

2018



SHIRE OF EXMOUTH

Attachments



Ordinary Council Meeting – 27 September 2018

Caravan Parks and Camping Grounds Regulations 1997

Form 2 Licence

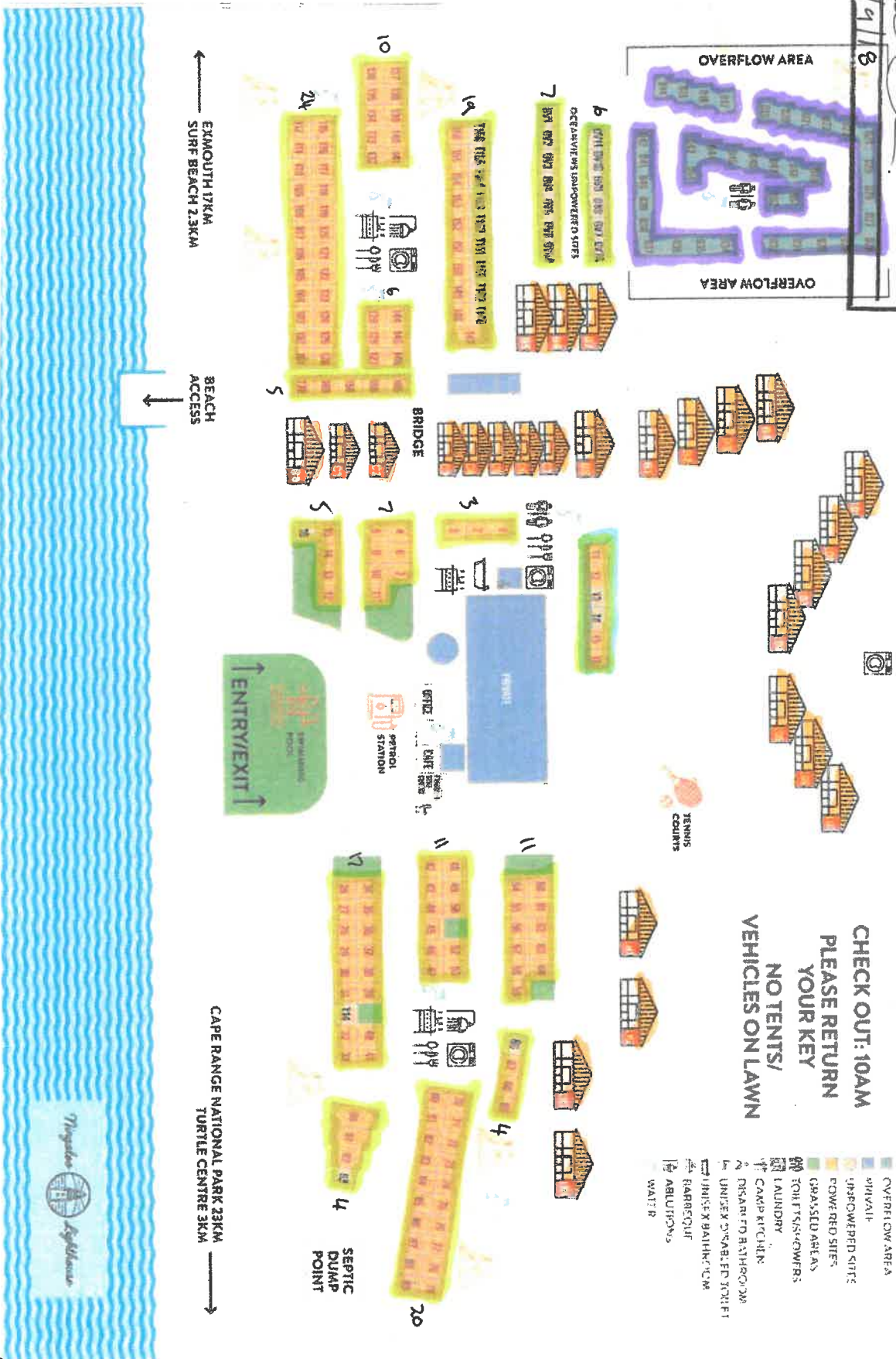
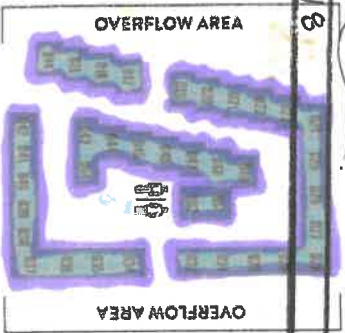
Caravan Parks and Camping Grounds Act 1995, sec. 7(4)

**LICENCE**

Expiry date	30 SEPTEMBER 2019		
Local Government	Name of local government: SHIRE OF EXMOUTH		
Type of licence	CARAVAN PARK		
Facility details	Name: NINGALOO LIGHTHOUSE HOLIDAY PARK		
	Address: 2 YARDIE CREEK ROAD, EXMOUTH WA 6707		
	Or Land description: LYNDON LOCATION 22		
Licence holder/s details	Family name : Northwest Resorts Pty Ltd		
	Other names: Ningaloo Lighthouse Holiday Park		
	Postal address	PO Box 3155	Broadway
		Suburb: NEDLANDS WA	Postcode: 6009
Phone: 6460 4949		Fax:	Email: accounts@minderoo.com.au
Licence conditions	Special conditions to which section 13 of the Act applies: <ol style="list-style-type: none"> 1. Camping sites to be within 30m of portable water and sillage disposal point. Short stay sites to be within 50m of potable water. 2. Approved signage to be installed throughout the facility identifying which taps are drinking water and which are not in accordance with Ministerial variation/exemption dated 2 November 2005. 3. All sites (including over-flow sites) to be within 90m of sanitary facilities. 4. Approval shall be obtained prior to any changes/upgrades to the facility. Any application for approval shall include an updated plan to the Shire identifying the change/s. 		
Details of sites Authorised (Maximum number and type)	186 Short Stay Sites (including 27 park homes/chalets) 6 Camp Sites		
Overflow area details	Address or land description: Within the licensed facility, area to be inspected and approved by a Council Officer prior to use		
	Details of sites [maximum number and type]: 37 Overflow sites		
	Additional Over Flow Site Conditions: <ol style="list-style-type: none"> 1. Sites shall only be allocated for use from 5 July to 26 August 2019, unless otherwise approved by the Shire of Exmouth's Chief Executive Officer. 2. Sites shall only be allocated when all other sites are fully booked. 3. All sites to be within 90m potable water tap. 4. Where access to a sillage point is not provided to each site, a sillage point must be accessible within 30m and the occupant shall collect sillage via a bucket for disposal into an approved sillage point. 		
Issued by:	Local Government:		Date:
	_____ Cameron Woods CHIEF EXECUTIVE OFFICER		

SHIRE OF EXMOUTH
APPROVED
 ENVIRONMENTAL
 HEALTH OFFICER

DATE: 5/9/18



SNOOT SITE = 186 (line cabins)

OVERFLOW = 37

CAMPING = 6

CAPRINS = 27

**Form 2 Licence**

Caravan Parks and Camping Grounds Act 1995, sec. 7(4)

LICENCE

Expiry date	30 SEPTEMBER 2019		
Local Government	Name of local government: SHIRE OF EXMOUTH		
Type of licence	CARAVAN PARK		
Facility details	Name: RAC EXMOUTH CAPE HOLIDAY PARK		
	Address: LOT 1 (3) TRUSCOTT CRES, EXMOUTH WA 6707 or Land description: LYNDON LOCATION 198		
Licence holder/s details	Family name : RAC TOURISM ASSETS PTY LTD		
	Other names:		
	Postal address	No.: 832	Street name: Wellington Street
		Suburb: EAST PERTH WA	Postcode: 6005
	Phone: (08) 9436 4468 Fax: Email: celeste.smith@rac.com		
Licence conditions	Special conditions to which section 13 of the Act applies: <ol style="list-style-type: none"> Camping sites to be within 30 metres of portable water and sullage disposal point. Short stay sites to be within 50 metres of portable water. All sites (including over-flow sites) to be within 90m of sanitary facilities. Approval shall be obtained prior to any changes/upgrades to the facility. Any application for approval shall include an updated plan to the Shire identifying the change/s. An updated site map is to be provided 30 days after licence is issued. 		
Details of sites Authorised	157 Short Stay Sites 20 Long Stay Sites 30 Camp Sites		
Overflow area details	Address or land description: Within the licensed facility, area to be inspected and approved by a Council Officer prior to use.		
	Details of sites [maximum number and type]: 24 Overflow sites		
	Additional Over Flow Site Conditions: <ol style="list-style-type: none"> Sites shall only be allocated for use from 5 July to 26 August 2019, unless otherwise approved by the Shire of Exmouth's Chief Executive Officer. Where the overflow sites aren't within 90m of sanitary facilities, two ensuite cabins must be utilised for the overflow area. Council's Environmental Health Officer may approve an alternative arrangement. Sites shall only be allocated when all other sites are fully booked. All sites to be within 30m of a potable water tap. Where access to a sullage point is not provided to each site, a sullage point must be accessible within 30m and the occupant shall collect sullage via a bucket for disposal into an approved sullage point. 		
Issued by:	Local Government: Cameron Woods CHIEF EXECUTIVE OFFICER		Date:

**Form 2 Licence**

Caravan Parks and Camping Grounds Act 1995, sec. 7(4)

LICENCE

Expiry date	30 SEPTEMBER 2019		
Local Government	Name of local government: SHIRE OF EXMOUTH		
Type of licence	CARAVAN PARK		
Facility details	Name: YARDIE HOMESTEAD CARAVAN PARK		
	Address: YARDIE CREEK ROAD, EXMOUTH WA 6707 or Land description: LYNDON LOCATION 198		
Licence holder/s details	Family name : ROSCIC		
	Other names: JAMES		
	Postal address	No.:	Street name: Yardie Creek Road
	PO Box 925	Suburb: EXMOUTH	Postcode: 6707
Phone: (08) 9949 1099 Fax: (08) 9949 1389 Email: yardie@westnet.com.au			
Licence conditions	<p>Special conditions to which section 13 of the Act applies:</p> <ol style="list-style-type: none"> 1. All sites not serviced by approved fire hose reels, when in use, must be provided with fire extinguishers in accordance with Clause 35 of Schedule 7 of the Regulations. 2. Camping sites to be within 30m of potable water and sullage disposal point. Short stay sites to be within 50m of potable water. 3. Approved signage to be installed throughout the facility identifying which taps are drinking water and which are not in accordance with Ministerial variation/exemption dated 2 November 2005. 4. All sites (including over-flow) to be within 90m of sanitary facilities. 5. Caravans are not permitted on the 57 Camp Sites 6. Approval shall be obtained prior to any changes/upgrades to the facility. Any application for approval shall include an updated plan to the Shire identifying the change/s. 7. An updated site map reflecting any revised changes be submitted within 30 days of licence issued. 		
Details of sites Authorised (Maximum number and type)	103 Short Stay Sites (including 13 park homes/chalets) 57 Camp Sites		
Overflow area details	Address or land description: Within the licensed facility, area to be inspected and approved by a Council Officer prior to use.		
	Details of sites [maximum number and type]: 20 Overflow sites for self contained vehicles		
	Additional Over Flow Site Conditions: <ol style="list-style-type: none"> 1. Sites shall only be allocated for use from 5 July to 26 August 2019, unless otherwise approved by the Shire of Exmouth's Chief Executive Officer. 2. Sites shall only be allocated when all other sites are fully booked. 3. All sites to be within 90m potable water tap. 4. All caravans and motor homes using the over flow area must be equipped with and use on-board sanitary facilities (including shower & toilet). 		
Issued by:	Local Government:	Date:	
	_____ Cameron Woods CHIEF EXECUTIVE OFFICER		

**Form 2 Licence**

Caravan Parks and Camping Grounds Act 1995, sec. 7(4)

LICENCE

Expiry date	30 SEPTEMBER 2019		
Local Government	Name of local government: SHIRE OF EXMOUTH		
Type of licence	CARAVAN PARK		
Facility details	Name: NINGALOO CARAVAN AND HOLIDAY RESORT		
	Address: LOT 500 NIMITZ STREET EXMOUTH WA 6707		
	or Land description:		
Licence holder/s details	Family name : Ningaloo Caravan and Holiday Resort		
	Other names:		
	Postal address	No: Lot 500 & Lot 1112	Street name: Nimitz Street
	PO Box 61	Suburb: EXMOUTH	Postcode: 6707
	Phone: (08) 9949 2377 Fax: (08) 9949 2577 Email: manager@exmouthresort.com		
Licence conditions	Special conditions to which section 13 of the Act applies: <ol style="list-style-type: none"> 1. Maximum occupancy of sites shall not exceed the number described below. 2. All sites (including over-flow sites) to be within 90m of sanitary facilities. 3. Approval shall be obtained prior to any changes/upgrades to the facility. Any application for approval shall include an updated plan to the Shire showing the change/s. 		
Details of sites Authorised (Maximum number and type)	30 Long Stay Sites 222 Short Stay Sites (including park homes/chalets) 37 Camp Sites		
Overflow area details	Address or land description: Within the licensed facility, area to be inspected and approved by a Council Officer prior to use.		
	Details of sites [maximum number and type]: 15 Overflow sites		
	Additional Over Flow Site Conditions: <ol style="list-style-type: none"> 1. Sites shall only be allocated for use from 5 July to 26 August 2019, unless otherwise approved by the Shire of Exmouth's Chief Executive Officer. 2. Sites shall only be allocated when all other sites are fully booked. 3. All sites to be within 30m of a potable water tap. 4. Where access to a sullage point is not provided to each site, a sullage point must be accessible within 30m and the occupant shall collect sullage via a bucket for disposal into an approved sullage point. 		
Issued by:	Local Government: Shire of Exmouth Cameron Woods CHIEF EXECUTIVE OFFICER		Date:

Ningaloo Caravan and Holiday Resort

Resort Map and Service Layout

Murat Road, PO Box 61 Exmouth 6707
 Tel: 0899492377 Fax: 0899492577
 Website: www.exmouthresort.com
 Email: reception@exmouthresort.com

