



SHIRE OF EXMOUTH

# Attachments

Ordinary Council Meeting – 22 August 2019

## 6.24 - Container Deposit Scheme Infrastructure

Adoption		
Date	Meeting	Council Decision
27/06/2019	OCM	04-0619 – Draft – Public advertising.
22/08/2019	OCM	XX-0619 – Adoption.
Review Details		
Date	Meeting	Council Decision
Delegation		
No.	Title	
DS012	Shire of Exmouth Operative Town Planning Scheme	

### Enabling Legislation

*Planning and Development (Local Planning Schemes) Regulations 2015*  
*Shire of Exmouth Local Planning Scheme No.4*

### Related Legislation and Statues

*Heritage of Western Australian Act 1990.*  
*Environmental Protection (Noise) Regulations 1997 (as amended).*

### **PURPOSE**

To provide an exemption in accordance with Clause 61(1)(i) and (2)(e) of the *Planning and Development (Local Planning Scheme) Regulations 2015* from the requirement to obtain development approval for container deposit scheme infrastructure proposal which satisfy minimum development standards.

### **OBJECTIVES**

- To ensure the location, design and siting of CDS infrastructure is complementary to the character, functionality and amenity of urban localities.
- To prevent negative impacts on local amenity from the operation of CDS infrastructure.
- To enable the timely, cost effective delivery of essential CDS infrastructure.
- To provide conveniently located infrastructure to ensure the CDS' effective reduction of litter, increased recycling and protection of the environment.

### **DEFINITIONS / ABBREVIATIONS**

<b><i>The Heritage Act</i></b>	Means the <i>Heritage of Western Australia Act 1990</i> .
<b><i>The Regulations</i></b>	Means the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> prepared under the <i>Planning and Development Act 2005</i> .
<b><i>The Noise Regulations</i></b>	Means <i>Environmental Protection (Noise) Regulations 1997 (as amended)</i> prepared under the <i>Environmental Protection Act 1986</i> .
<b><i>The Scheme</i></b>	Means the <i>Shire of Exmouth Local Planning Scheme No.4</i>
<b><i>Container deposit scheme infrastructure</i></b>	Means a reverse vending machine or a container collection cage.

<b>Reverse vending machine</b>	Means a permanently-located unattended device that accepts empty beverage containers, and is incidental to the predominant land use.
<b>Container collection cage</b>	Means a cage, or other structure, that is designated to store containers deposited at return points, and is incidental to the predominant land use.
<b>Total lot area</b>	Means the total land area of a freehold or survey strata lot.

## STATUTORY PROVISIONS

Development approval will not be required for container deposit scheme infrastructure proposals that comply with the provisions of this policy, in accordance with Clause 61(1)(i) and (2)(e) of the deemed provisions of the scheme provided for by the Regulations, unless the development is proposed on land in a place that is:

1. Entered in the Register of Heritage Places under the Heritage Act; or
2. The subject of an order under Part 6 of the Heritage Act; or
3. Included on a heritage list prepared in accordance with the Scheme; or
4. Within an area designated under the Scheme as a heritage area; or
5. The subject of a heritage agreement entered into under section 29 of the Heritage Act.

Container deposit scheme infrastructure proposed to be erected on a temporary basis of not more than 48 hours within a 12 month period are typically exempt from approval, as per the requirements of Clause 61(1)(f) and (2)(d) of the deemed provisions provided in the Regulations and contained within the Scheme. As such, the policy provisions would not apply.

## POLICY PROVISIONS

1. Specified exemption	
1.1	The development or operation of a large reverse vending machine is development for which development approval is not required where it complies with all the relevant development standards outlined below (unless otherwise agreed by the local government), and may take place in any zone, with the exception of: <ol style="list-style-type: none"> <li>(a) Residential, urban development, and special residential zones; and</li> <li>(b) Rural, rural residential, and rural smallholding zones.</li> </ol>
1.2	The development of a container collection cage is development for which development approval is not required where it complies with all the relevant development standards outlined below (unless otherwise agreed by the local government), and may take place in any zone, including a residential or rural zone or public purpose reserve where the land is lawfully used for the purposes of: <ol style="list-style-type: none"> <li>(a) Civic use; and/or</li> <li>(b) Community purpose; and/or</li> <li>(c) Educational establishment.</li> </ol>

2. Development standards	
<i>General</i>	
2.1	Where the development of a large reverse vending machine and/or container collection cage is proposed, the infrastructure must not result in any change to the approved land

	use in a way that would result in the use no longer complying with any relevant development standard and/or requirements of the Scheme.
<b>Location</b>	
2.2	Where the development of a large reverse vending machine and/or container collection cage is proposed, the infrastructure must not be erected within 10 metres of an adjoining lot boundary that accommodate a residential use.
2.3	Where the development of a reverse vending machine and/or container collection cage is proposed, the infrastructure must not restrict any vehicular or pedestrian access to or from, the entry to any building on, the land on which the infrastructure is located.
2.4	Where the development of a large reverse vending machine and/or container collection cage is proposed, the infrastructure must not obstruct the operation of, or access to, any utility service on the land on which the infrastructure is located or on adjacent land.
2.5	Where the development of a large reverse vending machine and/or container collection cage is proposed, to preserve pedestrian and vehicular sightlines, and servicing access, the infrastructure must not be erected within two (2) metres of any road reserve or right-of-way intersection or crossover, and shall be located in such a way that it does not reduce existing car park sightlines, aisle widths and manoeuvring spaces.
2.6	Where the development of a container collection cage is proposed, the collection cage must be located in a car park or service area to be visually unobtrusive, and must be secured, locked and immovable.
<b>Visual amenity</b>	
2.7	Where the development of a large reverse vending machine and/or container collection cage is proposed outdoors, placement of the infrastructure must not result in the removal of any vegetation, landscaping or street tree.
2.8	Where the development of large reverse vending machine and/or container collection cage is proposed outdoors, the infrastructure must be constructed and clad with low-reflective, graffiti-resistant materials, which provide protection from the elements and, where not consisting of promotional or branding material approved under the operation of the container deposit scheme, are consistent in colour and finish to that of nearby existing buildings.
2.9	Where the development of large reverse vending machine and/or container collection cage is proposed outdoors, the infrastructure must not display any advertising signage other than promotional or brand signage approved under the operation of the container deposit scheme.
2.10	Where the development of large reverse vending machine is proposed outdoors, and the infrastructure exceeds a development footprint of 10 square metres, bins for the removal of waste or recyclable materials not accepted by the infrastructure are to be provided, and serviced regularly to maintain the amenity of the area, at a rate of one (1) waste bin and 0.5 recycling bins (both 240L in volume) per 10 square metres of development footprint.
<b>Operational amenity</b>	
2.11	Where the development of a large reverse vending machine and/or container collection cage is proposed, the operation of the infrastructure must not prejudicially affect the amenity of the locality due to the emission of light, noise, vibration, electrical interference, smell or any other by-product.
2.12	Where the development or operation of large reverse vending machine is proposed adjacent to land that accommodates a residential use, the machine must operate only between the approved opening hours of the predominant land use, or in the absence of any other use: <ul style="list-style-type: none"> <li>(a) Between 7.00 am and 7.00 pm Monday to Saturday; and</li> <li>(b) Between 9.00 am and 7.00 pm on Sunday and public holidays.</li> </ul>

2.13	Where the development or operation of large reverse vending machine is proposed, the reverse vending machine when in operation must not emit noise at a level which exceeds any requirement(s) under the Noise Regulations.
2.14	Where development or operation of large reverse vending machine and/or container collection cage is proposed, the infrastructure must be provided with lighting that complies with AS/NZ 1158.3.1: 2005 Lighting for roads and public spaces, Part 3.1: Pedestrian area (Category P) lighting-Performance and design requirements (as amended).
2.15	Where the development or operation of a large reverse vending machine and/or container collection cage is proposed, the infrastructure must be accessible to any person with a disability.
<i>Development footprint</i>	
2.16	Where the development of a container collection cage is proposed outdoors, the cage must not: <ul style="list-style-type: none"> <li>(a) Have a development footprint of more than eight (8) square metres; or</li> <li>(b) Be more than two (2) metres in height.</li> </ul>
2.17	Where the development of a large reverse vending machine is proposed outdoors, on land not used for car parking, the machine must not: <ul style="list-style-type: none"> <li>(a) Have a development footprint of more than 45 square metres; and</li> <li>(b) Be more than three (3) metres in height, or have dimensions greater than eight (8) metres by six (6) metres.</li> </ul>
2.18	Where the development of a large reverse vending machine is proposed within an existing car park comprising more than 40 car parking spaces, the area occupied by the reverse vending machine must not exceed the greater of the following areas: <ul style="list-style-type: none"> <li>(a) The area comprising four (4) car parking spaces; or</li> <li>(b) 45 square metres, where the car park contains 200 car parking spaces or less; or</li> <li>(c) 75 square metres, where the car park contains 200 or more car parking spaces.</li> </ul>
2.19	Where the development of a large reverse vending machine and/or container collection cage is proposed outdoors, the infrastructure shall be installed at a rate no greater than: <ul style="list-style-type: none"> <li>(a) Container collection cage – one (1) per lot;</li> <li>(b) Large reverse vending machine proposed on land not used for car parking – one (1) per 15,000 square metres of total lot area; or</li> <li>(c) Large reverse vending machine proposed in an existing car park comprising more than 40 car parking spaces – one (1) per 1000 car parking spaces.</li> </ul>

# TOWN PLANNING

## 6.25 – Exmouth Boat Harbour Development Plan

Adoption		
Date	Meeting	Council Decision
27/06/19	OCM	06-0619 – Draft – Public advertising
22/08/19	OCM	XX-0619 - Adoption
Review		
Date	Meeting	Council Decision
Delegation		
No.	Title	

### ENABLING LEGISLATION

*Planning and Development Act 2005.*

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

*Land Administration Act 1997.*

*Marine & Harbours Act 1981.*

*Environmental Protection Regulations 1987.*

*Environmental Protection (Noise) Regulations 1997.*

*Exmouth Marina Broad Outline Development Plan (2011).*

*Shire of Exmouth Local Planning Scheme No.4 (2019).*

### RELATED LEGISLATION & STATUTES

- Pursuant to schedule 1 - *prescribed premises*, pursuant to the *Environmental Protection Regulations 1987*, require a Works Approval issued by the Department of Water and Environmental Regulation prior to commencement.
- All harbour activities shall operate in accordance with the *Environmental Protection (Noise) Regulations 1997*.

### PURPOSE

The purpose of this policy is to

1. Provide a clear understanding of the Department of Transport's (the DoT's) land use and development intentions for the Exmouth Boat Harbour;
2. introduce a planning framework to facilitate consistent decision making for land use planning and development that satisfies the orderly and proper planning principles of *Local Planning Scheme No. 4 (LPS 4)*;
3. detail the information required and issues to address when submitting applications for planning approval and the process by which the Shire of Exmouth (the local government) and DoT will assess these; and
4. seek sustainable development solutions that maximise opportunities for enhanced environmental performance.

### POLICY

This *Local Planning Policy (LPP)* provides a planning framework to manage the sustainable growth of land and water activities in the Exmouth Boat Harbour to help satisfy the State's needs for maritime infrastructure. It presents the land use and development provisions from a collaborative undertaking between the DoT as vested harbour manager and the local government as the local planning authority. The harbour has been separated into 5 precincts which contain activities sharing a similar character, function and intensity, and further defined by a range of precinct specific objectives and development provisions.

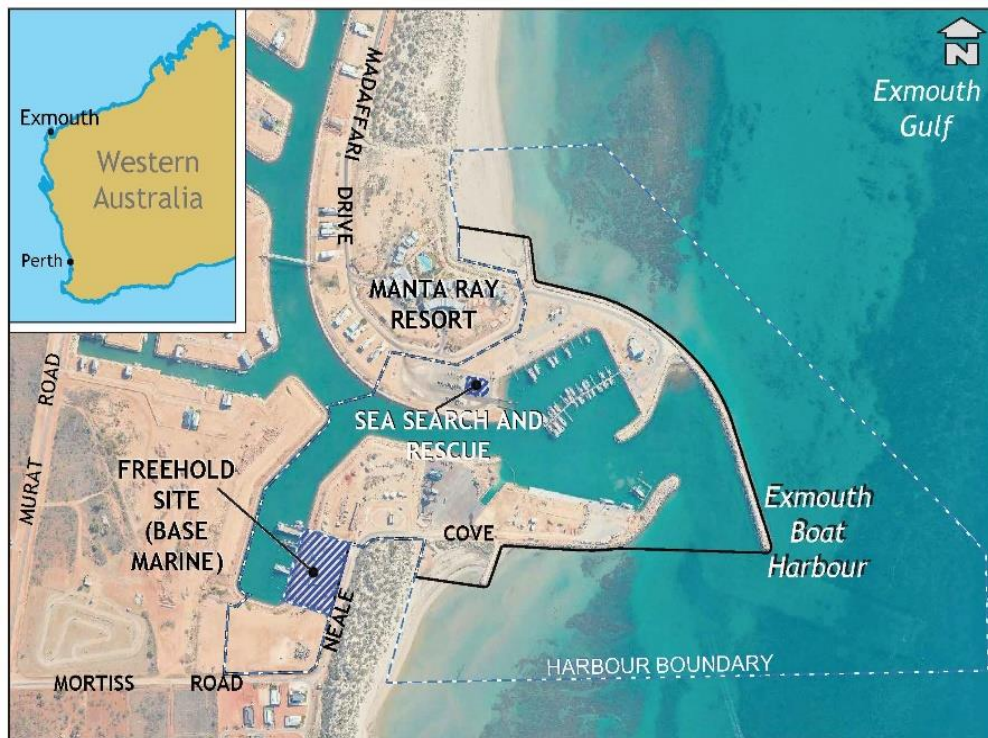
This *Policy* also details application requirements and the assessment process, communicating the DoT and local government's expectations to all stakeholders.

### POLICY COVERAGE

The Exmouth Boat Harbour is located approximately 3 kilometres south of the town centre (refer **Figure 1**). Its land and water areas total 31.7 hectares with a further 38.2 hectares of vested water areas extending beyond the main

breakwaters. These areas define the harbour's coverage as assigned to the DoT's care under the *Land Administration Act 1997* and by the *Marine and Harbours Act 1981*.

**Figure 1** – Exmouth Boat Harbour location and coverage.



This Policy applies to all future land use and development proposals on land and water areas vested to the DoT and the two additional sites highlighted on Figure 1:

- Freehold Lot 1481 Neale Cove in the south harbour; and
- Lot 500, a landlocked site in the north harbour vested to the Exmouth Volunteer Marine Rescue Group.

## **DEVELOPMENT AND THE DISTINCTION BETWEEN LAND 'USE' AND 'DEVELOPMENT'**

This Policy is an assessment tool to govern both the *use* of an area as well as any *development* occurring in that area. "**Use**" refers to an activity undertaken, the effect it has on the character of an area and the impacts associated with its operation, such as noise generation and parking requirements. "**Development**" refers to any physical construction in an area supporting the operation of the use (such as buildings and hardstand areas) and its associated effects (resulting from building design, bulk and height).

## **APPLICATION REQUIREMENTS**

A Development Application **will not be required** where the use and/or development is undertaken by or on behalf of the DoT and is listed in Schedule 1 of the *Public Works Act 1902 (PW Act)* as exempt from the need to obtain planning approval. In such cases and prior to commencement, the *PW Act* requires the DoT to consider the purpose and intent of **LPS 4**, consult with the local government and have due regard to the principles of orderly and proper planning.

Planning approval will also not be necessary for activities limited to internal building works or fit-outs not materially affecting the external appearance of the building nor introducing additional floor space. The exemption extends to new signs if they are located entirely within an existing approved sign footprint.

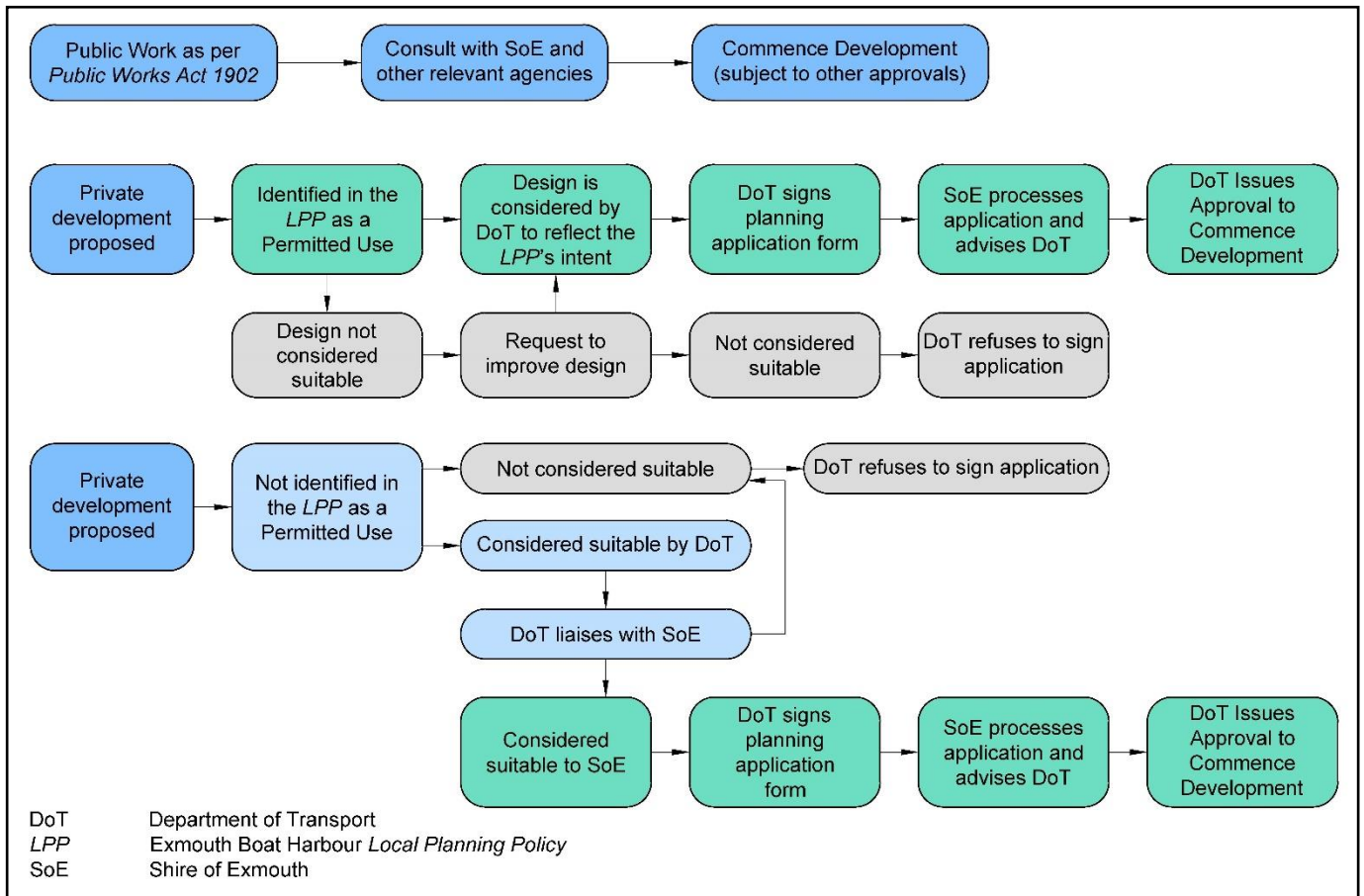
A Development Application **will be required** for all other new use/s or development, even if listed as a permitted use and for that precinct and is fully compliant with the overall and precinct specific development provisions. For applications where the intended use is not listed as permitted or where any associated physical development does not meet all of the overall or precinct development provisions, the DoT and local government will assess its suitability on merit against the overall and precinct specific objectives of this policy.

All applications must be accompanied by a completed Development Application Checklist (refer **Appendix 1**).

## **APPROVALS PATHWAY**

The process for the assessment of Development Applications is set out in **Figure 2** overleaf.

**Figure 2 – Development Application approvals pathway.**



All planning applications will be assessed and determined by the DoT in accordance with this Policy and in consultation with the local government. The DoT does not manage Lots 1481 and 500 and any planning application on these lots will be determined solely by the local government.

When considering proposals for unlisted uses and / or development not complying with the overall or precinct specific development provisions, the local government and DoT will collaborate to undertake a merit-based assessment.

