

SHIRE OF SHARK BAY MINUTES

26 February 2020

ORDINARY COUNCIL MEETING



2020 AUSTRALIA DAY CITIZENSHIP CEREMONY
SHARK BAY



26 FEBRUARY 2020



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MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

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 26 February 2020 commencing at 3.06 pm.

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1.0 DECLARATION OF OPENING

The President declared the meeting open at 3.06 pm.

2.0 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED

ATTENDANCES

Cr C Cowell	President
Cr E Fenny	Deputy President
Cr L Bellottie	
Cr G Ridgley	
Cr M Smith	
Cr P Stubberfield	

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

APOLOGIES

Cr J Burton	Application for leave of Absence approved Item 5.1
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VISITORS

No visitors in the Gallery

3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

There are no previous public questions on notice.

4.0 PUBLIC QUESTION TIME

The President opened public question time at 3.07 pm and as there was nobody in the gallery the President closed public question time at 3.07 pm.

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5.0 APPLICATIONS FOR LEAVE OF ABSENCE

5.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR BURTON
GV00018

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Bellottie

Seconded Cr Fenny

Council Resolution

Councillor Burton 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 Wednesday 26 February 2020.

6/0 CARRIED

Background

Councillor Burton has applied for leave of absence from the ordinary meeting of Council scheduled for Wednesday 26 February 2020. 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 Burton has advised the Chief Executive Officer, she will be unable to attend the Ordinary meeting of Council scheduled to be held on Wednesday 26 February 2020 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 Burton leave of absence but must include the reasons for the refusal for not granting the leave in the resolution.

Legal Implications

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

- (1) A council may, by resolution grant leave of absence to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the minister.
- (3) The granting of leave, or refusal to grant leave and reasons for that refusal, is to be recorded in the minutes for the meeting.
- (4) A member who is absent, without first obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council.

MINUTES OF THE ORDINARY COUNCIL MEETING

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- (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 24 February 2020

MINUTES OF THE ORDINARY COUNCIL MEETING

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6.0 PETITIONS

There were no petitions presented to the February 2020 Ordinary Council meeting.

7.0 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 17 DECEMBER 2019

Moved Cr Ridgley
Seconded Cr Fenny

Council Resolution

That the minutes of the Ordinary Council meeting held on 17 December 2019, as circulated to all Councillors, be confirmed as a true and accurate record.

6/0 CARRIED

7.2 CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 12 FEBRUARY 2020

Moved Cr Ridgley
Seconded Cr Fenny

Council Resolution

That the minutes of the Special Council meeting held on 12 February 2020, as circulated to all Councillors, be confirmed as a true and accurate record.

6/0 CARRIED

8.0 ANNOUNCEMENTS BY THE CHAIR

The President reminded Councillors about the Notice of Public Hearing on the 5 March 2020 with the Western Australian Local Government Grants Commission.

9.0 PRESIDENT'S REPORT

GV00002

Council Committee Membership

Member	Audit Committee
Member	Development Assessment Panel
Member (Chair)	Local Emergency Management Advisory Committee
Member (Chair)	Western Australian Local Government Association – Gascoyne Zone
Deputy Delegate	The Aviation Community Consultation Group
Ministerial Appointment	Gascoyne Development Commission

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Meeting Attendance

26 January 2020	Australia Day Celebrations and Award Presentations
4 February	Teleconference / workshop – Gascoyne Development Commission Project Officers
10 February	Community Strategic Plan Workshop
11 February	Gascoyne Development Commission Board meeting
12 February	Strategic Community Plan – Councillors/Executive workshop
18 & 19 February	Western Australian Local Government Association – Local Government Act Mandatory Training
20 February	Local Emergency Management Committee meeting
26 February	Councillors / Executive Strategic Plan Workshop
26 February	Ordinary Council meeting

Signatures

Councillor *Councillor Cowell*
Date of Report

Moved Cr Fenny
Seconded Cr Bellottie

Council Resolution

That the President's activity report for February 2020 be received.

6/0 CARRIED

10.0 COUNCILLORS' REPORTS

10.1 CR RIDGLEY
GV00008

Committee Membership

Member	Audit Committee
Member	Shark Bay Business and Tourism Association
Deputy Delegate	Local Emergency Management Advisory Committee

Meeting Attendance

12 February 2020	Attended the Special Council meeting
12 February	Attended the Audit Committee meeting

Signatures

Councillor *Councillor Ridgley*
Date of Report 12 February 2020

Moved Cr Fenny
Seconded Cr Bellottie

Council Resolution

That Councillor Ridgley's February 2020 report on activities as Council representative be received.

6/0 CARRIED

MINUTES OF THE ORDINARY COUNCIL MEETING

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10.2 CR FENNY
GV00017

Committee Membership

Member	Audit Committee
Member	The Aviation Community Consultation Group
Member	Development Assessment Panel
Deputy Delegate	Gascoyne Regional Road Group
Deputy Delegate	Zuytdorp Cliffs Track Stakeholders Reference Group

Meeting Attendance

12 February 2020	Councillor and Executive Management Strategic Community Plan workshop.
12 February	Special Council meeting
12 February	Audit committee meeting
26 February	Ordinary Council meeting

Signatures

Councillor	<i>Councillor Fenny</i>
Date of Report	18 February 2020

Moved	Cr Ridgley
Seconded	Cr Smith

Council Resolution

That Councillor Fenny's February 2020 report on activities as Council representative be received.

6/0 CARRIED

10.3 CR SMITH
GV00020
Nil Report for the February 2020 Council meeting.

10.4 CR STUBBERFIELD
GV00021
Nil Report for the February 2020 Council meeting.

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10.5 CR BURTON
GV00018

Committee Membership

Member	Audit Committee
Member	Shark Bay Arts Council
Proxy Delegate	Development Assessment Panel for Councillor Fenny

Meeting Attendance

18 December 2019	Shark Bay School end of year presentations
26 January 2020	Australia Day Active Citizenship awards and breakfast
9 February	Shark Bay Arts Council meeting
18 & 19 February	Councillor Training – Service on Council

Signatures

Councillor	<i>Councillor Burton</i>
Date of Report	18 February 2020

Moved	Cr Fenny
Seconded	Cr Cowell

Council Resolution

That Councillor Burton's February 2020 report on activities as Council representative be received.

6/0 CARRIED

10.6 CR BELLOTTIE
GV00010

Nil Report for the February 2020 Council meeting.

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11.0 ADMINISTRATION REPORT

11.1 ANNUAL ELECTORS MEETING
GV00011

Author
Executive Assistant

Disclosure of Any Interest
Nil

Moved Cr Fenny
Seconded Cr Ridgley

Council Resolution

- 1. The minutes of the annual electors meeting held on Tuesday 17 December 2019 be noted.**
- 2. Council note that there were no decisions to be considered by the Council from the minutes of the meeting.**

6/0 CARRIED

Background

The annual general meeting of electors relating to the financial year ended 30 June 2019 was held on Tuesday 17 December 2019. A copy of the minutes of the meeting is attached at the end of the report.

Section 5.32 (b) of the **Local Government Act 1995** requires the Chief Executive Officer to:

“Ensure that copies of the minutes are available for inspection by members of the public before the Council meeting at which decisions made at the electors meeting are first considered”

The minutes have been made available for inspection since 19 December 2019 and have been placed on Council’s website.

Comment

In accordance with the **Local Government Act 1995** the Council is only required to consider the decision made at the electors meeting.

At this Annual Electors meeting no motions were put forward for Council consideration.

Legal Implications

Local Government Act 1995

The Act also requires the decisions of the electors meeting to be considered by the Council (section 5.53) at its next ordinary meeting where practicable. The act states

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- (1) all decisions made at the electors meeting are to be considered at the next ordinary council meeting or, if that is not practicable,
 - (a) At the next ordinary council meeting after that meeting, or
 - (b) At a special meeting called for that purpose, whichever happens first.
- (2) if at a meeting of the council a local government makes a decision in response to a decision made at an electors meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

Policy Implications

There are no policy implications relative to this report

Financial Implications

There are no financial implications relative to this report

Strategic Implications

There are no strategic implications relative to this report

Risk Management

There is no risk involved with this item

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer

P Anderson

Date of Report

18 December 2019

26 FEBRUARY 2020



SHIRE OF SHARK BAY
ANNUAL ELECTORS' MEETING

Tuesday 17 December 2019

Shark Bay Recreation Centre

MINUTES



MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

ANNUAL ELECTORS MEETING - MINUTES –17 December 2019

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1. **Declaration of Opening**

The President Cr Cowell opened the Annual Electors meeting at 6.36 pm.

2. **Attendances and Apologies**

ATTENDANCES

Cr C Cowell	President – Denham Ward
Cr L Bellottie	Denham Ward
Cr J Burton	Denham Ward
Cr G Ridgley	Useless Loop / Pastoral Ward
Cr M Smith	Denham Ward
Cr P Stubberfield	Denham Ward

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

APOLOGIES

Cr E Fenny	Deputy President – Useless Loop/Pastoral Ward
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VISITORS

Mrs Faye Castling

3. **Receiving of The Annual Report of The Shire of Shark Bay For The Year Ending 30 June 2019**

Moved	Cr Smith
Seconded	Cr Stubberfield

Electors Resolution

That the Annual Report, including the Annual Financial Statements, Presidents Report and Auditors Report of the Shire of Shark Bay for the Year ending 30 June 2019 be received.

CARRIED

4. **General Business**

President read aloud her President Report to 3 June 2019 which is contained in the Annual Report.

Ms Castling asked Council asked if the Council considered if the Town water supply was adequate for the current townsite and tourism population and for any anticipated population growth.

The Chief Executive Officer advised that the Shire had been working with the Western Australian Water authority who is responsible for the reticulated water

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ANNUAL ELECTORS MEETING - MINUTES –17 December 2019

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supply in Denham for a number of years to ensure the desalinated water supply was sufficient for a future permanent population of 2,500 people.

This has resulted in building of the new water storage facility which has considerably more capacity and the proposed upgrading of the desalination system to provide greater quantity of supply.

The current water supply is from the Birdrong aquifer and is provided by two artesian bores that are managed by the Water Authority.

The quantity of water in the Birdrong Aquifer has not been confirmed, however given the current draw of water for the Town supply the Shire has been advised there is sufficient artesian for the ongoing provision of potable water to the townsite.

The president advised that the proposed mineral sands mine at Coburn will also draw off the Birdrong Aquifer when it is operational, and this use will be monitored.

5. **Closure of Meeting**

As there was no further question put forward the President closed the Annual Electors meeting at 6.47 pm.

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11.2 ALLEGATIONS OF UNETHICAL AND CORRUPT BEHAVIOUR AT SHIRE OF SHARK BAY
RES40771

AUTHOR
CHIEF EXECUTIVE OFFICER

DISCLOSURE OF ANY INTEREST
Nil

Officer Recommendation

1. Note and endorse the Chief Executive Officer's actions in regard to the breach of the Shark Bay Speedway Club lease and the Shire President's response and take no further action in regard to Mr Wilsons allegations of unethical and corrupt behaviour by Council employees at Shire of Shark Bay

And

2. Advise the Shark Bay Speedway Club of its obligations and responsibilities contained within the lease of Reserve 40771 and any further breaches may be to the detriment of their ongoing lease of Reserve 40771 with the Council

And/or

3. Invoice the Speedway Club the equivalent cost of the sand that was approved by the Shark Bay Speedway Club President to be removed by the external contractor

Moved Cr Ridgley
Seconded Cr Stubberfield

Council Resolution

That Council suspend Standing Orders, clause 9.5 Limitation on number speeches to be suspended at 3.15 pm for open discussion on Item 11.2 Allegations of Unethical and Corrupt Behaviour at Shire of Shark Bay.

6/0 CARRIED

Moved Cr Fenny
Seconded Cr Smith

Council Resolution

That Council reinstate Standing Orders at 3.31 pm.

6/0 CARRIED

Moved Cr Fenny
Seconded Cr Smith

Council Resolution

1. Note and endorse the Chief Executive Officer's actions in regard to the breach of the Shark Bay Speedway Club lease and the Shire President's response and take no further action in regard to Mr Wilsons allegations of unethical and corrupt behaviour by Council employees at Shire of Shark Bay

And

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2. **Advise the Shark Bay Speedway Club of its obligations and responsibilities contained within the lease of Reserve 40771 and any further breaches may be to the detriment of their ongoing lease of Reserve 40771 with the Council.**

And

3. **Invoice the Speedway Club the equivalent cost of the sand that was approved by the Shark Bay Speedway Club President to be removed by the external contractor**

6/0 CARRIED

BACKGROUND

Mr John Wilson from Denham Bobcats circulated email correspondence to all Councillors and the Chief Executive Officer dated 1 January 2020 (attached) containing allegations of unethical and corrupt behaviour at Shire of Shark Bay

COMMENT

The President responded to Mr Wilson by email on the 5 January and advised the following:

Hi John

Information obtained from a current Speedway Club committee member and Shire Councillor in regard to your recent complaints and allegations is as follows.

1. Oakley Earthworks has been a major sponsor of the Shark Bay Speedway for the past two years. Mr Oakley's sponsorship has included the provision of in-kind earthmoving services to the club - loaning his plant, as well as providing discounted prices on concrete to enable the Club to continue to install and improve the track safety wall and facilities.

2. Permission was granted by the President of the SB Speedway to Oakley Earthworks to remove the dirt, with only 100 cubic metres taken (not the amounts you have alleged). The remainder is currently sitting in two piles on the track infield. The soil was removed at the time that extensions were made to the track, making the track wider before new concrete safety panels/walls were installed.

Unfortunately, the current SB Speedway committee were unaware at that time of the conditions of the lease between the Shire and the Speedway Club. This lease was endorsed by a previous committee many years ago and was not contained in the club's records. However, as soon as the committee was informed there was an issue and what the conditions of the lease entailed, the Club's President assumed full responsibility for the oversight and met with the Shire CEO, assuming the issue was rectified at that time.

3. The current Speedway committee is unaware of tyres buried or disposed of at the track in recent times, although this did occur at the track in previous years (over three years ago), as they were used to retain walls and provide garden beds. However, this practice has been discontinued since that time.

MINUTES OF THE ORDINARY COUNCIL MEETING

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The Shire CEO is currently on Annual Leave but has advised he will address your allegations further following his return from leave in mid-January. He has advised that during his recent discussions with Speedway Club members, the President was made aware of the obligations contained within the Club's lease with the Shire.

It is also intended that a report will be provided to Shire Councillors at the February Council meeting for consideration of the Speedway lease, the Club's obligations and your allegations.

Cheryl Cowell

Prior to the correspondence being received by Mr Wilson the Chief Executive Officer became aware in December 2019 from other sources that sand had been removed from the Speedway.

Prior to taking leave on 20 December 2019 the Chief Executive Officer met with the Shark Bay Speedway president Mr Mick Reynolds who confirmed that 100 cubic metres of sand had been removed from the site by Oakley Earthworks with his approval and at his sole direction, with no auditable payment transaction.

A Speedway Club volunteer who also happens to be a Shire employee was present and on site on the weekend the sand was removed and was not in paid employment at the time.

The Shire loader was being utilised to make repairs and alterations to the Speedway track and is only available for use if operated by a competent shire operator, this practise has been in place for a considerable number of years.

The speedway is situated on Reserve 40771 managed by the Council with the power to lease and the lease has a condition in part as follows:

*The lessee must not (without prior written consent)
Remove any flora, trees or fauna, alter or cut down any flora, or sell, remove or otherwise dispose of any flora, sand, gravel, timber or any other materials from the premises*

The Shark Bay Speedway president was made aware of this clause and was provided a copy of the lease document.

The allegations regarding the tyres would appear to be a matter between the tyre supplier, customer and the Speedway.

If the tyres were being taken direct to the speedway the Shire would not have received revenue from the disposal of the tyres, conversely the cost to process and dispose of the tyres usually negates this cost.

These issues have been addressed by the Speedway Club president and Mr Wilsons correspondence indicated that this practise seemed to stop.

Advice from the Department of Water and Environmental Regulation is included in the legal implications section of this report.

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Mr Hewitt who is specifically named by Mr Wilson is employed by the Shire and is an extremely dedicated and competent employee has been a very active volunteer member of the Shark Bay Speedway Club for a number of years.

Mr Hewitt is not paid by the Shire as a volunteer in his private capacity at the Shark Bay Speedway club.

Mr Wilson also makes allegations in regard to the relationship between the Works Manager and Oakley Earthworks without any substantiation or factual evidence.

The assertion by Mr Wilson that the Shire employees involved have been practising in corrupt behaviour would without further substantive evidence are grossly defamatory and highly inappropriate and unfair on the Shire employee.

A response from the Chief Executive Officer in regard to the allegations against Council employees to Mr Wilson has been circulated to all Councillors.

The Council in addressing this matter may consider the following options:

Note and endorse the Chief Executive Officer's actions in regard to the breach of the Shark Bay Speedway Club lease and the Shire President's response and take no further action in regard to Mr Wilsons allegations of unethical and corrupt behaviour by Council employees at Shire of Shark Bay

And

Advise the Shark Bay Speedway Club of its obligations and responsibilities contained within the lease of Reserve 40771 and any further breaches may be to the detriment of their ongoing lease of reserve 40771 with the council

And/or

Invoice the Speedway Club the equivalent cost of the sand that was approved by the Shark Bay Speedway Club President to be removed by the external contractor

LEGAL IMPLICATIONS

The Department of Water and Environmental Regulation have advised the following:

Prescribed premises require regulation under the *Environmental Protection Act 1986* (EP Act). Activities or works that will cause a premise to become prescribed under the EP Act are outlined in Schedule 1 of the *Environmental Protection Regulations 1987* (EP Regulations). The activities/works listed within the Environmental Protection Regulations are described as prescribed premises categories.

The storage of tyres is regulated under categories 56 (Used tyre storage – tyre fitting business) and 57 (Used tyre storage – general). 'Storage' is defined under Part 6 of the EP Regulations as 'collection and deposit'.

Certain re-uses of tyres are not considered 'storage' for the purposes of category 56 or 57 and a works approval and/or licence under the Environmental Protection Act may not be required. These may include the genuine re-use of tyres for:

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- soil stabilisation (e.g. for use in retaining walls).
- safety barriers on sport tracks, racecourses and equestrian rings.
- within play equipment or playgrounds; or
- use as tree guards.

In each of these uses, any structures made from tyres must be properly constructed or installed and properly maintained for the intended purpose(s).

In the case of the Shire of Shark Bay wanting to construct a retaining wall out of tyres for the local speedway, this re-use would not be considered as storage for the purposes of the Environmental Protection Act / Environmental Protection Regulations and hence a works approval or licence application would not be required.

POLICY IMPLICATIONS

There are no policy implications relative to this report

FINANCIAL IMPLICATIONS

There are no financial implications relative to this report

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report

RISK MANAGEMENT

This is a low risk item to Council

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Chief Executive Officer

P Anderson

Date of Report

31 January 2020

26 FEBRUARY 2020

1 January 2020

Shire of Shark Bay
CEO
Shire of Shark Bay Councillors
65 Knight Terrace
Denham WA 6537

Allegations of Unethical and Corrupt Behaviour at Shire of Shark Bay

I would like to address a commonly known illegal activity in Denham.

It is a well-known fact in the community of Shark Bay that Oakley Earthworks has been illegally removing 100s of cubic meters of sand from the speedway area, with the assistance from Shire employees. Thus defrauding rate payers of Denham of \$7.50 per cubic metre shire royalties, which has to be paid by other earthwork companies including myself. Putting me and others who pay the royalties at a distinct disadvantage.

What if anything is going to be done about this matter!

Is the owner of the block in Oakley Rise, who had paid good money to get his block filled with the sand, "stolen" from the speedway, to be told? Will the builder Modular Homes be informed?

The Shire employees involved have been practising in corrupt behaviour, and this is not the first instance, I warned the speedway president and shire employee, Roger Hewitt about the practise of dumping and burying 100s of tyres from the local tyre suppliers. Thus defrauding the public who paid 5 to 10 dollars to have them properly disposed of at the shire refuse facility. Thus defrauding ratepayers again. This practise seemed to stop after my warning to go to the EPA.

Is the works manager too close to Oakley Earthworks, as it would seem that Oakley Earthworks does all the work the shire might have? Is he turning a blind eye to the corrupt behaviour?

I can assure the Shire of Shark Bay if it is going to sweep this under the carpet and no concrete action is taken, I will refer these matters to crime and corruption commission, the EPA and the Local Government Minister!

Regards

John Wilson
Denham Bobcats

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11.3 STATE RISK PROJECT – SHIRE OF SHARK BAY
RM00007

AUTHOR

Chief Executive Officer

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Ridgley
Seconded Cr Fenny

Officer Recommendation

That Council note and endorse the Shire of Shark Bay Local Risk Assessment undertaken in accordance with State Emergency Management Policy Statement 3.2.6.

6/0 CARRIED

BACKGROUND

In 2009, the Council of Australian Governments endorsed the National Partnership Agreement on Natural Disaster Resilience. This agreement provided Commonwealth funding to local regions to increase the resilience of their communities to natural disasters. As a condition of this initial funding, each State and Territory was required to undertake risk assessments to inform and address priorities for risk mitigation.

In 2013, the State Emergency Management Committee initiated the State Risk Project, which was designed to gain a comprehensive and consistent understanding of the risks faced at **state, district** and **local** levels.

Consequently, a series of state-level risk assessment workshops were held to assess the risks posed by seven sudden-onset natural hazards. The initial hazards assessed were heatwave, flood, bushfire, cyclone, tsunami, earthquake and storm. The results were reported to the Commonwealth in 2013 and an update of the state's risk profile was delivered in 2017.

The local level component of the State Risk project aims to:

- Help local governments to understand their risk
- Assist local governments to complete the emergency risk management process as required by existing policy
- Allow the State to gain a comprehensive understanding of current risks at the local level
- Provide information to enable future mitigation at all levels which will reduce the future cost of disaster

COMMENT

The Shire Administration mainly through the Local Emergency Management Advisory Council committee membership conducted three workshops in 2018/2019 identified and developed a Local risk Assessment. The Summary document is attached.

All participants in the workshops provided very valuable input and added to the issues that needed to be considered when undertaking this process.

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The document can now be used by the Shire and all associated agencies to prepare their resources and resilience for the risks identified.

The Shire and volunteer Emergency Services can now use the information and recommendations in the document to support grant funding applications and programs addressing the recommendation/suggestions to build the communities capacity to address and recover from the hazards identified

LEGAL IMPLICATIONS

In accordance with State Emergency Management Policy Statement 3.2.6 Emergency Risk Management planning must be undertaken in accordance with the State Emergency Prevention and Mitigation procedure 1.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

The findings from the document could be utilised to access funding to implement the recommendations and when seeking assistance for other agencies in the preparation of an emergency.

STRATEGIC IMPLICATIONS

Social Objective: A safe, welcoming and inclusive community.

RISK MANAGEMENT

This document forms a significant component of the Shire overall emergency risk management and greatly assists and provides directions for the Shire in the event of an incident of this nature occurring.

By participating in the State Risk Project, the Shire has satisfied State Emergency Policy 3.2. Participation also sees compliance with the State Emergency management Plan, Annex E, where Local Government responsibilities include ("Identify the sources of risk that may impact upon the district of the Local Government through application of the emergency risk-management process").

This is also referred to in the State Emergency Management Procedure (Sect. 7), as "Local governments also have specific responsibilities for pursuing emergency risk management as a corporate objective and as good business practice".

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Chief Executive Officer

P Anderson

Date of Report

31 January 2020



Local Risk Assessment Summary Document

Shire of Shark Bay
13 September 2019



26 FEBRUARY 2020

Local Risk Assessment Summary Document

Local Government name:	Shire of Shark Bay	
Hazard(s) assessed:	Date of risk assessment workshop(s):	
	Fire	22/11/2018
	Cyclone	23/05/2019
	Earthquake	22/08/2019

Risk assessment workshop coordinator Fire:	Adrian Brannigan
Risk assessment workshop facilitator Fire:	Adrian Brannigan
Risk assessment workshop coordinator Cyclone:	Adrian Brannigan
Risk assessment workshop facilitator Cyclone:	Matthew Holland
Risk assessment workshop coordinator Earthquake:	Adrian Brannigan
Risk assessment workshop facilitator Earthquake:	Brendan Wilson

Other persons who aided in workshop development (including scenario development):

Name:	Task/responsibility:
Brendan Wilson	DFES District EM Advisor (MWG)
Matthew Holland	DFES Area Officer Carnarvon
Matt Dadd	DFES Bushfire Risk Management Officer (MWG)
Tim Dalwood	DFES District Officer, Natural Hazards
Adrian Brannigan	DFES District EM Advisor
Bradley Santos	BoM
Dr Grant Wilson	DFES Senior Risk & Resilience Researcher

Tailored Risk Criteria elements used in the risk assessment workshops:

Shire of Shark Bay Consequence table -2015/16 economic data

Population:

- 946 (Census 2016)
- Median age 43 years (WA Average: 36)

Gross Area Product:

- Gross area product: \$56 Million
Significant Industries: Tourism, Salt Mining, Fishing, Pastoral Stations

Built Infrastructure:

- Water and waste water treatment facilities
- Power Generation
- Regional airport with 1 flight per day, plus RFDS
- North West Coastal Highway
- Shark Bay Road
- 1,073 residential dwellings
- Fish processing and other industrial facilities
- Dampier-Bunbury Natural Gas Pipeline

Social Setting:

- One School, K-12
- Multiple purpose recreation centre and sporting ovals
- Hotels, Motels, Caravan Park

Public Administration:

- All normal Local Government services
- Police Station
- Volunteer Fire Station
- Remote area nursing Post
- Volunteer Ambulance Service

Environment:

- Listed as a UNESCO World Heritage site for both the marine and land environments

Scenario details:

Bushfire Scenario (AEP 0.01324)



BUSHFIRE SCENARIO SHIRE OF SHARK BAY

Bushfire

- The preceding weeks have seen fire weather conditions deteriorating with temperatures above 40°C for the previous 4 days combined with high easterly winds
- An unusually wet winter in the Gascoyne has provided above average grass growth across the region
- On the 27th of December dry lightning has sparked a number of bushfires across the Gascoyne
- The NWCH is closed at Minilya and Billabong Roadhouses due to fires between the 27th and 29th of December with fires in these locations still out of control

Bushfire

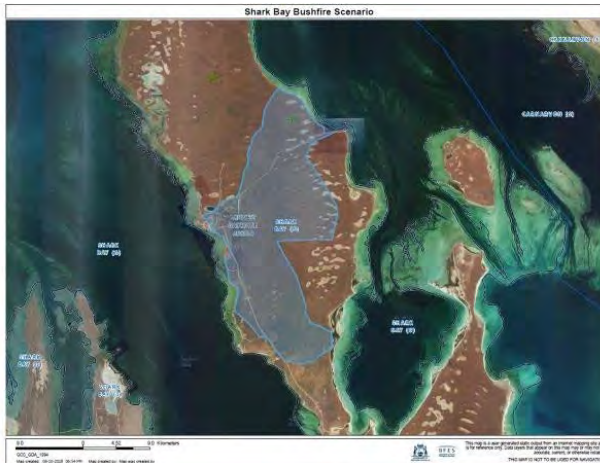
- On the 29th of December a fire ignites as the result of ongoing lightning near the west coast of L'haridon Bight
- With south easterly winds of 30-40km/hour, gusting to 60km/hour and the temperature forecast to reach 40°C the fire is quickly driven out of control
- The fire spreads quickly across heavy grass and coastal heath fuels, with spot fires occurring well ahead of the head fire driven by the high winds

Bushfire

- Initial response is extremely limited due to DFES, Shire and Parks & Wildlife crews all having deployed to other incidents across the Gascoyne
- Fires are also burning in the Perth hills, meaning crews and air attack resources are not available from the metropolitan area,
- A significant fire is also threatening Carnarvon, further draining local resources

Bushfire

- As the fire spreads to the North West it impacts directly onto Denham, causing significant damage to power and water desalination infrastructure.
- A south westerly wind change pushes the fire away from Denham and towards Monkey Mia, stranding campers in the Francois Peron National Park and impacting tourists at Monkey Mia
- Impacted infrastructure includes:
 - Power generation and distribution infrastructure
 - Desalination plant
 - Sewerage treatment plant
 - Shark Bay Aerodrome



Cyclone Scenario (AEP 0.00995)



TC Hayden

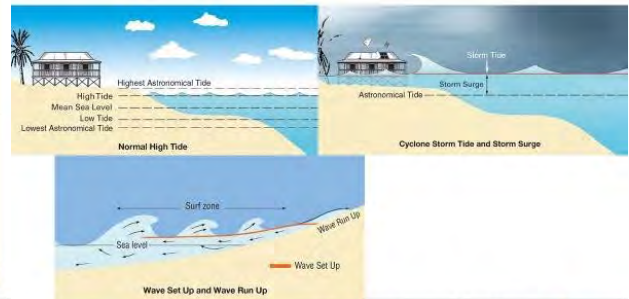
- Australia Day – Sat (26th) – Mon (28th) January
- Category 4, sustained wind near centre 165 km/h with gusts of 225 km/h impacted Carnarvon
- Moving south southwest at 15 km/h
- Destructive (>120-150 km/h) winds are possible in Denham from Saturday afternoon
- Over 400mm rainfall over 3 days with peak daily rainfall of 250mm
- Major flooding in the Gascoyne River and other catchments

TC Hayden Track



Storm Surge

Denham – 5.5 m above AHD



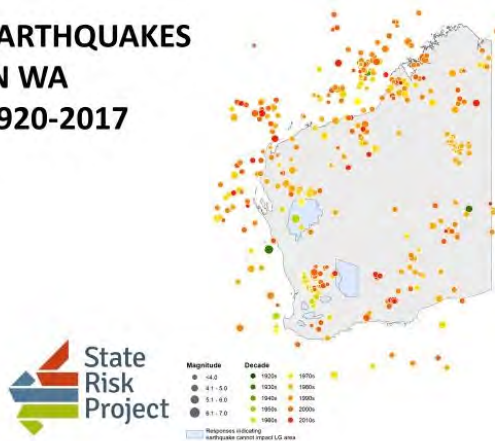
Earthquake Scenario (AEP 0.00005)



Earthquake Scenario

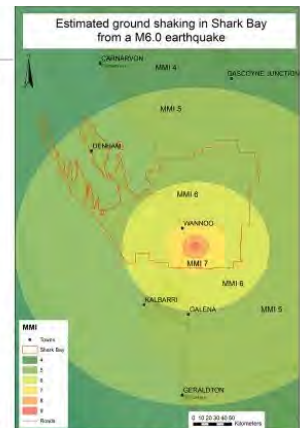
- At 2:56 PM on a Tuesday in early June
- Very shallow 5.7M earthquake occurs from fault movement 30 km south east of Wannoo town site
- Epicentre depth: 5.0km
- Wannoo experiences shaking of 7 on the MMI scale
- Denham, Kalbarri and Geraldton experiences shaking of MMI 6

EARTHQUAKES IN WA 1920-2017



SCENARIO

MMI	Example event	Expected impact
V	Kalgoorlie CBD, 20 April, 2010	Cracking of vulnerable masonry (e.g. parapets & chimneys) with minor falls. Minor cracking to masonry houses.
VI	Boulder CBD, 20 April, 2010	Collapse of vulnerable masonry and severe cracking to other masonry structures.
VII	Newcastle, 27 December, 1989	Severe damage to URM buildings, some damage to housing, damage to low ductility framed buildings, particularly irregular buildings with some collapses.
VIII	Christchurch, Feb 22, 2011	Severe to complete damage to URM buildings, severe damage to low ductility buildings.
IX	Meckering, 14 October, 1958	Destruction of URM and low ductility framed buildings, damage to all other types.



