Planning in Bushfire Prone Areas' it requires a Bushfire Management Plan jointly endorsed by the Shire and the Department of Fire and Emergency Services.

The applicant lodged a revised Bushfire Management Plan (Version 7) which has been supported by the Department of Fire and Emergency Services.

Department of Fire and Emergency Services advised on the 8 March 2019 that the Bushfire Management Plan has adequately identified issues arising from the bushfire risk assessment and considered how compliance with the bushfire protection criteria can be achieved for the development application.

- ***Landscaping***

A condition in the Scheme applicable to this Special Use zone requires *'the boundary of the site abutting the Cemetery Reserve No 8886 shall be landscaped to the satisfaction of the local government'*.

The applicant has indicated that a local person will be employed to carry out landscaping maintenance.

The Local Development Plan has specific landscaping requirements which are reflected in the officer recommendation. Trees are proposed along the cemetery boundary.

- ***Environmental Protection Authority Guidelines, buffers and noise***

The Environmental Protection Authority recommends buffers between a range of industrial / commercial land uses and any sensitive premises (dwellings). Generally the greater the buffer the less likely that emissions such as noise, dust and odour will have detrimental impact.

The Environmental Protection Authority 'Guidance for the Assessment of Environmental Factors' recommends that service stations be a minimum of 50 metres from any sensitive land use. The 50 metre buffer is for *'premises operating during normal hours, i.e. Monday - Saturday from 0700-1900 hours'*.

Although the proposed development is small scale, it is recognised that noise by cars and trucks before 7.00am and after 7.00pm may impact on known planned future residential development to the immediate west.

Accordingly the applicant has provided an acoustic report by a suitably qualified noise consultant as requested by the Shire.

The acoustic report was revised to address issues raised by the Department of Water and Environment Regulation. The Department has generally accepted the revised acoustic report and recommended the Shire seek clarification on 2 minor matters as summarised in the table below:

| Issue for clarification | Town Planning Innovations Comment |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Scenario 3 (refilling of underground fuel supply tanks) in the report is generally accepted, however the report does not explain the basis on which <i>'the refilling process is assumed to be at a similar level as one Helix bowser'</i> . | The noise consultant has advised that the assumption was based on their own observations, which is accepted by Town Planning Innovations. |
| Scenario 4 in the report demonstrates that the beeping associated with tyre inflation equipment will meet the assigned levels, the same function can be achieved with a light or non audible toner device. | The applicant has advised in an email dated 12 March 2019 that the developer has confirmed that <i>'any tyre inflation device installed on the site will not have an audible warning'</i> . |

- **Advertising and consultation**

The original plans lodged in 2018 were advertised for public comment. The revised site plan was advertised again in 2019 concurrently with the Local Development Plan for the same site.

A submission was received in 2018 by WA Planning & Logistics objecting to the application behalf of the owner of Lot 90 Monkey Road, Denham. Town Planning Innovations has emailed the writer and the owner of Lot 90 in 2019, however no new submissions has been received.

A second objection was received in 2019 by an owner in Azure Estate. Both submissions are summarised in Attachment 1.

Town Planning Innovations is of the view that the issues raised in the submissions have either been addressed by the applicant and / or can be addressed through conditions placed on any approval.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015

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

The Regulations include 'Deemed Provisions' that automatically apply and override parts of the Shire of Shark Bay Local Planning Scheme No 4.

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

Under the Regulations the Shire cannot consider '*potential loss that may result from economic competition between new and existing businesses*'.

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

POLICY IMPLICATIONS

There are no known policy implications associated with this matter.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Town Planning Innovations for advice.

STRATEGIC IMPLICATIONS

- **Local Development Plan**

A Local Development Plan offers opportunity to plan strategically for co-ordinated development of Lot 1.

- ***Shire of Shark Bay Local Planning Strategy***

No zoning changes for Lot 1 were identified under the Local Planning Strategy.

The Strategy recognises that the Scheme allows for a wide range of land uses on Lot 1 and states that *'it is not anticipated that all of the permissible uses will locate on the site however it does provide opportunities for businesses which are not suited to the town centre, require commercial exposure, visibility and passing trade, have larger land requirements, and are not appropriately catered for in the more isolated industrial area'*.

RISK MANAGEMENT

Matters such as bushfire, amenity (noise/buffers) and traffic have been addressed.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

| | |
|-------------------------|-------------------|
| Author | <i>L Bushby</i> |
| Chief Executive Officer | <i>P Anderson</i> |
| Date of Report | 15 May 2019 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

ATTACHMENT # 1

| Summary of Submission on Development Application | Officer (Town Planning Innovations) Comment | Officer (Town Planning Innovations) Recommendation |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|
| <p>Submission 1 - WA Planning & Logistics on behalf of the owner of Lot 90 Monkey Road, Denham</p> | | |
| <p><u>Landuse Permissibility</u></p> <ul style="list-style-type: none"> - Does not consider that the use should be classified as a 'service station' as it lacks built form and is not a place of business - A concrete apron with bowsers does not come remotely close to an acceptable development standard of construction in a prominent location - No sufficient attempt has been made to provide a visually attractive development shown through the lack of design and form, unsealed trafficable areas, a small concrete apron insufficient to accommodate vehicle lengths, and lack of landscaping. - Without extensive upgrading to the application to bring it in line with the Scheme and the quality expected by the Shire and Community, it is not considered that the application meets the service station definition. | <ul style="list-style-type: none"> - Town Planning Innovations construes the development as a service station. Addressed in agenda report. - The development is low scale and will not have any adverse visual impact. A Local Development Plan still allows for a future corner building and guides co-ordinated development. - The applicant has lodged revised plans with sealed hardstand areas. Landscaping is required by condition 4 of the Local Development Plan and can be imposed as a condition of development. - Town Planning Innovations construes the development as a service station. Addressed in agenda report. | <p>That the submission be noted.</p> |
| <p><u>Special Use Provisions</u></p> <ul style="list-style-type: none"> - Submission quotes the objectives and conditions of the Scheme - The Scheme provisions provide an expectation that development would be of a high quality and design befitting of its unique and highly visible location. - All traffic must pass this lot to visit Denham and Monkey Mia. The application should demonstrate exceptional merit and does not. | <ul style="list-style-type: none"> - Noted. Addressed in agenda report. - The development is low scale and will not have any adverse visual impact. A Local Development Plan still allows for a future corner building and guides co-ordinated development. - The development is low scale and will not have any adverse visual impact. A Local Development Plan still allows for a future corner building and guides co-ordinated development. | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <ul style="list-style-type: none"> - It is not sufficient to infer that the development can be supported without meeting the Scheme requirements of built form, design and intent because there is still room on the land to build a landmark development at a later time. Development should be made to be built to the standard that has been set by the Shires Scheme. | <ul style="list-style-type: none"> - The development is low scale and will not have any adverse visual impact. A Local Development Plan still allows for a future corner building and guides co-ordinated development. - The applicant has provided a revised plan with sealed hardstand areas as requested by Town Planning Innovations. The Shire cannot force construction of a building on the lot as part of development. Quality facades can only be required where a building is proposed. | |
| <p><u>Visually Unattractive</u></p> <ul style="list-style-type: none"> - Lack of design elements such as building facades, entry statements, accessways - Lack of connection to the lot itself, the road network and surrounding area - Poor use of materials or landscaping to provide a premises that looks professional and achieves minimum development standards - Does not represent a high standard of development. - Extensive gravel is proposed and gives the development an 'unfinished' look especially where there is concrete crossovers and an apron. - Gravel requires constant maintenance to stay in good condition. It will not take long for the gravel to become pitted or erode given the proposed use and traffic. - Lighting for 24 hours a day will be visually detracting. - The impact as viewed from the road is not decreased by the sighting of the development away from the road. It will be highly visible due to the low surrounding vegetation. | <p>As per above comments on Special Use provisions.</p> | |
| <p><u>Lack of Landscaping</u></p> | | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <ul style="list-style-type: none"> - The proposed landscaping represents a 'bare minimum effort' scenario. A single line of trees (with 8m between trunks and 5m between canopy foliage) - surrounding a development is not considered satisfactory. - The areas of remnant vegetation are to be substantially cleared / modified to meet the <i>Guidelines</i> which will give rise to further dust/erosion and visual appearance issues. - Remnant vegetation not required to be cleared is also being cited to provide 'screening' however it is not high enough to screen. - The Applicant has cited bushfire risk management as the reason for lack of additional proposed planting. The <i>Guidelines for Planning in Bushfire Prone Areas</i> Appendix 1 provides a list of acceptable landscaping standards within Asset Protection Zones. This gives the impression that the applicant is not willing to undertake maintained landscaping and is attempting to use legislation as reasoning to circumvent a requirement. - Landscaping is intended to support and enhance a development, not be the <i>only</i> visual enhancement for a proposal. In this case the proposed 'landscaping' will not adequately improve the sites appearance. | <ul style="list-style-type: none"> - Landscaping is required by condition 4 of the Local Development Plan and can be imposed as a condition of development. | |
| <p><u>No Overall Plan</u></p> <ul style="list-style-type: none"> - No provision for future development of site or how potential mixed use opportunities may link into proposed development. - Just because there is room upon the lot to build additional land uses does not negate the need for this development to meet Scheme requirements now. | <p>This has been addressed through the separate Local Development Plan that allows co-ordinated access and development.</p> | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <p><u>Environmental Concerns</u></p> <ul style="list-style-type: none"> - No information on catchment/drainage arrangements for the hardstand areas to ensure no environmental contamination. - Impact of inevitable spillages and accidents, rain events, the washing down of the hard stand area and just the general use of the area. Contaminated liquids will run off into the surrounding gravel area. - Extent of cleared area. | <p>This can be addressed through conditions of development.</p> | |
| <p><u>Fire Management Concerns:</u></p> <ul style="list-style-type: none"> - Concern over lack of staff on site, lack of emergency equipment, and risk of the flammable materials to be stored on site | <p>A Bushfire Management Plan has been prepared by a fire consultant and has been supported by the Department of Fire and Emergency services.</p> | |
| <p><u>General Objection:</u></p> <ul style="list-style-type: none"> - This cannot be considered a workplace or place of business with no staff onsite and therefore does not meet the objective to be an 'attractive place to work and conduct business' - This proposal sits upon the land isolated by its lack of built form and very limited function with no attempt to connect to the Townsite or surrounding land - There are no circumstances preventing this applicant from constructing a development that aligns with the Scheme's intention - Lack of perceived impact does not mean a land use is appropriate for a location. - Unmanned fuel sites are for the most part located in industrial/service commercial zoned areas, not on prominent tourist routes or at the 'gate way' to a town. It does not comply with the deemed provisions which require development to be compatible with its setting and adjacent development. - Lack of information provided in the application | <p>As per Town Planning Innovations comments on Special Use provisions.</p> | |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| <p>- General objection to poor quality of development</p> | | |
| <p><u>Amenity</u></p> <p>- It is noted that the application reasons that the land use is of such little consequence that emissions will be so inconsequential that amenity will not be affected. Amenity is about more than emissions like noise, lighting, odour & dust. It is about a land use being appropriate for a location. Once approved it sets a massive precedent for future development upon the lot and surrounding, which is why Councils are required to make decisions based on planning merit.</p> | <p>As per Town Planning Innovations comments on Special Use provisions.</p> | |
| <p>Note: There is also an objection lodged by Daniel Eve (Owns 19 Oakley Ridge Denham) which has been recorded as a submission on the Local Development Plan under Item 13.1. Mr Eve's submission may also be construed as an objection the development application, so is replicated for ease of reference below:</p> | | |
| <p>- The purpose of this email is to advise some of the concerns we have in regards to the proposed service station being proposed for Lot 1 Monkey Mia Road - Public Comment REF: P1347/0-CR-17614</p> <p>- Attracting transient customers to the outskirts of town late at night and illegal camping nearby or on the foreshore.</p> <p>- A 24 hour service station is not required and a manned service station closing at 10pm would be a more appropriate compromise.</p> <p>- Illuminating the surrounding bushland with bright white lights from dusk till dawn. Impacting the wildlife and nearby residents.</p> <p>- Reducing employment opportunities for locals by closure of existing service stations.</p> | <p>- Statement Noted.</p> <p>- There is no evidence suggesting that the use will attract illegal camping activities. The only potential impact of customers attending the site late at night is noise, which has been addressed in an acoustic report.</p> <p>- Service stations trading hours are deregulated and a condition limiting the hours of operation would not be fair or reasonable having regard that the applicant has addressed noise and traffic matters.</p> <p>It is not the Shires role to determine whether the business is required, and the application has to be assessed on its merit.</p> <p>- A condition can be imposed requiring light spill to be contained within the lot</p> | <p>That the submission be noted.</p> |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <ul style="list-style-type: none"> - Excessive noise from backup generator if proposed. - Excessive noise from gathering persons or groups meeting up. - Creating a bad first visual impression to visitors, its bush then bright lights and a service station which would be better suited elsewhere in town. - Loss of business to the Denham town centre as some customers would continue on to Monkey Mia. - There may be other issues when the building application is received so please consider the above concerns in the decision making process for the development application in the first instance. | <p>boundaries. The comment is unsubstantiated.</p> <ul style="list-style-type: none"> - This is not a planning consideration. The Shire is bound by the deemed provisions of the Planning and Development (<i>Local Planning Schemes</i>) Regulations 2015 and cannot consider 'potential loss that may result from economic competition between new and existing businesses'. - The applicant has advised that no backup generator is proposed. - There is no evidence suggesting that the use will provide an attractive area for people to meet, however noise has been addressed in an acoustic report. - The subject land is zoned 'Special Use' which allows for a wide variety of commercial type uses. The development is small and low scale. It is common for service stations or roadhouses to locate along major routes. - This is not a planning consideration. The Shire is bound by the deemed provisions of the Planning and Development (<i>Local Planning Schemes</i>) Regulations 2015 and cannot consider 'potential loss that may result from economic competition between new and existing businesses'. - The building permit approval process is legislated under the <i>Building Act 2011</i>. Compliance with the Building Act 2011 cannot be assessed at the planning application stage and is controlled through separate legislation. | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

12.3 PROPOSED TELSTRA EASEMENT WITHIN MONKEY MIA ROAD RESERVE AND RESERVE 1686
RES1686 / RES43272

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Declaration of Interest: Cr Cowell

