



## Ordinary Council Meeting Minutes 27 October 2016

### CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on 1 December 2016 as a true and accurate record of the Ordinary Council Meeting held on 27 October 2016.

.....  
Cr (Turk) Shales  
Shire President

All attachment items referred to in these minutes are available for public perusal at the Shire Office

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Signed at Exmouth



(B Price), Chief Executive Officer Shire of Exmouth

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# ORDINARY COUNCIL MEETING MINUTES

## *Our Vision*

To support and develop a vibrant, welcoming community that embraces its past, values its present and plans for a sustainable future

## *Our Purpose*

To responsibly provide governance for the whole community in the best interest of current and future generations

## *Our Strategic Objectives*

- To provide sustainable management of the organisation
- To consistently apply the principles of Good Governance
  - To communicate effectively
  - To promote socioeconomic development
  - To value our environment and heritage

### **1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Shire President welcomed one visitor in the gallery and declared the meeting open at 5.00 pm.

### **2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**

Councillor C (Turk) Shales  
Councillor M (Mick) Hood  
Councillor R (Bob) Todd  
Councillor S (Suzanne) McHutchison  
Councillor G (Graham) Jones  
Mr B Price  
Mr R Kempe  
Mrs J Kox  
Mr R Manning  
Mr R Mhasho  
Mr K Woodward  
Mrs M Head

Shire President  
Deputy Shire President

Chief Executive Officer  
Executive Manager Community Engagement  
Executive Manager Aviation Services  
Executive Manager Health & Building  
Executive Manager Town Planning  
Executive Manager Engineering Services  
Minute Clerk

#### **GALLERY**

Visitors

1

**APOLOGIES**

Mrs S O'Toole

Executive Manager Corporate Services

**LEAVE OF ABSENCE**

Councillor J (James) Roscic

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

Nil

**4. PUBLIC QUESTIONS TIME**

In accordance with section 5.24 of the Local Government Act 1995, a 15 minute public question time is made available to allow members of the public the opportunity of questioning Council on matters concerning them.

Council Consideration Towards Public. When public questions necessitate resolutions of Council, out of courtesy and at the President discretion the matter is to be dealt with immediately to allow the public to observe the determination of the matter (obviates the need for the public to wait an undetermined period of time).

When a matter is listed on the Agenda and member/s of the public are in attendance to observe the determination of the matter, out of courtesy and at the discretion of the President the matter is to be brought forward on the agenda and dealt with immediately to allow the public to observe the determination of the matter (again this obviates the need for the public to wait an indeterminate period of time).

Nil

**5. DECLARATIONS OF INTEREST**

Item/Description	Name	Detail of Interest	Extent of Interest
Nil			

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

The Local Government Act 1995 (Section 2.25) provides that a Council may, by resolution, grant leave of absence to a member for Ordinary Council Meetings. A member who is absent, without first obtaining leave of the Council, throughout three consecutive Ordinary meetings of the Council is disqualified from continuing his or her membership of the Council.

Disqualification from membership of the Council for failure to attend Ordinary Meetings of the Council will be avoided so long as the Council grants leave prior to the member being absent. The leave cannot be granted retrospectively. An apology for non attendance at a meeting is not an application for leave of absence.

Nil

## **7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

That the Minutes of the Ordinary Meeting of the Shire of Exmouth held on the 29 September 2016 be confirmed as a true and correct record of proceedings.

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### **COUNCIL RESOLUTION**

### **ITEM 7**

**Res No: 01-1016**

**MOVED: Cr Todd**

**SECONDED: Cr Hood**

**That the Minutes of the Ordinary Meeting of the Shire of Exmouth held on the 29 September 2016 be confirmed as a true and correct record of proceedings.**

**CARRIED 5/0**

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## **8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

The Shire President advised Council of the successful 400 year Dirk Hartog Celebrations and congratulated the Shire of Shark Bay and all that were involved in the success of the event.

He made mention that the Youth Action Exmouth (YAE) group also travelled to Shark Bay with Shire Officers Jaci Cutler, Events Coordinator and Amanda Fuery, Community Development Coordinator. The group travelled to Shark Bay to learn and volunteer over the weekend in preparation for our 50 Year Celebrations which will be held in September 2017. He congratulated the Community Engagement team on the magnificent idea to take the YAE group to Shark Bay.

Prior to the formal meeting the Gascoyne Tourism Development Officer, Jules Bush addressed Council with a presentation on the Gascoyne Tourism Board and Gascoyne Regional Tourism Strategy goals.

## **9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil

## 10. REPORT OF COUNCILLORS

Date	Activity	Councillor					
		Cr Shales	Cr Hood	Cr Todd	Cr McHutchison	Cr Roscic	Cr Jones
04/10/16	Ningaloo Centre Project Management Committee Meeting.			✓	✓		
	Exmouth Emergency Welfare Co-Ordination Group meeting.				✓		
06/10/16	Meeting with Exmouth Cultural Arts Centre and Andrew Forte re positioning of the Town History Mosaic in the Ningaloo Centre.				✓		
11/10/16	Shark Bite Off presentation at the Yacht Club.						✓
15/10/16	Beach Clean Up.			✓			
19/10/16	Red Cross Emergency Services Training to facilitate "The Pillowcase Project" a preparedness program aimed at Year 3 & 4 students.				✓		
20/10/16	Opening dinner of the Rio Tinto Emergency Response Skills Challenge at the Novotel.						✓
21 – 24/10/16	Dirk Hartog Voyage of Discovery - 400 year Celebration.			✓			

## **11. EXECUTIVE SERVICES**

### **11.1 NINGALOO CENTRE BUDGET REALLOCATION**

File Reference:	ED.PJ.1
Responsible Officer:	Chief Executive Officer
Date of Report	18 October 2016
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

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#### **PURPOSE**

That Council consider endorsing a redistribution of the client contingency to various line items for the Ningaloo Centre.

#### **BACKGROUND**

The projects appointed Quantity Surveyor Donald Cant Watts Corke (DCWC) Ltd Pty provides the Shire with monthly Cost Status Reports for the construction of the Ningaloo Centre.

The report for the month of September 2016 highlights the need for some redistribution of the client contingency funds to support project line items within the current total budget.

#### **COMMENT**

Please note, all costs in this report exclude GST, unless stated otherwise.

During the construction period of the project the Project Management Committee have recommended reallocating portions of the client contingency funds to various line items that require additional resourcing which is identified in the below table.



The current budget and forecast project cost is as follows (DCWC):

Item	Budget	Revised Budget 1.0 (SoE email dated 17/05/2016)	Revised Budget 1.1 (SoE email dated 19/09/2016)	Forecast	Comment
Main Building Works (including Provisional Sums)	\$22,774,401	\$22,274,401	\$22,274,401	\$24,833,524	
Construction Contingency	\$2,000,000	\$2,000,000	\$2,927,449	\$368,327	Remaining contingency
Consultant Fees	\$860,000	\$860,000	\$960,000	\$960,000	
Interpretative and Exhibition – FRD	\$1,978,300	\$1,978,300	\$3,000,000	\$3,000,000	
FF&E	\$300,000	\$300,000	\$300,000	\$300,000	
Shire Operating Fees	\$750,000	\$750,000	\$1,200,000	\$1,200,000	
Principal WUC Insurance	\$75,000	\$75,000	\$58,150	\$58,150	
Client Contingency	\$3,482,299	\$2,982,299	\$500,000	\$500,000	
Aquarium Fit-Out		\$1,000,000	\$1,000,000	\$1,000,000	Funding from Provisional Sums and Client Contingency
<b>Total Project Cost :</b>	<b>\$32,220,000</b>	<b>\$32,220,000</b>	<b>\$32,220,000</b>	<b>\$32,220,000</b>	

The quantity surveyors state that the project is currently within the revised budget (1.1) which includes the following adjustments:

- Construction contingency has now increased by \$927,449 (funded from client contingency);
- Consultant fees has now increased by \$100,000 (funded from client contingency);
- Interpretative and exhibition (FRD) has now increased by \$1,021,700 (funded from client contingency);
- Shire operating fees has now increased by \$450,000 (funded from client contingency and principal WUC insurance);
- Principal WUC insurance has now decreased by \$16,850; and
- Client contingency has now decreased by \$2,482,299.

