



Ordinary Council Meeting Minutes 28 April 2016

CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on 26 May 2016 as a true and accurate record of the Ordinary Council Meeting held on 28 April 2016.

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

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

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Signed at Exmouth



(B Price), Chief Executive Officer Shire of Exmouth

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ORDINARY COUNCIL MEETING MINUTES

Our Vision

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

Our Purpose

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

Our Strategic Objectives

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

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President welcomed everyone present and declared the meeting open at 5.00pm.

2 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

Councillor C (Turk) Shales

Councillor M Hood

Councillor R (Bob) Todd

Councillor S McHutchison

Councillor J Roscic

Mr B Price

Mrs J Kox

Mr R Kempe

Mr R Manning

Mr R Mhasho

Mr K Woodward

Shire President

Deputy Shire President

Chief Executive Officer

Executive Manager Aviation Services

Executive Manager Community Engagement

Executive Manager Health & Building

Executive Manager Town Planning

Executive Manager Engineering Services

GALLERY

Visitors:

1

APOLOGIES

Mrs S O'Toole

Executive Manager Corporate Services

LEAVE OF ABSENCE

Councillor S Coote

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTIONS TIME

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

Council Consideration Towards Public

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

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

Nil

5 DECLARATIONS OF INTEREST

Item/Description	Name	Detail of Interest	Extent of Interest
Nil			

6 APPLICATIONS FOR LEAVE OF ABSENCE

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

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

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

That the Minutes of the Ordinary Meeting of the Shire of Exmouth held on the 31 March 2016 be confirmed as a true and correct record of proceedings.

COUNCIL RESOLUTION

ITEM 7

Res No: 01-0416

MOVED: Cr Todd

SECONDED: Cr Hood

That the Minutes of the Ordinary Meeting of the Shire of Exmouth held on the 31 March 2016 be confirmed as a true and correct record of proceedings.

CARRIED 5/0

8 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

The Shire President advised that the Pacific Eden Cruise Ship which arrived in Exmouth on the 20 April 2016 did not disembark due to weather conditions. He went on to say well done to all the volunteers who set up market stalls at the Exmouth Game Fishing Club in preparation for the patrons from the cruise ship.

Exmouth local Shae Faithful recently took the stage as a finalist at the Raw Comedy National Grand Final in Melbourne after winning the State Raw Comedian award in Perth. Shae did Exmouth proud, with some 60 Exmouth locals making the trip to Melbourne to support him in the competition.

Exmouth was recently visited by the Federal Minister for Defence Marise Payne on April 13 2016. The last Defence Minister to visit Exmouth was in the late 90s.

9 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

10 REPORT OF COUNCILLORS

Date	Activity	Councillor					
		Cr Shales	Cr Hood	Cr Coote	Cr McHutchison	Cr Roscic	Cr Todd
04/04/16	GDC Board Meeting in Carnarvon.	✓					
05/04/16	Meeting with Director General (Department of Regional Development) Ralph Addis.	✓					
	Represented Cr Shales at Durack presentation.						✓
	Durack celebration and Awards night.				✓		
06/04/16	Small Grants Round (GDC Carnarvon). 45 applicants reduced to 22 then funding applied under strict guidelines to divide some \$564,000.	✓					
07/04/16	Citizenship Ceremony.	✓					
11/04/16	Attended Men's Shed Meeting.						✓
13/04/16	<p>Visit to Exmouth by Minister for Defence Marise Payne. The Minister arrived in the morning went to the RAAF Base for introductions and inspection; then to the Harold E Holt Base for same followed by luncheon at Novotel hosted by the Member for Durack Melissa Price and the Exmouth Chamber of Commerce. Guests were local businesses. Topic was obviously white paper release and how it will affect Exmouth and its people.</p> <p>This was followed by a short meeting with the Minister, myself, David Parker from Quadrant Energy, Acting CEO Keith Woodward and Cr Shane Coote from Toll Ipec. Topic being the future of Exmouth, the 50 billion developing Northern Australia Fund and most importantly the Deep Water Wharf with regards the Defence Force housing naval boats at the location. The Minister was very interested and asked me to increase dialogue with her office.</p>	✓		✓			
14/04/16	Letters of thanks drafted for Minister Payne, Member for Durack Melissa Price, David Parker from Quadrant Energy and Member for North West Vince Catania. Interview with Tom Zaubmayr (Pilbara News) on Ministers visit.	✓					
16/04/16	Art in the Park – volunteered to help provide activities.				✓		
19/04/16	Ningaloo Centre Project Management Committee meeting.	✓			✓		✓

20/04/16	Pacific Eden Cruise Ship Meet and Greet volunteer. Due to weather conditions the passengers stayed on board so volunteers spread the word around town to locals and visitors to save the event at the EGFC.				✓		
	'Staircase to the Moon' production which included many of our students who attended workshops and performed with the cast on the night. Well done to the Shire staff for organising and supporting his event.				✓		
25/04/16	ANZAC Day Service				✓		
	Represented Shire President at ANZAC Day Service						✓
28/04/16	Ningaloo Centre Meeting				✓		

11. EXECUTIVE SERVICES

Nil

12. CORPORATE SERVICES

12.1 FINANCIAL STATEMENT FOR PERIOD ENDING 31 MARCH 2016

File Reference:	FM.FI.0
Responsible Officer:	Executive Manager Corporate Services
Date of Report:	15 April 2016
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1 Financial Report as at 31 March 2016

PURPOSE

The provisions of the Local Government Act 1995 and associated Regulations require a monthly financial report for presentation to the Council. This report recommends Council accept the financial report.