Nature of Interest: Impartiality as Officer of Shark Bay World Heritage Advisory Committee And Employee of Department of Biodiversity Conservation and Attractions

Moved Cr Burton
Seconded Cr Ridgley

Council Resolution

That Council:

1. **Authorise the Chief Executive Officer to write to the Department of Planning, Lands and Heritage (Re: Job No 1900871) and advise as follows:**
 - (a) **The Shire has no objection to the proposed easement at Monkey Mia to provide Telstra with independent access to Reserve 43272.**
 - (b) **Monkey Mia Road is under the care, control and jurisdiction of Main Roads WA, therefore Main Roads should be consulted regarding any infrastructure in that road reserve.**
 - (c) **The Shire notes that the Department has also referred the matter to the Department of Biodiversity, Conservation and Attractions which is supported.**

5/0 CARRIED

BACKGROUND

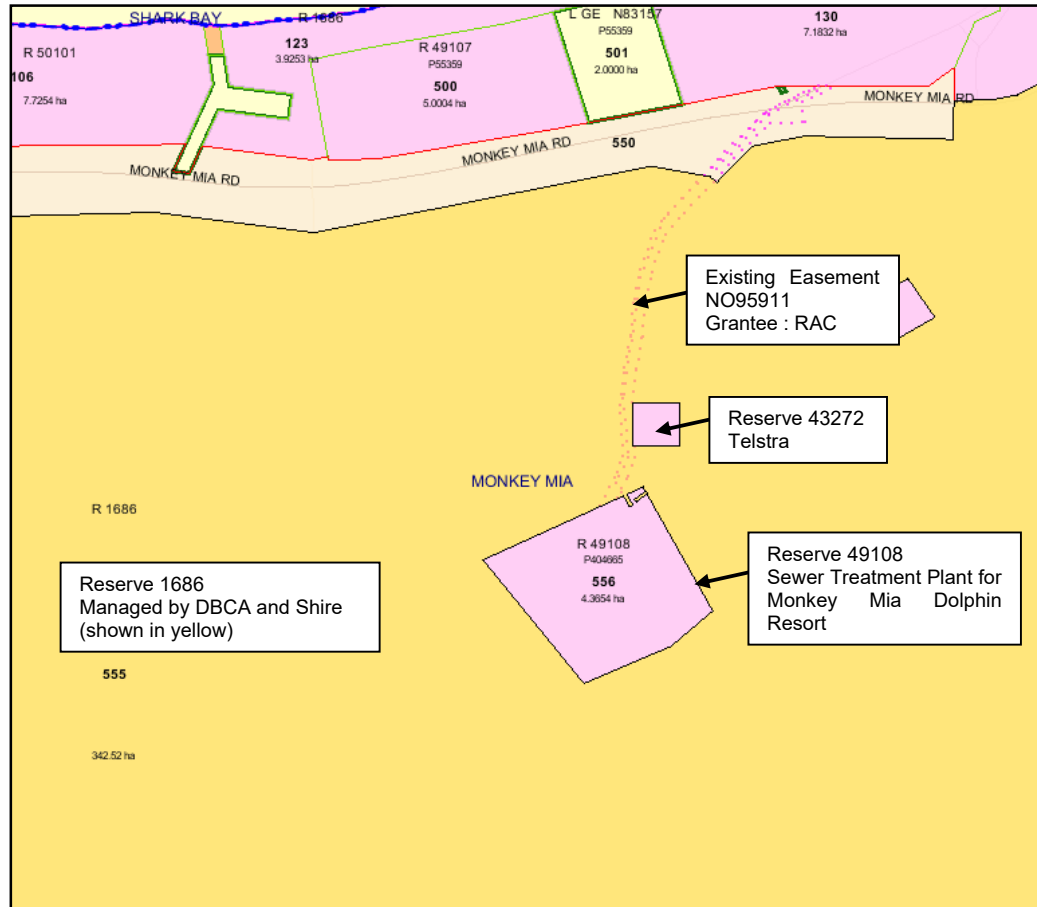
There is a Management Order to Telstra Corporation for Reserve 43272. Nearby Reserve 49108 has been developed with infrastructure that services the Monkey Mia Dolphin Resort.

Both of the abovementioned reserves are surrounded by Reserve 1686 which is jointly managed by the Shire and the Department of Biodiversity, Conservation and Attractions.

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019



Location Plan

COMMENT

The Department of Planning, Lands and Heritage have written to the Shire as Telstra seeks their own independent easement to their Reserve 43272.

Currently access to their reserve is undertaken using Easement NO95911 with the consent of the RAC. The new easement will formalise access to Reserve 43272.

The Department of Planning, Lands and Heritage have advised that the affected land is identical to the existing easement route as power to Reserve 43272 will be supplied from the RAC facility.

The affected land includes:

1. Dedicated Monkey Mia Road reserve. A Telstra fibre pit is located within the north part of the road reserve.
2. Reserve 1686 jointly managed by the Shire and the Department of Biodiversity, Conservation and Attractions.
3. Non exclusive rights conferred by the grant of Easement No 95911 (originally to Aspen Monkey Mia Pty Ltd and transferred to RAC).

It should be noted that the RAC has given written consent to the grant of easement to Telstra.

The 'non exclusive rights' over the RAC easement (No095911) means that a number of different parties can use the easement, and additional parties can be granted the right to use that same easement in the future.

Town Planning Innovations is supportive of the proposed easement as it simply achieves formal access to Reserve 43272 for Telstra.

• **World Heritage**

The subject land is within the Shark Bay World Heritage Area. Town Planning Innovations liaised with the Department of Planning, Lands and Heritage who confirmed that the application has been referred to the Department of Biodiversity, Conservation and Attractions for comment.

Town Planning Innovations has informally referred the matter to the Shark Bay World Heritage Advisory Committee and requested that if they have any comments that they lodge a submission directly to the Department of Planning, Lands and Heritage.

LEGAL IMPLICATIONS

Shire of Shark Bay Local Planning Scheme No 4 –

Reserve 43272 and Reserve 49108 are reserved under the Scheme for Public Purposes. Reserve 1686 is reserved 'public open space' under the Scheme.



Extract Shire of Shark Bay Local Planning Scheme No 4

POLICY IMPLICATIONS

There are no policy implications relative to this report.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no known strategic implications associated with this report.

RISK MANAGEMENT

There are no known risks associated with this report

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

| | |
|-------------------------|-------------------|
| Author | <i>L Bushby</i> |
| Chief Executive Officer | <i>P Anderson</i> |
| Date of Report | 17 May 2019 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

12.4 PROPOSED HEALTH/WELLNESS BUSINESS – LOT 187 (14) HOULT STREET, DENHAM P1285

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Declaration of Interest: Cr Burton

Nature of Interest: Proximity Interest as owns adjoining property

Cr Burton left the Council Chamber at 3.52 pm.

Officer Recommendation

That Council:

1. Resolve to pursue Option ____ outlined in this report in regards to advertising.

Additional Recommendation below if Option 1 is pursued to not advertise the application:

2. Approve the application lodged by Katrina Steadall for a home business at Lot 187 (No 14) Hoult Street, Denham subject to the following conditions:
 - (i) The home business shall only operate within the areas nominated (in yellow highlight) on the revised floor plan lodged on the 20 May 2018, and shall not occupy more than 34.64m² of the ground floor area of the existing house on the lot.
 - (ii) This approval is for use of one treatment room in accordance with the revised floor plan lodged on the 20 May 2018.
 - (iii) All customer car parking is to be accommodated within the lot boundaries at all times. No customer car parking on the verge or in the road reserve is permitted.
 - (iv) The applicant/occupier shall only employ a maximum of one person who is not a member of the occupier's household as stated in the application.
 - (v) This approval is only for the provision of services, and is not an approval for the retail sale, display or hire of any goods at any time.

Moved Cr Ridgley

Seconded Cr Fenny

Council Resolution

That Council:

1. **Approve the application lodged by Katrina Steadall for a home business at Lot 187 (No 14) Hoult Street, Denham subject to the following conditions:**
 - (i) **The home business shall only operate within the areas nominated (in yellow highlight) on the revised floor plan lodged on the 20 May**

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

2018, and shall not occupy more than 34.64m² of the ground floor area of the existing house on the lot.

- (ii) This approval is for use of one treatment room in accordance with the revised floor plan lodged on the 20 May 2018.**
- (iii) All customer car parking is to be accommodated within the lot boundaries at all times. No customer car parking on the verge or in the road reserve is permitted.**
- (iv) The applicant/occupier shall only employ a maximum of one person who is not a member of the occupier's household as stated in the application.**
- (v) This approval is only for the provision of services, and is not an approval for the retail sale, display or hire of any goods at any time.**

4/0 CARRIED

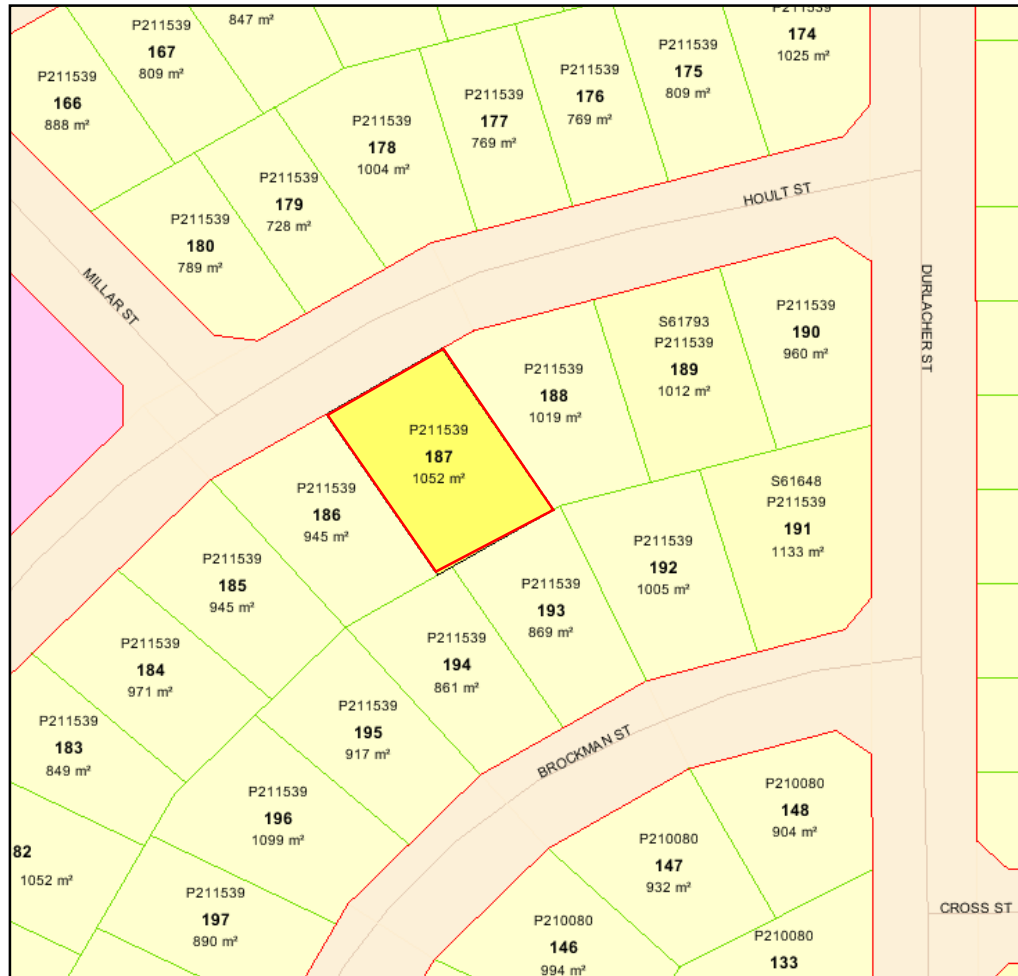
Cr Burton returned to Council Chambers at 3.54 pm.

BACKGROUND

An application has been lodged to operate a home business from Lot 187 Hoult Street in Denham. A location plan is included overpage for ease of reference.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019



Location Plan

COMMENT

• *Description of Application*

The applicant has lodged a sketch floor plan and advised the business will operate from a portion of the ground floor, and the upper storey will be used for residential living.

The plan lodged is not to scale, however based on the dimensions provided the ground floor has a total area of approximately 72m² – refer plan over page.

The applicant has advised as follows:

- The business would operate as 'B Well Health' and would function as an injury and wellness based clinic providing muscular treatment and pain relief to the Shark Bay community.
- There will be liaison with chiropractic and physiotherapy associations that visit fortnightly and monthly to help provide patient care.
- Hours of operation will be from 10.00am to 6.00pm with appointments being made by phone or via an on line booking system.
- The services provided will include injury/myotherapy, remedial massage, specialist massage, and wellness treatments.