**A PRECINCT BASED APPROACH**

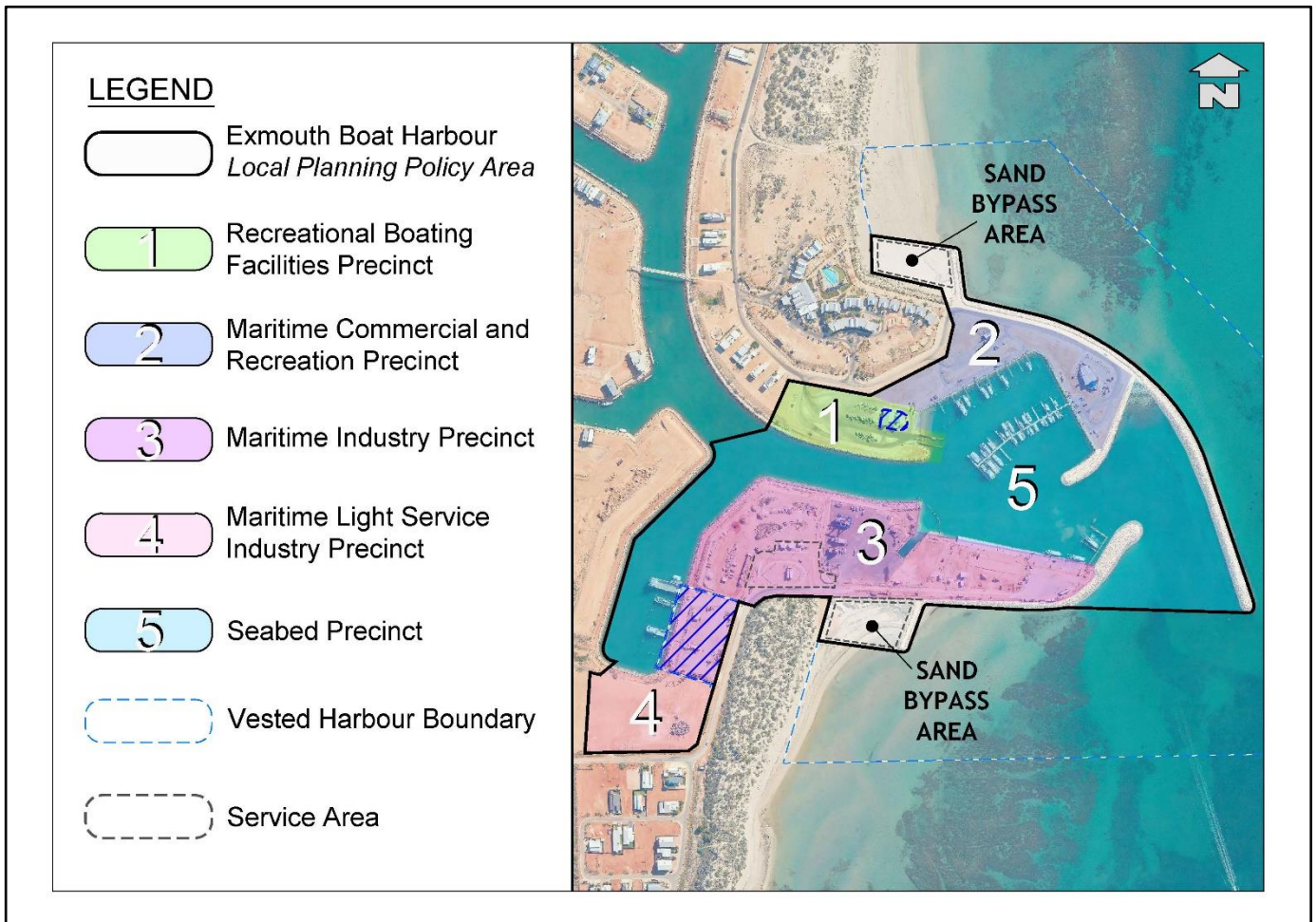
**HARBOUR PRECINCTS**

The precincts shown in **Figure 3** are designated as follows:

1. Recreational Boating Facilities – catering to general recreational boat launching and car and trailer parking;
2. Maritime Commercial and Recreation – allocated for maritime clubs, tourists, locals and other harbour visitors for leisure related purposes and small-scale maritime retailing and commerce;
3. Maritime Industry – accommodating major boat fabrication, repair, refurbishment, servicing and storage activities and supporting the commercial fishing and resource industries;
4. Maritime Light and Service Industry – catering for minor boat servicing and storage purposes and limited to uses and development not resulting in the off-site pollution; and
5. Seabed – allowing for the movement, mooring and penning of recreational and commercial boats.



**Figure 3 – Exmouth Boat Harbour precincts.**



### PERMITTED USES

Uses listed in **Table 1** overleaf are Permitted land uses and are defined in the *Planning & Development (Local Planning Schemes) Regulations 2015*, the local government's *LPS 4* as well as *AS3962* and the draft *Statement of Planning Policy – Industrial Interface (SPP 4.1)*.

Uses will only be permitted if they are related to maritime activities **and** also rely on a harbour location.

**Table 1 – Permitted uses per precinct.**

<b>Precinct 1</b> Recreational Boating Facilities	<b>Precinct 2</b> Maritime Commercial and Recreation	<b>Precinct 3</b> Maritime Industry	<b>Precinct 4</b> Maritime Light and Service Industry	<b>Precinct 5</b> Seabed
<ul style="list-style-type: none"> <li>• Boat launching facility</li> <li>• Car park</li> <li>• Civic use</li> <li>• Market</li> <li>• Public purposes</li> <li>• Public utility</li> <li>• Recreation – public</li> <li>• Telecommunications infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>• Bulky goods showroom</li> <li>• Civic use</li> <li>• Club premises</li> <li>• Convenience store</li> <li>• Educational establishment (ancillary to or maritime based activities only)</li> <li>• Fast food outlet / lunch bar</li> <li>• Fish shop</li> <li>• Market</li> <li>• Public purposes</li> <li>• Public utility</li> <li>• Reception centre</li> <li>• Restaurant / café</li> <li>• Serviced apartment</li> <li>• Shop</li> <li>• Short stay accommodation</li> <li>• Small bar</li> <li>• Tavern</li> <li>• Telecommunications infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>• Industry</li> <li>• Industry – light</li> <li>• Industry – service</li> <li>• Marina</li> <li>• Marine filling station</li> <li>• Marine support facility</li> <li>• Motor vehicle, boat or caravan sales (boat sales only)</li> <li>• Public purposes</li> <li>• Public utility</li> <li>• Telecommunications infrastructure</li> <li>• Trade display</li> <li>• Trade supplies</li> <li>• Transport depot</li> <li>• Warehouse / storage</li> </ul>	<ul style="list-style-type: none"> <li>• Car park</li> <li>• Community purpose</li> <li>• Industry – light</li> <li>• Industry – service</li> <li>• Marina</li> <li>• Marine support facility</li> <li>• Motor vehicle, boat or caravan sales (boat sales only)</li> <li>• Public purposes</li> <li>• Public utility</li> <li>• Telecommunications infrastructure</li> <li>• Trade display</li> <li>• Trade supplies</li> <li>• Transport depot</li> <li>• Warehouse / storage</li> </ul>	<ul style="list-style-type: none"> <li>• Marina</li> <li>• Marine support facility</li> <li>• Motor vehicle, boat or caravan sales (boat sales only)</li> <li>• Public purposes</li> <li>• Public utility</li> <li>• Recreation - private</li> <li>• Recreation - public</li> <li>• Telecommunications infrastructure</li> </ul>

## GENERAL DEVELOPMENT PROVISIONS

**Table 2 - General Development Provisions (that apply to all precincts).**

<b>Item</b>	<b>General development provisions</b>
Building height and roofscape	1. Unless otherwise specified, the maximum height of buildings should not exceed 10 metres above the assigned minimum finished floor level (FFL) for that precinct.
	2. For boat stackers or any building proposed to accommodate boats being worked on, the maximum height may be increased to a maximum of 16 metres above the assigned minimum finished floor level for that precinct.
Building materials and colours	3. Use of reflective materials such as natural zincalume and aluminium on building walls and roofs should be avoided.
	4. External colours of walls, roofs and trims should be selected from the local government's <i>Local Planning Policy No. 6.2 - Colour Palette for Developments</i> .

Item	General development provisions
Setbacks	5. Unless otherwise stated, setbacks are a minimum of 7.5 metres from the primary street frontage and 3.75 metres from any secondary street frontage.
	6. Canal revetments shall be sufficiently clear of any new development to ensure their structural integrity is maintained and to allow access for maintenance purposes.
	7. Storage of fuel, raw materials, products, by-products and waste, including bins and sea containers, are not to be placed within the primary or secondary street setback areas.
Sea containers and service areas	8. Sea containers are only to be used for the loading and unloading of goods including those being shipped, and their use for permanent site offices will not be permitted.
	9. Service, storage, plant (machinery), refuse disposal areas and permanent sea containers are to be screened by buildings, fencing and/or landscaping where possible and not generally be visible from publicly accessible harbour areas and access roads as well as nearby residential areas.
	10. Where a sea container cannot be adequately screened from public view, the DoT and local government may seek to modify, articulate walls, require painting or refurbishment to occur in the interests of maintaining visual amenity or to enhance the appearance of the streetscape.
	11. The use of sea containers for storage or other activities over an extended period within lease areas may be supported if relating directly, or is ancillary, to the predominant activities conducted from the site. Opportunities to incorporate innovation in presentation and that respond to avoid poor visual amenity outcomes will be viewed favourably.
Access and parking	12. Trafficable areas are to be constructed to the local government's specifications to accommodate semi-trailers and for waste collection vehicles. Internal access ways are to use a minimum 15 metre turning arc and a 2.85 metres vehicle width.
	13. Parking is to be provided to the local government's specifications and at the rates assigned by <i>LPS 4</i> and in accordance with <i>AS3962</i> .
Stormwater management	14. Internal drainage designs to meet the specified minimum Finished Floor Level (FFL). Buildings are to be designed to withstand the impact of cyclones, storm surge and predicted sea level rise.
Energy management	15. Design should consider opportunities using building orientation, design and site layout to enhance the benefits of naturally occurring weather conditions to: <ul style="list-style-type: none"> <li>– access passive solar values such as natural light;</li> <li>– access natural ventilation and channel cooling breezes into and through buildings;</li> <li>– minimise east and west facing building openings; and</li> <li>– incorporate features offering protection from the summer sun such as eaves, window panels, tinting, roof and wall space insulation, screens and landscaping.</li> </ul>
Signage	16. Any signs proposed are to accord with the signage provisions in the local government's <i>LPS 4</i> and any associated policy.
Landscaping	17. Where landscaping is required by the precinct specific development provisions, installation shall be in accordance with the Shire of Exmouth <i>LPS 4</i> cl.4.23

**PRECINCT SPECIFIC OBJECTIVES AND DEVELOPMENT PROVISIONS**

**PRECINCT 1 - RECREATIONAL BOATING FACILITIES**

**DESCRIPTION AND PURPOSE**

Precinct 1 includes boat launching ramps, car / trailer parking area and the Exmouth Volunteer Marine Rescue Group Inc. facility. The purpose of the precinct is to continue to cater for these activities and is not intended to contain any new built development other than minor structures provided for public amenity.

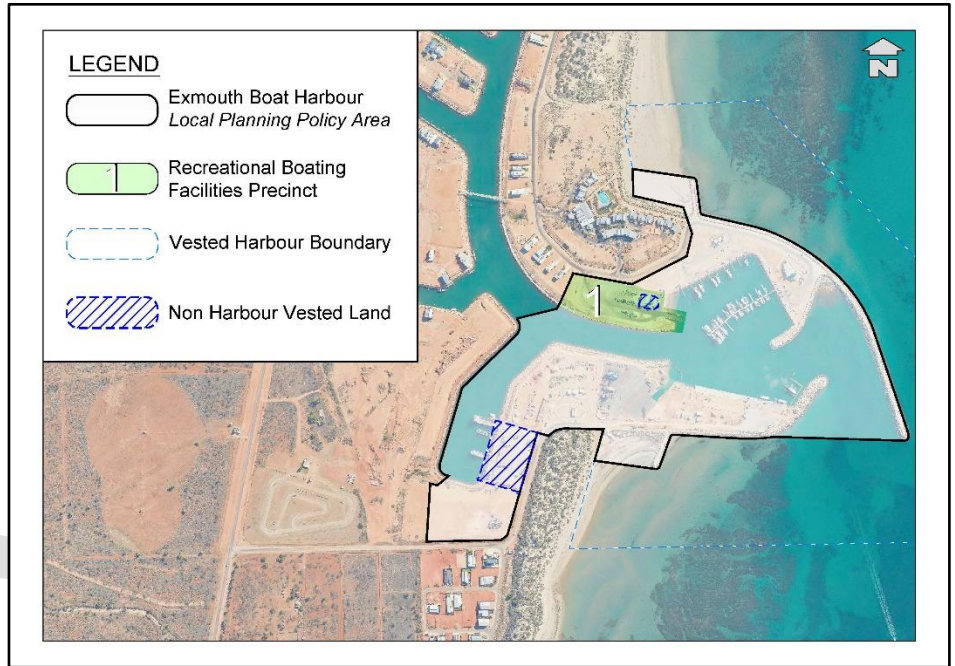
The DoT shall pursue optimal utilisation of public parking areas by considering temporary uses (food or hawker markets) and shared parking arrangements to optimise development capacity in Precinct 2.

**OBJECTIVES**

The objectives for the precinct are to:

- provide and maintain adequate boat launching and car / trailer parking facilities for recreational boaters;
- minimise traffic conflict between recreational boaters and the Exmouth Volunteer Marine Rescue service;
- optimise parking utilisation; and
- maintain and enhance pedestrian access opportunities through the precinct to the wider harbour.

**Figure 4 – Precinct 1: Recreational Boating Facilities**



**PRECINCT 1 - DEVELOPMENT PROVISIONS**

Table 3 lists additional precinct issues to be considered when lodging a use or development proposal for approval:

**Table 3 - Precinct 2 development provisions.**

Item	Specific development provisions
Floor Levels	1. Finished Floor Levels shall be a minimum of 4.0 metres AHD.
Access and car / trailer parking	2. Unencumbered access for Marine Rescue service traffic shall at all times be maintained.
	3. Any shared parking arrangement to optimise land use opportunities in Precinct 2 will require a Parking Study prepared to the satisfaction of the DoT and the local government.

## PRECINCT 2 – MARITIME COMMERCIAL AND RECREATION

### DESCRIPTION AND PURPOSE

Precinct 2 is to cater to maritime commercial and recreation activities; complementing existing clubs and charter operators and activating the precinct as the main boating attraction for all. Compatible uses include maritime commercial, chandlery retailing along with tourist and leisure orientated activities. Beyond the physical separation provided by harbour waters, the precinct facilitates a gradual transition in land use intensity between core harbour activities and nearby residential and resort areas. Activities likely to cause significant adverse impact on the amenity of nearby sensitive uses are not appropriate for this precinct.

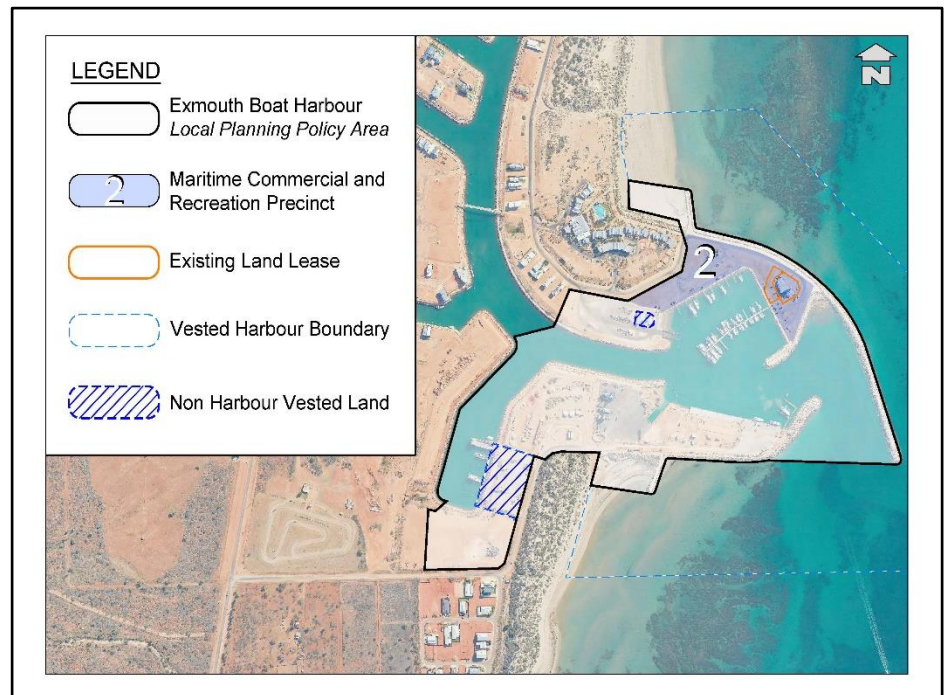
Spare parking capacity in the adjoining Precinct 1 provides opportunity to vary the normal parking requirement subject to the findings of a Parking Study to the satisfaction of the local government and DoT. Building heights may be increased to address intersections using decorative parapets, tower elements or similar features.

### OBJECTIVES

The objectives for the precinct are to:

- promote maritime commercial, retail, tourist and recreational activities having a leisure orientated focus;
- ensure the streetscape and built form along the Madaffari Road frontage create an attractive entry statement into the north harbour with buildings designed to complement the streetscape of adjoining resort development; and
- promote pedestrian movement along the waterfront through a built form response to consider orientation and the location of major openings.

Figure 5 – Precinct 2: Maritime Commercial and Recreation



## PRECINCT 2 - DEVELOPMENT PROVISIONS

Table 4 – Precinct 2 development provisions.

Item	Specific development provisions
Floor Levels	1. Finished Floor Levels shall be a minimum of 4.5 metres AHD
Building height and development form	2. A maximum building height to 16.0 metres AHD above the FFL can be considered where giving prominence to corner buildings.
	3. Front elevations and building entries are to be clearly accessible, well defined and shall orientate towards Madaffari Road, the waterfront, public spaces and other internal accessways.
Setbacks	4. A 2.0 metres wide minimum setback is to be provided along Madaffari Road opposite the northern breakwater to allow for a footpath.
	5. A 3.5 metres wide minimum setback is to be provided along Madaffari Road facing the resort to allow for a 2.0 metres wide footpath and a 1.5 metres wide landscaping strip.
	6. Development along the waterfront is to provide for a pedestrian promenade of 2.0 metres width.
Access and car parking	7. Approval to vary the required number of car bays using spare capacity in the Precinct 1 car / trailer parking area is subject to a Parking Study prepared to the satisfaction of the DoT and local government.
	8. Existing on-street parking bays in Precinct 2 cannot be used to satisfy parking requirements for new proposals as they are allocated for penholder and general public use.
Landscaping	9. Landscaping of 1.5 metres minimum width is to be installed along Madaffari Road where facing the resort in accordance with the Shire of Exmouth <i>LPS 4</i> cl.4.23

## PRECINCT 3 – MARITIME INDUSTRY

### DESCRIPTION AND PURPOSE

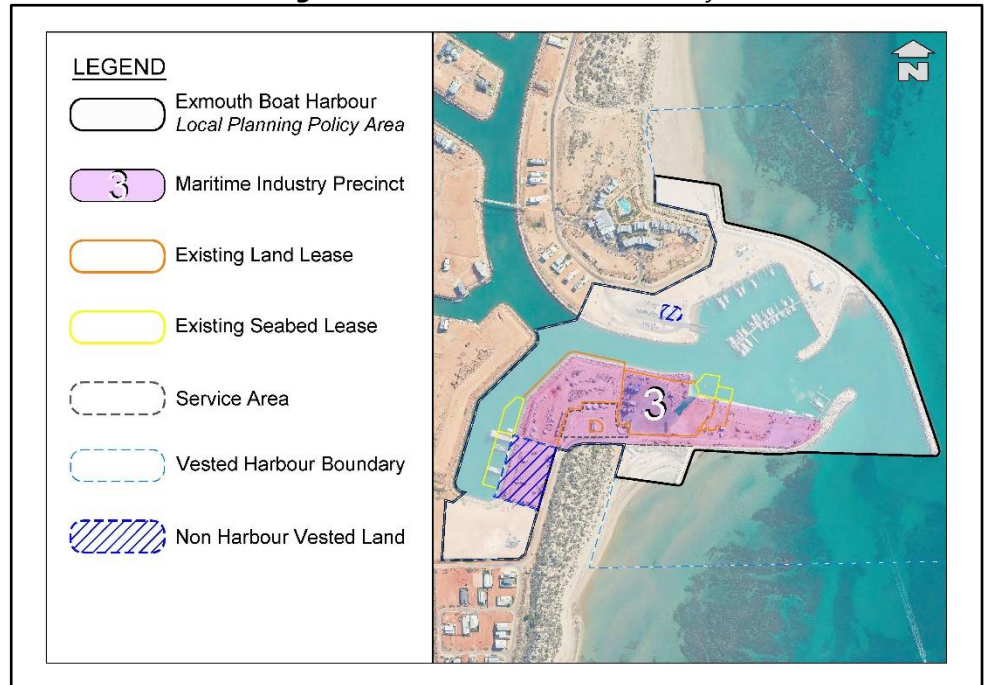
Precinct 3 defines the harbour’s core and is designated for major maritime activities, containing commercial and common user service wharves, and boat fuelling and firefighting facilities within a central compound. The precinct is suited to boat fabrication, repair and maintenance activities along with services supporting the commercial fishing and oil and gas sectors with the storage of boats and transfer and temporary storage of goods also permitted.

**Figure 6: Precinct 3: Maritime Industry**

### OBJECTIVES

The objectives for the precinct are to:

- allow for loading and unloading of goods and people and maritime commercial industries;
- minimise the risk of pollution impacts on nearby sensitive uses;
- control visual impact of harbour development through careful site planning and building design, and
- allow for the safe storage and dispensing of boat fuel.



### PRECINCT 3 - DEVELOPMENT PROVISIONS

**Table 5 - Precinct 3 development provisions**

Item	Specific development provisions
Floor Levels	1. Finished Floor Levels shall be a minimum of 4.0 metres AHD.
Development form	2. Maritime industrial activities should be enclosed within buildings or screened to minimise off-site impacts.
Setbacks	3. A 2.0 metres wide minimum setback is required from lease boundaries fronting the refuelling and firefighting compound.
Access and car parking	4. All new development shall maintain free access to the land backed wharf and not encumber other users, public harbour activities or vehicle circulation at any time.
Bushfire Risk	5. Development Applications on harbour land identified as a bushfire risk area by DFES shall provide a Bushfire Management Plan in accordance with the WAPC’s SPP3.7.