BACKGROUND

A financial report for the period ended 31 March 2016 has been prepared and a copy of the Report is attached.

The following table displays the Council's year to date position to 31 March 2016 including the projected closing position for 2015/16 financial year. The 2015/16 Budget estimated to deliver a budget with a small surplus of \$2,880, however the current projected forecast closing position to 30 June 2016 is estimated a surplus of \$103,859.

2015/16	Year to Date Actual	Year to Date Budget	Amended Budget	On Target with YTD Budget	Forecast to 30/6/16	Forecast Impact on Surplus
	\$	\$	\$	%		
Operating Revenue	25,143,325	20,097,888	33,132,978	129.6%	36,854,403	▲
Operating Expenditure	(12,568,361)	(13,297,554)	(17,555,344)	94.5%	(17,460,616)	▲
Non Operating Revenue	1,110,088	1,112,494	3,773,922	99.8%	2,066,958	▼
Non Operating Expenditure	(8,359,984)	(10,316,973)	(24,655,384)	81.0%	(26,690,197)	▼
Non cash Items Included	3,308,215	2,816,770	3,873,829	117.4%	3,929,817	
Surplus C/Fwd June 2015	1,403,494	1,432,879	1,432,879	97.9%	1,403,494	▼
Surplus/(Deficit)	10,036,776	1,845,504	2,880	543.9%	103,859	▲

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

COMMENT

Financial Ratios

The following financial ratios are designed to provide a clearer interpretation of the performance and financial results of Council and a comparison with the annual budget.

Key Performance Indicators		YTD Actual	YTD Budget	Amended Budget
Operating Sustainability				
Operating Surplus Ratio	<i>An indicator of the extent of which revenues raised covers operational expenses only or are available for capital funding</i>			
	Operating revenue minus Operating Expense	(1,959,884)	(2,605,750)	(4,398,450)
	Own source Operating Revenue	8,999,202	9,339,636	10,954,106
	Target Standards - Ratio is between 0 and 15%	-22%	-28%	-40%
Asset Sustainability Ratio				
Asset Sustainability Ratio	<i>An indicator of the extent to which assets managed by a local government are being renewed or replaced as they reach the end of their useful lives</i>			
	Capital renewal and replacement expenditure	645,115		818,656
	Depreciation Expense	3,217,655		4,187,091
	Target Standards - Ratio is greater than 0.90	0.20		0.20
Own Source Revenue Ratio				
Own Source Revenue Ratio	<i>An indicator of a local government's ability to cover its costs through its own revenue efforts</i>			
	Own source operating revenue	8,999,202	9,339,636	10,954,106
	Operating Expenses	12,568,363	13,307,334	17,555,344
	Target Standards - Ratio is greater than 0.40	0.72	0.70	0.62
Debt Ratio				
Debt Service Cover Ratio	<i>An indicator of a local government's ability to generate sufficient cash to cover its debt payments</i>			
	Operating surplus before interest expenses and depreciation	1,304,718	579,340	(145,710)
	Principal and interest expense	115,458	114,016	177,035
	Target Standards - Ratio is greater than or equal to 2	11.30	5.08	-0.82
Liquidity Ratio				
Current Ratio	<i>A measure of a local government's liquidity and its ability to meet its short term financial obligations from unrestricted current assets</i>			
	Current Assets less Restricted Assets	10,422,718		1,085,230
	Current Liabilities less Current Liabilities associated with Restricted Assets	938,871		628,003
	Target Standards - Ratio is greater than or equal to 1	11.10		1.73

Statement of Financial Position

Total Current Assets have decreased by 12.28% from February to March 2016. The balance of outstanding rates decreased due to the receipt of the final rates instalment due by 11 March 2016. Sundry Debtor accounts were also reduced by receipt of a grant of \$1,050,000 for the Ningaloo Centre Project. Current Liabilities have decreased by 31.34% from February to March 2016 due to a reduction in Creditors invoices paid prior to end of month. Non-Current Assets have increased slightly by .71% to recognise capital acquisitions purchased to date. Non-Current Liabilities remain unchanged from March 2016.

	31/03/2016	28/2/16	% Change
Current			
Assets	15,167,566	17,291,085	(12.28%)
Liabilities	(1,287,686)	(1,875,561)	(31.34%)
Non Current			
Assets	85,504,584	84,899,243	0.71%
Liabilities	(1,437,766)	(1,437,766)	0.00%
NET ASSETS	97,946,698	98,877,002	

Capital Expenditure

The 2015/16 budget included \$23,328,051 for capital expenditure, with the majority of expenditure associated with major projects including Ningaloo Centre and infrastructure improvements. The timing of projects influences the variance with the year to date budget, which currently shows Council is 74% on target.