MINUTES OF THE ORDINARY COUNCIL MEETING

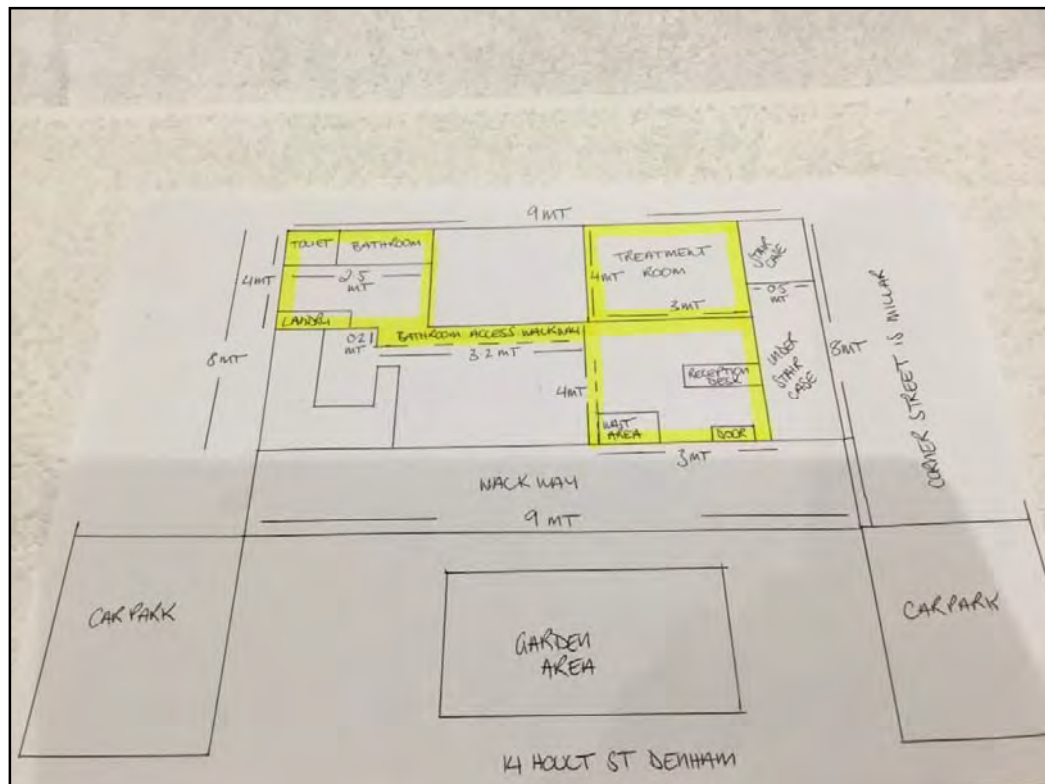
29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

- The maximum number of patients per day will be 8 with treatment of one patient at a time, requiring no more than 2 car spaces and little traffic to the street.
- The maximum number of staff is 2. The majority of the time there will only be one staff member on site, who is also the owner/occupier of the premises.
- A casual worker may be employed during any busy school holiday periods three times a year (if needed). They will not stay in the house on the lot.

The applicant has lodged an amended plan proposing to use one room as a treatment room, have a reception/ waiting area, use the laundry for washing towels, and make the existing toilet/ bathroom available for clients.

The applicant has provided a breakdown of the areas to be used as follows:

- Treatment/ reception area is 8x3m²
- Toilet/ bathroom 4x2.5m²
- Walkway 3.2x0.2m²
- Total is 34.64m²



Above: Revised floor plan provided by applicant.

- **Zoning**

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

- **Land Use Classification and Permissibility**

The proposal does not fit in with the 'home occupation' land use definition as that limits use of an area to 20m². Council has discretion to consider the application as a home business.

A home business is a 'D' use in the Residential zone under the zoning table in the Scheme. This means that the use is not permitted unless the local government has exercised its discretion by granting development approval.

A 'home business' means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession -

- (a) does not involve employing more than 2 people who are not members of the occupier's household; and
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- (c) does not occupy an area greater than 50 m²; and
- (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done by means of the Internet; and
- (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and
- (f) does not involve the presence, use or calling of a vehicle more than 4.5 tonnes tare weight; and
- (g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.

The owner already operates the massage business at 67 Knight Terrace in the Commercial zone, and proposes to relocate the business to operate from home.

- *Parking*

The existing dwelling has two driveways so there is parking available on site for a minimum of 4 cars.



Above: Existing driveway



Above: Existing second driveway

Car parking is not considered an impediment to the proposal.

- *Amenity and noise*

The owner/ applicant can only provide massage and wellness treatments to one customer at a time, and is only proposing to have one treatment room.

As the number of customers is limited, and will be by appointment, Town Planning Innovations is of the view that the proposed small scale home business will not have any negative impact on the amenity of the locality.

- *Public Consultation – Options Available to Council*

The application has not been advertised for public comment. Council has discretion to advertise any application under the provisions of the *Planning and Development (local Planning Schemes) Regulations 2015*.

Council has two options:

Option 1 – Do not advertise the application

There is no statutory requirement for the application to be advertised. Council may consider it appropriate to simply determine the application in accordance with the Scheme.

Option 2 – Advertise the application for 14 days

Council has discretion to advertise any planning application for public comment.

If option 2 is pursued it is recommended that the application be determined after consultation is complete.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 -

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

Any advertising is to be for a minimum of 14 days to comply with Clause 64 (2).

Shire of Shark Bay Local Planning Scheme No 4 -

Explained in the body of the report.

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

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

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

| | |
|-------------------------|-------------------|
| Author | <i>L Bushby</i> |
| Chief Executive Officer | <i>P Anderson</i> |
| Date of Report | 22 May 2019 |

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

12.5 PROPOSED GENERAL INDUSTRY (SEA CUCUMBER PROCESSING) – LOT 227 (7) BAUDIN STREET, DENHAM
P1310

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Liz Bushby, Town Planning Innovations

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

Officer Recommendation

That Council:

1. Approve the application for an Industry (sea cucumber processing) at Lot 227 (7) Baudin Street, Denham subject to the following conditions:
 - (i) The plans lodged with the application shall form part of this planning approval. All development shall be in accordance with the approved plans with the exception that car parking is to comply with condition vii.
 - (ii) The existing gravel internal driveway and traffic circulation areas within the lot shall be maintained to a trafficable standard to the satisfaction of the Chief Executive Officer.
 - (iii) The owner / applicant to upgrade and construct the existing crossover in accordance with the specifications of Policy 2.1 in the Shire of Shark Bay Policy Manual, within 6 months from the date of this planning consent or an alternative time period approved separately by the Shire in writing.
 - (iv) All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land or road reserve unless otherwise approved in writing by the Chief Executive Officer.
 - (v) No dumping, stockpiling, or storage of waste or materials, shall be carried out between the front building line and the street frontage.
 - (vi) This approval is issued based on a proposed land use of 'industry' and is specifically for the processing of sea cucumbers within the existing building and proposed greenhouse. No external open drying or processing areas are approved.
 - (vii) An informal car parking area with capacity to accommodate a minimum of 5 car parking bays is to be provided and maintained to a trafficable standard on site to the satisfaction of the Shire's Chief Executive Officer.
 - (viii) Any waste water shall be disposed of into a septic tank on site (with sufficient capacity) to the satisfaction of the Chief Executive Officer.
 - (ix) If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.
2. In regards to landscaping (discussed in this report), Council resolves:
 - (A) To include a condition to require lodgement of a landscaping plan as follows:

- (x) *The owner / applicant to lodge a landscaping proposal for separate written approval by the Chief Executive Officer. Landscaping shall be installed within 6 months*
- (a) *from completion of the greenhouse development, or*
 - (b) *the date of occupancy, if occupancy commences prior to the completion of the greenhouse development;*
- or an alternative time period approved separately by the Shire in writing. ‘*

OR

- (B) To vary the requirement for landscaping in accordance with Clause 34(2) of the Shire of Shark Bay Local Planning Scheme No 4 and determine that:
- (i) Approval of the proposed development would be appropriate having regard to the criteria set out in clause 67 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
 - (ii) The non-compliance will not have any adverse effect upon the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.
 - (iii) It is appropriate not to require landscaping in the Industrial area due to a number of factors including water restrictions.

Moved Cr Fenny
Seconded Cr Burton

Council Resolution
That Council:

1. **Approve the application for an Industry (sea cucumber processing) at Lot 227 (7) Baudin Street, Denham subject to the following conditions:**
 - (i) **The plans lodged with the application shall form part of this planning approval. All development shall be in accordance with the approved plans with the exception that car parking is to comply with condition vii.**
 - (ii) **The existing gravel internal driveway and traffic circulation areas within the lot shall be maintained to a trafficable standard to the satisfaction of the Chief Executive Officer.**
 - (iii) **The owner / applicant to upgrade and construct the existing crossover in accordance with the specifications of Policy 2.1 in the Shire of Shark Bay Policy Manual, within 6 months from the date of this planning consent or an alternative time period approved separately by the Shire in writing.**

- (iv) **All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land or road reserve unless otherwise approved in writing by the Chief Executive Officer.**
 - (v) **No dumping, stockpiling, or storage of waste or materials, shall be carried out between the front building line and the street frontage.**
 - (vi) **This approval is issued based on a proposed land use of 'industry' and is specifically for the processing of sea cucumbers within the existing building and proposed greenhouse. No external open drying or processing areas are approved.**
 - (vii) **An informal car parking area with capacity to accommodate a minimum of 5 car parking bays is to be provided and maintained to a trafficable standard on site to the satisfaction of the Shire's Chief Executive Officer.**
 - (viii) **Any waste water shall be disposed of into a septic tank on site (with sufficient capacity) to the satisfaction of the Chief Executive Officer.**
 - (ix) **If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.**
- 2. In regards to landscaping (discussed in this report), Council resolves:**
- (B) **To vary the requirement for landscaping in accordance with Clause 34(2) of the Shire of Shark Bay Local Planning Scheme No 4 and determine that:**
 - (i) **Approval of the proposed development would be appropriate having regard to the criteria set out in clause 67 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and**
 - (ii) **The non-compliance will not have any adverse effect upon the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.**
 - (iii) **It is appropriate not to require landscaping in the Industrial area due to a number of factors including water restrictions.**
- 5/0CARRIED**

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

BACKGROUND

Lot 227 has an approximate area of 3773m² and has been developed with an existing industrial shed and caretakers accommodation.

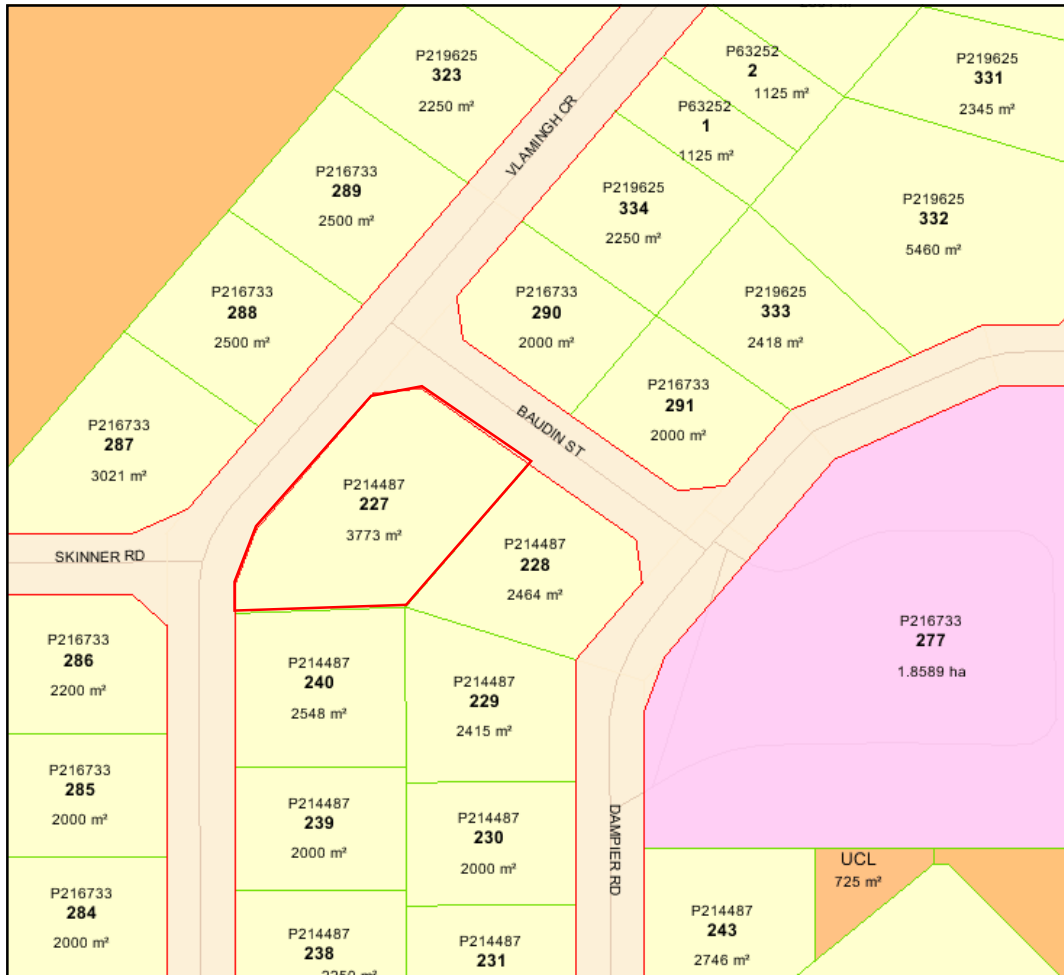
On the 30 September 1998, conditional planning approval was granted by the Shire Council for light industry and caretakers accommodation (within the same building) on Lot 227.

Conditions of the existing planning approval required installation of landscaping, provision of 4 car parking bays, and for the driveways, crossings, and parking areas to be constructed, sealed and drained.

A copy of the approval is included as Attachment 1.

Not all the conditions have been complied with as the crossovers and car parking have not been constructed and sealed.

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





The applicant has provided background information on their 'Tidal Moon Project' which is a commercial fishing operation in collaboration with three Aboriginal communities including Malgana (Shark Bay), Bayungu (Coral Bay/Exmouth) and Thalanyji (Onslow).

They intend to create an Indigenous Australian Seafood industry with supply chains throughout the Australasian and North American markets. Methods of commercial fishing are a combination of Industry safe practice and Aboriginal traditions.