The forecast project cost includes claimed cost of \$2.16M for landscape works which is now under review. As advised by the Shire of Exmouth, the landscape scope of work will be capped at \$2M.

## CONSULTATION

The budget reallocation was tabled and discussed at the Ningaloo Centre Project Management meeting on 4 October 2016.

## STATUTORY ENVIRONMENT

Nil

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Financial information is provided in the 'Comment' section; there are no additional financial implications for the Shire in regards to this item.

## STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2011-2021 and Corporate Business Plan 2016-2020.

- Economic:
- 1 To be a diverse and innovative economy with a range of local employment opportunities.
  - 1.5 *Maintain and improve Shire infrastructure.*
- Environment:
- 2 To have a balanced respect for our environment and heritage, both natural and built.
  - 2.5 *To make Exmouth an attractive town that is a comfortable and welcoming place to live and visit, and reflects the lifestyle values and unique natural environment.*
- Civic Leadership:
- 4 To work together as custodians of now and the future.
  - 4.1 *To be a collaborative community with the capacity to manage the current and future direction of Exmouth.*
  - 4.2 *A local government that is respected, professional, trustworthy and accountable.*

## VOTING REQUIREMENTS

Simple Majority

## OFFICER'S RECOMMENDATION

### ITEM 11.1

That Council resolves to endorse the reallocation of budget for the Ningaloo Centre over the various budget items, in accordance with the Revised Budget proposal (1.1) of 19 September 2016, as follows:

Item	Revised Budget 1.0 (17/05/2016)	Revised Budget 1.1 (19/09/2016)
Main Building Works (including Provisional Sums)	\$22,274,401	\$22,274,401
Construction Contingency	\$2,000,000	\$2,927,449
Consultant Fees	\$860,000	\$960,000
Interpretative and Exhibition - FRD	\$1,978,300	\$3,000,000
FF&E	\$300,000	\$300,000
Shire Operating Fees	\$750,000	\$1,200,000
Principal WUC Insurance	\$75,000	\$58,150
Client Contingency	\$2,982,299	\$500,000
Aquarium Fit-Out	\$1,000,000	\$1,000,000
<b>Total Project Cost</b>	<b>\$32,220,000</b>	<b>\$32,220,000</b>

## COUNCIL RESOLUTION

### ITEM 11.1

Res No: 02-1016

MOVED: Cr Todd

SECONDED: Cr Jones

**That Council resolves to endorse the reallocation of budget for the Ningaloo Centre over the various budget items, in accordance with the Revised Budget proposal (1.1) of 19 September 2016, as follows:**

<b>Item</b>	<b>Revised Budget 1.0 (17/05/2016)</b>	<b>Revised Budget 1.1 (19/09/2016)</b>
Main Building Works (including Provisional Sums)	\$22,274,401	\$22,274,401
Construction Contingency	\$2,000,000	\$2,927,449
Consultant Fees	\$860,000	\$960,000
Interpretative and Exhibition - FRD	\$1,978,300	\$3,000,000
FF&E	\$300,000	\$300,000
Shire Operating Fees	\$750,000	\$1,200,000
Principal WUC Insurance	\$75,000	\$58,150
Client Contingency	\$2,982,299	\$500,000
Aquarium Fit-Out	\$1,000,000	\$1,000,000
<b>Total Project Cost</b>	<b>\$32,220,000</b>	<b>\$32,220,000</b>

**CARRIED 5/0**

## 12 CORPORATE SERVICES

### 12.1 FINANCIAL STATEMENT FOR PERIOD ENDING 30 SEPTEMBER 2016

File Reference:	FM.FL.0
Responsible Officer:	Executive Manager Corporate Services
Date of Report:	14 October 2016
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Financial Report as at 30 September 2016

#### PURPOSE

That Council accept the financial report for the financial period ending 30 September 2016.

#### BACKGROUND

The provisions of the *Local Government Act 1995* and associated Regulations require a monthly financial report for presentation to the Council. A financial report for the period ended 30 September 2016 has been prepared and a copy of the report is attached.

The following table displays the Council's year to date position to 30 September 2016 including the projected closing position for 2016/17 financial year. The 2016/17 Budget estimated to deliver a budget with a small surplus of \$1,515, however the current projected forecast closing position to 30 June 2017 is estimated a deficit of \$16,740.

2016/17	Year to Date Actual	Year to Date Budget	Amended Budget	On Target with YTD Budget	Forecast to 30/6/17	Forecast Impact on Surplus
	\$	\$	\$	%		
Operating Revenue	6,059,139	5,919,721	11,927,194	103.8%	11,958,114	▲
Operating Expenditure	(3,582,386)	(3,913,431)	(15,865,496)	91.5%	(15,910,079)	▼
Non Operating Revenue	10,123,812	6,295,913	27,974,025	38.2%	27,782,684	▼
Non Operating Expenditure	(5,170,219)	(6,496,870)	(28,450,490)	99.7%	(28,259,482)	▲
Non cash Items Included	978,536	2,254,923	4,286,478	22.2%	4,286,478	
Surplus C/Fwd June 2016	125,545	129,804	129,804	96.7%	125,545	▼
<b>Surplus/(Deficit)</b>	<b>8,534,426</b>	<b>4,190,060</b>	<b>1,515</b>	<b>203.7%</b>	<b>(16,740)</b>	<b>▼</b>

Monitoring of the financial statements will occur each month until the end of the financial year and the forecast result may change each month as future expenditure and revenue expectations are refined and additional information is received.

## COMMENT

### Statement of Financial Position

Total Current Assets have decreased by 16.34% from August to September 2016 which reflects rates and charges first instalment due by 16 September 2016. Sundry Debtor accounts have reduced by 86%, owing to invoices that were outstanding within the range of current to 60 days being paid. Current Liabilities have also decreased by 17.23% from August to September 2016 resulting from a reduction in Creditors invoices paid prior to end of month. Non-Current Assets have increased slightly by 1.21% to recognise capital acquisitions purchased to date. Non-Current Liabilities remain unchanged from August 2016.

	30/9/16	31/8/16	% Change
<b>Current</b>			
Assets	16,135,760	19,286,553	(16.34%)
Liabilities	(1,588,702)	(1,919,404)	(17.23%)
<b>Non Current</b>			
Assets	94,880,665	93,745,512	1.21%
Liabilities	(1,288,504)	(1,288,504)	0.00%
<b>NET ASSETS</b>	108,139,219	109,824,157	

### Capital Expenditure

The Council's 2016/17 Capital Expenditure budget is \$26,691,801, the majority of which is associated with the construction and fitout of the Ningaloo Centre and other infrastructure improvements. The following table shows that Council is currently 80% on target with capital expenditure year to date.