Asset Class	Year to Date Actual	Year to Date Budget	YTD Variance	Annual Budget
	\$	\$	%	\$
Land & Buildings	4,098,475	7,891,244	52%	19,046,000
Furniture & Equipment	36,695	14,000	262%	24,000
Land Held for Resale	158,875	0		109,386
Plant & Equipment	591,102	655,312	90%	809,412
Infrastructure Roads	2,213,304	1,337,246	166%	2,763,458
Infrastructure Other	481,531	346,069	139%	575,795
TOTAL	7,579,982	10,243,871	74%	23,328,051

CONSULTATION

Nil

STATUTORY ENVIRONMENT

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

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

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2011-2021 and Corporate Business Plan 2012-2016.

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

ITEM 12.1

That Council resolves to receive the Financial Reports for the financial period ending 31 March 2016.

Councillor McHutchison declared that as she had insufficient time to clarify some queries in relation to the financial statements and associated list of accounts, and that she does not have the option to abstain from voting she would be voting against the recommendations of officers.

COUNCIL RESOLUTION

ITEM 12.1

Res No: **02-0416**

MOVED: **Cr Todd**

SECONDED: **Cr Hood**

That Council resolves to receive the Financial Reports for the financial period ending 31 March 2016.

CARRIED 4/1

Cr McHutchison voted against

12.2 LIST OF ACCOUNTS FOR PERIOD ENDING 31 MARCH 2016

File Reference:	FM.FI.0
Responsible Officer:	Executive Manager Corporate Services
Date of Report:	15 April 2016
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. List of Accounts for period ending 31 March 2016.

PURPOSE

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

BACKGROUND

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

COMMENT

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

CONSULTATION

Nil

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2011-2021 and Corporate Business Plan 2012-2016.

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION**ITEM 12.2**

That Council resolves to accept accepts payments from 1 March to 31 March 2016 being made up of:

1. Municipal Fund \$2,085,243.52 incorporating of cheques 13265 to 13273 and direct debits; and
2. Trust Fund – \$2,645.14 incorporating cheque 400840 and direct debits;

Outstanding Creditors as at 31 March 2016 being \$197,542.88

COUNCIL RESOLUTION**ITEM 12.2**

Res No: 03-0416

MOVED: Cr Todd

SECONDED: Cr Hood

That Council resolves to accept accepts payments from 1 March to 31 March 2016 being made up of:

1. **Municipal Fund \$2,085,243.52 incorporating of cheques 13265 to 13273 and direct debits; and**
2. **Trust Fund – \$2,645.14 incorporating cheque 400840 and direct debits;**

Outstanding Creditors as at 31 March 2016 being \$197,542.88

CARRIED 3/2

Cr McHutchison and Cr Rosic voted against

13 AVIATION SERVICES

Nil

14 COMMUNITY ENGAGEMENT

14.1 NINGALOO VISITOR CENTRE REPORTING; KEY PERFORMANCE INDICATORS

File Reference:	CS.SP.29
Responsible Officer:	Executive Manager Community Engagement
Date of Report:	18 April 2016
Applicant/Proponent:	Ningaloo Visitor Centre Marketing Committee
Disclosure of Interest:	Nil
Attachment(s):	<ol style="list-style-type: none">1 Bi-Annual Review of the Shire of Exmouth Funding Agreement KPIs (1 April 2016)2 NVCM Contact List 2016

PURPOSE

The Council of the Shire of Exmouth supports the Visitor Centre operations with a cash contribution and in return requires from the Ningaloo Visitor Centre Marketing Committee (NVCMC) bi-annual review reports regarding their achievements against Key Performance Indicators (KPIs).

Officers recommend that Council accepts the April 2016 KPI Review Report from the NVCMC as presented with this Council Report.

BACKGROUND

The Shire of Exmouth entered into a formal Funding Agreement in 2013 with the Exmouth Visitor Centre Management Committee - EVCMC (now called Ningaloo Visitor Centre Management Committee – NVCMC) outlining the support provided by the Shire of Exmouth and the conditions for this support.

The NVCMC is required to develop Key Performance Indicators to guide their deliverables and to provide specific reporting requirements to Council.

Reporting requirements on Key Performance Areas/Indicators are embedded in the Funding Agreement between the two parties as follows:

Evaluation and reporting

- EVCMC shall conduct evaluations of its performance in relation to the Key Performance Indicators and its implementation of the Strategic Plan on a biannual basis in March and September of each year during the Term.
- EVCMC shall provide a report to the Shire detailing the results and outcome of each bi-annual evaluation by 1 April and 1 November of each year during the Term, unless otherwise agreed by the Shire.

EVCMC shall additionally provide to the Shire:

- a copy of its audited annual statement of accounts for each preceding financial year by no later than 1 November in each year of the Term;

- advice of any changes in its office holders or its rules of association; and
- any information on EVCMC's membership or other information in relation to the management or activities of EVCMC requested by the Shire to determine EVCMC's compliance with the Key Performance Indicators.

This Council item and attachments provide the April 2016 report to Council on the achievements of the NVCMC in Key Performance Areas identified in the Centre's Strategic Plan 2013-2017.

COMMENT

A report outlining the achievements against Key Performance Indicators was submitted with the Shire by the NVCMC (refer Attachment 1).