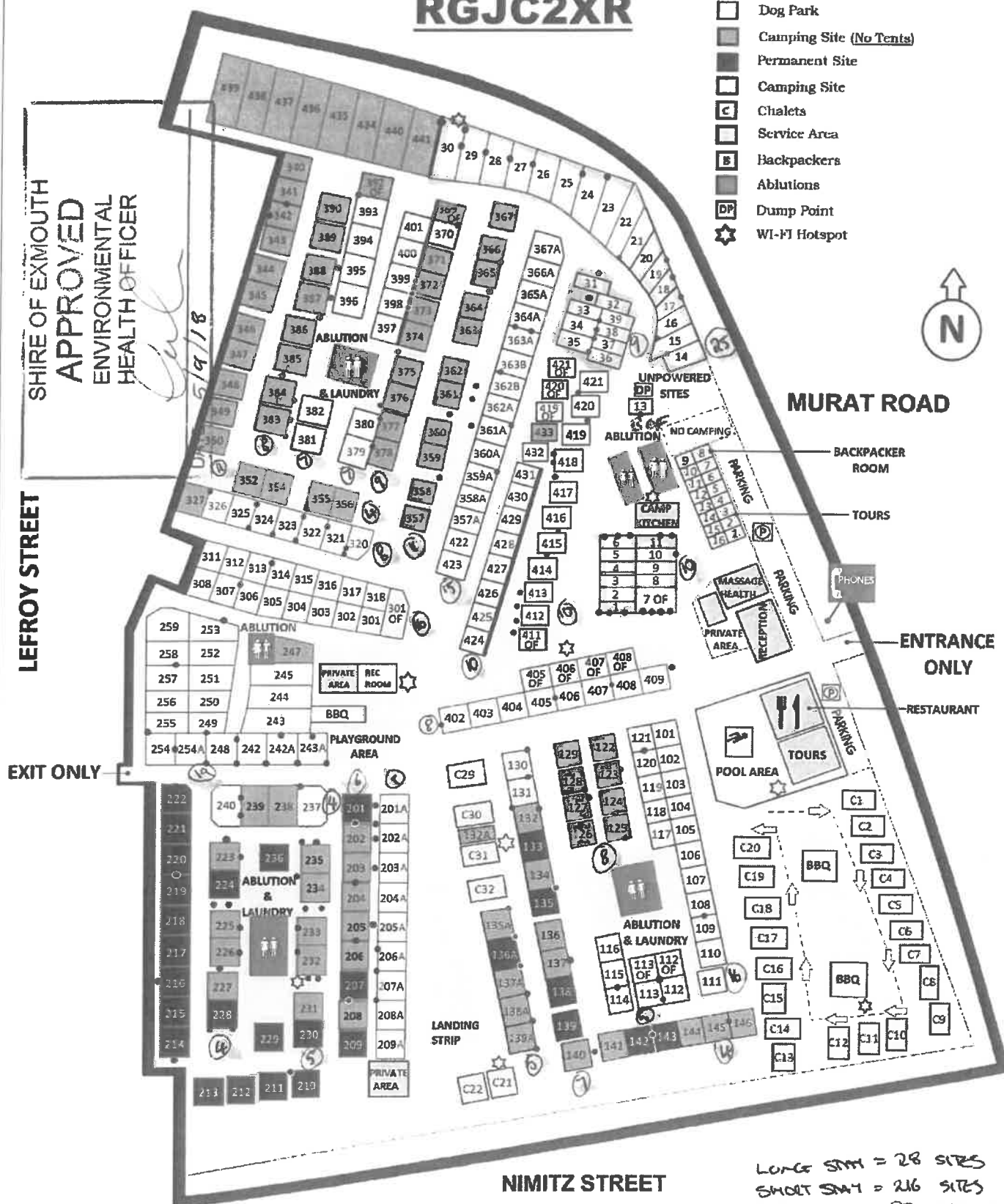


EXMOUTH

NINGALOO

Caravan & Holiday Resort

RGJC2XR



LONGER STRIP = 28 SITES
 SHORT STRIP = 216 SITES
 ENTRANCE = 37 SITES
 OVERFLOW = 15 SITES

Shire of Exmouth Policy Manual

POLICY NO 4.1***(4.1 – Sponsorship Policy & Guideline)*****Origin/Authority**

Council Meeting: (Adoption Date)

OBJECTIVE

The purpose of the Sponsorship Policy is to establish principles for sponsorship agreements entered into between the Shire of Exmouth and other parties. The policy also provides guidelines for how the Shire will seek sponsorship and the handling of requests for donations and waiver of Shire fees and charges.

Sponsorship is the contribution of financial and/or “in kind” support that the Shire of Exmouth receives or provides for the purpose of partnering in the provision of community infrastructure, a service or program, event or activity that may contribute to the economic, social, sporting, environmental or cultural development of the Shire.

Sponsorships are undertaken or entered into, in order to help achieve business or community objectives.

POLICY STATEMENT**A. Principles;**

Council acknowledges that sponsorship can provide significant benefits to the Shire of Exmouth and the community, and will consider sponsorship opportunities under three streams depending on the nature of the request and where the greatest benefits are to be achieved; economic, community or donations.

1. Economic; events that attract majority participation and visitation from outside of the region, that reinforce the Exmouth and Ningaloo brands, and generate economic benefits by injecting new money into the local economy. Events must be held in low and shoulder visitor periods to encourage new visitation.
2. Community; community events that are organised by local community and sporting groups and are designed to attract a local audience, create local vibrancy, and in many cases raise funds or awareness for local organisations ongoing sustainability.
3. Donations; in some instances the Shire will receive requests from community groups for donation of money, gifts or other forms of contribution where no clear benefit can be measured.

Economic; where the benefits are assessed as primarily economic in nature the following principles apply:

- Council invites sponsorship proposals for significant events staged within the Shire of Exmouth boundary under its “**Major Events Sponsorship Program**” (MESP) up to the value of \$5,000 per event each year.
- The MESP is an annual funding program where eligible applicants can apply for sponsorship support for the delivery of major events that have the potential to deliver significant economic outcomes to Exmouth.
- The MESP is designed to grow visitation in shoulder and low visitor periods. Eligible events must be held outside of “Peak Visitor Periods” as defined in this policy.
- The MESP is designed to encourage the attraction and delivery of major events that inject increased expenditure into the region.
- A sponsorship agreement outlining the full terms and conditions of the agreement will be recorded in writing and signed by both parties.
- Established or proven events can apply for multi-year support up to 3 years.
- All sponsorship arrangements will be described in the annual report in a manner commensurate with the significance of the sponsorship.
- Applicants to refer to the Major Events Sponsorship Program guidelines.

Community; where the benefits are assessed as primarily for local community groups the following principles apply:

- Council invites sponsorship proposals for selected Shire of Exmouth projects, events, services or activities under its “**Community & Sporting Grants Program**” up to the value of \$1,500 per event.
- The “Community & Sporting Grants Program” (CSGP) is an annual funding program where eligible applicants can apply for grants to deliver non core events and programs that achieve community and sporting outcomes.
- Local groups may apply for up to two events per funding round.
- The CSGP is designed to assist local community and sporting groups to deliver non core business activities.
- Applicants to refer to the Community & Sporting Grants Program guidelines.
- Community and Sporting Groups wishing to access funds to undertake capital works should enquire with the Manager Communications and Community for Shire and other third party grant opportunities including accessing the Shire Community Development Reserve Fund under Shire Policy 2.2 “*Interest free loans to clubs and organisations*”.

Donations; where the benefits are assessed as primarily for local community groups and individuals the following principles apply:

- Requests for donations will only be considered by the Shire President or via delegated authority to the CEO.
 - If a formal request for donations is received (must be in writing on proponent letterhead) these are to be directed to the Shire President for consideration and response.
-

- A maximum of up to \$200 per formal request per annum from each entity is allowed.
- Activities asking to be supported should be non core business in nature.

General Principles; these apply to the three streams of support.

- No fee waivers for use of the Shire facilities and services including Ningaloo Centre meeting venues will be considered.
 - Proponents requesting fee waivers for the use of Council buildings and venues should be encouraged to seek other third party funding to cover these costs and/or consider use of other venues.
 - Any request for waiver of a Shire fee or charge must be part of a request for sponsorship proposal that clearly outlines the benefits to the Shire and how the project meets Council strategic objectives.
 - Applicants may only apply for one of the three funding streams per event or activity.
 - Funding benefits or sponsorship do not include implied endorsement by Council of the recipient's goods or services or use of Council's logo to promote their products.
 - Sponsorship arrangement that impose or imply conditions that limit the Council's ability to carry out its functions fully and impartially will not be agreed to.
 - The Shire of Exmouth Council reserves the right to withdraw funding with an external party when they are considered to have not complied with the spirit of this policy and/or a written agreement entered into as a sponsor or funding arrangement.
 - The sponsorship or funding is complementary to Council's vision, values, policies and strategies.
 - The Shire reserves the right to withhold some or all of funding payments until a post event report is submitted by the successful applicant.
 - There should not be any real or perceived conflict between the objectives and mission of the recipient and Council.
 - Ensure funding received by the Shire supports the aims of the other Shire of Exmouth policies and does not promote:
 - the excessive consumption of fast food;
 - the use of tobacco products;
 - gambling; or
 - irresponsible drinking.
 - The Shire of Exmouth Council will not enter into sponsorship with external bodies who:
 - Are involved in unlawful activities;
 - Do not share Council's views on promoting a diverse, tolerant and inclusive community;
 - Are political parties and/or promote political agendas;
 - Are considered to be an unsuitable partner by Council for reasons it sees fit to apply in the context of this policy;
 - Offer programs that may present a hazard to the community;
 - Offer programs that do not reflect widely held community views; and
-

- Contravene State and Commonwealth legislation, local laws.

Legislative and Strategic Context

Local Government Act 1995

Definitions

Major Event; events of regional, state, national and international interest, that are important to the Exmouth and Ningaloo destination brands, generate economic and social benefits. Can be one off or regular in frequency, ultimately the primary focus as major economic drivers and brand enhancers, Shire may or may not be involved in event delivery beyond financial support and marketing.

Community and Sporting Events; events, activities, programs or carnivals that are organised by local community groups and are designed to attract a local audience and in many cases raise funds or awareness for local organisations ongoing sustainability.

Peak Visitor Periods; when visitor numbers to Exmouth are already likely to reach the maximum capacity of the commercial short stay operators and defined as the Easter holidays (Good Friday to Easter Monday), April and July school holiday periods each year.

Review Position and Date

This policy and procedure is to be reviewed by the document owner every two years.

Shire of Exmouth 4.1 Sponsorship Policy & Guidelines

2018/19 DRAFT GUIDELINES

Shire of Exmouth Major Events Sponsorship Program (MESP)

Grants of up to \$5,000 are available as part of the Shire of Exmouth's annual Major Events Sponsorship Program (MESP).

A total of \$20,000 has been allocated to this program in the Shire 2018/19 budget under E170749 Community Events.

Applications for MESP can be made at any time until funding pool is extinguished. Applications to be submitted using the nominated Shire of Exmouth form.

This program will sponsor major events that have the ability to deliver economic value to Exmouth and that take place from 1 October 2018 to 30 June 2019.

Applicants are encouraged to contact Shire of Exmouth officers to discuss their application before making formal submissions.

Sponsorship Priorities

The Shire of Exmouth recognises the importance of major events as a contributor to the Shire's vision to be a prosperous and sustainable community living in harmony with our natural environment.

The Major Events Sponsorship program supports special events including business tourism that can produce wide ranging social and economic benefits and provide a tool for successful tourism destination development.

These events can drive overnight visitation and successfully attract visitors during tourist season shoulder and low periods. They also play an important role in activating public places and engaging regional communities.

What Can I Apply For?

Event organisers can apply for sponsorship up to \$5,000 per event per eligible entity each year for the staging of any type of event that attracts increased visitors and/or expenditure in to the Exmouth destination.

Eligible events include, but not limited to sporting, recreational, music, cultural, food and wine, and business conferences that have the potential to attract significant numbers from outside the region and to ultimately generate new additional expenditure into the Exmouth economy.

Shire support under this program is in the form of event sponsorship and any request should clearly outline the nature of the project, why it is being proposed, the benefits to the Shire as sponsor, and the type or value of sponsorship sought.

Established and/or proven events can apply for multi year support up to \$5,000 per event per annum for a 3 year period.

Who Can Apply? Eligibility

- Funding is available to not-for-profit, incorporated organisations, and commercial organisations that can clearly demonstrate their event will deliver significant and additional economic benefit to the Exmouth region.
- Events must be delivered in shoulder and low visitor periods. Any event delivered during peak periods (defined as Easter holidays, April and July WA school holidays) will not be eligible for MESP sponsorship support.
- Commercial (for profit) event organisers will be required to submit a formal sponsorship application that will require Council consideration and approval.

Application Assessment

Applications for MESP Funding will be assessed by the Chief Executive Officer or by delegation to appropriate Shire officers against the following benefits streams associated with hosting events:

- Economic benefits to the Exmouth destination
- Destination promotion
- Activation of the Shire owned Ningaloo Centre
- Legacy benefits

Letters of support for the proposed activity, and indicative quotes for budget items are encouraged.

The Chief Executive Officer will approve recommended applicants for funding, with all applicants advised of the outcome of their application within 6 weeks of receiving the application assuming Council resolution is not required.

The role of Council will be to review post event reports funded under the MESP and update policy as required.

Conditions of Funding

Successful applicants will be required to sign a sponsorship agreement with the Shire that will clearly outline conditions of sponsorship that may include but not limited to;

- Shire recognition and awareness as sponsor in all publicity material associated with the event, eg social media, print and digital advertising, posters and other marketing material.
- Presence of the Shire as sponsor at event and access to participants,
- Signage and other marketing material displayed at event,
- Entry tickets to event.

Event Approvals

Applicants who receive sponsorship funding to deliver an event must still seek the relevant approvals from the Shire of Exmouth.

Sponsorship Agreement;

Any sponsorship agreement must be recorded in writing and signed by both parties. This should include:

- The term or purpose of the sponsorship and any conditions regarding renewal.
 - Specific services, products or funds to be provided by Council and the reciprocal benefits, including, where practical, a dollar value of services or products.
-

- The form or forms of sponsorship acknowledgement which will be available. e.g. Signage, advertising/social media/digital/media releases.
- Any limitations or added benefits to the sponsorship such as restrictions on seeking additional sponsors or naming rights to whole or portion of event.
- The responsibilities and expectations of each party for the project.
- The Shire reserves the right to pay some or all of the amount post event and subject to applicant meeting reporting obligations.
- Any guidelines for the use of corporate logos or limitations on advertising, media and other publicity.
- A statement to the effect that any attempted influence of Council's regulatory functions will result in an automatic review and/or termination of the sponsorship agreement.
- Any special conditions which may apply.

Policy Non-Compliance;

A sponsorship agreement may be refused and/or terminated if deemed by the Chief Executive Officer as a real or perceived conflict, or where a breach of the terms of an agreement has occurred.

2018/19 GUIDELINES

Shire of Exmouth Community & Sporting Grants Program (CSGP)

Small grants of up to \$1,500 are available as part of the Shire of Exmouth's annual Community and Sporting Grants Program (CSGP).

A total of \$23,000 has been allocated to this program in the Shire 2018/19 budget under E170749 Community Events.

There will be two rounds of funding applications each year with the following timelines for 2018/19;

- | | |
|---------|---|
| Round 1 | Opens 1 October 2018
Closes 30 October 2018
Applicants notified 19 November |
| Round 2 | Opens 1 February 2019
Closes 28 February 2019
Applicants notified 15 March 2019 |

Applications to be submitted using the nominated Shire of Exmouth form.

This program will support small-scale initiatives that take place from 1 November 2018 to 30 June 2019.

Eligible local groups may apply for support for up to two events/activities per round (up to a maximum of 4 per year) and subject to available pool funding.

Funding Priorities

Applications must work to increase community capacity and sustainability by addressing at least one of the funding priorities to be eligible for assessment:

- Increasing community engagement and participation in local events and in community life, in particular by marginalised or disadvantaged population groups.
- Improving the health and wellbeing of local communities.
- Helping communities shape, understand and celebrate their identity, history and heritage.

What Can I Apply For?

Grants can be used for most aspects of an activity, including:

- Programming costs, including fees for presenters, instructors and performers (including travel costs);
- Shire venue and services fees and charges for non core activities;
- Production and venue costs, including materials and equipment hire;
- Marketing costs associated with promoting the funded activity;
- Non core equipment purchases that improve sustainability.
- Individuals to attend sporting, conferences or training;
- Purchase of materials in order to deliver the non core activity and improve sustainability.

Who Can Apply?

Eligibility

- Funding is available only to not-for-profit and incorporated community or sporting organisations based in the Shire of Exmouth.
-

Ineligible Applications

The Shire will not fund the following:

- Retrospective or deficit funding;
- Recurrent expenditure such as salaries, wages, electricity, insurance, water, rates and other core organisational operating costs;
- Fees associated with administering the grant funding;
- Equipment purchases for core activities;
- Registration days, fundraising projects, prizes and trophies;
- Government or quasi-government agencies excluding local schools.

Application Assessment

Applications for CSGP Funding will be assessed by a panel consisting of Chief Executive Officer (or delegated to an appropriate officer) plus two nominated Shire Councillors. The panel will assess applications in each round against the following criteria:

- The application addresses at least one funding priority.
- Demonstrated genuine community need for the activity.
- Demonstrated value for money.

Applicants should answer all questions provided with as much detail as necessary. When completing the application form consider how your proposed activity addresses the criteria above.

Letters of support for the proposed activity, and indicative quotes for budget items are encouraged.

The Chief Executive Officer will approve recommended applicants for funding, with all applicants advised of the outcome of their application within timelines detailed above.