Meckering



Christchurch - Water



MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Priority Risks Identified:

Risk	Risk Priority Level	Treatment required	Preliminary treatment suggestions
A bushfire impacting Shark Bay will impact potable water supply (e.g. due to damage to infrastructure such as dams, piping and bores), resulting in repair costs and/or financial losses.	1	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Enhance firebreaks and Asset Protection Zones around power infrastructure which would affect pumping capabilities for potable water supplies.
A bushfire impacting Shark Bay will disrupt business activities, resulting in financial losses.	1	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Enhance firebreaks and Asset Protection Zones around power infrastructure and widen buffer zones to maintain road access to townsite.
A bushfire impacting Shark Bay will impact tourism (and aspects that support tourism such as camp sites, facilities, places of interest etc.), resulting in financial losses.	1	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Enhance firebreaks and Asset Protection Zones around such areas and promote education for visiting tourists on bushfire alert systems.
A bushfire impacting Shark Bay will impact telecommunications	1	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Ensure infrastructure owner/operator strengthens communication infrastructure, and undertakes relevant mitigation works
A bushfire impacting Shark Bay will impact the aviation sector (e.g. damage to infrastructure, disruption to services), resulting in recovery costs and/or financial losses.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Enhance firebreaks and Asset Protection Zones around such infrastructure.
A bushfire impacting Shark Bay will impact commercial buildings, contents and services, resulting in financial losses.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Enhance firebreaks and Asset Protection Zones around such infrastructure.

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

A bushfire impacting Shark Bay will disrupt major road transport routes, resulting in financial losses.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Enhance firebreaks and Asset Protection Zones around infrastructure and widen buffer zones to maintain road access to townsite.
A bushfire impacting Shark Bay will impact power infrastructure, resulting in repair costs and/or financial losses.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Enhance firebreaks and Asset Protection Zones around such infrastructure.
A bushfire impacting Shark Bay will cause an increased demand (surge) on DFES services at the local level, impacting their ability to maintain core services.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Early implementation of procedures to ensure response and staffing is adequate.
A bushfire impacting Shark Bay will cause an increased demand (surge) on St John Ambulance services at the local level, impacting their ability to maintain core services.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Early implementation of procedures to ensure response and staffing is adequate.
A bushfire impacting Shark Bay will cause an increased demand (surge) on WA Police services at the local level, impacting their ability to maintain core services.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Early implementation of procedures to ensure response and staffing is adequate.
A bushfire impacting Shark Bay will cause an increased demand (surge) on WA health services (including remote health services such as nursing posts and smaller hospitals/clinics) at the local level, impacting their ability to maintain core services.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Early implementation of procedures to ensure response and staffing is adequate.
A bushfire impacting Shark Bay will cause an increased demand (surge) on Department of Child Protection and Family Support services at the local level, impacting their ability to maintain core services.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Early implementation of procedures to ensure response and staffing is adequate.

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

A bushfire impacting Shark Bay will impact power infrastructure, impacting the power company's ability to maintain core services.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Ensure infrastructure owner/operator strengthens communication infrastructure, and undertakes relevant mitigation works
A bushfire impacting Shark Bay will impact the health of people and cause death(s).	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Community education and awareness is maintained as far as possible.
A bushfire impacting Shark Bay will impact the health of people and cause injury and/or serious illness.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Community education and awareness is maintained as far as possible.
A bushfire impacting Shark Bay will cause emergency services (including ambulance and medical transport services such as RFDSWA) to be overwhelmed, resulting in further deaths directly attributable to the hazard event.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Early implementation of procedures to ensure response and staffing is adequate.
A bushfire impacting Shark Bay will cause health services (e.g. ICUs, hospitals, remote nursing posts, small country hospitals, clinics) to be overwhelmed, resulting in further deaths directly attributable to the hazard event.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Early implementation of procedures to ensure response and staffing is adequate.
A bushfire impacting Shark Bay will result wind erosion from the destruction of cover vegetation.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Implementation of regeneration projects may be a viable treatment option.
A cyclone impacting Shark Bay will impact mobile and landline communication infrastructure, impacting the ability of telecommunication companies to maintain core services.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Ensure owner/agency strengthens communication infrastructure, also undertaking relevant planning to provide interim options at short notice.

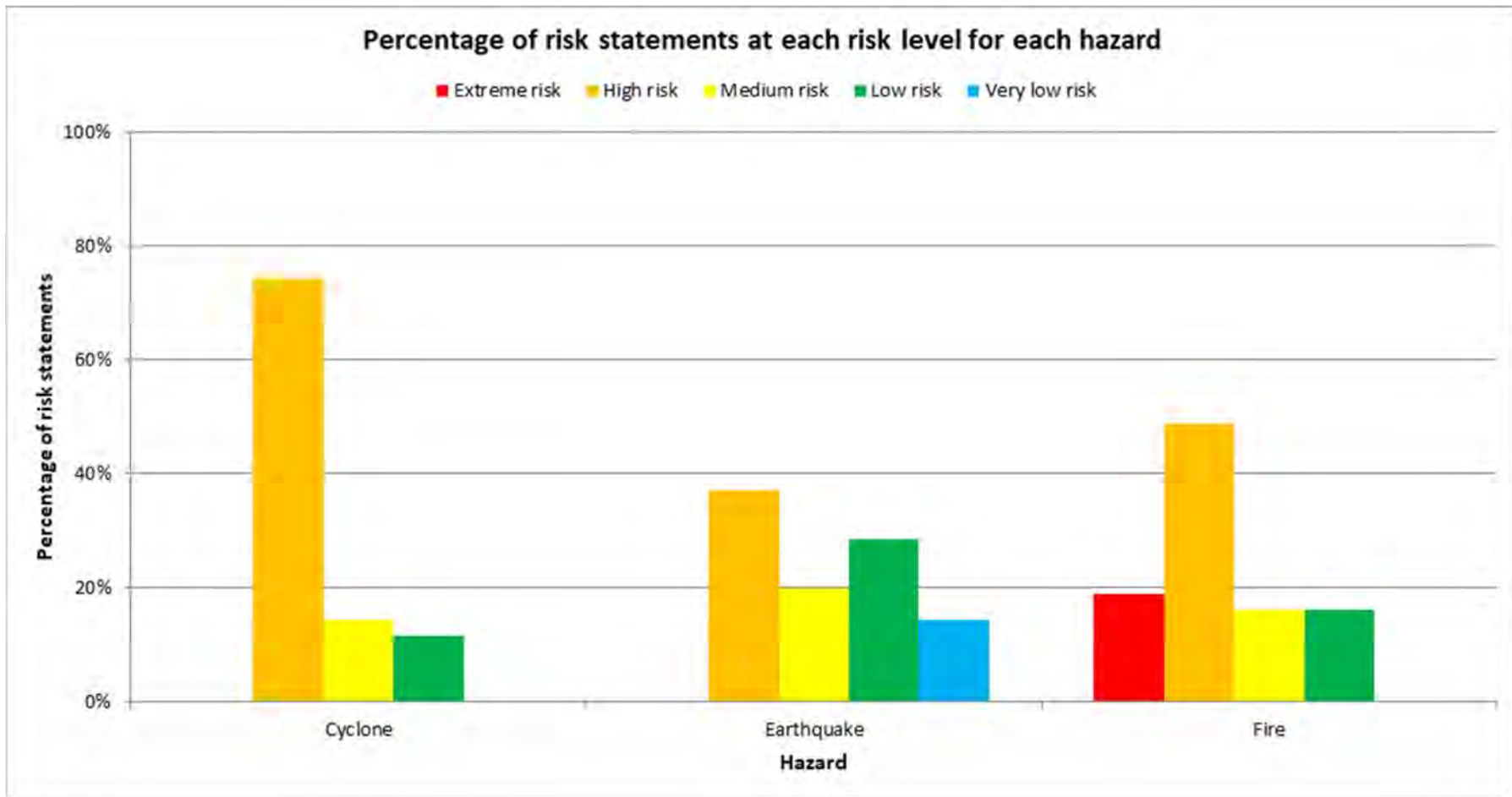
MINUTES OF THE ORDINARY COUNCIL MEETING

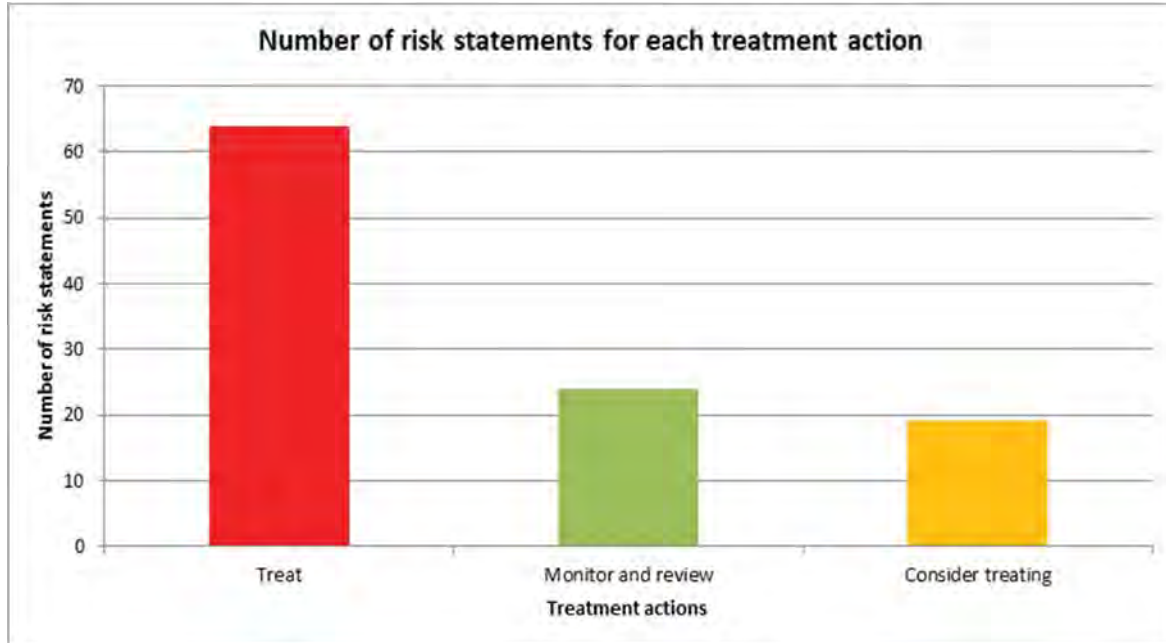
26 FEBRUARY 2020

A cyclone impacting Shark Bay will impact sewerage systems, impacting the ability to maintain core services.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Ensure owner/agency strengthens infrastructure, also undertaking relevant planning to provide interim options at short notice.
A cyclone impacting Shark Bay will impact the health of people and cause death(s).	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Implementation of warning systems and community announcements combined with community education to both locals and visiting tourists.
A cyclone impacting Shark Bay will impact the health of people and cause injury and/or serious illness.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Implementation of warning systems and community announcements combined with community education to both locals and visiting tourists.
A cyclone impacting Shark Bay will cause emergency services (including ambulance and medical transport services such as RFDSWA) to be overwhelmed, resulting in further deaths directly attributable to the hazard event.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Early implementation of procedures at a local and district level to ensure response and staffing is adequate.
A magnitude 6.0 earthquake in the Shire of Shark Bay will impact power infrastructure, resulting in repair costs and/or financial losses.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Ensure owner/agency strengthens infrastructure, also undertaking relevant planning to provide interim options at short notice
A magnitude 6.0 earthquake in the Shire of Shark Bay will impact potable water supply (e.g. due to damage to infrastructure such as dams, piping and bores), resulting in repair costs and/or financial losses.	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Ensure owner/agency undertakes relevant planning to provide interim options at short notice
A magnitude 6.0 earthquake in the Shire of Shark Bay will impact sewerage systems, resulting in recovery cost & financial cost	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Ensure owner/agency strengthens infrastructure, also undertaking relevant planning to provide interim options at short notice

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020





Risk profile analysis:

CYCLONE

The workshop found that a Category 3 Cyclone impacting Shark Bay would have a major impact on the local Community with the effects of the resulting storm surge and flooding to last a significant period, hampering recovery efforts to critical infrastructure and residential dwellings.

The impacts to communications and the isolation of the town due to a high probability of road closures caused by localised flooding along with other hazards would also hinder access for support resources.

The risk to the elderly population of Shark Bay would also be of concern with regular health and emergency services at a limited capacity.

EARTHQUAKE

With the likelihood of an Earthquake being low, it was found that an Earthquake has the potential to affect both the town and isolated areas of the community through the impact on critical infrastructure. An earthquake would have the potential for the Shire to incur major costs with road and amenities, while water supplies, and power distribution would take significant damage to vital assets compromising supply methods.

The centre of the earthquake would also determine the extent of the effect on the community and how quickly the community will recover.

FIRE

The workshop found that fire would have a major impact on the Shire of Shark Bay and surrounding community due to the possibility of road closures and the impact to critical infrastructure. The limited capacity of local resources would be stretched and the inability to access support resources would exacerbate this further.

The time taken for recovery would also impact the tourism industry in the area, with this being a large portion of the local economy.

SUMMARY

Given the Shark Bay area hosts some significant tourism features, there would be some short-term effects incurred on the industry should there be a major incident. There would also be possible permanent displacement of a small number at 6-12 weeks post incident with a result of community members having to leave the district due to lack of regular employment.

Most large-scale incidents that affect the Shark Bay area would also have a considerable impact on critical infrastructure with the repair of these assets impeded by the isolation and the limited ability to access external resources to promote recovery efforts.

As the Shark Bay area has a population of 946 people there is limited health and emergency services which would be stretched beyond their limitations with any large-scale hazard impacting the local area.

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

The identified risks presented in these workshops would affect the community both financially and psychologically.

Risk assessment workshop attendance

Name:	Organisation/Agency:	Risk assessment workshop(s) attended:
<i>Glenn Stanley</i>	Shark Bay Resources (Regional Manager)	Cyclone, Fire
<i>Ernie Reynolds</i>	Main Roads WA (Operations Manager)	Cyclone
<i>Mike Weston</i>	St John Ambulance (Community Paramedic)	Cyclone
<i>Kelle Pederson</i>	St John Ambulance (Vice Chairperson)	Cyclone
<i>Drew Wassman</i>	Shark Bay Volunteer Marine Rescue (Commander)	Cyclone, Earthquake
<i>Luke Skinner</i>	DBCA (A/District Manager)	Cyclone
<i>Byron Francis</i>	DPIRD (Fisheries Officer)	Cyclone, Earthquake
<i>Cherryl Cowell</i>	Shire of Shark Bay (President)	Cyclone, Fire
<i>Richard Butterworth</i>	WAPOL (Constable)	Cyclone
<i>Paul Anderson</i>	Shire of Shark Bay (CEO)	Cyclone, Earthquake, Fire
<i>Brian Galvin</i>	Shire of Shark Bay (Works Manager)	Cyclone, Earthquake, Fire
<i>Joe McLaughlin</i>	Shark Bay State Emergency Service (Unit Manager)	Cyclone, Earthquake
<i>Judy Britza</i>	Shark Bay Resource Centre (Project Officer)	Cyclone, Earthquake
<i>Tim Dalwood</i>	DFES District Officer- Natural Hazards	Cyclone, Earthquake
<i>Steven Ryan</i>	Water Corporation (Team Leader)	Cyclone
<i>Keith Shaw</i>	Department of Communities (District Emergency Services Officer)	Cyclone, Earthquake, Fire
<i>Duncan Heyes</i>	WAPOL	Cyclone, Earthquake
<i>Candice Uszko</i>	Shire of Shark Bay (Community Development Officer)	Earthquake
<i>Karen Gidley</i>	St John Ambulance (Chairperson)	Earthquake
<i>Beverly Gardiner</i>	DBCA (Regional Fire Leader)	Earthquake, Fire
<i>Steve Nicholson</i>	DBCA (District Manager)	Fire
<i>Graeme Bond</i>	WAPOL (OIC)	Fire
<i>Linda Butterly</i>	Shire of Shark Bay (Executive Manager Community)	Fire
<i>Mark Feast</i>	DFES (Acting District Officer Coastal)	Fire

26 FEBRUARY 2020

11.4 APPLICATION FOR USE OF THE TOWN COMMON
RES49809

Author

Chief Executive Officer

Disclosure of Any Interest

Disclosure of Interest: Cr Smith

Nature of Interest: Financial Interest as the applicant.

Cr Smith left the Council Chamber at 3.39pm

Moved Cr Bellottie

Seconded Cr Fenny

Council Resolution

That a license to occupy an area of 8 Hectares of Reserve 49890- Common as depicted on the application submitted by Mr Mark Smith as a commercial user be granted for a period of 5 years from the date of the license on the following conditions:

- 1. Ongoing compliance with the guidelines of the Shires management statement for reserve 49809 and any subsequent policies of Council applicable to the reserve and/or the allocated area.**
- 2. The allocated area being suitable fenced and maintained to ensure stock is contained within the boundaries of the approved area.**
- 3. Any significant roofed or enclosed buildings/structures (in the opinion of the Chief Executive Officer) be referred to Council for consideration prior to construction and may be subject to any planning and/or building approval requirements.**
- 4. The approval of the Minister of Lands is granted.**

5/0 CARRIED

Cr Smith returned to the Council Chamber at 3.46pm

Background

The Shire of Shark Bay has a Management Order on Reserve 49809 which has a current purpose classified as Town Common. The area of the reserve is 1,139.223 hectares.

The council has and with approval from the Minister to issue licenses for applicants apply to use and area of the common for a period of up to five years.

The council also has a general policy statement that must be complied with by the approved applicant for the duration of the occupation.

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

The council also charges a fee for any allocated area which is set annually in the budget and is currently
\$165 for non-commercial users
\$500 for commercial users

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

The current charge is not based on the area of land allocated.

There are currently 4 licenses issued to utilise an area of the common, they are:

Denham Dirt Karts
License issued August 2019 expires July 2024
Area 2.9 Hectares
No-commercial

Mrs Margaret Hargreaves
License Issued 1 July 2015 expires 31 March 2021
Area 1,500m² for stock
Non-commercial

Mr Henk Van Eek
License issued 1 July 2015 expires 30 June 2020
Area 5 Hectare for stock
Non-commercial, previously commercial

Mr Gary Desmond and Mr Harold Hoult
License Issued 1 July 2015 expires 30 June 2020
Area 15 hectares for stock
Commercial

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

Comment

A request for an area of the common has been submitted by Mr Mark Smith (attached at end of the item).

Mr Smith has identified the area that he would like to occupy and has indicated that the area will be fenced to contain his animals. The attached map indicates the area requested.

The requested use is for the agistment of stock, being 4-8 camels for use in a tourism venture and as such would be classified as a commercial venture.

The conditions of occupation (copy attached) if a license is granted by council include a number of conditions including the need to control and maintain the area to ensure the long-term environmental sustainability and ultimate re-instatement of the land use.

There is no indication of the size of the shed that is proposed to be erected, however any significant roofed or enclosed structure proposed can be assessed and may be referred to council for consideration prior to construction and subject to any planning and/or building approval requirements.

26 FEBRUARY 2020

The residential design codes allow for a roofed enclosed building of 60 square metres without planning approval, but a building permit is required for any shed in a cyclone region.

Any structures would be required to be removed at the conclusion of the license or as directed by the Shire and the site left clean and tidy.

No proof of a current public liability has been provided at this stage but must be submitted prior to the final license being issued.

Legal Implications

The council has a policy in place in regard to use of the reserve 498909 (common) which should be adhered to by all users

The Council Property Local Law also has clauses that refer to the behaviour of individuals who utilise council property.

Any application for use of the reserve needs to be in the first instance approved by the Council and then by the Minister for lands.

The defined use of the reserve under the management order is for common and would appear not to be clearly defined but left to Council with the Ministers approval to establish what uses the Council decides to use permit on the reserve.

Policy Implications

There are no policy implications relative to this report.

Financial Implications

The currently fees for annual license for non-commercial users of the common is \$165 per annum and \$500 for commercial users for the 2019/2020 financial year and the applicant will need to supply a copy of their Certificate of Currency for Public Liability Insurance once the Minister for Lands has issued approval.

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

10 February 2020

26 FEBRUARY 2020

SHIRE OF SHARK BAY

1st Terrace
Denham WA 6537
Postbox 126 Denham WA 6537

Reserve 49809



Telephone (08) 9948 1218
Facsimile (08) 9948 1237
Email admin@sharkbay.wa.gov.au
All correspondence to the Chief Executive Officer

APPLICATION FOR USE OF PORTION OF RESERVE 49809 - COMMON

As a condition of the licence approval for the use of a portion of Reserve 49809 - Common, the Applicant acknowledges and agrees that:

- Occupation of the common will require that all activities conform with any relevant legislation or other statutory requirements, including the Reserve 49809 - Common Policy;
- Licence approval will be granted with the acknowledgment and agreement that the Shire of Shark Bay, its officials, employees and agents shall not be held responsible for personal injuries or damages sustained or property or stock lost or stolen on the Reserve;
- The Shire of Shark Bay reserves the right to refuse the issue of a licence for an activity that is not considered appropriate to Reserve 49809 - Common.

SIGNATURE: *Mark Corbett Smith* DATE: 10.02.2020
 PLEASE PRINT FULL NAME: MARK CORBETT SMITH TELEPHONE NUMBER: 0438 436 325
 ADDRESS: 23 BROCKMAN STREET, DENHAM, 6537, WA

* The person signing this application on behalf of an organization must have the authority to sign on behalf of said group or organization, and by signing this certifying that he/she has such authority.

CONTACT DETAILS

FIRST NAME:	<u>MARK</u>
LAST NAME:	<u>SMITH</u>
BUINESS/ORGANISATION NAME:	<u>CAMEL ADVENTURES SHARK BAY</u>
POSTAL ADDRESS:	<u>23 BROCKMAN ST, DENHAM, 6537. WA</u>
HOME PHONE NUMBER:	<u>0438 436 325</u>
WORK PHONE NUMBER:	

1
Shire of Shark Bay
Application for Use of portion of Reserve 49809 - Common

26 FEBRUARY 2020

FAX NUMBER:

Reserve 49809-Common, Use

Please provide a short description of the activities that you wish to undertake at Reserve 49809 - Common. Eg: Stock tenure.

- STOCK TENURE OF 4-8 CAMELS FOR PURPOSE OF TOURISM WITHIN THE SHIRE OF SHARK BAY.
- INTERNAL PENNING OF CAMELS.
- WATER TANKS FOR STOCK.
- SHED FOR STORAGE OF FEED AND CAMEL RELATED EQUIPMENT.

List the vehicles which will be used to access to Common?

WHITE HINO TRUCK	REG.# 1CBA 531
RED NIVARA VTE	REG.# SB 2608
WHITE TOYOTA VTE	REG.# SB 2482
WHITE TOYOTA TROOPY	REG.# SB 2446

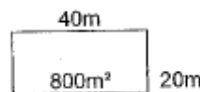
What infrastructure or stock control devices will be utilised?

Please tick appropriate box.

Shed Caravan Shade structure Internal fences Gates

Location and Area in m² to be fenced

Example:



*SEE ATTACHED.

Or None of the above

Length of time you wish to utilize the Common within a period of 5 years? 5 YEARS.

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Stock Application

I herby apply for permission to occupy a portion of the Shire of Shark Bay Reserve 49809

Common for the following stock:-

() horse/s

() cattle

() sheep

() camels

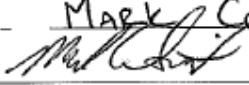
() chickens

Other considerations that may be applicable? Eg: Special Circumstances.

On receipt of your application it will be placed in the Agenda for the upcoming Council meeting for approval of your licence. Once approved by the Shire of Shark Bay Council the licence will then be referred to the Minister of Land pursuant to the provisions of Section 20 of the *Land Administration Act 1997*. I accept that Annual fees will apply to this licence in accordance with Council's Fees and Charges.

I have read and understood all parts of the application for use of porting of Reserve 49809 - Common and am fully aware of all that is required of me as a lessee. I agree to abide by the Licence to Occupy once approved by the Minister of Lands. I have attached a copy of my Public Liability Insurance certificate.

Signed By Lessee

Print full name: MARK CORBETT SMITH
Signed:  Date: 10 FEB. 2020

➤ **How to lodge this application**

BY POST;

Address the application to:

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

Courier or personal Delivery:

Shire Offices
65 Knight Terrace
Denham WA 6537

Electronically:

admin@sharkbay.wa.gov.au

Contact the Shire offices on:

Phone:

08) 9948 1218

Fax:

08) 9948 1237

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Shire of Shark Bay

Application for Use of portion of Reserve 49809 - Common

Licence is subject to General Policy Statement upon and for the duration of occupation-

- *All occupiers of the Common will observe basic requirements for its occupation.*
- *All occupiers of the Common will ensure that all of their activities conform to any relevant legislation or other statutory requirement.*
- *Illegal activities of any nature are not to take place at the Common.*
- *The Shire of Shark Bay, its officials, employees and agents shall not be held responsible for personal injuries or damages sustained or property or stock lost or stolen on the Common.*
- *Activities are to be controlled and maintained to ensure long term environmental sustainability and ultimate re-instatement of its land use.*
- *Occupiers are to be responsible for any damages caused to the Common other than general deterioration of the site.*
- *The Common will be left clean and tidy; all rubbish etc is to be removed.*
- *Due respect is to be observed to other occupiers of the Common with regard to mutual required services and infrastructure.*
- *Occupiers are asked to contribute to a positive relationship with other Common users.*
- *The area utilized must have a stock control measure in place to secure their stock.*
- *Stock numbers must be maintained within the license approval. Any additional stock must be approved by Council.*
- *Activity infrastructure will be required to be set back a specified distance from the access road as determined by the Shire.*
- *Speed limits will be observed on the access and external road within the Common.*
- *Occupiers of the Common are required to address issues of concern directly to the Shire and not to other occupiers.*
- *Proof of current Public Liability insurance to \$10,000,000.*

Failure to comply with these provisions may result in the cancellation of the licence to occupy.

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020



MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020



Policy for the Occupation and use of the Town Common

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

The approved licence will specify all current activities undertaken pursuant to the licence and detail any conditions of approval relative to that occupation.
- c) Reporting Requirements
1. A report will be provided to council on an annual basis detailing current occupiers of the town common that includes their infrastructure, stock details, cubic metres of sand removed and other details of change that may have occurred.
- d) General Policy Statement for Occupiers
1. All occupiers of the town common will observe basic requirements for its occupation.
 2. Activities are to be controlled and maintained to ensure long term environmental sustainability and ultimate re-instatement of its land use.
 3. Due respect is to be observed to other occupiers of the town common with regard to mutual required services and infrastructure.
 4. Activity infrastructure will be required to be set back a specified distance from the access road as determined by the shire.
 5. An area stock control device will be required to access the town common.
 6. Speed limits will be specified on the access road within the town common.
 7. Occupiers of the town common are required to address issues of concern directly to the shire and not to other occupiers.
- B) That "General Policy Statement for occupiers" includes licensed occupiers of the common are to ensure that all activities conform to any relevant legislation/statutory requirements.
- C) That current occupiers/users of the Town Common be advised that they will be required to apply for a license to occupy and or utilise the Town Common for whatever purpose by 31 March 2009.

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

DUPLICATE

FORM LAA-1023

SECTION 48

WESTERN AUSTRALIA
LAND ADMINISTRATION ACT 1997
TRANSFER OF LAND ACT 1893 AS AMENDED

MANAGEMENT ORDER (XE)

RESERVE DESCRIPTION (NOTE 1)

EXTENT

VOLUME

FOLIO

49809

Whole

3147

378

MANAGEMENT BODY (NOTE 2)

Shire of Shark Bay of PO Box 126, Denham WA 6537

CONDITIONS (NOTE 3)

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

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

Dated this


28th

day of

July

in the year 2008

ATTESTATION


SENIOR STATE LAND OFFICER
STATE LANDS - MID WEST
STATE LAND SERVICES

12.0 AUDIT COMMITTEE REPORTS

26 FEBRUARY 2020

12.1 AUDIT COMMITTEE - LOCAL GOVERNMENT COMPLIANCE AUDIT RETURN
CM00013

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved Cr Fenny

Seconded Cr Cowell

Council Resolution

That Council adopt the Local Government Compliance Audit Return for the period 1 January 2019 to 31 December 2019 as completed and return it to the Department of Local Government as a true and correct record of the information contained therein.

6/0 CARRIED

Comments

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

The Compliance Audit Return has been completed and checked. It has been presented to the Audit Committee at the committee meeting held on the 12 February 2020. The Audit Committee now recommends that it be adopted by Council. A certified copy of the Return is to be submitted to the Department of Local Government by 31 March 2020.

The Audit Committee recommendation from the committee meeting held on the 12 February 2020 as follows:

That the Audit Committee recommend that Council adopt the Local Government Compliance Audit Return for the period 1 January 2019 to 31 December 2019 as completed and return it to the Department of Local Government as a true and correct record of the information contained therein.

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

Background

The Statutory Compliance Audit Return for the period 1 January 2019 to 31 December 2019 is due. Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996* require all local governments to complete the Statutory Compliance Audit Return.

The Compliance Audit Return is to be -

- 1 Presented to the Audit Committee
- 2 Presented to Council at a meeting of the Council.
- 3 Adopted by the Council.

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

4 The adoption recorded in the minutes of the meeting at which it is adopted.

After the Compliance Audit Return has been presented to the Council, a certified copy of the Return along with the relevant section of the minutes and any additional information explaining or qualifying the Compliance Audit Return is to be submitted to the Director General, Department of Local Government by 31 March 2020.