Regarding the KPI reporting, officers bring to Council's attention the following:

- Various surveys were conducted and they provide a good benchmark for the performance of the NVC as seen by: staff, NVC members and visitors to the region.
- The Ningaloo Visitor Centre has represented WA at the Qantas Australian Tourism Awards 2015 which indicates that they excel in their field of work.
- The Ningaloo Visitor Centre now has a complete Management Committee with the appointment of Mick Husband as the chair of the committee (refer Attachment 2).
- The progress on the reviewed KPI's has been slow and the review of the Committee's Strategic Plan has not progressed much since the start of 2016. Although most of the reportable KPI's are still current and actively monitoring the operations of the Visitor Centre (i.e financial reports, surveys, compliance reports), it is recommended that Council requests a separate report from the Committee to outline how it proposes to progress the review of its Strategic Plan and KPI proposal. This is to include a timeframe for development and presentation to Council.

Overall, officers commend the NVCMC and staff of the Visitor Centre on the progress made over the past period.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Funding Agreement between the Shire and the NVC manages the contributions by the Shire of Exmouth towards the operations of the Visitor Centre.

STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2011-2021 and Corporate Business Plan 2012-2016.

Economic: 1 To be a diverse and innovative economy with a range of local employment opportunities.

1.3 *Diverse tourism opportunities.*

- Civic Leadership: 4 To work together as custodians of now and the future.
4.1 *To be a collaborative community with the capacity to manage the current and future direction of Exmouth.*
4.2 *A local government that is respected, professional, trustworthy and accountable.*

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

ITEM 14.1

That Council:

1. Accepts the Bi-Annual Review of the Shire of Exmouth Funding Agreement KPI'S report (April 2016) from the Ningaloo Visitor Centre Marketing Committee; and
2. Requests the Ningaloo Visitor Centre Marketing Committee to develop a report for Council which outlines how it proposes to progress the review of its Strategic Plan and KPI proposals. This report is to include a timeframe for development and presentation to Council.

COUNCIL RESOLUTION

ITEM 14.1

Res No: 04-0416

MOVED: Cr Hood

SECONDED: Cr McHutchison

That Council:

1. **Accepts the Bi-Annual Review of the Shire of Exmouth Funding Agreement KPI'S report (April 2016) from the Ningaloo Visitor Centre Marketing Committee; and**
2. **Requests the Ningaloo Visitor Centre Marketing Committee to develop a report for Council which outlines how it proposes to progress the review of its Strategic Plan and KPI proposals. This report is to include a timeframe for development and presentation to Council.**

CARRIED 5/0

15 HEALTH & BUILDING SERVICES

15.1 WASTE & RECYCLING INFRASTRUCTURE PROJECT

File Reference:	WM.SP.1
Responsible Officer:	Executive Manager Health & Building Services
Date of Report:	11 April 2016
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. Waste Data and Estimated Cash Flows – Regional Waste & Infrastructure Project

PURPOSE

To seek Council direction as to whether to proceed with the Regional Waste & Infrastructure Project.

BACKGROUND

In 2015 the Shire's of Exmouth, Carnarvon and Shark Bay signed a Royalties for Regions Financial Assistance Agreement that facilitated the release of grant funds allocated to Gascoyne Group Country Local Government Fund 2012-2013 for Regional Group Project – Waste & Recycling Infrastructure for the Gascoyne Region. Separate funding was also obtained via the W.A. Waste Authority for the appointment of a suitably qualified and experienced project manager to guide and assist the above local governments with the implementation of the project.

In late 2015 ASK Waste Management (ASK WM) was appointed the consultancy contract for the management of the project. Before proceeding with the implementation of the project ASK WM prepared a detailed report looking at current market values for recyclable materials and the cost of providing recycling services in regional WA. The Waste Data and Estimated Cash Flows (Final Version 2: 29 Feb 2016) report (the report) from ASK WM was provided to Council in March 2016 (refer Attachment 1). The purpose of the report was to ensure the respective Councils of Exmouth, Carnarvon and Shark Bay had a clear understanding of the on-going operational costs of providing a recycling service to their residents and ratepayers.

In relation to Exmouth, the costings detailed in the report were based on the implementation of the project including:-

- establishment of a Bring Centre as a central location for residents, business proprietors and visitors to deliver recyclables in designated drop off points;
- the construction of a processing shed at the Qualing Scarp Waste Disposal Site for the baling and storage of collected materials for transporting to markets; and
- the procurement of other equipment for the processing of glass and recycling waste concrete for local re-use as well as for the better on-site management of tyres, green waste and scrap metal.

The project consultant is now waiting for the formal approval of the Council/s before proceeding with the full implementation of the project.

COMMENT

In the Financial Summary of the Preface to the report (page iv) the consultant provides an average annual cost over a 10 year period for the operation of the Bring Centre recycling service. The cost, specified as \$ per residential ratepayer, is shown to be between \$13 for low yield recycling rate and \$19 for high yield.

An analysis of the figures used finds that the consultant may have only considered about 820 'residential' properties. However, all of the developed residential parts of the Marina zone and the Special Rural lots should have also been considered which would have resulted in about 970 residences currently within the Shire. If we are to consider a 10 year average for the number of dwellings then this figure would be over 1,000. Therefore the above cost per residential ratepayer (high yield recycling rate) would in fact be \$15.40 over a ten year average and \$13.50 within the 2017/18 financial year (being the first year of operation).