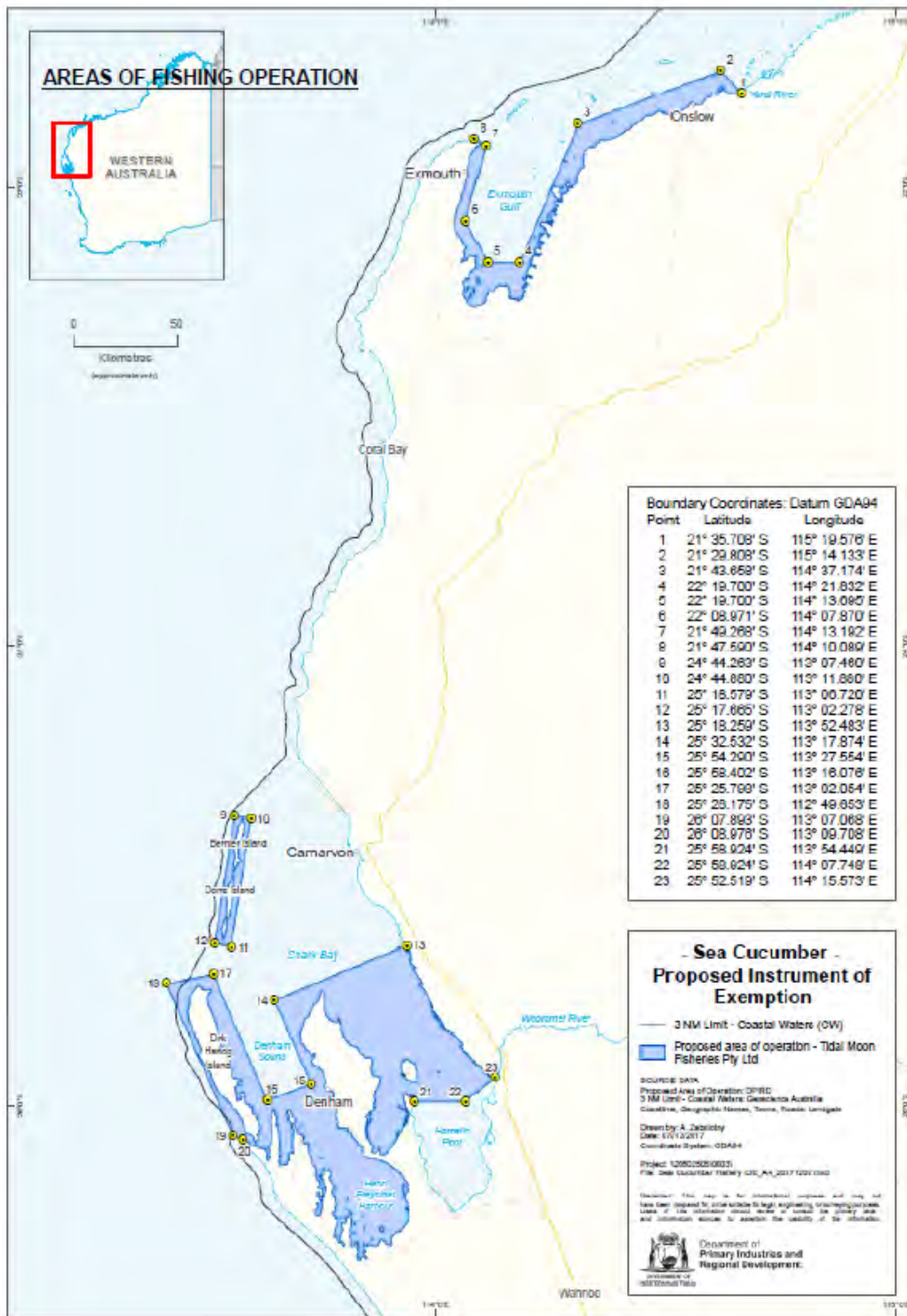
Fishing operations will occur in Shark Bay, Exmouth and Onslow – refer map over page.

The applicant has indicated that they are looking at processing all harvested sea cucumbers at Lot 227.

The project entails training and mentoring for participants to benefit families and the wider community.

MINUTES OF THE ORDINARY COUNCIL MEETING

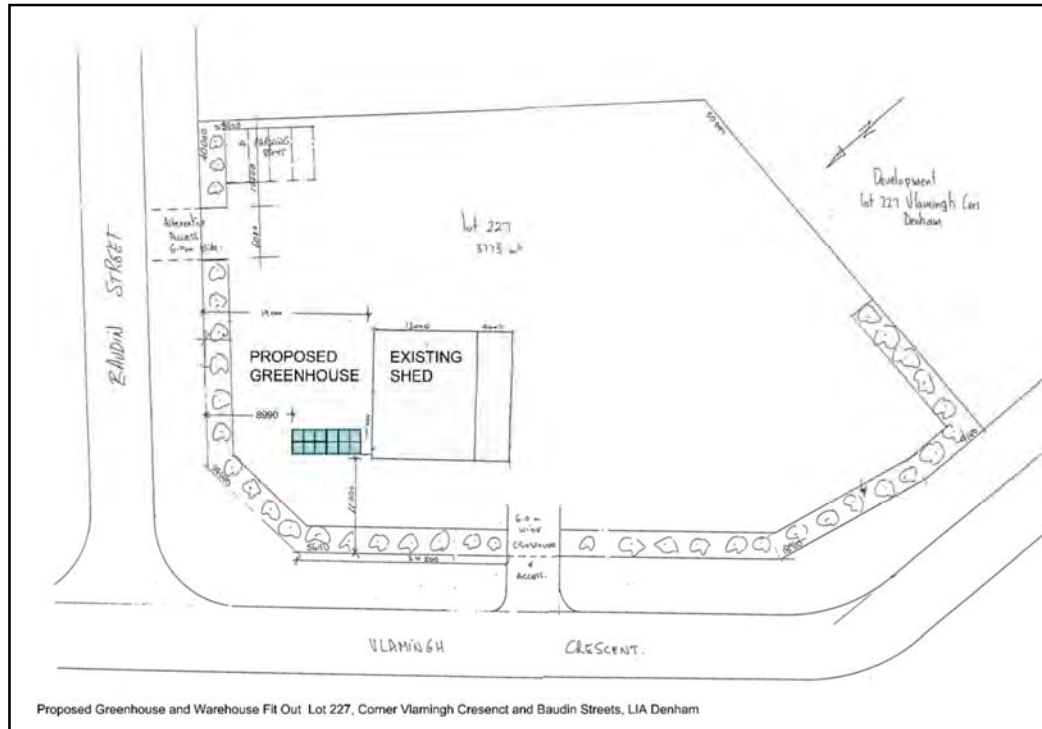
29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019



COMMENT

• *Description of Application*

The application proposes to process sea cucumbers within the existing building on the lot, and construct a new greenhouse for drying of the product. A site plan is included below for ease of convenience.



The applicant has advised as follows:

- Raw sea cucumbers will be transported to the site in commercial containers.
- A loading bay area is available to the north of the existing building.
- The product is moved into a processing area within the building.
- The sea cucumbers are taken out of containers and placed onto a stainless steel bench where they are graded according to weight, size and length.
- The product is then cooked in a heavy duty double stainless steel cooker.
- Once cooked the product is placed onto food safe trolleys then moved from the processing area into the commercial greenhouse for drying.
- Drying in the greenhouse can take up to 3-5 days. The facility will be temperature controlled.
- After the product is dried it is taken back to the processing area in the shed where it is cooked a second time.
- The drying process is also carried out a second time.
- Once all the moisture is dried from each individual sea cucumber and tested by staff members, the sea cucumber will be transported on stainless steel trolleys from the greenhouse to the processing facility for packing.

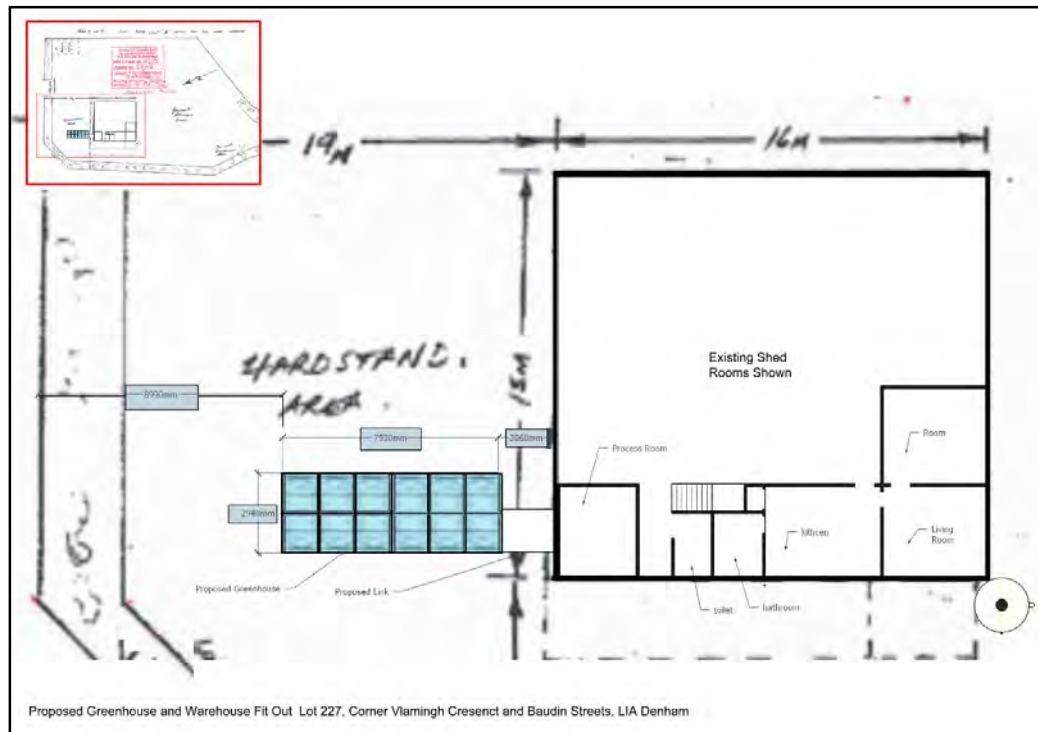
MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

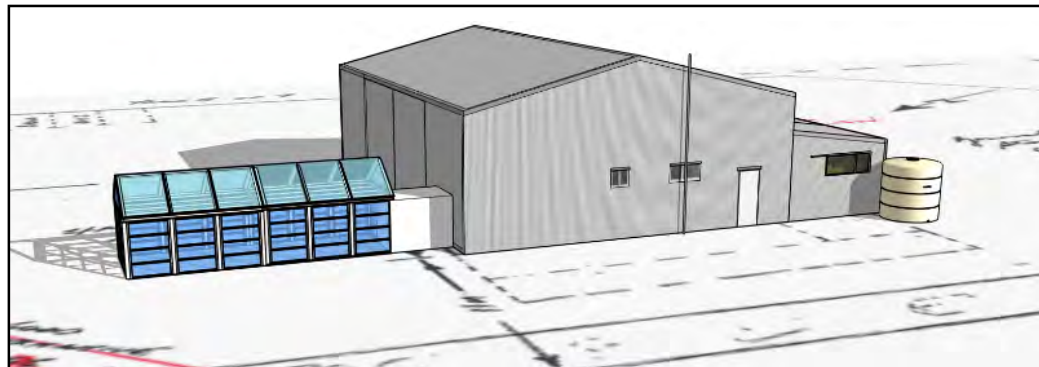
- The sea cucumber is then placed into 20 kilogram poly bags. Each bag is marked with TIDAL MOON PTY LTD and is labelled according to species and weight.
- The product is then stored in a controlled storage room, which is constructed from commercial graded freezer panelling.
- The product is then ready to transport off site to market.

The applicant has provided an operational flow chart with photographs that clearly outlines the process involved – Attachment 2.

A floor plan showing the proposed areas to be used is included below:



A perspective of the existing shed and proposed greenhouse is also included below.



The applicant has lodged detailed elevations which are available to Councillors on request.

- *Zoning*

The lot is zoned 'General Industry' under the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme).

- *Land Use Classification and Permissibility*

The proposal is construed as 'Industry' which is defined in the Scheme as '*means premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes facilities on the premises for any of the following purposes —*

- (a) *the storage of goods;*
- (b) *the work of administration or accounting;*
- (c) *the selling of goods by wholesale or retail;*
- (d) *the provision of amenities for employees;*
- (e) *incidental purposes'*

'Industry' is listed as a 'P' use in the Industrial zone under the Zoning Table in the Scheme, which '*means that the use is permitted if it complies with all relevant development standards or requirements of this Scheme*'.

- *Parking*

The applicant has advised that they anticipate that there will be 2-4 staff on site at any one time.

The Scheme requires 1 car parking bay for every 50m² of Gross Floor Area for Industry land uses.

The combined gross floor area of the industrial shed and proposed greenhouse equates to 263m², however that includes the care takers accommodation internal to the building.

A condition is recommended to require 5 informal car parking bays within the lot boundaries to comply with the current Scheme, however it is noted that the lot is of a sufficient size to accommodate additional car parking areas.

Council has the ability to impose a condition to require car parking to be line marked, sealed, constructed and drained.

Town Planning Innovations recommends that the existing gravel car parking area be accepted for the following reasons:

- i. Formal sealed car parking has not been actively enforced historically by the Shire in the Industrial area;
- ii. The majority of industrial lots have informal gravel car parking areas;
- iii. For more recent applications the Shire has supported informal car parking areas for industrial properties.
- iv. The standard of car parking is to the discretion of Council.

- *Crossovers*

The Shire of Shark Bay Policy Manual has minimum construction standards for crossings under Policy 2.1 and requires bitumen (over roadbase), concrete, brick pavers or *'other as approved by Council'*.

A condition is recommended to require construction of a formal crossover. This condition has been imposed on other developments in the Industry zone.

- *Landscaping*

Under the Scheme there is a landscaping requirement for the general industry zone.

Clause 32.5.4 of the Scheme states as follows:

'Where a building is approved upon a lot and is set back from the front boundary of that lot, the local government may require the provision of landscape treatment between the frontage of any building and the front boundary.

Such landscape treatment may include a car parking area. Implementation of a landscape plan approved by the local government, shall occur within six calendar months of:

- (a) the completion of any other approved works, or*
- (b) the date of occupancy, if occupancy commences prior to the completion of the development.'*

The Scheme does not specify the amount or width of landscaping required and allows car parking to be incorporated.

A draft condition has been included in the Officer Recommendation to require landscaping as a new development is proposed, and landscaping was also required for the original industrial shed under the previous 1998 approval.

Provision of landscaping is a normal planning requirement. Council imposed a landscaping condition as part of an approval of a warehouse on Lot 332 Dampier Road, Denham in June 2018.

Council has discretion not to impose recommended Condition (x) requiring landscaping, however it will set a precedent for any other new development in the General Industry zone.

The Officer Recommendation provides Council with options to require landscaping or to vary the Scheme requirement for landscaping.

- *Discretion to vary Scheme requirement for landscaping*

Landscaping is a 'requirement' under the Scheme. Council has discretion to approve an application that does not comply with a standard or requirement under Clause 34 of the Scheme.

Council may consider that it is appropriate not to require landscaping based on a number of factors including consideration of local water restrictions and if landscaping has not been required for other developments in the Industrial area.