Asset Class	Year to Date Actual	Year to Date Budget	On Target with YTD Budget	Annual Budget
	\$	\$	%	\$
Land & Buildings	4,378,448	5,336,736	82%	21,745,904
Furniture & Equipment	5,870	0		371,000
Land Held for Resale	430,000	430,000	100%	430,000
Plant & Equipment	7,481	0		1,106,510
Infrastructure Roads	217,692	566,838	38%	2,267,441
Infrastructure Other	54,305	0		770,946
<b>TOTAL</b>	<b>5,093,797</b>	<b>6,333,574</b>	<b>80%</b>	<b>26,691,801</b>

## CONSULTATION

Nil

## STATUTORY ENVIRONMENT

Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

In accordance with Regulation 34 (5), a report must be compiled on variances greater than the materiality threshold adopted by Council of \$10,000 or 10% whichever is the greater. As this report is composed at a program level, variance commentary considers the most significant items that comprise the variance.

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

This item is relevant to the Councils approved Strategic Community Plan 2011-2021 and Corporate Business Plan 2016-2020.

Civic Leadership: 4     To work together as custodians of now and the future.  
4.2     *A local government that is respected, professional, trustworthy and accountable.*

### **VOTING REQUIREMENTS**

Simple Majority

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### **OFFICER'S RECOMMENDATION**

### **ITEM 12.1**

That Council resolves to receive the Financial Report for the financial period ending 30 September 2016.

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### **COUNCIL RESOLUTION**

### **ITEM 12.1**

**Res No:**                 **03-1016**

**MOVED:**                **Cr Todd**

**SECONDED:**           **Cr Hood**

**That Council resolves to receive the Financial Report for the financial period ending 30 September 2016.**

**CARRIED 5/0**

## 12.2 LIST OF ACCOUNTS FOR PERIOD ENDING 30 SEPTEMBER 2016

File Reference:	FM.FI.0
Responsible Officer:	Executive Manager Corporate Services
Date of Report:	14 October 2016
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. List of Accounts for period ending 30 September 2016.

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### PURPOSE

To advise Council of payments made since the previous Ordinary Council Meeting.

### BACKGROUND

Council continue to meet our terms of credit as established between suppliers and aspire to obtain discounts where practicable. Payments have been approved by authorised officers in accordance with agreed delegations and policy frameworks.

### COMMENT

Council has given delegated authority that allows the Chief Executive Officer to approve payments from Council's bank accounts either via cheque or through electronic lodgement.

### CONSULTATION

Nil

### STATUTORY ENVIRONMENT

Payments are to be made in accordance with Part 6, Division 4 of the *Local Government Act 1995* and as per the *Local Government (Financial Management) Regulations 1996*. Payments are to be made through the municipal fund, trust fund or reserve funds. Payments are to be in accordance with approved systems as authorised by the Chief Executive Officer.

### POLICY IMPLICATIONS

Policy 2.10 – Purchasing Policy; and  
Policy 2.17 - Regional Price Preference Policy (where applicable).

### FINANCIAL IMPLICATIONS

Payments are made under delegated authority and are within defined and approved budgets. Payment is made within agreed trade terms and in a timely manner.

### STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2011-2021 and Corporate Business Plan 2016-2020.

- Civic Leadership:
- 4 To work together as custodians of now and the future.
  - 4.2 *A local government that is respected, professional, trustworthy and accountable*

**VOTING REQUIREMENTS**

Simple Majority

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**OFFICER'S RECOMMENDATION****ITEM 12.2**

That Council resolves to accept accepts payments from 1 September to 30 September 2016 being made up of:

1. Municipal Fund – \$2,986,150.01 incorporating of cheques 13336 - 13342 and direct debits; and
2. Trust Fund – \$7,926.78 incorporating of cheques 400850 - 400851 and direct debits

Outstanding Creditors as at 30 September 2016 being \$250.405.11

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**COUNCIL RESOLUTION****ITEM 12.2**

**Res No: 04-1016**

**MOVED: Cr Hood**

**SECONDED: Cr McHutchison**

**That Council resolves to accept accepts payments from 1 September to 30 September 2016 being made up of:**

- 1. Municipal Fund – \$2,986,150.01 incorporating of cheques 13336 - 13342 and direct debits; and**
- 2. Trust Fund – \$7,926.78 incorporating of cheques 400850 - 400851 and direct debits**

**Outstanding Creditors as at 30 September 2016 being \$250.405.11**

**CARRIED 5/0**



## **13 AVIATION SERVICES**

Nil

## **14 COMMUNITY ENGAGEMENT**

Nil

## **15 HEALTH & BUILDING SERVICES**

Nil

## 16 TOWN PLANNING SERVICES

### 16.1 HOLIDAY ACCOMMODATION – LOT 464 (27) OSPREY WAY, EXMOUTH

File Reference:	A1359 (PA128/16)
Responsible Officer:	Executive Manager Town Planning Services
Date of Report:	10 October 2016
Applicant/Proponent:	Ray White t/a Exmouth Holidays
Disclosure of Interest:	Nil
Attachment(s):	<ol style="list-style-type: none"><li>1. Floor Plan</li><li>2. Fire Evacuation Plan</li><li>3. House Rules for Guests &amp; Visitors</li></ol>

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#### PURPOSE

That Council consider granting conditional development approval for Holiday Accommodation upon Lot 464 (27) Osprey Way, Exmouth.

#### BACKGROUND

The subject lot has a substantially constructed dwelling, is approximately 600m<sup>2</sup> in area and zoned Marina in Town Planning Scheme No. 3. The subject property is a dry lot located in the Exmouth Marina Village Precinct 'A'. It has previous planning approvals for a single dwelling (PA54/09). The aerial image below identifies Lot 464 (27) Osprey Way where the proponent seeks development approval for Holiday Accommodation use.

Location Plan - Lot 464 (27) Osprey Way, Exmouth



## COMMENT

The proposal has been assessed against Town Planning Scheme No. 3 (Scheme), Policy 6.12: Holiday Accommodation, Policy 6.16: Design Guidelines for Exmouth Marina Village Precinct A, and the Planning and Development (Local Planning Schemes) Regulations 2015. Policy 6.16 states land uses are to be in accordance with the residential zone of the Scheme. Table 1 of the Scheme defines Holiday Accommodation as an 'SA' use in the residential zone meaning the use is not permitted unless Council has granted development (planning) approval after consultation with affected neighbours.

Relevant Policy 6.12 objectives:

- *Support a diverse accommodation base within the Shire;*
- *Provide an effective management framework and guide for the provision of holiday accommodation (other than within the Tourist zone) within the Shire;*
- *Ensure that a holiday accommodation establishment is maintained to a satisfactory standard and that its use is lawfully conducted;*
- *Ensure that all holiday accommodation accords with Town Planning Scheme No. 3 by undertaking community consultation with adjoining property owners and a formal decision being made by the Council where required;*
- *Ensure holiday accommodation does not compromise the amenity of the residential neighbourhood through appropriate planning approval conditions;*

This application generally accords with Policy 6.12, however, there are a number of areas where the application needs to be modified, as discussed below.