## PRECINCT 4 – MARITIME LIGHT AND SERVICE INDUSTRY

### DESCRIPTION AND PURPOSE

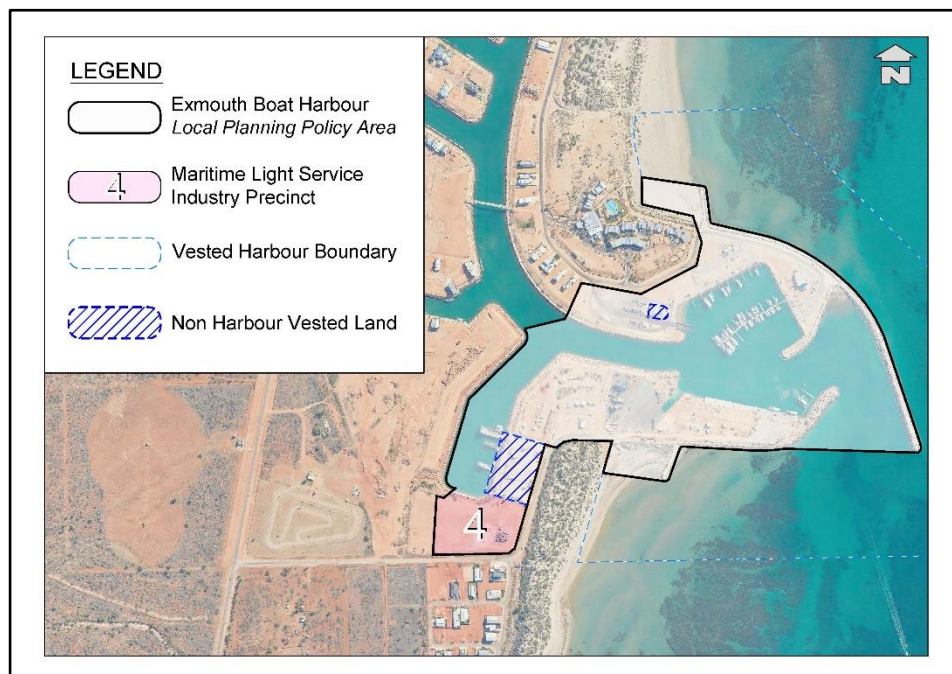
Given its proximity to residential areas and its exposed location at the road entry to the south harbour, all use and development in the precinct shall be limited to maritime commercial, and light and service industries. Development will be influenced by its potential for land use conflict with adjoining residential areas. Major harbour industrial activities with potential to adversely affect nearby residential amenity are not appropriate in this precinct.

### OBJECTIVES

The objectives for the precinct are to:

- cater for light and service industries not causing adverse impact to nearby residential amenity;
- create an appropriate interface between nearby residential areas and the harbour's core activities; and
- remove existing road conflict with residential traffic and promote a visually appealing streetscape to the south harbour.

**Figure 7 - Precinct 4: Maritime Light and Service Industry**



### PRECINCT 4 - DEVELOPMENT PROVISIONS

**Table 6 – Precinct 4 – development provisions.**

Item	Specific development provisions
Floor Levels	1. Finished Floor Levels shall be a minimum of 4.0 metres AHD
Building height and development form	2. Offices, administration areas and other low impact activities within and around buildings are preferably located and orientated away from residential areas to the south and west.
	3. Main service doors and openings should preferably be located along the eastern building elevations.
	4. Activities likely to cause the export of emissions at adverse levels are to be enclosed in buildings or screened to minimise off-site impacts.
Setbacks	5. The minimum building setback shall nominate Mortiss Street as the primary street frontage and Neale Cove as the secondary street frontage.
	6. Setbacks to canal walls are to be sufficient to maintain their structural integrity and to allow access for maintenance purposes.
	7. The minimum building setback from the precinct's western boundary is 3.0 metres for a one-storey building height and 6.0 metres where building height exceeds one storey.



Access and car parking	8. Site layout and building design shall avoid the potential for exterior lighting and headlight glare to be directed toward residences south of Mortiss Street.
Fencing and screening	9. Fencing along the precinct's western boundary is to comprise solid or obscure materials to a maximum height of 1.8 metres.
Landscaping	10. The front setback area of Neale Cove is to contain a minimum 1.5 metres wide landscaping strip. Additional landscaping may be required in other exposed areas as deemed necessary by the local government and DoT in accordance with the Shire of Exmouth <i>LPS 4</i> cl 4.23
Bushfire risk	11. Development Applications on harbour land identified as a bushfire risk area by DFES shall provide a Bushfire Management Plan in accordance with the WAPC's <i>SPP3.7</i> .

**PRECINCT 5 - SEABED**

**DESCRIPTION AND PURPOSE**

The Seabed Precinct comprises all water areas in the harbour as well as jetties, pens, mooring berths, floating pontoons, revetments, breakwaters, associated infrastructure and service utilities. Use and development is to be generally be limited to the transfer, mooring, penning and movement of boats.

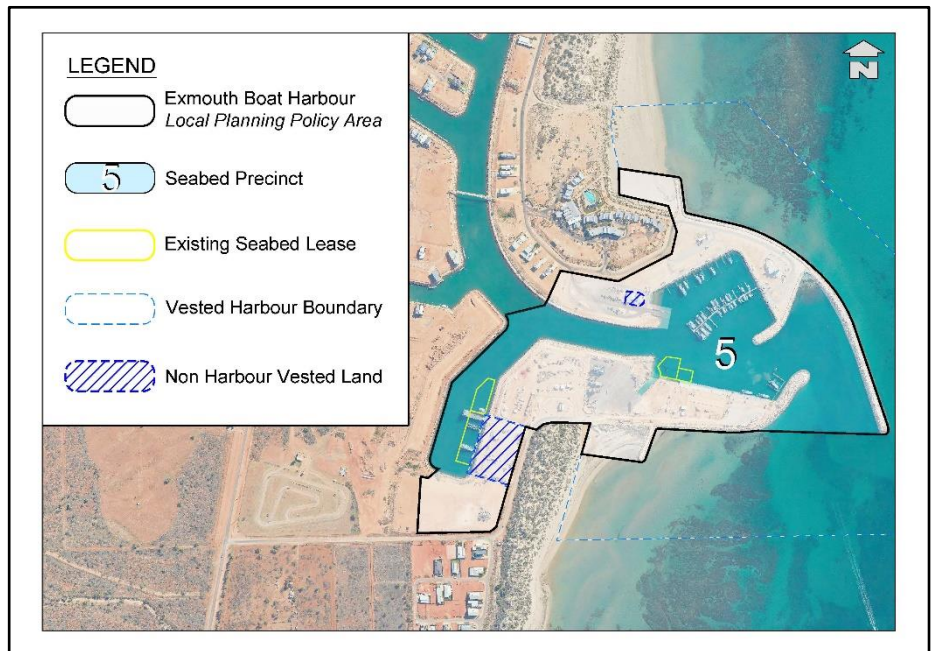
Harbour water and seabed works deemed to be exempt under the *PW Act* as well as the functions assigned to the DoT under the *Marine & Harbours Act 1981* are consistent with the reserve's vesting for Harbour Purposes hence neither the support or approval of the local government is required; noting DoT approval will always be required for any third party use or development.

**OBJECTIVES**

The objectives for the precinct are to:

- provide for the safe boating, mooring and penning of boats;
- provide ancillary services for boats and ensure access to the public wharf and other facilities are maintained; and
- provide safe boating movement networks.

**Figure 8 - Precinct 5: Seabed Precinct**



**FUNCTIONAL AND SERVICE AREAS**

All harbour breakwaters, groynes, jetties, spurs and other harbour water access and service infrastructure are not to be disturbed or modified without the express written consent of the DoT.

## APPENDIX 1 – DEVELOPMENT APPLICATION CHECKLIST

### Exmouth Boat Harbour *Local Planning Policy*

#	Checklist Item (where a Development Applications is required)	Complete & Attach
1	Development Application – pre-submission meeting <sup>1</sup>	<input type="checkbox"/>
2	Development Application (Form 1) submitted to the DoT (DoT refer to local government).	<input type="checkbox"/>
2a	MRS Form 1– including value (\$) of development ( <a href="https://www.dplh.wa.gov.au/information-and-services/subdivisions,-development-and-property/development-application-forms">https://www.dplh.wa.gov.au/information-and-services/subdivisions,-development-and-property/development-application-forms</a> )	<input type="checkbox"/>
2b	Site plans, to a recognised scale showing its proposed location in the harbour, its site context and any proposed signage or peripheral development requiring assessment. Plans should include: <ul style="list-style-type: none"> <li>– North point</li> <li>– Calculation of internal areas in both ‘NLA’ and ‘GLA’</li> <li>– Details of lease boundaries and ability to maintain public access if relevant</li> <li>– Clear depiction of existing site features or structures as well as the proposed development</li> <li>– Any nearby trees, changes in levels, service and storage areas, setbacks, utility and servicing alignments, road reserves and any other public infrastructure</li> </ul>	<input type="checkbox"/>
2c	Floor/site plans to a recognised scale showing: <ul style="list-style-type: none"> <li>– North point</li> <li>– Calculation of internal areas; in both ‘NLA’ and ‘GLA’</li> <li>– Clear depiction of existing and proposed development</li> <li>– Clear depiction of internal and external areas</li> <li>– Proposed design levels (show existing design levels if changed)</li> <li>– Proposed materials, colours and finishes</li> <li>– Landscaping details (if relevant)</li> </ul>	<input type="checkbox"/>
2d	Elevations to scale showing: <ul style="list-style-type: none"> <li>– Existing elevations and proposed elevations</li> <li>– Adjacent development (proximity and impact on)</li> <li>– Height of proposed development and comparison of proposed height to surrounding development</li> <li>– Proposed materials, colours and finishes</li> </ul>	<input type="checkbox"/>
2e	Written statement regarding the proposed development, including: <ul style="list-style-type: none"> <li>– Design intent and character (especially where a departure is proposed from typical harbour materials, colours and finishes)</li> </ul>	<input type="checkbox"/>

<sup>1</sup> No applicant should submit any plans or proposals without first meeting with the DoT. Depending on the size and scale of the proposal, this may also include meeting with its nominated design review architect.

	<ul style="list-style-type: none"> <li>– Response to site and context</li> <li>– Landscaping (if applicable, providing information on landscape management especially where forming a significant component of the design aesthetic)</li> <li>– Proposed maximum occupancy (number of staff &amp; estimate of customers/visitors)</li> <li>– Car parking (including any parking variation or management strategy proposed)</li> <li>– Signage</li> <li>– Impact of the development on access to sunlight (overshadowing) and shelter for adjacent public spaces</li> </ul>	
2f	Coloured perspective or photomontage (generally only required for development that contains a specific design feature that need to be considered in its context).	<input type="checkbox"/>
3a	<p>The local government and DoT will consider the following: (in consultation with the local government)</p> <ul style="list-style-type: none"> <li>– Assessment against the operative planning framework</li> <li>– design review (architect)</li> <li>– engineering (constructability)</li> <li>– accessibility (to maintain safe vehicle and pedestrian paths and access / egress points)</li> <li>– parking, vehicle access and bicycle end-of-trip facilities</li> <li>– signage</li> <li>– other (landscape, overshadowing, community benefit etc.)</li> </ul>	<input type="checkbox"/>
3b	The DoT may request an application meeting (if required or for modifications / improvements)	<input type="checkbox"/>
4	The DoT signs the application form (or, if relevant, a refusal to sign is accompanied by a supporting letter)	<input type="checkbox"/>
5	Development Application process – determined by the DoT on advice from the local government	<input type="checkbox"/>
6	<p>If the application is approved; the applicant shall provide to the DoT (in consultation with the local government)</p> <p>If the Development application is allowed to proceed <sup>2</sup>:</p> <ul style="list-style-type: none"> <li>– 1 x hard copy set of approved plans</li> <li>– an electronic copy of the approved plans (including any agreed or conditioned modifications)</li> <li>– once any development is constructed, an electronic copy of the as-con drawings to supersede the lodged / approved drawings on file if relevant</li> <li>– If changes have been made, an electronic copy of the as-cons to replace any for-construction drawings held on file</li> </ul>	<input type="checkbox"/>
7	<i>Application refused to proceed – in the event the application is to be refused by the DoT, further liaison should occur to determine opportunities for modification and / or to negotiate a solution</i>	<input type="checkbox"/>

<sup>2</sup> In the interests of good land management, it is appropriate that the DoT obtains and maintains plans of all assets within the Minister’s Reserve. All applicants are accordingly obliged to provide the DoT and the local government with a full set of electronic (dwg, CAD etc.) as-constructed drawings of the development. This will enable both agencies to maintain up-to-date information in a formal register of all use and development in the harbour reserve.

SHIRE OF EXMOUTH



BUSH FIRE BRIGADES LOCAL LAW 2019

BUSH FIRES ACT 1954

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"PROXY

**SHIRE OF EXMOUTH**  
**BUSH FIRE BRIGADES LOCAL LAW**  
**BUSH FIRES ACT 1954**

Under the powers conferred by the *Bush Fires Act 1954* and under all other powers enabling it, the Council of the Shire of Exmouth resolved on [insert date] to make the following local law.

**PART 1 - PRELIMINARY**

**1.1 Citation**

This local law may be cited as the *Shire of Exmouth Bush Fire Brigades Local Law 2019*.

**1.2 Definitions**

(1) In this local law unless the context otherwise requires -

"**Act**" means the *Bush Fires Act 1954*;

"**brigade area**" is defined in clause 2.2(1)(b);

"**brigade member**" means any member as defined in Section Part 4 - Brigade Membership, clause 4.1.;

"**brigade officer**" means a person holding a position referred to in clause 2.2 (l)(c), whether or not he or she was appointed by the local government or elected at an annual general meeting of a bush fire brigade or otherwise appointed to the position;

"**Bush Fire Advisory Committee**" means the persons appointed to a bush fire advisory committee under and in accordance with section 67 of the Act,

"**Bush Fire Brigade**" means a "bush fire brigade" as defined in section 7 of the Act;

"**Bush Fire Control Officer**" means a Bush Fire Control Officer appointed under the Act;

"**Bush Fire Operating Procedures**" means the Bush Fire Operating Procedures adopted by the local government as amended from time to time;

"**CEO**" means the Chief Executive Officer of the local government;

"**Chief Bush Fire Control Officer**" means the Chief Bush Fire Control Officer appointed under the Act;

"**Council**" means the Council of the local government;

"**Department**" means the department of the Public Service principally assisting in the administration of the *Fire and Emergency Services Act 1998*;

"**district**" means the area within the boundary of the Shire of Exmouth;

"**Firefighting member**" means a registered member of a brigade and is defined in clause 4.2;

**"local government"** means the Shire of Exmouth;

**"Regulations"** means Regulations made under the Act; and

**"Rules"** means the Rules Governing the Operation of Bush Fire Brigades set out in the First Schedule to this local law.

- (2) In this local law, unless the context otherwise requires, a reference to-
- (a) a Captain;
  - (b) a First Lieutenant;
  - (c) a Second Lieutenant;
  - (d) any additional Lieutenants;
  - (e) a Training Officer;
  - (f) an Equipment Officer;
  - (g) a Secretary;
  - (h) a Treasurer;
- means a person holding that position in a bush fire brigade.

### **1.3 Repeal**

The *Bush Fire Brigades Local Law 2012* adopted by the Shire of Exmouth and published in the *Government Gazette* on 30 October 2012 is repealed.

### **1.4 Application**

This local law applies throughout the district.



## PART 2 - ESTABLISHMENT AND CANCELLATION OF BUSH FIRE BRIGADES

### *Division 1 - Establishment of a bush fire brigade*

#### **2.1 Establishment of a bush fire brigade**

- (1) The local government may establish a bush fire brigade for the purpose of carrying out normal brigade activities.
- (2) A bush fire brigade is established on the date of the local government's decision under subclause (1).

#### **2.2 Name and officers of a bush fire brigade**

- (1) On establishing a bush fire brigade under clause 2.1(1) the local government is to-
  - (a) give a name to the bush fire brigade;
  - (b) specify the area in which the bush fire brigade is primarily responsible for carrying out the normal brigade activities (the "**brigade area**"); and
  - (c) appoint-
    - (i) a Captain;
    - (ii) a First Lieutenant;
    - (iii) a Second Lieutenant;
    - (iv) additional Lieutenants if the local government considers it necessary;
    - (v) an Equipment Officer;
    - (vi) a Secretary;
    - (vii) a Treasurer; and
    - (ix) any other position(s) deemed necessary for the effective management of brigade activities (e.g. Training Officer).
- (2) When considering the appointment of persons to the positions in subclause (1)(c), the local government is to have regard to the qualifications and experience which may be required to fill each position.
- (3) A person appointed to a position in subclause (1)(c) is to be taken to be a brigade member.
- (4) The appointments referred to in subclause (1)(c) expire at the completion of the first annual general meeting of the bush fire brigade.
- (5) If a position referred to in subclause (1)(c) becomes vacant prior to the completion of the first annual general meeting, then the local government is to appoint a person to fill the vacancy in accordance with subclause (2).

### *Division 2 - Command at a fire*

#### **2.3 Ranks within the bush fire brigade**

- (1) Where under the Act and Bush Fire Operating Procedures members of a bush fire brigade have command of a fire, unless a bush fire control officer is in attendance at the fire, the Captain has full control over all other persons fighting the fire, and is to issue instructions as to the methods and tactics to be adopted by the fire fighters. In the absence of the Captain, the first Lieutenant, and in the absence of the first, the second Lieutenant and so on, in the order of seniority determined, is to exercise all the powers and duties of the Captain.

- (2) Where a bush fire control officer is in attendance at a fire which the members of a bush fire brigade have command of, under the Act and the Bush Fire Operating Procedures, the most senior bush fire control officer has full control over all other persons fighting the fire and is to issue instructions as to the methods and tactics to be adopted by the firefighters.

### ***Division 3 - Application of Rules to a brigade***

#### **2.4 Rules**

- (1) The Rules govern the operation of a bush fire brigade.
- (2) A bush fire brigade and each brigade member is to comply with the Rules.

### ***Division 4 - Transitional***

#### **2.5 Existing bush fire brigades**

- (1) Where a local government has established a bush fire brigade prior to the commencement date of this local law, then on and from the commencement date -
  - (a) the bush fire brigade is to be taken to be a bush fire brigade established under and in accordance with this local law: and
  - (b) the provisions of this local law apply to the bush fire brigade save for clause 2.2; and
  - (c) any rules governing the operation of the bush fire brigade are to be taken to have been repealed and substituted with the Rules on the commencement day.
- (2) In this clause *commencement day* means the day on which this local law comes into operation.

### ***Division 5 - Cancellation of a bushfire brigade***

#### **2.6 Cancellation of a bush fire brigade registration**

In accordance with section 41(3) of the Act, the local government may cancel the registration of a bush fire brigade if it is of the opinion that the bush fire brigade is not complying with the Act, this local law, the Bush Fire Operating Procedures or the Rules.

#### **2.7 New arrangement after cancellation of registration**

If a local government cancels the registration of a bush fire brigade, alternative fire control arrangements are to be made by the local government in respect of the brigade area.

## **PART 3 - ORGANISATION AND MAINTENANCE OF BUSH FIRE BRIGADES**

### ***Division 1 - Local government responsibility***

#### **3.1 Local government responsible for structure**

The local government is to ensure that there is an appropriate structure through which the organisation of bush fire brigades is maintained.

#### **3.2 Bush fire brigade to be supplied with Act**

The local government is to supply each Bush Fire Control Officer and each bush fire brigade with a copy of the Act, the Regulations, the Bush Fire Operating Procedures, this local law and any other written laws which may be relevant to the performance of the brigade officers' functions, and any amendments which are made thereto from time to time.

### ***Division 2 - Chief Bush Fire Control Officer***

#### **3.3 Managerial role of Chief Bush Fire Control Officer**

Subject to any directions of the CEO, the Chief Bush Fire Control Officer has primary managerial responsibility for the organisation and maintenance of bush fire brigades.

#### **3.4 Chief Bush Fire Control Officer may attend meetings**

The Chief Bush Fire Control Officer or his/her nominated representative may attend as a non-voting representative of the local government and/or the Department, at any meeting of a bush fire brigade.

#### **3.5 Duties of Chief Bush Fire Control Officer**

The duties of the Chief Bush Fire Control Officer include-

- a) provide leadership to bush fire brigades;
- b) monitor bush fire brigades' resourcing, equipment, protective clothing and training levels;
- c) liaise with the local government concerning fire prevention/ suppression matters generally and directions to be issued by the local government to bush fire control officers (including those who issue permits to burn), bush fire brigades or brigade officers; and
- d) ensure that bush fire brigades are registered with the local government and the Department, and that lists of brigade members are maintained.

### ***Division 3 - Bush Fire Advisory Committee***

#### **3.6 Functions of Advisory Committee**

If a Bush Fire Advisory Committee has been appointed, it is to have the functions set out in section 67 of the Act and is to include such number of nominees of the bush fire brigades as may be appointed by the local government from time to time.

#### **3.7 Advisory Committee to consider brigade motions**

The Bush Fire Advisory Committee shall consider any motion received from a bush fire brigade and may make a recommendation to the local government in relation to any motion supported by the Bush Fire Advisory Committee.

#### *Division 4 - Appointment of Bush Fire Control Officers*

##### **3.8 Local Government to have regard to nominees for Bush Fire Control Officers**

When considering persons for the position of a bush fire control officer, the local government is to have regard to those persons nominated by any bush fire brigade pursuant to clause 3.11 but is not bound to appoint the persons so nominated.

##### **3.9 Local government to advise Bush Fire Advisory Committee of appointments**

Within one month of the local government being advised of persons nominated by bush fire brigades pursuant to clause 3.11 to serve as bush fire control officers, the local government is to advise the Bush Fire Advisory Committee of the persons appointed by the local government as bush fire control officers.

#### *Division 5 -Annual general meetings of bush fire brigades*

##### **3.10 Holding of annual general meeting**

A bush fire brigade is to hold its annual general meeting during the month of June each year.

##### **3.11 Nomination of Bush Fire Control Officer to Bush Fire Advisory Committee**

Subject to clause 3.6, at the annual general meeting of a bush fire brigade, one brigade member is to be nominated to the Bush Fire Advisory Committee to serve as the Bush Fire Control Officer for the brigade area until the next annual general meeting.