Legal Implications

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

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

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

Policy Implications

There are no policy implications relative to this report

Financial Implications

There are no financial implications relative to this report

Strategic Implications

There are no strategic implications relative to this report

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer

P Anderson

Date of Report

12 February 2020

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

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



Department of
Local Government, Sport
and Cultural Industries

Shark Bay - Compliance Audit Return 2019

Certified Copy of Return

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

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) FBG Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2019?	N/A		Rhonda Mettam
2	s3.59(2)(a)(b)(c) FBG Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2019?	N/A		Rhonda Mettam
3	s3.59(2)(a)(b)(c) FBG Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2019?	N/A		Rhonda Mettam
4	s3.59(4)	Has the local government complied with public notice and publishing requirements of each proposal to commence a major trading undertaking or enter into a major land transaction for 2019?	N/A		Rhonda Mettam
5	s3.59(5)	Did the Council, during 2019, resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A		Rhonda Mettam

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MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

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



Department of
Local Government, Sport
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Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority?	N/A	No delegations to committees have been made	Rhonda Mettam
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing?	N/A		Rhonda Mettam
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17?	N/A		Rhonda Mettam
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations?	N/A		Rhonda Mettam
5	s5.18	Has Council reviewed delegations to its committees in the 2018/2019 financial year?	N/A		Rhonda Mettam
6	s5.42(1), 5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act?	Yes		Rhonda Mettam
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority?	Yes	Ordinary Council meeting held on the 28 August 2019 Item 11.2 - Carried by Absolute Majority	Rhonda Mettam
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing?	Yes		Rhonda Mettam
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Rhonda Mettam
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	N/A		Rhonda Mettam
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees?	Yes		Rhonda Mettam
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2018/2019 financial year?	Yes		Rhonda Mettam
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required?	Yes		Rhonda Mettam
Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68)?	Yes		Rhonda Mettam

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MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

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



Department of
Local Government, Sport
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No	Reference	Question	Response	Comments	Respondent
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings?	Yes		Rhonda Mettam
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made?	Yes		Rhonda Mettam
4	s5.73	Where the CEO had an interest relating to a gift under section 5.71A(1), was written notice given to the Council?	N/A		Rhonda Mettam
5	s5.73	Where the CEO had an interest relating to a gift in a matter in respect of a report another employee is providing advice on under section 5.71A (3), was the nature of interest disclosed when the advice or report was provided?	N/A		Rhonda Mettam
6	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day?	Yes		Rhonda Mettam
7	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day?	Yes		Rhonda Mettam
8	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2019?	Yes		Rhonda Mettam
9	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2019?	Yes		Rhonda Mettam
10	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return?	Yes		Rhonda Mettam
11	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76?	Yes		Rhonda Mettam
12	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28?	Yes		Rhonda Mettam
13	s5.89A Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under section 5.71A, in the form prescribed in Administration Regulation 28A?	Yes		Rhonda Mettam
14	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76?	Yes		Rhonda Mettam

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MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

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



Department of
Local Government, Sport
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
15	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee?	Yes		Rhonda Mettam
16	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes?	Yes		Rhonda Mettam
17	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report?	Yes		Rhonda Mettam
18	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee?	Yes		Rhonda Mettam
19	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees?	Yes		Rhonda Mettam

Disposal of Property

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

MINUTES OF THE ORDINARY COUNCIL MEETING

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



Department of
Local Government, Sport
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Elections					
No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1) (2)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates?	N/A	No Gifts Disclosed	Rhonda Mettam
2	Elect Reg 30G(3) & (4)	Did the CEO remove any 'disclosure of gifts' forms relating to an unsuccessful candidate or a successful candidate that completed the term of office from the electoral gift register, and retain those forms separately for a period of at least 2 years?	N/A	No Gifts Disclosed	Rhonda Mettam
Finance					
No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes	Special Council meeting held on the 30 October 2019 Item 7.1	Rhonda Mettam
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A		Rhonda Mettam
3	s7.3(1)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor, a registered company auditor?	N/A	Appointment was in previous years to Moore Stephens	Rhonda Mettam
4	s7.3(1), 7.5(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council?	N/A		Rhonda Mettam
5	Audit Reg 10	Was the Auditor's report(s) for the financial year(s) ended 30 June received by the local government within 30 days of completion of the audit?	Yes		Rhonda Mettam
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2019 received by the local government by 31 December 2019?	Yes	Annual Electors meeting held on Tuesday 17 December 2019 Item 3.0	Rhonda Mettam
7	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government, ensure that appropriate action was undertaken in respect of those matters?	N/A		Rhonda Mettam

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MINUTES OF THE ORDINARY COUNCIL MEETING

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



Department of
Local Government, Sport
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No	Reference	Question	Response	Comments	Respondent
8	S7.12A (4)	Where the auditor identified matters as significant in the auditor's report (prepared under s7.9(1) of the Act), did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?	N/A		Rhonda Mettam
9	S7.12A (4)	Within 14 days after the local government gave a report to the Minister under s7.12A(4) (b), did the CEO publish a copy of the report on the local government's official website?	Yes		Rhonda Mettam
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit?	Yes		Rhonda Mettam
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit?	Yes		Rhonda Mettam
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit?	Yes		Rhonda Mettam
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor?	Yes		Rhonda Mettam
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor?	Yes		Rhonda Mettam

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MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

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



Department of
Local Government, Sport
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Integrated Planning and Reporting					
No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	Ordinary Council meeting 30 April 2019 Item 11.1	Rhonda Mettam
2	s5.56 Admin Reg 19DA (4)	Has the local government reviewed the Corporate Business Plan in the 2018-2019 Financial Year. If Yes, please provide date of Council meeting the review was adopted at?	N/A	Adopted Ordinary Council meeting 30 April 2019 Item 11.1	Rhonda Mettam
3	s5.56 Admin Reg 19C	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	Ordinary Council meeting 20 December 2017 Item 19.1	Rhonda Mettam
4	s5.56 Admin Reg 19C (4)	Has the local government reviewed the current Strategic Community Plan. If Yes, please provide date of most recent review by Council in Comments. Note: If the current Strategic Community Plan was adopted after 1/1/2016, please respond N/A and provide adoption date in Comments?	N/A	Adopted 20 December 2019 A desktop review was also undertaken in April 2019 but not presented to Council	Rhonda Mettam
5	S5.56 Admin Reg 19DA (3)	Has the local government developed an Asset Management Plan(s) that covers all asset classes. If Yes, please provide the date of the most recent Plan adopted by Council in Comments?	Yes	Part of the Strategic Resource Plan adopted at the Ordinary Council meeting held on the 30 April 2019 Item 11.1	Rhonda Mettam
6	S5.56 Admin Reg 19DA (3)	Has the local government developed a Long Term Financial Plan. If Yes, please provide the adoption date of the most recent Plan in Comments?	Yes	Part of the Strategic Resource Plan adopted at the Ordinary Council meeting held on the 30 April 2019 Item 11.1	Rhonda Mettam
7	S5.56 Admin Reg 19DA (3)	Has the local government developed a Workforce Plan. If Yes, please provide adoption date of the most recent Plan in comments?	Yes	Adopted at the Ordinary Council meeting held on the 26 March 2014 Item 11.3	Rhonda Mettam

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MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

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



Department of
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Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A		Rhonda Mettam
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A?	Yes	Position of Executive Manager Community Development	Rhonda Mettam
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4)?	N/A		Rhonda Mettam
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only)?	N/A		Rhonda Mettam
5	s5.37(2)	Did the CEO inform Council of each proposal to employ or dismiss a designated senior employee?	Yes	Ordinary Council meeting held on the 28 August 2019 Item 17.1 Appointment of Executive Manager Community Development	Rhonda Mettam

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

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



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

MINUTES OF THE ORDINARY COUNCIL MEETING

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



Department of
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and Cultural Industries

Optional Questions					
No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Local Government (Financial Management) Regulation 5 (2)(c) within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	Ordinary Council meeting held on the 31 July 2019 Item 12.4	Rhonda Mettam
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulation 17 within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	Ordinary Council meeting held on the 22 February 2019 Item 11.6	Rhonda Mettam
3	Financial Management Reg 5A.	Did the local government provide AASB 124 related party information in its annual report(s) tabled at an electors meeting(s) during calendar year 2019?	Yes	Annual Electors meeting held on Tuesday 17 December 2019 Item 3.0 on page 35 in the financials of the 2018/2019 Annual Report	Rhonda Mettam
4	S6.4(3)	Did the local government submit to its auditor by 30 September 2019 the balanced accounts and annual financial report for the year ending 30 June 2019?	Yes		Rhonda Mettam

Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	s3.5? F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2))?	Yes		Rhonda Mettam
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract?	N/A		Rhonda Mettam
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice?	Yes		Rhonda Mettam

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MINUTES OF THE ORDINARY COUNCIL MEETING

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



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

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MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

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



Department of
Local Government, Sport
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
17	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE?	N/A		Rhonda Mettam
18	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application?	N/A		Rhonda Mettam
19	F&G Reg 24AD(5)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, given notice of the variation?	N/A		Rhonda Mettam
20	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications?	N/A		Rhonda Mettam
21	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application (s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria?	Yes		Rhonda Mettam
22	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG?	N/A		Rhonda Mettam
23	F&G Reg 24AJ	Did the CEO send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted?	N/A		Rhonda Mettam
24	F&G Reg 24E	Where the local government gave a regional price preference, did the local government comply with the requirements of F&G Reg 24E including the preparation of a regional price preference policy?	N/A		Rhonda Mettam
25	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy?	N/A		Rhonda Mettam
26	F&G Reg 11A	Does the local government have a current purchasing policy that comply with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less?	Yes		Rhonda Mettam

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MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

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



Department of
Local Government, Sport
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
27	F&G Reg 11A	Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract is, or is expected to be \$150,000 or less or worth \$150,000 or less?	Yes		Rhonda Metzam

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

Signed Mayor / President, Shark Bay

Signed CEO, Shark Bay

26 FEBRUARY 2020

12.2 BUDGET REVIEW 2019/2020
FM00005

Author

Executive Manager Finance and Administration

Disclosure of Any Interest

Nil

Moved Cr Ridgley

Seconded Cr Smith

Council Resolution

That the Audit Committee recommend that Council -

- 1. Accepts the budget review as presented;**
- 2. Adopts the revised budget figures as budget amendments for the year ending 30 June 2020; and**
- 3. Adopts the amended transfers to and from reserves for the year ended 30 June 2020.**

6/0 CARRIED

Background

At the most recent Audit Committee meeting held on the 12 February 2020, the committee **resolved to recommend that the Council adopt the budget review as attached.**

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

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

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

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

Comment

The budget has been reviewed to continue to deliver on strategies adopted by the Council and the maintenance of a high level of service across all programs. Attached is a report on the budget changes for Council's information.

26 FEBRUARY 2020

The actual opening surplus on the statement of financial activity as at 1 July 2019 was \$1,770,218 which is \$2,386 more than the estimated opening surplus of \$1,767,832.

Operating Revenue

Amendments to the original operating revenue budget resulted in an overall increase in revenue of \$115,222. This is mainly due to the increase in grant income from Main Roads Western Australia Road Preservation Grants (\$7K) and additional grants/distributions received from Local Government Insurance Scheme (\$23K), Department of Local Government Sport and Cultural Industries (\$5K), Department of Communities (\$0.7K) and Department of Industry, Innovation and Science (\$20K). Other items affecting operating revenue include increased revenue from Shark Bay Discovery Centre Sale of Merchandise and Park Passes (\$22K), Shark Bay Recreation Centre Hire Fees (\$1.5K), Shark Bay Discovery Centre Fire System Monitoring Reimbursement (\$1.5K), Dog Registration Fees (\$1.6K), Department of Transport Rubbish Charge Reimbursements(\$6K), Camping Fees (\$5K) and Back and Interim Rates (\$54K). These increases have been offset by decreases in Interest receivable (\$31K) and Rental Income (\$1K).

Operating Expenditure

Overall the amendments have increased the operating expenditure budget by \$125,142. The variance consists of savings incurred in Fire Prevention (\$3K), Beach/Rock Wall and Swimming Hole maintenance (\$19K), Interest for Town Bore (\$10K), Shark Bay Discovery Centre Website Development (\$3K) and Barnard Street Slashing expense (\$7K). These have been offset by increases in computer upgrade expense (\$6K), Cyclone Cleanup (\$6K), Gascoyne Sports Modelling and Activations expense (\$5K), Galla maintenance (\$5K), Shark Bay Discovery Centre Fire Fighting System maintenance (\$7K), Shark Bay Discovery Centre Shop Equipment/Furniture and merchandise (\$17K), Tourism Subscription and Memberships (\$1.5K), Depot Office Furniture/Equipment (\$3K), Country Roads and Useless Loop Road maintenance (\$90K), Department of Transport Rubbish removal expense \$(6K), Men Shed Site Works (\$20K) and Thank A Volunteer Day Expense \$(0.7K).

Capital Revenue

There has been no change to the Capital Revenue Budget.

Capital Expenditure

Capital expenditure has increased by \$118,268. This is mainly due to expenditure on capital projects relating to Brockman Street Upgrade (\$152K) and savings in plant purchases (\$14K) and Drainage (\$20K).

Note 8 of the attached report shows the detail of the capital expenditure.

Financing

The area focuses mainly on transfer to and from reserves and debenture repayments and shows a net result of \$125,802.

This is due to an increase of \$222,755 in the transfer from reserves and relates to the additional funds required for the Brockman Street Upgrades and Country Road and Useless Loop Road maintenance.

The transfer to reserves has increased by \$112,425 which is transferred to the infrastructure reserve for future projects.

The repayment of debentures has been reduced by \$15,472 as the first repayment will

26 FEBRUARY 2020

be due on six months and will fall into the next financial year.

Note 3 in the attached report shows the amended budget for reserve action for 2019/2020.

Overall Result

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

Legal Implications

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

Policy Implications

There are no policy implications associated with this report.

Financial Implications

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

Strategic Implications

The budget review has been developed, taking into account the objectives of the Shire of Shark Bay's Strategic Community Plan 2019 and Corporate Business Plan. There are no new initiatives in this budget review which require an amendment to the Corporate Business Plan.

Risk Management

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

Voting Requirements

Absolute Majority Required

Signatures

Author	<i>A Pears</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	6 February 2020

Shire of Shark Bay	
BUDGET REVIEW FINANCIAL REPORT	
JANUARY 2020	
LOCAL GOVERNMENT ACT 1995	
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996	
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MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

SHIRE OF SHARK BAY						
STATEMENT OF FINANCIAL ACTIVITY						
(Statutory Reporting Program)						
January 2020						
	Note	Original Budget	Actual to 31 December 2019	Amended Annual Budget	Variance	Comments
Operating Revenues		\$	\$	\$		
Governance		4,300	9,272	10,502	6,202	Increase due to LGIS Member Dividend received to support computer upgrades
General Purpose Funding - Rates	5	1,391,961	1,446,135	1,446,133	54,172	Increase due to Interim and Back Rates included into budget
General Purpose Funding - Other		998,735	504,051	984,171	(14,564)	Decrease of Interest Receivable due to significant interest rate reduction
Law, Order and Public Safety		108,123	62,112	109,773	1,650	Increase due to Dog Registration Fees
Health		2,250	1,196	2,250	0	No change
Housing		130,105	69,890	129,105	(1,000)	Decrease due to Pensioner Unit vacancy due to repairs
Community Amenities		341,446	304,852	341,446	0	No change
Recreation and Culture		287,273	201,802	317,273	30,000	Increase in SBDC sales and park passes, SBRC Hire Fees and SBDC Fire System Monitoring Reimbursement plus Grant received for Gascoyne Sports Modelling.
Transport		514,558	408,669	527,620	13,062	Increase due to DOT Rubbish Charges Recovery and MRWA Road Preservation Grant
Economic Services		894,082	326,594	919,782	25,700	Increase in Grants Received for Thank a Volunteer Day and Business and Stakeholder Survey plus camping fees
Other Property and Services		38,000	33,354	38,000	0	No change
Total Operating Revenue		4,710,833	3,367,928	4,826,055	115,222	
Operating Expense						
Governance		(282,124)	(121,585)	(288,326)	(6,202)	Increase due to computer upgrades to Windows 10
General Purpose Funding		(115,631)	(52,208)	(115,631)	0	No change
Law, Order and Public Safety		(316,668)	(146,136)	(319,668)	(3,000)	Increase due to Cyclone Cleanup and decrease in Fire Prevention expense.
Health		(80,865)	(23,864)	(80,865)	0	No change
Housing		(231,263)	(110,556)	(231,263)	0	No change
Community Amenities		(738,587)	(328,428)	(738,587)	0	No change

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Recreation and Culture						Decrease in maintenance costs for Beach/Rock Wall and Swimming Hole, Interest for Town Bore and SBDC Website Development. These were offset by increases in Gascoyne Sports Modelling and Activation expenses, Galla maintenance, SBDC Fire Fighting system maintenance, Tourism Subscription and membership expense and SBDC Shop equipment/furniture and merchandise.
		(2,230,779)	(1,115,953)	(2,234,519)	(3,740)	
Transport						Increase in Depot Office Furniture/Equipment, maintenance for Country Roads and Useless Loop Road and DOT Rubbish Removal. This has been offset by a reduction in Barnard Street Slashing expense.
		(1,761,594)	(837,019)	(1,853,094)	(91,500)	
Economic Services						Increase due to Mens Shed Site Works and Thank a
		(1,096,522)	(300,147)	(1,117,222)	(20,700)	Volunteer Day expenses
Other Property and Services			528	(37,500)	0	No change
		(37,500)				
Total Operating Expenditure		(6,891,533)	(3,035,368)	(7,016,675)	(125,142)	
Funding Balance Adjustments						
Add back Depreciation		2,015,110	976,247	2,015,110	0	No change
Adjust (Profit)/Loss on Asset Disposal	4	66,878	(2,265)	66,878	0	No change
Adjust Provisions and Accruals		0	0	0	0	No change
Net Cash from Operations		(98,712)	1,306,542	(108,632)	(9,920)	
Capital Revenues						
Grants, Subsidies and Contributions	7	527,462	194,855	527,462	0	No change
Proceeds from Disposal of Assets	4	232,636	39,091	232,636	0	No change
Total Capital Revenues		760,098	233,946	760,098	0	
Capital Expenses						
Land and Buildings	8	(360,000)	(7,870)	(360,000)	0	No change
Infrastructure - Roads	8	(642,570)	(274,324)	(795,325)	(152,755)	Increase due to Brockman Street upgrade
Infrastructure - Public Facilities	8	(934,500)	(641,699)	(934,500)	0	No Change
Infrastructure - Footpaths	8	(50,000)	(23,014)	(50,000)	0	No change
Infrastructure - Drainage	8	(20,000)	0	0	20,000	Drainage expense transferred to Brockman Street Upgrade
Plant and Equipment						Reduction for EMCD and EMFA Vehicle budget due to savings at trade in.
	8	(505,000)	(66,621)	(490,513)	14,487	
Furniture and Equipment	8	(20,000)	(20,784)	(20,000)	0	No change
Total Capital Expenditure		(2,532,070)	(1,034,312)	(2,650,338)	(118,268)	
Net Cash from Capital Activities		(1,771,972)	(800,366)	(1,890,240)	(118,268)	

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Financing						
Proceeds from Loans		800,000	0	800,000	0	No change
Transfer from Reserves						Increase due to Useless Loop and Country Road maintenance and Brockman Street upgrades
	3	873,500	473,024	1,096,255	222,755	
Repayment of Debentures	6	(66,071)	(25,001)	(50,599)	15,472	No change
Transfer to Reserves	3	(1,504,577)	(4,586)	(1,617,002)	(112,425)	Increase to Infrastructure Reserve
		0	0	0	0	No change
Net Cash from Financing Activities		102,852	443,437	228,654	125,802	
Net Operations, Capital and Financing		(1,767,832)	949,613	(1,770,218)	(2,386)	
Opening Funding Surplus(Deficit)	1	1,767,832	1,770,218	1,770,218	2,386	
Closing Funding Surplus(Deficit)	1	0	2,719,831	0	(0)	
NOTE: Note 3 shows the detail of changes to budgets.						

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

SHIRE OF SHARK BAY					
STATEMENT OF BUDGET AMENDMENTS					
January 2020					
	Note	Annual Budget	Actual to 31 December 2019	Amended Annual Budget	Variance
Operating Revenues		\$		\$	\$
Rates	5	1,391,961	1,446,135	1,446,133	54,172
Operating Grants, Subsidies and Contributions	7	1,462,272	928,673	1,511,795	49,523
Fees and Charges		1,656,006	888,305	1,691,156	35,150
Interest Earnings		57,730	13,518	26,405	(31,325)
Other Revenue		130,562	89,032	138,264	7,702
Profit on Disposal of Assets	4	12,302	2,265	12,302	0
Total Operating Revenue		4,710,833	3,367,928	4,826,055	115,222
Operating Expense					
Employee Costs		(2,265,623)	(958,128)	(2,277,223)	(11,600)
Materials and Contracts		(1,974,380)	(768,428)	(2,096,582)	(122,202)
Utility Charges		(187,510)	(68,689)	(187,510)	0
Depreciation on Non-Current Assets		(2,015,110)	(976,247)	(2,015,110)	0
Interest Expenses		(17,370)	(1,846)	(7,210)	10,160
Insurance Expenses		(156,295)	(153,325)	(156,295)	0
Other Expenditure		(196,065)	(108,705)	(197,565)	(1,500)
Loss on Disposal of Assets	4	(79,180)	0	(79,180)	0
Total Operating Expenditure		(6,891,533)	(3,035,367)	(7,016,675)	(125,142)
Funding Balance Adjustments					
Add back Depreciation		2,015,110	976,247	2,015,110	0
Adjust (Profit)/Loss on Asset Disposal	4	66,878	(2,265)	66,878	0
Adjust Provisions and Accruals		0	0	0	0
Net Cash from Operations		(98,712)	1,306,543	(108,632)	(9,920)
Capital Revenues					
Grants, Subsidies and Contributions	7	527,462	194,855	527,462	0
Proceeds from Disposal of Assets	4	232,636	39,091	232,636	0
Total Capital Revenues		760,098	233,946	760,098	0
Capital Expenses					
Land and Buildings	8	(360,000)	(7,870)	(360,000)	0
Infrastructure - Roads	8	(642,570)	(274,324)	(795,325)	(152,755)
Infrastructure - Public Facilities	8	(934,500)	(641,699)	(934,500)	0
Infrastructure - Footpaths	8	(50,000)	(23,014)	(50,000)	0
Infrastructure - Drainage	8	(20,000)	0	0	20,000
Plant and Equipment	8	(505,000)	(66,621)	(490,513)	14,487
Furniture and Equipment	8	(20,000)	(20,784)	(20,000)	0
Total Capital Expenditure		(2,532,070)	(1,034,312)	(2,650,338)	(118,268)
Net Cash from Capital Activities		(1,771,972)	(800,366)	(1,890,240)	(118,268)
Financing					
Proceeds from Loans		800,000	0	800,000	0
Transfer from Reserves	3	873,500	473,024	1,096,255	222,755
Repayment of Debentures	6	(66,071)	(25,001)	(50,599)	15,472
Transfer to Reserves	3	(1,504,577)	(4,586)	(1,617,002)	(112,425)
		0	0	0	0
Net Cash from Financing Activities		102,852	443,437	228,654	125,802
Net Operations, Capital and Financing		(1,767,832)	949,613	(1,770,218)	(2,386)
Opening Funding Surplus(Deficit)		1,767,832	1,770,218	1,770,218	2,386
Closing Funding Surplus(Deficit)		0	2,719,831	0	(0)

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

SHIRE OF SHARK BAY				
STATEMENT OF BUDGET AMENDMENTS				
January 2020				
Capital Acquisitions	Note	Amended Budget	Original Budget	
		\$	\$	
Land and Buildings	13	(360,000)	(360,000)	
Infrastructure Assets - Roads	13	(795,325)	(642,570)	
Infrastructure Assets - Public Facilities	13	(934,500)	(934,500)	
Infrastructure Assets - Footpaths	13	(50,000)	(50,000)	
Infrastructure Assets - Drainage	13	0	(20,000)	
Plant and Equipment	13	(490,513)	(505,000)	
Furniture and Equipment	13	(20,000)	(20,000)	
Capital Expenditure Totals		(2,650,338)	(2,532,070)	

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
January 2020				
Note 1: NET CURRENT FUNDING POSITION				
		Positive=Surplus (Negative=Deficit)		
	Note	YTD 31 December 2019	30 June 2019	31 December 2018
		\$	\$	\$
Current Assets				
Cash Unrestricted		2,099,782	1,992,599	2,120,319
Cash Restricted		1,435,957	1,904,459	1,570,193
Receivables - Rates		469,828	31,927	407,195
Receivables -Other		326,889	68,343	107,867
Interest / ATO Receivable/Trust		24,944	7,427	22,281
Inventories		131,104	113,037	113,037
		4,488,503	4,117,793	4,340,892
Less: Current Liabilities				
Payables		(113,215)	(238,478)	(180,250)
Provisions		(208,068)	(252,431)	(252,431)
Bond Liability (Formally Trust Account)		(11,433)		
		(332,716)	(490,909)	(432,681)
Less: Cash Reserves		(1,435,957)	(1,904,459)	(1,570,193)
Net Current Funding Position		2,719,831	1,722,426	2,338,018

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

SHIRE OF SHARK BAY							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
January 2020							
Note 2: BUDGET AMENDMENTS							
Program	Ledger No.	Description	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance	
			\$	\$	\$	\$	
		Opening Surplus		2,386		2,386	
OPERATING							
General Purpose Funding	Rates	00103075	Interim Rates UV - Exploration		(1,098)	1,288	
		00103080	Interim Rates GRV - Residential	1,825		3,113	
		00103084	Interim Rates GRV - Rural Commercial	973		4,086	
		00103086	Interim Rates GRV - Resort	24,144		28,230	
		00103087	Interim Rates GRV - Industrial Residential				
		00103110	Vacant		(10)	28,220	
		00103110	Back Rates GRV - Residential	1,047		29,267	
		00103114	Back Rates GRV - Resort	19,266		48,533	
		00103130	Back Rates UV - Exploration	8,025		56,558	
	General Purpose Income	04033420	LGIS Surplus Share Dividend Distribution	16,761		73,319	
	Interest On Investments	00304120	Interest Earned - Infrastructure Reserve		(6,200)	67,119	
		00304125	Interest Earned - Pensioner Unit Reserve		(65)	67,054	
		00304130	Interest Earned - Recreation Facilities Replacement Reserve		(2,600)	64,454	
		00304132	Interest Earned - Plant Replacement Reserve		(600)	63,854	
		00304133	Interest Earned - Monkey Mia Jetty Reserve		(280)	63,574	
		00304134	Interest Earned - Shared Fire System Reserve		(280)	63,294	
		00304136	Interest Earned - Leave Reserve		(1,300)	61,994	
		00304140	Interest Earned - Investments		(20,000)	41,994	
Governance	Members of Council	05100980	Publications & Subscriptions - Members		(2,000)	39,994	
		05101010	Conference Expenses - Members	2,500		42,494	
		05101080	Travel External - Members	2,000		44,494	
		05101091	Public Receptions		(2,000)	42,494	
		05101092	Gifts and Plaques	500		42,994	
		05102480	Election Expenses		(1,000)	41,994	
	Administration Other	05200399	LGIS Members Dividend	6,202		48,196	
		05200928	Hardware Purchases < \$5k		(6,202)	41,994	
Law, Order And Public Safety	Fire Prevention	10102501	Fire Prevention	3,000		44,994	
	Animal Control	10203858	Dog Registration Fees	1,650		46,644	
	Other Law, Order & Public Safety	10302426	Cyclone Clean Up		(6,000)	40,644	
Housing	Pensioner Units	25103961	Rent - Pensioner Unit 2		(1,000)	39,644	
Recreation And Culture	Foreshore	35201921	Maintenance - Beach/Rock Wall	12,000		51,644	
		35202234	Maintenance - Swimming Hole	7,200		58,844	
	Other Recreation & Sport	35301167	Gascayne Sports Modelling & Activation Planning Project Expense		(5,100)	53,744	
		35302255	Interest Loan - Town Bore	10,160		63,904	
		35303741	Grant - Gascayne Sports Modelling	5,000		68,904	
		35303820	SBRC Hire Fees	1,500		70,404	
	Other Culture	35602085	Maintenance - Velshedra/Galla		(5,000)	65,404	
	World Heritage	36000751	Maintenance - SBDC Fire Fighting System		(7,500)	57,904	
		36000904	Subscriptions and Memberships - Tourism		(1,500)	56,404	
		36000986	Website Development	3,000		59,404	
		36000999	Shop Equipment and Furniture < \$5K		(2,000)	57,404	
		36002699	Purchase - Merchandise		(15,000)	42,404	
		36003660	Fire System Monitoring Reimbursement	1,500		43,904	
		36003770	Sale - Merchandise	20,000		63,904	
		36003772	Sale - Dept of Parks & Wildlife Park Passes	2,000		65,904	
Transport	Streets, Roads, Bridges, Depots	45100763	Depot Office Furniture < \$5K		(3,000)	62,904	
		45103270	Road Preservation Grant	7,062		69,966	
		45121945	Maintenance - Country Roads		(40,000)	29,966	
		45121946	Useless Loop Road Maintenance		(50,000)	(20,034)	
		45132233	Maintenance - Barnards Street Slashing	7,500		(12,534)	
	Denham Marine Facilities	DOTRUB	DOT - Rubbish Removal		(6,000)	(18,534)	
		45510776	DOT Marina Facility Agreement Income	6,000		(12,534)	
Economic Services	Community Development	50102663	Men Shed Site Works		(20,000)	(32,534)	
		50102748	Grants - Community Development	700		(31,834)	
		TAVDAY	Thank A Volunteer Day		(700)	(32,534)	
		50103673	Grant - Business and Stakeholder Survey	20,000		(12,534)	
	Tourism & Area Promotion	EAGLE	Eagle Bluff Camping Fees	3,500		(9,034)	
		GOULET	Goulet Bluff Camping Fees	1,500		(7,534)	
CAPITAL							
Governance	Administration Other	05205338	EMFA Vehicle Replacement	7,207		(327)	
Community Amenities		05205340	EMCD Vehicle Replacement	7,280		6,953	
Transport	Streets, Roads, Bridges, Depots	45105876	Drainage Upgrades - Capital	20,000		26,953	
		45180090	R2R Brookman Street 19/20		(152,755)	(125,802)	
			Transfer to Reserves		(132,425)	(258,227)	
			Transfer from Reserves	242,755		(15,472)	
			Repayment of Debentures	15,472		0	
				491,615	(491,615)		

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
January 2020									
Note 3: CASH BACKED RESERVE									
Name	Opening Balance	Original Budget Interest Earned	Amended Budget Interest Earned	Original Budget Transfers In (+)	Amended Budget Transfers In (+)	Original Budget Transfers Out (-)	Amended Budget Transfers Out (-)	Original Budget Closing Balance	Amended Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Infrastructure Reserve	1,332,164	14,000	7,800	595,418	869,168	(255,000)	(625,255)	1,686,582	1,583,877
Pensioner Unit Maintenance Reserve	10,916	130	65	116,143	116,143	(45,000)	(85,000)	82,189	42,124
Recreation Facility Replacement/Upgrade Res.	269,466	4,000	1,400	202,000	52,000	(237,500)	(50,000)	237,966	272,866
Plant Replacement Reserve	70,302	1,100	500	568,636	568,636	(336,000)	(336,000)	304,038	303,438
Leave Reserve	170,156	2,300	1,000	0	0	0	0	172,456	171,156
Monkey Mia Jetty Reserve	21,977	400	120	0	0	0	0	22,377	22,097
Shared Fire Fighting System Reserve	29,413	450	170	0	0	0	0	29,863	29,583
	1,904,395	22,380	11,055	1,482,197	1,605,947	(873,500)	(1,096,255)	2,535,472	2,425,142

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
January 2020								
Note 4: CAPITAL DISPOSALS								
Actual YTD Profit/(Loss) of Asset Disposal					Amended Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	Plant and Equipment	\$	\$	\$	
				Governance				
0	0	0	0	CEO Vehicle	(3,925)	0	3,925	CEO Vehicle due to be traded in May 2020
34,765	(17,765)	21,364	4,364	EMFA Vehicle	3,000	4,364	1,364	EMFA Vehicle Traded in July 2019
23,282	(3,456)	17,727	(2,098)	EMCD Vehicle	(5,141)	(2,098)	3,043	EMCD Vehicle Traded in December 2019
				Transport				
			0	Dual Cab Ute - Ranger	4,594	0	(4,594)	Ranger Vehicle due to be traded in February 2020
			0	Dual Cab Ute - Gardener	4,708	0	(4,708)	Gardener Vehicle due to be traded in February 2020
			0	Prime Mover	(66,250)	0	66,250	Prime Mover to be traded in February 2020
			0	Vibration Roller - Sale Proceeds	(3,864)	0	3,864	Vibration Roller due to be sold in May 2020
58,047	(21,221)	39,091	2,265		(66,878)	2,266	69,144	