Conditions of Funding

Successful applicants will be required to sign a funding agreement with the Shire.

Event Approvals

Applicants who receive funding to host an event must seek the relevant approvals from the Shire of Exmouth.

2018/19 GUIDELINES

Donations Guidelines

Small donations up to \$200 are available as part of the Shire of Exmouth's 4.1 Sponsorship Policy and Guidelines and are designed to meet funding requests that do not meet the eligibility of the MESP and CSGP funding programs.

A total of \$2,000 has been allocated to a donations pool from the Shire 2018/19 budget under E170749 Community Events until exhausted.

As per the Policy;

- Requests for donations will only be considered by the Shire President or via delegated authority to the CEO.
 - If a formal request for donations is received (must be in writing on proponent letterhead) these are to be directed to the Shire President for consideration and response.
 - A maximum of up to \$200 per formal request per annum from each entity is allowed.
 - Activities asking to be supported should be non core business in nature.
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Shire of Exmouth Policy Manual

POLICY NO 2.4**(2.4 Leases & Licences)****Origin/Authority**

Council Meeting: (Adoption Date)

OBJECTIVE

The purpose of this policy is to ensure transparent and accountable process for the disposal of land and building assets by way of lease or license held by the Shire of Exmouth either owned in fee simple, under a management order, or via a sub-lease arrangement.

POLICY STATEMENT

This policy addresses when to apply short and long term leasing or licensing approach to property owned, managed or sub leased by the Shire of Exmouth.

The Shire of Exmouth owns, manages under order, and sub leases certain land and buildings throughout the district and may from time to time choose to enter into leasing and licensing arrangements with individuals, not for profit organisations and businesses.

This policy recognises the variety and diversity of leases and licences as well as recognises that no one particular style of lease or licence is appropriate for all purposes.

This policy will ensure that all requests for lease or licence for whatever purpose will be treated in a fair and equitable manner using open and accountable methodology and in line with statutory procedures.

A lease or a licence is a contractual agreement between Council (lessor or licensor) and another party (lessee or licensee) that binds both parties to the terms of the agreement.

The individual circumstances surrounding the land and buildings and the needs of the users will determine whether granting a lease or a licence is appropriate using the guiding principles detailed in this policy.

This policy recognises that in relation to *commercial* leases, lessees enter in a *commercial business tenancy relationship* with the Shire and that the management of such leases and relationships is an Operational matter within the responsibilities of the Chief Executive Officer.

GUIDING PRINCIPLES

Leases and licences will be negotiated consistently with the following principles:

1. Compliance with the provisions of section 3.58 of the Local Government Act 1995.
2. Where land and building assets are either owned in fee simple by the Shire, or sub leased to the Shire under commercial terms, every effort should be undertaken to ensure a full commercial return is achieved based on market valuations. On this basis not for profit and community groups will be accommodated on property that is not owned in fee simple.

3. Where land and building assets are managed by the Shire under a management order for civic or community purposes, every effort should be undertaken to co-locate appropriate community groups and not for profit entities under a licence or lease agreement.
 4. For commercial leases, lessees will be offered a sufficient tenure period to allow a commercial entity reasonable opportunity to establish the business. Length of tenure should also be commensurate with level of investment committed/planned by the lessee. The maximum lease term will be 10 years with a further option of 10 years.
 5. Triennium lease reviews involving an independent valuation, and annual Consumer Price Index adjustments will be applied to all commercial leases. Lease values post the independent valuation will not be reduced unless negotiated by the Chief Executive Officer up to delegated limits.
 6. The Chief Executive Officer has delegated authority to;
 - i. Grant further lease and sub-lease term extensions that were previously approved by council when awarded a new lease or sub-lease,
 - ii. Approve any new or extension to licensing agreements,
 - iii. Negotiate lease terms within +10% or -10% of the independent valuations. Any variations greater will require Council approval.
 7. A lease will only be provided to a not for profit incorporated organisation whom requires a lease to attract funding, or to invest funds for capital improvements. The maximum lease term will be 10 years with a further option of 10 years. These community leases can be established as a peppercorn rental but lessees will be responsible as a minimum for the following costs:
 - i. Lease preparation and administration
 - ii. Building insurance, contents insurance, public liability insurance, utilities, minor maintenance and waste service charges.

Note: Major maintenance and asset renewal costs may also apply and will be determined as part of the lease negotiations.
 8. A licence is the preferred approach for accommodating community groups and not for profit organisations. Shared use principles will apply and the term of tenure will be for a period not less than 1 year or more than 5 years and may include annual reviews at the Shires discretion. A licence can be issued for no annual fee. As a minimum community groups will be required to reimburse the Shire for their share of utilities, consumables and building insurance costs. The licensee will also be responsible for cleaning and maintaining the facility in a well presented state.
 9. All new leases and sub-leases shall require approval of Council. The granting of a lessees and sub-lessees further terms can be done under delegation by the CEO.
 10. The Lessee may remove any assets that have been constructed or installed by them during the term of the lease or licences (unless otherwise part of the agreement), subject to the premises being returned to the Shire in its original condition. Any improvement not removed at the end of the lease or licence shall remain in the Shires ownership.
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ESSENTIAL DIFFERENCES BETWEEN LEASE AND LICENCE

Lease

- Is a transfer of right to enjoyment (exclusive possession) of that property by the lessor to the lessee, and made for a certain term in consideration of a fee subject to the terms set out in the lease agreement.
- Grants exclusive possession for a fixed period (term).
- Creates an interest in the land which can be transferred to the lessee for the period of the lease.
- Can be transferred (assigned) to another party and if registered on the title is binding on a new owner of the land.
- Is not revocable (other than subject to any conditions set out in the lease (e.g. a redevelopment clause)).

Licence

- Is the granting of a permission to use the land in consideration of a fee subject to the conditions set out in the licence.
- Does not grant exclusive possession.
- Does not create or transfer an interest in the land.
- Is not transferable.
- Is revocable.

KEY TERM DEFINITIONS

Disposal means Disposing of Property pursuant to Section 3.58 of the Local Government Act 1995 and Regulation 30 of the Local Government (Functions and General) Regulations 1996.

Regulations means Local Government (Functions and General) Regulations 1996.

WORKPLACE INFORMATION

The Acts and Regulations listed may be applicable but not limited to the following:

- Local Government Act 1995
 - Local Government (Functions and General) Regulations 1996
 - Land Administration Act 1997
 - Land Administration Regulations 1998
 - Land Administration (Land Management) Regulations 2006
 - Transfer of Land Act 1983
 - Transfer of Land Regulations 2004
 - Land Titles Registration Practise Manual 2010
 - Commercial Tenancy (Retail Shops) Agreements Act 1985
 - Commercial Tenancy (Retail Shops) Agreements Regulations 1985
 - Residential Tenancies Act 1987
 - Residential Tenancies Regulations 1989
-



Monthly Financial Report

For the period ended

August 2018

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Western Australia 6707

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spoilt for choice

SHIRE OF EXMOUTH
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 August 2018

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 7th April 2018
Prepared by: Manager of Finance and Administration
Reviewed by: Director of Corporate Services

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34. Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments 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 statement 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 this statement. 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 statement, but a separate statement of those monies appears at Note 12.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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.

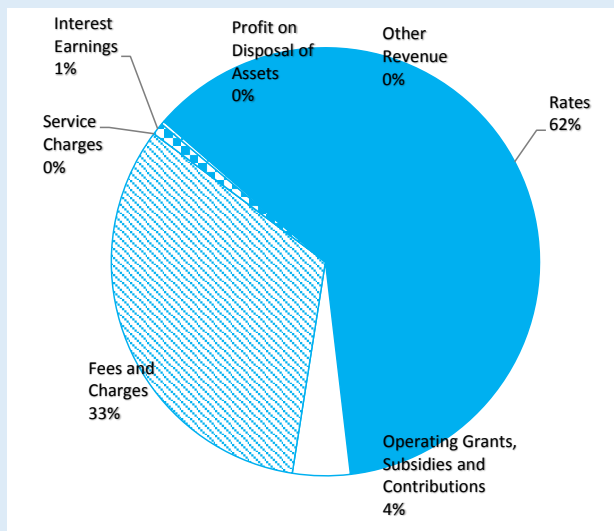
CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

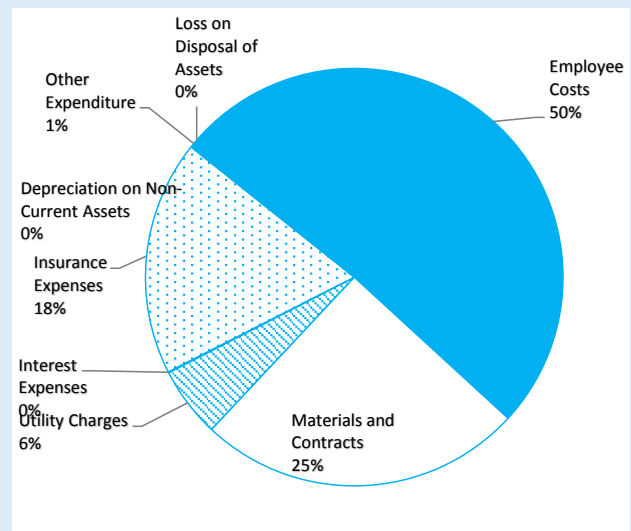
ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

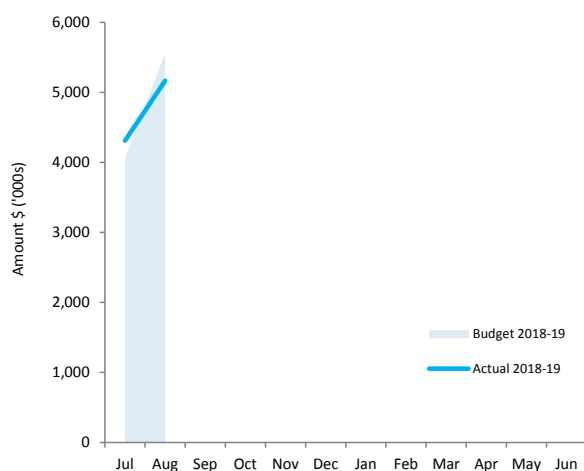
OPERATING REVENUE



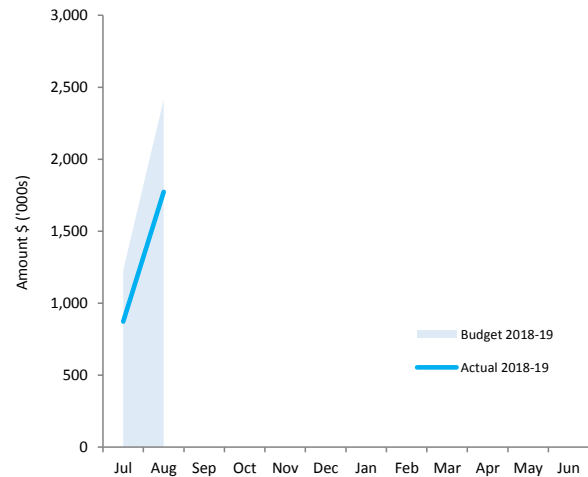
OPERATING EXPENSES



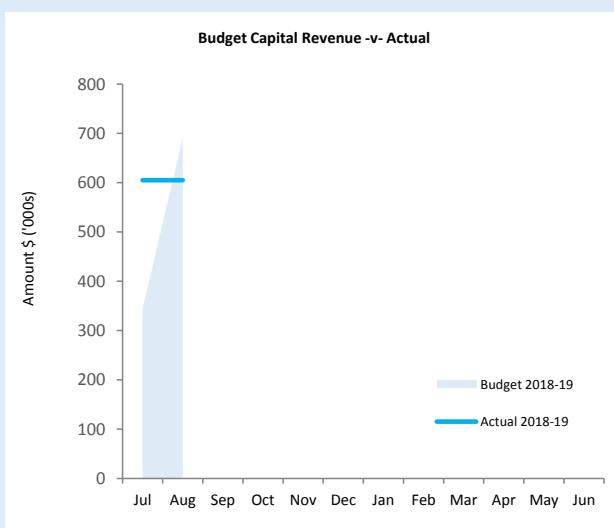
Budget Operating Revenues -v- Actual



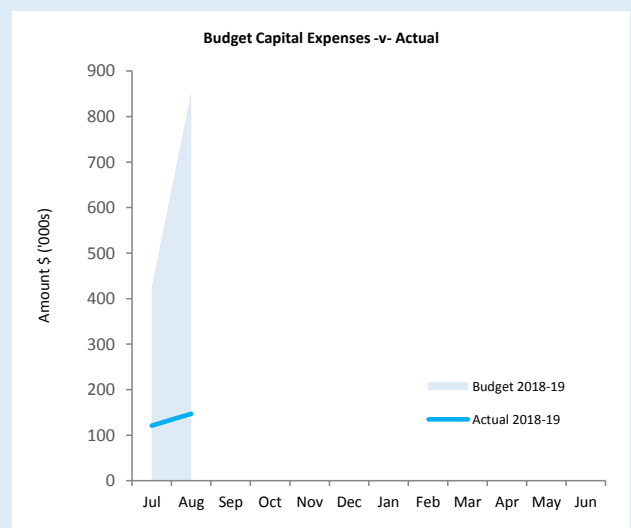
Budget Operating Expenses -v-YTD Actual



CAPITAL REVENUE



CAPITAL EXPENSES



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 AUGUST 2018

STATUTORY REPORTING PROGRAMS

City operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME	OBJECTIVE	ACTIVITIES
GOVERNANCE	To provide a decision making process for the efficient allocation of scarce resources.	Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.
GENERAL PURPOSE FUNDING	To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY	To provide services to help ensure a safer and environmentally conscious community.	Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.
HEALTH	To provide an operational framework	Inspection of food outlets and their control, provision of
EDUCATION AND WELFARE	To provide services to disadvantaged persons, the elderly, children and youth.	Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.
HOUSING	To provide and maintain elderly residents housing.	Provision and maintenance of elderly residents housing.
COMMUNITY AMENITIES	To provide services required by the community.	Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.
RECREATION AND CULTURE	To establish and effectively manage infrastructure and resource which will help the social well being of the community.	Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.
TRANSPORT ECONOMIC SERVICES	To provide safe, effective and To help promote the Shire and its economic wellbeing.	Construction and maintenance of roads, streets, footpaths, Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.
OTHER PROPERTY AND SERVICES	To monitor and control Council overheads operating accounts.	Private works operation, plant repair and operation costs and engineering operation costs.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2018**

STATUTORY REPORTING PROGRAMS

	Ref	18/19 Annual	18/19 YTD	YTD	Var. \$	Var. %	
	Note	Budget	Budget	Actual	(b)-(a)	(b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	1(b)	982,735	982,735	2,893,348	1,910,613	194%	
Revenue from operating activities							
Governance		8,200	1,366	0	(1,366)	(100%)	
General Purpose Funding - Rates	5	3,376,907	3,370,775	3,371,447	672	0%	
General Purpose Funding - Other		1,082,369	267,251	288,471	21,220	8%	
Law, Order and Public Safety		41,570	1,744	5,617	3,873	222%	
Health		39,622	6,598	5,285	(1,313)	(20%)	
Education and Welfare		1,600	266	0	(266)	(100%)	
Housing		59,932	9,980	12,098	2,118	21%	
Community Amenities		1,202,223	819,542	806,901	(12,641)	(2%)	
Recreation and Culture		811,178	165,025	190,481	25,456	15%	▲
Transport		5,251,439	884,814	807,259	(77,555)	(9%)	
Economic Services		239,377	39,886	10,069	(29,817)	(75%)	▼
Other Property and Services		17,830	2,968	14,256	11,288	380%	▲
		12,132,247	5,570,215	5,511,884			
Expenditure from operating activities							
Governance		(801,710)	(118,404)	(119,634)	(1,230)	(1%)	
General Purpose Funding		(125,436)	(20,898)	(13,831)	7,067	34%	
Law, Order and Public Safety		(402,714)	(67,074)	(47,107)	19,967	30%	▲
Health		(162,194)	(27,016)	(35,968)	(8,952)	(33%)	
Education and Welfare		(87,179)	(14,504)	(9,380)	5,124	35%	
Housing		0	176	(12,525)	(12,701)	7217%	
Community Amenities		(2,075,357)	(344,536)	(217,977)	126,559	37%	▲
Recreation and Culture		(5,328,224)	(882,570)	(522,307)	360,263	41%	▲
Transport		(5,292,390)	(839,304)	(677,934)	161,370	19%	▲
Economic Services		(590,885)	(98,430)	(64,804)	33,626	34%	▲
Other Property and Services		(15,000)	(2,436)	(51,154)	(48,718)	(2000%)	▼
		(14,881,089)	(2,414,996)	(1,772,621)			
Operating activities excluded from budget							
Add Back Depreciation		3,244,304	540,618	0	(540,618)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	6	(173,040)	28,834	0	(28,834)	(100%)	▼
Amount attributable to operating activities		322,422	3,724,671	3,739,263			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	10	4,141,718	690,280	605,291	(84,990)	(12%)	▼
Proceeds from Disposal of Assets	6	122,319	0	0	0		
Capital Acquisitions	7	(5,122,702)	(853,764)	(146,907)	706,857	83%	▲
Amount attributable to investing activities		(858,665)	(163,484)	458,384			
Financing Activities							
Self-Supporting Loan Principal		55,000	0	0	0		
Transfer from Reserves	9	860,284	0	0	0		
Advances to Community Groups		(60,000)	(60,000)	(60,000)	0	0%	
Repayment of Debentures	8	(263,832)	(10,422)	(5,099)	5,323	51%	
Transfer to Reserves	9	(1,037,307)	(26,096)	(36,723)	(10,627)	(41%)	▼
Amount attributable to financing activities		(445,855)	(96,518)	(101,822)			
Closing Funding Surplus(Deficit)	1(b)	637	4,447,404	6,989,173			

KEY INFORMATION

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

The material variance adopted by Council for the 2018/19 year is \$10,000 or 10% whichever is the greater.