If the local government has not established a Bush Fire Advisory Committee, then at the annual general meeting of a bush fire brigade, the bush fire brigade is to nominate one brigade member to the local government to serve as the Bush Fire Control Officer for the brigade area until the next annual general meeting.

##### **3.12 Notification of elected office bearers**

The Secretary is to forward a list of elected office bearers and contact details from the annual general meeting of a bush fire brigade to the Chief Bush Fire Control Officer within one month of the annual general meeting.

## **PART 4 - BRIGADE MEMBERSHIP**

### **4.1. Membership of a bush fire brigade**

The membership of a bush fire brigade consists of the following -

- (a) Firefighting members;
- (b) trainee members;
- (c) associate members;
- (d) cadet members;
- (e) honorary life members; and
- (f) other membership categories that individual brigades may implement.

### **4.2 Firefighting members**

Firefighting members are those persons being at least 16 years of age who undertake all normal brigade activities.

### **4.3 Trainee members**

Non-qualified members joining a bush fire brigade shall be classified as trainee members until assessed as competent in bush firefighting.

### **4.4 Cadet members**

Cadet members are -

- (a) to be aged 11 to 15 years;
- (b) to be admitted to membership only with the consent of their parent or guardian;
- (c) admitted for the purpose of training and are not to attend or be in attendance at an uncontrolled fire or other emergency incident;
- (d) to be supervised by a fire fighting member, who complies with the Department's Child Protection policy when undertaking normal brigade activities as defined by paragraphs (c), (d), (e), (f) and (g) of section 35A of the Act;
- (e) ineligible to vote at brigade meetings;
- (f) not to be assigned ranks under the Department's rank structure;
- (g) to be administered in accordance with the Bush Fire Operating Procedures.

### **4.5 Associate members**

Associate members are non operational members of a brigade who are not otherwise classified as a fire fighting member, trainee member or cadet member.

### **4.6 Honorary life member**

The brigade may by a simple majority resolution appoint a person as an honorary life member in recognition of services by that person to the bush fire brigade.

### **4.7 Notification of membership**

- (1) All completed applications for membership forms are to be submitted to the Chief Bush Fire Control Officer within one week of the application being made in accordance with clause 2.2(b) of the Rules.
- (2) As soon as practicable after the bush fire brigade annual general meeting, the Chief Bush Fire Control Officer will supply all bush fire brigades with a list of current membership. The bush fire brigades shall review those details and report any anomalies back to the Chief Bush Fire Control Officer within one month.

## **PART 5 - APPOINTMENT DISMISSAL AND MANAGEMENT OF MEMBERS**

### **5.1 Rules to govern**

The appointment, dismissal and management of brigade members by the bush fire brigade are governed by the Rules.

## **PART 6 - EQUIPMENT OF BRIGADES**

### **6.1 Policies of local government**

The local government may make policies under which it -

- (a) provides funding to bush fire brigades for the purchase of protective clothing, equipment and training; and
- (b) keeps bush fire brigades informed of opportunities for funding from other bodies.

### **6.2 Equipment in bush fire brigade area**

Not later than 31 January in each year, the bush fire brigade is to report to the local government the quantity and quality of all protective clothing, equipment and appliances of the brigade.

### **6.3 Funding from Local Government**

A request to the local government from the bush fire brigade for funding of protective clothing, equipment or appliance needs is to be received by the local government by 31 January in each year in order to be considered in the next following local government grant scheme.

### **6.4 Consideration in the local government budget**

The local government -

- 6.4.1 may approve or refuse an application for funding depending upon its assessment of budget priorities for the year in question; and
- 6.4.2 shall advise bush fire brigades of the final outcome pertaining to their individual requests for funding.

## SCHEDULE 1- RULES GOVERNING THE OPERATION OF BRIGADES

(Clauses 2.4, 5.1)

### PART 1 - PRELIMINARY

#### 1.1 Interpretation

- (1) Unless the context otherwise requires, where a term is used in these Rules and is defined in the local law, the Act or the Regulations, then the term is to be taken to have the meaning assigned to it in this local law, the Act or the Regulations, as the case may be.
- (2) In these Rules, unless the context otherwise requires-  
"**simple majority**" means a majority of more than 50% of members of:
  - (a) brigade members of a bush fire brigade, present in person or by proxy; if the majority is required at a meeting of the bush fire brigade; or
  - (b) brigade officers of the bush fire brigade, present in person or by proxy, if the majority is required at a meeting of the committee."**absolute majority**" means a majority of more than 50% of the number of:
  - (a) brigade members of a bush fire brigade, whether in attendance at the meeting or not; if the majority is required at a meeting of the bush fire brigade; or
  - (b) brigade officers of the bush fire brigade, whether in attendance at the meeting or not, if the majority is required at a meeting of the committee.."**Committee**" means the Committee of the bush fire brigade;  
"**local law**" means the Shire of Exmouth Bush Fire Brigades Local Law; and  
"**normal brigade activities**" is defined by section 35A of the Act.

### PART 2 - OBJECTIVES AND MEMBERSHIP OF A BUSH FIRE BRIGADE

#### 2.1 Objectives of a brigade

The objectives of the bush fire brigade are to carry out -

- (a) normal brigade activities; and
- (b) the functions of the bush fire brigade as specified in the Act, the Regulations and this local law.

#### 2.2 Applications for membership

Applications for membership of a bush fire brigade shall:

- (a) be made in the form as determined by the local government from time to time;
- (b) be submitted to the Secretary of the relevant bush fire brigade, who shall forward a copy of the application to the Chief Bush Fire Control Officer within one week of the application being submitted; and
- (c) shall be determined by the Committee of the bush fire brigade, having regard to any advice received from the Chief Bush Fire Control Officer in relation to the application.

#### 2.3 Conditions of membership

- (1) Members of a bush fire brigade shall comply with the Bush Fire Operating Procedures, the local government's Code of Conduct and the Department's Code of Conduct in carrying out normal brigade activities;
- (2) In relation to any type of membership, as described in Part 4 of the local law, the bush fire brigade may establish policies pertaining to-
  - (a) the qualifications required;
  - (b) a requirement to serve a probationary period;

(c) procedures to be employed by the Committee, in assessing an application for membership, and the Committee is to determine applications for membership in accordance with any such policy.

#### **2.4 Decision on application for membership**

- (1) Subject to clause 2.2, the Committee may -
  - (a) approve an application for membership unconditionally or subject to any conditions; or
  - (b) refuse to approve an application for membership.
- (2) If the Committee refuses to approve an application for membership, it is to give written notice of the refusal, as soon as practicable after the decision is made, to the applicant and advise the applicant that he or she has the right to object to the local government.

#### **2.5 Department to be notified of registrations**

If any application for membership to a bush fire brigade is approved, the local government is to supply details of the approved application to the Department within 14 days of a person being admitted to membership in the form required by the Department from time to time.

#### **2.6 Suspension of membership**

- (1) Membership of the bush fire brigade may be suspended at any time if, in the opinion of the CEO, the Committee, or the Chief Bush Fire Control Officer, circumstances warrant suspending the member.
- (2) Without limiting the generality of sub-clause (1), a member of a bush fire brigade may be suspended in the event the member:
  - (a) Contravenes the Act, the Regulations, the Bush Fire Operating Procedures, this local law or the bush fire brigade policies;
  - (b) displaying conduct detrimental to the interests of the bush fire brigade and or local government;
  - (c) has performed an unsafe act that jeopardizes the safety of the member or others;
  - (d) has been charged by the Police for a criminal offence and is awaiting court proceedings; or
  - (e) has acted in such a manner as to cause harm or distress to other brigade members.
- (3) The suspended member may be excluded immediately from all normal brigade activities or any specified bush fire brigade duties and activities.
- (4) The Brigade Captain or Chief Bush Fire Control Officer must notify the member in writing, advising of the suspension period and reasons for suspension.
- (5) The period of suspension shall be up to a maximum of three (3) consecutive months and shall be determined by the Committee or the Chief Bush Fire Control Officer
- (6) Upon the expiry of the period of suspension the Committee or the Chief Bush Fire Control Officer may:
  - (a) extend the period of suspension;·
  - (b) terminate the membership; or
  - (c) reinstate the membership.

#### **2.7 Termination of membership**

- (1) Membership of the brigade terminates if the member-
  - (a) dies;
  - (b) gives written notice of resignation to the Secretary;
  - (c) is dismissed by the Committee or Chief Bush Fire Control Officer, by reason of:
    - (i) failing to comply with the aims and objectives of the bush fire brigade;
    - (ii) failing to comply with the Act, the Regulations, the Bush Fire Operating Procedures,



- the local law or the bush fire brigade policies whilst;
    - (iii) displaying conduct detrimental to the interests of the bush fire brigade, the local government and or the Department;
    - (iv) being convicted of a criminal offence that in the opinion of the Chief Bush Fire Control Officer would ordinarily exclude the member from joining a brigade; or
    - (v) acting in such a manner as to cause harm or distress to other brigade members by their activities;
  - (d) ceases to be a member or is taken to have resigned under subclause (2).
- (2) A brigade member who, in the opinion of the Committee or the Chief Bush Fire Control Officer, has not adequately fulfilled his or her role within the bush fire brigade, and has not responded to any written correspondence requesting that he or she state their intentions, within twenty- one (21) days, shall be deemed to have resigned from the bush fire brigade.
- (3) Where a membership is terminated, all property owned by the bush fire brigade; the local government or the Department that is held by or in the possession of the person whose membership has been terminated, shall be returned to the bush fire brigade or Local Government Administration Centre.

## **2.8 Member has right of defense**

A bush fire brigade member is not to be dismissed under clause 2.7(1)(c), or have his or her membership terminated under clauses 2.G(G)(b), without being given the opportunity to meet with the Committee or Chief Bush Fire Control Officer and respond to any allegations which might give grounds for dismissal or termination of membership.

## **2.9 Existing liabilities to continue**

The resignation, or dismissal of a member under clause 2.7 or the suspension or termination of a member under clause 2.6, does not affect any liability of the bush fire brigade member arising prior to the date of resignation, dismissal, suspension or termination as the case may be.

## **2.10 Objection Rights**

- (1) A person whose -
- (a) application for membership is refused under clause 2.4(1)(b);
  - (b) membership is terminated under clauses 2.7(1)(c)(iv) or clause 2.6(6)(b); or
  - (c) membership is suspended under clause 2.6(1) or clause 2.6(2); has a right of objection to the local government Chief Executive Officer.
- (2) Where a person lodges an objection to the local government Chief Executive Officer pursuant to subclause (1), the local government Chief Executive Officer may dispose of the objection by -
- (a) dismissing the objection;
  - (b) varying the decision objected to; or
  - (c) revoking the decision objected to, with or without-
    - (i) substituting for it another decision; or
    - (ii) referring the matter, with or without directions, for another decision by the Committee or Chief Bush Fire Control Officer.
- (3) No further right of review is available under this local law in respect of a decision made by a local government Chief Executive Officer pursuant to subclause (2).

## **PART 3 - FUNCTIONS OF BRIGADE OFFICERS**

### **3.1 Chain of command during firefighting activities**

Subject to the Act and the local law, the command procedures to apply during firefighting activities are as detailed in the local government's Bush Fire Operating Procedures.

### **3.2 Captain**

- (1) The Captain is the most senior operational member of the brigade.
- (2) Subject to subclause (3) below, the Captain is to preside at all meetings.
- (3) In the absence of the Captain, the meeting is to be presided by the next senior operational person.
- (4) The Captain is responsible for the efficient administration of the brigade.

### **3.4 Secretary**

The Secretary is to-

- (a) be in attendance at all meetings and keep a correct minute and account of the proceedings of the brigade which shall be open for inspection by brigade members at any reasonable time;
- (b) answer all correspondence or direct it appropriately, and keep a record of the same;
- (c) prepare and send out all necessary notices of meetings;
- (d) receive donations and monies on behalf of the brigade, and remit them to the Treasurer upon receipt; and
- (e) maintain a register of all current brigade members which includes each brigade member's contact details and type of membership.

### **3.5 Treasurer**

The Treasurer is to -

- (a) receive donations and monies from the Secretary, and deposit all monies to the credit of the brigade's bank account;
- (b) pay accounts as authorised by the brigade;
- (c) keep a record of all monies received and payments made, maintain the accounts and prepare the balance sheet for each financial year;
- (d) be the custodian of all monies of the brigade; and
- (e) report on the financial position at meetings of the brigade and or Committee.

### **3.6 Equipment Officer**

The Equipment Officer is responsible for the inspection and maintenance of all equipment and appliances as directed by the brigade Captain.

### **3.7 Storage of equipment**

The Equipment Officer may store part or all of the equipment of the brigade at a place approved by the Chief Bush Fire Control Officer.

## PART 4 - COMMITTEE

### 4.1 Management of a bush fire brigade

- (1) Subject to the provisions of these Rules, the administration and management of the affairs of a bush fire brigade are vested in the Committee.
- (2) Without limiting the generality of subclause (1), the Committee is to have the following functions
  - (a) to recommend to the local government amendments to these Rules;
  - (b) to approve the annual budget for the brigade and present it at the annual general meeting of the bush fire brigade;
  - (c) to propose a motion for consideration at any meeting of the bush fire brigade;
  - (d) to recommend to the local government equipment which needs to be supplied by the local government to the bush fire brigade;
  - (e) to invest or place on deposit any of the funds of the bush fire brigade not immediately required to perform the normal brigade activities;
  - (f) to delegate to a person, as from time to time thought fit, any functions (being less than the total functions of the Committee) on any conditions it thinks fit;
  - (g) to do all things necessary or convenient in order to perform any of its functions and to secure the performance of the normal brigade activities by the bush fire brigade; and
  - (h) deal with membership applications, grievances, disputes and disciplinary matters.

### 4.2 Membership of Committee

- (1) The Committee of the bush fire brigade is to consist of the Captain, First Lieutenant, Secretary, Treasurer, 2 other brigade members and any other brigade members as may be determined by the Committee from time to time.
- (2) The Committee members are to -
  - (a) be elected at the annual general meeting of the bush fire brigade;
  - (b) hold office until the next annual general meeting; and
  - (c) be eligible for re-election at the next annual general meeting.

### 4.3 Termination of Committee membership

- (1) Any Committee member may be removed from office by an absolute majority decision of the brigade members present in person or by proxy at a special general meeting called for such a purpose.
- (2) If a position becomes vacant prior to the commencement of the annual general meeting, then the bush fire brigade is to elect a person to fill the vacancy at a special general meeting within 4 weeks of the vacancy occurring .
- (3) The local government is to be advised of the removal of a committee member from office pursuant to subclause (1), or the election of a person to fill a vacancy pursuant to subclause (2) within seven (7) days.

## **PART 5 - MEETINGS OF THE BRIGADE**

### **5.1 General meetings**

- (1) General meetings may be called at any time by the Secretary by giving at least 7 days' notice to all brigade members and the Chief Bush Fire Control Officer.

### **5.2 Special General meetings**

- (1) The Secretary is to call a special general meeting when 5 or more brigade members request one in writing or where this local law requires such a meeting.
- (2) At least 14 days' notice of a special general meeting is to be given by the Secretary to all brigade members and the Chief Bush Fire Control Officer.
- (3) In a notice given under subclause (2), the Secretary is to specify the business which is to be conducted at the meeting.
- (4) No business is to be conducted at a special general meeting beyond that specified in the notice given under subclause (3) in relation to that meeting.

### **5.3 Annual General meeting**

- (1) At least 14 days' notice of the annual general meeting is to be given by the Secretary to all brigade members and the Chief Bush Fire Control Officer.
- (2) At the annual general meeting the bush fire brigade is to-
  - (a) elect the brigade officers from among the brigade members;
  - (b) consider the Captain's report on the year's activities;
  - (c) adopt the annual financial statements;
  - (d) deal with any general business arising from the previous annual general meeting; and
  - (e) deal with any business approved by the Captain.

### **5.4 Notice of a meeting**

- (1) Notices of meetings of the bush fire brigade are to be in writing and may be:
  - (a) sent by ordinary post to the registered address of each brigade member;
  - (b) given in person to each brigade member;
  - (c) by email; and or
  - (d) by notice published in a newspaper circulating in the area of the bush fire brigade.
- (2) The notice of a meeting shall:
  - (a) Set out the date, time and place of the meeting;
  - (b) Set out particulars of motions of which notice has been given; and in the case of special meetings, set out particulars of the business to be transacted.
- (3) Notices of meetings of the Committee may be given in writing in accordance with subclause (1) or by such other means as the Committee may decide (by an absolute majority) at a meeting of the Committee.
- (4) Any accidental omission to give notice of a meeting to, or non-receipt by a person entitled to receive such notice, is not to invalidate the meeting, the subject of notice or any resolutions passed at the meeting.

## **5.5 Quorum**

- (1) Except for meetings of the Committee, the quorum for a meeting of a bush fire brigade is-
  - (a) Where membership is 3 or less-100% of members;
  - (b) Where membership is 4 or more, but less than 8-3 members;
  - (c) Where membership is 8 or more, but less than 12-4members;
  - (d) Where membership is 12 or more, but less than 20-5 members; or
  - (e) Where membership is 20 or more- 25% of members.
- (2) No business is to be transacted at a meeting of the bush fire brigade unless a quorum of brigade members is present in person.
- (3) Should a quorum not be present, all matters requiring urgent decision are to be referred to the CBFCO for decision.
- (4) If a meeting ceases to have a quorum at any time, the presiding member is to immediately-
  - (a) Close the meeting; or
  - (b) Adjourn the meeting for not more than 30 minutes after which the meeting is to be closed if a quorum is not achieved within that time.

## **5.6 Voting**

- (1) Each brigade member is to have one vote, however in the event of an equality of votes, the Captain (or person presiding) may exercise a casting vote.
- (2) Subject to these Rules, where a decision is to be made by the bush fire brigade, then the decision may be made by a resolution passed by a simple majority of the brigade members.

## **PART 6 - MEETINGS OF COMMITTEE**

### **6.1 Meetings of Committee**

- (1) The Committee is to meet for the despatch of business, adjourn and otherwise regulate its meeting as it thinks fit.
- (2) The Captain or the Secretary, may convene a meeting of the Committee at any time.
- (3) Where a Committee member cannot be contacted, a notice of meeting of the Committee is to be in writing and may be:
  - (a) sent by ordinary post to the registered address of the Committee member; or
  - (b) sent by email;7 days prior to the meeting.
- (4) Where the business is of an urgent nature and subclause (3) is not reasonable, upon request from the Captain or Secretary, the Chief Bush Fire Control Officer will determine if the meeting of the Committee is to be held or not.

### **6.2 Quorum**

- (1) The quorum for a Committee meeting is five members of the Committee present in person.
- (2) No business is to be transacted at a meeting of the Committee without a quorum of Committee members.

- (3) Subject to these Rules, where a decision is to be made by the Committee, then the decision may be made by a resolution passed by a simple majority of Committee members who are present in person or by proxy at the meeting.

### **6.3 Voting**

Each committee member is to have one vote, however in the case of an equality of votes, the Captain (or person presiding) may exercise an additional casting vote.

## **PART 7 - GENERAL ADMINISTRATION MATTERS**

### **7.1 Funds**

The funds of a bush fire brigade are to be used solely for the purpose of promoting the objectives of the bush fire brigade.

### **7.2 Financial year**

The financial year of a bush fire brigade is to commence on 1 May and is to end on 30 April of the following year.

### **7.3 Banking**

- (1) The funds of a bush fire brigade are to be placed in the bush fire brigade's bank account and are to be drawn on only by:
  - (a) cheques signed jointly by any 2, of the Captain, Secretary or Treasurer; or
  - (b) authorised use of electronic banking by the Secretary or Treasurer in accordance with sub-clause (2).
- (2) For the purposes of subclause (1)(b), any 2 of the Captain, Secretary or Treasurer may authorise in writing the use of electronic banking to draw on the funds of a bush fire brigade.

### **7.4 Disclosure of interests**

- (1) A brigade member shall disclose to the bush fire brigade or the Committee any financial interest (whether direct or indirect) he or she may have in any matter being considered by the bush fire brigade or the Committee, as appropriate.
- (2) If a financial interest has been disclosed under subclause (1), then the member shall not vote on that matter.

### **7.5 Dispute Resolution**

- (1) Any dispute between brigade members shall be referred to either the Captain or to the Committee for resolution.
- (2) Where a dispute referred under subclause (1) is considered by the Captain or the Committee to concern the general interests of the bush fire brigade, then the Captain or the Committee, as the case may be, is to refer the dispute to a general meeting, a special general meeting or to an annual general meeting of the bush fire brigade.
- (3) Where a dispute referred under subclause (2) is not resolved, the Captain or the Committee shall refer the dispute to the Chief Bush Fire Control Officer for resolution.

- (4) Where a dispute referred under subclause (3) is not resolved, the Chief Bush Fire Control Officer shall refer the dispute to the CEO and the Department. The CEO is the final authority on matters affecting the bush fire brigade, and may resolve any dispute which is not resolved under subclause (1), (2) or (3). A determination of a dispute by the CEO is final.

## **7.6 Auditing**

- (1) The bush fire brigade shall supply to the local government the full financial records of the bush fire brigade for the financial year not more than 7 days after the end of that financial year.
- (2) The local government appointed auditor is to audit the financial records of the bush fire brigade and is to certify to their correctness or otherwise and provide a report to the Committee.

## **PART 8 - NOTICES AND PROXIES**

### **8.1 Notices**

- (1) Where any notice other than a notice of meeting is to be given under these Rules, the notice is to be given by -
  - (a) Personal delivery; or
  - (b) Post; or
  - (c) Email.