In the report the consultant has not spread the cost of the recycling service over commercial property ratepayers. Due to the cost of providing the service, it is recommended that commercial users should pay for the use of the service. However, Council officers do not support the above recommendation as the Bring Centre (i.e. place to drop-off recyclable materials) will be un-manned so there is no way of collecting any fees from commercial users of the centre. Therefore if there is a consideration of spreading the cost of the service across rateable properties it should be all rateable properties. Owing to the above, if the operational cost of the recycling service is to be spread across the rates of all developed properties, the average cost per property over 10 years based on high yield figures is estimated at \$12; and \$10.55 for the 2017/18 financial year. Note the above figures are based on applying an averaged figure across all properties. Proper rate modelling of such a charge (if it were to be charged this way) would mean properties with a higher GRV would pay more than those with a lesser GRV.

The report gives the Council a reasonable understanding of the cost of proceeding with the project. Based on the feedback in recent years from the Exmouth community, this is a function and service that they would like the Council to provide. The community interest for a broader range of recycling opportunities in Exmouth was certainly clear from the community consultation during the development of the Shire of Exmouth 10+ Year Strategic Community Plan 2011.

The issue that the Council needs to be satisfied of is whether the cost per ratepayer as demonstrated above is seen as reasonable and palatable. The officer views a charge of \$10 to \$12 per ratepayer as a very reasonable outcome for the delivery of such a broad range of recycling options in such a small, remote regional town.

Subject to Council approving the implementation of the project, if all goes as planned the consultant's project timelines sees the Bring Centre and processing facility operational by March/April 2017 leaving only 2-4 months of operational expense relating to the service in the 2016/17 financial year. The Bring Centre is to be located on a portion of the old power station site at the corner of Huston & Pelias St (Lot 301) whilst the processing facility is to be located at the Qualing Scarp Waste Disposal Site and operated by existing waste site staff. Considering that there should be only minimal impact on the 2016/17 operational budget and that there are other pressures upon the general rating system in 2016/17, the officer recommends that no additional charge be levied for the 2016/17 year.

The few months of operation at the close of the 2016/17 year should provide a reasonable insight into the operational staff costs of the recycling programme. By then, freighting and other operational arrangements will be in place that will provide a more accurate understanding of the true full cost of running the service. This will provide sufficient data to estimate the 2017/18 operational cost of the service and the relevant rate modelling can be done to levy/charge the required funds to cover the service in the 2017/18 rates.

The Waste Avoidance and Resource Recovery Act 2007 (s.66) provides Local Government with the ability to impose a general rate across the rate base to raise funds for "*the purpose of providing for the proper performance of all or any of the waste services it provides*". The definition of waste services includes the "*collection, transportation, storage, treatment, processing, sorting, recycling or disposal of waste*" and incorporates all aspects of waste management requirements over the short, medium and long term.

Prior to adopting the 2017/18 budget Council Officers will present rate modelling incorporating recycling charges or other options for cost recovery.

CONSULTATION

Exmouth community via the Shire of Exmouth 10+ Year Strategic Community Plan 2011.

STATUTORY ENVIRONMENT

Relevant extracts of the Waste Avoidance and Resource Recovery Act 2007:-

waste service means —

- (a) *the collection, transport, storage, treatment, processing, sorting, recycling or disposal of waste; or*
- (b) *the provision of receptacles for the temporary deposit of waste; or*
- (c) *the provision and management of waste facilities, machinery for the disposal of waste and processes for dealing with waste;*

66. Local government may impose waste collection rate

- (1) *A local government may impose on rateable land within its district, and cause to be collected, an annual rate for the purpose of providing for the proper performance of all or any of the waste services it provides.*
- (2) *The annual rate must not exceed —*
 - (a) *12 cents in the dollar on the gross rental value; or*
 - (b) *where the system of valuation on the basis of the unimproved value is adopted, 3 cents in the dollar on the unimproved value of the land in fee simple.*
- (3) *The provisions of the Local Government Act 1995 relating to the making, payment and recovery of general rates apply with respect to rates referred to in subsection (1).*

68. Fees and charges fixed by local government

Nothing in this Part prevents or restricts a local government from imposing or recovering a fee or charge in respect of waste services under the Local Government Act 1995 section 6.16.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2011-2021 and Corporate Business Plan 2012-2016.

- Economic:
- 1 To be a diverse and innovative economy with a range of local employment opportunities.
 - 1.1 *To increase the number of local businesses, industries and services that will provide a range of employment opportunities for the people of Exmouth.*
 - 1.5 *Maintain and improve Shire infrastructure.*
- Environment:
- 2 To have a balanced respect for our environment and heritage, both natural and built.
 - 2.4 *To be a leader in eco-friendly initiatives and innovations.*
 - 2.5 *To make Exmouth an attractive town that is a comfortable and welcoming place to live and visit, and reflects the lifestyle values and unique natural environment.*
 - 2.6 *Incorporate Climate Change impacts onto current and future planning and policy of Land Developments.*
- Social:
- 3 To be a dynamic, passionate and safe community valuing natural and cultural heritage.
 - 3.4 *A community that is well informed and educated about our natural, cultural and built environment.*
 - 3.5 *Maintain and increase participation levels in local community organisations and clubs.*
- Civic Leadership:
- 4 To work together as custodians of now and the future.
 - 4.1 *To be a collaborative community with the capacity to manage the current and future direction of Exmouth.*
 - 4.2 *A local government that is respected, professional, trustworthy and accountable.*
 - 4.3 *To be strong advocates representing the region's interests.*

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION**ITEM 15.1**

That Council support the implementation of the Regional Waste and Recycling Infrastructure Project utilising the grant funds allocated to the project from the Gascoyne Group Country Local Government Fund 2012-2013. The funds are to be used to facilitate the development of infrastructure and procurement of plant and machinery necessary to operate recycling/re-use services relating such materials as aluminium, glass, concrete, cardboard/paper, plastics and steel (as the markets and operational costs determine as viable).