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
January 2020											
Note 5: RATING INFORMATION	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
RATE TYPE											
Differential General Rate											
GRV Residential	0.102840	316	3,761,841	386,871	1,826	1,047	389,744	386,871	1,825	1,047	389,743
GRV Commercial	0.105690	42	2,114,558	223,477			223,477	223,477			223,477
GRV Vacant	0.102840	18	360,100	37,033			37,033	37,033			37,033
GRV Rural Commercial	0.106880	5	306,280	32,736	973		33,709	32,736	973		33,709
GRV Industrial/Residential	0.113800	46	629,944	71,689			71,689	71,689			71,689
GRV Industrial/Residential Vacant	0.102840	2	10,400	1,070	-10		1,060	1,070	-10		1,060
GRV Rural Resort	0.112820	3	1,132,800	127,805	24,144	19,266	171,214	127,805	24,144	19,266	171,215
UV General	0.207090	7	827,678	171,402			171,402	171,402			171,402
UV Pastoral	0.141820	11	617,360	87,556			87,556	87,556			87,556
UV Mining	0.282450	1	7,947	2,245			2,245	2,245			2,245
UV Exploration	0.271580	2	764,435	207,605	-1,098	8,025	214,532	207,604	-1,098	8,025	214,531
Sub-Totals		453	10,533,343	1,349,490	25,834	28,339	1,403,662	1,349,488	25,834	28,338	1,403,660
Minimum Payment											
GRV Residential	876.00	52	384,173	45,552			45,552	45,552			45,552
GRV Commercial	876.00	17	93,832	14,892			14,892	14,892			14,892
GRV Vacant	876.00	83	271,090	72,708			72,708	72,708			72,708
GRV Rural Commercial	876.00	0	0	0			0	0			0
GRV Industrial/Residential	876.00	3	19,440	2,628			2,628	2,628			2,628
GRV Industrial/Residential Vacant	546.00	0	0	0			0	0			0
GRV Rural Resort	876.00	0	0	0			0	0			0
UV General	735.00	6	9,262	4,410			4,410	4,410			4,410
UV Pastoral	920.00	0	0	0			0	0			0
UV Mining	920.00	1	654	920			920	920			920
UV Exploration	920.00	2	4,080	1,840			1,840	1,840			1,840
Sub-Totals		164	782,531	142,950	0	0	142,950	142,950	0	0	142,950
Concessions							(139,394)				(139,394)
Amount from General Rates							1,407,218				1,407,216
Specified Area Rates							38,917				38,917
Totals							1,446,135				1,446,133

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
January 2020											
6. INFORMATION ON BORROWINGS											
(a) Debenture Repayments											
Particulars	Principal 1-Jul-19	New Loans	Principal Repayments			Principal Outstanding			Interest Repayments		
			Actual \$	Original Budget \$	Amended Budget \$	Actual \$	Original Budget \$	Amended Budget \$	Actual \$	Original Budget \$	Amended Budget \$
Loan 56 - Staff Housing	134,616	0	15,667	31,653	31,653	118,949	102,963	102,963	1,668	5,654	5,654
Loan 57 - Monkey Mia Bore	28,847	0	9,333	18,946	18,946	19,513	9,901	9,901	783	1,556	1,556
Town Oval Bore	0	800,000	0	15,472	0	0	784,528	784,528	0	10,160	0
	163,463	800,000	25,001	66,071	50,599	138,462	897,392	897,392	2,451	17,370	7,210

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

26 FEBRUARY 2020

Shire of Shark Bay					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
January 2020					
Note 7: GRANTS AND CONTRIBUTIONS					
Program/Details	Grant Provider	Original Budget	Amended Budget	Operating	Capital
		\$	\$	\$	\$
GENERAL PURPOSE FUNDING					
Grants Commission - General	WALGGC	692,157	692,157	692,157	0
Grants Commission - Roads	WALGGC	226,736	226,736	226,736	0
LGIS Surplus Share Dividend Distribution	Local Government Insurance Scheme	0	16,761	16,761	
LAW, ORDER, PUBLIC SAFETY					
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	8,133	8,133	8,133	0
Grant FESA - SES	Dept. of Fire & Emergency Serv.	46,590	46,590	46,590	0
Coastal Hazard Risk Management & Adaption Plan	WA Planning Commission	32,500	32,500	32,500	
Coastal Adaptation and Protection	Department of Transport	11,000	11,000	11,000	0
Gascoyne Sports Modelling	Department of Local Government Sport and Cultural Industries	0	5,000	5,000	0
RECREATION AND CULTURE					
Contributions - HMAS Sydney Exhibit	Visitors to Discovery Centre	200	200	200	0
Laser Tag	Miscellaneous revenue	0	0	0	0
TRANSPORT					
Road Preservation Grant	State Initiative - Main Roads WA	106,056	113,118	113,118	0
Useless Loop Road - Mtce	Main Roads WA	330,000	330,000	330,000	0
Contributions - Road Projects	Pipeline	8,900	8,900	8,900	0
Roads To Recovery Grant - Cap	Roads to Recovery	297,245	297,245	0	297,245
RRG Grants - Capital Projects	Regional Road Group	230,217	230,217	0	230,217
ECONOMIC SERVICES					
Thank a Volunteer	Dept of Communities	0	700	700	0
BBRF Community Investment	Department of Industry, Innovation and Science	0	20,000	20,000	0
TOTALS		1,989,734	2,039,257	1,511,795	527,462
	Original Budget			Amended Budget	
	Operating	1,462,272		Operating	1,511,795
	Non-operating	527,462		Non - Operating	527,462
		1,989,734			2,039,257

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Note 8: CAPITAL WORKS PROGRAM 2019/2020					
Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Original Annual Budget	Actual to 31 December	Amended Annual Budget
Land and Buildings					
Buildings					
Governance					
Asbestos Removal - Shire Office	2.2.1	WKSM	(75,000)	0	(75,000)
Records Room	4.2.2	CEO	(30,000)	(7,870)	(30,000)
Community Amenities Total			(105,000)	(7,870)	(105,000)
Housing					
Staff housing Capital Works					
Staff Housing - 5 Spaven Way	2.2.1	CEO	(10,000)	0	(10,000)
Staff Housing - 65 Brockman St	2.2.1	EMCD	(10,000)	0	(10,000)
Staff Housing - 51 Durlacher St	2.2.1	EMFA	(10,000)	0	(10,000)
Staff Housing - 80 Durlacher St	2.2.1	EMCD	(10,000)	0	(10,000)
Pensioner Units Capital	2.2.1	EMCD	(35,000)	0	(35,000)
Pensioner Units Door/Water Pipe Replacement	2.2.1	EMCD	(10,000)	0	(10,000)
Housing Total	2.2.1		(85,000)	0	(85,000)
Community Amenities					
Morgue	2.2.1	CEO	(20,000)	0	(20,000)
Community Amenities Total			(20,000)	0	(20,000)
Recreation and Culture					
Asbestos Removal - Denham Town Hall/Stables	2.2.1	WKSM	(75,000)	0	(75,000)
Recreation Centre Panel and Paint Renewal	2.2.1	WKSM	(50,000)	0	(50,000)
Recreation and Culture Total			(125,000)	0	(125,000)

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Original Annual Budget	Actual to 31 December	Amended Annual Budget
Transport					
Depot - Office Awning	4.2.2	WKSM	(10,000)	0	(10,000)
Depot - Boundary Fencing	4.2.2	WKSM	(15,000)	0	(15,000)
Transport Total			(25,000)	0	(25,000)
Land and Buildings Total			(360,000)	(7,870)	(360,000)
Footpaths					
Transport					
Footpath Construction-Denham Footpath Plan	1.1.1/2.2.1	WKSM	(50,000)	(23,014)	(50,000)
Footpaths Total			(50,000)	(23,014)	(50,000)
Drainage					
Transport					
Drainage/Sump Construction	1.1.1	WKSM	(20,000)	0	0
Footpaths Total			(20,000)	0	0
Furniture & Office Equip.					
Governance					
Server and Program Upgrade	4.2.2	EMFA	(20,000)	(20,784)	(20,000)
Governance Total			(20,000)	(20,784)	(20,000)
Furniture & Office Equip. Total			(20,000)	(20,784)	(20,000)

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Original Annual Budget	Actual to 31 December	Amended Annual Budget
Goverance					
CEO Vehicle	2.2.1	CEO	(65,000)	0	(65,000)
EMFA Vehicle	2.2.1	EMFA	(35,000)	(27,793)	(27,793)
EMCD Vehicle	2.2.1	EMCD	(35,000)	(27,720)	(27,720)
8			(135,000)	(55,513)	(120,513)
Transport					
Major Plant Items	4.2.2	WKSM	(20,000)	0	(20,000)
Excavator	4.2.2	WKSM	0	(11,109)	0
Dual Cab Ute - Town Gardener	4.2.2	WKSM	(45,000)	0	(45,000)
Dual Cab Ute - Ranger	4.2.2	WKSM	(45,000)	0	(45,000)
Prime Mover	4.2.2	WKSM	(240,000)	0	(240,000)
Transport Total			(350,000)	(11,109)	(350,000)
Denham Marine Facilities					
Boat Jinker Brake System Upgrade	1.1.2	WKM	(20,000)	0	(20,000)
Denham Marine Facilities Total			(20,000)	0	(20,000)
Plant , Equipment and Vehicles Total					
			(505,000)	(66,622)	(490,513)
Public Facilities					
Community Amenities					
Cemetery Shade	2.4.2	WKSM	(5,000)	0	(5,000)
Hamelin Pool Carpark	2.2.1	WKSM	(10,000)	0	(10,000)
Community Amenities Total			(15,000)	0	(15,000)

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Original Annual Budget	Actual to 31 December	Amended Annual Budget
Recreation And Culture					
West End Toilet Roof Replacement	2.2.1	WKSM	(15,000)	0	(15,000)
Town Oval Bore	2.2.1	WKSM	(800,000)	(607,382)	(800,000)
Town Bore Fence Extensions	2.2.1	WKSM	(7,500)	0	(7,500)
Town Oval Fountain	2.2.1	WKSM	(7,000)	(5,035)	(7,000)
Playground Fence Replacement	2.2.1	WKSM	(8,000)	0	(8,000)
Charlie Sappie Park Bed Removal and Replacement	2.2.1	WKSM	(20,000)	0	(20,000)
Multi Purpose Courts Light Upgrade	2.2.1	WKSM	(10,000)	0	(10,000)
Little Lagoon Signs and Barriers	2.2.1/1.2.2	CEO	(52,000)	(29,282)	(52,000)
Recreation And Culture Total			(919,500)	(641,699)	(919,500)
Public Facilities Total			(934,500)	(641,699)	(934,500)
Roads (Non Town)					
Transport					
R2R Projects 19-20 Brockman Street	1.1.1	WKM	(297,245)	0	(450,000)
Useless Loop Road - RRG 19-20	1.1.1	WKM	(255,325)	(274,324)	(255,325)
Eagle Bluff - RRG 19-20	1.1.1	WKM	(90,000)	0	(90,000)
Transport Total			(642,570)	(274,324)	(795,325)
Roads (Non Town) Total			(642,570)	(274,324)	(795,325)
Capital Expenditure Total			(2,532,070)	(1,034,313)	(2,650,338)

26 FEBRUARY 2020

13.0 FINANCE REPORT

13.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED
CM00017

Author

Finance Officer / Accounts Payable

Disclosure of any Interest

Nil

Moved Cr Fenny
Seconded Cr Smith

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$1,070,449.97 be accepted.

6/0 CARRIED

Comment

The schedules of accounts for payment covering -
Municipal fund credit card direct debits for the month of December 2019 and January 2020 totalling \$7,833.00

Municipal fund account cheque numbers 26912 to 26916 totalling \$9,056.21

Municipal fund direct debits to Council for the month of December 2019 and January 2020 totalling \$40,769.31

Municipal fund account electronic payment numbers MUNI 26009 to 26019, 26041 to 26073, 26084 to 26115, 2077 to 26083, 26138 to 26203, 26205 to 26229 and 26233 to 26243 totalling \$704,148.45

Municipal fund account for December 2019 and January 2020 payroll totalling \$225,086.00

No Trust fund account cheque numbers were issued for December 2019 or January 2020

Trust fund Police Licensing for December 2019 and January 2020 transaction numbers 192006 and 192007 totalling \$28,414.35; and

Trust fund account electronic payment numbers 26074 to 26076, 26116 to 26137, 26145 to 26147, 26183, 26204, 26230 to 26232 and 26267 to 26289 totalling \$55,142.65

The schedule of accounts submitted to each member of Council on 21 February 2020 has been checked and are fully supported by vouchers and invoices. All vouchers and invoices have been duly certified as to the receipt of goods and services and the cost of goods and services received.

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The payments listed have been disbursed throughout the month.

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

Voting Requirements

Simple Majority Required

Signature

Author

A Pears

Chief Executive Officer

P Anderson

Date of Report

10 February 2020

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

**SHIRE OF SHARK BAY – CREDIT CARD
PERIOD – DECEMBER 2019 – JANUARY 2020**

CREDIT CARD TOTAL \$ 7,833.00

CEO

DATE	NAME	DESCRIPTION	AMOUNT
15/11/2019	SHARK BAY CAFÉ	COFFEE FOR MINISTER VISIT	-30.00
6/12/2019	SHIRE OF SHARK BAY	HC LICENCE J.FREE	-229.95
9/12/2019	REGIONAL EXPRESS DIRECT	REFUND FOR AIRFARE E.FENNY	215.60
10/12/2019	SHARK BAY BOWLING CLUB	SHIRE CHRISTMAS FUNCTION	-1460.00
18/12/2019	SHIRE OF SHARK BAY	REGISTRATION - EMCD VEHICLE	-27.70
23/12/2019	REGIONAL EXPRESS DIRECT	AIRFARE K.KNOTT WALGA TRAINING PERTH PO 8991	-639.70
			\$2,171.75

EMFA

DATE	NAME	DESCRIPTION	AMOUNT
15/11/2019	ACASHIC INTELLECTUAL CAPITAL	SBDC MERCHANDISE – PO 8887	-559.90
18/11/2019	NISBETS AUSTRALIA	HOT WATER URN REC CENTRE – PO 8909	-263.89
18/11/2019	SONY AUSTRALIA	WIRELESS SPEAKER – COUNCIL CHAMBERS – PO 8910	-66.00
2/12/2019	MWAVE ONLINE	WIRELESS ROUTER FOR REC CENTRE	-60.55
2/12/2019	CATCH OF THE DAY	5 x CISCO WIRELESS DONGLE ADAPTER USB	-45.00
2/12/2019	BELONG MOBILE	MONTHLY 1GB TELEVISION WITH N-COM	-10.00
2/12/2019	HARVEY NORMAN ONLINE	SMART TV FOR REC CENTRE MEETING ROOM – PO 8945	-1487.00
2/12/2019	APPLIANCES ONLINE	MOUNT FOR TV AT REC CENTRE MEETING ROOM – PO 8945	-209.00
4/12/2019	REGIONAL EXPRESS DIRECT	AIRFARE C.COWELL WALGA MEETING – PO 8948	-830.66
16/12/2019	MANTRA ON MURRAY	ACCOMMODATION C.COWELL WALGA MEETING	-768.00
20/12/2019	BP RAKICHS	FUEL EMFA VEHICLE	-73.00
23/12/2019	NISBITS AUSTRALIA	REFUND ON HOT WATER URN - REC CENTRE PO 8909	197.89
31/12/2019	BELONG MOBILE	MONTHLY 1GB TELEVISION WITH N-COM	-10.00
7/1/2020	GULL NORTH PERTH	FUEL EMFA VEHICLE	-70.21
14/1/2020	GREAT WATER CHELTENHAM	WATER FILTER AND TANK FOR SBDC PO 9017	-900.00
15/1/2020	NISBITS AUSTRALIA	HOT WATER URN FOR REC CENTRE – PO 9010	-302.39

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

15/1/2020	BILLABONG ROADHOUSE	FUEL EMFA VEHICLE	-72.11
			\$5,529.82

EMCD

DATE	NAME	DESCRIPTION	AMOUNT
15/1/2020	CLEAN UP AUSTRALIA	CLEAN UP AUSTRALIA DAY EQUIPMENT – PO 9014	-131.43
			\$131.43

SHIRE OF SHARK BAY – MUNI CHQ

**DECEMBER 2019 - JANUARY 2020
CHEQUE # 26912, 26913, 26914, 26915, 26916**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
26912	12/12/2019	WATER CORPORATION - OSBORNE PARK	WATER AND SERVICE CHARGES FOR SHIRE PREMISES	-8093.29
26913	09/01/2020	WATER CORPORATION - OSBORNE PARK	SERVICE CHARGES FOR COMMUNITY STANDPIPE	-22.30
26914	16/01/2020	DEPARTMENT OF TRANSPORT	MONKEY MIA COMMERCIAL RENEWAL FEE - JETTY NUMBER 4119	-720.15
26915	16/01/2020	WATER CORPORATION - OSBORNE PARK	SERVICE CHARGES TOILETS KNIGHT TERRACE	-64.77
26916	24/01/2020	SHIRE OF SHARK BAY (DOT)	REGISTRATION CEO VEHICLE TO 30 JUNE 2020	-155.70
			TOTAL	\$9,056.21

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

**SHIRE OF SHARK BAY – MUNI DIRECT DEBITS
DECEMBER 2019 - JANUARY 2020**

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD15256.1	08/12/2019	WA LOCAL GOV SUPERANNUATION PLAN PTY LTD	SUPERANNUATION CONTRIBUTIONS	-3205.02
DD15256.2	08/12/2019	WESTPAC SECURITIES ADMINISTRATION LTD	SUPERANNUATION CONTRIBUTIONS	-213.77
DD15256.3	08/12/2019	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-434.15
DD15256.4	08/12/2019	REST	SUPERANNUATION CONTRIBUTIONS	-335.45
DD15256.5	08/12/2019	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-258.66
DD15256.6	08/12/2019	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-433.86
DD15256.7	08/12/2019	SUN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-419.91
DD15256.8	08/12/2019	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-603.71
DD15256.9	08/12/2019	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-456.89
DD15266.1	31/12/2019	EXETEL PTY LTD	SHIRE OFFICE AND HOUSING MONTHLY INTERNET CHARGES	-374.97
DD15274.1	22/12/2019	WA LOCAL GOV SUPERANNUATION PLAN PTY LTD	SUPERANNUATION CONTRIBUTIONS	-3626.00
DD15274.2	22/12/2019	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-191.62
DD15274.3	22/12/2019	WESTPAC SECURITIES ADMINISTRATION LTD	SUPERANNUATION CONTRIBUTIONS	-213.77
DD15274.4	22/12/2019	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-434.15
DD15274.5	22/12/2019	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-258.66
DD15274.6	22/12/2019	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-433.86
DD15274.7	22/12/2019	SUN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-405.04
DD15274.8	22/12/2019	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-603.72
DD15274.9	22/12/2019	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-492.20
DD15256.10	08/12/2019	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-818.79
DD15256.11	08/12/2019	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1608.40
DD15256.12	08/12/2019	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-146.49
DD15256.13	08/12/2019	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-401.92
DD15256.14	08/12/2019	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-191.62
DD15274.10	22/12/2019	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-998.65
DD15274.11	22/12/2019	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1677.56
DD15274.12	22/12/2019	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-22.76

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD15274.13	22/12/2019	REST	SUPERANNUATION CONTRIBUTIONS	-407.40
DD15274.14	22/12/2019	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-404.54
DD15289.1	05/01/2020	WA LOCAL GOV SUPERANNUATION PLAN PTY LTD	SUPERANNUATION CONTRIBUTIONS	-3629.99
DD15289.2	05/01/2020	WESTPAC SECURITIES ADMINISTRATION LTD	SUPERANNUATION CONTRIBUTIONS	-225.31
DD15289.3	05/01/2020	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-527.22
DD15289.4	05/01/2020	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-258.66
DD15289.5	05/01/2020	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-433.86
DD15289.6	05/01/2020	SUN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-421.37
DD15289.7	05/01/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-603.72
DD15289.8	05/01/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-448.48
DD15289.9	05/01/2020	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1105.30
DD15298.1	21/01/2020	VIVA ENERGY AUSTRALIA	VIVA FUEL ACCOUNT FOR DECEMBER 2019	-206.10
DD15314.1	19/01/2020	WA LOCAL GOV SUPERANNUATION PLAN PTY LTD	SUPERANNUATION CONTRIBUTIONS	-3629.99
DD15314.2	19/01/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1586.69
DD15314.3	19/01/2020	WESTPAC SECURITIES ADMINISTRATION LTD	SUPERANNUATION CONTRIBUTIONS	-261.27
DD15314.4	19/01/2020	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	-434.15
DD15314.5	19/01/2020	PRIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-232.44
DD15314.6	19/01/2020	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-433.86
DD15314.7	19/01/2020	SUN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-362.40
DD15314.8	19/01/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-603.71
DD15314.9	19/01/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-410.64
DD15318.1	29/01/2020	EXETEL PTY LTD	SHIRE OFFICE AND HOUSING MONTHLY INTERNET CHARGES	-375.17
DD15289.10	05/01/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1528.00
DD15289.11	05/01/2020	REST	SUPERANNUATION CONTRIBUTIONS	-383.76
DD15289.12	05/01/2020	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-394.07
DD15289.13	05/01/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-191.62
DD15314.10	19/01/2020	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-896.17
DD15314.11	19/01/2020	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-113.77
DD15314.12	19/01/2020	REST	SUPERANNUATION CONTRIBUTIONS	-435.00
DD15314.13	19/01/2020	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-371.43

MINUTES OF THE ORDINARY COUNCIL MEETING

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DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD15314.14	19/01/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-191.62
			TOTAL	\$40,769.31

SHIRE OF SHARK BAY – MUNI EFT

DECEMBER 2019 - JANUARY 2020

EFT 26009-26019, 26041-26073, 26084-26115, 26077-26083, 26138-26203, 26205-26229, 26233-26243

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26009	03/12/2019	SHARK BAY AVIATION	CHARTER FLIGHT TO CARNARVON - WALGA ZONE MEETING AND REGIONAL ROAD GROUP MEETING, CEO, WORKS MANAGER, CR COWELL AND CR BELLOTTI	-700.00
EFT26010	03/12/2019	BRIAN CHILD	INSTALL WATER FOUNTAIN - TOWN OVAL	-5538.00
EFT26011	03/12/2019	BRANDCONNECT AUSTRALIA	SBDC MERCHANDISE	-2440.24
EFT26012	03/12/2019	C.M & G.D BELL	LABOUR HIRE USELESS LOOP ROAD MAINTENANCE	-4977.50
EFT26013	03/12/2019	ATOM-GERALDTON INDUSTRIAL SUPPLIES	STAINLESS SCREWS FOR BEACH ROCKWALL MAINTENANCE	-51.04
EFT26014	03/12/2019	TOLL IPEC PTY LTD	FREIGHT FOR TOWN BORE MAINTENANCE	-20.74
EFT26015	03/12/2019	PROFESSIONAL PC SUPPORT	NEW USER ACCOUNT SET UP FOR EMCD POSITION	-77.00
EFT26016	03/12/2019	LYONS ENTERPRISES-SHARK BAY CAR HIRE	CAR HIRE CARNARVON MEDICAL STAFF TRANSFERS - NOVEMBER 2019	-707.96
EFT26017	03/12/2019	WINC AUSTRALIA PTY LIMITED	OFFICE STATIONERY	-24.65
EFT26018	03/12/2019	SQUIRES RESOURCES PTY LTD	WET HIRE OF SEMI WATER CART - RRG USELESS LOOP ROAD	-10989.00
EFT26019	03/12/2019	TOWN PLANNING INNOVATIONS	GENERAL PLANNING SERVICES - NOVEMBER 2019	-10725.00
EFT26041	05/12/2019	BUNNINGS BUILDING SUPPLIES PTY LTD	CLOTHES LINE FOR 80 DURLACHER STREET	-151.05
EFT26042	05/12/2019	BOC LIMITED	DEPOT GAS CYLINDER RENTALS NOVEMBER 2019	-45.74
EFT26043	05/12/2019	DEBORAH ANN WILKES	REIMBURSEMENT OF POLICE CLEARANCE	-55.10

MINUTES OF THE ORDINARY COUNCIL MEETING

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26044	05/12/2019	WESTERN AUSTRALIAN ELECTORAL COMMISSION	ELECTORAL COMMISSION EXPENSES OCTOBER 2019	-14172.60
EFT26045	05/12/2019	DOWNER EDI WORKS PTY LTD	EMULSION - SHARK BAY ROAD EDGE AND POTHOLE REPAIRS	-1650.00
EFT26046	05/12/2019	REFUEL AUSTRALIA (FORMERLY GERALDTON FUEL COMPANY)	MONTHLY FUEL ACCOUNT - NOVEMBER 2019 - BULK FUEL DEPOT & TAMALA, BULK GREASE AND OIL FOR DEPOT, FUEL FOR CEO / WORKS MANAGER / EMCD VEHICLES	-25270.01
EFT26047	05/12/2019	HORIZON POWER	SHIRE STREET LIGHTING NOVEMBER 2019	-3682.89
EFT26048	05/12/2019	TOLL IPEC PTY LTD	TOLL IPEC ACCOUNT - STATIONERY FREIGHT COST - PAPER PLUS	-25.03
EFT26049	05/12/2019	PAULS TYRES	TYRE REPAIRS & REPLACEMENTS TO WORKS MANAGER / PRIME MOVER / FLOCON VEHICLES	-2003.00
EFT26050	05/12/2019	RED DUST HOLDINGS PTY LTD	WET HIRE OF MULTI TYRE ROLLER FOR RRG USELESS LOOP ROAD	-13411.20
EFT26051	05/12/2019	SHARK BAY COMMUNITY RESOURCE CENTRE	NOVEMBER 2019 SHIRE COMMUNITY RECREATION CENTRE MANAGEMENT	-6233.00
EFT26052	05/12/2019	SHARK BAY CLEANING SERVICE	NOVEMBER 2019 MONTHLY CLEANING ACCOUNT OF SHIRE PREMISES AND PROPERTIES	-20587.05
EFT26053	05/12/2019	MCKELL FAMILY TRUST	NOVEMBER 2019 SHIRE RUBBISH COLLECTION AND STREET SWEEPING	-11366.28
EFT26054	05/12/2019	WEST COAST FASTENERS PTY LTD	STAINLESS SCREWS FOR BEACH ROCKWALL MAINTENANCE	-55.00
EFT26055	05/12/2019	WATER TECHNOLOGY	DENHAM TOWNSITE COASTAL HAZARD RISK MANAGEMENT AND ADAPTATION PLAN - COMMUNITY INFORMATION SHEET, LETTER, COUNCIL & COMMUNITY PRESENTATION	-5246.04
EFT26056	12/12/2019	AUSTRALIA POST	NOVEMBER 2019 ACCOUNT - SHIRE POSTAGE	-326.86
EFT26057	12/12/2019	BOOEASY AUSTRALIA PTY LTD	NOVEMBER 2019 COMMISSION FOR BOOKINGS THROUGH BOOEASY	-345.06
EFT26058	12/12/2019	DAVRIC AUSTRALIA PTY LTD	SBDC MERCHANDISE	-81.95

MINUTES OF THE ORDINARY COUNCIL MEETING

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26059	12/12/2019	DEPARTMENT OF TRANSPORT	DISCLOSURE OF INFORMATION FEES - INFRINGEMENT NOTICES	-6.80
EFT26060	12/12/2019	EMMA ELAINE CRAIG	SALARY SACRIFICE WATER AND COMMUNICATIONS	-324.65
EFT26061	12/12/2019	JURIDA DESIGNS	SBDC MERCHANDISE	-205.50
EFT26062	12/12/2019	MARKET FORCE PTY LTD	DESIGN AND PRODUCE ARTWORK FOR SHARK BAY STREET BANNERS	-1188.00
EFT26063	12/12/2019	MCLEODS BARRISTERS AND SOLICITORS	LEGAL COSTS - REVIEW OF SITE SHARE LICENCE DEED - MONKEY MIA DOLPHIN RESORT	-343.87
EFT26064	12/12/2019	PROFESSIONAL PC SUPPORT	SERVER HARDWARE AND SOFTWARE UPGRADE PLUS COMPUTER AND SCREEN HARDWARE UPGRADES FOR COMPUTERS NOT MEETING MINIMUM REQUIREMENTS TO RUN WINDOWS 10 FOR EMCD, FINANCE, RECEPTION, SBDC AND DEPOT	-31144.30
EFT26065	12/12/2019	G & J ROBINS	REIMBURSEMENT FOR SENIORS CHRISTMAS LUNCH	-978.27
EFT26066	12/12/2019	SHARK BAY BOWLING, SPORT AND RECREATION CLUB INC.	SHIRE EMPLOYEES AND COUNCILLORS CHRISTMAS FUNCTION	-3520.00
EFT26067	12/12/2019	SHARK BAY BAKERY	LUNCH AND AFTERNOON TEA - CHRMAP SESSION TO OCM NOVEMBER 2019	-224.00
EFT26068	12/12/2019	SHARK BAY HOTEL MOTEL	THANK A VOLUNTEER DAY AWARDS REFRESHMENTS	-292.00
EFT26069	12/12/2019	SHARK BAY COMMUNITY RESOURCE CENTRE	CONTRIBUTION TOWARDS SENIORS WEEK ACTIVITY NOVEMBER 2019	-200.00
EFT26070	12/12/2019	SUNPRINTS CLOTHING COMPANY	SBDC MERCHANDISE	-1524.77
EFT26071	12/12/2019	URL NETWORKS PTY LTD	NOVEMBER 2019 SHIRE TELEPHONE VOIP CHARGES	-206.74
EFT26072	12/12/2019	VEND LTD	SHARK BAY WORLD HERITAGE ANNUAL SUBSCRIPTION COMPUTER SOFTWARE POINT OF SALE AND INVENTORY LICENCE	-1788.00
EFT26073	12/12/2019	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	WALGA 2020 DESKPADS FOR STAFF AND COUNCILLORS	-73.20
EFT26084	18/12/2019	ABROLHOS STEEL PTY LTD	ALUMINIUM CHECK PLATE FOR MITSUBISHI FIGHTER TIPPER (FLOCON)	-173.02

MINUTES OF THE ORDINARY COUNCIL MEETING

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26085	18/12/2019	BUNNINGS BUILDING SUPPLIES PTY LTD	WHEELIE BIN PARTS, SAFETY GLASSES, BORE VALVE, WATER BOTTLES & BATTERIES FOR DEPOT STOCK	-756.22
EFT26086	18/12/2019	BRANDCONNECT AUSTRALIA	SBDC MERCHANDISE	-4278.56
EFT26087	18/12/2019	BRIDGESTONE SERVICE CENTRE	NEW TYRES FOR PRIME MOVER	-1956.00
EFT26088	18/12/2019	CDH ELECTRICAL	6 MONTHLY AIRCON SERVICE AND YEARLY TAGGING OF SHIRE PREMISES ELECTRICAL EQUIPMENT	-5181.00
EFT26089	18/12/2019	DENHAM MEATS	COUNTRY CREW - MEAT ACCOUNT – RRG USELESS LOOP ROAD MAINTENANCE	-250.82
EFT26090	18/12/2019	DEPARTMENT OF PLANNING, LAND AND HERITAGE	COSTS ASSOCIATED WITH THE SURRENDER OF PASTORAL LEASE FOR WANNOO TIP SITE	-365.70
EFT26091	18/12/2019	ELGAS LIMITED	GAS FOR 65 BROCKMAN ST	-342.00
EFT26092	18/12/2019	DENHAM IGA X-PRESS	MONTHLY SUPERMARKET ACCOUNT - NOVEMBER 2019	-1217.08
EFT26093	18/12/2019	SHARK BAY SUPERMARKET	MONTHLY SUPERMARKET ACCOUNT - NOVEMBER 2019	-588.80
EFT26094	18/12/2019	GLORIA BODDINGTON	REIMBURSEMENT FOR FRAME DAMAGED BY SHIRE STAFF	-30.00
EFT26095	18/12/2019	HOSE MANIA	20M SUCTION HOSE FOR NEW BORE, SBDC FIRE PUMP PARTS	-1455.00
EFT26096	18/12/2019	TOLL IPEC PTY LTD	FREIGHT ACCOUNT FOR PATH WEST, HOSE MANIA, ETCHED GLASS AND WEST COAST FASTNERS	-156.64
EFT26097	18/12/2019	LANDGATE (WA LAND INFORMATION AUTHORITY)	SLIP SUBSCRIPTION SERVICES ANNUAL COMPUTER LICENCE CHARGES	-2756.59
EFT26098	18/12/2019	MIDWEST COURIERS	FREIGHT – BUNNINGS FOR CLOTHES LINE 80 DURLACHER STREET	-29.04
EFT26099	18/12/2019	PURCHER INTERNATIONAL PTY LTD	RADIATOR FOR PRIME MOVER	-1581.01
EFT26100	18/12/2019	PEST-A-KILL	RODENT MONITORING AND BAITING FOR SHIRE PREMISES	-473.00
EFT26101	18/12/2019	PROFESSIONAL PC SUPPORT	SHIRE SERVER UPGRADE INSTALLATION AND DELIVERY, SHIRE SOFTWARE LICENCES NOW CHARGED MONTHLY FOR WINDOWS SERVER, REMOTE SERVER, EXCHANGE AND OFFICE 365. WORKSTATION UPGRADES FOR COMPUTERS SUITABLE FOR RUNNING WINDOWS 10,	-11798.93