If Council considers it appropriate not to require any landscaping, it has to decide if the variation is likely to affect any owners or occupiers in the general locality or adjoining the site.

If Council is of the view that the variation may impact on adjacent landowners, then they have to be consulted prior to the application being determined in accordance with Clause 34(4) of the Scheme.

Council can only vary the requirement for landscaping where it is satisfied that:

- (a) approval of the proposed development would be appropriate having regard to the matters that the local government is to have regard to in considering an application for development approval as set out in clause 67 of the deemed provisions; and
- (b) the non-compliance with the additional site and development standard will not have a significant adverse effect on the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 -

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

Shire of Shark Bay Local Planning Scheme No 4 -

Explained in the body of the report with the exemption of:

Clause 32.5.5 Storage of Materials applicable to the General Industry zone states that 'No dumping, stockpiling, storage of waste or materials, or construction, servicing or maintenance shall be carried out between the front building line and the street frontage but shall not prohibit the display of finished goods or goods for sale or ready for delivery.'

POLICY IMPLICATIONS

The Shire may consider developing a Local Planning Policy to outline the construction and landscaping standards for car parking in the Commercial zone, Tourist zone and Industrial zone.

A Local Planning Policy would provide greater guidance for landowners, stakeholders, applicants and Shire Administration.

Any local planning policy would also allow for public consultation on these issues.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

FINANCIAL IMPLICATIONS

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

There are no direct financial implications to the Shire of Shark Bay. The proposal has the potential to provide for additional employment in the Shire and deliver additional economic benefits to the business and general community.

STRATEGIC IMPLICATIONS

The proposal assist the council in addressing its strategic objectives in the following areas

Economic strategy

1.2 supported local business and further investment in the district encouraged

1.2.3.1 maintain strategies to encourage existing and new industry in Shark Bay

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

22 May 2019

ATTACHMENT # 1

SHIRE OF SHARK BAY

42 Hughes Street
Denham WA 6537
PO Box 126 Denham WA 6537



Telephone (08) 9948 1218
Facsimile (08) 9948 1237
All correspondence to the
Chief Executive Officer

Email - sharkbayshire@bigpond.com

Your Ref
Our Ref
Enquiries

Town Planning and Development Act 1928 (as amended)

Shire of Shark Bay

Town Planning Scheme No 2 (as amended)

PLANNING APPROVAL P12/98

**DECISION ON APPLICATION FOR APPROVAL
TO COMMENCE DEVELOPMENT**

G & S Olsen
PO Box 7
DENHAM WA 6537

Dear Geoff and Sandy

The Council or its delegated officer having considered the application dated 23 September 1998 submitted by S Olsen on behalf of G & S Olsen - Denham Engineering and Marine Services hereby advise that it has decided to -

**REFUSE/ GRANT APPROVAL TO COMMENCE DEVELOPMENT
TO DISPLAY AN ADVERTISEMENT**

of an Engineering and Marine Services business at 16 (Lot 227) Vlamingh Crescent Denham.

subject to the conditions -
for the following reasons -

- 1 To be used for the purpose of an engineering workshop and caretaker accommodation.
- 2 To be developed in accordance with the endorsed plan but upon and subject to the following condition - Plans for caretaker accommodation and workshop layout including ablutions to be submitted.
- 3 Compliance in all respects with the Building Regulations 1989 (as amended). Two sets of working drawings and specifications are required to be submitted with the building application.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

- 4 The consent of Council being sought and obtained prior to any change of use of the premises.
- 5 Landscaping to be installed in accordance with drawings submitted for approval. Such landscaping to be maintained to the satisfaction of Council.
- 6 Four (4) parking spaces, each 2.6 x 5.5 metres to be provided with adequate and approved access.
- 7 The use hereby permitted shall comply with the definition of Light Industry as contained in the Shire of Shark Bay Town Planning Scheme No 2 (as amended).
- 8 Stormwater disposal to be contained on site.
- 9 No advertising sign shall be erected without the further approval of the Shire of Shark Bay.
- 10 No goods, whether for sale or not, to be stored or displayed on the footpath or verge abutting the property.
- 11 Compliance with all aspects of the Health Act 1911 (as amended).
- 12 Compliance with Council's Trade Waste Disposal requirements.
- 13 The driveways, crossings, and parking areas shall be constructed, sealed and drained in accordance with plans and specifications approved by the Shire's Engineering Officer.
- 14 The loading and off-loading of vehicles to be carried out within the confines of the property.
- 15 Access to the site from Baudin Street to be constructed, sealed and drained in accordance with plans and specifications approved by the Shire's Engineering Officer.
- 16 Off-street parking to be provided for employees' vehicles.
- 17 Gardens to be retained and maintained in a neat condition where practicable.
- 18 An application to be made for any signs proposed to be erected on the site.
- 19 Fencing of the site to be carried out to the Shire Building Surveyor's satisfaction.
- 20 Design and materials used in the building and fencing to be to the satisfaction of the Shire's Planning Officer and the Building Surveyor.

This approval is valid for 2 years from the date of approval. All conditions of approval are required to be met within this time period.

Note - Failure to complete conditions of approval or commencement of development within the 2 year approval period will result in the approval becoming invalid and a new application will be required to be lodged.

Appeals

Any applicant who is aggrieved by any decision made or deemed to have been made by Council exercising any of the discretionary powers available to it under this Scheme may appeal, in accordance with Part V of the Act, to the Honourable Minister for Planning or to the Town Planning Appeal Tribunal.


A R Biggs
Chief Executive Officer

30 September 1998

ATTACHMENT # 2



Sea Cucumber Harvesting and Processing

[Operational Flow Chart](#)

Cover Page

TIDAL MOON

Offshore operations

- 1 Certified Divers collect from the seabed and return with catch to primary vessel
- 2 Sea Cucumbers are then cut (location of cut depends on species) and placed into a tub (Commercial fish bins) with cool salt water located in a shaded area of the vessel
- 3 The intestines can be removed and placed into commercial seafood bins.
- 4 The raw sea cucumber is then hand salted and place into commercial containers





Onshore Factory Operations

- 1 Raw sea cucumber is removed from the commercial fishing vessel and transported to the Tidal Moon processing facility located at 7 Baudin Street, Denham WA.



Proposed Development for Westshore Pty Ltd, LA 227, Ocean View Road, Geraldton and Baudin Street, LA Denham

- 2 On arrival each sea cucumber are removed from the transport vehicle at the loading bay, which is located at the northside of the facility.
- 3 The product will then be moved into the processing area and removed from the secured containers and placed onto a clean stainless steel bench. Each seas cucumber will be graded according to species, length and weight. This determines the order of cooking the product
- 4 HEAVY DUTY Double Stainless Steel Cooker, Double Skinned 5mm Fire Box 2mm Body with LID, and Heavy Duty Stainless steel basket.



TIDAL MOON

- 5 The commercial cookers are turned and water temperature is to remain between 80-100 Degrees Celsius. Or on some occasion the species and weight may determine the temperature.
- 6 Sea cucumbers are then placed into the cooker. Cooking time will vary between 20 – 30 mins depending on the size and weight of the product
- 7 Once the produced has been completely cooked. It is then removed and placed onto the food safe trolleys, which are made from stainless steel
- 8 Sea cucumbers are then moved from the processing room and into the commercial greenhouse



Example



Greenhouse / drying process

The Commercial Greenhouse is constructed from high grade Plexiglass, 16mm "Alltop" and 8mm "Resist".

- 1 As soon as all the product is located in the greenhouse and place onto clean ar the drying and monitoring commences



- 2 The product is monitored on a 45 minute cycle and signed off in company log books. Food handlers will turn the product to prevent bending and to maintain quality and presentation.
- 3 Daytime hours the greenhouse facility to maximise the natural sunlight to dry sea cucumber. During cooler times and nights, the facility will be temperature controlled to ensure that the processing is complete. This can take up to 3-5 days



2nd Cook – Blanching

- 1 Once the sea cucumber is completely dried, it is removed from the greenhouse and transported back to the cooking area.
- 2 The product will undergo a 2nd cook (blanching) and is placed into the cookers for a maximum time of 5- 10 minutes at a slightly elevated temperature.
- 3 Staff will then inspect product and purifier any unwanted surface dirt, organisms, and excess water
- 4 The sea cucumber is then removed from the cookers and placed on the food safe trolleys ready for transportation back to the Greenhouse

Greenhouse / Drying process (Repeated)

Quality Control and Packaging

- 1 Once all the moisture is dried from each individual sea cucumber and tested by staff members. The sea cucumber will be transported on stainless steel trolleys from the greenhouse to the processing facility for packing.
- 2 Each sea cucumber is placed onto the stainless steel packing bench and is graded by the species , quality and size.
- 3 The sea cucumber is then placed into 20kg poly bags. Each bag is marked with TIDAL MOON PTY LTD and is labelled according to species and weight.
- 4 Product is then store in a controlled storage room, which is constructed from commercia graded freezer panelling.
- 5 Product is then ready to transport to market

13.0 WORKS REPORT

13.1 FIVE (5) YEAR FOOTPATH CAPITAL PROGRAM
RD00015

AUTHOR

Works Manager

DISCLOSURE OF ANY INTEREST

Declaration of Interest:

Nature of Interest:

Officer Recommendation

That Council endorse, (Council to Nominate A or B)

- A) The Five (5) Year Capital Footpath Plan 2019/2020 to 2023/2024 for new footpaths within the township of Denham be reinstated and,
1. That funding of \$51,520 be included in the draft 2019/2020 budget to undertake programmed 2019/2020 footpath programmes along Hartog Crescent from Dirk Place to Hughes Street and along Durlacher Street from Hoult Street to Dampier Road.
 2. That a new footpath be added to the 5 year footpath construction plan for installation in the 2023/2024 financial year at the following location: (Council to nominate A,B or C)
 - A) Capewell Drive from Poland Road to Edwards Street
 - B) Capewell Drive from Sunter Place to Wear Place
 - C) Wear Place and Fletcher Court from Capewell Drive to Edwards Street,

OR

- B) That Council incorporate a replacement component into the current five year Footpath plan and a Five (5) Year Footpath Plan 2019/2020 to 2023/2024 for new and replacement footpaths within the township of Denham be established.
1. That funding of \$51,520 be included in the draft 2019/2020 budget to undertake programmed 2019/2020 footpath programmes along Hartog Crescent from Dirk Place to Hughes Street and along Durlacher Street from Hoult Street to Dampier Road.
 2. That a new footpath be added to the 5 year footpath construction plan for installation in the 2023/2024 financial year at the following location: (Council to nominate A,B or C)
 - A. Capewell Drive from Poland Road to Edwards Street
 - B. Capewell Drive from Sunter Place to Wear Place
 - C. Wear Place and Fletcher Court from Capewell Drive to Edwards Street

OR

Council nominate to lay the item on the table pending draft budget outcomes.

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

Moved Cr Fenny
Seconded Cr Burton

Council Resolution

That Council suspend Standing Orders, Clause 9.5 Limitation on number speeches to be suspended at 3.58pm for open discussion on Five Year Capital Footpath Plan

5/0 CARRIED

Moved Cr Laundry
Seconded Cr Fenny

Council Resolution

That Council Reinstate Standing Orders at 4.05pm

5/0 CARRIED

AMMENDMENT TO OFFICERS RECOMMENDATION

Reason: Council in recognition of budgeting constraints in the draft 2019/2020 budget reconsidered and amended the Five Year Footpath Program.

Moved Cr Ridgley
Seconded Cr Fenny

Council Resolution

That funding of \$50,000 be included in the draft 2019/2020 budget for the installation of a footpath in front of the pensioner unit adjacent to Hughes Street; with any remaining funds from the project be further considered by Council for allocation

5/0 CARRIED

BACKGROUND

This item was presented to the Ordinary Council meeting held on the 30 April 2019 and Council resolved the following:

Council lay the item on the table to enable further investigation by Council of the footpath network and bring the matter back to the May 2019 Ordinary Council meeting.

Council established a program for the installation of new footpaths in the Denham town site in 2011. The program is scheduled over a 5 year period and is reviewed annually by Council to enable any variations or inclusions to be addressed.

Administration also includes in the draft budget an allocation of \$50,000 for the footpath programme inclusions.

A town map has been included to help Councillors determine the best additional footpath to include in the five year plan.

At the ordinary Council meeting held on the 30 May 2018 the following recommendation was made to Council:

Officer Recommendation

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

1. *That funding of \$51,520 be included in the draft 2018/2019 budget to undertake the programmed 2018/2019 footpath programmes along Hartog Crescent from Dirk Place to Hughes Street and along Durlacher Street from Hoult Street to Dampier Road.*
2. *That a new footpath be added to the Five (5) Year new footpath construction plan for installation in the 2022/2023 financial year at the following location: (council to nominate)*
 - A) *Capewell Drive from Poland Road to Edwards Street*
 - B) *Capewell Drive from Sunter Place to Wear Place*
 - C) *Wear Place and Fletcher Court from Capewell Drive to Edwards Street*
 - D) *Council to Nominate*

AND / OR
3. *That Council incorporate a replacement component into the current Five (5) Year Footpath Plan.*
4. *That funding of \$51,520 be included in the draft 2018/2019 budget to undertake the programmed 2018/2019 footpath programmes along Hartog Crescent from Dirk Place to Hughes Street and the staged replacement of the Brockman Street footpath from Hughes Street to Francis Street.*
5. *The Five (5) Year Capital Footpath Plan 2019/2020 to 2023/2024 for new/replacement footpaths within the Townsite of Denham be amended to include the replacement of existing footpaths and presented back to Council for consideration.*

At the ordinary Council meeting held on the 30 May 2018 Council made the following resolution:

Council Resolution

That the item lay on the table and be presented to the 2018/2019 budget review in February 2019.

6/0 CARRIED

The 5 year footpath plan was not presented to the 2018/2019 budget review in February 2019.

Administration is now presenting the report again inquiring if Council wishes to re-establish the footpath program in its previous capital form, change to a capital and replacement program or place the program on hold with a decision to be made dependent on budget outcomes.

COMMENT

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

This allows Council to establish priorities and to amend budgets accordingly.