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 AUGUST 2018

REVENUE

RATES

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2018**

BY NATURE OR TYPE

	Ref Note	18/19 Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	1(b)	982,735	982,735	2,893,348	1,910,613	194%	▲
Revenue from operating activities							
Rates	5	3,370,107	3,370,775	3,371,447	672	0%	
Specified Area Rates	5	47,293	47,293	51,670	4,377	9%	
Operating Grants, Subsidies and Contributions	10	1,131,745	257,748	237,093	(20,655)	(8%)	
Fees and Charges		7,368,108	1,850,945	1,787,353	(63,592)	(3%)	
Interest Earnings		164,655	27,354	50,234	22,880	84%	▲
Other Revenue		43,400	5,362	14,087	8,725	163%	
Profit on Disposal of Assets	6	6,939	1,156	0			
		12,132,247	5,560,633	5,511,884			
Expenditure from operating activities							
Employee Costs		(6,481,084)	(1,079,924)	(895,075)	184,849	17%	▲
Materials and Contracts		(3,086,655)	(514,106)	(446,674)	67,432	13%	▲
Utility Charges		(930,734)	(155,020)	(96,709)	58,311	38%	▲
Depreciation on Non-Current Assets		(3,244,304)	(540,618)	0	540,618	100%	▲
Interest Expenses		(84,129)	(7,580)	1,093	8,673	114%	
Insurance Expenses		(466,353)	(77,650)	(323,418)	(245,768)	(317%)	▼
Other Expenditure		(407,851)	(10,108)	(11,839)	(1,731)	(17%)	
Loss on Disposal of Assets	6	(179,979)	(29,990)	0			
		(14,881,089)	(2,414,996)	(1,772,621)			
Operating activities excluded from budget							
Add back Depreciation		3,244,304	540,618	0	(540,618)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	6	(173,040)	28,834	0	(28,834)	(100%)	▼
Amount attributable to operating activities		322,422	3,715,089	3,739,263			
Investing activities							
Non-operating grants, subsidies and contributions	10	4,141,718	690,280	605,291	(84,990)	(12%)	▼
Proceeds from Disposal of Assets	6	122,319	0	0	0		
Land held for resale		0	0	0	0		
Capital acquisitions	7	(5,122,702)	(853,764)	(146,907)	706,857	83%	▲
Amount attributable to investing activities		(858,665)	(163,484)	458,384			
Financing Activities							
Self-Supporting Loan Principal		55,000	0	0	0		
Transfer from Reserves	9	860,284	0	0	0		
Advances to Community Groups		(60,000)	(60,000)	(60,000)	0	0%	
Repayment of Debentures	8	(263,832)	(10,422)	(5,099)	5,323	51%	
Transfer to Reserves	9	(1,037,307)	(26,096)	(36,723)	(10,627)	(41%)	▼
Amount attributable to financing activities		(445,855)	(96,518)	(101,822)			
Closing Funding Surplus (Deficit)	1(b)	637	4,437,822	6,989,173			

KEY INFORMATION

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

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

SIGNIFICANT ACCOUNTING POLICIES

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 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 resale where it is held as non current based on Council's intentions to release for sale.

EMPLOYEE BENEFITS

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (*Short-term Benefits*)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (*Long-term Benefits*)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

PROVISIONS

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

INVENTORIES

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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2018

OPERATING ACTIVITIES
NOTE 1(b)
ADJUSTED NET CURRENT ASSETS

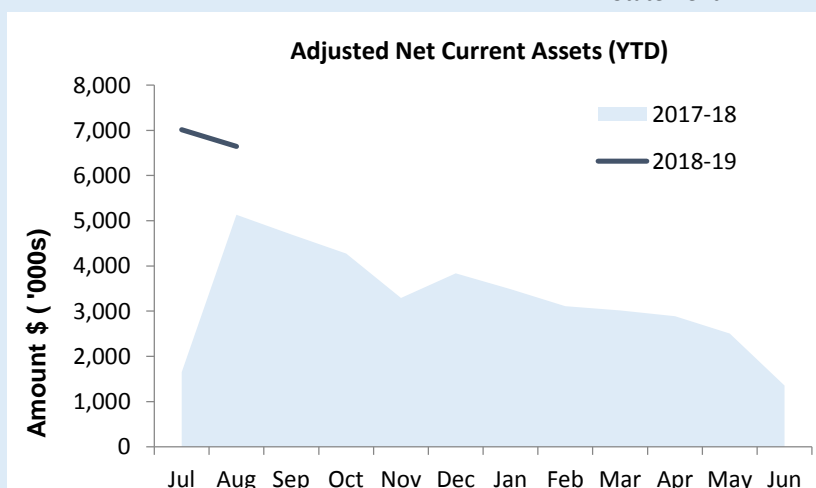
	Ref Note	Last Years Closing 30 June 2018	This Time Last Year 31 Aug 2017	Year to Date Actual 31 Aug 2018
Adjusted Net Current Assets		\$	\$	\$
Current Assets				
Cash Unrestricted	3	2,689,059	513,201	3,526,639
Cash Restricted	3	6,437,450	6,030,702	6,474,174
Receivables - Rates	4	302,096	4,235,313	2,870,196
Receivables - Debtors	4	1,261,982	1,214,776	951,512
Loans receivable		59,000	54,000	59,000
Interest / ATO Receivable		104,844	71,934	57,397
Inventories		28,847	51,727	32,973
Accrued Income/Payments in Advance		61,037	35,051	0
		10,944,315	12,206,703	13,971,891
Less: Current Liabilities				
Payables		(783,204)	(1,914,305)	(360,932)
ATO Payable		(166,022)	(55,848)	(88,678)
Prepaid Revenue		(605,290)		
Provisions - employee		(779,782)	(822,969)	(779,782)
Long term borrowings		(263,832)	(254,235)	(258,733)
		(2,598,130)	(3,047,356)	(1,488,125)
Unadjusted Net Current Assets		8,346,185	9,159,347	12,483,766
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	3	(6,437,450)	(6,030,702)	(6,474,174)
Less: Loans receivable		(59,000)	(54,000)	(59,000)
Add: Provisions - employee		779,782	822,969	779,782
Add: Long term borrowings		263,832	254,235	258,733
Adjusted Net Current Assets		2,893,348	4,151,849	6,989,107

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



This Year YTD

Surplus(Deficit)

\$6.99 M

Last Year YTD

Surplus(Deficit)

\$4.15 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2018**

**NOTE 2
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2018/19 year is \$10,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Recreation and Culture	25,456	15%	▲	Timing	One-off lease compensation - UWA Reduced exhibition revenue and grant income
Transport	(77,555)	(9%)			
Economic Services	(29,817)	(75%)	▼	Timing	Lease not invoiced at time of reporting
Other Property and Services	11,288	380%	▲	Timing	Workers comp reimbursement and increased diesel fuel subsidy
Expenditure from operating activities					
Law, Order and Public Safety	19,967	30%	▲	Timing	Reduced works employee costs
Community Amenities	126,559	37%	▲	Timing	Reduced works employee costs and depreciation not processed at time of reporting
Recreation and Culture	360,263	41%	▲	Timing	Reduced works employee costs and depreciation not processed at time of reporting
Transport	161,370	19%	▲	Timing	Depreciation not processed at time of reporting
Economic Services	33,626	34%	▲	Timing	Reduced employee costs and depreciation not processed at time of reporting
Other Property and Services	(48,718)	(2000%)	▼	Timing	Overhead allocations to be investigated
Investing Activities					
Non-operating Grants, Subsidies and Contributions	(84,990)	(12%)	▼	Timing	Grants not acquitted at time of reporting
Capital Acquisitions	706,857	83%	▲	Timing	Recognition of prior year commitment. Capital works program not commenced at time of reporting
Financing Activities					
Transfer to Reserves	(10,627)	(41%)	▼	Timing	Increased interest earned on term deposits

KEY INFORMATION

2017/18 Annual Financial Audit not completed, on finalisation depreciation journals will be processed.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2018**

**OPERATING ACTIVITIES
NOTE 3
CASH AND INVESTMENTS**

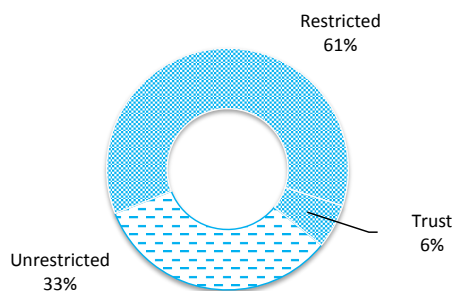
Cash and Investments	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash and Floats	4,048			4,048			
At Call Deposits							
Municipal Fund	3,522,591			3,522,591	Westpac	0.50%	At Call
Reserve Fund		5,174,174		5,174,174	Westpac	0.50%	At Call
Trust Fund			626,351	626,351	Westpac	0.50%	At Call
Term Deposits							
Municipal Investment - Term Deposit	0						
Reserve Investment - 31 Day Notice		1,300,000		1,300,000	Westpac	2.45%	
Reserve Investment - Term Deposit							
Trust Investment - Term Deposit			0				
Total	3,526,639	6,474,174	626,351	10,623,116			

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and 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 reported as short term borrowings in current liabilities in the statement of financial position.

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and 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 reported as short term borrowings in current liabilities in the statement of financial position.



Total Cash

\$10.62 M

Unrestricted

\$3.53 M

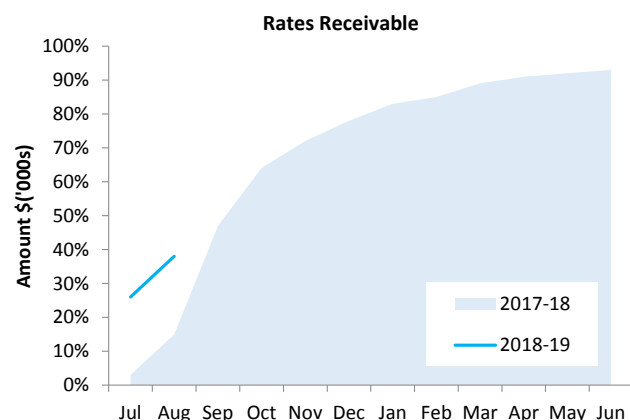
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2018**

**OPERATING ACTIVITIES
NOTE 4
RECEIVABLES**

Rates Receivable	30 June 2018	31 Aug 18
	\$	\$
Opening Arrears Previous Years	329,022	302,096
Levied this year	4,176,213	4,401,647
Plus Interim Rates	20,304	0
Plus Back Rates	2,140	0
Less Collections to date	(4,185,565)	(1,793,528)
Equals Current Outstanding	342,115	2,910,215
Less Deferred Pensioners	(40,018)	(40,018)
Net Rates Collectable	302,096	2,870,196
% Collected	92.44%	38.13%

KEY INFORMATION

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.



Collected

38%

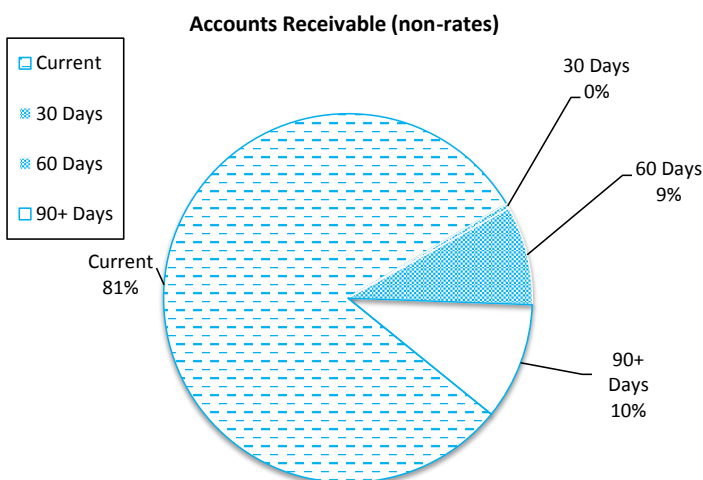
Rates Due

\$2,870,196

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	466,155	2,479	50,164	59,366	578,164
Percentage	81%	0%	9%	10%	
Balance per Trial Balance					
Sundry debtors					951,512
GST receivable					57,397
Loans receivable - clubs/institutions					59,000
Total Receivables General Outstanding					1,067,909
Amounts shown above include GST (where applicable)					

SIGNIFICANT ACCOUNTING POLICIES

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.