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
			ATTENDANCE TO SHIRE SOFTWARE ISSUES, INSTALLATION AND UPGRADE OF OFFICE 365 TO ALL COMPUTERS, NEW QNAP(SERVER BACKUP DRIVES) AND REPLACEMENT UPS BATTERIES.	
EFT26102	18/12/2019	R & L COURIERS	FREIGHT ACCOUNT - NOVEMBER 2019, CRT, OFFICE NATIONAL, THINK WATER, ATOM SUPPLIES, BATTERY MART, GUARDIAN PRINT, DOWNER AND BONDOR	-2262.70
EFT26103	18/12/2019	SHARK BAY SKIPS	SB SKIPS NOVEMBER ACCOUNT – DOT USELESS LOOP, FORESHORE AND MAIN ROADS	-3652.00
EFT26104	18/12/2019	TELSTRA CORPORATION LTD	SHIRE TELSTRA MOBILE PHONE ACCOUNT DECEMBER 2019	-316.89
EFT26105	18/12/2019	WA JACOBS TOYMAKER	SBDC MERCHANDISE	-1406.46
EFT26106	18/12/2019	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	TRAINING COURSES - PREPARING AGENDAS & MINUTES AND EFFECTIVE LETTER AND REPORT WRITING SKILLS - K.KNOTT	-1156.00
EFT26107	19/12/2019	TOLL IPEC PTY LTD	TOLL IPEC FREIGHT ACCOUNT, WOODLAND DISTRIBUTORS, PPS, PURCHER INTERNATIONAL AND HOSE MANIA	-268.83
EFT26108	19/12/2019	JESSE GRAY	INSTALL EXIT DOORS SHIRE RECREATIONAL CENTRE	-2002.00
EFT26109	19/12/2019	MIDWEST FIRE PROTECTION SERVICE	ANNUAL SERVICE ALARM CHECK – SHIRE RECREATIONAL CENTRE AND DISCOVERY CENTRE	-1809.28
EFT26110	19/12/2019	TRUE VALUE HARDWARE	SHARK BAY MITRE 10 MONTHLY ACCOUNT - NOVEMBER 2019	-518.41
EFT26111	19/12/2019	MAX MARINE	SWIMMING HOLE GALVANISED CHAIN AND SHACKLES	-407.99
EFT26112	19/12/2019	OUTBACK COAST AUTOMOTIVES AND RADIATORS	COUNTRY SUPERVISOR UTE EXCESS INSURANCE CHARGES - CLAIM 6010627 EMU STRIKE	-300.00
EFT26113	19/12/2019	STRAYA CONTRACTING PTY LTD	CEMENT FOOTPATH FROM PENSIONER UNITS TO HUGHES STREET, INCLUDING ADDITIONAL WORKS AROUND PENSIONER UNITS	-25058.00
EFT26114	19/12/2019	ST JOHN AMBULANCE ASSOC. - SHARK BAY SUB CENTRE	ADULT DEFIBRILLATOR PADS FOR DEPOT UNIT	-227.90

MINUTES OF THE ORDINARY COUNCIL MEETING

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26115	19/12/2019	DRILLING CONTRACTORS OF AUSTRALIA	RFT TE 2018/2019-02 DECOMMISSIONING AND CONSTRUCTION OF WATER BORE SUPPLY - TOWN OVAL BORE STAINLESS STEEL CONSTRUCTION - PROGRESSIVE PAYMENT NUMBER 4	-146812.60
EFT26077	02/01/2020	LAURENCE JAMES MICHAEL BELLOTTIE	QUARTERLY COUNCILLOR PAYMENT - JANUARY TO MARCH 2020	-1954.00
EFT26078	02/01/2020	CHERYL LORRAINE COWELL	QUARTERLY COUNCILLOR PAYMENT - JANUARY TO MARCH 2020	-6446.00
EFT26079	02/01/2020	EDMUND GEORGE FENNY	QUARTERLY COUNCILLOR PAYMENT - JANUARY TO MARCH 2020	-2702.75
EFT26080	02/01/2020	JAMIE BURTON	QUARTERLY COUNCILLOR PAYMENT - JANUARY TO MARCH 2020	-1954.00
EFT26081	02/01/2020	MARK CORBETT SMITH	QUARTERLY COUNCILLOR PAYMENT - JANUARY TO MARCH 2020	-1954.00
EFT26082	02/01/2020	PIETR JON STUBBERFIELD	QUARTERLY COUNCILLOR PAYMENT - JANUARY TO MARCH 2020	-1954.00
EFT26083	02/01/2020	GREGORY LEON RIDGLEY	QUARTERLY COUNCILLOR PAYMENT - JANUARY TO MARCH 2020	-1954.00
EFT26138	07/01/2020	BUNNINGS BUILDING SUPPLIES PTY LTD	BORE FLOATS & VALVE INLETS FOR SBDC FIRE FIGHTING SYSTEM MAINTENANCE	-87.70
EFT26139	07/01/2020	BLACKWOODS ATKINS	HYDRATION SACHETS FOR DEPOT STAFF	-174.53
EFT26140	07/01/2020	FAR WEST ELECTRICAL	REPLACE BROKEN ANTENNA 65 BROCKMAN ST	-446.05
EFT26141	07/01/2020	TOLL IPEC PTY LTD	FREIGHT FOR SIGN - BLUE TREE PROJECT	-11.15
EFT26142	07/01/2020	MIDWEST WINDSCREENS	WINDSCREEN REPLACEMENT FOR WORKS MANAGER VEHICLE	-1495.00
EFT26143	07/01/2020	OAKLEY EARTHWORKS PTY LTD	CONTRACTOR - SHARK BAY ROAD SCOUR REPAIRS	-7986.00
EFT26144	07/01/2020	MCKELL FAMILY TRUST	MONTHLY RUBBISH COLLECTION AND STREET SWEEPING DECEMBER 2019	-11366.28
EFT26148	09/01/2020	GERALDTON TOYOTA	REPLACEMENT VEHICLE EMCD	-10964.55
EFT26149	09/01/2020	ASM ECLIPSE PTY LTD	SBDC MERCHANDISE	-508.95
EFT26150	09/01/2020	BOOEASY AUSTRALIA PTY LTD	DECEMBER 2019 BOOEASY COMMISSION CHARGES	-320.99

MINUTES OF THE ORDINARY COUNCIL MEETING

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26151	09/01/2020	CHUBB FIRE & SECURITY LTD	QUARTERLY PREVENTATIVE MAINTENANCE SBDC MONITORING JANUARY TO MARCH 2020	-257.40
EFT26152	09/01/2020	CANDICE USZKO	SALARY SACRIFICE - INTERNET 80 DURLACHER STREET	-79.00
EFT26153	09/01/2020	EMMA ELAINE CRAIG	REIMBURSEMENT FOR WEBSITE ANNUAL SUBSCRIPTION SBDC	-172.91
EFT26154	09/01/2020	DENHAM IGA X-PRESS	SHIRE MONTHLY ACCOUNT	-733.85
EFT26155	09/01/2020	SHARK BAY SUPERMARKET	SHIRE MONTHLY ACCOUNT	-336.44
EFT26156	09/01/2020	HORIZON POWER	DENHAM STREET LIGHTING COSTS FOR DECEMBER 2019	-3805.65
EFT26157	09/01/2020	HORIZON POWER	SHIRE PREMISES ELECTRICITY CHARGES FOR DECEMBER 2019	-6416.17
EFT26158	09/01/2020	JURIDA DESIGNS	SBDC MERCHANDISE	-1347.70
EFT26159	09/01/2020	JASON SIGNMAKERS	SIGN FOR BLUE TREE PROJECT	-86.90
EFT26160	09/01/2020	MARKET FORCE PTY LTD	ADVERTISING OCM DATES AND START TIMES	-598.45
EFT26161	09/01/2020	PROFESSIONAL PC SUPPORT	IT SUPPORT FOR DEPOT	-38.50
EFT26162	09/01/2020	PAPER PLUS OFFICE NATIONAL	SHIRE OFFICE STATIONERY	-607.49
EFT26163	09/01/2020	LYONS ENTERPRISES-SHARK BAY CAR HIRE	DECEMBER 2019 CAR HIRE FOR VISITING MEDICAL STAFF	-794.18
EFT26164	09/01/2020	SHARK BAY BAKERY	AFTERNOON TEA AUSTRALIAN CITIZENSHIP CEREMONY	-120.00
EFT26165	09/01/2020	SHARK BAY NEWSAGENCY	A3 PAPER FOR SHIRE OFFICE	-60.00
EFT26166	09/01/2020	SHARK BAY FISHING CLUB INC	COUNCIL SPONSORSHIP FOR 2020 SHARK BAY FISHING FIESTA	-8000.00
EFT26167	09/01/2020	SUMMER GYPSEA	SBDC MERCHANDISE	-110.00
EFT26168	09/01/2020	ST JOHN AMBULANCE ASSOC. - SHARK BAY SUB CENTRE	FIRST AID KIT REPLENISHMENT SBDC	-71.62
EFT26169	09/01/2020	TELSTRA CORPORATION LTD	SHIRE STAFF MOBILE PHONE ACCOUNT DECEMBER	-359.49
EFT26170	09/01/2020	SHARK BAY SEAFRONT APARTMENTS	ACCOMMODATION JESSICA SPARK - MOORE STEPHENS	-590.00
EFT26171	09/01/2020	URL NETWORKS PTY LTD	DECEMBER 2019 SHIRE TELEPHONE VOIP CHARGES	-174.02
EFT26172	09/01/2020	VISIT GROUP PTY LTD	SBDC MERCHANDISE	-509.85
EFT26173	10/01/2020	NAPA AUTO PARTS	HAND CLEANSER FOR DEPOT	-136.40
EFT26174	10/01/2020	BOC LIMITED	MONTHLY HIRE OF GAS BOTTLES AT DEPOT	-47.26
EFT26175	10/01/2020	JASON SIGNMAKERS	TACTILE ADHESIVE FOR SIGNS - DEPOT	-103.80

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26176	10/01/2020	MARKET FORCE PTY LTD	ADVERTISEMENT SURPLUS VEHICLE	-311.04
EFT26177	10/01/2020	TRUE VALUE HARDWARE	MONTHLY ACCOUNT - DECEMBER 2019	-708.65
EFT26178	10/01/2020	R & L COURIERS	FREIGHT CHARGES FOR HARVEY NORMAN, BUNNINGS, ABROLHOS STEEL, BRIDGESTONE TYRES, OFFICE NATIONAL, MAX MARINE AND BLACKWOODS	-532.40
EFT26179	10/01/2020	SHARK BAY CLEANING SERVICE	MONTHLY CLEANING ACCOUNT OF SHIRE PROPERTIES AND FACILITIES - DECEMBER 2019	-20587.05
EFT26180	10/01/2020	SHARK BAY SKIPS	MONTHLY SKIP BIN ACCOUNT LOOP TURN OFF AND DOT DECEMBER 2019	-3410.00
EFT26181	10/01/2020	TRUCKLINE PARTS CENTRE	FILTER KITS FOR ROLLER, GRADER AND IVECO PRIME MOVER	-895.52
EFT26182	21/01/2020	AUSTRALIAN TAXATION OFFICE	DECEMBER 2019 BAS	-42486.00
EFT26184	16/01/2020	AUSTRALIA POST	SHIRE POSTAGE COSTS DECEMBER 2019	-111.32
EFT26185	16/01/2020	BRIAN CHILD	NEW WATER MAIN TO UNIT 8 PENSIONER UNITS	-525.00
EFT26186	16/01/2020	BRIDGESTONE SERVICE CENTRE	TYRE REPAIRS TO P161 - TRACTOR	-58.00
EFT26187	16/01/2020	CORAL COAST PLUMBING	PLUMBING REPAIRS TO UNIT 16A SUNTER PLACE	-322.96
EFT26188	16/01/2020	DEBORAH ANN WILKES	REIMBURSEMENT FOR FUEL, KEYS CUT AND NUMBER PLATE CHANGE	-126.58
EFT26189	16/01/2020	EMMA ELAINE CRAIG	SALARY SACRIFICE ELECTRICITY	-423.72
EFT26190	16/01/2020	REFUEL AUSTRALIA (formerly GERALDTON FUEL COMPANY)	FUEL ACCOUNT DECEMBER 2019, FUEL FOR EMCD AND CEO VEHICLES	-208.48
EFT26191	16/01/2020	THINK WATER GERALDTON	SINGLE LEVEL FLOAT FOR TOWN OVAL BORE	-824.90
EFT26192	16/01/2020	HERITAGE RESORT	THANK A VOLUNTEER DAY SUNDOWNER	-241.91
EFT26193	16/01/2020	DEPARTMENT OF HUMAN SERVICES	ACCOUNT PAYMENT JANUARY 2020	-175.00
EFT26194	16/01/2020	TOLL IPEC PTY LTD	FREIGHT CHARGES FOR NAPA AUTO PARTS, JASON SIGNMAKERS AND ARROW TYRES	-161.17
EFT26195	16/01/2020	MCLEODS BARRISTERS AND SOLICITORS	AQUACULTURE LEASE MONKEY MIA PROFESSIONAL FEES	-414.16
EFT26196	16/01/2020	MARKET CREATIONS	DOMAIN REGISTRATION - SHARKBAYVISIT.COM.AU	-99.00
EFT26197	16/01/2020	SHARK BAY PISTOL CLUB INC	COMMUNITY ASSISTANCE GRANT FUNDING - ROUND ONE 2019/2020	-1000.00

MINUTES OF THE ORDINARY COUNCIL MEETING

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26198	16/01/2020	SUMMER GYPSEA	SBDC MERCHANDISE	-150.00
EFT26199	16/01/2020	MOORE STEPHENS	PROGRESSIVE BILLING - INTEGRATED PLANNING AND REPORTING SERVICES	-1100.00
EFT26200	16/01/2020	SHARK BAY SKIPPER SERVICES	REPAIRS & ORIENTATION TO PONTOON MOORING	-1200.00
EFT26201	16/01/2020	TOWN PLANNING INNOVATIONS	GENERAL PLANNING SERVICES DECEMBER 2019	-3382.50
EFT26202	16/01/2020	HOLIDAY GUIDE PTY LTD (FORMERLY WEST-OZ WEB SERVICES)	BOOEASY NOVEMBER / DECEMBER BOOKINGS COMMISSION	-226.70
EFT26203	16/01/2020	WATER TECHNOLOGY	PROGRESSIVE PAYMENT - DENHAM TOWNSITE COASTAL MONITORING PLAN	-8365.50
EFT26205	24/01/2020	NAPA AUTO PARTS	UHF ANTENNA FOR P196 - HINO PRIME MOVER	-88.00
EFT26206	24/01/2020	BRIAN JOHN GALVIN	SALARY SACRIFICE POWER, WATER AND COMMUNICATIONS	-980.75
EFT26207	24/01/2020	CITY OF GREATER GERALDTON	JULY TO DECEMBER 2019 BUILDING CERTIFICATION SERVICES	-2247.83
EFT26208	24/01/2020	CARNARVON RANGELAND BI-SECURITY ASSOCIATION	CONTRIBUTION TO CARNARVON RANGELANDS BIOSECURITY ASSOCIATION AS PER OCM NOVEMBER 2019	-5500.00
EFT26209	24/01/2020	CANDICE USZKO	SALARY SACRIFICE COMMUNICATIONS	-79.00
EFT26210	24/01/2020	DOWLING GIUDICI + ASSOCIATES	SBDC MERCHANDISE	-1203.41
EFT26211	24/01/2020	GERALDTON MOWER & REPAIRS SPECIALISTS	OIL PUMP FOR PP076 – GENERATOR	-52.60
EFT26212	24/01/2020	HOSE MANIA	GASKETS FOR TOWN BORE	-37.09
EFT26213	24/01/2020	HORIZON POWER	SHIRE PREMISES ELECTRICITY CHARGES JANUARY 2020 AND SES/ST JOHN AMBULANCE ELECTRICITY	-9469.26
EFT26214	24/01/2020	TOLL IPEC PTY LTD	FREIGHT CHARGES FOR TRUCKLINE, THINKWATER, NAPA AUTO AND APE PRODUCTIONS	-160.99
EFT26215	24/01/2020	ILLION SOLUTIONS	RATES RECOVERY COSTS A1219 MITCHEL AND A1412 PASZNICKI	-21.55
EFT26216	24/01/2020	JESSE GRAY	SUPPLY AND INSTALL EXIT DOORS AT RECREATIONAL CENTRE	-2631.20
EFT26217	24/01/2020	KICK SOLUTIONS	SHIRE PVC PROMOTIONAL STREET BANNERS	-3449.00

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26218	24/01/2020	OCEANSIDE VILLAGE	ACCOMMODATION EHO VISIT TO DENHAM FEBURARY 2020	-600.00
EFT26219	24/01/2020	PURCHER INTERNATIONAL PTY LTD	PARTS FOR P174 – PRIME MOVER FREIGHTLINER	-100.25
EFT26220	24/01/2020	PROFESSIONAL PC SUPPORT	IT SUPPORT FOR SHIRE COMPUTERS	-308.00
EFT26221	24/01/2020	PAPER PLUS OFFICE NATIONAL	SHIRE OFFICE STATIONERY	-26.55
EFT26222	24/01/2020	WINC AUSTRALIA PTY LIMITED	SBDC PRINTER CARTRIDGES	-226.60
EFT26223	24/01/2020	SHARK BAY STATE EMERGENCY SERVICE UNIT INC	THIRD QUARTER LGGS GRANT	-12812.25
EFT26224	24/01/2020	SHARK BAY NEWSAGENCY	SHIRE OFFICE PRINTING PAPER	-572.34
EFT26225	24/01/2020	SHARK BAY CLEANING SERVICE	VACATE CLEAN PENSIONER UNIT 2	-651.20
EFT26226	24/01/2020	STATROLLS (SCRIBAL GROUP P/L)	SBDC PRINTER ROLLS	-539.00
EFT26227	24/01/2020	TELSTRA CORPORATION LTD	REFUSE SITE MOBILE PHONE CHARGES	-25.00
EFT26228	24/01/2020	TRUCKLINE PARTS CENTRE	20 TONNE VEHICLE JACKS FOR DEPOT	-314.99
EFT26229	24/01/2020	SHARK BAY SEAFRONT APARTMENTS	ACCOMMODATION OHS VISIT L.SOUNNESS FEBRUARY 2020	-435.00
EFT26233	31/01/2020	GERALDTON TOYOTA	30000KM SERVICE CEO VEHICLE	-528.25
EFT26234	31/01/2020	DRILLING CONTRACTORS OF AUSTRALIA	CONTRACT TE 2018/19-02 DECOMMISSIONING AND CONSTRUCTION OF WATER BORE SUPPLY - PROGRESS PAYMENT	-75735.77
EFT26235	31/01/2020	JOHN TOTTERDELL	SBDC MERCHANDISE	-520.00
EFT26236	31/01/2020	KRISTY NICOLE KNOTT	REIMBURSEMENT FOR MEALS AT WALGA TRAINING PERTH	-167.49
EFT26237	31/01/2020	MARKET FORCE PTY LTD	SPECIAL COUNCIL MEETING ADVERT IN MIDWEST TIMES OCTOBER 2019	-216.52
EFT26238	31/01/2020	MCLEODS BARRISTERS AND SOLICITORS	LEGAL FEES - MATTER 36996 - GOVERNANCE ADVICE	-599.89
EFT26239	31/01/2020	MIDWEST COURIERS	FREIGHT STATIONERY - WINC	-26.62
EFT26240	31/01/2020	PAUL GREGORY ANDERSON	SALARY SACRIFICE - SEPTEMBER 2019 TO JANUARY 2020	-1335.98
EFT26241	31/01/2020	WINC AUSTRALIA PTY LIMITED	SHIRE STATIONERY SBDC	-1119.36
EFT26242	31/01/2020	SHARK BAY COMMUNITY RESOURCE CENTRE	ORGANISE AND COORDINATE 2020 AUSTRALIA DAY CELEBRATIONS	-1548.28

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26243	31/01/2020	MCKELL FAMILY TRUST	JANUARY 2020 SHIRE STREET SWEEPING AND RUBBISH COLLECTION	-11366.28
			TOTAL	\$704,148.45

**SHIRE OF SHARK BAY – MUNI
ELECTRONIC PAYROLL TRANSACTIONS
DECEMBER 2019 - JANUARY 2020**

DATE	NAME	DESCRIPTION	AMOUNT
10/12/2019	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 8 DECEMBER 2019	-55,917.00
16/12/2019	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 22 DECEMBER 2019	-56,156.00
7/01/2020	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 5 JANUARY 2020	-57,353.00
21/01/2020	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 19 JANUARY 2020	-55,660.00
		TOTAL	\$225,086.00

**SHIRE OF SHARK BAY – TRUST TRANSACTION
DECEMBER 2019 - JANUARY 2020
TRUST POLICE LICENSING TRANSACTION # 192006, 192007**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
192006	31/12/2019	COMMISSIONER OF POLICE	POLICE LICENSING DECEMBER 2019	-14236.30
192007	31/1/2020	COMMISSIONER OF POLICE	POLICE LICENSING JANUARY 2020	-14178.05
			TOTAL	\$28,414.35

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SHIRE OF SHARK BAY – TRUST EFT

DECEMBER 2019 - JANUARY 2020

EFT 26074-26076, 26116-26137, 26145-26147, 26183, 26204, 26230-26232, 26267-26289

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26074	16/12/2019	ADAM KENNETH WATKINS	GYM CARD DEPOSIT REFUND	-20.00
EFT26075	16/12/2019	JACK CRICK	GYM CARD DEPOSIT REFUND	-20.00
EFT26076	16/12/2019	MICK JESSOP	GYM CARD DEPOSIT REFUND	-20.00
EFT26116	31/12/2019	JAMES SNR POLAND	SBDC BOOKINGS DECEMBER 2019	-56.00
EFT26117	31/12/2019	SHARK BAY AVIATION	SBDC BOOKINGS DECEMBER 2019	-3423.20
EFT26118	31/12/2019	BLUE DOLPHIN CARAVAN PARK	SBDC BOOKINGS DECEMBER 2019	-782.00
EFT26119	31/12/2019	BAY LODGE MIDWEST OASIS	SBDC BOOKINGS DECEMBER 2019	-652.40
EFT26120	31/12/2019	BLUE LAGOON PEARLS	SBDC BOOKINGS DECEMBER 2019	-116.00
EFT26121	31/12/2019	CORAL BAY ECO TOURS	SBDC BOOKINGS DECEMBER 2019	-262.65
EFT26122	31/12/2019	HOWARD COCK	SBDC BOOKINGS DECEMBER 2019	-23.96
EFT26123	31/12/2019	SHARK BAY COASTAL TOURS	SBDC BOOKINGS DECEMBER 2019	-343.20
EFT26124	31/12/2019	DENHAM SEASIDE CARAVAN PARK	SBDC BOOKINGS DECEMBER 2019	-396.46
EFT26125	31/12/2019	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	SBDC BOOKINGS DECEMBER 2019	-57.80
EFT26126	31/12/2019	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	SBDC BOOKINGS DECEMBER 2019	-4063.84
EFT26127	31/12/2019	MONKEYMIA WILDSIGHTS	WILDSIGHTS DECEMBER 2019	-3791.92
EFT26128	31/12/2019	NANGA BAY RESORT AND CARAVAN PARK	SBDC BOOKINGS DECEMBER 2019	-119.00
EFT26129	31/12/2019	DENHAM NATURETIME - 4WD TOURS/PHOTOGRAPHY TOURS	SBDC BOOKINGS DECEMBER 2019	-3326.40
EFT26130	31/12/2019	SHARK BAY SCENIC QUAD BIKE TOURS	SBDC BOOKINGS DECEMBER 2019	-918.00
EFT26131	31/12/2019	RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT	SBDC BOOKINGS DECEMBER 2019	-287.76
EFT26132	31/12/2019	SHARK BAY DIVE AND MARINE SAFARIS	SBDC BOOKINGS DECEMBER 2019	-2112.00
EFT26133	31/12/2019	SHARK BAY CARAVAN PARK	SBDC BOOKINGS DECEMBER 2019	-136.40
EFT26134	31/12/2019	SHARK BAY 4WD TOURS	SBDC BOOKINGS DECEMBER 2019	-2780.80

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26136	31/12/2019	SHIRE OF SHARK BAY	SBDC BOOKINGS COMMISSION DECEMBER 2019	-3381.10
EFT26137	31/12/2019	SHARK BAY SEAFRONT APARTMENTS	SBDC BOOKINGS DECEMBER 2019	-142.56
EFT26145	08/01/2020	CHRIS GOODALL	GYM CARD DEPOSIT REFUND	-20.00
EFT26146	08/01/2020	DEBRA ROEDIGER	GYM CARD DEPOSIT REFUND	-20.00
EFT26147	08/01/2020	XINYUN LEI	GYM CARD DEPOSIT REFUND	-20.00
EFT26183	16/01/2020	JOANNE PATRICIA ROWE	GYM CARD DEPOSIT REFUND	-20.00
EFT26204	22/01/2020	NICKY BANGMA	LIBRARY CARD DEPOSIT REFUND	-50.00
EFT26230	24/01/2020	DAN BARNETT	GYM CARD DEPOSIT REFUND	-20.00
EFT26231	24/01/2020	ROSLYN KAY ROULSTON	GYM CARD DEPOSIT REFUND	-20.00
EFT26232	31/01/2020	JAYMEE DAFF	GYM CARD DEPOSIT REFUND	-20.00
EFT26267	31/01/2020	JAMES SNR POLAND	SBDC BOOKINGS JANUARY 2020	-28.00
EFT26268	31/01/2020	MAC ATTACK FISHING CHARTERS	SBDC BOOKINGS JANUARY 2020	-595.00
EFT26269	31/01/2020	SHARK BAY AVIATION	SBDC BOOKINGS JANUARY 2020	-2120.80
EFT26270	31/01/2020	CONSTRUCTION TRAINING FUND	CTF - PERMIT 3326 - 1 STELLA ROWLEY DRIVE DENHAM	-2075.10
EFT26271	31/01/2020	SHARK BAY COASTAL TOURS	SBDC BOOKINGS JANUARY 2020	-2819.10
EFT26272	31/01/2020	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL - PERMIT 3326 - 1 STELLA ROWLEY DRIVE DENHAM	-1479.40
EFT26273	31/01/2020	DENHAM SEASIDE CARAVAN PARK	SBDC BOOKINGS JANUARY 2020	-84.48
EFT26274	31/01/2020	HARTOG COTTAGES	SBDC BOOKINGS JANUARY 2020	-2182.40
EFT26275	31/01/2020	HAMELIN POOL CARAVAN PARK AND TOURIST CENTRE	SBDC BOOKINGS JANUARY 2020	-56.10
EFT26276	31/01/2020	INTEGRITY COACH LINES (AUST) P/L	SBDC BOOKINGS JANUARY 2020	-301.92
EFT26277	31/01/2020	MONKEY MIA YACHT CHARTERS (ARISTOCAT)	SBDC BOOKINGS JANUARY 2020	-1796.96
EFT26278	31/01/2020	MONKEYMIA WILDSIGHTS	WILDSIGHTS JANUARY 2020	-4252.60
EFT26279	31/01/2020	NANGA BAY RESORT AND CARAVAN PARK	SBDC BOOKINGS JANUARY 2020	-161.50
EFT26280	31/01/2020	DENHAM NATURETIME - 4WD TOURS/PHOTOGRAPHY TOURS	SBDC BOOKINGS JANUARY 2020	-660.00
EFT26281	31/01/2020	OCEANSIDE VILLAGE	SBDC BOOKINGS JANUARY 2020	-677.60

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT26282	31/01/2020	RAC TOURISM ASSETS P/L T/A MONKEY MIA DOLPHIN RESORT	SBDC BOOKINGS JANUARY 2020	-825.20
EFT26283	31/01/2020	SHARK BAY DIVE AND MARINE SAFARIS	SBDC BOOKINGS JANUARY 2020	-880.00
EFT26284	31/01/2020	SHARK BAY HOTEL MOTEL	SBDC BOOKINGS JANUARY 2020	-382.50
EFT26285	31/01/2020	SHARK BAY CARAVAN PARK	SBDC BOOKINGS JANUARY 2020	-234.08
EFT26286	31/01/2020	SHARK BAY 4WD TOURS	SBDC BOOKINGS JANUARY 2020	-2458.80
EFT26287	31/01/2020	SHARK BAY HOLIDAY COTTAGES	SBDC BOOKINGS JANUARY 2020	-154.00
EFT26288	31/01/2020	SHIRE OF SHARK BAY	SBDC BOOKING COMMISSIONS JANUARY 2020	-3081.82
EFT26289	31/01/2020	SHARK BAY SEAFRONT APARTMENTS	SBDC BOOKINGS JANUARY 2020	-411.84
			TOTAL	\$55,142.65

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13.2 FINANCIAL REPORTS TO 31 DECEMBER 2019
CM00017

Author
Executive Manager Finance and Administration

Disclosure of Any Interest
Nil

Moved Cr Fenny
Seconded Cr Ridgely

Council Resolution

**That the monthly financial report to 31 December 2019 as attached be received.
6/0 CARRIED**

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **31 December 2019** are attached.

VARIANCE ANALYSIS

Operating Revenue was below the year to date budget by \$29,942. The major contributor to this budget deficit is the Main Roads Western Australia Private Works which was budgeted to commence in October 2019 but started this month resulting in a variance of \$(-379K). However this budget variance has been offset by increases, totalling (\$308K), in Insurance refunds, Local Government Insurance Service Member dividend distributions, Interim and Back Rates, Rental Income, Increases in fees received from the Refuse Site, Development and Structure Plans, Shark Bay World Heritage Discovery and Visitor Centre Merchandise Sales and Entrance Fees, Camping and Caravan Park Leases. In addition the Gascoyne Sports and Modelling Grant, Business and Stakeholders Survey Grant and Monkey Mia Dolphin Resort Borrow Pit Fees (Fill and gravel utilised by Monkey Mia in the upgrade of their facility) (\$41K) were not incorporated within the original budget as these items were approved after the adoption of the budget by Council.

Operating Expenditure is under the year to date budget by \$507,690. This figure has been inflated by the Main Roads Western Australia Private Works as mentioned above plus an overall underspend in expenditure to date.

There is no variance for Capital Revenue as at December 2019.

Capital Expenditure is under the year to date budget by \$123,853. The major contributor to this variance is the Town Oval Bore with a variance of \$193K. This is due to the year to date budget being brought in for the full value of \$800,000 at commencement in September whilst the project will span three months to complete reflected in corresponding progress payments to the contractor. The Records Room relocation is progressing and is due to be completed by March 2020. To date no capital works have been undertaken on Housing though the Year To Date budget expenditure

MINUTES OF THE ORDINARY COUNCIL MEETING

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is \$42K. These amounts have been offset by the Useless Loop Road Project which commenced one month earlier and is in front of year to date budget by \$274K.