Further to the above, Council acknowledge that there will be additional annual operational costs associated with running the recycling initiatives to be accommodated in the 2017/18 and future budgets. The above costs will need to be charged via the rates or other appropriate user pays systems, the final details of which to be confirmed at or before the adoption of the 2017/18 budget.

COUNCIL RESOLUTION**ITEM 15.1**

Res No: 05-0416

MOVED: Cr McHutchison

SECONDED: Cr Todd

That Council support the implementation of the Regional Waste and Recycling Infrastructure Project utilising the grant funds allocated to the project from the Gascoyne Group Country Local Government Fund 2012-2013. The funds are to be used to facilitate the development of infrastructure and procurement of plant and machinery necessary to operate recycling/re-use services relating such materials as aluminium, glass, concrete, cardboard/paper, plastics and steel (as the markets and operational costs determine as viable).

Further to the above, Council acknowledge that there will be additional annual operational costs associated with running the recycling initiatives to be accommodated in the 2017/18 and future budgets. The above costs will need to be charged via the rates or other appropriate user pays systems, the final details of which to be confirmed at or before the adoption of the 2017/18 budget.

CARRIED 4/1

Cr Rosic voted against

16 TOWN PLANNING SERVICES

16.1 CONSIDERATION OF WAPC MODIFICATIONS – DRAFT LOCAL PLANNING STRATEGY AND DRAFT LOCAL PLANNING SCHEME 4

File Reference:	LP.PL.0.2 / LP.PL.4
Responsible Officer:	Executive Manager Town Planning Services
Date of Report:	23 March 2016
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. WAPC requested modifications

PURPOSE

This report recommends that Council resolve to proceed with the Draft Local Planning Strategy (Strategy) and Draft Local Planning Scheme No.4 (Scheme) including accompanying maps making all modifications as requested by the West Australian Planning Commission (WAPC) (refer Attachment 1), prior to advertising.

BACKGROUND

Council passed a resolution at its October 2015 meeting to adopt the strategy (revision 6) and scheme (revision 9) for forwarding to the WAPC requesting consent to advertise. The WAPC have requested modifications be made to the Strategy and Scheme prior to advertising (refer Attachment 1).

COMMENT

This report provides Council with the formal opportunity to consider the modifications requested by the WAPC. The modifications are requested to provide consistency with the Planning and Development (Local Planning Schemes) Regulations 2015, State Planning Policies, improve readability, provide clarification, prevent conflict, ensure consistency between the Strategy and Scheme, and ensure consistency with current local planning policies.

Officer recommends that Council proceed with advertising of the Local Planning Strategy and Local Planning Scheme 4 after making all modifications as requested by the WAPC as the modifications will greatly improve the documents, and ensure consistency with all relevant statutory framework.

CONSULTATION

Department of Planning

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Town Planning Scheme No. 3

SPP 1.0 – State Planning Framework Policy

SPP 2.0 – Environment and Natural Resources Policy

SPP 2.5 – Land Use Planning in Rural Areas
 SPP 2.6 – State Coastal Planning Policy
 SPP 2.7 – Public Drinking Water Source Protection Policy
 SPP 2.9 – Water Resources
 SPP 3.0 – Urban Growth and Settlement
 SPP 3.1 – Residential Design Codes
 SPP 3.2 – Aboriginal Settlements
 SPP 3.5 – Historic Heritage Conservation
 SPP 3.7 – Planning in Bushfire Prone Areas
 SPP 4.1 – State Industrial Buffer Policy
 SPP 6.3 – Ningaloo Coast

POLICY IMPLICATIONS

All Local Planning Policies

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2011-2021 and Corporate Business Plan 2012-2016.

Economic:	1	<u>To be a diverse and innovative economy with a range of local employment opportunities.</u>
	1.2	<i>Planned and balanced economic growth.</i>
Environment:	2	<u>To have a balanced respect for our environment and heritage, both natural and built.</u>
	2.2	<i>Our pristine natural environment and biodiversity will be understood, maintained and protected.</i>
Social:	3	<u>To be a dynamic, passionate and safe community valuing natural and cultural heritage.</u>
	3.4	<i>A community that is well informed and educated about our natural, cultural and built environment.</i>
Civic Leadership:	4	<u>To work together as custodians of now and the future.</u>
	4.1	<i>To be a collaborative community with the capacity to manage the current and future direction of Exmouth.</i>
	4.2	<i>A local government that is respected, professional, trustworthy and accountable.</i>
	4.3	<i>To be strong advocates representing the region's interests.</i>

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

ITEM 16.1

That Council:

1. Resolves to proceed with the Local Planning Strategy and Local Planning Scheme No. 4 making all modifications as requested by the West Australian Planning Commission (refer Attachment 1); and

2. Provide the Department of Planning with a copy of the modified Local Planning Strategy and Local Planning Scheme No. 4 prior to advertising.