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

This capital program is a living document and will be reviewed annually to ensure that any changes in priorities or budgets are taken into account and accommodated within the program.

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

The plan endorsed by Council in 2017/2018 for the period 2018/2019 to 2022/2023 was as the table below

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Year | Street | Section | Estimated Cost |
|-----------|--------------|----------------------------------|----------------|
| 2018/2019 | Durlacher | Hoult to Dampier | \$34,040 |
| 2018/2019 | Hartog | Dirk to Hughes | \$17,480 |
| 2019/2020 | Mead | Millar to Durlacher | \$38,950 |
| 2020/2021 | Hartog | Hughes Street +245 metres | \$48,020 |
| 2021/2022 | Silver Chain | Carpark in front of Silver Chain | \$49,500 |
| 2022/2023 | TBA | | |

The above endorsed plan has laid on the table due to budget constraints.

Administration is now presenting the report again and inquiring as to Council wishes.

If Council decide to continue with a footpath program the previous program could be reinstated with the dates adjusted as below.

| Year | Street | Section | Estimated Cost |
|-----------|--------------|----------------------------------|----------------|
| 2019/2020 | Durlacher | Hoult to Dampier | \$34,040 |
| 2019/2020 | Hartog | Dirk to Hughes | \$17,480 |
| 2020/2021 | Mead | Millar to Durlacher | \$38,950 |
| 2020/2021 | Hughes | Town Hall | \$7,410 |
| 2021/2022 | Hartog | Hughes Street +245 metres | \$48,020 |
| 2022/2023 | Silver Chain | Carpark in front of Silver Chain | \$49,500 |
| 2023/2024 | TBA | | |

The footpaths listed below have been considered the most likely choice to continue the connectivity of the footpath network in an organised manner.

- A) Capewell Drive from Poland Road to Edwards Street \$52,600.00
- B) Capewell Drive from Sunter Place to Wear Place \$40,000.00
- C) Wear Place and Fletcher Court from Capewell Drive to Edwards Street \$52,000.00

The footpaths mentioned above are put forward for consideration for the installation of a new footpath in 2023/2024. Other options can be seen on the attached town map.

Existing Footpaths currently in place are designated by blue lines. Footpaths that have endorsed by Council for construction are designated by pink lines. Red lines designate footpaths that will at some stage in the future need to be constructed.

A letter from Mrs Tacy Kelly requesting the completion of the pedestrian footpath in Hartog Crescent was received on the 9 January 2019.

In the letter Mrs Kelly has mentioned the Hughes Street footpath. Conversations with Mrs Kelly has revealed that the footpath in question is the Hartog Footpath. This footpath terminates at 20 Hartog Crescent and Mrs Kelly is requesting that the footpath be continued through to Hughes Street.

The total length of this extension is approximately 400 metres. At the current costs expected in 2019/2020 this would be about \$74,000.00.

A letter of response from administration was sent to Tacy on the 5 February 2019 stating that the pedestrian footpath in Hartog Crescent will be considered by Council in line with their 5 Year Footpath Installation and Replacement Plan.

A copy of the letters are attached to the end of this report.

Current Footpaths

On investigation of the older footpath network around Denham, Administration has noted that there are a number of footpaths that require ongoing maintenance

To address this issue Council could consider modifying the existing New Footpath Capital plan to include a replacement footpath component. This would enable Council to continue with its new footpath plan and be able to address issues associated with the ageing network. This approach would have the added benefit of not impacting on the current budget.

If Council elected to include replacement footpaths into the current footpath program administration would assess the existing network and present its findings to Council.

With the information presented, Council would be able to make informed decisions as to where best spend its allocated footpath budget.

The replacement of the existing footpaths would be to conform to current disability access standards and greatly assist the use of mobility vehicles in the townsite. Any increase in the width of footpaths would also reduce the incidence of wind-blown dust and sand and as these paths are being replaced provide the opportunity for residents to take advantage of Councils new crossover installation subsidy and install crossover where they are currently not in place.

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

FINANCIAL IMPLICATIONS

Hartog Crescent from Dirk Place to Hughes Street Estimated Cost \$17,480.00

Durlacher Street from Hoult Street to Dampier Road Estimated cost \$34,040.00

Footpaths proposed to be constructed in 2019/2020 will be \$1,150.00 over the anticipated budget allowance and will need to be considered in the 2019/2020 budget.

If Council implements a replacement component into the current footpath plan there would be no impact on the budget.

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

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

There are no risks associated with this report

VOTING REQUIREMENTS

Simple Majority Required

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

SIGNATURES

Author

B Galvin

Chief Executive Officer

P Anderson

Date of Report

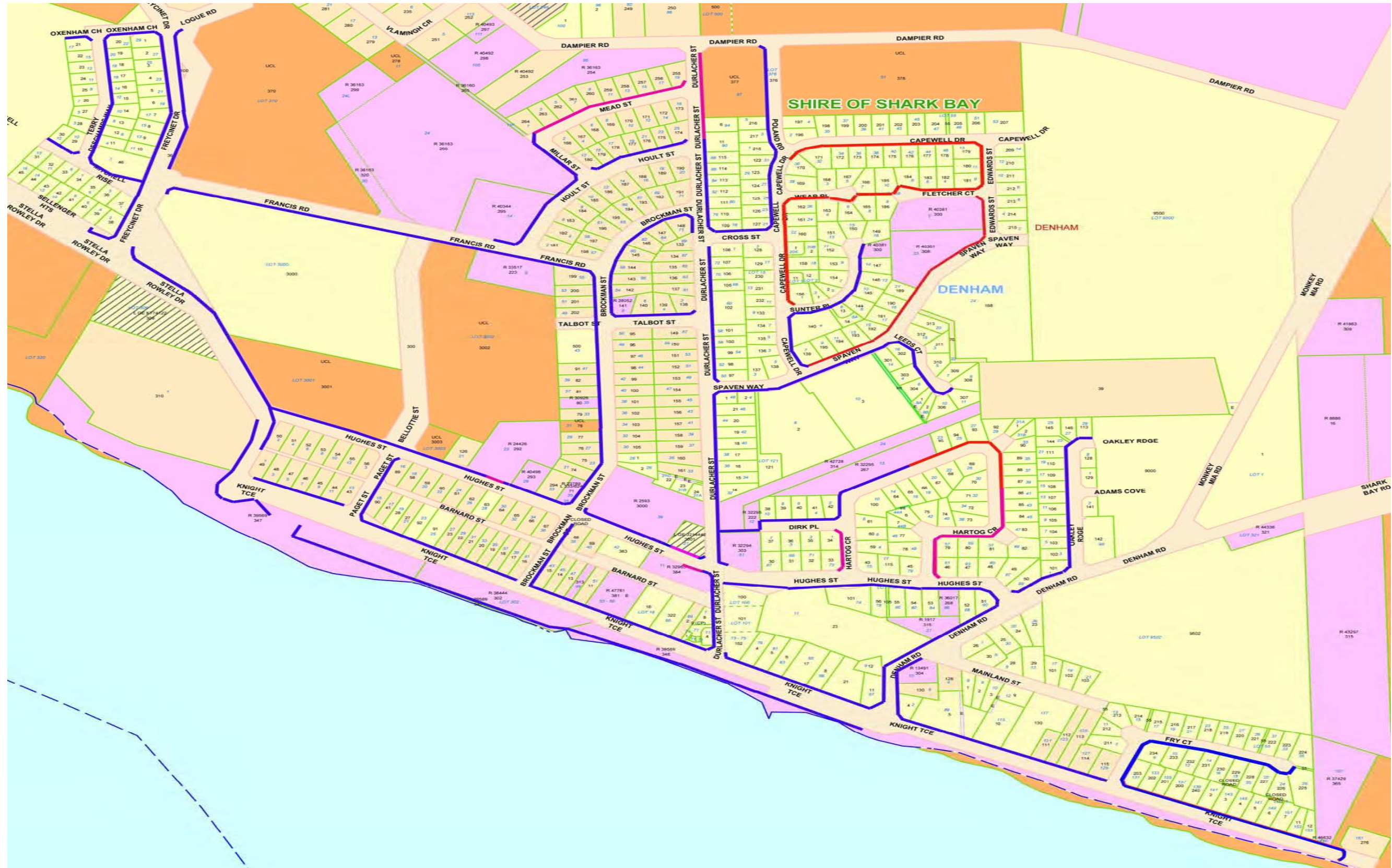
12 April 2018

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

| Shire of Shark Bay 5 Year Capital Footpath Plan 2019/20 to 2023/24 | | | | | | | | | | | | | | | | | | | | |
|--------------------------------------------------------------------|--------------|------|------------|-----------|---------------------|------------|---------|---------------------|--------------|-----------|---------------------|-----------|--------------|---------------------|------------|--------------|----------------------|------------|--|----------------------|
| Type | length | Type | 2019/20 | | 2020/21 | | 2021/22 | | 2022/23 | | 2023/24 | | 2024/25 | | | | | | | |
| | | | length | \$ per m2 | length | \$ per m2 | length | \$ per m2 | length | \$ per m2 | length | \$ per m2 | length | \$ per m2 | Cost \$ | | | | | |
| New | | | | | | | | | | | | | | | | | | | | |
| Town Hall | 39 | Grey | | | 39 | \$ 95.00 | | | | | | | | | | | | | | |
| Fleisher (Edwards/Cul-de-sac) | 110 | Grey | | | | | | | | | 110 | \$ 102.00 | \$ 22,440.00 | 110 | \$ 104.00 | \$ 22,880.00 | | | | |
| Wear (Capewell/Cul-de-sac) | 95 | Grey | | | | | | | | | 95 | \$ 102.00 | \$ 19,380.00 | 95 | \$ 104.00 | \$ 19,760.00 | | | | |
| Laneway (Wear/Fletcher) | 55 | Grey | | | | | | | | | 55 | \$ 102.00 | \$ 11,220.00 | 55 | \$ 104.00 | \$ 11,440.00 | | | | |
| Capewell (Poland/Edwards) | 263 | Grey | | | | | | | | | 263 | \$ 102.00 | \$ 53,662.00 | 263 | \$ 104.00 | \$ 54,704.00 | | | | |
| Capewell (Sunter/Weir) | 200 | Grey | | | | | | | | | 200 | \$ 102.00 | \$ 40,800.00 | 200 | \$ 104.00 | \$ 41,600.00 | | | | |
| Harrog (Hughes + 245) | 245 | Grey | | | | | 245 | \$ 98.00 | \$ 48,020.00 | | | | | | | | | | | |
| Harrog (connect the footpaths) | 154 | Grey | | | | | | | | | | | | | | | | | | |
| Harrog (Dirk/Hughes) | 95 | Grey | 95 | \$ 92.00 | \$ 17,480.00 | | | | | | | | | | | | | | | |
| Edwards (Capewell/Fletcher) | 80 | Grey | | | | | | | | | | | | | | | | | | |
| Edwards (Fletcher/Spaven) | 93 | Grey | | | | | | | | | | | | | | | | | | |
| Spaven (Capewell/Edwards) | 334 | Grey | | | | | | | | | | | | | | | | | | |
| Spaven (Capewell/Resene) | 210 | Grey | | | | | | | | | | | | | | | | | | |
| Mead (Millar/Duracher) | 205 | Grey | | | 205 | \$ 95.00 | | | | | | | | | | | | | | |
| School (Stella/Francis "Along Fence") | 75 | Grey | | | | | | | | | | | | | | | | | | |
| Freyinet (Stella/Carpark) | 148 | Grey | | | | | | | | | | | | | | | | | | |
| Silver Chain + retaining wall | 55 | Grey | | | | | | | | | 55 | \$ 450.00 | \$ 49,500.00 | | | | | | | |
| Duracher (Houli/Damper) | 185 | Grey | 185 | \$ 92.00 | \$ 34,040.00 | | | | | | | | | | | | | | | |
| TOTAL | 2,641 | | 280 | | \$ 51,520.00 | 244 | | \$ 46,360.00 | 245 | | \$ 48,020.00 | 55 | | \$ 49,500.00 | 723 | | \$ 147,492.00 | 723 | | \$ 150,384.00 |
| Proposed | | | | | | | | | | | | | | | | | | | | |
| Planned | | | | | | | | | | | | | | | | | | | | |

MINUTES OF THE ORDINARY COUNCIL MEETING
 29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019



- Existing Footpaths
- Programed Footpaths
- Programing Required

RECEIVED

09 JAN 2019

SHIRE OF SHARK BAY

9th January 2019

SHIRE OF SHARK BAY
65 KNIGHT TERRACE
DENHAM WA 6537

To whom it may concern

EXTENTION OF PEDESTRIAN FOOTPATH

I would like to make a request to the Shire of Shark Bay Council to extend and complete the pedestrian footpath in Hughes Street. My reasons being that I believe that it to be a danger to pedestrians and the elderly on mobile scooters making use of the current path, since it stops close to the street corner forcing you to enter onto the road. I would also like to note that there are several pensioners/elderly that no longer carry drivers licences that make use of this path on a regular basis.

If you require any further information relative to the above, please contact myself, Tacy Avena Kelly via phone.

Yours faithfully



Tacy Avena Kelly
0487 312 234
4 Dirk Place
DENHAM WA 6537

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

RD00015 / O-CR-17536
Paul Anderson

5 February 2019

T KELLY
3 DIRK PLACE
DENHAM WA 6537

Dear Mrs Kelly

Request for Extension of Pedestrian Footpath - Hartog Crescent

Please be advised that your request for the extension to the pedestrian footpath in Hartog Crescent will be considered by Council in line with their 5 Year Footpath Installation and Replacement Plan.

The plan will be presented to Council for budget considerations for the 2019/2020 financial year.

Thank you for assisting Council in identifying improvements required to the town streets and paths that assist the residents to safely navigate the townsite.

If you require any further information relative to the above, please contact Paul Anderson, Chief Executive Officer on (08) 99 481 218 or email ceo@sharkbay.wa.gov.au .

Yours sincerely

Paul Anderson
Chief Executive Officer

14.0 TOURISM, RECREATION AND CULTURE REPORT

14.1 COMMUNITY ASSISTANCE GRANTS
GS00001

AUTHOR

Executive Manager Community Development

DISCLOSURE OF ANY INTEREST

Declaration of Interest:

Nature of Interest:

Moved Cr Fenny
Seconded Cr Laundry

Council Resolution

That Council approves the requests for funds from the 2018/2019 Community Assistance Grants program of \$1,500 for the Boolbardie Country Club to host their annual Denham Open Golf Club Championship and \$874 for the Shark Bay Bridge Club to host the Shark Bay-Geraldton Bridge Tournament.