### **8.2 Proxies**

- (1) Where under these Rules a brigade member may vote by proxy, in order for the proxy to so vote, the brigade member or the proxy shall give a notice, in the form of that appearing in this clause, to the person presiding at the meeting before the start of the meeting at which the proxy is to be used.
- (2) A proxy is to be valid for the meeting for which it is given and for any adjournments of that meeting.
- (3) A proxy shall be valid for the number of votes to which the brigade member is entitled.
- (4) If the non-attending member of the proxy does not give any indication of the manner in which the proxy is to vote, the proxy shall be entitled to vote or not vote as he or she thinks fit.
- (5) A proxy shall be entitled to speak on behalf of the non-attending member of the proxy.
- (6) All forms appointing proxies deposited under subclause (1) are to be retained by the Secretary for not less than 28 days after the conclusion of the meeting to which they relate, but if there is any objection to the validity of any vote at the meeting, they are to be retained until the determination of that objection.
- (7) The form appointing a proxy shall be in writing and signed by the brigade member appointing the proxy and shall be in or substantially in the form set out below-

**"PROXY**

**[INSERT NAME] BUSH FIRE BRIGADE**

**[ANNUAL] [EXTRAORDINARY] [SPECIAL] GENERAL MEETING  
TO BE HELD ON [DATE]**

I, \_\_\_\_\_,

Being a brigade member appoint \_\_\_\_\_ to be  
my proxy and vote on my behalf at the meeting of the bush fire  
brigade to be held on [insert date] and at any adjournment of  
it. The proxy shall vote as follows:

**MOTION**      FOR      AGAINST      ABSTAIN

1. ....

2. ....

If there is no instruction to the proxy as to the way to vote, the proxy shall exercise her or his discretion as to how to vote or whether to vote at all. In respect of any vote taken at the meeting on a matter which does not appear on the agenda, the proxy shall exercise her or his discretion as to the way he or she casts the vote or whether it is cast at all.

Date: - - - - -

Signed: \_\_\_\_\_

NOTE: To be valid this proxy must be completed and returned to the Secretary of the bush fire brigade (or the presiding member) prior to the commencement of the meeting for which the proxy is valid.





## CERTIFICATE OF REGISTRATION OF A LODGING HOUSE

---

I'm authorised to confirm that the premises situated at **Lot 1116 (543) Murat Road, Exmouth** and known as **Potshot Escape Backpackers** is registered as a

Lodging House and classified as:

### **Lodging House**

until **30 June 2020**, on the following conditions:

1. that **Tai Paul** whose name is entered on the register of keepers of the Shire of Exmouth, continues to be the keeper of the lodging house;
2. that **Tai Paul** appointed by the keeper to be the manager of the lodging house, continues to be the manager of the lodging house;
3. that the Certificate of Registration is not sooner cancelled or revoked;
4. that the total number of rooms to be used as sleeping apartments for lodgers is **10**; and
5. that the maximum number of lodgers accommodated on the premises shall not exceed **63**.

This Certificate of Registration is issued subject to the Health Act 1911 and Health Local Laws of the Shire of Exmouth and is not transferable.

Dated: 23 August 2019

.....  
Carla Webster  
Environmental Health Officer



## CERTIFICATE OF REGISTRATION OF A LODGING HOUSE

---

I'm authorised to confirm that the premises situated at **Lot 1116 (543) Murat Road, Exmouth and** known as **Potshot Resort** is registered as a

Lodging House and classified as: **Lodging House**

until **30 June 2020**, on the following conditions:

1. that **Tai Paul** whose name is entered on the register of keepers of the Shire of Exmouth, continues to be the keeper of the lodging house;
2. that **Tai Paul** appointed by the keeper to be the manager of the lodging house, continues to be the manager of the lodging house;
3. that the Certificate of Registration is not sooner cancelled or revoked;
4. that the total number of rooms to be used as sleeping apartments for lodgers is **45**; and
5. that the maximum number of lodgers accommodated on the premises shall not exceed **97**.

This Certificate of Registration is issued subject to the Health Act 1911 and Health Local Laws of the Shire of Exmouth and is not transferable.

Dated: 23 August 2019

.....  
Carla Webster  
Environmental Health Officer



## CERTIFICATE OF REGISTRATION OF A LODGING HOUSE

---

I'm authorised to confirm that the premises situated at **Lot 1 Murat Road, Exmouth** and known as **Potshot Court** is registered as a

Lodging House and classified as: **Lodging House**

until **30 June 2020**, on the following conditions:

1. that **Tai Paul** whose name is entered on the register of keepers of the Shire of Exmouth, continues to be the keeper of the lodging house;
2. that **Tai Paul** appointed by the keeper to be the manager of the lodging house, continues to be the manager of the lodging house;
3. that the Certificate of Registration is not sooner cancelled or revoked;
4. that the total number of rooms to be used as sleeping apartments for lodgers is **21**; and
5. that the maximum number of lodgers accommodated on the premises shall not exceed **85**.

This Certificate of Registration is issued subject to the Health Act 1911 and Health Local Laws of the Shire of Exmouth and is not transferable.

Dated: 23 August 2019

.....  
Carla Webster  
Environmental Health Officer



## CERTIFICATE OF REGISTRATION OF A LODGING HOUSE

I'm authorised to confirm that the premises situated at **Lot 1112 Murat Road, Exmouth** and known as the **Winston Backpackers** is registered as a

Lodging House and classified as: **Short Term Hostel**

until **30 June 2020**, on the following conditions:

1. that **Ray Bevan** whose name is entered on the register of keepers of the Shire of Exmouth, continues to be the keeper of the lodging house;
2. that **Ray Bevan** appointed by the keeper to be the manager of the lodging house, continues to be the manager of the lodging house;
3. that the Certificate of Registration is not sooner cancelled or revoked;
4. that the total number of rooms to be used as sleeping apartments for lodgers is **16**;  
*and*
5. that the maximum number of lodgers accommodated on the premises shall not exceed **50**.

This Certificate of Registration is issued subject to the Health Act 1911 and Health Local Laws of the Shire of Exmouth and is not transferable.

Dated: 23 August 2019

.....  
Carla Webster  
Environmental Health Officer



## CERTIFICATE OF REGISTRATION OF A LODGING HOUSE

---

I'm authorised to confirm that the premises situated at **Lot 900 Madaffari Drive, Exmouth** and known as the **Mantarays Ningaloo Beach Resort** is registered as a

Lodging House and classified as: **Serviced Apartments**

until **30 June 2020**, on the following conditions:

1. that **Sunrise Beach Resort Management P/L** whose name is entered on the register of keepers of the Shire of Exmouth, continues to be the keeper of the lodging house;
2. that **Larry Burkett** appointed by the keeper to be the manager of the lodging house, continues to be the manager of the lodging house;
3. that the Certificate of Registration is not sooner cancelled or revoked;
4. that the total number of rooms to be used as sleeping apartments for lodgers is **90**; and
5. that the maximum number of lodgers accommodated on the premises shall not exceed **180**

This Certificate of Registration is issued subject to the Health Act 1911 and Health Local Laws of the Shire of Exmouth and is not transferable.

Dated: 23 August 2019

.....  
Carla Webster  
Environmental Health Officer



## CERTIFICATE OF REGISTRATION OF A LODGING HOUSE

I'm authorised to confirm that the premises situated at **Lot 1 (3) Truscott Crescent, Exmouth** and known as **Blue Reef Backpackers** is registered as a

Lodging House and classified as:

### **Short Term Hostel**

until **30 June 2020**, on the following conditions:

1. that **Rod and Heidi Wainwright** whose name is entered on the register of keepers of the Shire of Exmouth, continues to be the keeper of the lodging house;
2. that **Rod and Heidi Wainwright** appointed by the keeper to be the manager of the lodging house, continues to be the manager of the lodging house;
3. that the Certificate of Registration is not sooner cancelled or revoked;
4. that the total number of rooms to be used as sleeping apartments for lodgers is **34**; and
5. that the maximum number of lodgers accommodated on the premises shall not exceed **108**.

This Certificate of Registration is issued subject to the Health Act 1911 and Health Local Laws of the Shire of Exmouth and is not transferable.

Dated: 23 August 2019

.....  
Carla Webster  
Environmental Health Officer



## CERTIFICATE OF REGISTRATION OF A LODGING HOUSE

---

I'm authorised to confirm that the premises situated at **Burkett Road** and known as **Giralia Station** is registered as a

Lodging House and classified as: **Short Term Hostel and Recreational Campsite**

until **30 June 2020**, on the following conditions:

1. that **Denver Blake** whose name is entered on the register of keepers of the Shire of Exmouth, continues to be the keeper of the lodging house;
2. that **Denver and Jennifer Blake** appointed by the keeper to be the managers of the lodging house, continues to be the managers of the lodging house;
3. that the Certificate of Registration is not sooner cancelled or revoked;
4. that the total number of rooms to be used as sleeping apartments for lodgers is **22** ;
5. that the maximum number of lodgers accommodated on the premises shall not exceed **29**; and
6. Maximum number of recreational campsites not to exceed – **8**.

This Certificate of Registration is issued subject to the Health Act 1911 and Health Local Laws of the Shire of Exmouth and is not transferable.

Dated: 23 August 2019

.....  
Carla Webster  
Environmental Health Officer



# Monthly Financial Report

For the period ended

## July 2019

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Western Australia 6707

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ABN: 32 865 822 043



**SHIRE OF EXMOUTH**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 31 July 2019**

**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 13 August 2019.  
Prepared by: Manager Finance  
Reviewed by: Executive Manager 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.

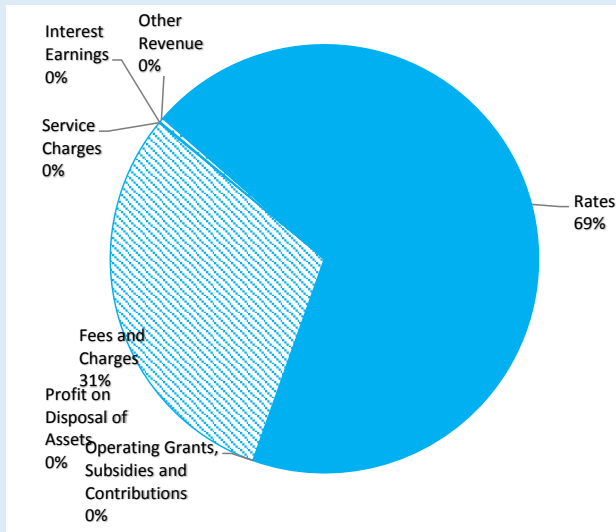
#### **CRITICAL ACCOUNTING ESTIMATES**

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.

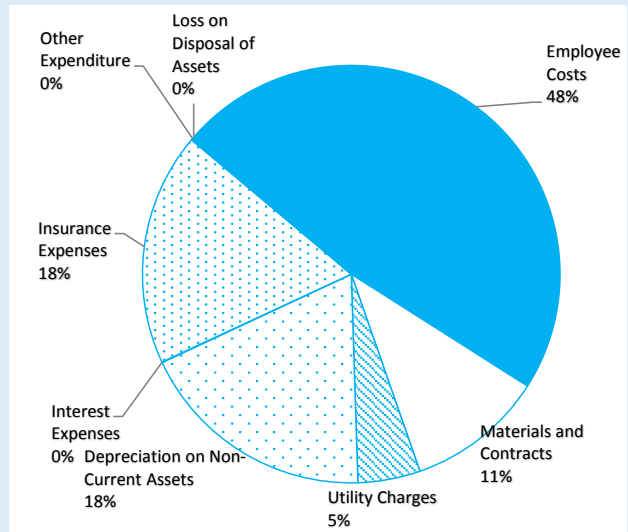
#### **ROUNDING OFF FIGURES**

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

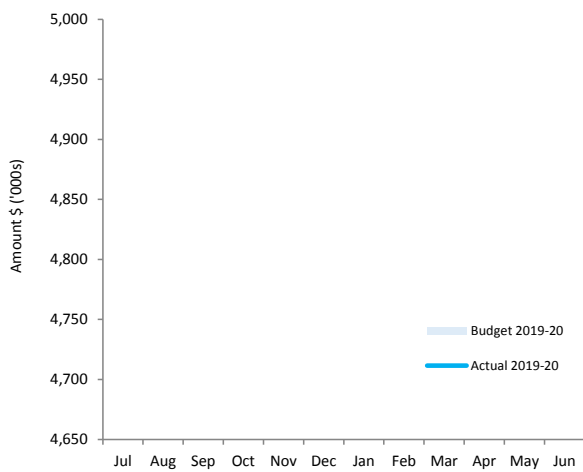
**OPERATING REVENUE**



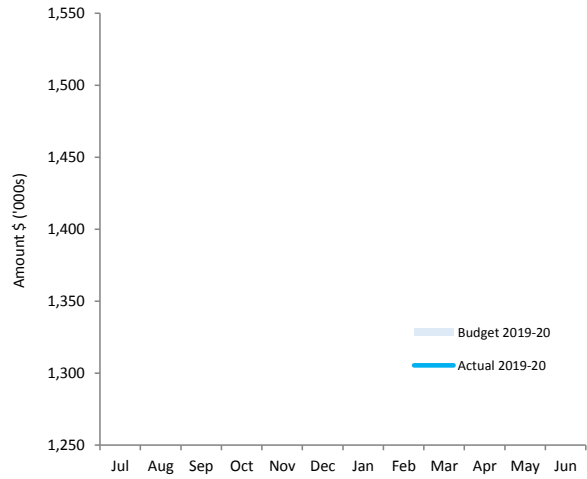
**OPERATING EXPENSES**



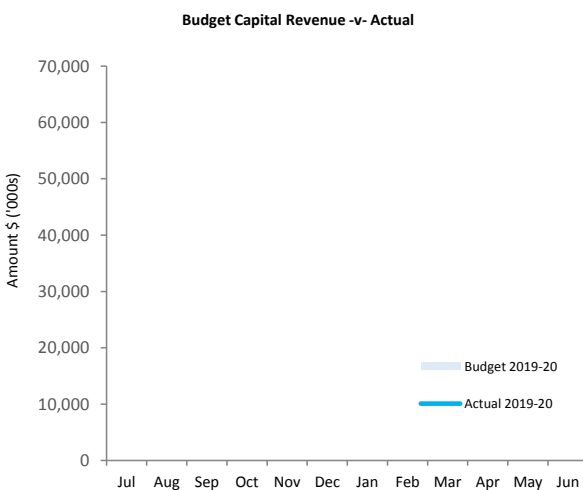
**Budget Operating Revenues -v- Actual**



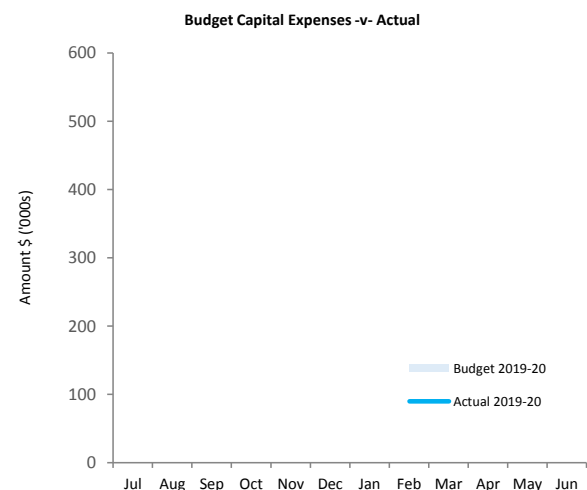
**Budget Operating Expenses -v- YTD Actual**



**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 JULY 2019**

**STATUTORY REPORTING PROGRAMS**

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

<b>PROGRAM NAME</b>	<b>OBJECTIVE</b>	<b>ACTIVITIES</b>
<b>GOVERNANCE</b>	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.
<b>GENERAL PURPOSE FUNDING</b>	To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
<b>LAW, ORDER, PUBLIC SAFETY</b>	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.
<b>HEALTH</b>	To provide an operational framework	Inspection of food outlets and their control, provision of
<b>EDUCATION AND WELFARE</b>	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.
<b>HOUSING</b>	To provide and maintain elderly residents housing.	Provision and maintenance of elderly residents housing.
<b>COMMUNITY AMENITIES</b>	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.
<b>RECREATION AND CULTURE</b>	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.
<b>TRANSPORT ECONOMIC SERVICES</b>	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.
<b>OTHER PROPERTY AND SERVICES</b>	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 JULY 2019**

**STATUTORY REPORTING PROGRAMS**

	Ref Note	2019/20 Original Budget	2019/20 YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)- (a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus(Deficit)</b>	1(b)	3,040,153	3,040,153	<b>3,743,591</b>	703,438	23%	
<b>Revenue from operating activities</b>							
General Purpose Funding - Rates	5	3,489,325	3,387,066	<b>3,394,121</b>	7,055	0%	
General Purpose Funding - Other		1,055,051	0	<b>1,865</b>	1,865		
Law, Order and Public Safety		16,020	707	<b>564</b>	(143)	(20%)	
Health		46,222	3,142	<b>1,153</b>	(1,989)	(63%)	
Education and Welfare		1,600	133	<b>0</b>	(133)	(100%)	
Housing		44,200	3,679	<b>6,197</b>	2,518	68%	
Community Amenities		1,242,442	797,800	<b>907,031</b>	109,231	14%	▲
Recreation and Culture		709,450	118,405	<b>69,791</b>	(48,614)	(41%)	▼
Transport		4,624,579	384,627	<b>514,328</b>	129,701	34%	▲
Economic Services		613,577	52,043	<b>48,623</b>	(3,420)	(7%)	
Other Property and Services		16,900	1,408	<b>16,133</b>	14,725	1046%	▲
		<b>11,859,366</b>	<b>4,749,010</b>	<b>4,959,805</b>			
<b>Expenditure from operating activities</b>							
Governance		(780,925)	(51,638)	<b>(63,895)</b>	(12,257)	(24%)	▼
General Purpose Funding		(96,330)	(8,023)	<b>(8,009)</b>	14	0%	
Law, Order and Public Safety		(335,438)	(34,681)	<b>(42,708)</b>	(8,027)	(23%)	
Health		(301,351)	(25,804)	<b>(26,014)</b>	(210)	(1%)	
Education and Welfare		(69,998)	(11,589)	<b>(13,030)</b>	(1,441)	(12%)	
Housing		(87,547)	(21,076)	<b>(13,117)</b>	7,959	38%	
Community Amenities		(1,893,296)	(163,190)	<b>(148,028)</b>	15,162	9%	
Recreation and Culture		(4,853,077)	(517,473)	<b>(384,209)</b>	133,264	26%	▲
Transport		(5,476,930)	(513,830)	<b>(489,703)</b>	24,127	5%	
Economic Services		(1,326,842)	(63,056)	<b>(58,824)</b>	4,232	7%	
Other Property and Services		25,279	(104,040)	<b>(119,398)</b>	(15,358)	(15%)	▼
		<b>(15,196,455)</b>	<b>(1,514,400)</b>	<b>(1,366,938)</b>			
<b>Operating activities excluded from budget</b>							
Add Back Depreciation		2,905,447	242,079	<b>253,729</b>	11,650	5%	
Adjust (Profit)/Loss on Asset Disposal	6	131,359	0	<b>0</b>	0		
Adjust Provisions and Accruals		160,101	0	<b>0</b>	0		
<b>Amount attributable to operating activities</b>		<b>(140,182)</b>	<b>3,476,689</b>	<b>3,846,596</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	10	722,332	60,193	<b>0</b>	(60,193)	(100%)	▼
Proceeds from Disposal of Assets	6	80,500	0	<b>0</b>	0		
Capital Acquisitions	7	(6,366,046)	(539,648)	<b>(51,497)</b>	488,151	90%	▲
<b>Amount attributable to investing activities</b>		<b>(5,563,214)</b>	<b>(479,455)</b>	<b>(51,497)</b>			
<b>Financing Activities</b>							
Self-Supporting Loan Principal		0	0	<b>0</b>	0		
Transfer from Reserves	9	(587,049)	0	<b>0</b>	0		
Repayment of Debentures	8	(223,637)	(5,346)	<b>(5,346)</b>	0	0%	
Transfer to Reserves	9	1,329,300	0	<b>(1,439)</b>	(1,439)		
<b>Amount attributable to financing activities</b>		<b>518,614</b>	<b>(5,346)</b>	<b>(6,785)</b>			
<b>Closing Funding Surplus(Deficit)</b>	1(b)	<b>(2,144,629)</b>	<b>6,032,041</b>	<b>7,531,905</b>			

**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 2019/20 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 JULY 2019