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
7 February 2020

SHIRE OF SHARK BAY	
MONTHLY FINANCIAL REPORT	
For the Period Ended 31 December 2019	
LOCAL GOVERNMENT ACT 1995	
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996	
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SHIRE OF SHARK BAY							
STATEMENT OF FINANCIAL ACTIVITY							
(Statutory Reporting Program)							
For the Period Ended 31 December 2019							
	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Operating Revenues							
Governance		4,300	3,648	9,272	5,624	154.18%	▲
General Purpose Funding - Rates	9	1,391,961	1,391,961	1,446,135	54,174	3.89%	▲
General Purpose Funding - Other		998,735	503,442	504,051	609	0.1%	▲
Law, Order and Public Safety		108,123	75,682	62,112	(13,570)	(18%)	▼
Health		2,250	2,250	1,196	(1,054)	(46.84%)	▼
Housing		130,105	65,079	69,890	4,811	7.4%	▲
Community Amenities		341,446	284,742	304,852	20,110	7.06%	▲
Recreation and Culture		287,273	146,177	201,802	55,625	38.1%	▲
Transport		514,558	279,660	408,669	129,009	46.1%	▲
Economic Services		894,082	626,227	326,594	(299,633)	(47.8%)	▼
Other Property and Services		38,000	19,002	33,354	14,352	75.5%	▲
Total Operating Revenue		4,710,833	3,397,870	3,367,928	(29,942)	(0.88%)	
Operating Expense							
Governance		(282,124)	(208,765)	(121,585)	87,180	(41.8%)	▲
General Purpose Funding		(115,631)	(57,816)	(52,208)	5,608	(9.7%)	▲
Law, Order and Public Safety		(316,668)	(147,231)	(146,136)	1,095	(0.7%)	▲
Health		(80,865)	(29,428)	(23,864)	5,564	(18.9%)	▲
Housing		(231,263)	(121,823)	(110,556)	11,267	(9.2%)	▲
Community Amenities		(738,587)	(377,764)	(328,428)	49,336	(13.1%)	▲
Recreation and Culture		(2,230,779)	(1,136,867)	(1,115,953)	20,914	(1.8%)	▲
Transport		(1,761,594)	(867,623)	(837,019)	30,604	(3.5%)	▲
Economic Services		(1,096,522)	(556,700)	(300,147)	256,553	(46.1%)	▲
Other Property and Services		(37,500)	(39,041)	528	39,569	(101.4%)	▲
Total Operating Expenditure		(6,891,533)	(3,543,058)	(3,035,368)	507,690	(14.3%)	
Funding Balance Adjustments							
Add back Depreciation		2,015,110	1,015,822	976,247	(39,575)		
Adjust (Profit)/Loss on Asset Disposal	8	66,878	(8,438)	(2,265)	6,173		
Adjust in Pensioner Rates Non Current		0	0	0			
Adjust Provisions and Accruals		0	0	0			
Net Cash from Operations		(98,712)	862,196	1,306,542	444,346		
Capital Revenues							
Grants, Subsidies and Contributions	11	527,462	194,855	194,855	0	0.0%	▲
Proceeds from Disposal of Assets	8	232,636	39,091	39,091	(0)	0.0%	
Total Capital Revenues		760,098	233,946	233,946	(0)	(0.0%)	
Capital Expenses							
Land and Buildings	13	(360,000)	(72,495)	(7,870)	64,625	0.0%	▲
Infrastructure - Roads	13	(642,570)	(127,662)	(274,324)	(146,662)	0.0%	▼
Infrastructure - Public Facilities	13	(934,500)	(833,004)	(641,699)	191,305	0.0%	▲
Infrastructure - Footpaths	13	(50,000)	(25,002)	(23,014)	1,988	0.0%	▲
Infrastructure - Drainage	13	(20,000)	0	0	0	0.0%	▲
Plant and Equipment	13	(505,000)	(80,002)	(66,621)	13,381	0.0%	▲
Furniture and Equipment	13	(20,000)	(20,000)	(20,784)	(784)	0.0%	▼
Total Capital Expenditure		(2,532,070)	(1,158,165)	(1,034,312)	123,853	10.7%	
Net Cash from Capital Activities		(1,771,972)	(924,219)	(800,366)	123,853	13.40%	
Financing							
Proceeds from Loans		800,000	0	0	0	0.0%	
Transfer from Reserves	7	873,500	473,024	473,024	0	0.0%	
Repayment of Debentures	10	(66,071)	(25,001)	(25,001)	0	0.0%	
Transfer to Reserves	7	(1,504,577)	(3,821)	(4,586)	(765)	0.0%	
Net Cash from Financing Activities		102,852	444,202	443,437	(765)	0.2%	
Net Operations, Capital and Financing		(1,767,832)	382,179	949,613	567,433	(148.47%)	▲
Opening Funding Surplus(Deficit)	3	1,767,832	1,767,832	1,770,218	2,386		
Closing Funding Surplus(Deficit)	3	0	2,150,011	2,719,831	569,819		▲

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 2 for an explanation of the reasons for the variance.

Depreciation has not been run for July until Fair Valuation for Plant and Equipment and end of year accounts have been finalised

MINUTES OF THE ORDINARY COUNCIL MEETING

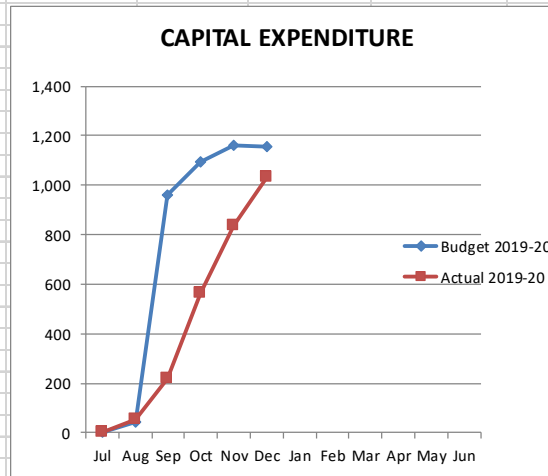
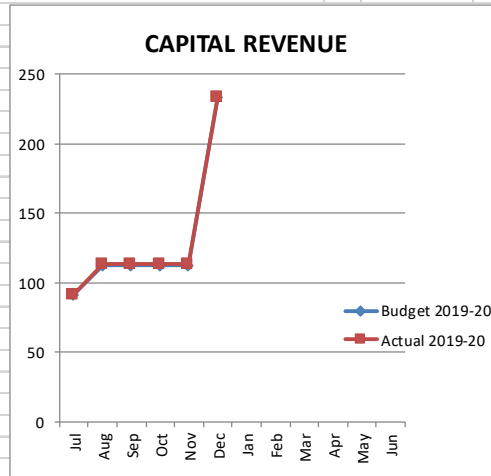
26 FEBRUARY 2020

SHIRE OF SHARK BAY				
STATEMENT OF FINANCIAL ACTIVITY				
(By Nature or Type)				
For the Period Ended 31 December 2019				
	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)
Operating Revenues		\$	\$	\$
Rates	9	1,391,961	1,391,961	1,446,135
Operating Grants, Subsidies and Contributions	11	1,462,272	768,466	928,673
Fees and Charges		1,656,006	1,126,346	888,305
Interest Earnings		57,730	30,545	13,518
Other Revenue		130,562	68,250	89,032
Profit on Disposal of Assets	8	12,302	12,302	2,265
Total Operating Revenue		4,710,833	3,397,870	3,367,928
Operating Expense				
Employee Costs		(2,265,623)	(1,160,505)	(958,128)
Materials and Contracts		(1,974,380)	(1,005,301)	(768,428)
Utility Charges		(187,510)	(93,292)	(68,689)
Depreciation on Non-Current Assets		(2,015,110)	(1,015,822)	(976,247)
Interest Expenses		(17,370)	(1,991)	(1,846)
Insurance Expenses		(156,295)	(156,294)	(153,325)
Other Expenditure		(196,065)	(105,989)	(108,705)
Loss on Disposal of Assets	8	(79,180)	(3,864)	0
Total Operating Expenditure		(6,891,533)	(3,543,058)	(3,035,367)
Funding Balance Adjustments				
Add back Depreciation		2,015,110	1,015,822	976,247
Adjust (Profit)/Loss on Asset Disposal	8	66,878	(8,438)	(2,265)
Adjust in Pensioner Rates Non Current		0	0	0
Adjust Provisions and Accruals		0	0	0
Net Cash from Operations		(98,712)	862,196	1,306,542
Capital Revenues				
Grants, Subsidies and Contributions	11	527,462	194,855	194,855
Proceeds from Disposal of Assets	8	232,636	39,091	39,091
Total Capital Revenues		760,098	233,946	233,946
Capital Expenses				
Land and Buildings	13	(360,000)	(72,495)	(7,870)
Infrastructure - Roads	13	(642,570)	(127,662)	(274,324)
Infrastructure - Public Facilities	13	(934,500)	(833,004)	(641,699)
Infrastructure - Footpaths	13	(50,000)	(25,002)	(23,014)
Infrastructure - Drainage	13	(20,000)	0	0
Plant and Equipment	13	(505,000)	(80,002)	(66,621)
Furniture and Equipment	13	(20,000)	(20,000)	(20,784)
Total Capital Expenditure		(2,532,070)	(1,158,165)	(1,034,312)
Net Cash from Capital Activities		(1,771,972)	(924,219)	(800,366)
Financing				
Proceeds from Loans		800,000	0	0
Transfer from Reserves	7	873,500	473,024	473,024
Repayment of Debentures	10	(66,071)	(25,001)	(25,001)
Transfer to Reserves	7	(1,504,577)	(3,821)	(4,586)
Net Cash from Financing Activities		102,852	444,202	443,437
Net Operations, Capital and Financing		(1,767,832)	382,179	949,613
Opening Funding Surplus(Deficit)	3	1,767,832	1,767,832	1,770,218
Closing Funding Surplus(Deficit)	3	0	2,150,011	2,719,831

MINUTES OF THE ORDINARY COUNCIL MEETING

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SHIRE OF SHARK BAY							
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING							
For the Period Ended 31 December 2019							
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	0	7,870	7,870	72,495	360,000	64,625
Infrastructure Assets - Roads	13	0	274,324	274,324	127,662	642,570	(146,662)
Infrastructure Assets - Public Facilities	13	29,282	612,417	641,699	833,004	934,500	191,305
Infrastructure Assets - Footpaths	13	23,014	0	23,014	25,002	50,000	1,988
Infrastructure Assets - Drainage	13	0	0	0	0	20,000	0
Infrastructure Assets - Streetscapes	13	0	0	0	0	0	0
Plant and Equipment	13	0	66,621	66,621	80,002	505,000	13,381
Furniture and Equipment	13	0	20,784	20,784	20,000	20,000	(784)
Capital Expenditure Totals		52,296	982,016	1,034,312	1,158,165	2,532,070	123,853



MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 December 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

26 FEBRUARY 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 December 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

26 FEBRUARY 2020

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 December 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

26 FEBRUARY 2020

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 December 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

26 FEBRUARY 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 December 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	12 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

26 FEBRUARY 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 December 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

26 FEBRUARY 2020

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 December 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

26 FEBRUARY 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 December 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 as "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

26 FEBRUARY 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 December 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

26 FEBRUARY 2020

SHIRE OF SHARK BAY					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 31 December 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 obligated 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

26 FEBRUARY 2020

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 December 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

26 FEBRUARY 2020

Shire of Shark Bay					
EXPLANATION OF MATERIAL VARIANCES					
For the Period Ended 31 December 2019					
Note 2: EXPLANATION OF MATERIAL VARIANCES					
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	5,624	154.2%	▲	Timing	Insurance refunds - windscreen replacement plus LGIS Member Dividend received to assist with computer upgrade purchases
General Purpose Funding - Rates	54,174	3.9%	▲	Timing	Interim and Back Rates of \$54K not included in Original Budget
General Purpose Funding - Other	609	0.1%	▲	Timing	No Reportable Variance
Law, Order and Public Safety	(13,570)	(17.9%)	▼	Timing	Coastal Adaptation and Protection (DOT) Grant YTD budget in advance of YTD actual
Health	(1,054)	(46.8%)	▼	Timing	No Reportable Variance
Housing	4,811	7.4%	▲	Timing	Rental Income Received in Advance
Community Amenities	20,110	7.1%	▲	Timing	Refuse Site Fees, Development and Structure Plan Fees in excess of YTD Budget
Recreation and Culture	55,625	38.1%	▲	Timing	Sale of Merchandise and Entrance Fees in excess of YTD Budget plus Gascoyne Sports Modelling Grant not included in original budget as approved after adoption
Transport	129,009	46.1%	▲	Timing	Payment of Useless Loop Road Maintenance in advance of YTD budget
Economic Services	(299,633)	(47.8%)	▼	Timing	MRWA Monkey Mia and Shark Bay Road Private Works have commenced but timing of YTD actual is behind YTD Budget. This has been offset by increases in Monkey Mia Dolphin Resort Borrow Pit Fees (\$16K), Business And Stakeholder Survey Grant (\$20K) and Camping Fees and Caravan Park Leases.
Other Property and Services	(41)	75.5%	▲	Timing	Refunds Income in excess of YTD Budget
Operating Expense					
Governance	87,180	(41.8%)	▲	Timing	Overall underspend in expenses
General Purpose Funding	5,608	(9.7%)	▲	Timing	Underspend in Governance Overhead allocations
Law, Order and Public Safety	1,095	(0.7%)	▲	Timing	No Reportable Variance
Health	5,564	(18.9%)	▲	Timing	Overall underspend in expenses
Housing	11,267	(9.2%)	▲	Timing	Overall underspend in expenses
Community Amenities	49,336	(13.1%)	▲	Timing	Recycling Service Review, Recycling Expenses, Town Planning and Refuse Site Maintenance expenses less than YTD budget
Recreation and Culture	20,914	(1.8%)	▲	Timing	Council Assistance Program below YTD Budget (\$10K) plus SBDC Stock Movement Adjustment for December stocktake (\$10K)
Transport	30,604	(3.5%)	▲	Timing	No Reportable Variance
Economic Services	256,553	(46.1%)	▲	Timing	MRWA Private Works commenced but are behind the timing of the YTD budget resulting in Budget surplus. This is offset by Budget deficit in MRWA Private Works Income above.
Other Property and Services	39,569	(101.4%)	▲	Timing	Overall reduction in Public Work Overheads and Plant Costs compared to YTD Budget
Capital Revenues					
Grants, Subsidies and Contributions	0	0.0%	▲	Timing	No Reportable Variance
Proceeds from Disposal of Assets	(0)	0.0%	▲	Timing	No Reportable Variance
Capital Expenses					
Land and Buildings	64,625	0.0%	▲	Timing	Staff and Pensioner Capital Works have not commenced
Infrastructure - Roads	(146,662)	0.0%	▼	Timing	Useless Loop Road works commenced earlier than budgeted
Infrastructure - Public Facilities	191,305	0.0%	▲	Timing	Town Oval Bore YTD Budget ahead of YTD Actual Expenditure as bore will progress over three months
Infrastructure - Footpaths	1,988	0.0%	▲	Timing	No Reportable Variance
Plant and Equipment	13,381	0.0%	▲	Timing	Savings acquired on EMCd and EMFA vehicle trade ins.
Financing					
Loan Principal	0	0.0%	▼	Timing	No reportable variance.

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

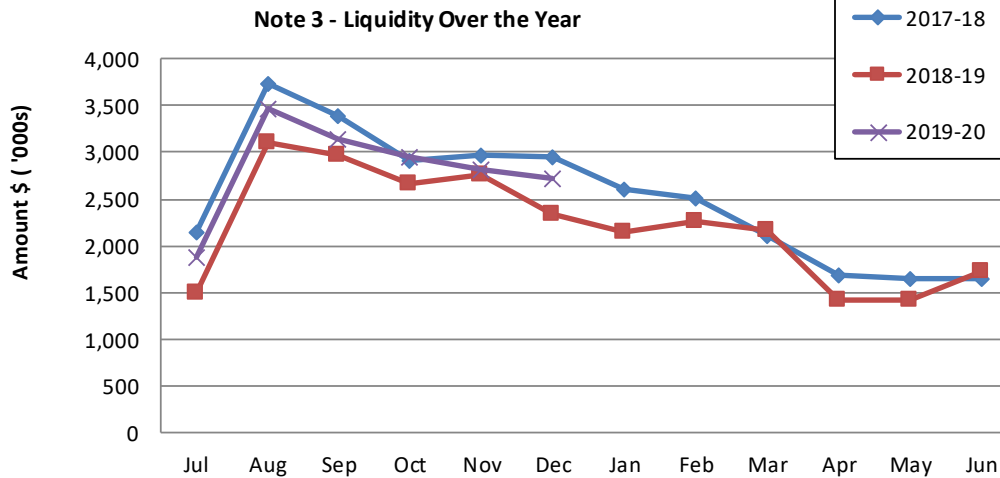
MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2019

Note 3: NET CURRENT FUNDING POSITION

	Note	Positive=Surplus (Negative=Deficit)	
		31 December 2019	31 December 2018
		\$	\$
Current Assets			
Cash Unrestricted	4	2,099,782	2,120,319
Cash Restricted	4	1,435,957	1,570,193
Receivables - Rates	6	469,828	407,195
Receivables -Other	6	326,889	107,867
Interest / ATO Receivable		24,944	22,281
Inventories		131,104	113,037
		4,488,503	4,340,893
Less: Current Liabilities			
Payables		(113,215)	(180,250)
Provisions		(208,068)	(252,431)
Bond Liability (Formally Trust Account)		(11,433)	0
		(332,716)	(432,681)
Less: Cash Reserves	7	(1,435,957)	(1,570,193)
Net Current Funding Position		2,719,831	2,338,018



Comments - Net Current Funding Position

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
For the Period Ended 31 December 2019							
Note 4: CASH AND INVESTMENTS							
	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.10%	194,162			194,162	Bankwest	At Call
Reserve Bank Account	0.00%		234,453		234,453	Bankwest	At Call
Reserve On Call Investment Acc	0.75%		1,201,505		1,201,505	Bankwest	At Call
Telenet Saver	1.10%	1,904,720			1,904,720	Bankwest	At Call
Trust Bank Account	0.00%			0	0	Bankwest	At Call
Cash On Hand		900			900		On Hand
(b) Term Deposits							
Municipal Investment					0		
Municipal Investment					0		
Reserve Investment					0		
Total		2,099,782	1,435,957	0	3,535,739		
Comments/Notes - Investments							
Surplus funds invested for terms conducive to cashflow requirements.							

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 December 2019				
Note 6: RECEIVABLES				
Receivables - Rates Receivable	31 December 2019	30 June 2019	Receivables - General	Current 30 Days 60 Days 90+Days
	\$	\$		\$ \$ \$ \$
Opening Arrears Previous Years	31,927	36,581	Receivables - General	311,887 14,044 500 366
Levied this year	1,779,935	1,742,151	Total Receivables General Outstanding	326,797
less Collections to date	(1,342,034)	(1,746,805)	Amounts shown above include GST (where applicable)	
Equals Current Outstanding	469,828	31,927		
Net Rates Collectable	469,828	31,927		
% Collected	74.07%	98.21%		

Month	2018-19 (\$'000s)	2019-20 (\$'000s)
Jul	50	50
Aug	1700	1700
Sep	1100	1100
Oct	700	700
Nov	550	550
Dec	450	450
Jan	350	350
Feb	200	200
Mar	180	180
Apr	80	80
May	50	50
Jun	50	50

Category	Percentage
Current	96%
30 Days	4%
60 Days	0%
90+Days	0%

Comments/Notes - Receivables Rates	No major issues at this time
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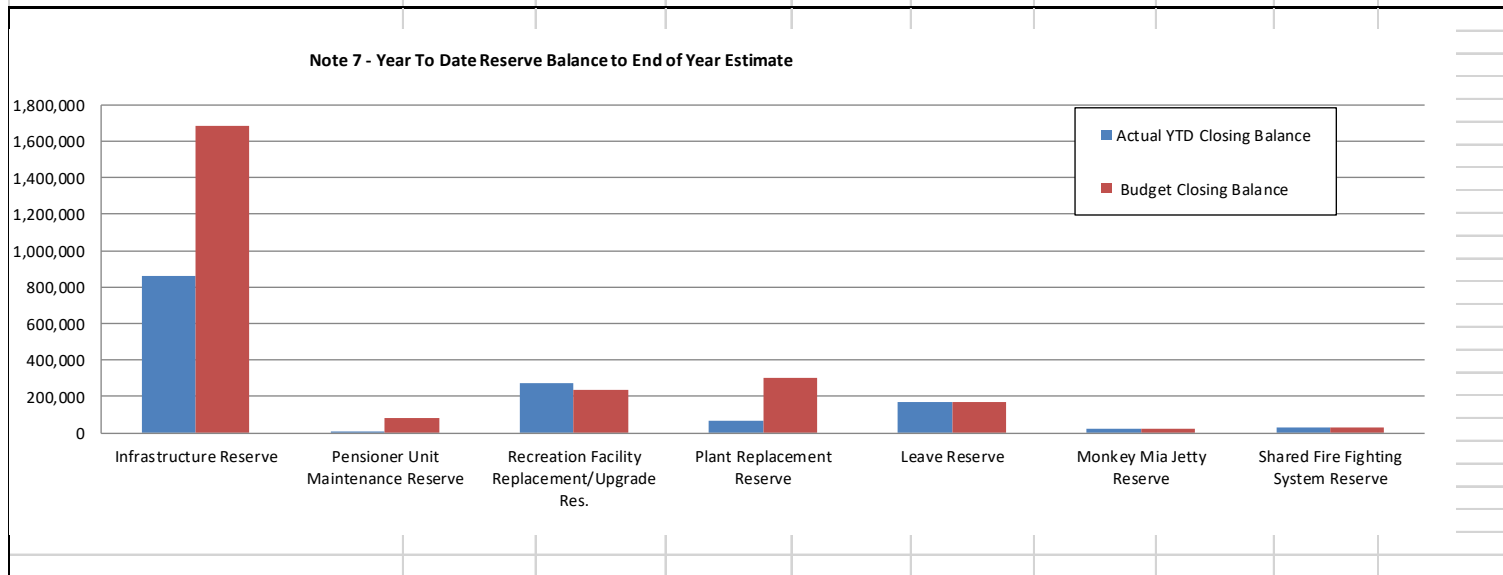
MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2019

Note 7: Cash Backed Reserve

2019-20									
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	1,332,164	14,000	2,897	595,418	0	(255,000)	(473,024)	1,686,582	862,037
Pensioner Unit Maintenance Reserve	10,916	130	32	116,143	0	(45,000)	0	82,189	10,949
Recreation Facility Replacement/Upgrade Res.	269,466	4,000	795	202,000	0	(237,500)	0	237,966	270,262
Plant Replacement Reserve	70,302	1,100	207	568,636	0	(336,000)	0	304,038	70,509
Leave Reserve	170,156	2,300	502	0	0	0	0	172,456	170,659
Monkey Mia Jetty Reserve	21,977	400	65	0	0	0	0	22,377	22,042
Shared Fire Fighting System Reserve	29,413	450	87	0	0	0	0	29,863	29,500
	1,904,395	22,380	4,586	1,482,197	0	(873,500)	(473,024)	2,535,472	1,435,957



MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
For the Period Ended 31 December 2019							
Note 8 CAPITAL DISPOSALS							
Actual YTD Profit/(Loss) of Asset Disposal					Annual Budget		
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 31 12 2019		
\$	\$	\$	\$		Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
				Plant and Equipment	\$	\$	\$
				Governance			
			0	CEO Vehicle	(3,925)	0	3,925
34,765	(17,765)	21,364	4,364	EMFA Vehicle	3,000	4,364	1,364
23,282	(3,456)	17,727	(2,098)	EMCD Vehicle	(5,141)	(2,098)	3,043
58,047	(21,221)	39,091	2,265		(6,066)	2,265	8,331
				Transport			
			0	Dual Cab Ute - Ranger	4,594	0	(4,594)
			0	Dual Cab Ute - Gardner	4,708	0	(4,708)
			0	Prime Mover	(66,250)	0	66,250
			0	Vibration Roller - Sale Proceeds	(3,864)	0	3,864
0	0	0	0		(60,812)	0	60,812
58,047	(21,221)	39,091	2,265		(66,878)	2,265	69,143
Comments - Capital Disposal/Replacements							

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
For the Period Ended 31 December 2019											
Note 9: RATING INFORMATION	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	2019/20 Budget Rate Revenue \$	2019/20 Budget Interim Rate \$	2019/20 Budget Back Rate \$	2019/20 Budget Total Revenue \$
RATE TYPE											
Differential General Rate											
GRV Residential	0.102840	316	3,761,841	386,871	1,826	1,047	389,744	386,871			386,871
GRV Commercial	0.105690	42	2,114,558	223,477			223,477	223,477			223,477
GRV Vacant	0.102840	18	360,100	37,033			37,033	37,033			37,033
GRV Rural Commercial	0.106880	5	306,280	32,736	973		33,709	32,736			32,736
GRV Industrial/Residential	0.113800	46	629,944	71,689			71,689	71,689			71,689
GRV Industrial/Residential Vaca	0.102840	2	10,400	1,070	-10		1,060	1,070			1,070
GRV Rural Resort	0.112820	3	1,132,800	127,805	24,144	19,266	171,214	127,805			127,805
UV General	0.207090	7	827,678	171,402			171,402	171,402			171,402
UV Pastoral	0.141820	11	617,360	87,556			87,556	87,556			87,556
UV Mining	0.282450	1	7,947	2,245			2,245	2,245			2,245
UV Exploration	0.271580	2	764,435	207,605	-1,098	8,025	214,532	207,604			207,604
Sub-Totals		453	10,533,343	1,349,490	25,834	28,339	1,403,662	1,349,488	0	0	1,349,488
Minimum Payment											
GRV Residential	876.00	52	384,173	45,552			45,552	45,552			45,552
GRV Commercial	876.00	17	93,832	14,892			14,892	14,892			14,892
GRV Vacant	876.00	83	271,090	72,708			72,708	72,708			72,708
GRV Rural Commercial	876.00	0	0	0			0	0			0
GRV Industrial/Residential	876.00	3	19,440	2,628			2,628	2,628			2,628
GRV Industrial/Residential Vaca	546.00	0	0	0			0	0			0
GRV Rural Resort	876.00	0	0	0			0	0			0
UV General	735.00	6	9,262	4,410			4,410	4,410			4,410
UV Pastoral	920.00	0	0	0			0	0			0
UV Mining	920.00	1	654	920			920	920			920
UV Exploration	920.00	2	4,080	1,840			1,840	1,840			1,840
Sub-Totals		164	782,531	142,950	0	0	142,950	142,950	0	0	142,950
Concessions							(139,394)				(139,394)
Amount from General Rates							1,407,218				1,353,044
Specified Area Rates							38,917				38,917
Totals							1,446,135				1,391,961
Comments - Rating Information											

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 31 December 2019								
10. INFORMATION ON BORROWINGS								
(a) Debenture Repayments								
Particulars	Principal 1-Jul-19	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2019/20 Actual	2019/20 Budget	2019/20 Actual	2019/20 Budget	2019/20 Actual	2019/20 Budget
			\$	\$	\$	\$	\$	\$
Loan 57 Monkey Mia Bore	134,616	0	15,667	31,653	118,949	102,963	1,668	5,654
Loan 56 - Staff Housing	28,847	0	9,333	18,946	19,513	9,901	783	1,556
Loan - Town Oval Bore	0	800,000	0	15,472	0	784,528	0	10,160
	163,463	800,000	25,001	66,071	138,462	897,392	2,451	17,370

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

26 FEBRUARY 2020

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 31 December 2019								
Note 11: GRANTS AND CONTRIBUTIONS								
Program/Details	Grant Provider	Approval	2019-20 Annual Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received/Invoiced	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	692,157	0	692,157	0	346,079	346,079
Grants Commission - Roads	WALGGC	Y	226,736	0	226,736	0	113,368	113,368
LGIS Surplus Share Dividend Distribution	LGIS	Y	0	0	16,761	0	16,761	0
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	8,133	0	8,133	0	6,514	1,619
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Y	46,590	0	46,590	0	23,295	23,295
Coastal Hazard Risk Management & Adaption Plan	WA Planning Commission	Y	32,500	0	32,500	0	19,500	13,000
Coastal Adaptation and Protection	Department of Transport	Y	11,000	0	11,000	0	0	11,000
Gascoyne Sports Modelling	Department of Local Government Sport and Culture	Y	0	0	0	0	5,000	
RECREATION AND CULTURE								
Contributions - HMAS Sydney Exhibit	Visitors to Discovery Centre	Y	200	0	200	0	216	0
Laser Tag	Miscellaneous revenue	Y	0	0	0	0	123	0
ECONOMIC SERVICES								
Thank a Volunteer	Dept of Communities	Y	0	0	0	0	700	0
BBRF Community Investment	Dept of Infrastructural	Y	0	0	0	0	20,000	0
TRANSPORT								
Road Preservation Grant	State Initiative - Main Roads WA	Y	106,056	0	106,056	0	113,118	
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	0	8,900
Roads To Recovery Grant - Cap	Roads to Recovery	Y	297,245	0	0	297,245	0	297,245
RRG Grants - Capital Projects	Regional Road Group	Y	230,217	0	0	230,217	194,855	35,362
TOTALS			1,989,734	0	1,479,033	527,462	1,123,528	915,868
			Operating		1,479,033		928,673	
			Non-operating		527,462		194,855	
					2,006,495		1,123,528	
Comments - Operating and Non Operating Grants								

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 December 2019				
Note 12: BOND LIABILITY				
Funds held at balance date over which the Shire has no control and which are included in Note 3 of this statement are as follows:				
Description	Opening Balance 1 Jul 19	Amount Received	Amount Paid	Closing Balance 31-Dec-19
	\$	\$	\$	\$
CITF Levy	\$ -	1,064	(1,064)	0
Library Card Bond	\$ 250	150	(300)	100
Bookeasy- Sales	\$ -	249,584	(249,584)	0
Kerb/Footpath Deposit	\$ 3,800	1,000	0	4,800
Bond Key	\$ 3,420	890	(560)	3,750
Hall Bond	\$ -	550	(275)	275
Police Licensing	\$ 997	122,971	(123,967)	0
Election Deposit	\$ -	800	(800)	0
Marquee Deposit	\$ -		0	0
Building Licence Levy	\$ -	1,691	(1,691)	0
Road Reserve - Hughes Street	\$ 2,298		0	2,298
Tour Sales	\$ -		0	0
Property Rental Bonds	\$ -		0	0
Rates Unidentified Deposit	\$ 210		0	210
	10,974	378,700	(378,242)	11,433

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

CAPITAL WORKS PROGRAM 2019/20								
Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Over)/Under	YTD Actual (Renewal Exp)	Comment
Land and Buildings								
Governance								
Asbestos Removal - Shire Office	2.2.1	WKSM	(75,000)	0	0	0	0	
Records Room	4.2.2	CEO	(30,000)	(30,000)	(7,870)	22,130	7,870	Due to be complete in March 2020
Governance Total			(105,000)	(30,000)	(7,870)	22,130	7,870	
Housing								
Staff housing Capital Works								
Staff Housing - 5 Spaven Way	2.2.1	CEO	(10,000)	(4,998)	0	4,998	0	
Staff Housing - 65 Brockman St	2.2.1	EMCD	(10,000)	(4,998)	0	4,998	0	
Staff Housing - 51 Durlacher St	2.2.1	EMFA	(10,000)	(4,998)	0	4,998	0	
Staff Housing - 80 Durlacher St	2.2.1	EMCD	(10,000)	(4,998)	0	4,998	0	
Pensioner Units Capital	2.2.1	EMCD	(35,000)	(17,502)	0	17,502	0	
Pensioner Units Door/Water Pipe Replacement	2.2.1	EMCD	(10,000)	(5,001)	0	5,001	0	
Housing Total			(85,000)	(42,495)	0	42,495	0	
Community Amenities								
Buildings								
Morgue	2.2.1	CEO	(20,000)	0	0	0	0	
Community Amenities Total			(20,000)	0	0	0	0	
Recreation								
Buildings								
Asbestos Removal - Denham Town Hall/Stables	2.2.1	WKSM	(75,000)	0	0	0	0	
Recreation Centre Panel and Paint Renewal	2.2.1	WKSM	(50,000)	0	0	0	0	
Recreation Total			(125,000)	0	0	0	0	
Transport								
Buildings								
Depot - Office Awning	4.2.2	WKSM	(10,000)	0	0	0	0	
Depot - Boundary Fencing	4.2.2	WKSM	(15,000)	0	0	0	0	
Transport Total			(25,000)	0	0	0	0	
Land and Buildings Total			(360,000)	(72,495)	(7,870)	64,625	7,870	
Footpaths								
Infrastructure								
Footpath Construction-Denham Footpath Plan	1.1.1/2.2.1	WKSM	(50,000)	(25,002)	(23,014)	1,988	0	
Footpaths Total			(50,000)	(25,002)	(23,014)	1,988	0	