5/0 CARRIED

BACKGROUND

At the May 2017 Ordinary Council Meeting, Council approved the one-off use of Round Two Community Assistance of \$40,000 2017/2018 allocation for the purpose of supporting local community groups to use specifically for the 2018 Rendezvous Festival. Majority of the funds were applied for and contributed significantly to community groups hosting various programmes throughout the three-day event.

The remaining funds from 2017/2018 Round Two Community Assistance Grant is \$7,000.

In past years, the Boolbardie Country Club and the Shark Bay Bridge Club have both applied and received funds through the Community Assistance Grants for hosting annual events, such as the Denham Open Golf Championship and the annual competition between Denham and Geraldton Bridge Clubs.

In June 2017 the Boolbardie Country Club received \$952 towards a new location sign and then in June 2018 the Club received \$4,360 to host the Sailing by the Stars event as part of the Shark Bay Rendezvous Festival.

In May 2017, the Shark Bay Bridge Club received a grant of \$500 to cover the costs of photocopying, replacing card tables and cloths.

COMMENT

Boolbardie Country Club and the Shark Bay Bridge Club have both applied for support to host their annual events in 2019 (*refer to letters*). The requests outline that fact that each group did not have the opportunity to apply for funds in the 2017/2018 Round Two Community Assistance Grant as these funds were already allocated to the Rendezvous Festival and the current Community Assistance Grant Round does not align with efficient event timing and planning outcomes.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

The Boolbardie Country Club is seeking up to \$1,500 assistance towards their annual Denham Open Golf Championship and the Shark Bay Bridge Club is seeking \$874 towards the cost of equipment they have purchased for the Bridge Tournament between Shark Bay and Geraldton Bridge Clubs.

LEGAL IMPLICATIONS

There are no legal implications relative to this report.

POLICY IMPLICATIONS

There are no policy implication relating to this report

FINANCIAL IMPLICATIONS

\$2,374 from the remaining \$7,000 Community Assistance Grant (Rendezvous Festival 2018)

STRATEGIC IMPLICATIONS

OUTCOME 3.1 Strong sense of spirit and pride in an inclusive community.

RISK MANAGEMENT

There are no risks associated with this item.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

| | |
|-------------------------|-------------------|
| Author | <i>L Butterly</i> |
| Chief Executive Officer | <i>P Anderson</i> |
| Date of Report | 7 May 2019 |

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

RECEIVED

- 2 MAY 2019

SHIRE OF SHARK BAY

Boolbardie Country Club Inc
Monkey Mia Road
Denham WA 6537
2nd May 2019

The Chief Executive Officer
Shire of Shark Bay
Knight Terrace
Denham WA 6537

Dear Sir

Re: Shire Community Assistance Grants

Further to last night's Information Session about Shire Community Assistance Grants, I am writing (at Linda Butterly's suggestion) to make you aware of a timing issue affecting Boolbardie Country Club.

The annual Denham Open Golf Championship for 2019 is set down for the weekend of 22nd and 23rd June. In recent years the Open has drawn 40 golfers and visitors from Carnarvon, Geraldton and further south, most of whom spend at least 3 nights in Denham to the benefit of local businesses as well as the golf club.

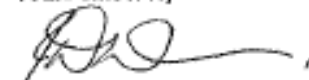
Normally the golf club applies for Shire assistance to stage the event and the Shire's support has the additional benefit of helping us leverage funds from other bodies such as Horizon Power and local businesses. A small core of dedicated volunteers keeps the club running and they appreciate all the help they can get in their efforts to maintain Boolbardie as an asset for use by the Shark Bay community and visitors to the region.

In 2018 there was no round of grants in October/November and the new round just announced closes very close to our Open dates (22nd & 23rd June) and will be paid after the 2019 Open has been held.

In past years the Shire has assisted Boolbardie with a contribution towards the running costs of the Denham Open (usually around \$1000) and the costs of refurbishing the greens prior to the event (around \$500). This year we are concerned that if we apply under the new policy/schedule of grant applications our application may be seen to be retrospective and therefore ineligible for funding.

The Denham Open is the most significant event on our golfing calendar and the income from it ensures the club remains financially viable and able to meet its major commitments such as insurance and general maintenance. The assistance and support from the Shire of Shark Bay has helped immeasurably in the past, and we look forward to a continuing good relationship with the Shire.

Yours sincerely



Jill Deschamp
Secretary
Boolbardie Country Club Inc.

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

RECEIVED

- 2 MAY 2019

SHIRE OF SHARK BAY

Shark Bay Bridge Club
Post Office
Denham WA 6537
2nd May 2019

The Chief Executive Officer
Shire of Shark Bay
Knight Terrace
Denham WA 6537

Dear Sir

Re: Shire Community Assistance Grants

Further to last night's Information Session about Shire Community Assistance Grants, I am writing (at Linda Butterly's suggestion) to make you aware of a timing issue affecting Shark Bay Bridge Club.

On May 16th and 17th, the club expects to welcome 12 bridge players (plus companions) from the Geraldton Bridge Club to Denham for a 2 day Bridge tournament (please see schedule attached). This is the second year we have hosted the friendly tournament which is held out at the golf clubhouse on Monkey Mia Road. The visiting players and friends have booked at least 2 night's accommodation in Denham to the benefit of local businesses. On Wednesday night we all meet for dinner at the Old Pub.

The Bridge Club would have applied for Shire assistance to stage the event but in 2018 there was no round of grants in October/November and the new round just announced closes after the tournament (which is only 2 weeks away). Both our President Johan Bakker and our Secretary Coralie Hill are out of town till next week, but the Club's possible application for assistance was discussed with a Shire employee much earlier in the year when the timing of the grant round was still uncertain.

The Bridge Club has already purchased equipment needed for the event (please see attached Invoice from Electronic Bridge Accessories Pty Ltd). We are concerned that if we apply under the new round of grant applications just opened, our application may be seen to be retrospective and therefore ineligible for funding.

We would appreciate any assistance from the Shire as we hope the tournament will continue as an annual event.

Yours sincerely



Jillian Hill
for
Shark Bay Bridge Club

Shark Bay Bridge Club

Schedule for Tournament with members of Geraldton Bridge Club

15th to 17th May 2019

Wednesday 15th May 2019

6pm Geraldton and Denham players meet at Old Pub for dinner

Thursday 16th May 2019

12.30pm Players register at tournament venue (Boolbardie Country Club clubhouse)
Community Bus reserved for transporting Geraldton visitors to and from clubhouse

1.00pm to 5pm First half of tournament.
28 hands of Bridge, with a break around 3pm for afternoon tea

Friday 17th May 2019

8.30am Second half of tournament
28 hands of Bridge, with a break around 10.30am for morning tea

12.30pm Players enjoy lunch at clubhouse while results are calculated.
Announcement of winners and farewell to Geraldton players



Electronic Bridge Accessories Pty Ltd

Correspondence: PO Box 16 Karrinyup, Western Australia 6921
Telephone: 618-9341-8116 Mob: 0418 940 845
Email: dyovich@iinet.net.au Web: www.electronicbridge.com.au
ABN: 84 067 501 919 ACN: 067 501 919

TAX INVOICE

ABN: 84 067 501 919

To:

13th January 2019

**Treasurer, Shark Bay Bridge Club
c/- Post Office
Denham WA 6537**

| | |
|-----------------------------------------------------------------------------------|-----------------|
| 2 Sets boards numbered 1 - 36, at \$90 per set = \$180.00 (Orange, yellow) | \$180.00 |
| 144 packs of bar coded cards at \$3.50 per deck = \$504.00 (plastic coated cards) | \$504.00 |
| 2 sets bidding boxes (one red set, one green set), at \$45 per set = \$90.00 | \$90.00 |
| 1 Repairs to Dealong machine Serial No 1081 (Replace Belts, Clean and Test) | \$100.00 |
| Total | \$874.00 |

Please send cheque payment to:

**Electronic Bridge Accessories Pty Ltd
P.O. Box 1621
Western Australia
(Mobile: 0418 940 845)**

or

Payment by direct Transfer:

**Banking: P&N Bank
BSB: 806-015
Account: 01809663
Account Name: Electronic Bridge Accessories P/L**

Thank you for your business.
Dennis Yovich

Director

**Directors: Mr Dennis Yovich, 41 Somerton Road, Karrinyup 6018, Western Australia.
Registered Office: Dlsley and Co., Certified Accountants, 10 Johnston St, Peppermint Grove WA 6011**

EXAMPLE OF REQUIREMENTS 2018

Shark Bay Bridge Tournament 24/05/2018 - 25/05/2018

Location: Boolbardie Country Club (Golf Club)

Bridge requirements

| | |
|------------------------------|--------------|
| Tables | 6 Shark Bay |
| Table cloths | 6 Shark Bay |
| Side tables | 12 Shark Bay |
| Bidding boxes set | 8 Shark Bay |
| | 16 Geraldton |
| Sets of cards 2x36 | 72 Shark Bay |
| Scoring sheets per board | Geraldton |
| Scoring sheets total/results | Geraldton |
| Timer? | |
| 5 or 6 table rotation scheme | |
| Pens | Shark Bay |

Thursday afternoon tea / Friday morning tea

| | |
|-------------|----------------|
| Coffee | SB Supermarket |
| Tea | SB Supermarket |
| Sugar | SB Supermarket |
| Milk | SB Supermarket |
| Biscuits | SB Supermarket |
| Cake | Kevin ? |
| Biscuits GF | SB Supermarket |
| Cake GF | Wilanda |

Thursday afternoon nibbles

| | |
|----------|----------------|
| Cheese | SB Supermarket |
| Salami | SB Supermarket |
| Crackers | SB Supermarket |
| Cucumber | SB Supermarket |
| Chips | SB Supermarket |
| Dippers | SB Supermarket |

Friday lunch

| | | |
|----------------------|-----------------|----------|
| 3 Chooks | Salt water café | to order |
| 24 White rolls | Bakery | to order |
| 12 Multi grain rolls | Bakery | to order |
| GF Bread | SB Supermarket | |
| Butter | SB Supermarket | |
| Lettuce | SB Supermarket | |
| Tomato | SB Supermarket | |
| Cucumber | SB Supermarket | |
| Ham | SB Supermarket | |
| Mayonaise | SB Supermarket | |

Dinner Wednesday night Geraldton 8 & SB 8 ?

Other

Pepper & Salt
Toilet paper

14.2 SHARK BAY BUSINESS ASSOCIATION
GS00001

AUTHOR

Executive Manager Community Development

DISCLOSURE OF ANY INTEREST

Declaration of Interest: Cr Ridgley

Nature of Interest: Impartiality as a committee member of Shark Bay Business Association

Officer Recommendation

1. That Council include in the draft 2019/2020 budget deliberations an amount of \$_____ to support the Shark Bay Business Association with the additional costs of initially introducing the new Shark Bay Brand;

And / Or

2. Through a formal application process, Council agrees to provide financial support to the Shark Bay Business Association of up to \$5,000 budget allocation per year for the following four years (2020-2024) to ensure the take-up and use of the brand and other Shark Bay promotional strategies.

Moved Cr Burton
Seconded Cr Laundry

Council Resolution

Through a formal application process, Council agrees to provide financial support to the Shark Bay Business Association of up to \$5,000 budget allocation per year for the following four years (2020-2024) to ensure the take-up and use of the brand and other Shark Bay promotional strategies.

5/0 CARRIED

BACKGROUND

Throughout 2018/2019, the Shark Bay Business Association (previously known as the Tourism Association) has worked hard to strengthen its activities and governance practices through updating the constitution and implementing a membership drive.

The membership drive was part of a growth strategy to inform all local businesses that the Association's objectives are to address the needs of all business – not just tourism-related business.

At the February 2017 Ordinary Council Meeting, it was agreed to accept the \$20,000 Royalties for Regions - Community Chest Fund focused on the implementation of the Shark Bay Brand project from July 2017. The project grant agreement has been recorded between the Shire of Shark Bay and the Gascoyne Development Commission.

The project's focus was to research, define and develop a Shark Bay destination brand in order to refresh the way in which the region is presented to the world and to raise the profile of Shark Bay as a favourable holiday destination.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

The Shark Bay Business Association contributed \$3,000 in funds and worked on the project with Marketforce and the Shire's Community team over a period of twelve months. The end result being the adoption of a brand that emerged from six months of market research presented by Marketforce consultants.

COMMENT

With the newly adopted brand, the Business Association decided to engage Marketforce to put together a professional Holiday Planner with the view to sourcing the foundation of the template each year at a reduced cost.

The Holiday Planner is a product that is funded annual by the Business Association members with benefits expanding to the entire community, including non-member businesses, government departments and other not-for-profits that rely on economic stimulation through increased visitation.

The Business Association worked with Marketforce to create a 'new-look' Shark Bay Holiday Planner and took the opportunity to do a 'soft launch' of the new brand throughout the booklet. The cost of design, print, storage and distribution of the Shark Bay Holiday Planner is over \$48,800 – this does not take into account the voluntary time and resources put into coordinating business advertising, Shark Bay information, photography and other promotional materials.

Businesses are invited to purchase advertising in the Planner with the aim to cover the cost of production of the Planner. Due to increased cost of raising the professionalism of the final product for 2019 (i.e., Marketforce), the level of advertising income did not meet the cost of production. However, this should balance out in the coming year.

With the Shire accepting the original \$20,000 grant from Gascoyne Development Commission to develop a brand for Shark Bay and the associated partnership with the Shark Bay Business Association has in fact created additional costs to the Business Association that would have otherwise not be considered. For example:

- Adoption of the new brand Style Guide creates flow-on production costs associated with new digital and hard-copy formats that allows all businesses (and not-for-profits – Speedway, Fishing Club etc.) access to professional use of the brand into their own advertising and promotions thus creating a uniform approach and use of the brand;
- The cost of initial branding of Business Association marketing and promotional materials – street banners/flags, merchandise and roadside signage, such as the large promotional signage on the North West Coastal Highway.