Debtors Due

\$1,067,909

Over 30 Days

19%

Over 90 Days

10%

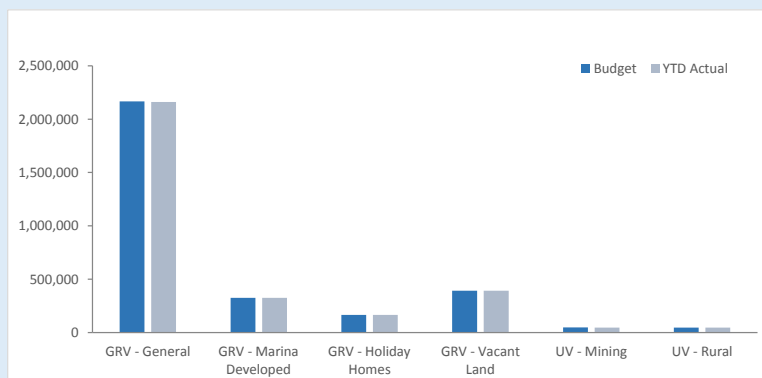
General Rate Revenue	Budget						YTD Actual				
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV - General	0.072200	1165	29,946,749	2,162,155	5,000		2,167,155	2,161,785			2,161,785
GRV - Marina Developed	0.099300	93	3,280,860	325,789			325,789	325,789			325,789
GRV - Holiday Homes	0.102100	64	1,623,700	165,780			165,780	165,780			165,780
GRV - Vacant Land	0.012170	228	3,117,450	392,781			392,781	392,781			392,781
UV - Mining	0.156800	12	300,515	47,121	1,000		48,121	47,121			47,121
UV - Rural	0.078400	7	581,880	45,541			45,541	45,541			45,541
	Minimum \$										
GRV - General	910	66	527,130	60,060			60,060	60,970			60,970
GRV - Marina Developed	910	1	0	910			910	910			910
GRV - Holiday Homes	910	0	0	0			0	0			0
GRV - Vacant Land	910	177	893,460	161,070			161,070	161,070			161,070
UV - Mining	500	18	23,912	9,000			9,000	9,000			9,000
UV - Rural	700	1	5,800	700			700	700			700
Sub-Totals		1,832	40,301,456	3,370,907	6,000	0	3,376,907	3,371,447	0	0	3,371,447
Discount							0				
Concession							0				
Amount from General Rates							3,376,907				3,371,447
Ex-Gratia Rates							0				-
Total General Rates							3,376,907				3,371,447
Specified Area Rates											
GRV Marina - Specified Rate	0.013100		3,609,199				47,293	51,670			51,670
Total Specified Area Rates			3,609,199	0			47,293	51,670	0	0	51,670
Totals							3,424,200				3,423,117

SIGNIFICANT ACCOUNTING POLICIES

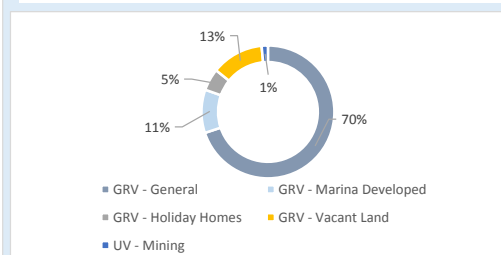
Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

KEY INFORMATION

Rate notices issued on 30 July 2018.



General Rates		
Budget	YTD Actual	%
\$3.38 M	\$3.37 M	100%

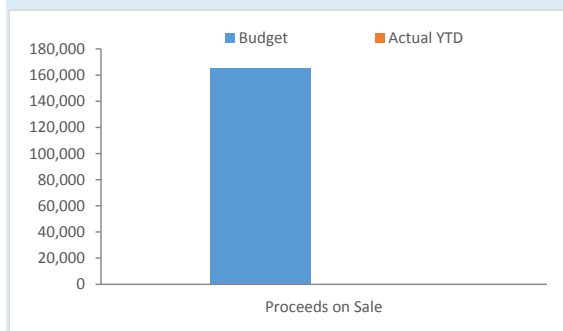


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2018

OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS

Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
COMMUNITY AMENITIES									
PE00048	2010 Rubbish Truck EX4574	47,716	10,000		(37,716)				
PE00042	2007 Cat Loader EX8843	46,830	21,600		(25,230)				
TRANSPORT									
PE00250	2015 Holden Colorado 1GEX694	34,955	15,000		(19,955)				
PE00026	Iveco Water Truck EX7709	47,887	21,200		(26,687)				
PE00043	Cat Bobcat Skid Loader EX7712	15,676	6,400		(9,276)				
PE00058	2011 Toyota Hilux 4x2 S/Cab EX042	14,355	4,590		(9,765)				
PE00077	Mazda 2WD Ute EX7795	9,128	4,590		(4,538)				
ECONOMIC SERVICES									
PE00238	2015 Holden Colorade 3005EX	34,439	15,000		(19,439)				
PE00052	2001 Mitsubishi Challenger 1EWJ65	13,966	2,000		(11,966)				
OTHER PROPERTY & SERVICES									
PE00239	2014 Holden Colorado 3EX	30,407	15,000		(15,407)				
PE00249	2015 Mini Excavator	43,061	50,000	6,939					
		338,420	165,380	6,939	(179,979)	0	0	0	0

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$165,380	\$0	0%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2018

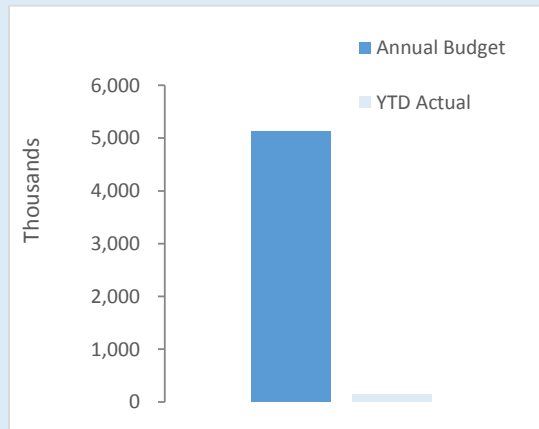
INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land	0	0	0	0
Buildings	790,000	131,662	108,958	(22,704)
Plant & Equipment	1,137,000	189,494	0	(189,494)
Furniture & Equipment	112,500	18,748	11,711	(7,037)
Infrastructure - Roads	2,469,318	411,550	23,954	(387,596)
Infrastructure - Other	613,884	102,310	2,284	(100,026)
Capital Expenditure Totals	5,122,702	853,764	146,907	(706,857)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	4,141,718	690,280	605,291	(84,990)
Borrowings	0	0	(60,000)	(60,000)
Other (Disposals & C/Fwd)	122,319	0	0	0
Cash Backed Reserves				
Aviation Reserve	215,000	0	0	0
Plant Replacement Reserve	350,000	0	0	0
Waste Management Reserve	101,000	0	0	0
Contribution - operations	192,665	163,484	(398,384)	(561,868)
Capital Funding Total	5,122,702	853,764	146,907	(706,857)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. 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 local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

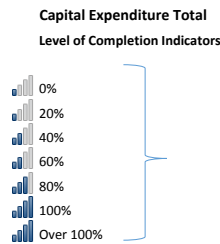
KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$5.12 M	\$0.15 M	3%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$4.14 M	\$0.61 M	15%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2018

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)



Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

Complete Level of completion indicator, please see table at the end of this note for further detail.

	Account Number	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Capital Expenditure					
Land					
Buildings					
3.00	SES Bushfire Brigade Shed - Construction of new shed	A056002	140,000	23,332	105,000
0.07	Staff Housing Buildings - Painting/Flooring/ Window Treatments	A125001	75,000	12,500	4,822
0.00	Toy Library Shed - Construction of new shed	A125301	20,000	3,332	0
0.00	Ningaloo Centre - Finalisation of Ningaloo Centre Building	A119003	420,000	70,000	(864)
0.00	Recreation Hall - Internal building works	A112001	10,000	1,666	0
0.00	Learmonth Building - Upgrade arrivals and lighting	A126800	55,000	9,166	0
0.00	Old Administration Building - Upgrade power connection	A125011	70,000	11,666	0
			790,000	131,662	108,958
Plant & Equipment					
0.00	Iveco Acco Water Truck EX7709	A125105	407,000	67,832	0
	Cat Bobcat EX7712				407,000
	Toyota Dual Cab EX042				
	Maxda 2WD Ute (P055)				
	Streel Drum Roller				
0.00	Excavator at Waste Site	A125517	250,000	41,666	0
0.00	Rubbish Truck	A125532	410,000	68,332	0
0.00	Learmonth - Carpark ticketing machines	A126201	45,000	7,500	0
0.00	Water Dispensing Unit	A134003	20,000	3,332	0
0.00	Sweeper for undercover area EDHS	A117002	5,000	832	0
			1,137,000	189,494	0
Furniture & Equipment					
1.00	Lefroy Street Units - Upgrade Furniture		0	0	0
1.75	Ningaloo Centre - Fit out Office Space	A119007	40,000	6,666	25,446
0.17	Software/ Hardware - Aquarium	A119005	66,500	11,082	(13,736)
0.00	Photocopier	A125148	6,000	1,000	0
			112,500	18,748	11,711
Infrastructure - Roads					
0.00	Footpath/Kerbing	A125321	80,000	13,332	0
0.01	Murat Road - widen, redesign intersection, flood mitigation, path	A125201	1,750,000	291,666	17,750
0.00	R4R Road Selaing	A125213	192,018	32,002	0
0.02	Yardie Creek Road - Road shoulder and seal edge works	A125203	417,300	69,550	6,203
0.00	Street Lights	A124001	30,000	5,000	0
			2,469,318	411,550	23,954
Infrastructure - Other					
0.08	Sanctuary Bore - New bore & casing	A114100	30,000	5,000	2,284
0.00	Sanctuary Bore - Replace tank	A114101	15,000	2,500	0
0.00	Waste Site - Construction of Septage Ponds	A101012	166,884	27,814	0
0.00	Beach Carports - Joint DBCA & Shire upgrades	A115150	10,000	1,666	0
0.00	Bird Deterrent System and Shed	A117008	22,000	3,666	0
0.00	Broadcasting Tower Improvements - Replace 2 guide wires	A117502	15,000	2,500	0
0.00	Learmonth Facility - Apron extension	A125322	115,000	19,166	0
0.00	Learmonth Facility - Fuel mitigation for runway	A126009	80,000	13,332	0
0.00	Exmouth Airport - Gravel sheeting & bitumen for runway	A127006	120,000	20,000	0
0.00	Town Mall - Digital signage	A134201	40,000	6,666	0
0.03	TOTAL CAPITAL ACQUISITIONS		5,122,702	853,764	146,907
					4,975,795

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2018**

FINANCING ACTIVITIES

NOTE 8

BORROWINGS

Information on Borrowings	Principal 30-Jun-18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Particulars	\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing									
Loan 77 - Snapper Loop Land	47,955				47,955	47,955	0		4,640
Loan 80 - Staff Dwellings	677,075			5,099	62,535	671,976	614,540	2,668	33,565
Community Amenities									
Loan 81 - Rubbush Truck	331,881				80,013	331,881	251,868		9,413
Recreation and Culture									
Loan 82 - Ningaloo Centre	947,628				54,130	947,628	893,498		32,868
Other Property and Services									
Loan 76 - 1 Bennett Street	258,253				19,199	258,253	239,054		13,709
	2,262,792	0	0	5,099	263,832	2,257,693	1,998,960	2,668	94,195
Self supporting loans									
Recreation and Culture									
SSL Squash Club 2010	7,500				2,500	7,500	5,000		
SSL Golf Club 2012	2,000				2,000	2,000	0		
SSL Bowling Club 2012	40,000				40,000	40,000	0		
SSL EGFC 2013	31,500				10,500	31,500	21,000		
SSL Golf Club 2016	32,000				4,000	32,000	28,000		
SSL Truscott Club 2018		(60,000)	(60,000)			60,000	60,000		
	113,000	(60,000)	(60,000)	0	59,000	173,000	114,000	0	0
Total	2,375,792	(60,000)	(60,000)	5,099	322,832	2,430,693	2,112,960	2,668	94,195

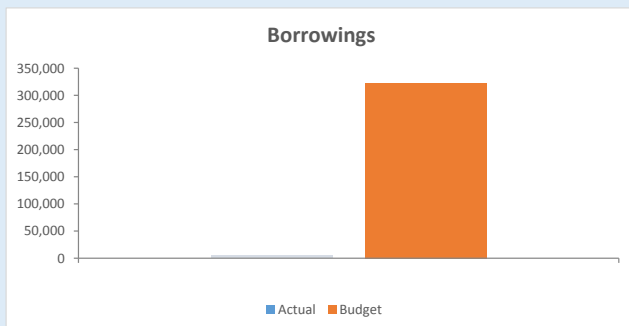
All debenture repayments were financed by general purpose revenue.

SIGNIFICANT ACCOUNTING POLICIES

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Principal Repayments	
\$5,099	
Interest Earned	Interest Expense
\$50,234	\$2,668
Reserves Bal	Loans Due
\$6.47 M	\$2.43 M

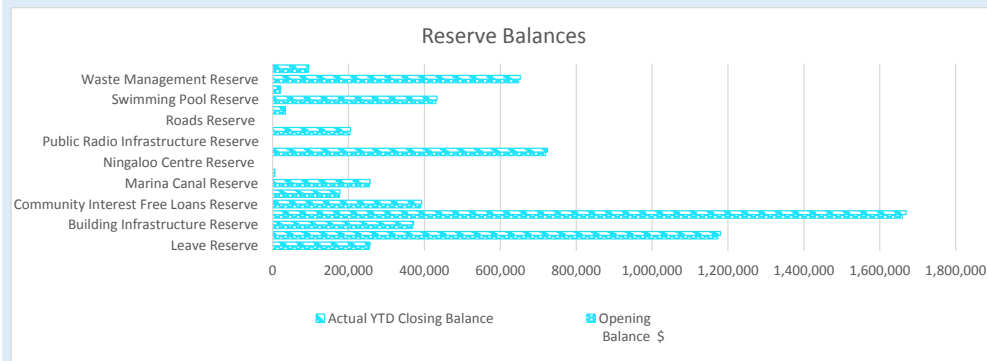
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2018

OPERATING ACTIVITIES
NOTE 9
CASH AND INVESTMENTS

Cash Backed Reserve

Reserve 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
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	255,275	3,817	1,461	0		0	0	259,092	256,736
Aviation Reserve	1,173,441	17,545	6,716	0		(215,000)	0	975,986	1,180,157
Building Infrastructure Reserve	369,174	5,520	2,113	0		0	0	374,694	371,287
Community Development Fund Reserve	1,659,472	24,807	9,496	0		(40,000)	0	1,644,279	1,668,968
Community Interest Free Loans Reserve	390,299	5,836	2,233	0		(60,000)	0	336,135	392,532
Insurance/Natural Disasters Reserve	176,386	2,637	1,009	0		0	0	179,023	177,395
Marina Canal Reserve	255,079	3,825	1,460	46,000		0	0	304,904	256,539
Marina Village Asset Replacement Reserve	5,986	90	34	26,226		0	0	32,302	6,020
Ningaloo Centre Reserve	0	0		150,000		0	0	150,000	0
Plant Reserve	719,476	900	4,117	350,000		(350,000)	0	720,376	723,593
Public Radio Infrastructure Reserve	0	0		5,000		0	0	5,000	0
Rehabilitation Reserve	204,013	3,050	1,167	0		0	0	207,063	205,180
Roads Reserve	0	0		280,700		0	0	280,700	0
Shire Staff Housing Reseve	34,016	509	195	0		0	0	34,525	34,211
Swimming Pool Reserve	430,562	6,738	2,464	0		0	0	437,300	433,026
Town Planning Scheme Reserve	21,063	315	121	0		0	0	21,378	21,184
Waste Management Reserve	648,924	4,094	3,713	100,000		(101,000)	0	652,018	652,637
Unspent Grants & Contributions Reserve	94,284	0	424	0		(94,284)	0	0	94,708
	6,437,450	79,683	36,723	957,926	0	(860,284)	0	6,614,775	6,474,173

KEY INFORMATION



Grants and Contributions

	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Operating grants, subsidies and contributions				
Grants Commission - <i>General Purpose / Untied Road Grant</i>	886,690	221,672	229,284	(657,407)
DFES - <i>AWARE - Risk Assessment funding</i>	0	0	4,000	4,000
FESA - <i>ESL Grant BFB - BFB Operations</i>	0	0	396	396
FESA - <i>ESL Grant SES - SES Operations</i>	28,575	0	0	(28,575)
Ningaloo Centre Contributions	0	0	240	240
Ningaloo Centre Funding	20,000	3,332	0	(20,000)
Main Roads WA - <i>Direct Grant</i>	55,980	9,330	0	(55,980)
Resource Companies - <i>Community Engagement Grants</i>	125,000	20,832	0	(125,000)
Diesel Fuel Subsidy	15,500	2,582	3,173	(12,327)
Operating grants, subsidies and contributions Total	1,131,745	257,748	237,093	(894,652)
Non-operating grants, subsidies and contributions				
FESA - <i>ESL Grant BFB - Bush Fire Brigade Shed</i>	140,000	23,332	0	(140,000)
Royalties 4 Regions - <i>Ningaloo Centre Final Claim</i>	1,416,000	236,000	0	(1,416,000)
Regional Development Australia - <i>Ningaloo Centre Final Claim</i>	300,000	50,000	0	(300,000)
Dept of Transport - <i>Roads to Recovery Program</i>	192,018	32,002	0	(192,018)
Main Roads WA - <i>Murat Road Funding</i>	1,750,000	291,666	605,291	(1,144,710)
Main Roads WA - <i>Yardie Creek Funding</i>	278,200	46,366	0	(278,200)
RADS - <i>Learmonth Airport Apron Upgrade</i>	57,500	9,582	0	(57,500)
Lotterywest - <i>Community Engagement Funding</i>	8,000	1,332	0	(8,000)
Non-operating grants, subsidies and contributions Total	4,141,718	690,280	605,291	(3,536,428)
Grand Total	5,273,463	948,028	842,383	