### Number of Occupants

The number of allowable occupants is restricted by the ventilation requirements under the *Health Act 1911*, which defines the following:

- a. *For every person over the age of 10 years, there is to be a minimum of 14 cubic metres of air space per person*
- b. *For every person between the ages of 1 & 10 years, there is to be a minimum of 8 cubic metres of air space per person.*

Officers have calculated the permissible number of occupants per bedroom:

Schedule 1: Allowable Occupants: Lot 464 (27) Osprey Way, Exmouth

Bedroom 1: Total floor space: 10.47m<sup>2</sup>, Approximate Air Space: 30.56m<sup>3</sup>  
Allowable occupants: 2 adults OR 1 adult and 2 children OR 3 children

Bedroom 2: Total floor space: 16.14m<sup>2</sup>, Approximate Air Space: 47.14m<sup>3</sup>  
Allowable occupants: 3 adults OR 2 adults and 2 children OR 5 children

Bedroom 3: Total floor space: 9.44m<sup>2</sup>, Approximate Air Space: 27.55m<sup>3</sup>  
Allowable occupants: 1 adult OR 1 adult and 1 child OR 3 children

\*Note: All persons over the age of 10 years require a minimum of 14 cubic metres of air space per person. Children aged up to 10 years require a minimum of 8 cubic metres of air space each. As such, the term 'adult' has been used for persons over the age of 10 years.

\*\*The air space is calculated with a 2.92m ceiling height.

### Occupancy Levels

Following the assessment by officers to calculate the number of guests permissible, the maximum number of overnight occupants allowed within the dwelling at the same time shall be ten (10) persons. This includes no more than six (6) occupants over the age of 10 at any one time. Furthermore, the maximum occupancy for each room shall be in accordance with the Shire of Exmouth Health Local Laws and Council Policy. Potential occupants shall be advised of this prior to booking.

### Number of Vehicles

The application states the number of vehicles to be accommodated on site is two (2) vehicles and two (2) trailers. The maximum permissible number allowed under the Holiday Accommodation Policy is three (3) vehicles and two (2) trailers. The policy states that car parking shall be calculated on the basis of four persons per vehicle. The property has a double lock-up garage to accommodate two (2) vehicles and two (2) trailers in tandem directly in front of the garage. In order to accommodate the maximum number of permissible guests of ten (10), the site should be able to accommodate three (3) vehicles on site. Therefore, it shall be conditioned that the maximum number of vehicles and trailers (including boats on trailers or camper trailers) that can be accommodated on the property shall be three (3) and one (1) respectively.

### Management Plan and Code of Conduct

The applicant has submitted a copy of the proposed Management Plan, Tenant Code of Conduct and an Emergency Response Plan as per the requirements of Policy 6.12. The documentation is considered sufficient to achieve the desired management framework. A condition shall be applied to ensure the occupancy numbers are written clearly to reflect the relevant Scheme provisions and approval by Council.

Currently, there are no approved Holiday Accommodation premises in Osprey Way. Having regard to the above, it is recommended that Council grant conditional development (planning) approval for Holiday Accommodation upon Lot 464 (27) Osprey Way, Exmouth.

## **CONSULTATION**

In accordance with the requirements of the Scheme adjoining impacted neighbours were invited to comment on the proposal from Monday 3 October 2016 until Monday 17 October 2016, for a period of 14 days. A summary is tabled below:

Property Referred	Submitters Response	Officer Comments
Lot 465 (25) Osprey Way	Nil	Nil
Lot 463 (29) Osprey Way	Nil	Nil
Lot 460 (12) Osprey Way	Nil	Nil
Lot 461 (14) Osprey Way	Nil	Nil
Lot 462 (16) Osprey Way	Nil	Nil

## **STATUTORY ENVIRONMENT**

*Planning and Development Act 2005*

*Planning and Development (Local Planning Schemes) Regulations 2015*

Town Planning Scheme No. 3

## **POLICY IMPLICATIONS**

Policy 6.12 - Holiday Accommodation

## Policy 6.16 - Design Guidelines for Exmouth Marina Village Precinct A

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

This item is relevant to the Councils approved Strategic Community Plan 2011-2021 and Corporate Business Plan 2016-2020.

- Economic:
- 1 To be a diverse and innovative economy with a range of local employment opportunities.
  - 1.2 *Planned and balanced economic growth.*
  - 1.3 *Diverse tourism opportunities.*
- Civic Leadership:
- 4 To work together as custodians of now and the future.
  - 4.1 *To be a collaborative community with the capacity to manage the current and future direction of Exmouth.*
  - 4.2 *A local government that is respected, professional, trustworthy and accountable.*

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION****ITEM 16.1**

That Council grants development approval for holiday accommodation upon Lot 464 (27) Osprey Way, Exmouth subject to the following conditions:

1. The use being carried out in accordance with the stamped approved plans (PA128/16), and the Shire of Exmouth Town Planning Scheme No. 3 and Policy 6.12: Holiday Accommodation together with any annotations detailed thereon by the Shire;
2. The maximum number of overnight occupants allowed within the dwelling shall be 10 (ten persons), with the maximum number of persons per bedroom being in accordance with the schedule below. This Schedule shall be displayed in a prominent location in the dwelling at all times:

## Schedule: Allowable Occupants per bedroom.

Bedroom 1: Total floor space: 10.47m<sup>2</sup>, Approximate Air Space: 30.56m<sup>3</sup>  
Allowable occupants: 2 adults OR 1 adult and 2 children OR 3 children

Bedroom 2: Total floor space: 16.14m<sup>2</sup>, Approximate Air Space: 47.14m<sup>3</sup>  
Allowable occupants: 3 adults OR 2 adults and 2 children OR 5 children

Bedroom 3: Total floor space: 9.44m<sup>2</sup>, Approximate Air Space: 27.55m<sup>3</sup>  
Allowable occupants: 1 adults OR 1 adult and 1 child OR 3 children

*\*Note: All persons over the age of 10 years require a minimum of 14 cubic metres of air space per person. Children aged up to 10 years require a minimum of 8 cubic metres of air space each. As such, the term 'adult' has been used for persons over the age of 10 years.*

*\*\*The air space is calculated with a 2.92m ceiling height.*

3. The maximum number of vehicles and trailers (including boats on trailers and camper trailers) that can be accommodated on the property shall be three (3) vehicles and one (1) trailer respectively;
4. The property shall provide at least two (2) 240 litre rubbish bins prior to the use commencing;
5. The management statement (House Rules for Guests and Visitors) shall be clearly displayed and complied within the premises at all times;
6. The emergency response plan shall be clearly displayed and complied with in the premises at all times, plus:
  - a fire extinguisher, in a clearly visible location (and marked on the emergency response plan), is to be maintained in proper working order; and
  - no fires are to be lit outside with the exception of a gas or electric barbeque.
7. The property shall be managed by a local caretaker/manager living and readily contactable within ten (10) minutes of the property;
8. Noise generated from the Holiday Accommodation shall comply with the *Environmental Protection (Noise) Regulations 1997* to the satisfaction of Council Officers. If in the opinion of Council the approved use causes a nuisance or annoyance to owner/occupiers of the land in the vicinity, or to persons or traffic using roads in the vicinity of the approved use, Council may vary or rescind its approval in accordance with Councils Holiday Accommodation Policy;
9. The property not being used for the use hereby granted until an inspection has been carried out by a Shire Officer and that Officer is satisfied that the conditions of this approval hereby granted have been complied with; and
10. This approval is valid until 30 September 2017. Following development approval an annual permit is required. The Shire will notify owners about the date of expiry and that a new permit is required should the property continue to be used for holiday accommodation. Should three (3) or more substantiated complaints of a serious nature be applied to the holiday accommodation, renewal of the permit may not be granted upon expiration.