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
Drainage								
Transport								
Drainage/Sump Construction	1.1.1	WKSM	(20,000)	0	0	0		
Transport Total			(20,000)	0	0	0	0	
Drainage Total			(20,000)	0	0	0	0	
Furniture & Office Equip.								
Governance								
Server and Program Upgrade	4.2.2	EMFA	(20,000)	(20,000)	(20,784)	(784)	20,784	Commenced In Progress
Governance Total			(20,000)	(20,000)	(20,784)	(784)	20,784	
Furniture & Office Equip. Total			(20,000)	(20,000)	(20,784)	(784)	20,784	
Plant , Equipment and Vehicles								
Governance								
CEO Vehicle	2.2.1	CEO	(65,000)	0	0	0		
EMFA Vehicle	2.2.1	EMFA	(35,000)	(35,000)	(27,793)	7,207	27,793	Complete
EMCD Vehicle	2.2.1	EMCD	(35,000)	(35,000)	(27,720)	7,280	27,720	Complete
Total Governance			(135,000)	(70,000)	(55,512)	14,488	55,512	
Transport								
Major Plant Items	4.2.2	WKSM	(20,000)	(10,002)	0	10,002	0	
Excavator	4.2.2	WKSM	0	0	(11,109)	(11,109)	11,109	Capital Works to Extend Useful Life
Dual Cab Ute - Town Gardener	4.2.2	WKSM	(45,000)	0	0	0	0	Due February 2020
Dual Cab Ute - Ranger	4.2.2	WKSM	(45,000)	0	0	0	0	Due February 2020
Prime Mover	4.2.2	WKSM	(240,000)	0	0	0	0	Due February 2020
Transport Total			(350,000)	(10,002)	(11,109)	(1,107)	11,109	
Denham Marine Facilities								
Boat Jinker Brake System Upgrade	4.2.2	WKSM	(20,000)	0	0	0	0	
Denham Marine Facilities Total			(20,000)	0	0	0	0	
Plant , Equipment and Vehicles Total			(505,000)	(80,002)	(66,621)	13,381	66,621	

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	2016/17 Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
Public Facilities								
Community Amenities								
Cemetery Shade	2.4.2	WKSM	(5,000)	0	0	0		
Hamelin Pool Carpark	2.2.1	WKSM	(10,000)	0	0	0		
Community Amenities Total			(15,000)	0	0	0	0	
Recreation And Culture								
West End Toilet Roof Replacement	2.2.1	WKSM	(15,000)	0	0	0		
Town Oval Bore	2.2.1	WKSM	(800,000)	(800,000)	(607,382)	192,618	607,382	Project underway
Town Bore Fence Extensions	2.2.1	WKSM	(7,500)	0	0	0	0	
Town Oval Fountain	2.2.1	WKSM	(7,000)	(7,000)	(5,035)	1,965	5,035	
Playground Fence Replacement	2.2.1	WKSM	(8,000)	0	0	0	0	
Charlie Sappie Park Bed Removal and Replacement	2.2.1	WKSM	(20,000)	0	0	0	0	
Multi Purpose Courts Light Upgrade	2.2.1	WKSM	(10,000)	0	0	0	0	
Little Lagoon Signs and Barriers	2.2.1/1.2.2	CEO	(52,000)	(26,004)	(29,282)	(3,278)	0	
Recreation And Culture Total			(919,500)	(833,004)	(641,699)	191,305	612,417	
Public Facilities Total			(934,500)	(833,004)	(641,699)	191,305	612,417	

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

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 19-20 Brockman Street	1.1.1	WKSM	(297,245)	0	0	0	0	Due to commence Feb-Mar 2020
Useless Loop Road - RRG 19-20	1.1.1	WKSM	(255,325)	(127,662)	(274,324)	(146,662)	274,324	Commenced one month early
Eagle Bluff - RRG 19-20	1.1.1	WKSM	(90,000)	0	0	0	0	Due to commence April 2020
Transport Total			(642,570)	(127,662)	(274,324)	(146,662)	274,324	
Roads (Non Town) Total			(642,570)	(127,662)	(274,324)	(146,662)	274,324	
Capital Expenditure Total			(2,532,070)	(1,158,165)	(1,034,312)	123,853	982,016	

26 FEBRUARY 2020

13.3 FINANCIAL REPORTS TO 31 JANUARY 2020
CM00017

Author
Executive Manager Finance and Administration

Disclosure of Any Interest
Nil

Moved Cr Fenny
Seconded Cr Stubberfield

Council Resolution

That the monthly financial report to 31 January 2020 as attached be received.
6/0 CARRIED

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **31 January 2020** are attached.

VARIANCE ANALYSIS

Operating Revenue was below the year to date budget by \$76,882. The major contributor to this budget deficit is the Main Roads Western Australia Private Works which was budgeted to commence in October 2019 but started in December 2019 resulting in a variance of \$(-404K). However this budget variance has been offset by increases, totalling (\$286K), in Insurance refunds, Local Government Insurance Service Member dividend distributions, Interim and Back Rates, Rental Income, Increases in fees received from the Refuse Site, Development and Structure Plans, Shark Bay World Heritage Discovery and Visitor Centre Merchandise Sales and Entrance Fees, Camping and Caravan Park Leases. In addition the Gascoyne Sports and Modelling Grant, Business and Stakeholders Survey Grant and Monkey Mia Dolphin Resort Borrow Pit Fees (Fill and gravel utilised by Monkey Mia in the upgrade of their facility) (\$41K) were not incorporated within the original budget as these items were approved after the adoption of the budget by Council.

Operating Expenditure is under the year to date budget by \$643,438. This figure has been inflated by the Main Roads Western Australia Private Works as mentioned above plus an overall underspend in expenditure to date.

Capital Revenue was greater than the year to date budget by \$102,769 due to Regional Road Group Useless Loop Grant received in January prior to anticipated budget.

Capital Expenditure is under the year to date budget by \$333,436. The major contributor to this variance is the Town Oval Bore with a variance of \$123K. This is due to the year to date budget being brought in for the full value of \$800,000 at commencement in September whilst the project has been progressing over the last four months and is reflected in corresponding progress payments to the contractor. The Records Room relocation is underway and is due to be completed by March 2020.

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

To date no capital works have been undertaken on Housing though the Year To Date budget expenditure is \$50K. These amounts have been offset by the Useless Loop Road Project which commenced one month earlier and is in front of year to date budget by \$45K.

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
11 February 2020

SHIRE OF SHARK BAY	
MONTHLY FINANCIAL REPORT	
For the Period Ended 31 January 2020	
LOCAL GOVERNMENT ACT 1995	
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996	
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Note 10	Information on Borrowings
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Note 12	Bond Liability
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MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

SHIRE OF SHARK BAY							
STATEMENT OF FINANCIAL ACTIVITY							
(Statutory Reporting Program)							
For the Period Ended 31 January 2020							
	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		4,300	3,756	9,272	5,516	146.87%	▲
General Purpose Funding - Rates	9	1,391,961	1,391,961	1,446,135	54,174	3.89%	▲
General Purpose Funding - Other		998,735	506,500	507,139	639	0.1%	▲
Law, Order and Public Safety		108,123	92,789	76,380	(16,409)	(18%)	▼
Health		2,250	2,250	1,432	(818)	(36.36%)	▼
Housing		130,105	74,867	79,333	4,466	6.0%	▲
Community Amenities		341,446	297,614	318,472	20,858	7.01%	▲
Recreation and Culture		287,273	173,414	219,309	45,895	26.5%	▲
Transport		514,558	317,977	415,259	97,282	30.6%	▲
Economic Services		894,082	726,231	416,650	(309,581)	(42.6%)	▼
Other Property and Services		38,000	22,169	43,265	21,096	95.2%	▲
Total Operating Revenue		4,710,833	3,609,528	3,532,646	(76,882)	(2.13%)	
Operating Expense							
Governance		(282,124)	(235,939)	(148,707)	87,232	(37.0%)	▲
General Purpose Funding		(115,631)	(67,452)	(57,636)	9,816	(14.6%)	▲
Law, Order and Public Safety		(316,668)	(216,096)	(183,756)	32,340	(15.0%)	▲
Health		(80,865)	(44,651)	(26,977)	17,674	(39.6%)	▲
Housing		(231,263)	(140,576)	(125,496)	15,080	(10.7%)	▲
Community Amenities		(738,587)	(438,029)	(370,864)	67,165	(15.3%)	▲
Recreation and Culture		(2,230,779)	(1,327,636)	(1,255,339)	72,297	(5.4%)	▲
Transport		(1,761,594)	(985,185)	(950,125)	35,060	(3.6%)	▲
Economic Services		(1,096,522)	(666,945)	(349,095)	317,850	(47.7%)	▲
Other Property and Services		(37,500)	(37,293)	(48,370)	(11,077)	29.7%	▼
Total Operating Expenditure		(6,891,533)	(4,159,801)	(3,516,363)	643,438	(15.5%)	
Funding Balance Adjustments							
Add back Depreciation		2,015,110	1,186,966	1,141,160	(45,806)		
Adjust (Profit)/Loss on Asset Disposal	8	66,878	(4,513)	(2,265)	2,248		
Adjust in Pensioner Rates Non Current		0	0	0			
Adjust Provisions and Accruals		0	0	0			
Net Cash from Operations		(98,712)	632,180	1,155,178	522,998		
Capital Revenues							
Grants, Subsidies and Contributions	11	527,462	92,086	194,855	102,769	111.6%	▲
Proceeds from Disposal of Assets	8	232,636	39,091	39,091	(0)	0.0%	
Total Capital Revenues		760,098	131,177	233,946	102,769	78.3%	
Capital Expenses							
Land and Buildings	13	(360,000)	(80,411)	(12,790)	67,621	0.0%	▲
Infrastructure - Roads	13	(642,570)	(230,216)	(275,542)	(45,326)	0.0%	▼
Infrastructure - Public Facilities	13	(934,500)	(848,982)	(711,361)	137,621	0.0%	▲
Infrastructure - Footpaths	13	(50,000)	(29,169)	(24,913)	4,256	0.0%	▲
Infrastructure - Drainage	13	(20,000)	0	0	0	0.0%	▲
Plant and Equipment	13	(505,000)	(236,669)	(66,621)	170,048	0.0%	▲
Furniture and Equipment	13	(20,000)	(20,000)	(20,784)	(784)	0.0%	▼
Total Capital Expenditure		(2,532,070)	(1,445,447)	(1,112,011)	333,436	23.1%	
Net Cash from Capital Activities		(1,771,972)	(1,314,270)	(878,065)	436,205	33.19%	
Financing							
Proceeds from Loans		800,000	0	0	0	0.0%	
Transfer from Reserves	7	873,500	606,490	606,490	0	0.0%	
Repayment of Debentures	10	(66,071)	(25,001)	(25,001)	0	0.0%	
Transfer to Reserves	7	(1,504,577)	(5,351)	(5,351)	0	0.0%	
Net Cash from Financing Activities		102,852	576,138	576,138	0	0.0%	
Net Operations, Capital and Financing		(1,767,832)	(105,952)	853,251	959,203	905.32%	▲
Opening Funding Surplus(Deficit)	3	1,767,832	1,767,832	1,770,218	2,386		
Closing Funding Surplus(Deficit)	3	0	1,661,880	2,623,469	961,589		▲

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 2 for an explanation of the reasons for the variance.

Depreciation has not been run for July until Fair Valuation for Plant and Equipment and end of year accounts have been finalised

MINUTES OF THE ORDINARY COUNCIL MEETING

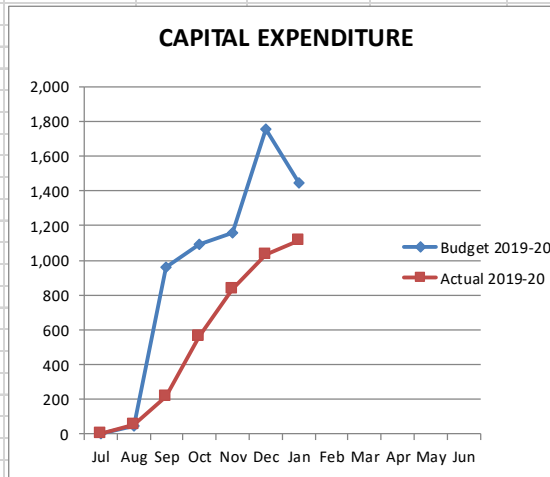
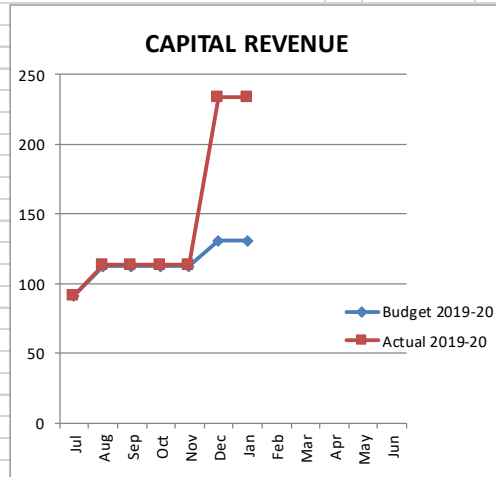
26 FEBRUARY 2020

SHIRE OF SHARK BAY				
STATEMENT OF FINANCIAL ACTIVITY				
(By Nature or Type)				
For the Period Ended 31 January 2020				
	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)
Operating Revenues		\$	\$	\$
Rates	9	1,391,961	1,391,961	1,446,135
Operating Grants, Subsidies and Contributions	11	1,462,272	814,887	942,201
Fees and Charges		1,656,006	1,289,055	1,021,834
Interest Earnings		57,730	15,400	15,671
Other Revenue		130,562	85,923	104,541
Profit on Disposal of Assets	8	12,302	12,302	2,265
Total Operating Revenue		4,710,833	3,609,528	3,532,646
Operating Expense				
Employee Costs		(2,265,623)	(1,299,274)	(1,148,610)
Materials and Contracts		(1,974,380)	(1,257,609)	(845,532)
Utility Charges		(187,510)	(109,489)	(84,986)
Depreciation on Non-Current Assets		(2,015,110)	(1,186,966)	(1,141,160)
Interest Expenses		(17,370)	(2,456)	(2,451)
Insurance Expenses		(156,295)	(156,294)	(153,325)
Other Expenditure		(196,065)	(139,925)	(140,299)
Loss on Disposal of Assets	8	(79,180)	(7,789)	0
Total Operating Expenditure		(6,891,533)	(4,159,801)	(3,516,363)
Funding Balance Adjustments				
Add back Depreciation		2,015,110	1,186,966	1,141,160
Adjust (Profit)/Loss on Asset Disposal	8	66,878	(4,513)	(2,265)
Adjust in Pensioner Rates Non Current		0	0	0
Adjust Provisions and Accruals		0	0	0
Net Cash from Operations		(98,712)	632,180	1,155,178
Capital Revenues				
Grants, Subsidies and Contributions	11	527,462	92,086	194,855
Proceeds from Disposal of Assets	8	232,636	39,091	39,091
Total Capital Revenues		760,098	131,177	233,946
Capital Expenses				
Land and Buildings	13	(360,000)	(80,411)	(12,790)
Infrastructure - Roads	13	(642,570)	(230,216)	(275,542)
Infrastructure - Public Facilities	13	(934,500)	(848,982)	(711,361)
Infrastructure - Footpaths	13	(50,000)	(29,169)	(24,913)
Infrastructure - Drainage	13	(20,000)	0	0
Plant and Equipment	13	(505,000)	(236,669)	(66,621)
Furniture and Equipment	13	(20,000)	(20,000)	(20,784)
Total Capital Expenditure		(2,532,070)	(1,445,447)	(1,112,011)
Net Cash from Capital Activities		(1,771,972)	(1,314,270)	(878,065)
Financing				
Proceeds from Loans		800,000	0	0
Transfer from Reserves	7	873,500	606,490	606,490
Repayment of Debentures	10	(66,071)	(25,001)	(25,001)
Transfer to Reserves	7	(1,504,577)	(5,351)	(5,351)
Net Cash from Financing Activities		102,852	576,138	576,138
Net Operations, Capital and Financing		(1,767,832)	(105,952)	853,251
Opening Funding Surplus(Deficit)	3	1,767,832	1,767,832	1,770,218
Closing Funding Surplus(Deficit)	3	0	1,661,880	2,623,469

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

SHIRE OF SHARK BAY							
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING							
For the Period Ended 31 January 2020							
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	0	12,790	12,790	80,411	360,000	67,621
Infrastructure Assets - Roads	13	0	275,542	275,542	230,216	642,570	(45,326)
Infrastructure Assets - Public Facilities	13	29,282	682,079	711,361	848,982	934,500	137,621
Infrastructure Assets - Footpaths	13	24,913	0	24,913	29,169	50,000	4,256
Infrastructure Assets - Drainage	13	0	0	0	0	20,000	0
Infrastructure Assets - Streetscapes	13	0	0	0	0	0	0
Plant and Equipment	13	0	66,621	66,621	236,669	505,000	170,048
Furniture and Equipment	13	0	20,784	20,784	20,000	20,000	(784)
Capital Expenditure Totals		54,196	1,057,816	1,112,011	1,445,447	2,532,070	333,436



MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 January 2020	
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

26 FEBRUARY 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 January 2020	
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

26 FEBRUARY 2020

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 January 2020				
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

26 FEBRUARY 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 January 2020	
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

26 FEBRUARY 2020

SHIRE OF SHARK BAY			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 31 January 2020			
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			12 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

26 FEBRUARY 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 January 2020	
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

26 FEBRUARY 2020

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 January 2020				
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

26 FEBRUARY 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 January 2020	
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

26 FEBRUARY 2020

SHIRE OF SHARK BAY	
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY	
For the Period Ended 31 January 2020	
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

26 FEBRUARY 2020

SHIRE OF SHARK BAY					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 31 January 2020					
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 obligated 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

26 FEBRUARY 2020

SHIRE OF SHARK BAY				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 January 2020				
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

26 FEBRUARY 2020

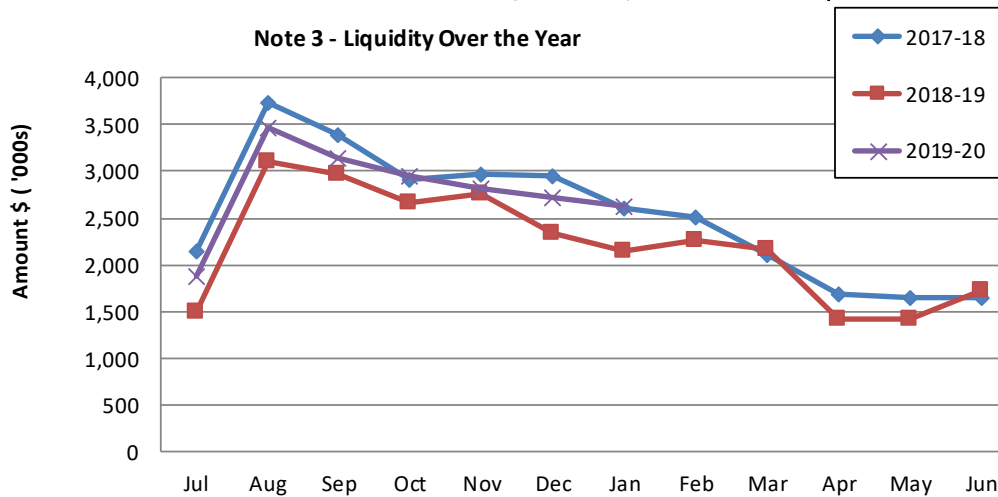
Shire of Shark Bay					
EXPLANATION OF MATERIAL VARIANCES					
For the Period Ended 31 January 2020					
Note 2: EXPLANATION OF MATERIAL VARIANCES					
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	5,516	146.9%	▲	Timing	Insurance refunds -windscreen replacement plus LGIS Member Dividend received to assist with computer upgrade purchases
General Purpose Funding - Rates	54,174	3.9%	▲	Timing	Interim and Back Rates of \$54K not included in Original Budget
General Purpose Funding - Other	639	0.1%	▲	Timing	No Reportable Variance
Law, Order and Public Safety	(16,409)	(17.7%)	▼	Timing	Coastal Adaptation and Protection (DOT) Grant YTD budget in advance of YTD actual
Health	(818)	(36.4%)	▼	Timing	No Reportable Variance
Housing	4,466	6.0%	▲	Timing	Rental Income Received in Advance
Community Amenities	20,858	7.0%	▲	Timing	Refuse Site Fees, Development and Structure Plan Fees in excess of YTD Budget
Recreation and Culture	45,895	26.5%	▲	Timing	Sale of Merchandise and Entrance Fees in excess of YTD Budget plus Gascoyne Sports Modelling Grant not included in original budget as approved after adoption
Transport	97,282	30.6%	▲	Timing	Payment of Useless Loop Road Maintenance in advance of YTD budget
Economic Services	(309,581)	(42.6%)	▼	Timing	MRWA Monkey Mia and Shark Bay Road Private Works have commenced but timing of YTD actual is behind YTD Budget. This has been offset by increases in Monkey Mia Dolphin Resort Borrow Pit Fees (\$16K), Business And Stakeholder Survey Grant (\$20K) and Camping Fees and Caravan Park Leases.
Other Property and Services	21,096	95.2%	▲	Timing	Refunds Income and Diesel Fuel Rebate in excess of YTD Budget
Operating Expense					
Governance	87,232	(37.0%)	▲	Timing	Overall underspend in Strategic Planning, Elected Members Training, Administration Staff Costs and Shire Office Maintenance
General Purpose Funding	9,816	(14.6%)	▲	Timing	Underspend in Governance Overhead allocations
Law, Order and Public Safety	32,340	(15.0%)	▲	Timing	Overall underspend in Coastal Hazards Identification, Adaptation and Protection Expenses, and Emergency Management Consultant.
Health	17,674	(39.6%)	▲	Timing	Underspend in Governance Overhead allocations and Consultants Fees - Health
Housing	15,080	(10.7%)	▲	Timing	Overall underspend in maintenance expenses
Community Amenities	67,165	(15.3%)	▲	Timing	Recycling Service Review, Recycling Expenses, Town Planning and Refuse Site Maintenance expenses less than YTD budget
Recreation and Culture	72,297	(5.4%)	▲	Timing	Underspend in SBDC Utilities, Travelling Exhibition Costs, Shop Equipment and Furniture under \$5K and Inventory on Hand movement to December 2019.
Transport	35,060	(3.6%)	▲	Timing	No Reportable Variance
Economic Services	317,850	(47.7%)	▲	Timing	MRWA Private Works commenced but are behind the timing of the YTD budget resulting in Budget surplus. This is offset by Budget deficit in MRWA Private Works Income above.
Other Property and Services	(11,077)	29.7%	▼	Timing	Overall increase in Public Work Overheads and Plant Costs compared to YTD Budget
Capital Revenues					
Grants, Subsidies and Contributions	102,769	111.6%	▲	Timing	RRG Grant received in advance of YTD Budget
Proceeds from Disposal of Assets	(0)	0.0%	▲	Timing	No Reportable Variance
Capital Expenses					
Land and Buildings	67,621	0.0%	▲	Timing	Staff and Pensioner Capital Works have yet to commence
Infrastructure - Roads	(45,326)	0.0%	▼	Timing	Useless Loop Road works commenced earlier than budgeted
Infrastructure - Public Facilities	137,621	0.0%	▲	Timing	Town Oval Bore YTD Budget ahead of YTD Actual Expenditure as bore project will be completed over three months
Infrastructure - Footpaths	4,256	0.0%	▲	Timing	No Reportable Variance
Plant and Equipment	170,048	0.0%	▲	Timing	Dual Cab Utes for Town Gardener and Ranger budgeted in advance of actual purchase
Financing					
Loan Principal	0	0.0%	▼	Timing	No reportable variance.

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

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay			
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
For the Period Ended 31 January 2020			
Note 3: NET CURRENT FUNDING POSITION			
		Positive=Surplus (Negative=Deficit)	
	Note	31 January 2020	31 January 2019
		\$	\$
Current Assets			
Cash Unrestricted	4	2,125,938	1,961,831
Cash Restricted	4	1,303,256	1,570,193
Receivables - Rates	6	361,361	348,693
Receivables -Other	6	272,169	130,210
Interest / ATO Receivable		24,944	22,281
Inventories		131,104	113,037
		4,218,771	4,146,245
Less: Current Liabilities			
Payables		(71,571)	(180,613)
Provisions		(208,068)	(252,431)
Bond Liability (Formally Trust Account)		(12,408)	0
		(292,047)	(433,045)
Less: Cash Reserves	7	(1,303,256)	(1,570,193)
Net Current Funding Position		2,623,469	2,143,008



Comments - Net Current Funding Position

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
For the Period Ended 31 January 2020							
Note 4: CASH AND INVESTMENTS							
	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.10%	219,818			219,818	Bankwest	At Call
Reserve Bank Account	0.00%		100,986		100,986	Bankwest	At Call
Reserve On Call Investment Acc	0.75%		1,202,270		1,202,270	Bankwest	At Call
Telenet Saver	1.10%	1,905,220			1,905,220	Bankwest	At Call
Trust Bank Account	0.00%			0	0	Bankwest	At Call
Cash On Hand		900			900		On Hand
(b) Term Deposits							
Municipal Investment					0		
Municipal Investment					0		
Reserve Investment					0		
Total		2,125,938	1,303,256	0	3,429,194		
Comments/Notes - Investments							
Surplus funds invested for terms conducive to cashflow requirements.							

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 January 2020				
Note 6: RECEIVABLES				
Receivables - Rates Receivable	31 January 2020	30 June 2019	Receivables - General	Current 30 Days 60 Days 90+Days
	\$	\$		\$ \$ \$ \$
Opening Arrears Previous Years	31,927	36,581	Receivables - General	116,649 153,134 1,900 395
Levied this year	1,781,363	1,742,151	Total Receivables General Outstanding	272,078
less Collections to date	(1,451,929)	(1,746,805)	Amounts shown above include GST (where applicable)	
Equals Current Outstanding	361,361	31,927		
Net Rates Collectable	361,361	31,927		
% Collected	80.07%	98.21%		

Month	2018-19	2019-20
Jul	50	50
Aug	1700	1700
Sep	1100	1100
Oct	700	700
Nov	550	550
Dec	450	450
Jan	400	400
Feb	200	200
Mar	180	180
Apr	100	100
May	80	80
Jun	80	80

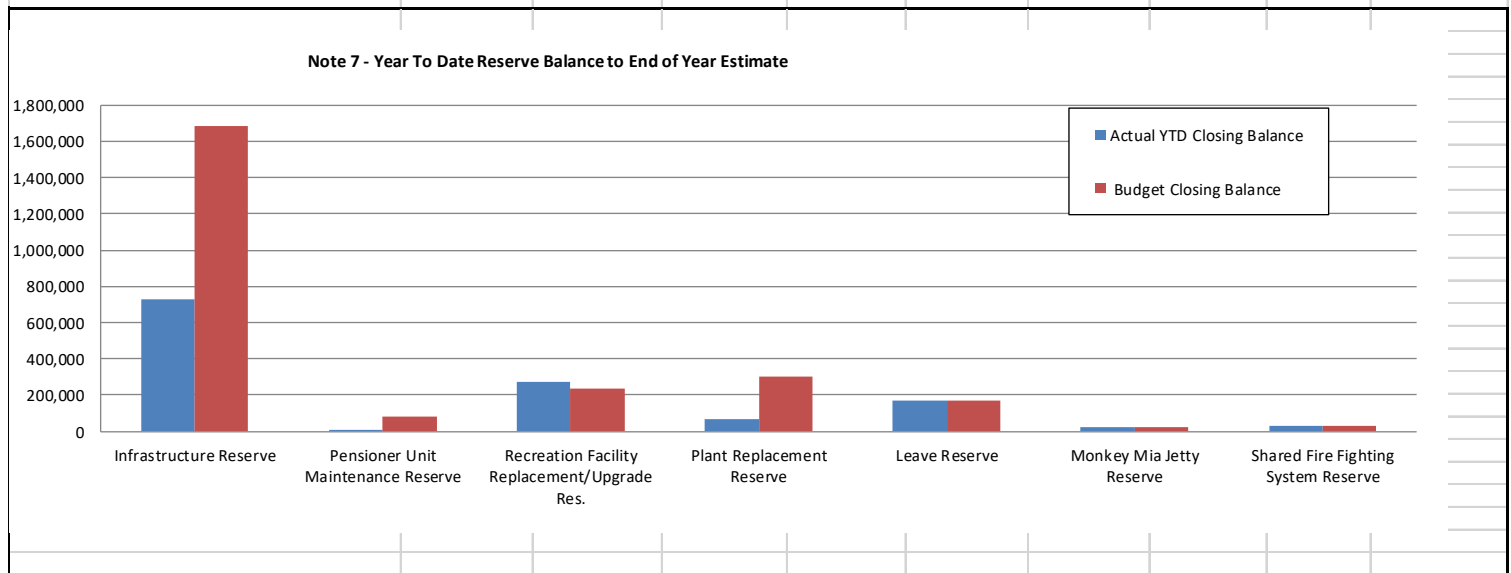
Category	Percentage
Current	56%
30 Days	43%
60 Days	1%
90+Days	0%

Comments/Notes - Receivables Rates	No major issues at this time
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MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 31 January 2020									
<u>Note 7: Cash Backed Reserve</u>									
2019-20									
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	1,332,164	14,000	3,356	595,418	0	(255,000)	(606,490)	1,686,582	729,030
Pensioner Unit Maintenance Reserve	10,916	130	38	116,143	0	(45,000)	0	82,189	10,955
Recreation Facility Replacement/Upgrade Res.	269,466	4,000	939	202,000	0	(237,500)	0	237,966	270,406
Plant Replacement Reserve	70,302	1,100	245	568,636	0	(336,000)	0	304,038	70,547
Leave Reserve	170,156	2,300	593	0	0	0	0	172,456	170,749
Monkey Mia Jetty Reserve	21,977	400	77	0	0	0	0	22,377	22,054
Shared Fire Fighting System Reserve	29,413	450	103	0	0	0	0	29,863	29,516
	1,904,395	22,380	5,351	1,482,197	0	(873,500)	(606,490)	2,535,472	1,303,256



MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay							
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY							
For the Period Ended 31 January 2020							
Note 8 CAPITAL DISPOSALS							
Actual YTD Profit/(Loss) of Asset Disposal					Annual Budget		
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 31 01 2020		
\$	\$	\$	\$		Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
				Plant and Equipment	\$	\$	\$
				Governance			
			0	CEO Vehicle	(3,925)	0	3,925
34,765	(17,765)	21,364	4,364	EMFA Vehicle	3,000	4,364	1,364
23,282	(3,456)	17,727	(2,098)	EMCD Vehicle	(5,141)	(2,098)	3,043
58,047	(21,221)	39,091	2,265		(6,066)	2,265	8,331
				Transport			
			0	Dual Cab Ute - Ranger	4,594	0	(4,594)
			0	Dual Cab Ute - Gardner	4,708	0	(4,708)
			0	Prime Mover	(66,250)	0	66,250
			0	Vibration Roller - Sale Proceeds	(3,864)	0	3,864
0	0	0	0		(60,812)	0	60,812
58,047	(21,221)	39,091	2,265		(66,878)	2,265	69,143
Comments - Capital Disposal/Replacements							