KEY INFORMATION

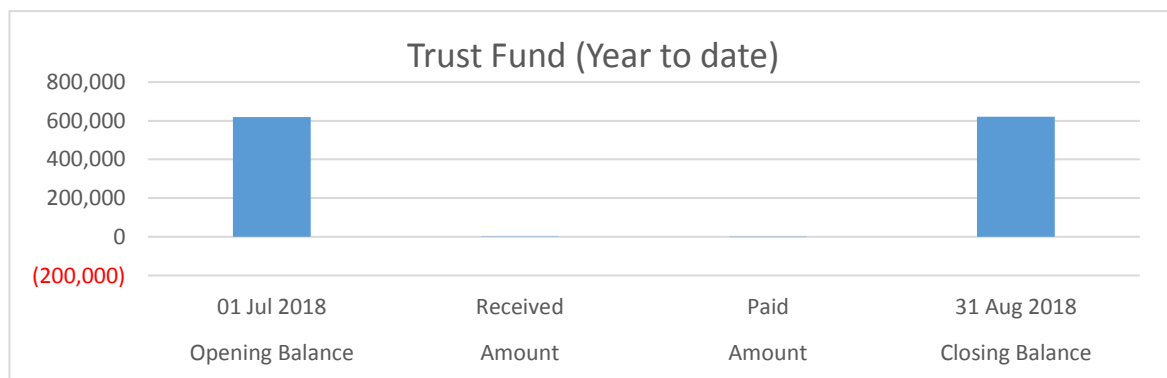
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2018**

**NOTE 11
TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 01 Jul 2018	Amount Received	Amount Paid	Closing Balance 31 Aug 2018
	\$	\$	\$	\$
Hall & Rec Centre Bonds	4,950	1,700	(700)	5,950
Olma Funding	2,423			2,423
Forum Travel Fund	2,990			2,990
NADC	11,335			11,335
Council Nomination Fees	80			80
Cyclone Baptist Needy Fund	2,800			2,800
Sundries	8,544			8,544
Building/Planning Bonds	73,400			73,400
Youth Affairs	1,401			1,401
Cash in Lieu POS	169,420			169,420
BCITF	312	200	(312)	200
BSL Levy	276	445	(461)	261
Jaurabi Coastal Park	59,400			59,400
Unclaimed Monies	7,637			7,637
Bond Deed Exmouth Marina Holdings	18,186			18,186
Key Bonds	800	50	(50)	800
Staff Housing Bonds	0			0
Donations for Other Organisations	135			135
Ingleton St Reserve 29086 (20A/152)	205,249			205,249
Exmouth Volunteer Fire & Rescue	50,000			50,000
	619,338	2,395	(1,523)	620,210

KEY INFORMATION



MONTHLY LIST OF PAYMENTS - AUGUST 2018

The following schedule of accounts have been paid under delegation by the CEO since the previous Council meeting. Checks have been carried out to verify prices, computations and costing.

Municipal Account:

Cheque numbers 13562 - 13565	-\$	8,298.11
Direct Debits and EFT Payments EFT13630- EFT13794	-\$	813,916.63
Credit Card Purchases	-\$	817.24
Total Municipal Account	-\$	823,031.98

Trust Account:

Cheque numbers	\$	-
Direc Debits and EFT Payments	-\$	1,523.14
Total Trust Account	-\$	1,523.14

TOTAL PAYMENTS - AUGUST 2018 - \$ 824,555.12

Method	Date	Name	Description	Municipal Account	Trust Account
13562	10/08/2018	TELSTRA CORPORATION	UTILITIES	-\$ 69.95	
13563	24/08/2018	DEPARTMENT OF HOUSING	HOUSING REPAIRS	-\$ 734.89	
13564	24/08/2018	REGISTRY AUSTRALIA	DOMAIN REGISTRATION	-\$ 99.00	
13565	24/08/2018	TELSTRA CORPORATION	UTILITIES	-\$ 7,394.27	
			TOTAL CHEQUES	-\$ 8,298.11	\$ -
DD4572.1	01/08/2018	WA LOCAL GOVERNMENT SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-\$ 31,420.24	
DD4596.1	01/08/2018	WESTNET PTY LTD	UTILITIES	-\$ 404.78	
DD4596.2	01/08/2018	AVDATA	SERVICE FEES AND CHARGES FOR LANDING FEES EXMOUTH AIRPORT JULY 2018	-\$ 3,308.99	
DD4596.3	01/08/2018	WESTPAC BANKING CORPORATION	BANK FEES	-\$ 273.83	
DD4585.1	08/08/2018	WA LOCAL GOVERNMENT SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-\$ 566.68	
DD4602.1	08/08/2018	WESTPAC BANKING	CREDIT CARD TRANSACTIONS JULY 2018	-\$ 2,736.21	
DD4595.1	15/08/2018	WA LOCAL GOVERNMENT SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-\$ 31,666.72	
DD4598.1	15/08/2018	NINGALOO VISITOR CENTRE	COMMISSIONS PAID OVERFLOW CAMPGROUNDS JULY 2018	-\$ 588.60	
DD4600.1	17/08/2018	WA LOCAL GOVERNMENT SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-\$ 488.43	
DD4605.1	20/08/2018	BBS DEBT COLLECTIONS	DEBT COLLECTION FEES	-\$ 11.00	
DD4608.1	21/08/2018	COMMONWEALTH BANK - LOCAL GOVERNMENT BANKING	AUDIT CERTIFICATE FEE	-\$ 60.00	
DD4618.1	23/08/2018	TELSTRA CORPORATION	UTILITIES	-\$ 69.95	
DD4621.1	27/08/2018	WESTNET PTY LTD	UTILITIES	-\$ 49.99	
DD4623.1	29/08/2018	WA LOCAL GOVERNMENT SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-\$ 31,816.55	
			TOTAL DIRECT DR PAYMENTS	-\$ 103,461.97	\$ -
EFT13630	10/08/2018	BUILDING COMMISSION	BSL LEVIES COLLECTED JUNE 2018		-\$ 435.65
EFT13631	10/08/2018	CONSTRUCTION TRAINING FUND	BCITF LEVIES COLLECTED JUNE 2018		-\$ 304.24
EFT13632	10/08/2018	EXMOUTH COMMUNITY MARKETS INC	REFUND BOND FOR HIRE OF SHIRE HALL 5TH AUGUST 2018		-\$ 200.00
EFT13633	10/08/2018	EXMOUTH VOLUNTEER FIRE AND RESCUE	REFUND OF RECREATION CENTRE BOND 3 AUGUST 2018		-\$ 550.00
EFT13634	10/08/2018	SHIRE OF EXMOUTH	BSL COMMISSIONS COLLECTED JULY 2018		-\$ 33.25
EFT13635	10/08/2018	AAA TRIPLE A ASPHALT	COLDMIX 20 X BULKA BAGS	-\$ 8,690.00	
EFT13636	10/08/2018	ABCO PRODUCTS PTY LTD	CLEANING PRODUCTS	-\$ 5,964.60	
EFT13637	10/08/2018	ADDICTED2FISH	WAVE GENERATOR AND CONSUMABLES FOR THE AQUARIUM	-\$ 12,076.47	
EFT13638	10/08/2018	AERODROME MANAGEMENT SERVICES PTY LTD (AMS)	ASIC CARD FOR STAFF	-\$ 220.00	
EFT13639	10/08/2018	AIRSAFE TRANSPORT TRAINING	DANGEROUS GOODS BY AIR AWARENESS COURSE FOR AIRPORT STAFF	-\$ 320.00	
EFT13640	10/08/2018	ALL OZ FREIGHT ALL OZ FREIGHT MANAGEMENT PTY LTD	FREIGHT FOR BAGGAGE CONVEYOR BELTS FOR AIRPORT	-\$ 6,600.00	
EFT13641	10/08/2018	AQUA HUB PTY LTD	CORAL PROPOGATION TOOLS, FOOD FOR AQUARIUM	-\$ 1,974.80	
EFT13642	10/08/2018	ATOM SUPPLY / GERALDTON INDUSTRIAL SUPPLIES	CONSUMABLES CLEANING	-\$ 548.60	
EFT13643	10/08/2018	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LIMITED	ANNUAL LICENCE FEES	-\$ 216.68	
EFT13644	10/08/2018	AUSTRALIA POST	POSTAGE FOR THE MONTH OF JULY 2018	-\$ 2,113.48	
EFT13645	10/08/2018	AUSTRALIAN GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-\$ 458.67	
EFT13646	10/08/2018	AUSTRALIAN TAX OFFICE (PAYG)	PAYROLL DEDUCTIONS	-\$ 39,518.00	
EFT13647	10/08/2018	BAT BAT AND CO	MANUFACTURE LIGHT BOX FOR ADVERTISING AIRPORT	-\$ 8,140.00	
EFT13648	10/08/2018	BLACKWOODS (J.BLACKWOOD & SON PTY LTD)	SAFETY EQUIPMENT	-\$ 808.87	
EFT13649	10/08/2018	BOYA EQUIPMENT	MOWER PARTS	-\$ 2,581.16	
EFT13650	10/08/2018	STAFF	STAFF REIMBURSEMENT	-\$ 50.00	
EFT13651	10/08/2018	BUNNINGS GROUP LIMITED	HOUSING REPAIRS	-\$ 107.76	
EFT13652	10/08/2018	CALTEX STARMART EXMOUTH	TYRES TOYOTA HILUX	-\$ 684.00	
EFT13653	10/08/2018	CARNARVON MOTOR GROUP	PARTS FOR MOWER	-\$ 487.59	
EFT13654	10/08/2018	CEMETERIES AND CREMATORIA ASSOCIATION OF WA	MEMBERSHIP FOR 1.7.18 TO 30.6.19	-\$ 120.00	

Method	Date	Name	Description	Municipal Account	Trust Account
EFT13655	10/08/2018	STAFF	REIMBURSE STAFF FOR FLAG FOR HELIPORT AND AIRPORT MOBILE PHONE	-\$ 242.47	
EFT13656	10/08/2018	CJ LORD BUILDING AND RENOVATION WA PTY LTD	NINGALOO CENTRE INSTALL PIN UP BOARDS AND LOCK PUMP HOUSE FOR AQUARIUM	-\$ 695.70	
EFT13657	10/08/2018	STAFF	REIMBURSEMENT FOR TRAVEL EXPENSES TO AURORA TRAINING KARRATHA 3.8.18	-\$ 232.31	
EFT13658	10/08/2018	DALUA AUSTRALIA	FILTRATION EQUIPMENT FOR AQUARIUM	-\$ 4,983.00	
EFT13659	10/08/2018	DARLENE & TERRY ALLSTON T/a NINGALOO COOKING STUDIO	CONSUMABLES	-\$ 356.00	
EFT13660	10/08/2018	DUALCO CONTRACTING (WA) PTY LTD	ELECTRICAL WORKS FOR INSTALL OF ADVERTISING LIGHT BOXES AT AIRPORT	-\$ 1,494.90	
EFT13661	10/08/2018	DEPARTMENT OF DEFENCE	RAAF BASE WATER & ELECTRICITY RECOVERY QTR 4 APRIL - JUNE 2018	-\$ 21,884.22	
EFT13662	10/08/2018	ELEMENT BLUE AQUARIA PTY LTD	LIVE ROCK FOR THE AQUARIUM	-\$ 875.00	
EFT13663	10/08/2018	ENVIRONMENTAL HEALTH AUSTRALIA	MEMBERSHIP 1.7.18 TO 30.6.19	-\$ 340.00	
EFT13664	10/08/2018	ERA CONTRACTORS	ELECTRICAL MAINTENANCE REPAIRS	-\$ 4,515.44	
EFT13665	10/08/2018	STAFF	TRAINING REIMBURSEMENT	-\$ 1,042.12	
EFT13666	10/08/2018	EXMOUTH AUTO AND MARINE ELECTRICS	REVOLVING BEACONS FOR MITSUBISHI SUMO	-\$ 520.00	
EFT13667	10/08/2018	EXMOUTH ENGINEERING	REGULATOR FOR AQUARIUM	-\$ 129.95	
EFT13668	10/08/2018	EXMOUTH FUEL SUPPLIES	FUEL FOR THE MONTH OF JULY 2018	-\$ 320.20	
EFT13670	10/08/2018	EXMOUTH INDUSTRIAL SERVICES (EIS)	PARTS FOR CATERPILLAR SKID LOADER	-\$ 880.50	
EFT13671	10/08/2018	EXMOUTH NEWSAGENCY & TOYWORLD	STATIONERY ORDER FOR JULY 2018	-\$ 1,786.75	
EFT13672	10/08/2018	EXMOUTH PHARMACY	FIRST AID KIT SUPPLIES FOR AIRPORT	-\$ 181.80	
EFT13673	10/08/2018	EXMOUTH SMASH REPAIRS	EXCESS INSURANCE CLAIM	-\$ 500.00	
EFT13674	10/08/2018	EXMOUTH WHOLESALERS	CONSUMABLES DEPOT	-\$ 201.23	
EFT13675	10/08/2018	EXY PLUMBING & CONTRACTING	PLUMBING REPAIRS AND UPGRADE RV DUMP POINT	-\$ 14,465.15	
EFT13676	10/08/2018	FUSION FABRICATION & MARINE	REPAIRS TO MALL SWEEPER TRAILER	-\$ 794.00	
EFT13677	10/08/2018	GASCOYNE OFFICE EQUIPMENT	SERVICE AGREEMENT FOR JUNE 2018	-\$ 3,172.92	
EFT13678	10/08/2018	GREAT SOUTHERN FUEL SUPPLIES - GERALDTON	DIESEL FUEL	-\$ 28,160.00	
EFT13679	10/08/2018	HOME TIMBER AND HARDWARE	HARDWARE SUPPLIES FOR THE MONTH OF JULY 2018	-\$ 3,100.60	
EFT13680	10/08/2018	HORIZON POWER - ACCOUNTS	UTILITIES	-\$ 14,513.71	
EFT13681	10/08/2018	HT CLEANING SERVICES PTY LTD	CLEANING FOR AUGUST 2018 NINGALOO CENTRE AS PER CONTRACT	-\$ 10,423.22	
EFT13682	10/08/2018	INMARSAT AUSTRALIA PTY LTD	UTILITIES	-\$ 124.14	
EFT13683	10/08/2018	INSTRUMENT CHOICE	WATER TEMPERATURE TESTING KITS	-\$ 726.83	
EFT13684	10/08/2018	IT VISION	IT SUPPORT	-\$ 242.00	
EFT13685	10/08/2018	IXOM OPERATIONS PTY LTD	SERVICE FEE CHLORINE FOR POOL AND SEWERAGE FARM	-\$ 4,246.13	
EFT13686	10/08/2018	JACKSON MCDONALD LAWYERS	LEGAL FEES	-\$ 385.00	
EFT13687	10/08/2018	JAKHAUL HAULAGE CONTRACTORS PTY LTD	FREIGHT	-\$ 3,850.00	
EFT13688	10/08/2018	K2 AUDIOVISUAL	SUPPLY AND INSTALL PROJECTOR AND SCREEN SYSTEMS TO NINGALOO CENTRE MEETING ROOM AND GALLERY	-\$ 47,852.20	
EFT13689	10/08/2018	KCTT (KC TRAFFIC AND TRANSPORT PTY LTD)	MURAT ROAD UPGRADE CONSULTANCY FEES FOR ENGINEERING SERVICES	-\$ 19,525.43	
EFT13690	10/08/2018	STAFF	REIMBURSEMENT AS PER CONTRACT	-\$ 622.60	
EFT13691	10/08/2018	LANDGATE	VALUATIONS AND LAND TITLES SEARCHES	-\$ 330.40	
EFT13692	10/08/2018	LOCAL GOVT RACING & CEMETERIES EMP UNION	PAYROLL DEDUCTIONS	-\$ 19.40	
EFT13693	10/08/2018	MANTRA ON MURRAY	ACCOMMODATION AND MEALS LOCAL GOVERNMENT WEEK 2018	-\$ 2,277.00	
EFT13694	10/08/2018	MARKETFORCE	ADVERTISING	-\$ 277.29	
EFT13695	10/08/2018	MIRCO BROS PTY LTD	CHICKEN GROWER CRUMBLES 20KG X 6 AND FUSILADE FORTE 20LT	-\$ 1,180.80	
EFT13696	10/08/2018	MUMBY'S AUTO ELECTRICAL AND AIR CONDITIONING	REPAIRS TO CAT LOADER	-\$ 547.48	
EFT13697	10/08/2018	McLEODS BARRISTERS AND SOLICITORS	LEGAL FEES	-\$ 461.45	
EFT13698	10/08/2018	NGT LOGISTICS PTY LTD	FREIGHT	-\$ 228.94	
EFT13699	10/08/2018	NINGALOO BAKEHOUSE	SUPPLY MORNING TEA FOOD FOR STAFF CONGRATULATIONS FOR QUEENS HONOUR AWARD 15.6.18	-\$ 119.00	
EFT13700	10/08/2018	NINGALOO AQUARIA	LIVE ROCK FOR AQUARIUM	-\$ 962.50	
EFT13701	10/08/2018	PERTH CADCENTRE (PATHFINDER HOLDINGS PTY LTD T/AS)	NINGALOO CENTRE EVACUATION DIAGRAMS UPDATED	-\$ 440.00	
EFT13702	10/08/2018	PHONOGRAPHIC PERFORMANCE COMPANY OF AUSTRALIA	UTILITIES	-\$ 245.59	
EFT13703	10/08/2018	QUBE LOGISTICS (AUST) PTY LTD	CHLORINE GAS CYLINDERS FOR SEWERAGE FARM	-\$ 1,671.63	
EFT13704	10/08/2018	REPCO CARNARVON	PARTS FOR MOTOR VEHICLES	-\$ 1,297.43	
EFT13705	10/08/2018	RETAIL DISPLAY DIRECT	NOTICE BOARD FOR MALL	-\$ 383.40	
EFT13706	10/08/2018	ROY GRIPSKE & SONS PTY LTD	PARTS FOR GARDENING EQUIPMENT	-\$ 528.88	
EFT13707	10/08/2018	SCOPE BUSINESS IMAGING	PREVENTATIVE SERVICE PLAN FOR PHOTOCOPIER FOR JULY 2018	-\$ 1,970.01	
EFT13708	10/08/2018	SIGMA CHEMICALS	EQUIPMENT FOR AQUARIUM	-\$ 1,737.81	
EFT13709	10/08/2018	SKIPPER TRANSPORT PARTS	PARTS FOR MOTORVEHICLES	-\$ 708.87	
EFT13710	10/08/2018	SPECIALISED CAREER SOLUTIONS	AVIATION TRANSPORT PROTECTION CERTIFICATE 11 FOR AIRPORT STAFF	-\$ 8,254.00	
EFT13711	10/08/2018	SPYKER BUSINESS SOLUTIONS	IT SUPPORT FOR THE MONTH OF JULY 2018	-\$ 8,575.47	
EFT13712	10/08/2018	STATE LIBRARY OF WESTERN AUSTRALIA	DELIVERY OF BETTTER BEGINNINGS PROGRAM 2018/2019	-\$ 198.00	
EFT13713	10/08/2018	SUPER SIGNS SINUSS PTY LTD T/A SUPER SIGNS	NINGALOO CENTRE SIGNAGE	-\$ 26,609.00	
EFT13714	10/08/2018	TACKLE WORLD EXMOUTH (BLUE WATER)	EQUIPMENT FOR AQUARIUM	-\$ 260.46	