COUNCIL RESOLUTION**ITEM 16.1****Res No: 06-0416****MOVED: Cr Rosic****SECONDED: Cr McHutchison****That Council:**

1. Resolves to proceed with the Local Planning Strategy and Local Planning Scheme No. 4 making all modifications as requested by the West Australian Planning Commission (refer Attachment 1); and
2. Provide the Department of Planning with a copy of the modified Local Planning Strategy and Local Planning Scheme No. 4 prior to advertising.

CARRIED 5/0

17 ENGINEERING SERVICES

Nil

18 ITEMS FOR INFORMATION ONLY

Responsible Officer: Chief Executive Officer

Disclosure of Interest: Nil

PURPOSE

To advise Council of the information items for April 2016.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION

ITEM 18

That Council note the following information items:

- 18.1 Register of Documents Stamped with the Shire of Exmouth Common Seal
 - 18.2 Concessions on Fees for Council Facilities for March 2016
 - 18.3 Building Decisions Issued up to 31 March 2016
 - 18.4 Planning Decisions Issued up to 31 March 2016
-

COUNCIL RESOLUTION

ITEM 18

Res No: 07-0416

MOVED: Cr Todd

SECONDED: Cr Hood

That Council note the following information items:

- **18.1 Register of Documents Stamped with the Shire of Exmouth Common Seal**
- **18.2 Concessions on Fees for Council Facilities for March 2016**
- **18.3 Building Decisions Issued up to 31 March 2016**
- **18.4 Planning Decisions Issued up to 31 March 2016**

CARRIED 5/0

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

Responsible Officer: Chief Executive Officer

Disclosure of Interest: Nil

PURPOSE

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

DATE	DOCUMENT
12/04/2016	Sublease Agreement – Exmouth Airport Bar and Kiosk Pty Ltd
22/04/2016	Loan Agreement – Exmouth Golf Club

18.2 CONCESSIONS ON FEES FOR COUNCIL FACILITIES FOR MARCH 2016

File Reference: CP.US.0

Responsible Officer: Executive Manager Community Engagement

Date of Report: 20 April 2016

Disclosure of Interest: Nil

PURPOSE

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

NAME	REASON	AMOUNT (exc GST)
WA Country Health Services	Advertising Immunisation community notice board	\$5.00
WA Country Health Services	Advertising Immunisation digital notice board	\$5.00
Exmouth Anglican Church	Advertising community notice board (Church Service)	\$29.50
Exmouth Anglican Church	Advertising community notice board (Church Service)	\$29.50
Exmouth Mens Shed	Advertising digital notice board (AGM)	\$2.50
Exmouth Mens Shed	Advertising community notice board (AGM)	\$2.50
EGFC Gamex	Advertising community noticeboard (Gamex events)	\$30.00
Sea Shepherd	Advertising community noticeboard (beach clean-up)	\$5.00
PCYC	Hire of Shire Hall kitchen cooking class	\$29.00

18.3 BUILDING DECISIONS ISSUED UP TO 31 MARCH 2016

File Reference: GV.CM.0

Responsible Officer: Executive Manager Health & Building Services

Date of Report: 20 April 2016

Disclosure of Interest: Nil

PURPOSE

To provide Council with the building licence and building certificate applications and approvals made under Delegation pursuant to the Building Act 2011 for the above period.

App #	Date Received	Lot	Property Address	Description	Decision	Decision Date
16/21	22/02/16	146	10 Hunt Street	Outbuilding Extension	Awaiting information from applicant	
16/26	02/03/16	324	9 Gnulli Court	Jetty and Gangway	Approved	14/03/16
16/28	03/03/16	403	20 Madaffari Drive	Dwelling and Retaining Walls	Approved	15/03/16
16/30	10/03/16	190	5 Grenadier Street	Storage Shed	Processing	
16/31	10/03/16	953	7 Welch Street	Sea Container Converted to Office	Approved	15/03/16
16/32	11/03/16	325	13 Falls Street	Patio	Approved	15/03/16
16/33	14/03/16	6	78 Maidstone Crescent	Outbuilding	Approved	15/03/16
16/34	16/03/16	97	6 Tautog Street	Fencing	Approved	23/03/16
16/35	16/03/16	481	7 Eurayle Street	Fence	Approved	17/03/16
16/36	16/03/16	640	13 Stokes Hughes Street	Fencing	Approved	23/03/16
16/37	21/03/16	501	Lefroy Street	Fencing	Approved	24/03/16
16/38	21/03/16	210	7 Carpenter Street	Boundary Fence and Swimming Pool	Approved	23/03/16
16/40	22/03/16	19	5 Maley Street	Freestanding Sign	Approved	23/03/16