#### Advice

- i) Complaints received due to the activity resulting in increase in traffic, noise emission, disturbance to or loss of amenity to the area may be considered as a basis for non-renewal.
- ii) This approval does not include the road verge or adjoining/nearby vacant land to be used for the parking of vehicles and trailers. Potential occupants shall be advised of this prior to booking.
- iii) The noise generated by any activities on-site shall not exceed the levels as set out under the *Environmental Protection (Noise) Regulations 1997*.
- iv) In accordance with the *Health Act 1911* and Shire Local Laws the number of persons per room shall accord with the following:
  - For every person over the age of 10 years, there is to be a minimum of 14 cubic metres of air space per person; and



- For every person between the ages of 1 & 10 years, there is to be a minimum of 8 cubic metres of air space per person.
- v) The *Health (Aquatic Facilities) Regulations 2007* require that a Certificate of Compliance and a Permit to Operate from the Executive Director, Public Health (EDPH) for the 'aquatic facility' be obtained i.e. the Department of Health (WA) is the approving authority, not the Shire of Exmouth.
- vi) Whether an aquatic facility is approved by the EDPH or not, regulation 21 prescribes that an Environmental Health Officer, or a person under the direction of an Environmental Health Officer, collects 2 water samples (one for bacteria, one for amoeba) from each water body of each aquatic facility in the district at least once per month. The owner/property manager must therefore make suitable arrangements for the Shire's Water Sampling Officer to access the property to obtain the water samples.
- vii) If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

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**COUNCIL RESOLUTION****ITEM 16.1****Res No: 05-1016****MOVED: Cr Hood****SECONDED: Cr Jones**

**That Council grants development approval for holiday accommodation upon Lot 464 (27) Osprey Way, Exmouth subject to the following conditions:**

- 1. The use being carried out in accordance with the stamped approved plans (PA128/16), and the Shire of Exmouth Town Planning Scheme No. 3 and Policy 6.12: Holiday Accommodation together with any annotations detailed thereon by the Shire;**
- 2. The maximum number of overnight occupants allowed within the dwelling shall be 10 (ten persons), with the maximum number of persons per bedroom being in accordance with the schedule below. This Schedule shall be displayed in a prominent location in the dwelling at all times:**

**Schedule: Allowable Occupants per bedroom.**

**Bedroom 1: Total floor space: 10.47m<sup>2</sup>, Approximate Air Space: 30.56m<sup>3</sup>  
Allowable occupants: 2 adults OR 1 adult and 2 children OR 3 children**

**Bedroom 2: Total floor space: 16.14m<sup>2</sup>, Approximate Air Space: 47.14m<sup>3</sup>  
Allowable occupants: 3 adults OR 2 adults and 2 children OR 5 children**

**Bedroom 3: Total floor space: 9.44m<sup>2</sup>, Approximate Air Space: 27.55m<sup>3</sup>  
Allowable occupants: 1 adults OR 1 adult and 1 child OR 3 children**

**\*Note: All persons over the age of 10 years require a minimum of 14 cubic metres of air space per person. Children aged up to 10 years require a minimum of 8 cubic metres of air space each. As such, the term 'adult' has been used for persons over the age of 10 years. \*\*The air space is calculated with a 2.92m ceiling height.**

3. The maximum number of vehicles and trailers (including boats on trailers and camper trailers) that can be accommodated on the property shall be three (3) vehicles and one (1) trailer respectively;
4. The property shall provide at least two (2) 240 litre rubbish bins prior to the use commencing;
5. The management statement (House Rules for Guests and Visitors) shall be clearly displayed and complied within the premises at all times;
6. The emergency response plan shall be clearly displayed and complied with in the premises at all times, plus:
  - a fire extinguisher, in a clearly visible location (and marked on the emergency response plan), is to be maintained in proper working order; and
  - no fires are to be lit outside with the exception of a gas or electric barbeque.
7. The property shall be managed by a local caretaker/manager living and readily contactable within ten (10) minutes of the property;
8. Noise generated from the Holiday Accommodation shall comply with the *Environmental Protection (Noise) Regulations 1997* to the satisfaction of Council Officers. If in the opinion of Council the approved use causes a nuisance or annoyance to owner/occupiers of the land in the vicinity, or to persons or traffic using roads in the vicinity of the approved use, Council may vary or rescind its approval in accordance with Councils Holiday Accommodation Policy;
9. The property not being used for the use hereby granted until an inspection has been carried out by a Shire Officer and that Officer is satisfied that the conditions of this approval hereby granted have been complied with; and
10. This approval is valid until 30 September 2017. Following development approval an annual permit is required. The Shire will notify owners about the date of expiry and that a new permit is required should the property continue to be used for holiday accommodation. Should three (3) or more substantiated complaints of a serious nature be applied to the holiday accommodation, renewal of the permit may not be granted upon expiration.

#### **Advice**

- i) Complaints received due to the activity resulting in increase in traffic, noise emission, disturbance to or loss of amenity to the area may be considered as a basis for non-renewal.
- ii) This approval does not include the road verge or adjoining/nearby vacant land to be used for the parking of vehicles and trailers. Potential occupants shall be advised of this prior to booking.
- iii) The noise generated by any activities on-site shall not exceed the levels as set out under the *Environmental Protection (Noise) Regulations 1997*.
- iv) In accordance with the *Health Act 1911* and Shire Local Laws the number of persons per room shall accord with the following:

- For every person over the age of 10 years, there is to be a minimum of 14 cubic metres of air space per person; and
  - For every person between the ages of 1 & 10 years, there is to be a minimum of 8 cubic metres of air space per person.
- v) The *Health (Aquatic Facilities) Regulations 2007* require that a Certificate of Compliance and a Permit to Operate from the Executive Director, Public Health (EDPH) for the 'aquatic facility' be obtained i.e. the Department of Health (WA) is the approving authority, not the Shire of Exmouth.
- vi) Whether an aquatic facility is approved by the EDPH or not, regulation 21 prescribes that an Environmental Health Officer, or a person under the direction of an Environmental Health Officer, collects 2 water samples (one for bacteria, one for amoeba) from each water body of each aquatic facility in the district at least once per month. The owner/property manager must therefore make suitable arrangements for the Shire's Water Sampling Officer to access the property to obtain the water samples.
- vii) If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

**CARRIED 5/0**

## 17 ENGINEERING SERVICES

### 17.1 WALGA PREFERRED SUPPLIER-ASPHALT AND HEAVY EQUIPMENT

File Reference:	GR.LO.3.16.17
Responsible Officer:	Executive Manager Engineering Services
Date of Report:	19 October 2016
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

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#### PURPOSE

That Council authorise the Executive Manager of Engineering Services to purchase asphalt and light/heavy equipment through the WALGA preferred Supplier Program in accordance with the 2016/2017 Shire Budget.

#### BACKGROUND

The acquisitions tabled in this report have been accounted for in the 2016/2017 Shire Budget.