Method	Date	Name	Description	Municipal Account	Trust Account
EFT13715	10/08/2018	TENNANT AUSTRALIA PTY LTD	PARTS FOR GARDENING EQUIPMENT	-\$ 1,380.42	
EFT13716	10/08/2018	TERRI E WATERS	VERGE/CROSSOVER APPLICATION REBATE	-\$ 500.00	
EFT13717	10/08/2018	THE BBQ FATHER	CONSUMABLES	-\$ 900.00	
EFT13718	10/08/2018	TNT EXPRESS AUSTRALIA - ACCOUNTS	FREIGHT	-\$ 541.25	
EFT13719	10/08/2018	TOLL IPEC	FREIGHT	-\$ 838.48	
EFT13720	10/08/2018	TONY HOWARD DESIGNS/ CREATIVE TONES	ADVERTISING IN EXMOUTH-CORAL BAY PLANNER	-\$ 315.00	
EFT13721	10/08/2018	TOTALLY WORKWEAR MIDLAND	UNIFORMS FOR STAFF	-\$ 570.37	
EFT13722	10/08/2018	VIBRA AIR FILTER CLEANING	EQUIPMENT FOR AQUARIUM	-\$ 864.16	
EFT13723	10/08/2018	WA COUNTRY HEALTH SERVICE - MIDWEST	PRE EMPLOYMENT MEDICAL FOR STAFF	-\$ 198.00	
EFT13724	10/08/2018	WA SALT SUPPLY	WATER SOFTENER SALT	-\$ 2,852.30	
EFT13725	10/08/2018	WALGA	WALGA SUBSCRIPTIONS JULY 2018 TOP JUNE 2019	-\$ 22,094.64	
EFT13726	10/08/2018	WESTRAC PTY LTD	PARTS FOR MOTOR VEHICLES	-\$ 473.95	
EFT13727	10/08/2018	STAFF	STAFF REIMBURSEMENT	-\$ 9.30	
EFT13728	10/08/2018	WORKWEAR GROUP PTY LTD	STAFF UNIFORMS	-\$ 422.90	
EFT13729	10/08/2018	WREN OIL	OIL WASTE DISPOSAL	-\$ 33.00	
EFT13730	24/08/2018	ABCO PRODUCTS PTY LTD	CLEANING SUPPLIES	-\$ 396.37	
EFT13731	24/08/2018	ACRIFAB MANUFACTURING PTY LTD POLYTECH PLASTICS (AUST)	ACRYLIC TO AQUARIUM	-\$ 17,875.00	
EFT13732	24/08/2018	ASSETVAL PTY LTD (A JLT Group Company)	ONSITE FAIR VALUATION AND REPLACEMENT OF INFRASTRUCTURE FOR FINANCIAL REPORTING CLAIM #2	-\$ 8,937.50	
EFT13733	24/08/2018	AUSTRALIAN GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-\$ 318.67	
EFT13734	24/08/2018	AUSTRALIAN TAX OFFICE (PAYG)	PAYROLL DEDUCTIONS	-\$ 38,368.00	
EFT13735	24/08/2018	BOC LIMITED	OXYGEN AND CO2 FOOD FRESH D SIZE BOTTLES FOR AQUARIUM	-\$ 484.99	
EFT13736	24/08/2018	STAFF	STAFF REIMBURSEMENT	-\$ 100.00	
EFT13737	24/08/2018	BRAECO LIMITED	REBUILD KITS AND VALVE SPARES FOR AQUARIUM	-\$ 3,358.41	
EFT13738	24/08/2018	CITY OF KARRATHA	PROVISION OF PLANNING SERVICES FROM CITY OF KARRATHA	-\$ 1,367.58	
EFT13739	24/08/2018	CJ LORD BUILDING AND RENOVATION WA PTY LTD	CONSTRUCTION OF VOLUNTEER FIRE BRIDGADE SHED CLAIM # 1	-\$ 74,349.00	
EFT13740	24/08/2018	DANA JEANS COASTAL BLOOMS	SUPPLY WREATH FOR SHIRE HALL VIETNAM VETRANS DAY 18.8.18	-\$ 105.00	
EFT13741	24/08/2018	DARLENE & TERRY ALLSTON T/a NINGALOO COOKING STUDIO	CONSUMABLES	-\$ 100.00	
EFT13742	24/08/2018	DEPARTMENT OF TRANSPORT - TRANSPORT CENTRE PERTH	VEHICLE SEARCH FEES	-\$ 6.80	
EFT13743	24/08/2018	EDGE PEOPLE MANAGMENT	WORKSITE ASSESSMENTS FOR STAFF	-\$ 453.75	
EFT13744	24/08/2018	ERA CONTRACTORS	ELECTRICAL MAINTENANCE REPAIRS - AUGUST 2018	-\$ 5,443.24	
EFT13745	24/08/2018	EXMOUTH DISTRICT HIGH SCHOOL.	UTILITIES	-\$ 456.60	
EFT13746	24/08/2018	EXMOUTH IGA	CONSUMABLES FOR THE MONTH OF JULY 2018	-\$ 462.36	
EFT13747	24/08/2018	EXMOUTH INDUSTRIAL SERVICES (EIS)	PARTS FOR MOTOR VEHICLES	-\$ 166.32	
EFT13748	24/08/2018	EXMOUTH WHOLESALERS	CLEANING SUPPLIES	-\$ 997.87	
EFT13749	24/08/2018	EXY PLUMBING & CONTRACTING	PLUMBING MAINTENANCE REPAIRS - AUGUST 2018	-\$ 10,889.95	
EFT13750	24/08/2018	FOXTEL CABLE TELEVISION PTY LTD	UTILITIES FOR AIRPORT	-\$ 190.00	
EFT13751	24/08/2018	FUSION FABRICATION & MARINE	REPAIRS TO MOTOR VEHICLES	-\$ 990.00	
EFT13753	24/08/2018	HORIZON POWER - ACCOUNTS	UTILITIES	-\$ 244.28	
EFT13754	24/08/2018	INMARSAT AUSTRALIA PTY LTD	UTILITIES	-\$ 124.14	
EFT13755	24/08/2018	JASON SIGNMAKERS	SIGNAGE	-\$ 198.00	
EFT13756	24/08/2018	JY DISPLAY & SIGNS PTY LTD	SIGNAGE	-\$ 1,680.56	
EFT13757	24/08/2018	LG ASSIST	12 MONTH RECRUITMENT ADVERTISING SUBSCRIPTION	-\$ 3,300.00	
EFT13758	24/08/2018	LOCAL GOVT RACING & CEMETERIES EMP UNION	PAYROLL DEDUCTIONS	-\$ 19.40	
EFT13759	24/08/2018	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE 2018/2019	-\$ 707.01	
EFT13760	24/08/2018	MAIA FINACIAL PTY LIMITED (former ALLEASING PTY LTD)	LEASING FEES FOR XRAY MACHINE AT AIRPORT	-\$ 52,433.52	
EFT13761	24/08/2018	STAFF	REIMBURSE STAFF RECRUITMENT	-\$ 89.30	
EFT13762	24/08/2018	MOORE STEPHENS (WA) P/L	ROYALTIES FOR REGIONS NINGALOO CENTRE STAGE 2 AUDIT YEAR END 30 JUNE 2018	-\$ 1,210.00	
EFT13763	24/08/2018	MUMBY'S AUTO ELECTRICAL AND AIR CONDITIONING	REPAIRS TO MOTORVEHICLES	-\$ 249.00	
EFT13764	24/08/2018	NETWORK POWER SOLUTIONS PTY LTD	REPAIRS TO AIRCONDITIONER AT AIRPORT	-\$ 3,744.80	
EFT13765	24/08/2018	NGT LOGISTICS PTY LTD	FREIGHT	-\$ 4,658.94	
EFT13766	24/08/2018	NINGALOO IGA	CONSUMABLES FOR THE MONTH OF JULY 2018	-\$ 208.17	
EFT13767	24/08/2018	NINGALOO NECTAR	WATER FOR DEPOT	-\$ 72.00	
EFT13768	24/08/2018	NORCAPE BUILDING COMPANY	PROGRESS CLAIM # 1FOR WORKS TO NINGALOO CENTRE EXHIBIT ENTRY WAY	-\$ 14,815.90	
EFT13769	24/08/2018	NORCAPE TREE SERVICES	REMOVE 2 X TREES AND GRIND STUMPS 4 DAVIDSON ST VERGE	-\$ 550.00	
EFT13770	24/08/2018	NORTH WEST CAPE SHOOTERS SUPPLY	8 X FIREARM AWARENESS CERTIFICATES COURSES, RANGE FEES, AMMUNITION	-\$ 353.00	
EFT13771	24/08/2018	NORWEST CRANE HIRE #2 PTY LTD	JULY SKIP BIN HIRE FOR AIRPORT	-\$ 2,296.80	
EFT13772	24/08/2018	NORWEST FLOORCOVERINGS	REPAIRS TO AIRPORT OFFICE	-\$ 744.00	
EFT13773	24/08/2018	OFFICEWORKS	DYMO LABELLER	-\$ 201.94	
EFT13774	24/08/2018	PATHWEST LABORATORY WA	DRUG AND ALCOHOL TESTING	-\$ 306.00	

Method	Date	Name	Description	Municipal Account	Trust Account
EFT13775	24/08/2018	QUREMED PTY LTD	FIRE BLANKET AND SANITISING EQUIPMENT AND SUPPLIES	-\$ 80.16	
EFT13776	24/08/2018	R&L COURIERS	FREIGHT	-\$ 20.90	
EFT13777	24/08/2018	SCENT AUSTRALIA PTY LTD	MONTHLY AMBIENT SCENTING FOR 11TH AUG TO 11TH SEPT 2018 FOR NINGALOO CENTRE	-\$ 143.00	
EFT13778	24/08/2018	SETON AUSTRALIA	SAFETY SUPPLIES AIRPORT	-\$ 167.35	
EFT13779	24/08/2018	SIGNS PLUS	NAME BADGES FOR STAFF	-\$ 32.00	
EFT13780	24/08/2018	SML ENTERPRISES PTY LTD	ELECTRICAL REPAIRS	-\$ 3,547.50	
EFT13781	24/08/2018	ST JOHN AMBULANCE EXMOUTH	FIRST AID CERTIFICATE TRAINING FOR STAFF	-\$ 480.00	
EFT13782	24/08/2018	STAMP IT RUBBER STAMP CO	SELF INKING STAMPS	-\$ 84.25	
EFT13783	24/08/2018	TALIS CONSULTANTS PTY LTD	INFRASTRUCTURE ASSET SURVEY AND VALUATION CONSULTANCY SERVICES FOR JULY 2018	-\$ 38,957.15	
EFT13784	24/08/2018	TENNANT AUSTRALIA PTY LTD	PARTS FOR MOTOR VEHICLES	-\$ 5,443.08	
EFT13785	24/08/2018	THE HONDA SHOP	PARTS FOR GARDENING EQUIPMENT	-\$ 21.40	
EFT13786	24/08/2018	TOLL IPEC	FREIGHT	-\$ 202.90	
EFT13787	24/08/2018	TOTAL EDEN PTY LTD	IRRIGATION SUPPLIES	-\$ 1,190.37	
EFT13788	24/08/2018	VISUAL	NINGALOO CENTRE BROCHURE PRINTING AND ARTWORK	-\$ 2,380.00	
EFT13789	24/08/2018	WACKER NEUSON PTY LTD	PARTS FOR GARDENING EQUIPMENT	-\$ 267.31	
EFT13790	24/08/2018	WALGA	2018 LOCAL GOVERNMENT CONVENTION	-\$ 4,535.00	
EFT13791	24/08/2018	WESTERN DIAGNOSTIC PATHOLOGY	TOXICOLOGY TESTING	-\$ 324.50	
EFT13792	24/08/2018	WESTRAC PTY LTD	PARTS FOR MOTORVEHICLES	-\$ 17,383.94	
EFT13793	24/08/2018	WESTSIDE PAINTING SERVICE	HOUSING REPAIRS	-\$ 4,821.65	
EFT13794	24/08/2018	WORKWEAR GROUP PTY LTD	STAFF UNIFORMS RETURNED	-\$ 3.25	
			TOTAL EFT PAYMENTS	-\$ 710,454.66	-\$ 1,523.14
	06/08/2018	QANTAS AIRWAYS	AIRFARES STAFF RELOCATION	-\$ 312.81	
	21/08/2018	THE MELBOURNE HOTEL PERTH	MEALS LOCAL GOVERNMENT WEEK	-\$ 56.84	
			TOTAL CREDIT CARD CEO	-\$ 369.65	
	07/08/2018	L&W INTERNATIONAL PADSTOW AUSTRALIA	CROWD CONTROL BARRIERS	-\$ 383.40	
	15/08/2018	BP WONTHELLA GERALDTON	FUEL PURCHASES	\$ 131.65	
	28/08/2018	COLES EXPRESS WANNEROO	FUEL PURCHASES	\$ 125.12	
			TOTAL CREDIT CARD EMCS	-\$ 126.63	
	02/08/2018	MAGSHOP	MAGAZINES FOR LIBRARY - WOMENS WEEKLY 12 ISSUES	-\$ 79.99	
	02/08/2018	ASIC SYDNEY	COMPANY FEES	-\$ 84.00	
	02/08/2018	PACIFIC MAGAZINES	MAGAZINES FOR LIBRARY - HOME BEAUTIFUL 12 ISSUES	-\$ 64.99	
	10/08/2018	SPOTIFY	BACKGROUND MUSIC FOR NINGALOO CENTRE	-\$ 11.99	
	16/08/2018	MAGSHOP	MAGAZINES FOR LIBRARY - HOUSE AND GARDEN 12 ISSUES	-\$ 79.99	
			TOTAL CREDIT CARD EMCC	-\$ 320.96	
			TOTAL CREDIT CARD PURCHASES	-\$ 817.24	
			TOTAL PAYMENTS - AUGUST 2018	-\$ 823,031.98	-\$ 1,523.14