18.4 PLANNING DECISIONS ISSUED UP TO 31 MARCH 2016

File Reference: LP.PL.0

Responsible Officer: Executive Manager Town Planning

Date of Report: 20 April 2016

Disclosure of Interest: Nil

PURPOSE

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

App #	Date Received	Lot	Property Address	Description	Decision	Decision Date
PA02/16	13/01/16	215	17 Carpenter Street	Outbuilding	Approved	15/04/16
PA11/16	02/02/16	839	7 Carter Road	Change Of Use	Approved	07/04/16
PA13/16	10/02/16	145	15 Dugong Close	Holiday Accommodation	Approved	23/03/16
PA14/16	16/02/16		8 Catalina Close	Single Dwelling	Awaiting information from applicant	
PA15/16	24/02/16	196	53 Cobia Close	Single Dwelling Residence	Approved	15/04/16
PA21/16	26/02/16	1406	Willersdorf Road	Additions to Club Rooms	On Hold	
PA29/16	16/03/16	74	41 Kennedy Street	Home Occupation	Approved	31/03/16
PA33/16	18/03/16	192	6 Euryale Street	Home Occupation	Processing	21/03/16
PA27/16	11/03/16		9 Catalina Close	Outbuilding	Processing	
PA34/16	21/03/16	336	14 Kestrel Place	Dwelling and Swimming Pool	Approved	07/04/16
PA36/16	21/03/16	190	5 Grenadier Street	Outbuilding	Approved	31/03/16
PA38/16	23/03/16	334	19 Ningaloo Street	Dwelling Additions and Ancillary Dwelling	Processing	
PA39/16	24/03/16	899	3 Patterson Way	Transportable Office	Approved	07/04/16
PA40/16	24/03/16	2	34 Tambor Drive	Single dwelling and Ancillary Dwelling	Processing	

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

App	Date Received	Description	Date Issued
PA24/16	02/03/2016	Church Service at Town Beach	11/03/2016
PA25/16	02/03/2016	Church Service at Lighthouse	11/03/2016
PA26/16	08/03/2016	Raffle Ticket Sales Ross Street Mall	11/03/2016
PA30/16	17/03/2016	Mobile Chicken Treat Van	23/03/2016
PA31/16	17/03/2016	Mobile Spuds and Stuff Van	23/03/2016
PA35/16	21/03/2016	Wildwest Entertainment - Side Show	30/03/2016
PA37/16	21/03/2016	Concert In The Park	23/03/2016
PA41/16	31/03/2016	Clothing Rack Displays Outside Idaho Boutique	07/04/2016

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

Nil

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

COUNCIL RESOLUTION

ITEM 20.1**Res No: 07-0416****MOVED: Cr Todd****SECONDED: Cr McHutchison**

That Council accept the new business of an urgent nature report 20.1 Extension of Contract – Learmonth Airport Shuttle Bus Service.

CARRIED 5/0

20.1 EXTENSION OF CONTRACT – LEARMONTH AIRPORT SHUTTLE BUS SERVICE

File Reference:	TT.SP.1
Responsible Officer:	Executive Manager Aviation Services
Date of Report:	27 April 2016
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

This report recommends that Council extend the Learmonth Airport Shuttle Bus Service contract with Exmouth Bus Charter for a further six (6) months effective 1 July 2016 to 31 December 2016 and authorise the Chief Executive Officer to execute the further term.

BACKGROUND

In 2012, Council called for tenders for the provision of the Learmonth Airport Shuttle Bus Service (tender 05/2012). Exmouth Bus Charters were the successful tenderer and awarded a three (3) year contract commencing 1 July 2012 and completing on 30 June 2015. An extension of contract for a further one (1) year was endorsed by Council at the 25 June 2015 Ordinary Council Meeting to enable information to be provided to Council on the users of the service.

COMMENT

Information on the passengers using the shuttle bus service has been provided by the Contractor since July 2015 as required under the Deed of Agreement for Further Term executed on 3 July 2015. This information is currently being considered by Council and Officers for the preparation of a new long-term contract/agreement. Due to the complexity of the service and associated contract, further time is required to ensure that the process is duly considered and sufficient time is provided to respondents once the request to express interest in the service is released.

CONSULTATION

Exmouth Bus Charter

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Provision for a financial contribution will be made in the 2016/17 budget in line with previous years' contributions to Council.

STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2011-2021 and Corporate Business Plan 2012-2016.

- | | | |
|-------------------|-----|---|
| Economic: | 1 | <u>To be a diverse and innovative economy with a range of local employment opportunities.</u> |
| | 1.1 | <i>To increase the number of local businesses, industries and services that will provide a range of employment opportunities for the people of Exmouth.</i> |
| | 1.3 | <i>Diverse tourism opportunities.</i> |
| | 1.5 | <i>Maintain and improve Shire infrastructure.</i> |
| Environment: | 2 | <u>To have a balanced respect for our environment and heritage, both natural and built.</u> |
| | 2.1 | <i>To maintain and improve access and connectivity to our natural assets.</i> |
| Civic Leadership: | 4 | <u>To work together as custodians of now and the future.</u> |
| | 4.1 | <i>To be a collaborative community with the capacity to manage the current and future direction of Exmouth.</i> |
| | 4.2 | <i>A local government that is respected, professional, trustworthy and accountable.</i> |

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION**ITEM 20.1**

That Council extend the Learmonth Airport Shuttle Bus Service contract with Exmouth Bus Charter for a further six (6) months effective 1 July 2016 to 31 December 2016 and authorise the Chief Executive Officer to execute the further term.

COUNCIL RESOLUTION**ITEM 20.1****Res No: 08-0416****MOVED: Cr Todd****SECONDED: Cr McHutchison**

That Council extend the Learmonth Airport Shuttle Bus Service contract with Exmouth Bus Charter for a further six (6) months effective 1 July 2016 to 31 December 2016 and authorise the Chief Executive Officer to execute the further term.

CARRIED 5/0

21. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

Nil

22. CLOSURE OF MEETING

The Shire President declared the meeting closed at 5.20pm