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay											
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY											
For the Period Ended 31 January 2020											
Note 9: RATING INFORMATION	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	2019/20 Budget Rate Revenue \$	2019/20 Budget Interim Rate \$	2019/20 Budget Back Rate \$	2019/20 Budget Total Revenue \$
RATE TYPE											
Differential General Rate											
GRV Residential	0.102840	316	3,761,841	386,871	1,826	1,047	389,744	386,871			386,871
GRV Commercial	0.105690	42	2,114,558	223,477			223,477	223,477			223,477
GRV Vacant	0.102840	18	360,100	37,033			37,033	37,033			37,033
GRV Rural Commercial	0.106880	5	306,280	32,736	973		33,709	32,736			32,736
GRV Industrial/Residential	0.113800	46	629,944	71,689			71,689	71,689			71,689
GRV Industrial/Residential Vaca	0.102840	2	10,400	1,070	-10		1,060	1,070			1,070
GRV Rural Resort	0.112820	3	1,132,800	127,805	24,144	19,266	171,214	127,805			127,805
UV General	0.207090	7	827,678	171,402			171,402	171,402			171,402
UV Pastoral	0.141820	11	617,360	87,556			87,556	87,556			87,556
UV Mining	0.282450	1	7,947	2,245			2,245	2,245			2,245
UV Exploration	0.271580	2	764,435	207,605	-1,098	8,025	214,532	207,604			207,604
Sub-Totals		453	10,533,343	1,349,490	25,834	28,339	1,403,662	1,349,488	0	0	1,349,488
Minimum Payment											
GRV Residential	876.00	52	384,173	45,552			45,552	45,552			45,552
GRV Commercial	876.00	17	93,832	14,892			14,892	14,892			14,892
GRV Vacant	876.00	83	271,090	72,708			72,708	72,708			72,708
GRV Rural Commercial	876.00	0	0	0			0	0			0
GRV Industrial/Residential	876.00	3	19,440	2,628			2,628	2,628			2,628
GRV Industrial/Residential Vaca	546.00	0	0	0			0	0			0
GRV Rural Resort	876.00	0	0	0			0	0			0
UV General	735.00	6	9,262	4,410			4,410	4,410			4,410
UV Pastoral	920.00	0	0	0			0	0			0
UV Mining	920.00	1	654	920			920	920			920
UV Exploration	920.00	2	4,080	1,840			1,840	1,840			1,840
Sub-Totals		164	782,531	142,950	0	0	142,950	142,950	0	0	142,950
Concessions							(139,394)				(139,394)
Amount from General Rates							1,407,218				1,353,044
Specified Area Rates							38,917				38,917
Totals							1,446,135				1,391,961
Comments - Rating Information											

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 31 January 2020								
10. INFORMATION ON BORROWINGS								
(a) Debenture Repayments								
Particulars	Principal 1-Jul-19	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			2019/20 Actual	2019/20 Budget	2019/20 Actual	2019/20 Budget	2019/20 Actual	2019/20 Budget
			\$	\$	\$	\$	\$	\$
Loan 57 Monkey Mia Bore	134,616	0	15,667	31,653	118,949	102,963	1,668	5,654
Loan 56 - Staff Housing	28,847	0	9,333	18,946	19,513	9,901	783	1,556
Loan - Town Oval Bore	0	800,000	0	15,472	0	784,528	0	10,160
	163,463	800,000	25,001	66,071	138,462	897,392	2,451	17,370

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

26 FEBRUARY 2020

Shire of Shark Bay								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 31 January 2020								
Note 11: GRANTS AND CONTRIBUTIONS								
Program/Details	Grant Provider	Approval	2019-20 Annual Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received/Invoiced	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	692,157	0	692,157	0	346,079	346,079
Grants Commission - Roads	WALGGC	Y	226,736	0	226,736	0	113,368	113,368
LGIS Surplus Share Dividend Distribution	LGIS	Y	0	0	16,761	0	16,761	0
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	8,133	0	8,133	0	8,394	0
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Y	46,590	0	46,590	0	34,943	11,648
Coastal Hazard Risk Management & Adaption Plan	WA Planning Commission	Y	32,500	0	32,500	0	19,500	13,000
Coastal Adaptation and Protection	Department of Transport	Y	11,000	0	11,000	0	0	11,000
Gascoyne Sports Modelling	Department of Local Government Sport and Culture	Y	0	0	0	0	5,000	0
RECREATION AND CULTURE								
Contributions - HMAS Sydney Exhibit	Visitors to Discovery Centre	Y	200	0	200	0	216	0
Laser Tag	Miscellaneous revenue	Y	0	0	0	0	123	0
ECONOMIC SERVICES								
Thank a Volunteer	Dept of Communities	Y	0	0	0	0	700	0
BBRF Community Investment	Dept of Infrastructural	Y	0	0	0	0	20,000	0
TRANSPORT								
Road Preservation Grant	State Initiative - Main Roads WA	Y	106,056	0	106,056	0	113,118	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	0	8,900
Roads To Recovery Grant - Cap	Roads to Recovery	Y	297,245	0	0	297,245	0	297,245
RRG Grants - Capital Projects	Regional Road Group	Y	230,217	0	0	230,217	194,855	35,362
TOTALS			1,989,734	0	1,479,033	527,462	1,137,056	902,601
			Operating		1,479,033		942,201	
			Non-operating		527,462		194,855	
					2,006,495		1,137,056	
Comments - Operating and Non Operating Grants								

MINUTES OF THE ORDINARY COUNCIL MEETING

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Shire of Shark Bay				
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY				
For the Period Ended 31 January 2020				
Note 12: BOND LIABILITY				
Funds held at balance date over which the Shire has no control and which are included in Note 3 of this statement are as follows:				
Description	Opening Balance 1 Jul 19	Amount Received	Amount Paid	Closing Balance 31-Jan-20
	\$	\$	\$	\$
CITF Levy	\$ -	2,673	(3,156)	-482
Library Card Bond	\$ 250	150	(300)	100
Bookeasy- Sales	\$ -	273,718	(273,718)	0
Kerb/Footpath Deposit	\$ 3,800	1,000		4,800
Bond Key	\$ 3,420	1,190	(750)	3,860
Hall Bond	\$ -	550	(275)	275
Police Licensing	\$ 997	138,014	(138,145)	865
Election Deposit	\$ -	800	(800)	0
Marquee Deposit	\$ -			0
Building Licence Levy	\$ -	3,668	(3,185)	482
Road Reserve - Hughes Street	\$ 2,298			2,298
Tour Sales	\$ -			0
Property Rental Bonds	\$ -			0
Rates Unidentified Deposit	\$ 210			210
	10,974	421,762	(420,329)	12,408

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

CAPITAL WORKS PROGRAM 2019/20								
Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Over)/Under	YTD Actual (Renewal Exp)	Comment
Land and Buildings								
Governance								
Asbestos Removal - Shire Office	2.2.1	WKSM	(75,000)	0	0	0	0	
Records Room	4.2.2	CEO	(30,000)	(30,000)	(12,790)	17,210	12,790	Due to be complete in March 2020
Governance Total			(105,000)	(30,000)	(12,790)	17,210	12,790	
Housing								
Staff housing Capital Works								
Staff Housing - 5 Spaven Way	2.2.1	CEO	(10,000)	(5,831)	0	5,831	0	
Staff Housing - 65 Brockman St	2.2.1	EMCD	(10,000)	(5,831)	0	5,831	0	
Staff Housing - 51 Durlacher St	2.2.1	EMFA	(10,000)	(5,831)	0	5,831	0	
Staff Housing - 80 Durlacher St	2.2.1	EMCD	(10,000)	(5,831)	0	5,831	0	
Pensioner Units Capital	2.2.1	EMCD	(35,000)	(20,419)	0	20,419	0	
Pensioner Units Door/Water Pipe Replacement	2.2.1	EMCD	(10,000)	(6,668)	0	6,668	0	
Housing Total			(85,000)	(50,411)	0	50,411	0	
Community Amenities								
Buildings								
Morgue	2.2.1	CEO	(20,000)	0	0	0	0	
Community Amenities Total			(20,000)	0	0	0	0	
Recreation								
Buildings								
Asbestos Removal - Denham Town Hall/Stables	2.2.1	WKSM	(75,000)	0	0	0	0	
Recreation Centre Panel and Paint Renewal	2.2.1	WKSM	(50,000)	0	0	0	0	
Recreation Total			(125,000)	0	0	0	0	
Transport								
Buildings								
Depot - Office Awning	4.2.2	WKSM	(10,000)	0	0	0	0	
Depot - Boundary Fencing	4.2.2	WKSM	(15,000)	0	0	0	0	
Transport Total			(25,000)	0	0	0	0	
Land and Buildings Total			(360,000)	(80,411)	(12,790)	67,621	12,790	
Footpaths								
Infrastructure								
Footpath Construction-Denham Footpath Plan	1.1.1/2.2.1	WKSM	(50,000)	(29,169)	(24,913)	4,256	0	
Footpaths Total			(50,000)	(29,169)	(24,913)	4,256	0	

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
Drainage								
Transport								
Drainage/Sump Construction	1.1.1	WKSM	(20,000)	0	0	0		
Transport Total			(20,000)	0	0	0	0	
Drainage Total			(20,000)	0	0	0	0	
Furniture & Office Equip.								
Governance								
Server and Program Upgrade	4.2.2	EMFA	(20,000)	(20,000)	(20,784)	(784)	20,784	Complete
Governance Total			(20,000)	(20,000)	(20,784)	(784)	20,784	
Furniture & Office Equip. Total			(20,000)	(20,000)	(20,784)	(784)	20,784	
Plant , Equipment and Vehicles								
Governance								
CEO Vehicle	2.2.1	CEO	(65,000)	(65,000)	0	65,000		Due May 2020
EMFA Vehicle	2.2.1	EMFA	(35,000)	(35,000)	(27,793)	7,207	27,793	Complete
EMCD Vehicle	2.2.1	EMCD	(35,000)	(35,000)	(27,720)	7,280	27,720	Complete
Total Governance			(135,000)	(135,000)	(55,512)	79,488	55,512	
Transport								
Major Plant Items	4.2.2	WKSM	(20,000)	(11,669)	0	11,669	0	
Excavator	4.2.2	WKSM	0	0	(11,109)	(11,109)	11,109	Capital Works to Extend Useful Life
Dual Cab Ute - Town Gardener	4.2.2	WKSM	(45,000)	(45,000)	0	45,000	0	Due February 2020
Dual Cab Ute - Ranger	4.2.2	WKSM	(45,000)	(45,000)	0	45,000	0	Due February 2020
Prime Mover	4.2.2	WKSM	(240,000)	0	0	0	0	Due February 2020
Transport Total			(350,000)	(101,669)	(11,109)	90,560	11,109	
Denham Marine Facilities								
Boat Jinker Brake System Upgrade	4.2.2	WKSM	(20,000)	0	0	0	0	
Denham Marine Facilities Total			(20,000)	0	0	0	0	
Plant , Equipment and Vehicles Total			(505,000)	(236,669)	(66,621)	170,048	66,621	

MINUTES OF THE ORDINARY COUNCIL MEETING

26 FEBRUARY 2020

Infrastructure Assets	Strategic Plan Reference	Responsible Officer	2016/17 Budget	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Comment
Public Facilities								
Community Amenities								
Cemetery Shade	2.4.2	WKSM	(5,000)	0	0	0		
Hamelin Pool Carpark	2.2.1	WKSM	(10,000)	0	0	0		
Community Amenities Total			(15,000)	0	0	0	0	
Recreation And Culture								
West End Toilet Roof Replacement	2.2.1	WKSM	(15,000)	0	0	0		
Town Oval Bore	2.2.1	WKSM	(800,000)	(800,000)	(677,044)	122,956	677,044	Project underway
Town Bore Fence Extensions	2.2.1	WKSM	(7,500)	0	0	0	0	
Town Oval Fountain	2.2.1	WKSM	(7,000)	(7,000)	(5,035)	1,965	5,035	Complete
Playground Fence Replacement	2.2.1	WKSM	(8,000)	0	0	0	0	
Charlie Sappie Park Bed Removal and Replacement	2.2.1	WKSM	(20,000)	0	0	0	0	
Multi Purpose Courts Light Upgrade	2.2.1	WKSM	(10,000)	0	0	0	0	
Little Lagoon Signs and Barriers	2.2.1/1.2.2	CEO	(52,000)	(41,982)	(29,282)	12,700	0	
Recreation And Culture Total			(919,500)	(848,982)	(711,361)	137,621	682,079	
Public Facilities Total			(934,500)	(848,982)	(711,361)	137,621	682,079	

MINUTES OF THE ORDINARY COUNCIL MEETING

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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 19-20 Brockman Street	1.1.1	WKSM	(297,245)	0	0	0	0	Due to commence Feb-Mar 2020
Useless Loop Road - RRG 19-20	1.1.1	WKSM	(255,325)	(230,216)	(275,542)	(45,326)	275,542	Commenced one month early
Eagle Bluff - RRG 19-20	1.1.1	WKSM	(90,000)	0	0	0	0	Due to commence April 2020
					0	0	0	
Transport Total			(642,570)	(230,216)	(275,542)	(45,326)	275,542	
Roads (Non Town) Total			(642,570)	(230,216)	(275,542)	(45,326)	275,542	
Capital Expenditure Total			(2,532,070)	(1,445,447)	(1,112,011)	333,436	1,057,816	

26 FEBRUARY 2020

14.0 TOWN PLANNING REPORT

**14.1 NANGA ROAD AND UNALLOCATED CROWN LAND (LOT 73)
P2015 / RD00031**

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 Interest as employee of Department of Biodiversity, Conservation and Attractions and the Executive Officer of Shark Bay World Heritage Advisory Committee.

Moved Cr Smith

Seconded Cr Ridgely

Council Resolution

That Council:

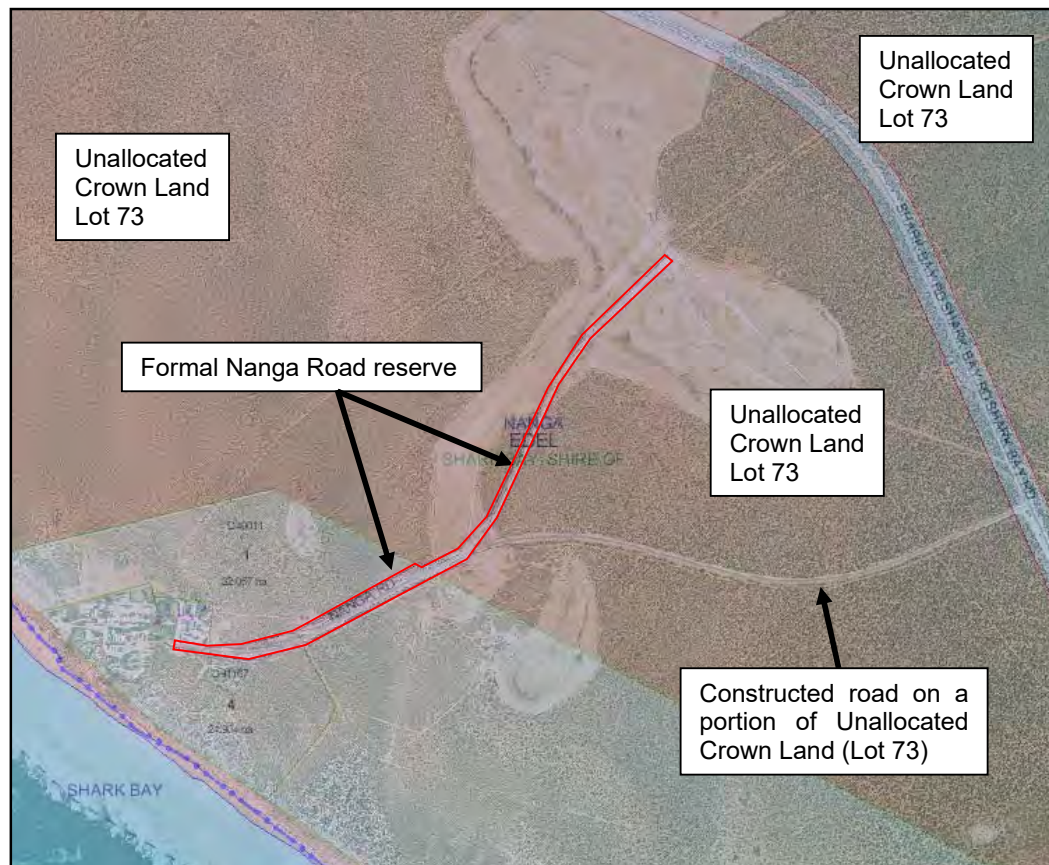
- 1. Note that Council resolved to pursue formal dedication of the constructed portion of Nanga Road (which is outside of the formal road reserve) at the meeting held on 27 September 2019. The dedication request was referred to the Department of Planning, Lands and Heritage and requires approval by the Minister for Lands.**
- 2. Note that the Department of Planning, Lands and Heritage has advised that the Shire needs to agree to pay all costs associated with the dedication (including surveying costs) and to indemnify the state and government agencies from any liability.**
- 3. Resolves that the Shire of Shark Bay agrees to be responsible for any potential costs relating to the dedication of Nanga Road including surveying costs.**
- 4. Resolve that the Shire of Shark Bay agrees that it will indemnify and keep indemnified the State of Western Australia, the Department of Planning, Lands and Heritage and the Minister for Lands and hold them harmless from and against all liabilities, obligations, costs, expenses or disbursements of any kind including, without limitation, compensation payable to any party under the *Native Title Act 1993 (Cth)* which may be imposed on, or incurred by the Indemnified Parties relating to or arising directly or indirectly from the proposed Nanga Road dedication.**
- 5. Authorise the Chief Executive Officer to write to the Department of Planning, Lands and Heritage to advise of the Council decision.**

6/0 CARRIED

BACKGROUND

Nanga Road provides access to Lots 1, 2, 3 and 4 adjacent to the western coast. Lot 4 has been developed with the Nanga Bay Resort.

Part of the constructed portion of Nanga Road is not within any dedicated road reserve – refer map below.



Aerial Plan with cadastra overlay. Source: Landgate

At the Ordinary Council meeting held on the 27 February 2019, Council resolved to advertise the proposed dedication of Nanga Road.

Following advertising, a report was referred to Council on the 25 September 2019.

Council decided to pursue dedication of Nanga Road and resolved in part *'to pursue the dedication of the constructed portion of Nanga Road within Unallocated Crown Land known as Lot 73 on Plan 238404 (Certificate of Title Volume 2914, Folio 959) in accordance with Section 56 of the Land Administration Act 1997, and seek approval of the dedication by the Minister for Lands.'*

A complete copy of the September 2019 resolution is available to Councillors on request.

26 FEBRUARY 2020

COMMENT

The dedication request is being processed and assessed by the Department of Planning, Lands and Heritage.

The Department of Planning, Lands and Heritage has advised that it needs additional information including:

1. Written confirmation that the Shire agrees to meet any potential costs relating to the dedication of the road including surveying costs as a new Deposited Plan / Survey is required.
2. Indemnification pursuant to section 56(4) of the Land Administration Act 1997.

The purpose of this report is to obtain the necessary indemnity which needs to be adopted by a resolution of the Council.

LEGAL IMPLICATIONS

Shire of Shark Bay Local Planning Scheme No 4 – The Scheme maps reflect existing cadasta and the formal Nanga Road reserve.

Land Administration Act 1997 – Section 56 states as follows:

56. Dedication of land as road

- (1) If in the district of a local government —
 - (a) land is reserved or acquired for use by the public, or is used by the public, as a road under the care, control and management of the local government; and that land is described in a plan of survey, sketch plan or document, the local government may request the Minister to dedicate that land as a road.
- (2) If a local government resolves to make a request under subsection (1), it must —
 - (a) in accordance with the regulations prepare and deliver the request to the Minister; and
 - (b) provide the Minister with sufficient information in a plan of survey, sketch plan or document to describe the dimensions of the proposed road.
- (3) On receiving a request delivered to him or her under subsection (2), the Minister must consider the request and may then —
 - (a) subject to subsection (5), by order grant the request; or
 - (b) direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or
 - (c) refuse the request.
- (4) On the Minister granting a request under subsection (3), the relevant local government is liable to indemnify the Minister against any claim for compensation (not being a claim for compensation in respect of land referred to in subsection (6)) in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.

Land Administration Regulations 1998 - Sets out what is required of the local government in terms of the package of information required in section 56(2)(a).

MINUTES OF THE ORDINARY COUNCIL MEETING

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The package of information has to include details of the Council resolution, consultation and advertising, submissions and confirmation that the Shire has complied with legislation.

Native Title Act 1993 – A process pursuant to Section 24K of the Native Title Act 1993 may be required to address native title rights and interests over the land.

The Department of Planning, Lands and Heritage would undertake any required native title process.

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.

There will be costs associated with pursuing conversion of Unallocated Crown Land to a dedicated road. A survey would need to be completed at some stage by a licenced surveyor.

- *Road Costs and Maintenance*

The Shire spent \$70,877 of the Regional Road Group funding resealing Nanga Road in 2017/2018.

As Nanga Road is a sealed road it has a low annual maintenance program and is tied into the country road maintenance account. It would be difficult to separate the maintenance costs out however they are low.

STRATEGIC IMPLICATIONS

The lack of legal dedicated road access may have future implications for any development or redevelopment of Lots 1 to 4 at Nanga.

The constructed road would be afforded greater protection if contained in formal road reserve.

RISK MANAGEMENT

Future risk will be reduced if the constructed portion of Nanga Road is within a formal dedicated road reserve as opposed to Unallocated Crown Land.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

P Anderson

Date of Report

7 February 2020

26 FEBRUARY 2020

15.0 TOURISM, RECREATION AND CULTURE REPORT

15.1 AUSTRALIA DAY BREAKFAST 2020
RC00012

AUTHOR
EXECUTIVE MANAGER COMMUNITY DEVELOPMENT

DISCLOSURE OF ANY INTEREST
Nil

Moved Cr Smith
Seconded Cr Bellottie

Council Resolution

That the Australia Day Breakfast report for January 2020 be noted and \$2,000 be included in the draft 2020/2021 Budget deliberations to conduct an Australian Day breakfast in January 2021.

6/0 CARRIED

BACKGROUND

The Shark Bay Community Resource Centre, supported by the Shire of Shark Bay, ran the Australia Day Breakfast on 26 January 2020. The celebrations included the Citizen of the Year Awards which were presented by the Shire President, a community breakfast and locally provided entertainment. As in previous years about 100 community members were in attendance.

COMMENT

Australia Day 2020 was celebrated on Saturday 26 January at the Denham Community Hall. The event attracted around 100 people. This year the event was run by the Community Resource Centre, with financial and in-kind support from the Shire. The event was advertised through posters, SMS mobile phone messages and on the Facebook pages – Shark Bay Buy and Sell and Shark Bay News and Views.

The event began with a Welcome to Country from local Elder Bobby Hoult, followed by the National Anthem and a rendition of "I am, you are, we are Australian, sung by the Shark Bay Entertainers.

There was a BBQ breakfast including eggs, bacon and mullet, along with juice, tea and coffee and fresh fruit. The Shire acknowledges and thanks the Fish Factory for the donation of the mullet.

Those nominated for the Shark Bay Citizens of the Year Awards 2020 were acknowledged, and the winners were announced and presented with their framed certificates.

- Brian Child was presented with the Citizen of the Year Award for his community work including with the Volunteer Marine Rescue and Volunteer Fire Brigade. Brian was also recognised for his work as the President of the Fishing Fiesta Committee, for his work with the Shark Bay Go Karts, and his general willingness to assist and help others in the community.

MINUTES OF THE ORDINARY COUNCIL MEETING

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- Senior Citizen of the Year was presented to Maureen Hoults for her ongoing care of and commitment to the older people in Shark Bay. She was commended for her help with cleaning, cooking, shopping, mending and generally looking out for vulnerable aged people to the community.
- The winner in the Youth Citizen of the Year category was Kyle Dobney. Kyle was recognised for his commitment to the Shark Bay Youth Group, which included attending every Friday night session in 2019. He was also a flag bearer at the ANZAC Day services, participated in numerous fundraising events, and helped organise numerous events and activities. He was commended for his ability to mentor other young people and for his aspiring leadership qualities.
- Shark Bay Speedway Club were presented with the Community Group Citizen of the Year Award for growing its membership to the highest numbers since its establishment in the 1980's, hosting the Gascoyne Series Race round which attracted visitors to the town, increasing the number of local racers and the racing audience, and attracting new sponsors and volunteers.

LEGAL IMPLICATIONS

There are no legal implications relevant to this report.

POLICY IMPLICATIONS

There are no policy implications relevant to this report.

FINANCIAL IMPLICATIONS

The cost to hold the Australia Day Breakfast event was approximately \$1,800.

It is recommended that \$2,000 be included in the 2020/2021 budget for the event to be held in 2021. While the budget for the event was contained to \$1,800 this year, that was only possible because the CRC contributed to and absorbed some of the costs into their own operational budget.

STRATEGIC IMPLICATIONS

3.1 - Strong sense of spirit and pride in an inclusive community

RISK MANAGEMENT

There are no risk management implications relevant to this report.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

D. Wilkes

Chief Executive Officer

P Anderson

Date of Report

6 February 2020

26 FEBRUARY 2020

15.2 POLICY – FINANCIAL ASSISTANCE AND DONATIONS
GS00001

AUTHOR

Community Development Officer

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Fenny

Seconded Cr Smith

Council Resolution

Council adopt the amended Policy 2.2 for Financial Assistance and Donations (as attached) to reflect the current Community Assistance Grants program structure.

6/0 CARRIED

BACKGROUND

At the March 2019 Ordinary Meeting of Council, a restructure of the Community Assistance grants was presented and endorsed by Council and was implemented in the 2019/2020 annual budget. This restructure clarified a funding pool (\$60,000 in the 19/20 annual budget) to be allocated across three categories; minor projects and equipment (maximum \$1,000 per application), community projects (\$2,000 - \$5,000 per application) and Significant Event Sponsorship Funding.

The newly created Significant Event Sponsorship Funding was designed to accommodate funding requests for large events and festivals that would attract significant economic benefit for Shark Bay. Unlike the other two funding rounds, which have advertised closing dates, the Significant Event Sponsorship Funding is available for applications all year round.

The allocation of this funding to community groups is supported by Council Policy 2.2 Financial Assistance and Donations, and this agenda item seeks to update that policy to reflect the recently endorsed changes. The amended Policy highlights the annual funding pool is approved by Council when adopting the Annual Budget.

COMMENT

The Shire of Shark Bay is committed to strengthening our local community groups and organisations by supporting their community projects. Applicants are required to demonstrate how the Community Assistance Grant funding will involve and benefit the wider Shark Bay community.

The Finance and Donations Policy outlines the guidelines and selection criteria for assessment of the applications. This creates a transparent, equitable process for community groups and organisations to apply to Council for funds for their future development.

LEGAL IMPLICATIONS

Part 6, Division 2 Local Government Act 1995

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POLICY IMPLICATIONS

The current policy does not accurately reflect the recently endorsed changes to the structure and purpose of the Community Assistance Grants.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

STRATEGIC IMPLICATIONS

Social Objective: A safe, welcoming and inclusive community.

RISK MANAGEMENT

The updated Policy aligns with endorsed changes to the processes for advertising, assessing and awarding Shire funded grants. The adoption of the updated policy will reduce the risk of inconsistent or inaccurate administration of the grant process.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Executive Manager Community Development	<i>D Wilkes</i>
Chief Executive Officer	<i>P Anderson</i>
Date of Report	6 February 2020

2.2 Financial Assistance and Donations

Purpose

To provide an equitable means by which community groups and organisations can access Council funds under the Community Assistance Grants for their future development.

Detail

1. Scope

The Community Assistance Grants allocation of funds are approved by Council as part of the Annual Budget. This funding is dedicated to ensuring local community-based organisations are supported to reach their full potential.

2. Grant Rounds

In April and September of each year, Council will invite applications for the Community Assistance Grants by public advertisement. All applications must be submitted on the approved application form, prior to the advertised closing date and time. Valid applications will be presented to the following month's Ordinary Council Meeting for consideration and approval.

Significant Event Sponsorship Funding is available all year round with funding allocated at Council's discretion. The funding assists community groups and organisations to host large scale events and festivals that attract additional funds into Shark Bay.

The annual funding pool is approved by Council when adopting the annual budget and allocated under three categories:

- Round 1 – Equipment and minor projects
- Round 2 – Community Projects
- Significant Event Sponsorship Funding

3. Selection Criteria for Community Assistance Grants

In assessing the Community Assistance Grant applications, the following criteria applies:

- Applicants must be a not-for-profit organisation, hold a current Association Constitution and operate within the Shire of Shark Bay
- Applicants must demonstrate how the local community will benefit from the grant. This includes spending the grant funds with Shark Bay businesses
- Reoccurring or ongoing projects that have been previously funded will be given a lower priority
- Applicants must demonstrate how they have tried to source other relevant funding
- Organisations that can demonstrate their own fundraising attempts will be favourably considered
- Incomplete applications or applications received after the closing date will not be considered
- All successful applications require to complete an acquittal.

Applicable legislation

Act	Part 6, Division 2 Local Government Act 1995
Regulation	
Local Law	
Other	

Adopted by Council on:	26 February 2020

26 FEBRUARY 2020

16.0 WORKS REPORTS

16.1 RECOGNITION OF MALGANA LANGUAGE IN SHIRE SIGNAGE
GV00001

Author
Works Manager

Disclosure of Any Interest
Nil

Moved Cr Ridgely
Seconded Cr Cowell

Council Resolution

That Council note and endorse, as amended by Council, the Shire signage incorporating the Malgana language in the concept drawing's as presented.

That Council instruct administration to proceed with artwork, as amended by Council and costings for presentation to the March 2020 Ordinary Council meeting.

6/0 CARRIED

Background

At the Ordinary Council meeting held 27 November 2019 Council made the following resolution:

11.3 RECOGNITION OF MALGANA LANGUAGE IN SHIRE SIGNAGE

AUTHOR

Councillor Bellottie

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Stubberfield

Seconded Cr Cowell

Council Resolution

That Council consider and provide direction to the administration into incorporating the Malgana Language name Gutharraguda (Two Waters/Two Bays) in signage for the Shark Bay Shire

6/0 CARRIED

Moved Cr Fenny

Seconded Cr Stubberfield

Council Recommendation

That Administration be instructed to erect welcome signage in dual language (Shark Bay / Gutharraguda) on the Northwest Coastal Highway turnoff.

6/0 CARRIED

MINUTES OF THE ORDINARY COUNCIL MEETING

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Comment

As per Council's resolution, administration is presenting some concept artwork for consideration.

Administration are looking for any artistic and cultural direction Council can provide.

At the March Ordinary Council meeting, administration intends to present to council artwork and costings for the installation of the Malgana welcome sign in dual language on the Northwest Coastal Highway turnoff.

Legal Implications

There are no legal implications to this report

Policy Implications

There are no policy implications to this report

Financial Implications

There are no financial implications to this report

Strategic Implications

There are no strategic implications relative to this report.

Risk Management Implications

There are no risk associated with this report

Voting Requirements

Simple Majority Required

Signatures

Author *B Galvin*

Chief Executive Officer *P Anderson*

Date of Report 17 February 2020



26 FEBRUARY 2020

17.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There are no motions of which previous notice haven been given for the February 2020 Ordinary Council meeting.

18.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

There is no Urgent Business for the February 2020 Ordinary Council meeting.

19.0 MATTERS BEHIND CLOSED DOORS

There are no matters behind closed doors for the February 2020 Ordinary Council meeting.

20.0 DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 25 March 2020, commencing at 3.00 pm.

21.0 CLOSURE OF MEETING

As there was no further business the President closed the Ordinary Council meeting at 4.35 pm.