Government of Western Australia
Department of Transport
Coastal Infrastructure

Our ref: DT/16/01588/1

Enquiries: Larry Adams

Mob: 0408954752

Cameron Woods
Chief Executive Officer
Shire of Exmouth
PO Box 21
EXMOUTH WA 6707

Dear Cameron,

Mortiss Street & Neale Cove – Road Upgrade

I refer to ongoing discussions and planning between the Department of Transport (DoT), the Shire of Exmouth (SoE), Landcorp and Main Roads regarding the requirement to upgrade Mortiss Street and Neale Cove that form the access road into the Exmouth Boat Harbour.

There is now an opportunity for DoT to contribute to the SoE project for the redesign and reconstruction of Murat Road including the Mortiss Street intersection and to extend the scope of this project to include the detailed design and reconstruction of Mortiss Street and Neale Cove.

Extending the scope of this project to include the harbour access road addresses ongoing issues with heavy vehicles accessing the Harbour and the interface with local residential traffic. The proposed redevelopment will address maintenance and safety issues whilst delivering improvements to the harbour road to ensure it complies with Main Roads specifications and standards for the type of heavy vehicles accessing this road.

DoT has reviewed the concept drawings and cost estimates prepared by the Shire's consultants KCTT and will proceed with the following option (see attached):

- Upgrade to Mortiss St/Neale Cove with a slip road and exit to improve safety and interface between residential and heavy vehicles. – \$606,425 inc GST

During a discussion on Tuesday 5 June, 2018 between DoT's Steve Jenkins, Larry Adams, and Jo Bruyn and the Shire's Keith Woodward an in principle agreement was reached that DoT would contribute \$606,425 inc GST in the 2017/18 financial year towards the upgrade works. It should be noted that DoT will not have any additional funds to contribute to this project in the 2018/19 Financial Year. This letter seeks to confirm and formalise this discussion, and to establish an agreement on this arrangement.

Scope of Works

The proposed scope of works is that delineated on the KCTT concept plans (attached). It is noted that this is a preliminary plan and cost estimate and is subject to minor refinements through the detailed design and contract process.

GPO Box C102 Perth Western Australia 6839
Telephone (08) 9435 7559 Email james.holder@transport.wa.gov.au
www.transport.wa.gov.au ABN 27 285 643 255

Shire Responsibility

The Shire shall deliver the scope of works including design, supervision, contract administration, consultation with affected landowners and construction.

The DoT understands that it is expected that the tender for the Murat Road upgrade project, including Mortiss Street and Neale Cove upgrades, will go through the WALGA preferred Supplier Program.

The Shire is responsible for securing in principle support from Landcorp to relinquish the land that will be required for constructing the slip road option.

DoT's Responsibility

DoT shall provide a funding contribution towards the upgrade.

Timing

The Tender is proposed to be posted at the end of June or early July 2018. The construction timeframe is expected to be approximately three months.

Financial

DoT shall contribute \$606,425 inc GST towards the Mortiss Street/Neale Cove upgrade.

Upon acceptance and formalisation of this agreement between DoT and the Shire by Wednesday 13 June, 2018, the DoT will arrange the contribution to the Shire of Exmouth such that payment can be incurred within the 2017/18 financial year.

DoT Representative

Larry Adams, Manager Infrastructure Planning

Shire Representative

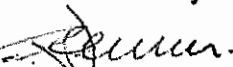
Keith Woodward, Deputy Chief Executive Officer

Reporting

The Shire will provide DoT with updates on key milestone dates and to enable DoT to manage harbour operations and access.

We look forward to receiving your written confirmation on the acceptance of the proposed arrangements for upgrading of the Exmouth Harbour access road.

Yours sincerely



Steve Jenkins
General Manager, Coastal Infrastructure

7/6/18

Enc: KCTT Concept Plan for Option 2 & Cost Estimate

Kevin Wilson

From: Keith Woodward
Sent: Wednesday, 20 June 2018 9:39 AM
To: Kevin Wilson
Subject: Fwd: Invoice for \$600k roadworks - DoT cut off is today
Attachments: image001.gif

Sent from my iPhone

Begin forwarded message:

From: "Bruyn, Jo" <Jo.Bruyn@transport.wa.gov.au>
Date: 20 June 2018 at 9:33:02 am AWST
To: "'dceo@exmouth.wa.gov.au'" <dceo@exmouth.wa.gov.au>
Subject: Invoice for \$600k roadworks - DoT cut off is today

Hi Keith,

I know you that you have asked your Accounts Section to raise the invoice for the DoT contribution. Can they please prepare the invoice with the exc GST amount, GST amount and total as per KCTT Bill of Quantities ie:

Sub total \$551,295.50 (exc GST)
GST \$55,129.55
Total \$606,425.05 (inc GST)

Please also note that our cut off is today to process invoices this financial year and so if you could chase up with your Accounts Section and email the invoice to me by lunch time (if possible please) to allow time to get this through to our Accounts Payable Section.

Please call if you have any questions.

Regards

ex GST
\$ 551,295 - Construct
\$ 55,129.55 - GST
606,425

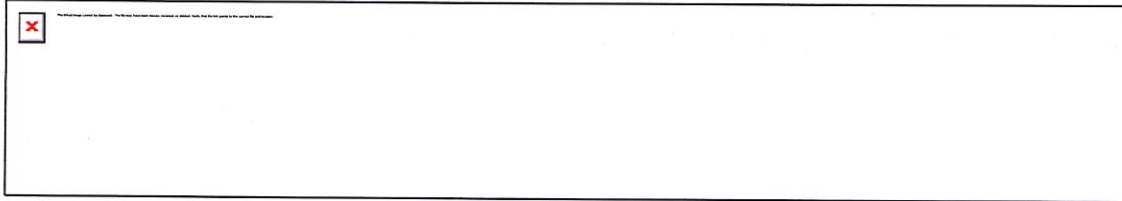
Jo Bruyn

Senior Project Officer | Coastal Infrastructure | Department of Transport

1 Essex Street, Fremantle WA 6160

Tel: (08) 94357569 | Fax: 94357808

Email: Jo.Bruyn@transport.wa.gov.au | Web: www.transport.wa.gov.au



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Kevin Wilson

From: Adams, Larry <Larry.Adams@transport.wa.gov.au>
Sent: Tuesday, 28 August 2018 1:29 PM
To: Kevin Wilson
Cc: Bruyn, Jo
Subject: Design costs for Mortiss St
Attachments: Mortiss St Design

Kevin

Attached is the email confirming DoT would pay for the design of Mortiss St.
The cost noted in the email is as per the awarded tender quoted by KCTT.

During the design phase it was decided to undertake a further design option along Mortiss St to provide a service road for the adjacent residents.
This cost was a variation (of which at the moment I can't find) which increased the cost from what is in the attached email to the number you currently have.

Jo is currently on leave and not expected back till second week of September.

If you need anything else give me a call.

regards

Larry Adams
A/ Manager Maritime Projects | Coastal Infrastructure | Department of Transport
1 Essex Street, Fremantle WA 6160
Tel: (08) 94357579 | Fax: 94357812 | Mob: 0408954752
Email: Larry.Adams@transport.wa.gov.au | Web: www.transport.wa.gov.au



Department of
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Kevin Wilson

From: Adams, Larry <Larry.Adams@transport.wa.gov.au>
Sent: Tuesday, 13 February 2018 9:53 AM
To: Keith Woodward; Keith Woodward
Cc: West, Donna; Jenkins, Steve
Subject: Mortiss St Design
Attachments: image001.gif

Keith

As discussed, I can confirm we are happy to pay for the SoE to include the design for the harbour access road. (~~\$39,395~~) The access road covers Mortiss St/Neale Cove from Murat Rd to the recent Harbour works. ^{\$53,995}

regards

Larry Adams
Manager Infrastructure Planning | Coastal Infrastructure | Department of Transport
1 Essex Street, Fremantle WA 6160
Tel: (08) 94357579 Fax: (08) 94357812 Mob: 0408954752
Email: Larry.Adams@transport.wa.gov.au<mailto:%20Larry.Adams@transport.wa.gov.au> | Web: www.transport.wa.gov.au

<<http://www.transport.wa.gov.au/>>

These fund have to be reserved for expenditure next FY.

Also could we have the separate invoice for the \$53,995 (ex GST) for the road design, survey etc costs.

These fund are to be general revenue for this year. The fund have been expended against the Murat Rd project.

Regards
Keith

From: Bruyn, Jo [<mailto:Jo.Bruyn@transport.wa.gov.au>]
Sent: Tuesday, 19 June 2018 2:39 PM
To: Keith Woodward <dceo@exmouth.wa.gov.au>
Subject: Transfer of funds for Mortiss St/Neale Cove upgrade

Hi Keith,

We've been advised from our accounts people that they would like an invoice to be issued by the Shire of Exmouth for GST purposes for the amount of \$606,425 (inc GST) for the Mortiss St and Neale Cove road upgrade works. Are they able to issue one today? If so we can get this done in a quick manner.

Also could we have the separate invoice for the \$53,995 (ex GST) for the road design, survey etc costs.

Our cut off for processing payments in this financial year is imminent and if we could have these invoices sent through today (or tomorrow at the latest) that would be great.

Also, have you had advice from Landcorp that they will support the use of some of their land for the construction of the sliproad?

Please let me know if you want to discuss.

Kind regards

Jo Bruyn

Senior Project Officer | Coastal Infrastructure | Department of Transport

1 Essex Street, Fremantle WA 6160

Tel: (08) 94357569 | Fax: 94357808

Email: Jo.Bruyn@transport.wa.gov.au | Web: www.transport.wa.gov.au



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R122708 **Grant - Murat Road (MRWA) SIF**
KCTT Project Managers

BUDGET 2018/19

1,750,000

STREETS, ROADS, BRIDGES

NON OPERATING EXPENDITURE

A125201 Murat Road State Initiative Fund

Road widening, intersection redesign, lighting and flood mitigation, shared bike/pedestrian path

Grant Funded Project from:

Main Roads (1,597,041)

Shire Contribution 0

Department of Transport Contribution (605,291)

(2,202,332)

BUDGET 2018/19

(2,202,332)

A125203 Yardie Creek Rd MRWA RPG

Road Shoulder and seal edge works

(133,400)

Grant Funded Project from:

Main Roads (2/3) (133,400)

Shire Contribution (66,700)

(200,100)

BUDGET 2018/19

(200,100)

A125205 Ningaloo Access Road MRWA RPG

Annul Grade, gravel sheeting, compaction to reinstate road services

(40,217)

Grant Funded Project from:

Main Roads (2/3) (40,217)

Shire Contribution (13,809)

(54,026)

BUDGET 2018/19

(54,026)

A125213 RTR Road Sealing

Road Sealing

(192,018)

Grant Funded Project from:

Federal Roads to Recovery Program (192,018)

Shire Contribution 0

(192,018)

BUDGET 2018/19

(192,018)

A125209 Murat Road MRWA RPG

Road widening, intersection redesign, lighting and flood mitigation, shared bike/pedestrian pat

(66,700)

Grant Funded Project from:

Main Roads 2/3 (66,700)

Shire Contribution (33,350)

(100,050)

BUDGET 2018/19

(100,050)

TRANSFER TO RESERVE

L125100 Exmouth Marina Village Asset Replacement & Preservation Reserve

Transfer from Unspent Grants - Marina Breakwater/NavAid

26,226

Interest earned on Reserve @ 1.5% - Current Balance as at 30/6/18 (\$5967)

90

BUDGET 2018/19

26,316

L125100 Roads Reserve

New Roads reserve

287,500

BUDGET 2018/19

280,700

Transport

STREETS, ROADS, BRIDGES

OPERATING REVENUE

R122280	Grant - Direct		
	Main Roads Direct Grant		
			BUDGET 2018/19
			95,419

OPERATING EXPENDITURE

E125550	Vandalism Repairs		
			BUDGET 2018/19
			(1,014)
E125610	Insurance		
	Buildings	(1,726)	
	Public Liability	(7,896)	
	Crime	0	
			BUDGET 2018/19
			(9,622)
E125670	Audit Fees		
			BUDGET 2018/19
			(1,000)
E125955	Streets/Roads Maintenance		
	Employee Costs	(36,888)	
	Labour Overheads	(31,669)	
	Plant Costs	(55,000)	
	Materials & Contracts	(65,000)	
			BUDGET 2018/19
			(188,557)
E125950	Administration Overheads		
	Total Administration Program to be allocated	(1,761,144)	
	Based on Full Time Equivalents (FTE)	73.51	
	Allocated to this sub program	0.72%	
			BUDGET 2018/19
			(14,597)

NON OPERATING REVENUE

R122700	Grants (RTR)		
	Roads to Recovery Program will continue until 30 June 2019:		
			BUDGET 2018/19
			192,018
R122701	Grant - Murat Road (MRWA)		
	Road Construction south of Reid St		
			BUDGET 2018/19
			66,700
R122705	Grant - Yardie Creek Rd (MRWA)		
			BUDGET 2018/19
			133,400
R122706	Grant - Ningaloo Access Road (MRWA)		
	Works to be confirmed		

Shire of Exmouth PUBLIC NOTICE

2

31 August 2018

Amendment to 2017/18 Schedule of Fees and Charges

The Council of the Shire of Exmouth gives notice that at its Ordinary Council meeting on 27 September, 2018 Council resolved to amend its schedule of fees and charges as outlined in the 2018/19 budget to include the following:

Operating Area	Fee Description	Previous Fees and Charges	New Fees and Charges
Sanitation	Haul Pack Tyre	\$120	\$1125.00

These fees are effective from 1 October, 2018 to 30 September 2019.

Cameron Woods,
Chief Executive Officer



spoilt for choice