##### Asphalt

The asphalt works are a continuation of the Murat Road redevelopment plan as recognised in the Main Roads, State Roads 2030 Plan and the Australian Government Roads to Recovery Program. The Murat Road project is based on the objectives identified in the Murat Road, Road Safety Reviews, which were completed in 2001, 2005 and 2008. The works identified in the Road Safety Reviews are funded through the Shire, Main Roads-Roads 2030 Program and the Australian Government Roads to Recovery Program.

##### Plant Purchase

Managing the mechanical plant and vehicle fleet requires accurate, reliable, timely, relevant and quantifiable information. The decision of when to replace the vehicles should be based on optimum replacement timing. The optimum replacement timing (point) for a vehicle is calculated to best estimate the optimum timing, in kilometres and time, to achieve the lowest average annual cost during the life of the vehicle. The first significant drop in vehicle value is post purchase. The second drop is prior to a major component overhaul. Identifying the average cost, the depreciation curve and the maintenance downtime cost reduces the whole of life cost associated with the vehicle.

The purchase and trade of plant and equipment is identified through the Shire's 10 Year Plant Replacement Program. This program provides a systematic analysis of plant purchase and the changeover dates provides Council with an overview of lifecycles, benchmark analysis and project costs. The trade cycles are based on the Institute of Public Works Engineering benchmark and utilisation hours. Table 1 provides an overview of the utilisation targets and actual usage.

<b>Table 1</b>		<b>Optimum Replacement Timing</b>			
<b>Group/Type</b>	<b>National Annual Benchmark Utilisation Engine hr/km Travelled</b>	<b>Years</b>	<b>Km/hr</b>	<b>Actual Km/hr</b>	<b>Actual Years</b>
Rubbish Truck	25,000km 1,700hr	8	8,000hr	210,920km 10,328hr	6
Tip Site Loader	1,000hr	10	8,000hr	38,973km 7,200hr	9
Cleaners Van	25,000km	3	75,000km	33,800km	5
Building Maintenance	25,000km	3	75,000km	63,803km	4
Fish/Waste Utility	25,000km	3	75,000km	133,055km	5
Retic Ute	25,000km	3	75,000km	55,902km	4
A/P Commuter Bus	25,000km	8	150,000Km	114,585km	4
Rangers Vehicle	25,000km	3	75,000km	132,740km	6

## COMMENT

### WALGA Preferred Supplier Program

- The WALGA Preferred Supplier Program complies with the *Local Government Regulation 1996 (Function and General)*.
- Purchasing through WALGA means that you do not have to tender. A tender exemption applies to all of our Preferred Supplier Contracts. This saves on time, money and risks associated with tendering.
- All of our Contracts (WALGA) are established by procurement specialists using a rigorous public and compliant market process. WALGA preferred suppliers are pre-qualified to mitigation and security of supply.

## CONSULTATION

WALGA

## STATUTORY ENVIRONMENT

Section 3.57 of the *Local Government Act 1995* and the *Local Government Regulation 1996 (Function and General)* Part 4, Division 2 section 11 (2) (b).

The tenders will not be publically advertised but managed through the *WALGA Preferred Supply Program* as referenced in the *Local Government Regulation 1996 (Function and General)* Part 4, Division 2 section 11 (2) (b) negating the requirements of *Local Government Regulation 1996* Part 4, Division 2 section 14.

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

The acquisitions tabled in this report have been accounted for in the 2016/2017 Shire Budget.

Shire Budget 2016/2017	Group/Type	Budget
A125235	Asphalt on Madaffari Drive from Murat Road to Gndaroo Road	\$147,618
A125201	Asphalt on Murat Road	\$483,404

Shire Budget 2016/2017	Group/Type	Budget	Disposal
A125532	Rubbish Truck	\$420,000	\$10,000
A101015	Tip site Loader	\$257,500	\$41,000
A125417	Cleaners Van	\$35,000	\$8,750
A125417	Building Maintenance	\$27,000	\$6,600
A125417	Fish/Waste Utility	\$27,000	\$6,600
A125417	Retic Ute	\$27,000	\$6,600
A125412	A/P Commuter Bus	\$40,000	\$10,000
A052004	Rangers Vehicle	\$34,000	\$8,500

## STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2011-2021 and Corporate Business Plan 2016-2020.

- Economic:                    1     To be a diverse and innovative economy with a range of local employment opportunities.
- 1.5   *Maintain and improve Shire infrastructure.*

## VOTING REQUIREMENTS

Simple Majority

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## OFFICER'S RECOMMENDATION

## ITEM 17.1

That Council authorise the Executive Manager of Engineering Services to purchase asphalt and light/heavy equipment through the WALGA Preferred Supplier Program in accordance with the 2016/2017 Shire Budget.

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## COUNCIL RESOLUTION

## ITEM 17.1

**Res No:**                    **06-1016**

**MOVED:**                    **Cr McHutchison**

**SECONDED:**                **Cr Jones**

**That Council authorise the Executive Manager of Engineering Services to purchase asphalt and light/heavy equipment through the WALGA Preferred Supplier Program in accordance with the 2016/2017 Shire Budget.**

**CARRIED 5/0**

## 17.2 MORTISS STREET SUBDIVISION LANDSCAPING-PARK

File Reference:	PK.DE.0
Responsible Officer:	Executive Manager Engineering Services
Date of Report:	October 2016
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

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### PURPOSE

That Council consider expenditure from the municipal fund not included in the annual budget for landscaping of Mortiss Street subdivision.

### BACKGROUND

The Executive Manager Engineering Services met with residents from Searaven Crescent, Mortiss Street and Crevalle Way regarding the unsightly conditions of the undeveloped lots within the subdivision, the windblown sand, the heavy vehicles speeding along Mortiss Street, footpaths and a request for new landscaped public open space within the subdivision. The focus of this report is on new landscaping.

### COMMENT

The officer believes that the request for landscaping is reasonable. There is no other landscaped public open space in proximity to the subdivision. The landscaping project is a new proposal not included in the 2016/2017 Shire Budget. There is \$73,447 within the Shire's Public Open Space Reserve associated with this subdivision. In 2009, the Shire negotiated with the subdivision developer a *Cash-in-lieu payment* for landscaping. On the 11 May 2009 Council passed the following resolution, "*Authorise and Delegate to the Chief Executive Officer the discretion to agree or not to agree to any payment as Cash-in-lieu as offered by the applicant (as determined by the nominated valuer) in accordance with the condition as stated and transfer any funds received to the Public open Space Reserve.*". The value of the Cash-in- Lieu payment was \$73,447.

Public Open Space (POS) within the Mortiss Street subdivision will contribute to a range of community service and environmental functions. Apart from providing spaces for physical activity, children's play and exploration, relaxation and social interaction, the POS can enhance the visual amenity of the landscape. Use of POS plays a role in creating a sense of place and community connection, influencing feelings of community safety, contributing to economic value of neighbourhoods, providing spaces for community facilities and significantly enhancing residents' quality of life. The intention will be to engage with the local community to determine the purpose and function of the POS and the associated infrastructure.

### CONSULTATION

Residents from Searaven Crescent, Mortiss Street and Crevalle Way.

## STATUTORY ENVIRONMENT

*Local Government Act 1995* Financial Management General Financial Provisions:

- Part 6 Division 4 section 6.8. (B) Expenditure from municipal fund not included in annual budget. Is authorised in advance by resolution *Absolute majority required*
- Part 6 Division 4 section 6.11. Reserve Accounts

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Landscaping of the Mortiss Street subdivision has not been budgeted in the current financial year.