### 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 JULY 2019**

**BY NATURE OR TYPE**

	Ref Note	18/19 Original Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus (Deficit)</b>	1(b)	3,040,153	3,040,153	<b>3,743,591</b>	703,438	23%	▲
<b>Revenue from operating activities</b>							
Rates	5	3,434,306	3,428,806	<b>3,391,440</b>	(37,366)	(1%)	
Specified Area Rates	5	0	0	<b>47,359</b>	47,359		
Operating Grants, Subsidies and Contributions	10	976,000	4,666	<b>0</b>	(4,666)	(100%)	
Fees and Charges		7,165,610	1,306,007	<b>1,500,372</b>	194,365	15%	▲
Interest Earnings		195,051	14,587	<b>4,297</b>	(10,290)	(71%)	▼
Other Revenue		88,399	6,198	<b>16,337</b>	10,139	164%	▲
		<b>11,859,366</b>	<b>4,760,264</b>	<b>4,959,805</b>			
<b>Expenditure from operating activities</b>							
Employee Costs		(6,713,128)	(569,028)	<b>(651,511)</b>	(82,483)	(14%)	▼
Materials and Contracts		(3,664,652)	(314,730)	<b>(145,789)</b>	168,941	54%	▲
Utility Charges		(799,314)	(104,553)	<b>(66,039)</b>	38,514	37%	▲
Depreciation on Non-Current Assets		(2,905,447)	(242,079)	<b>(253,729)</b>	(11,650)	(5%)	
Interest Expenses		(81,595)	(2,726)	<b>590</b>	3,316	122%	
Insurance Expenses		(462,594)	(255,034)	<b>(246,898)</b>	8,136	3%	
Other Expenditure		(437,779)	(26,250)	<b>(3,561)</b>	22,689	86%	▲
Loss on Disposal of Assets	6	(131,946)	0	<b>0</b>			
		<b>(15,196,455)</b>	<b>(1,514,400)</b>	<b>(1,366,938)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		2,905,447	242,079	<b>253,729</b>	11,650	5%	
Adjust (Profit)/Loss on Asset Disposal	6	131,359	0	<b>0</b>	0		
Adjust Provisions and Accruals		160,101	0	<b>0</b>	0		
<b>Amount attributable to operating activities</b>		<b>(140,182)</b>	<b>3,487,943</b>	<b>3,846,596</b>			
<b>Investing activities</b>							
Non-operating grants, subsidies and contributions	10	722,332	60,193	<b>0</b>	(60,193)	(100%)	▼
Proceeds from Disposal of Assets	6	80,500	0	<b>0</b>	0		
Capital acquisitions	7	(6,366,046)	(539,648)	<b>(51,497)</b>	488,151	90%	▲
<b>Amount attributable to investing activities</b>		<b>(5,563,214)</b>	<b>(479,455)</b>	<b>(51,497)</b>			
<b>Financing Activities</b>							
Community Loan Principal		0	0	<b>0</b>	0		
Transfer from Reserves	9	(587,049)	0	<b>0</b>	0		
Repayment of Debentures	8	(223,637)	(5,346)	<b>(5,346)</b>	0	0%	
Transfer to Reserves	9	1,329,300	0	<b>(1,439)</b>	(1,439)		
<b>Amount attributable to financing activities</b>		<b>518,614</b>	<b>(5,346)</b>	<b>(6,785)</b>			
<b>Closing Funding Surplus (Deficit)</b>	1(b)	<b>(2,144,629)</b>	<b>6,043,295</b>	<b>7,531,905</b>			

**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.



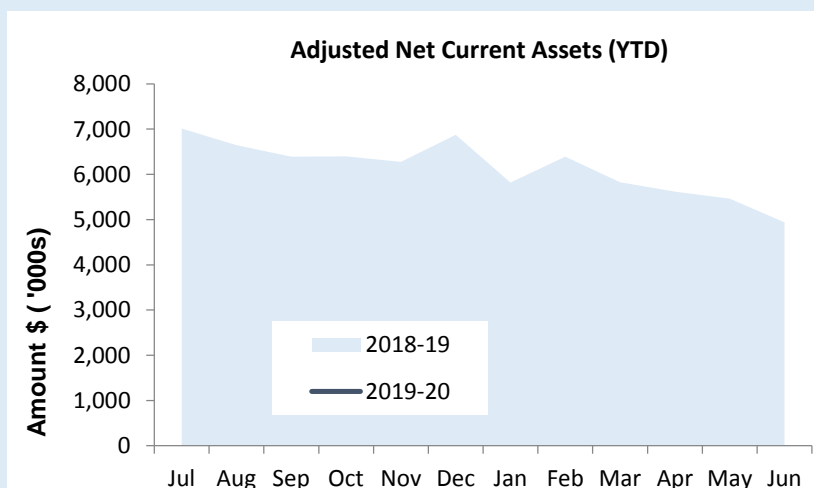
	Ref Note	Last Years Closing 30 June 2019	This Time Last Year 31 Jul 2018	Year to Date Actual 31 Jul 2019
		\$	\$	\$
<b>Adjusted Net Current Assets</b>				
<b>Current Assets</b>				
Cash Unrestricted	3	2,813,183	2,070,394	1,951,157
Cash Restricted	3	9,352,157	6,441,006	9,353,597
Receivables - Rates	4	328,807	4,674,900	4,817,919
Receivables - Debtors	4	1,430,221	524,918	1,449,775
Loans receivable		23,000	59,000	23,000
Interest / ATO Receivable		0	52,806	57,836
Inventories		55,830	28,847	41,743
Accrued Income		40,615	0	0
		14,043,814	13,851,871	17,695,027
<b>Less: Current Liabilities</b>				
Payables		(925,066)	(321,906)	(317,392)
ATO Payable		0	(17,053)	(64,986)
Provisions - employee		(958,906)	(779,782)	(958,906)
Long term borrowings		(223,637)	(258,733)	(218,292)
		(2,107,609)	(1,377,474)	(1,559,577)
<b>Unadjusted Net Current Assets</b>		<b>11,936,205</b>	<b>12,474,397</b>	<b>16,135,450</b>
<b>Adjustments and exclusions permitted by FM Reg 32</b>				
Less: Cash reserves	3	(9,352,157)	(6,441,006)	(9,353,597)
Less:		0	0	
Less: Loans receivable		(23,000)	(59,000)	(23,000)
Add: Provisions - employee		958,906	779,782	958,906
Add: Long term borrowings		223,637	258,733	218,292
Recognition of movement accruals		0	0	(404,146)
<b>Adjusted Net Current Assets</b>		<b>3,743,591</b>	<b>7,012,906</b>	<b>7,531,905</b>

**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.



<b>This Year YTD</b>
<b>Surplus(Deficit)</b>
<b>\$7.53 M</b>
<b>Last Year YTD</b>
<b>Surplus(Deficit)</b>
<b>\$7.01 M</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

**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 2019/20 year is \$10,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
<b>Revenue from operating activities</b>					
Community Amenities	109,231	14%	▲	Permanent	Refuse domestic over budget
Recreation and Culture	(48,614)	(41%)	▼	Timing	Exhibition revenue under budget
Other Property and Services	14,725	1046%	▲	Permanent	Reimbursement of consultant expenditure
<b>Expenditure from operating activities</b>					
Governance	(12,257)	(24%)	▼	Timing	Admin allocations
Recreation and Culture	133,264	26%	▲	Timing	Admin allocations and utilities
Other Property and Services	(15,358)	(15%)	▼	Timing	Admin allocations and plant recovery
<b>Investing Activities</b>					
Non-operating Grants, Subsidies and Contributions	(60,193)	(100%)	▼	Timing	Acquittals not processed at time of reporting
Capital Acquisitions	488,151	90%	▲	Timing	Capital works program not commenced at time of reporting

**KEY INFORMATION**

- ▲ increase in surplus
- ▼ decrease in surplus

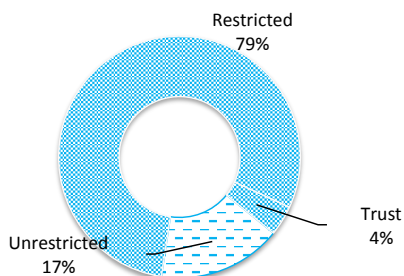
Cash and Investments	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>Cash on Hand</b>							
Petty Cash and Floats	4,048			4,048			
<b>At Call Deposits</b>							
Municipal Fund	1,947,109			1,947,109	Westpac	0.50%	At Call
Reserve Fund		9,353,597		9,353,597	Westpac	0.50%	At Call
Trust Fund			471,942	471,942	Westpac	0.50%	At Call
<b>Term Deposits</b>							
Municipal Investment - Term Deposit	0						
Reserve Investment - Term Deposit		0					
Trust Investment - Term Deposit			0				
<b>Total</b>	<b>1,951,157</b>	<b>9,353,597</b>	<b>471,942</b>	<b>11,776,696</b>			

**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**

**\$11.78 M**

**Unrestricted**

**\$1.95 M**

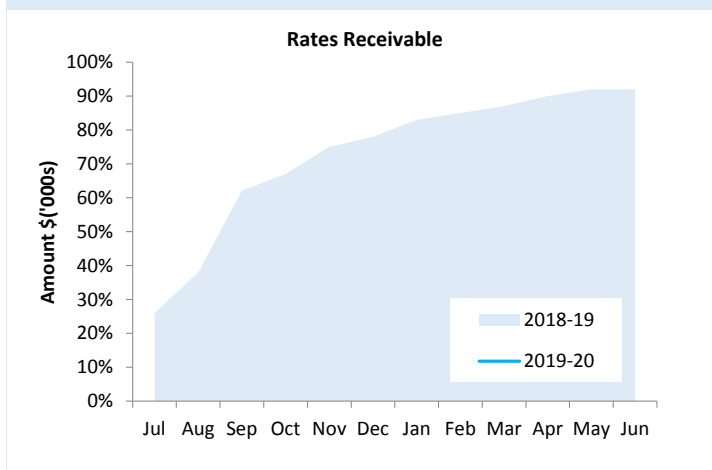
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

**OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES**

Rates Receivable	30 June 2019	31 Jul 19
	\$	\$
Opening Arrears Previous Years	302,096	328,807
Levied this year	4,401,647	4,542,982
Plus Interim Rates	(9,150)	0
Plus Back Rates	10,701	0
Less Collections to date	(4,334,506)	(11,889)
Equals Current Outstanding	370,789	<b>4,859,900</b>
Less Deferred Pensioners	(41,981)	(41,981)
<b>Net Rates Collectable</b>	<b>328,807</b>	<b>4,817,919</b>
% Collected	92.12%	0.24%

**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.

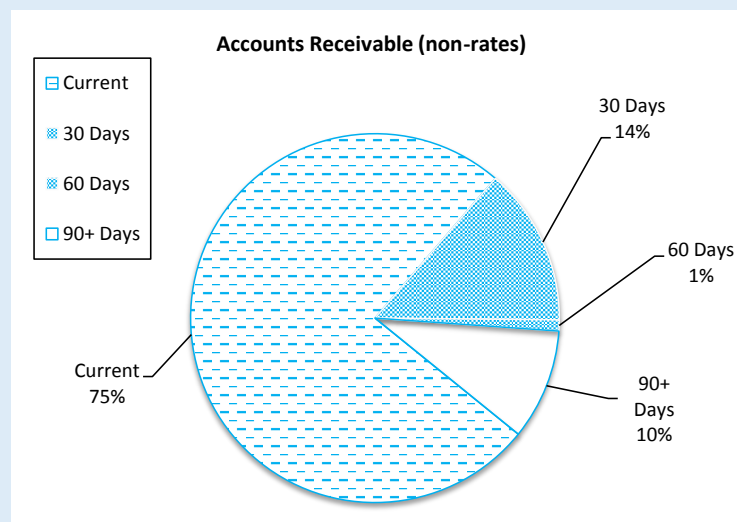


Collected	Rates Due
<b>0%</b>	<b>\$4,817,919</b>

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	1,094,367	200,517	14,084	140,807	1,449,775
Percentage	75%	14%	1%	10%	
<b>Balance per Trial Balance</b>					
Sundry debtors					1,449,775
GST receivable					57,836
Loans receivable - clubs/institutions					23,000
<b>Total Receivables General Outstanding</b>					<b>1,530,611</b>
<b>Amounts shown above include GST (where applicable)</b>					

**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.



<b>Debtors Due</b>
<b>\$1,530,611</b>
<b>Over 30 Days</b>
<b>25%</b>
<b>Over 90 Days</b>
<b>10%</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

**OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES**

Information on Community Loans <i>(Council Funded)</i>	Principal 30-Jun-19	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Particulars	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and Culture</b>									
SSL Squash Club 2010	5,000				2,500	5,000	2,500		
SSL EGFC 2013	21,000				10,500	21,000	10,500		
SSL Golf Club 2016	28,000				4,000	28,000	24,000		
SSL Truscott Club 2018	54,000				6,000	54,000	48,000		
<b>Total</b>	<b>108,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23,000</b>	<b>108,000</b>	<b>85,000</b>	<b>0</b>	<b>0</b>

**KEY INFORMATION**

Community loans are funded by the Community Interest Free Loans Reserve Fund for the provision of interest free loans to Exmouth clubs and organisations to assist in the provision of facilities and equipment for the betterment of the club or organisation and its members. Applications are subject to the eligibility and criteria outlined in Council Policy 2.2 - Interest Free Loans to Clubs & Organisations

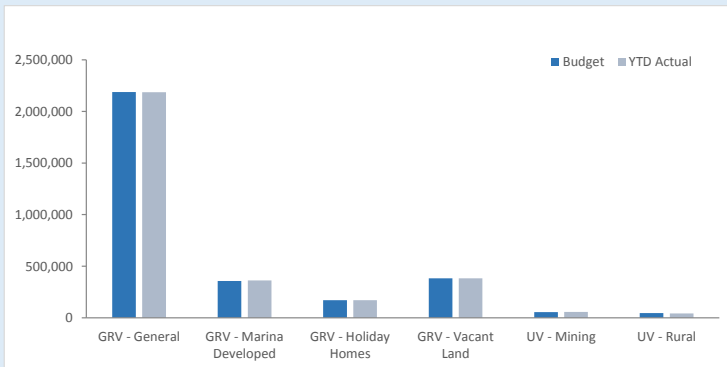
General Rate Revenue	Budget							YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV - General	0.075100	1182	29,077,947	2,183,754	5,000		2,188,754	2,186,417	0	0	2,186,417
GRV - Marina Developed	0.101300	98	3,515,907	356,161			356,161	362,114	0	0	362,114
GRV - Holiday Homes	0.104100	62	1,643,460	171,084			171,084	170,462	0	0	170,462
GRV - Vacant Land	0.150100	245	2,557,848	383,933			383,933	383,173	0	0	383,173
UV - Mining	0.159900	15	334,135	53,908	1,000		54,908	56,498	0	0	56,498
UV - Rural	0.080000	8	568,380	45,470			45,470	43,070	0	0	43,070
<b>Minimum \$</b>											
GRV - General	930	84	842,002	78,120			78,120	80,910			80,910
GRV - Marina Developed	930	1	0	930			930	930			930
GRV - Holiday Homes	930	0	0	0			0	0			0
GRV - Vacant Land	735	142	476,176	104,370			104,370	104,370			104,370
UV - Mining	230	12	8,925	2,760			2,760	2,760			2,760
UV - Rural	735	1	5,800	735			735	736			736
<b>Sub-Totals</b>		<b>1,850</b>	<b>39,030,580</b>	<b>3,381,225</b>	<b>6,000</b>	<b>0</b>	<b>3,387,225</b>	<b>3,391,440</b>	<b>0</b>	<b>0</b>	<b>3,391,440</b>
Discount							0				0
Concession							0				0
<b>Amount from General Rates</b>							<b>3,387,225</b>				<b>3,391,440</b>
Ex-Gratia Rates							0				-
<b>Total General Rates</b>							<b>3,387,225</b>				<b>3,391,440</b>
<b>Specified Area Rates</b>											
GRV Marina - Specified Rate	0.013100		3,609,199				46,471	47,359	0		47,359
<b>Total Specified Area Rates</b>			<b>3,609,199</b>	<b>0</b>			<b>46,471</b>	<b>47,359</b>	<b>0</b>	<b>0</b>	<b>47,359</b>
<b>Totals</b>							<b>3,433,696</b>				<b>3,438,799</b>

**SIGNIFICANT ACCOUNTING POLICIES**

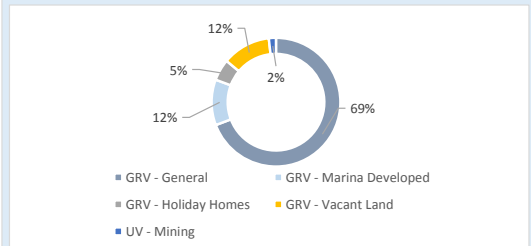
Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

**KEY INFORMATION**

Rate notices issued on 30 July 2018.



General Rates		
Budget	YTD Actual	%
<b>\$3.39 M</b>	<b>\$3.39 M</b>	<b>100%</b>

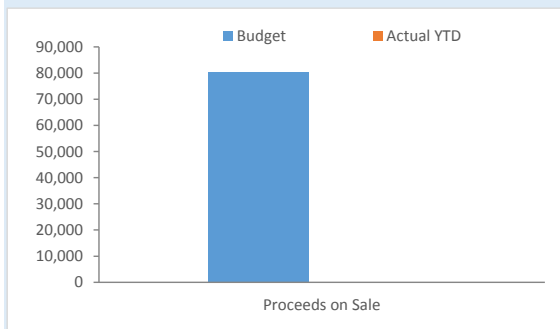


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019

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)
		\$	\$	\$	\$	\$	\$	\$	\$
<b>TRANSPORT</b>									
	Kubota Mower (P045)	3,050	2,800		(250)				
	Fuso Canter (P054)	25,000	6,400		(18,600)				
	Mitsubishi Fuso (P076)	35,993	6,000		(29,993)				
	Ford Ranger Crew Cab (P005)	6,545	5,780		(765)				
	Toyota Hiace Bus (P064)	21,194	6,800		(14,394)				
	Toyota Hilux Dual Cab (P065)	15,000	4,590		(10,410)				
	Toyota Hilux Dual Cab (P069)	15,405	4,590		(10,815)				
	Toyota Hilux Dual Cab (P070)	15,405	6,800		(8,605)				
	Toyota Hilux (P073)	15,405	5,780		(9,625)				
	Holden Colorado (P096)	29,263	15,480		(13,783)				
	Holden Colorado (P097)	29,599	15,480		(14,119)				
<b>OTHER PROPERTY &amp; SERVICES</b>									
	Land Held for Resale								
		<b>211,859</b>	<b>80,500</b>	<b>0</b>	<b>(131,359)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

KEY INFORMATION



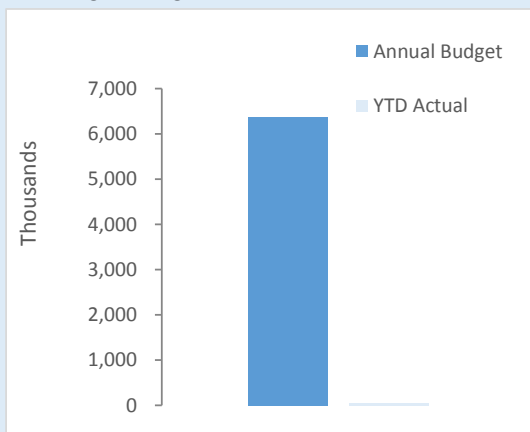
Proceeds on Sale		
Budget	YTD Actual	%
<b>\$80,500</b>	<b>\$0</b>	<b>0%</b>

Capital Acquisitions	2019/20 Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land	0	0	0	0
Buildings	1,163,100	96,924	16,934	(79,990)
Plant & Equipment	995,000	82,915	0	(82,915)
Furniture & Equipment	0	0	4,545	4,545
Infrastructure - Roads	3,111,558	266,782	21,173	(245,610)
Infrastructure - Other	1,096,388	93,027	8,845	(84,182)
<b>Capital Expenditure Totals</b>	<b>6,366,046</b>	<b>539,648</b>	<b>51,497</b>	<b>(488,151)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	722,332	60,193	0	(60,193)
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	80,500	0	0	0
Cash Backed Reserves				
Aviation Reserve	30,000	0	0	0
Building Infrastructure Reserve	50,000			
Community Development Fund	30,000			
Plant Replacement Reserve	807,000	0	0	0
Waste & Recycle Management Reserve	270,000	0	0	0
Unspent Grants & Contributions Reserve	142,300			
Contribution - operations	4,233,914	479,455	51,497	(427,958)
<b>Capital Funding Total</b>	<b>6,366,046</b>	<b>539,648</b>	<b>51,497</b>	<b>(488,151)</b>

**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.

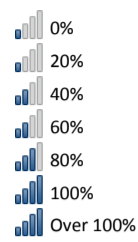
**KEY INFORMATION**



<b>Acquisitions</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Spent</b>
	<b>\$6.37 M</b>	<b>\$0.05 M</b>	<b>1%</b>
<b>Capital Grant</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Received</b>
	<b>\$0.72 M</b>	<b>\$0 M</b>	<b>0%</b>