LEGAL IMPLICATIONS

There are no legal implications to this report

POLICY IMPLICATIONS

There are no policy implication relating to this report

FINANCIAL IMPLICATIONS

\$10,000 in 2019/2020 budget and \$5,000 per year for the following four years of 2020-2024 budget allocations.

STRATEGIC IMPLICATIONS

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

OUTCOME 1.1 Supported local business and further investment in the district encouraged.

OUTCOME 1.2.2 Promote and support tourism industry

RISK MANAGEMENT

There are no risks associated with this item.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Butterly

Chief Executive Officer

P Anderson

Date of Report

6 May 2019

RECEIVED

18 APR 2019

SHIRE OF SHARK BAY

4 April 2019

Cheryl Cowell
Shire President
Shire of Shark Bay
65 Knight Terrace
Denham WA 6537

Dear Cheryl

SHARK BAY BUSINESS ASSOCIATION

Throughout the past twelve months the Shark Bay Business & Tourism Association has achieved a number of strategic goals of which includes:

- Changing the name to **Shark Bay Business Association** – an action to signify representation of all businesses in Shark Bay;
- Changes to the Association's Constitution and therefore strengthening the governance processes;
- An investment into a local business Membership drive with the view to inviting all Shark Bay businesses to participate and support the Business Association's initiatives and to encourage the views of all businesses at monthly meetings and events;
- Significant work towards the design, development and adoption of a Shark Bay Brand – a project that was initiated by the Shire, and of which in addition to running our day-to-day business operations, required a large amount of time and effort for members;
- Design and purchase of a new-look Shark Bay Holiday Planner introducing the new Shark Bay Brand at a cost that represents a high level of investment for all of Shark Bay.

With the work that has been completed, the Shark Bay Business Association is now ready to invest more time and effort into promoting the new-look Shark Bay Brand in general and business overall and is seeking support from Council through sponsorship of \$10,000 to achieve a number of outcomes:

- A community event and official launch of the newly adopted Shark Bay Brand through a presentation and provision of refreshments – inviting Shire representative(s), businesses and community members (estimated cost \$1,000)
- Design of Shark Bay Brand promotional material-
 - Replacement of the old and faded sign at the entrance to Shark Bay on Great Northern Highway across from Overlander Roadhouse (estimated cost between \$6,000- \$7,000). We would invite the utilisation of the Shire logo and tag of "Proudly sponsored by the Shire of Shark Bay" to form a part of this new sign. This is only an estimate and may require additional financial input from local businesses and Shire assistance to refit new sign;
 - Development and distribution of the new Shark Bay Brand through digital media platforms – such as online and individual USB's (estimated cost of \$500)
 - A range of highly visible materials such as new Shark Bay Brand banners for Knight Terrace, portable flags/banners for business and community events where the Business Association members have sponsored events (Speedway, Fishing

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

Fiesta, SB Youth Group activities, Coral Coast Dance) – (estimated cost of up to \$3,000)

It is the Business Association's understanding that Council is about to undergo the process of endorsing the 2019/2020 budget and has in the past been supportive of allocating funds towards the promotion and marketing Shark Bay. It is the Association's view that funds of this nature would be best spent on items outlined above and which will maximise the promotion and marketing of Shark Bay.

We look forward to a positive response to our request and that our partnership with the Shire continues in a way that benefits all businesses in the Shark Bay region. If you require any additional information, please contact me at info@wulagura.com.au or 0432 029 436.

Yours sincerely



Mira Vankova
PRESIDENT



The 2019/20 Shark Bay Holiday Planner will cover everything travellers need to know when planning their adventure to Shark Bay. With an expected initial print distribution of 50,000 copies, advertising within the guide will put your business details right into the hands of your potential customer.

Distribution Facts 2017/18



23,800 COPIES DISTRIBUTED IN SHARK BAY

Outlets include Shark Bay Visitor Centre, RAC Monkey Mia Resort, Monkey Mia Airport, accommodation & tour operators



9,600 COPIES DISTRIBUTED IN METRO OUTLETS

Perth outlets include Perth Airport, major hotels, car hire & attractions



2,000 Copies distributed at Trade shows

Via Perth Caravan & Camping Show



15,700 COPIES DISTRIBUTED TO WA REGIONAL VISITOR CENTRES

Largest distribution points were Kalbarri, Broome, Exmouth, Geraldton & Canarvon



3,500 PEOPLE VIEWED THE ONLINE VERSION

Via Sharkbayvisit.com.au



2,000 Copies distributed to Metro Visitor Centres

Including Fremantle, Swan Valley & the WA Visitors Centre



LOCAL PEOPLE, SUPPORTING LOCAL BUSINESS



MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

Shark Bay Booking Form 2019/20

Important Dates: Booking Deadline 20 December 2018. Advertising Material Deadline 20 January 2019.

Payment Deadline: 30 January 2019. Publication Release March 2019.

Please submit your completed form to Mira Vankova by email info@wulaguda.com.au

Step 1. Business Details (Please print clearly)

| | |
|-----------------|----------------|
| Contact name: | Business name: |
| _____ | |
| Address: | |
| _____ | |
| Postcode: | |
| _____ | |
| Postal Address: | |
| _____ | |
| Postcode: | |
| _____ | |
| Phone: | Email: |
| _____ | |
| Website: | |
| _____ | |

Step 2. Are you a member of the Shark Bay Business Association?

Take advantage of competitive advertising rates **plus a free web advertisement** on experiencesharkbay.com by becoming a member of the Shark Bay Business Association

| | |
|-------------------------------------------------------|--------------------------|
| Yes I'm already a member | <input type="checkbox"/> |
| No but I'd love to be. Please add \$275 to my invoice | <input type="checkbox"/> |
| Not at this time, thanks! | <input type="checkbox"/> |

Step 3. Size & Rate*

| Advertising Size | Business Association Members | Non Members |
|---------------------------|---------------------------------|---------------------------------|
| Full Page | \$2400 <input type="checkbox"/> | \$2700 <input type="checkbox"/> |
| Half Page | \$1350 <input type="checkbox"/> | \$1550 <input type="checkbox"/> |
| 1/4 Page | \$800 <input type="checkbox"/> | \$920 <input type="checkbox"/> |
| 1/8 Page | \$525 <input type="checkbox"/> | \$575 <input type="checkbox"/> |
| Premium Advertising Rates | | |
| Back Page | \$3500 <input type="checkbox"/> | \$4500 <input type="checkbox"/> |
| Inside Front Cover | \$3200 <input type="checkbox"/> | \$4200 <input type="checkbox"/> |
| Inside Back Page | \$3200 <input type="checkbox"/> | \$4200 <input type="checkbox"/> |

*All rates include GST



Advertising in the Holiday Planner is an investment of
Just \$66 a month or \$1.20 per copy for a 1/4 page advert*
Just \$112 per month or \$2.00 per copy for a 1/2 page advert*
* based on 50,000 copies over 12 months

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

Step 4. Place my advert under the following category:

| | | | |
|---------------------------|--------------------------|---------------------|--------------------------|
| Accommodation | <input type="checkbox"/> | Eat & Drink | <input type="checkbox"/> |
| Tours & Attractions | <input type="checkbox"/> | Getting Around | <input type="checkbox"/> |
| Services/Local Businesses | <input type="checkbox"/> | Heading South/North | <input type="checkbox"/> |

Step 5. Payment Details

Invoice total \$

Invoice to be sent on return of booking form. Payment is due within 30 days of invoice date.

Step 6. Declaration

Signing of this booking form is a commitment of your advertisement and agreement with the terms and conditions.
Please submit your completed form to Mira Vankova by email info@wulaguda.com.au

Business name:

Contact name:

Signed:

Date:

Artwork Specifications & Sizes

Full Page - 190mm wide x 277mm deep
Half page - 190mm wide x 134mm deep
1/4 page - 90mm wide x 134mm deep
1/8 page - 90mm wide x 62mm deep

Images should be a minimum of 300dpi. Artwork should be supplied digitally by email or USB as a finished high resolution PDF or JPEG. All advertisements are full colour and should be in CMYK colour format (not RGB). Please note we cannot make alterations to your advertisements.

Need help with your advertisement design? Please contact Shark Bay Community Resource Centre on 08 9948 1787.

Please email all finished art work to info@wulaguda.com.au

TERMS AND CONDITIONS

Payment Terms: Invoices are raised as receipts of booking. Payment is required in FULL by 30 January 2019 prior to the commitment of printing. Business who do not follow the Payment Terms will hold up printing and the Shark Bay Business Association reserves the right to request the removal of an advertisement if payment is not received by the required date.

Cancellation/Ad Sizes: Cancellation of advertising made after booking deadline will not be refunded. Changes to advertising sizes after the booking deadline cannot be made.

Advertisement Locations: Advertisers will not be able to determine the position of their ad, unless they have chosen a premium listing. Advertisements will be listed within a directory in alphabetical order or by advertisement size, whichever suits the publication layout.

IMPORTANT INFORMATION

Booking Deadline: 20 December 2018

Advertising Material Deadline: 20 January 2019

Payment Deadline: 30 January 2019

Holiday Planner Release: March 2019

Questions & Information: Mira Vankova 0432029436 email info@wulaguda.com.au

14.3 SHARK BAY YOUTH GROUP ASSOCIATION INCORPORATED
CP00004

AUTHOR

Community Development Officer

DISCLOSURE OF ANY INTEREST

Declaration of Interest:

Nature of Interest:

Moved Cr Burton

Seconded Cr Ridgley

Council Resolution

Council approves the request by the Shark Bay Youth Group for the free use of the Shark Bay Recreation Centre courts to conduct Dodgeball sessions every Thursday from 6pm-7pm during the ten weeks of school term three (25 July 2019 – 26 September 2019). The use of Council facility be subject to and in accordance with Council’s Recreation and Culture Policy.

5/0 CARRIED

BACKGROUND

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

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

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

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

At the March 2019 Ordinary Council meeting, Council endorsed free use for the Shark Bay Youth Group to use the Shark Bay Recreation Centre courts during Term 2 for Dodgeball.

COMMENT

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

The Shark Bay Community Resource Centre has confirmed there is no booking conflict regarding the above mentioned dates at the Shark Bay Recreation Centre courts.

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

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

LEGAL IMPLICATIONS

There are no legal implications relating to this report.

POLICY IMPLICATIONS

Recreation and Culture

Standard Conditions for Hire of Shire Venues, Facilities and Equipment

FINANCIAL IMPLICATIONS

Fees & Charges Recreation Centre Room Hire – Community Groups

- Long-term Seasonal Use Community Groups (Shark Bay domiciled)
- Once a week user: \$427 annual charge

STRATEGIC IMPLICATIONS

Social Objective: A safe, welcoming and inclusive community
3.1 Strong sense of spirit and pride in an inclusive community.

RISK MANAGEMENT

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

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Chief Executive Officer

P Anderson

Date of Report

17 May 2019

C500003

I-cl-25997

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

RECEIVED

13 MAY 2019

SHIRE OF SHARK BAY

29th April 2019

Dear Paul,

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

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

Shark Bay Youth Group's objectives are:

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

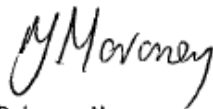
We are seeking your support in the use of the Shark Bay Recreation Centre Courts for our Dodgeball Sessions during Term 3 2019 from 6pm to 7pm.

The dates we are requesting for our Dodgeball Sessions in Term 3 2019 are:

Term 3 - 25/7, 1/8, 8/8, 15/8, 22/8, 29/8, 5/9, 12/9, 19/9 & 26/9.

Looking forward to your confirmation of our usage of the Shark Bay Recreation Centre Courts for our Term 3 Dodgeball Sessions for 2019.

Regards,



Rebecca Moroney
Chairperson
Shark Bay Youth Group Association Incorporated

15.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

16.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

There is no urgent business approved by the person presiding or by decision

17.0 MATTERS BEHIND CLOSED DOORS

Moved Cr Fenny

Seconded Cr Burton

Council Resolution

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

5/0 CARRIED

17.1 TENDER 2018/2019 – 02 TOWN BORE
CM00065

Author

Works Manager

Disclosure of Any Interest

Nil

Moved Cr Fenny

Seconded Cr Burton

Council Resolution

That Council consider the recommendation in the confidential item presented by the Works Manager.

5/0 CARRIED

Moved Cr Fenny

Seconded Cr Burton

Council Resolution

That Council note the RFT TE 2018/2019-02 Decommissioning and Construction of Water Bore Supply received one submission.

And

That Council accept the submitted tender from Drilling Contractors Australia for RFT TE 2018/2019-02 Decommissioning and Construction of Water Bore Supply for the submitted price of \$690,152.00 GST exclusive.

5/0 CARRIED

MINUTES OF THE ORDINARY COUNCIL MEETING

29 MAY 2019 ADJOURNED UNTIL 5 JUNE 2019

The Works Manager, Mr Brian Galvin left the Council Chamber at 4:35pm.

17.2 EMPLOYMENT CONTRACT WORKS MANAGER
PE00015

Author
Chief Executive Officer

Disclosure of Any Interest
Declaration of Interest:
Nature of Interest:

Moved Cr Fenny
Seconded Cr Laundry

Council Resolution

That Council consider the Chief Executive Officers recommendation contained within the confidential report.

5/0 CARRIED

Moved Cr Laundry
Seconded Cr Cowell

Council Resolution

That Council receive the report of the Chief Executive Officer in accordance with Section 5.37(2) of the Local Government Act 1995."

That the Chief Executive Officers intent to enter into a new contract of employment for a Senior designated officer to the position of Works Manager subject to agreement on the terms and conditions of the contract applicable to the position be endorsed.

5/0 CARRIED

Moved Cr Burton
Seconded Cr Cowell

Council Resolution

That the meeting be reopened to the members of the public at 4.38pm

5/0 CARRIED

At 4:39 pm the President read aloud the Council decision that had been taken during the time the meeting was closed to the public in accordance with Council's Local Laws relating to Standing Orders clause 12.7(3)(a)(b)(c)(d)(e).

18.0 DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 26 June 2019, commencing at 3.00 pm.

19.0 CLOSURE OF MEETING

As there was no further business the President closed the Ordinary Council meeting at 4.40pm