Transfer of \$73,447 is proposed from the Public Open Space Reserve to a new capital project titled 'Mortiss Street Subdivision Landscaping' with a view to works being completed in 2016/2017-2017/2018 financial years.

Subject to POS development standards and fitout, the estimated annual maintenance cost is tabled below. An expenditure increase of \$23,487 could equate to a rate increase of approximately 1%.

<b>Mortiss Street Park</b>	<b>High</b>	<b>Low</b>
Employee Cost	\$7,450.00	\$3,725.00
Labour OH	\$7,679.00	\$3,839.50
Plant Costs	\$2,709.00	\$1,354.50
Materials Contract	\$2,000.00	\$1,000.00
Utilities	\$3,649.00	\$1,824.50
	<b>\$23,487.00</b>	<b>\$11,743.50</b>

To prevent a potential rate increase it is recommended that a reduction in service over existing asset occur to offset the additional POS maintenance cost. The reduction in service will affect the assets tabled below. The exact values are to be confirmed once the POS development standard and fitout is established. The costs tabled below are calculated as worst-case scenario (High).

<b>Transfer of Employee Costs and Labour Overheads (OH)</b>		<b>Employee Cost</b>	<b>Labour OH</b>	<b>Plant Costs</b>
E114901	Cycle Way Maintenance	\$900.00	\$927.00	\$350.00
E114902	Falls Street Park	\$900.00	\$927.00	\$350.00
E114903	Federation Park	\$1,000.00	\$1,030.00	\$350.00
E114904	Koobooroo Oval	\$1,000.00	\$1,030.00	\$350.00
E114905	Krait Street Park	\$1,000.00	\$1,030.00	\$350.00
E114906	Lefroy Street Park	\$900.00	\$927.00	\$350.00
E114907	Madaffari Drive Park	\$1,000.00	\$1,030.00	\$350.00
E114908	Niblett Oval	<u>\$1,000.00</u>	<u>\$1,030.00</u>	<u>\$350.00</u>
		<b>\$7,700.00</b>	<b>\$7,931.00</b>	<b>\$2,800.00</b>



Transfer of Materials Contract/Utilities		
E120450	Crossover Maintenance	\$500.00
E121450	Footpath Verge	\$1,000.00
E122450	Gravel Rural	\$1,000.00
E075900	Pest Control	\$500.00
E091000-E091017	Staff Housing	\$1,000.00
E108903-E108904	Public Toilets	\$500.00
E110450	Urban Storm water Maintenance	\$800.00
E115901-E115910	Foreshore Beaches Boat ramps	\$500.00
		<b>\$5,800.00</b>

The officer envisages that the reduction in the services table above may have limited impact to the community assets and no implication on 2016/17 budget as it is a reallocation of expenditure only.

### STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2011-2021 and Corporate Business Plan 2016-2020.

- Economic:
- 1 To be a diverse and innovative economy with a range of local employment opportunities.
  - 1.5 *Maintain and improve Shire infrastructure.*

### VOTING REQUIREMENTS

Absolute Majority

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### OFFICER'S RECOMMENDATION

### ITEM 17.2

That Council authorise:

1. Expenditure from municipal fund not included in annual budget through the transfer of \$73,447 from the Public Open Space Reserve to a new capital project titled 'Mortiss Street Subdivision Landscaping' with works to be completed in 2016/2017-2017/2018 financial years.
2. Reduction in service over the following asset and the transfer of the associated budget to new account titled Mortiss Street Park Maintenance, as tabled below:

Transfer of Employee Costs and Labour Overheads (OH)		Employee Cost	Labour OH	Plant Costs
E114901	Cycle Way Maintenance	\$900.00	\$927.00	\$350.00
E114902	Falls Street Park	\$900.00	\$927.00	\$350.00
E114903	Federation Park	\$1,000.00	\$1,030.00	\$350.00
E114904	Koobooroo Oval	\$1,000.00	\$1,030.00	\$350.00
E114905	Krait Street Park	\$1,000.00	\$1,030.00	\$350.00
E114906	Lefroy Street Park	\$900.00	\$927.00	\$350.00
E114907	Madaffari Drive Park	\$1,000.00	\$1,030.00	\$350.00
E114908	Niblett Oval	\$1,000.00	\$1,030.00	\$350.00
		<b>\$7,700.00</b>	<b>\$7,931.00</b>	<b>\$2,800.00</b>

<b>Transfer of Materials Contract/Utilities</b>		
E120450	Crossover Maintenance	\$500.00
E121450	Footpath Verge	\$1,000.00
E122450	Gravel Rural	\$1,000.00
E075900	Pest Control	\$500.00
E091000-E091017	Staff Housing	\$1,000.00
E108903-E108904	Public Toilets	\$500.00
E110450	Urban Storm water Maintenance	\$800.00
E115901-E115910	Foreshore Beaches Boat ramps	<u>\$500.00</u>
		<b>\$5,800.00</b>

**COUNCIL RESOLUTION****ITEM 17.2**

**Res No: 07-1016**

**MOVED: Cr McHutchison**

**SECONDED: Cr Jones**

**That Council authorise:**

- 1. Expenditure from municipal fund not included in annual budget through the transfer of \$73,447 from the Public Open Space Reserve to a new capital project titled 'Mortiss Street Subdivision Landscaping' with works to be completed in 2016/2017-2017/2018 financial years.**
- 2. Reduction in service over the following asset and the transfer of the associated budget to new account titled Mortiss Street Park Maintenance, as tabled below:**

		<b>Employee Cost</b>	<b>Labour OH</b>	<b>Plant Costs</b>
E114901	Cycle Way Maintenance	\$900.00	\$927.00	\$350.00
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E114904	Koobooroo Oval	\$1,000.00	\$1,030.00	\$350.00
E114905	Krait Street Park	\$1,000.00	\$1,030.00	\$350.00
E114906	Lefroy Street Park	\$900.00	\$927.00	\$350.00
E114907	Madaffari Drive Park	\$1,000.00	\$1,030.00	\$350.00
E114908	Niblett Oval	<u>\$1,000.00</u>	<u>\$1,030.00</u>	<u>\$350.00</u>
		<b>\$7,700.00</b>	<b>\$7,931.00</b>	<b>\$2,800.00</b>

<b>Transfer of Materials Contract/Utilities</b>		
E120450	Crossover Maintenance	\$500.00
E121450	Footpath Verge	\$1,000.00
E122450	Gravel Rural	\$1,000.00
E075900	Pest Control	\$500.00
E091000-E091017	Staff Housing	\$1,000.00
E108903-E108904	Public Toilets	\$500.00
E110450	Urban Storm water Maintenance	\$800.00
E115901-E115910	Foreshore Beaches Boat ramps	<u>\$500.00</u>
		<b>\$5,800.00</b>

**CARRIED 5/0**

## 18. ITEMS FOR INFORMATION ONLY

Responsible Officer: Chief Executive Officer

Disclosure of Interest: Nil

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### PURPOSE

To advise Council of the information items for September 2016.

### VOTING REQUIREMENTS

Simple Majority.