Capital Expenditure Total  
Level of Completion Indicators



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	Amended Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over
<b>Capital Expenditure</b>					
<b>Land</b>					
<b>Buildings</b>					
		<b>1,163,100</b>	<b>96,924</b>	<b>16,934</b>	
0.00	Staff Housing Buildings - Painting/Flooring/ Window Treatments	A125001	87,000	7,250	0 (87,000)
0.00	Municipal Buildings - Old Admin, Library and Hall	A125006	75,000	6,250	0 (75,000)
	Ningaloo Centre	A119003	0	0	(4,725) (4,725)
0.00	Ningaloo Centre - Solar Power and Aquarium Exhibits	A119004	761,500	63,458	0 (761,500)
0.00	Recreation Hall - Paving and replace staircase	A125009	50,000	4,166	0 (50,000)
0.01	Learmonth Building - Upgrade arrivals and lighting	A126800	141,000	11,750	1,270 (139,730)
0.00	Depot - Relocate server and crib room	A125051	48,600	4,050	0 (48,600)
	Works in Progress - Committed Costs from 18/19			20,389	
<b>Plant &amp; Equipment</b>					
		<b>995,000</b>	<b>82,915</b>	<b>0</b>	
0.00	Waste Site Recycling Equipment	A101005	53,000	4,416	0 (53,000)
0.00	Rubbish Truck	A123200	410,000	56,166	0 (410,000)
0.00	Fuso Canter Dual Cab Truck	A123200	80,000		0 (80,000)
0.00	Mitsubishi Fuso Sumo Truck	A123200	75,000		0 (75,000)
0.00	Kubota Mower	A123200	35,000		0 (35,000)
0.00	For Ranger Crew Cab	A123200	34,000		0 (34,000)
0.00	Toyota Hiace Communter Bus	A123200	40,000		0 (40,000)
0.00	Toyota Hilux Dual Cab	A123201	27,000	22,333	0 (27,000)
0.00	Toyota Hilux Dual Cab	A123201	27,000		0 (27,000)
0.00	Toyota Hilux Dual Cab	A123201	40,000		0 (40,000)
0.00	Toyota Hilux Dual Cab	A123201	34,000		0 (34,000)
0.00	Holden Colorado	A123201	50,000		0 (50,000)
0.00	Holden Colorado	A123201	50,000		0 (50,000)
0.00	Hyundai Imax	A123201	40,000		0 (40,000)
	Swimming Pool Equipment	A113001	0	0	(13,644) (13,644)
	Water Truck (18/19)	A125105	0	0	(234,315) (234,315)
	Works in Progress - Committed Costs from 18/19			247,959	
<b>Furniture &amp; Equipment</b>					
		<b>0</b>	<b>0</b>	<b>4,545</b>	
	Staff Housing Furniture & Fittings	A091001	0	0	4,545 4,545
<b>Infrastructure - Roads</b>					
		<b>3,111,558</b>	<b>266,782</b>	<b>21,173</b>	
0.09	Beach Access Carpark Upgrades	A115150	10,000	833	(945) (10,945)
0.00	Yardie Creek Road - Road shoulder and seal edge works	A125203	147,300	12,273	0 (147,300)
0.00	Murat Road - includes drainage works	A125209	304,050	25,336	418 (303,632)
0.00	Road Sealing	A125213	267,432	22,286	0 (267,432)
0.00	Street Lights	A124001	30,000	2,500	0 (30,000)
	Works in Progress - Committed Costs from 18/19			21,700	
<b>Infrastructure - Other</b>					
		<b>1,096,388</b>	<b>93,027</b>	<b>8,845</b>	
0.90	Dog Pound - Relocations to Depot	A052002	15,000	1,250	0 (15,000)
1.00	Irrigation Sewerage Ponds - Upgrade Chlorination Plant	A101012	0	0	0 0
0.00	Waste Water Treatment Ponds - Rehabilitation of Old Ponds	A101012	45,388	9,614	0 (45,388)
0.00	Waste Site Weighbridge	A125304	250,000	20,833	0 (250,000)
0.00	Waste Site Recycling Shed	A125021	15,000	1,250	0 (15,000)
0.00	Ningaloo Centre - Disabled Ramp and Gardens	A119006	69,000	5,750	0 (69,000)
0.00	Multi Purpose Bike Facility	A112001	200,000	16,666	0 (200,000)
0.00	Federation Park - Facility Upgrade	A114101	60,000	5,000	0 (60,000)
0.00	Town Mall - Digital signage	A117003	40,000	3,333	0 (40,000)
0.00	Mildura Wreck - Interpretive	A125319	10,000	833	0 (10,000)
0.00	Town Beach - Gazebo Lighting	A115152	15,000	1,250	0 (15,000)
0.00	Tantabiddi Boat Ramp - Solar Lighting	A125315	10,000	833	0 (10,000)
0.00	Bundegi Boat Ramp - Solar Lighting and Toilet Upgrade	A115107	45,000	3,750	0 (45,000)
0.25	Footpaths/Kerbing - Upgrade	A125321	100,000	8,333	(25,253) (125,253)
0.00	Footpaths - New	A121002	100,000	8,333	0 (100,000)
0.00	Learmonth Airport - Landside Remodeling and Remedial Work	A126009	50,000	0	0 (50,000)
0.00	Exmouth Aerodrome - Entrance Gate, Remedial Work and Fencing	A125331	30,000	2,500	0 (30,000)
0.00	Water Dispensing Unit	A134201	20,000	1,666	0 (20,000)
0.00	NBN Changeover - Shire properties	A125149	22,000	1,833	0 (22,000)
0.50	Learmonth Airport - Reseal Carpark (18/19)	A126009	160,000	17,500	(80,000) (240,000)
	Works in Progress - Committed Costs from 18/19			114,098	
0.01	<b>TOTAL CAPITAL ACQUISITIONS</b>		<b>6,366,046</b>	<b>539,648</b>	<b>51,497</b> 6,314,549

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019

FINANCING ACTIVITIES  
NOTE 8  
BORROWINGS

Information on Borrowings Particulars	Principal 30-Jun-19	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Housing</b>									
Loan 80 - Staff Dwellings	614,540			5,346	65,557	609,194	548,983	2,422	27,659
<b>Community Amenities</b>									
Loan 81 - Rubbish Truck	251,868				81,953	251,868	219,915		5,579
<b>Recreation and Culture</b>									
Loan 82 - Ningaloo Centre	893,498				55,948	893,498	837,551		29,292
<b>Other Property and Services</b>									
Loan 76 - 1 Bennett Street	239,053				20,179	239,053	218,875		11,797
<b>Total</b>	<b>1,998,960</b>	<b>0</b>	<b>0</b>	<b>5,346</b>	<b>223,637</b>	<b>1,993,614</b>	<b>1,825,324</b>	<b>2,422</b>	<b>74,327</b>

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

\$0

Interest Earned

\$4,297

Interest Expense

\$0

Reserves Bal

\$9.35 M

Loans Due

\$. M

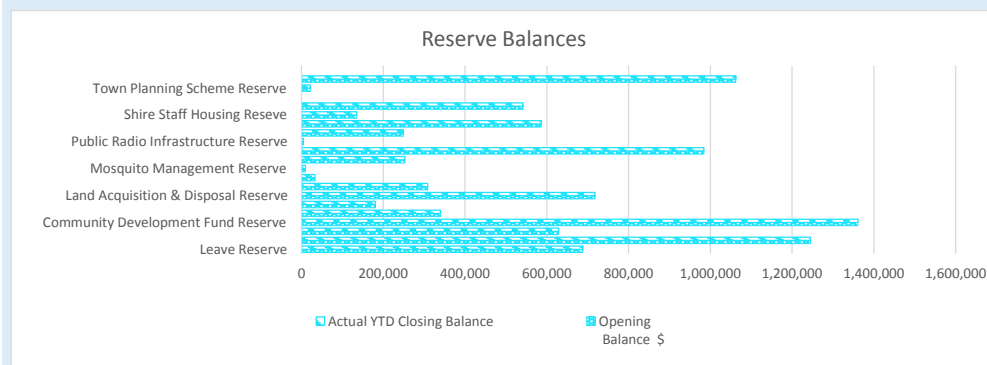
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019

OPERATING ACTIVITIES  
NOTE 9  
CASH AND INVESTMENTS

Cash Backed Reserve

Reserve Name	Opening	Budget Interest	Actual Interest	Budget Transfers In	Actual Transfers In	Budget Transfers	Actual Transfers	Budget Closing	Actual YTD Closing
	Balance	Earned	Earned	(+)	(+)	Out (-)	Out (-)	Balance	Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	688,110	9,462	106	0	0	0	0	697,572	688,216
Aviation Reserve	1,244,600	17,988	192	0	0	(30,000)	(30,000)	1,232,588	1,244,791
Building Infrastructure Reserve	628,949	6,307	97	0	0	(50,000)	(50,000)	585,256	629,045
Community Development Fund Reserve	1,360,721	27,281	209	0	0	0	0	1,388,002	1,360,931
Community Interest Free Loans Reserve	339,770	5,585	52	0	0	0	0	345,355	339,822
Insurance/Natural Disasters Reserve	181,056	3,013	28	0	0	0	0	184,069	181,083
Land Acquisition & Disposal Reserve	717,892	0	110	0	0	0	0	717,892	718,003
Marina Canal Reserve	308,782	5,139	48	0	0	0	0	313,921	308,830
Marina Village Asset Replacement Reserve	32,912	548	5	0	0	0	0	33,460	32,917
Mosquito Management Reserve	10,000	0	2	0	0	0	0	10,000	10,002
Ningaloo Centre Reserve	253,095	2,548	39	80,000	0	0	0	335,643	253,134
Plant Reserve	984,318	12,106	151	390,000	0	(807,000)	(807,000)	579,424	984,470
Public Radio Infrastructure Reserve	5,103	85	1	0	0	0	0	5,188	5,104
Rehabilitation Reserve	249,415	3,485	38	0	0	0	0	252,900	249,453
Roads Reserve	586,492	4,614	90	0	0	0	0	591,106	586,583
Shire Staff Housing Reserve	134,917	562	21	0	0	0	0	135,479	134,938
Swimming Pool Reserve	541,961	7,118	83	0	0	0	0	549,079	542,045
Tourism Reserve	0	0	0	0	0	0	0	0	0
Town Planning Scheme Reserve	21,621	348	3	0	0	0	0	21,969	21,624
Waste & Recycle Management Reserve	1,062,443	10,860	164	0	0	(270,000)	(270,000)	803,303	1,062,606
Unspent Grants & Contributions Reserve	0	0	0	0	0	(142,300)	(142,300)	(142,300)	0
	<b>9,352,157</b>	<b>117,049</b>	<b>1,439</b>	<b>470,000</b>	<b>0</b>	<b>(1,299,300)</b>	<b>0</b>	<b>8,639,906</b>	<b>9,353,597</b>

KEY INFORMATION



Grants and Contributions

	Annual Budget	YTD Budget	YTD Actual	YTD Variance (Under)/Over
<b>Operating grants, subsidies and contributions</b>				
Grants Commission - <i>General Purpose / Untied Road Grant</i>	920,000	0	0	0
DFES - <i>AWARE - Risk Assessment funding</i>	0	0	0	0
FESA - <i>ESL Grant BFB - BFB Operations</i>	0	0	0	0
FESA - <i>ESL Grant SES - SES Operations</i>	0	0	0	0
Swimming Pool Contribution	0	0	0	0
Recreational Boating Facilities Scheme - <i>Tantabiddi Boat Ramp</i>	0	0	0	0
Lotterywest - <i>Trails Masterplan</i>	0	0	0	0
Ningaloo Centre Contributions	0	0	0	0
Ningaloo Centre Funding	0	0	0	0
Main Roads WA - <i>Direct Grant</i>	0	0	0	0
Dept Primary Industries & Regional Development - <i>Tourism Program</i>	0	0	0	0
Dept LG Sport & Cultural Industries - <i>Regional Every Club Funding</i>	40,000	3,333	0	(3,333)
Resource Companies - <i>Community Engagement Grants</i>	0	0	0	0
BHP - <i>Sport &amp; Recreation Development Program Community Donation</i>	0	0	0	0
Sponsorships - <i>Various companies</i>	0	0	0	0
Diesel Fuel Subsidy	16,000	1,333	0	(1,333)
<b>Operating grants, subsidies and contributions Total</b>	<b>976,000</b>	<b>4,666</b>	<b>0</b>	<b>(4,666)</b>
<b>Non-operating grants, subsidies and contributions</b>				
FESA - <i>ESL Grant BFB - Bush Fire Brigade Shed</i>	0	0	0	0
Dept Water Environment Regulations - <i>Recycling Program</i>	0	0	0	0
Dept of Transport - <i>Bundegi Boat Ramp Final Claim</i>	0	0	0	0
Royalties 4 Regions - <i>Ningaloo Centre Final Claim</i>	290,000	24,166	0	(24,166)
Regional Development Australia - <i>Ningaloo Centre Final Claim</i>	0	0	0	0
Dept of Transport - <i>Roads to Recovery Program</i>	267,432	22,286	0	(22,286)
Dept of Transport - <i>Contribution toward Mortiss St</i>			0	0
Main Roads WA - <i>Murat Road Funding (RRG and SIF)</i>	66,700	5,558	0	(5,558)
Main Roads WA - <i>Yardie Creek Funding</i>	98,200	8,183	0	(8,183)
RADS - <i>Learmonth Airport Apron Upgrade</i>	0	0	0	0
Lotterywest - <i>Community Engagement Funding</i>	0	0	0	0
<b>Non-operating grants, subsidies and contributions Total</b>	<b>722,332</b>	<b>60,193</b>	<b>0</b>	<b>(60,193)</b>
<b>Grand Total</b>	<b>1,698,332</b>	<b>64,859</b>	<b>0</b>	

KEY INFORMATION

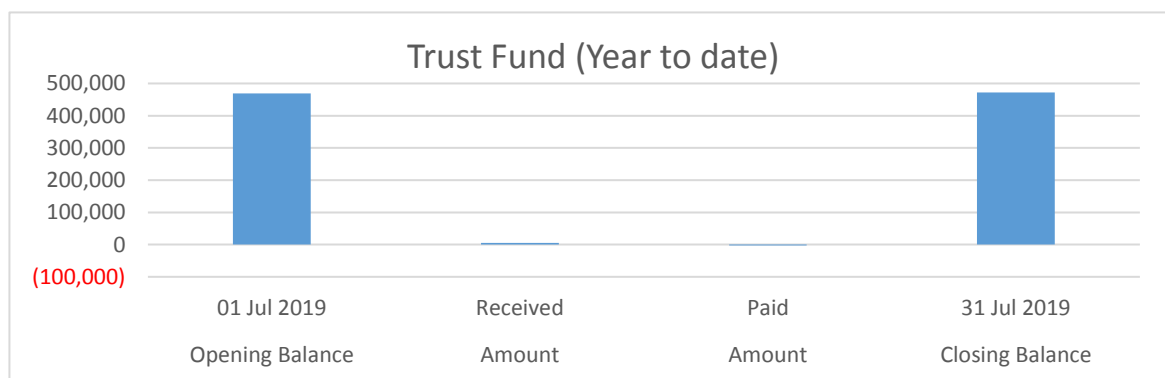
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

**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 2019	Amount Received	Amount Paid	Closing Balance 31 Jul 2019
	\$	\$	\$	\$
Hire Facility Bonds	8,350	1,000	(200)	9,150
Council Nomination Fees	0			0
Sundries	700			700
Building/Planning Bonds	0			0
Cash in Lieu POS	378,888			378,888
BCITF	1,589	1,993	(449)	3,133
BSL Levy	2,401	2,324	(1,819)	2,906
Unclaimed Monies	6,916			6,916
Bond Deed Exmouth Marina Holdings	18,186			18,186
Key Bonds	1,150		(50)	1,100
Staff Housing Bonds	0			0
Donations for Other Organisations	135			135
Exmouth Volunteer Fire & Rescue	50,828			50,828
Lease, Licence & Contract Bonds	0			0
	<b>469,143</b>	<b>5,317</b>	<b>(2,518)</b>	<b>471,942</b>

**KEY INFORMATION**



## MONTHLY LIST OF PAYMENTS - July 2019

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 13633- 13639	-\$	42,726.75
Direct Debits and EFT Payments EFT15373 - EFT15516	-\$	1,178,126.16
Credit Card Purchases	-\$	5,015.89
<b>Total Municipal Account</b>	<b>-\$</b>	<b>1,225,868.80</b>

## Trust Account:

Cheque number 400873	-\$	250.00
Direct Debits and EFT Payments	-\$	2,267.78
<b>Total Trust Account</b>	<b>-\$</b>	<b>2,517.78</b>

**TOTAL PAYMENTS - July 2019** - \$ 1,228,386.58

Reference	Date	Name	Description	Municipal Account	Trust Account
13633	16/07/2019	EXMOUTH SENIOR CITIZENS CLUB	2019/20 DONATIONS UNDER SHIRE COMMUNITY GRANTS SCHEME SENIOR CITIZENS ANNUAL CRAFT FAIR DONATION	-\$ 200.00	
13634	16/07/2019	PIVOTEL SATELLITE PTY LTD	UTILITIES	-\$ 31.00	
13635	16/07/2019	TELSTRA CORPORATION	UTILITIES	-\$ 69.95	
13636	16/07/2019	WATER CORPORATION	UTILITIES	-\$ 325.21	
13638	23/07/2019	TELSTRA CORPORATION	UTILITIES	-\$ 9,429.14	
13639	23/07/2019	WATER CORPORATION	UTILITIES	-\$ 32,671.45	
400873	29/07/2019	EXMOUTH SENIOR CITIZENS CLUB	SHIRE HALL HIRE BOND REFUND 11.7.19 - 14.7.19		-\$ 250.00
			<b>TOTAL CHEQUES</b>	<b>-\$ 42,726.75</b>	<b>-\$ 250.00</b>
DD5124.1	01/07/2019	WESTNET PTY LTD	UTILITIES	-\$ 404.78	
DD5124.2	01/07/2019	MAIA FINACIAL PTY LIMITED (former ALLEASING PTY LTD)	SPYKER LEASE 1/07-30/09/2019	-\$ 52,433.52	
DD5124.3	01/07/2019	WESTPAC BANKING CORPORATION	BANK FEES	-\$ 428.69	
DD5126.1	03/07/2019	WA LOCAL GOVERNMENT SUPERANNUATION	SUPERANNUATION WK2 3.7.19	-\$ 34,276.52	
DD5137.1	07/07/2019	WESTPAC BANKING ***Credit Card ONLY	CREDIT CARD TRANSACTIONS JUNE 2019	-\$ 6,955.99	
DD5137.2	30/07/2019	WESTPAC BANKING ***Credit Card ONLY	CREDIT CARD TRANSACTIONS JUNE 2019	-\$ 5,263.86	
DD5151.1	17/07/2019	WA LOCAL GOVERNMENT SUPERANNUATION	SUPERANNUATION WK4 17.7.19	-\$ 34,811.73	
DD5153.1	18/07/2019	WESTPAC BANKING CORPORATION	BANK FEES	-\$ 35.00	
DD5183.1	31/07/2019	WA LOCAL GOVERNMENT SUPERANNUATION	SUPERANNUATION WK6 31.7.19	-\$ 35,745.70	
DD5188.1	25/07/2019	WESTNET PTY LTD	UTILITIES	-\$ 49.99	
DD5191.1	23/07/2019	WESTERN AUSTRALIAN TREASURY CORP.	ANNUAL GOVERNMENT GUARANTEE FEE	-\$ 7,322.56	
			<b>TOTAL DIRECT DEBIT PAYMENTS</b>	<b>-\$ 177,728.34</b>	<b>\$ -</b>
EFT15373	15/07/2019	ATOM SUPPLY / GERALDTON INDUSTRIAL SUPPLIES	CONSUMABLES PAINT AND PPE	-\$ 2,396.16	
EFT15374	15/07/2019	AUSTRALIA POST	POSTAGE JUNE 2019	-\$ 164.05	
EFT15375	15/07/2019	AUSTRALIAN GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-\$ 225.99	
EFT15376	15/07/2019	AUSTRALIAN TAX OFFICE (PAYG)	PAYROLL DEDUCTIONS	-\$ 42,302.00	
EFT15377	15/07/2019	AUSTRALIAN TAXATION OFFICE	BAS JUNE 2019	-\$ 26,479.00	
EFT15378	15/07/2019	AVIS AUSTRALIA	HIRE CAR	-\$ 173.91	
EFT15379	15/07/2019	BEILBY RECRUITMENT	RECRUITMENT ADVERTISING	-\$ 7,425.00	
EFT15380	15/07/2019	STAFF	STAFF REIMBURSEMENTS	-\$ 548.40	
EFT15381	15/07/2019	STAFF	STAFF REIMBURSEMENTS	-\$ 105.00	
EFT15382	15/07/2019	BUNNINGS GROUP LIMITED	AQUARIUM EQUIPMENT	-\$ 1,300.72	
EFT15383	15/07/2019	CALTEX STARMART EXMOUTH	TYRES	-\$ 865.05	
EFT15384	15/07/2019	CAPE WATER CART AND EXMOUTH LANDSCAPE SUPPLIES	WET HIRE WATER TRUCK	-\$ 363.00	
EFT15385	15/07/2019	CAPRICORN EXTINGUISHER SERVICES.	FIRE EQUIPMENT MAINTENANCE JUNE 2019	-\$ 1,707.40	
EFT15386	15/07/2019	STAFF	REIMBURSEMENTS	-\$ 496.08	
EFT15387	15/07/2019	CPS NATIONAL	NINGALOO CENTRE SOLAR PANELS	-\$ 15,592.50	
EFT15388	15/07/2019	DAVID GRAY & CO PTY LTD	WASTE BINS	-\$ 1,245.20	
EFT15389	15/07/2019	ERA CONTRACTORS	ELECTRICAL WORKS	-\$ 2,920.17	
EFT15390	15/07/2019	EXMOUTH BITUMEN SERVICES CRAIG REGAN	PHASE 2 LEFROY STREET WORKS	-\$ 18,175.00	
EFT15391	15/07/2019	EXMOUTH BUS CHARTERS	BUS HIRE	-\$ 350.00	
EFT15392	15/07/2019	EXMOUTH CHAMBER OF COMMERCE AND INDUSTRY	MEMBERSHIP RENEWAL 19/20	-\$ 220.00	
EFT15393	15/07/2019	EXMOUTH CIVIL PTY LTD	PREMIX	-\$ 38,717.03	
EFT15394	15/07/2019	EXMOUTH DISTRICT HIGH SCHOOL.	SHARED COMMUNITY COURTS ELECTRICITY JUNE 2019	-\$ 297.14	
EFT15395	15/07/2019	EXMOUTH FUEL SUPPLIES	FUEL	-\$ 131.30	