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### OFFICER'S RECOMMENDATION

**ITEM 18**

That Council note the following information items:

- 18.1 Register of Documents Stamped with the Shire of Exmouth Common Seal
- 18.2 Concessions on Fees for Council Facilities for September 2016
- 18.3 Building Decisions Issued up to 30 September 2016
- 18.4 Planning Decisions Issued up to 30 September 2016

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### COUNCIL RESOLUTION

**ITEM 18**

**Res No:** 08-1016

**MOVED:** Cr Hood

**SECONDED:** Cr McHutchison

That Council note the following information items:

- **18.1 Register of Documents Stamped with the Shire of Exmouth Common Seal**
- **18.2 Concessions on Fees for Council Facilities for September 2016**
- **18.3 Building Decisions Issued up to 30 September 2016**
- **18.4 Planning Decisions Issued up to 30 September 2016**

**CARRIED 5/0**

## **18.1 REGISTER OF DOCUMENTS STAMPED WITH THE SHIRE OF EXMOUTH COMMON SEAL**

Responsible Officer: Chief Executive Officer

Disclosure of Interest: Nil

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### **PURPOSE**

To advise Council of documents, as listed below, that have been stamped with the Common Seal of the Shire of Exmouth since the last meeting.

<b>DATE</b>	<b>DOCUMENT</b>
07/10/16	Deed of Assignment of Sublease – Mobil Oil Australia and World Fuel Services Australia
	Lease Agreement – Sarah Johnstone for Horse Block 11 upon Lot 1493 on DP 39344 Reserve 51970

**18.2 CONCESSIONS ON FEES FOR COUNCIL FACILITIES FOR SEPTEMBER 2016**

File Reference: CP.US.0

Responsible Officer: Executive Manager Community Engagement

Date of Report: 10 October 2016

Disclosure of Interest: Nil

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**PURPOSE**

To provide Council with a summary of all concessions on fees for Council's facilities and services under Section 4.1 of the *Register of Delegations of Authority from Council to the CEO and Other Officers* since the last Ordinary Council Meeting.

NAME	REASON	AMOUNT (exc GST)
Exmouth District High School	2 x day hire of Ovals for Primary and Secondary Athletics Carnival Koobooroo & Talanjee Oval	354.00
Lioness Club Exmouth	Local Government Permit Fee Waiver – Father's Day Raffle September 2016	30.00

### 18.3 BUILDING DECISIONS ISSUED UP TO 30 SEPTEMBER 2016

File Reference: DB.BD.0

Responsible Officer: Executive Manager Health & Building Services

Date of Report: 17 October 2016

Attachment(s): Nil

#### PURPOSE

To provide Council with the building licence and building certificate applications and approvals made under Delegation pursuant to the Building Act 2011 up to 30 September 2016.

App No.	Date Received	Lot	Street	Description	Status	Decision Date
16/21	22/02/16	146	10 Hunt Street	Outbuilding Extension	Awaiting information from applicant	
16/85	21/07/16	1481	Neale Cove	Boat Lifting Facility	Awaiting cancellation confirmation from Applicant	
16/87	22/07/16	334	19 Ningaloo Street	Dwelling, Additions & Swimming Pool	Awaiting information from applicant	
16/91	28/07/16	336	14 Kestrel Place	Fence	Approved	12/09/2016
16/96	16/08/16	2	34 Tambor Drive	Residential Dwelling	Approved	05/09/2016
16/98	18/08/16	837	Friedman Way (Yacht Club)	Steel Framed Verandah	Approved	08/09/2016
16/100	29/08/16	1086	11 Hall Street	Steel Framed Verandah	Approved	02/09/2016
16/101	31/08/16	701	19 Falls Street (Park)	Steel Framed Shade Structure	Approved	05/09/2016
16/103	16/09/16	3	38 Pelias Street	Addition / Alteration to Dwelling	Approved	04/10/2016
16/104	16/09/16	184	6 Rimau Way	Single Modular Dwelling	Approved	20/09/2016
16/105	21/09/16	2	23 Ningaloo Street	Steel Framed Boundary Fence	Approved	29/09/2016
16/106	22/09/16	1451	1 Grayling Way	Steel Framed Shed	Approved	28/09/2016
16/107	16/09/16	141	Yardie Creek Road (Reserve 40354)	Two Steel Shade Shelters (Hunters Beach Carpark)	Approved	13/10/2016
16/108	27/09/16	447	41 Madaffari Drive	Internal Residential Fitout	Approved	30/09/2016
16/109	27/09/16	447	41 Madaffari Drive	Steel Framed Shed	Approved	30/09/2016
16/111	28/09/16	165	13 Maidstone Crescent	Roof Structure	Approved	10/10/2016
16/112	19/09/16	182	18 Rimau Way	Steel Framed Single Dwelling	Approved	04/10/2016

## 18.4 PLANNING DECISIONS ISSUED UP TO 30 SEPTEMBER 2016

File Reference: LP.PL.0

Responsible Officer: Executive Manager Town Planning

Date of Report: 19 October 2016

Disclosure of Interest: Nil

### PURPOSE

To advise Council of the following planning decisions issued under delegation for the above period.

App #	Date Received	Lot	Property Address	Description	Decision	Decision Date
PA70/16	13/06/2016	2	Yardie Creek Road	Additional Camping Sites	Pending further information from Applicant	
PA96/16	21/07/2016	165	13 Maidstone Crescent	Dental Surgery Consulting Rooms	Approved	29/09/2016
PA102/16	04/08/2016	336	14 Kestrel Place	Fence	Approved	05/09/2016
PA105/16	15/08/2016	501	Lefroy Street	Affordable Housing Development - Grouped & Multiple Dwellings	Approved	01/09/2016
PA106/16	15/08/2016	131	42 Young Street	Dwelling	Approved	13/09/2016
PA107/16	15/08/2016	50	Murat Road	Barge Loading Facility	Pending further information from Applicant	
PA111/16	25/08/2016	837	Friedman Way (Yacht Club)	Verandah	Approved	05/09/2016
PA112/16	25/08/2016	1586 & 1587	164 Lyndon Location	Nature Based Park - Exmouth Gulf Pastoral Station	Pending further information from Applicant	
PA113/16	26/08/2016	3	38 Pelias Street	Dwelling Additions	Approved	12/09/2016
PA119/16	14/09/2016	310	Minilya-Exmouth Road	Dwelling Addition	Pending further information from Applicant	
PA121/16	15/09/2016	332	6 Kestrel Place	Retaining Wall	Approved	03/10/2016
PA122/16	19/09/2016	62	27 Inggarda Lane	Deck Area & Storage Addition	Approved	12/10/2016
PA124/16	22/09/2016	100	4 Pellew Street	Mezzanine Floor & Roof Alterations	Approved	21/10/16
PA127/16	28/09/2016	311	30 Gnulli Court	Dwelling	Processing	
PA128/16	29/09/2016	464	27 Osprey Way	Holiday Accommodation	Going to October OCM	

Permits Issued Under the Local Government Act 1995, Local Government Property Local Law.

App	Date Received	Description	Date Issued
PA120/16	15/09/2016	NBN Muster Truck – Water Park Carpark (21/09/16)	15/09/2016



**19. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**20. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

Nil

**21. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS**

Nil

**22. CLOSURE OF MEETING**

The meeting was closed at 5.20pm.

For the record the Council met with the new Exmouth Police OIC Mr Paul World who recently relocated to Exmouth from Broome, taking over the role from Alby Van Den Berg.