Reference	Date	Name	Description	Municipal Account	Trust Account
EFT15396	15/07/2019	EXMOUTH IGA	CONSUMABLES FOR JUNE 2019	-\$ 473.72	
EFT15397	15/07/2019	EXMOUTH NEWSAGENCY & TOYWORLD	STATIONERY	-\$ 529.84	
EFT15398	15/07/2019	EXMOUTH PHARMACY	FIRST AID SUPPLIES	-\$ 225.86	
EFT15399	15/07/2019	EXMOUTH SMASH REPAIRS	EXCESS FOR INSURANCE REPAIRS	-\$ 500.00	
EFT15400	15/07/2019	EXMOUTH WHOLESALERS	STAFF CONSUMABLES	-\$ 2,642.37	
EFT15401	15/07/2019	EXSECE PTY LTD T/a EXMOUTH SERVICE CENTRE & TOWING	TOWING SERVICE	-\$ 318.00	
EFT15402	15/07/2019	EXY PLUMBING & CONTRACTING	PLUMBING WORKS	-\$ 1,553.38	
EFT15403	15/07/2019	FUSION FABRICATION & MARINE	JETTY REPAIRS	-\$ 1,040.00	
EFT15404	15/07/2019	GASCOYNE OFFICE EQUIPMENT	RICOH SERVICE AGREEMENT FOR PHOTOCOPY MACHINES MAY 2019	-\$ 1,755.38	
EFT15405	15/07/2019	GRAMA BAZITA TOTAL FIRE SOLUTIONS GRAMA BAZITA SERVICE & MAINTENANCE PTY	FIRE EQUIPMENT MAINTENANCE JUNE 2019	-\$ 673.94	
EFT15406	15/07/2019	HOME TIMBER AND HARDWARE	HARDWARE SUPPLIES FOR AQUARIUM	-\$ 7,739.44	
EFT15407	15/07/2019	HORIZON POWER - ACCOUNTS	UTILITIES	-\$ 50,612.39	
EFT15408	15/07/2019	INMARSAT AUSTRALIA PTY LTD	UTILITIES	-\$ 124.14	
EFT15409	15/07/2019	IT VISION	ANNUAL LICENCE FEE FOR IT VISION SOFTWARE 2019 - 2020	-\$ 54,566.60	
EFT15410	15/07/2019	IV VISION USER GROUP	IT VISION USER GROUP MEMBERSHIP SUBSCRIPTION 19/20	-\$ 748.00	
EFT15411	15/07/2019	IXOM OPERATIONS PTY LTD	CHLORINE SERVICE FEE	-\$ 788.39	
EFT15412	15/07/2019	JANDAKOT FLIGHT CENTRE	AERONAUTICAL RADIO OPERATOR CERTIFICATES FOR AIRPORT STAFF	-\$ 2,020.00	
EFT15413	15/07/2019	JEDSTER PTY LTD	BOLLARDS FOR RECREATION CENTRE	-\$ 2,277.00	
EFT15414	15/07/2019	JOHN PHILLIPS CONSULTING	CONSULTANCY SERVICES	-\$ 3,850.00	
EFT15415	15/07/2019	STAFF	STAFF REIMBURSEMENTS	-\$ 150.00	
EFT15416	15/07/2019	KCTT (KC TRAFFIC AND TRANSPORT PTY LTD)	PREPARATION OF THE RFT FOR EXMOUTH WIGH BRIDGE TENDER VARIATIONS	-\$ 1,078.00	
EFT15417	15/07/2019	STAFF	STAFF REIMBURSEMENTS	-\$ 321.75	
EFT15418	15/07/2019	STAFF	STAFF REIMBURSEMENTS	-\$ 900.00	
EFT15419	15/07/2019	LANDGATE	GRV VALUATIONS 0- 12000	-\$ 43,540.92	
EFT15420	15/07/2019	LGIS INSURANCE BROKING	MOTOR VEHICLE INSURANCE	-\$ 92,817.32	
EFT15421	15/07/2019	LGISWA	PROPERTY INSURANCE 30.6.19 - 30.6.20	-\$ 275,289.86	
EFT15422	15/07/2019	LOCAL GOVT RACING & CEMETERIES EMP UNION	PAYROLL DEDUCTIONS	-\$ 19.40	
EFT15423	15/07/2019	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE MEMBERSHIP 19/20	-\$ 718.59	
EFT15424	15/07/2019	MANTRA ON MURRAY	STAFF TRAINING EXPENSES	-\$ 1,050.00	
EFT15425	15/07/2019	MUMBY'S AUTO ELECTRICAL AND AIR CONDITIONING	BATTERY	-\$ 584.00	
EFT15426	15/07/2019	McLEODS BARRISTERS AND SOLICITORS	LEGAL FEES	-\$ 491.15	
EFT15427	15/07/2019	NETWORK POWER SOLUTIONS PTY LTD	NINGALOO CENTRE MAINTENANCE	-\$ 891.00	
EFT15428	15/07/2019	NGT LOGISTICS PTY LTD	FREIGHT	-\$ 1,240.80	
EFT15429	15/07/2019	NINGALOO COOKING STUDIO	COUNCIL BRIEF AND WORKSHOP CATERING JUNE 2019	-\$ 154.00	
EFT15430	15/07/2019	NINGALOO NECTAR	WATER	-\$ 60.00	
EFT15431	15/07/2019	PLANNING INSTITUTE OF AUSTRALIA	WA CONFERENCE REGISTRATION 2019 ANNUAL MEMBERSHIP TOWN PLANNER	-\$ 520.00	
EFT15432	15/07/2019	PROPERTY VALUATION & ADVISORY (WA) PTY LTD	LEASE RENTAL ADVICE	-\$ 2,200.00	
EFT15433	15/07/2019	QUARANTINE WA DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL	QUARANTINE FEES FOR AQUARIUM	-\$ 114.00	
EFT15434	15/07/2019	R&L COURIERS	FREIGHT	-\$ 176.00	
EFT15435	15/07/2019	SCOPE BUSINESS IMAGING	STATIONERY	-\$ 243.10	
EFT15436	15/07/2019	SEEK LIMITED	RECRUITMENT ADVERTISING	-\$ 847.00	
EFT15437	15/07/2019	SICCE AUSTRALIA PTY LTD	AQUARIUM SUPPLIES	-\$ 2,929.88	
EFT15438	15/07/2019	SIGMA CHEMICALS	AQUARIUM SUPPLIES	-\$ 289.30	
EFT15439	15/07/2019	SPYKER BUSINESS SOLUTIONS	IT SUPPORT FOR JUNE 2019	-\$ 3,626.81	
EFT15440	15/07/2019	SRB LEGAL	LEGAL FEES	-\$ 401.50	
EFT15441	15/07/2019	TACKLE WORLD EXMOUTH (BLUE WATER)	AQUARIUM SUPPLIES	-\$ 320.77	
EFT15442	15/07/2019	THE HONDA SHOP	EQUIPMENT PARTS	-\$ 344.00	
EFT15443	15/07/2019	TNT EXPRESS AUSTRALIA - ACCOUNTS	FREIGHT	-\$ 55.55	
EFT15444	15/07/2019	TOLL EXPRESS	FREIGHT	-\$ 617.79	
EFT15445	15/07/2019	TOTAL EDEN PTY LTD	AQUARIUM PLUMBING	-\$ 5,609.23	
EFT15446	15/07/2019	TOTALLY WORKWEAR MIDLAND	STAFF UNIFORMS	-\$ 1,634.34	
EFT15447	15/07/2019	TECHWEST	SECURITY MONITORING FOR NINGALOO CENTRE 1/07/2019 - 30/09/2019	-\$ 243.10	
EFT15448	15/07/2019	WALGA	WEBSITE DEVELOPMENT	-\$ 55,606.00	
EFT15449	15/07/2019	WESTRAC PTY LTD	EQUIPMENT PARTS	-\$ 1,242.01	
EFT15450	16/07/2019	AUSTRALIAN TAXATION OFFICE	FBT RETURN	-\$ 2,745.78	

Reference	Date	Name	Description	Municipal Account	Trust Account
EFT15451	17/07/2019	WESTERN AUSTRALIAN TREASURY CORP.	LOAN No. 180 INTEREST REPAYMENT - SNAPPER LOOP	-\$ 7,768.00	
EFT15452	23/07/2019	AUSTRALIAN GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-\$ 225.99	
EFT15453	23/07/2019	AUSTRALIAN TAX OFFICE (PAYG)	PAYROLL DEDUCTIONS	-\$ 49,114.97	
EFT15454	23/07/2019	DEPOSITS TEAM AMP BANK	AMP AUDIT FEES FOR DEPOSIT PRODUCTS	-\$ 25.00	
EFT15455	23/07/2019	EXMOUTH IGA	CONSUMABLES FOR THE MONTH OF MAY 2019	-\$ 866.42	
EFT15456	23/07/2019	HORIZON POWER - ACCOUNTS	UTILITIES	-\$ 2,296.92	
EFT15457	23/07/2019	CUSTOMER	HOUSING FURNITURE	-\$ 5,000.00	
EFT15458	23/07/2019	LOCAL GOVT RACING & CEMETERIES EMP UNION	PAYROLL DEDUCTIONS	-\$ 19.40	
EFT15459	23/07/2019	MARKETFORCE	ADVERTISING	-\$ 1,030.42	
EFT15460	23/07/2019	PLANNING INSTITUTE OF AUSTRALIA	PLANNING INSTITUTE ANNUAL MEMBERSHIP	-\$ 632.00	
EFT15461	23/07/2019	TOLL IPEC	FREIGHT	-\$ 2,530.27	
EFT15462	23/07/2019	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL LEVY FEES COLLECTED JUNE 2019		-\$ 1,722.13
EFT15463	23/07/2019	SHIRE OF EXMOUTH	BSL COLLECTED FOR JUNE 2019 COMMISSION		-\$ 35.00
EFT15464	26/07/2019	AERODROME MANAGEMENT SERVICES PTY LTD (AMS)	ASIC CARD FOR AIRPORT STAFF	-\$ 220.00	
EFT15465	26/07/2019	AMPAC DEBT RECOVERY	DEBT COLLECTIONS	-\$ 99.00	
EFT15466	26/07/2019	STAFF	STAFF RECRUITMENT REIMBURSEMENTS	-\$ 4,139.59	
EFT15467	26/07/2019	ATOM SUPPLY / GERALDTON INDUSTRIAL SUPPLIES	STAFF SAFETY CONSUMABLES	-\$ 176.44	
EFT15468	26/07/2019	BEG, BORROW AND STEAL PRODUCTIONS - Jarred Blackburn	CONSULTANTS FOR GAME MASTER HOLIDAY PROGRAM	-\$ 270.00	
EFT15469	26/07/2019	BLACKWOODS (J.BLACKWOOD & SON PTY LTD)	EQUIPMENT PARTS	-\$ 433.60	
EFT15470	26/07/2019	CARNARVON MOTOR GROUP	PARTS FOR VEHICLES	-\$ 13.56	
EFT15471	26/07/2019	CHC HELICOPTER AUSTRALIA PTY LTD	2ND HAND TOW TUG	-\$ 781.00	
EFT15472	26/07/2019	DEPARTMENT OF DEFENCE - TREASURY AND BANKING	POTABLE WATER SUPPLY	-\$ 514.80	
EFT15473	26/07/2019	DEPARTMENT OF TRANSPORT - TRANSPORT CENTRE PERTH	VEHICLE SEARCH FEES	-\$ 17.00	
EFT15474	26/07/2019	DEPARTMENT OF DEFENCE - DMO	UTILITIES FOR AIRPORT APRIL TO JUNE 2019	-\$ 18,596.33	
EFT15475	26/07/2019	ENVIRONMENTAL HEALTH AUSTRALIA	ENVIRONMENTAL HEALTH AUSTRALIA MEMBERSHIP 1.7.19 - 30.6.20	-\$ 350.00	
EFT15476	26/07/2019	ERA CONTRACTORS	ELECTRICAL WORKS	-\$ 2,545.66	
EFT15477	26/07/2019	ESPLANADE HOTEL FREMANTLE	STAFF ACCOMMODATION	-\$ 519.00	
EFT15478	26/07/2019	EXMOUTH BETTA ELECTRICAL & GAS	COFFEE MACHINE FOR STAFF ROOM	-\$ 908.95	
EFT15479	26/07/2019	EXMOUTH WHOLESALERS	CONSUMABLES	-\$ 5,770.37	
EFT15480	26/07/2019	EXY PLUMBING & CONTRACTING	PLUMBING WORKS	-\$ 6,235.58	
EFT15481	26/07/2019	STAFF	STAFF RECRUITMENT REIMBURSEMENTS	-\$ 8,331.50	
EFT15482	26/07/2019	GJ CHANNING PLUMBING PTY LTD	PLUMBING WORKS	-\$ 836.00	
EFT15483	26/07/2019	GO GO ON HOLD PTY LTD	ON HOLD MESSAGING SERVICE 6 MONTHLY FEE	-\$ 455.40	
EFT15484	26/07/2019	GOLDER ASSOCIATES PTY LTD	CONSTRUCTION SUPPORT FOR AERODROME RUNWAY UPGRADE	-\$ 8,690.00	
EFT15485	26/07/2019	HORIZON POWER - ACCOUNTS	UTILITIES	-\$ 4,358.31	
EFT15486	26/07/2019	JASON SIGNMAKERS	SIGNS	-\$ 506.00	
EFT15487	26/07/2019	STAFF	UTILITIES REIMBURSEMENT	-\$ 383.51	
EFT15488	26/07/2019	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LOCAL GOVERNMENT PROFESSIONALS MEMBERSHIP 2019-2020	-\$ 531.00	
EFT15489	26/07/2019	MARK'S SIGNS	SIGNAGE	-\$ 115.50	
EFT15490	26/07/2019	NETWORK POWER SOLUTIONS PTY LTD	AIRCONDITIONER WORKS	-\$ 18,627.00	
EFT15491	26/07/2019	NGT LOGISTICS PTY LTD	FREIGHT	-\$ 800.00	
EFT15492	26/07/2019	NINGALOO BAKEHOUSE	REFRESHMENTS	-\$ 19.20	
EFT15493	26/07/2019	NORWEST CRANE HIRE #2 PTY LTD	PORTABLE TOILET HIRE	-\$ 1,271.60	
EFT15494	26/07/2019	OFFICEWORKS	STATIONERY	-\$ 609.60	
EFT15495	26/07/2019	PLATINUM SURVEYS PTY LTD	AERIAL SERVICES	-\$ 1,485.00	
EFT15496	26/07/2019	PURCHER INTERNATIONAL	MOTORVEHICLE PARTS	-\$ 9,333.67	
EFT15497	26/07/2019	ROY GRIPSKE & SONS PTY LTD	EQUIPMENT PARTS	-\$ 572.15	
EFT15498	26/07/2019	SCOPE BUSINESS IMAGING	PREVENTATIVE SERVICE PLAN FOR PHOTOCOPIERS	-\$ 726.47	
EFT15499	26/07/2019	SEEK LIMITED	STAFF RECRUITMENT	-\$ 1,259.50	
EFT15500	26/07/2019	SIGNS PLUS	NAME BADGE PRINTING	-\$ 60.60	
EFT15501	26/07/2019	SNELLS DISTRIBUTION PTY LTD AMALGAMATED MOVIES NON-THEATRICAL FILM	COPYRIGHT LICENCE	-\$ 180.40	
EFT15502	26/07/2019	SPORTSPEOPLE GROUP PTY LTD	STAFF RECRUITMENT ADVERTISING	-\$ 429.00	
EFT15503	26/07/2019	SRB LEGAL	LEGAL FEES	-\$ 882.20	
EFT15504	26/07/2019	STATE LIBRARY OF WESTERN AUSTRALIA	BETTER BEGINNINGS PROGRAM 2019/2020	-\$ 159.50	
EFT15505	26/07/2019	THE AUSTRALIAN LOCAL GOVERNMENT JOB DIRECTORY PTY LTD	STAFF RECRUITMENT	-\$ 1,072.50	



Reference	Date	Name	Description	Municipal Account	Trust Account
EFT15506	26/07/2019	TNT EXPRESS AUSTRALIA - ACCOUNTS	FREIGHT	-\$ 354.13	
EFT15507	26/07/2019	TOLL TRANSPORT PTY LTD	FREIGHT	-\$ 845.12	
EFT15508	26/07/2019	TOTALLY WORKWEAR MIDLAND	STAFF UNIFORMS	-\$ 325.30	
EFT15509	26/07/2019	TOURISM COUNCIL WESTERN AUSTRALIA	TOURISM COUNCIL WA ATAP RENEWAL 19/20	-\$ 690.00	
EFT15510	26/07/2019	WALGA	WALGA SUBSCRIPTIONS JULY 2019 TO JUNE 2020	-\$ 30,347.49	
EFT15511	26/07/2019	WESTRAC PTY LTD	LOADER PARTS	-\$ 302.10	
EFT15512	26/07/2019	WREN OIL	OIL WASTE	-\$ 16.50	
EFT15513	26/07/2019	ZIPFORM PTY LTD	SUPPLY PRINTING RATE NOTICES	-\$ 1,009.80	
EFT15514	26/07/2019	CONSTRUCTION TRAINING FUND	BCITF LEVY FEES		-\$ 424.25
EFT15515	26/07/2019	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL LEVY COLLECTED		-\$ 56.65
EFT15516	26/07/2019	SHIRE OF EXMOUTH	BCITF LEVY COMMISSIONS		-\$ 29.75
				<b>TOTAL EFT PAYMENTS</b>	<b>-\$ 1,000,397.82</b>
					<b>-\$ 2,267.78</b>
	11/07/2019	KARRATHA CENTRAL APARTMENTS	DEVELOPMENT NORTHERN AUSTRALIA CONFERENCE KARRATHA 10TH TO 12TH JULY ACCOMMODATION	-\$ 483.50	
	12/07/2019	EG FUELCO KARRATHA	FUEL	-\$ 92.67	
	12/07/2019	LOS CAFÉ KARRATHA	DEVELOPMENT NORTHERN AUSTRALIA CONFERENCE KARRATHA 10TH TO 12TH JULY MEALS	-\$ 27.50	
	12/07/2019	BLANCHE BAR KARRATHA	DEVELOPMENT NORTHERN AUSTRALIA CONFERENCE KARRATHA 10TH TO 12TH JULY MEALS	-\$ 93.70	
	12/07/2019	EMPIRE 6714	DEVELOPMENT NORTHERN AUSTRALIA CONFERENCE KARRATHA 10TH TO 12TH JULY MEALS	-\$ 28.60	
	12/07/2019	ONYX ON SHARPE KARRATHA	DEVELOPMENT NORTHERN AUSTRALIA CONFERENCE KARRATHA 10TH TO 12TH JULY MEALS	-\$ 40.00	
	12/07/2019	BETTER CHOICE FORTESCUE	TRAVEL TO KARRATHA - MEALS	-\$ 10.00	
	23/07/2019	WHALERS RESTAUARANT	GIFT VOUCHER - STAFF APPRECIATION	-\$ 103.49	
	29/07/2019	EXMOUTH POST OFFICE	GIFT VOUCHER - STAFF APPRECIATION	-\$ 250.00	
	29/07/2019	ACMA	AUSTRALIAN COMMUNICATION MEDIA AUTHORITY - RENEW APPARATUS LICENCE	-\$ 45.00	
	30/07/2019	AUTO PRO	MOTOR VEHICLE PARTS	-\$ 60.00	
			<b>TOTAL CREDIT CARD CEO</b>	<b>-\$ 1,234.46</b>	
	02/07/2019	QANTAS AIRWAYS	FLIGHTS FOR CONSULTANT FROM CITY OF ALBANY 12.8.19 - 6.9.19	-\$ 439.40	
	22/07/2019	GULL ROADHOUSE	FUEL	-\$ 110.60	
	23/07/2019	GULL ROADHOUSE	FUEL	-\$ 60.93	
			<b>TOTAL CREDIT CARD DCEO</b>	<b>-\$ 610.93</b>	
	09/07/2019	APPLE ITUNES STORE	PURCHASE BUMBLE BEE MOVIE FOR SCHOOL HOLIDAY PROGRAM	-\$ 24.99	
	12/07/2019	APPLE ITUNES STORE	PURCHASE PETER RABBIT MOVIE FOR SCHOOL HOLIDAY PROGRAM	-\$ 14.99	
	12/07/2019	JB HIFI	PURCHASE HANDMAIDS TAIL FOR LIBRARY	-\$ 29.97	
	15/07/2019	MAGSHOP ONLINE	PURCHASE MAGAZINES FOR LIBRARY	-\$ 139.98	
	16/07/2019	CIVIL AVIATION SAFETY	SAFETY SUPPLIES	-\$ 25.00	
	19/07/2019	NEXTMEDIA	PURCHASE MAGAZINES FOR LIBRARY	-\$ 56.00	
	19/07/2019	TRYBOOKING PUBLIC LIBRARY ONLINE PURCHASE	CREATING COLLECTIONS FOR FUTURE COMMUNITIES TWO DAY COURSE 29TH AUGUST TO 30TH AUGUST	-\$ 230.00	
	22/07/2019	QANTAS AIRWAYS	FLIGHTS FOR LIBRARIAN TO ATTEND CREATING COLLECTIONS FOR FUTURE COMMUNITIES COURSE 28.8.19-31.8.19	-\$ 537.40	
	25/07/2019	LIVE TAXI AUSTRALIA	EMCC TAXI FARE TO ATTEND CRUISE EXCHANGE CONFERENCE	-\$ 63.02	
	25/07/2019	GM CABS	EMCC TAXI FARE TO ATTEND CRUISE EXCHANGE CONFERENCE	-\$ 37.54	
	26/07/2019	SWAN TAXIS	EMCC TAXI FARE TO ATTEND CRUISE EXCHANGE CONFERENCE	-\$ 36.49	
	29/07/2019	QANTAS AIRWAYS	EXCESS BAGGAGE ALLOWANCE	-\$ 50.00	
	29/07/2019	SWAN LAKE CHINESE	EMCC MEALS TO ATTEND CRUISE EXCHANGE CONFERENCE	-\$ 52.40	
	30/07/2019	INNOVATIONS DIRECT FRENCHS FOR AUSTRALIA	ADVERTISING	-\$ 148.90	
			<b>TOTAL CREDIT CARD EMCC</b>	<b>-\$ 1,446.68</b>	
	04/07/2019	QANTAS AIRWAYS	FLIGHTS FOR EMCC TO ATTEND CRUISE CONFERENCE 24.7.19-28.7.19	-\$ 945.49	
	11/07/2019	EXMOUTH VISITORS CENTRE	FAREWELL GIFTS FOR STAFF	-\$ 68.58	
	12/07/2019	EXMOUTH POST OFFICE	FAREWELL GIFTS FOR STAFF	-\$ 500.00	
	30/07/2019	BETTA HOME	I.T HARDWARE SUPPLIES	-\$ 209.75	
			<b>TOTAL CREDIT CARD EMCS</b>	<b>-\$ 1,723.82</b>	
				<b>TOTAL CREDIT CARD PURCHASES</b>	<b>-\$ 5,015.89</b>
				<b>TOTAL PAYMENTS - JULY 2019</b>	<b>-\$ 1,225,868.80</b>
					<b>-\$ 2,517.78</b>