



SHIRE OF EXMOUTH

Attachments

Ordinary Council Meeting – 26 March 2020

8.4 – Emergency Overflow Camping Grounds

Adoption		
Date	Meeting	Council Decision
15/11/12	OCM	06-1112-10.1.3
Review		
Date	Meeting	Council Decision
22/11/18	OCM	04-1118
26/03/20	OCM	
Delegation		
No.	Title	

PURPOSE

The purpose of this policy is to provide overflow facilities in the Shire that will accommodate additional numbers of camping tourists when permanent caravan parks and camping grounds facilities within the Shire are operating at or near capacity.

This policy will ensure that the operation of overflow sites/facilities within the Shire of Exmouth complies with legislative requirements.

Ensure that the impact on permanent operators is balanced with the additional economic benefit to the destination because of greater capacity in peak demand periods.

Legislative Requirements:

The legislative base for the overflow facilities will be in accordance with the Caravan Parks and Camping Grounds Act and Regulations.

POLICY

Part A

This section relates to the use of overflow camping sites within the existing licenced caravan parks within the Shire of Exmouth.

Each caravan park is issued with a limited number of overflow sites in accordance with the Caravan Parks and Camping Grounds Act & Regulations. These are the only sites that may be used as an overflow facility. All such bays will be identified on the caravan parks license and can only be used during the peak holiday periods and in accordance with the conditions detailed on the licence.

Part B

This section relates to the establishment and operation of a self-contained Recreational Vehicles emergency overflow facility.

For the purposes of this policy, self-contained Recreational Vehicles includes all buses, over-size motorhomes and large caravans that are completely independent of needing power, water, waste services, sewerage and sullage points. It does not include any trailer or tent.

1. The Shire may establish an overflow area for self-contained Recreational Vehicles when there are no vacancies for vehicles of this nature available at any caravan park within the Exmouth townsite boundary (as defined in attached map to this policy) of the Shire of Exmouth. A camper is permitted to book for up to 7 consecutive days at the overflow if it is believed that there are no available spaces for the required length of stay in the caravan parks during the 7 day period.
2. The maximum stay at the Exmouth Shire Council self-contained Recreational Vehicles Overflow Camping facility is to be a maximum of 14 consecutive days. Authorized camp ground hosts may stay longer than the maximum period at the Overflow Camping grounds.
3. The self-contained Recreational Vehicle overflow shall be primarily based between the Arboretum and the Netball courts on Willersdorf Road, although specific circumstances may arise requiring the site to be temporarily relocated e.g heavy rainfall or increased numbers. Temporary relocation of the Overflow will be at the discretion of the Chief Executive Officer.
4. Fees for camping at this facility shall be determined in accordance with Council's Annual Schedule of Fees and Charges.
5. The maximum number of vehicles allowed in self-contained Recreational Vehicles overflow facility area will be determined based on allocated spacing between vehicles, size of vehicles (whether they have trailers), turning circles, and usable space in the allocated area.
6. Dogs are permitted in this overflow camping area but must always be held on a leash and be under the control of a responsible person.

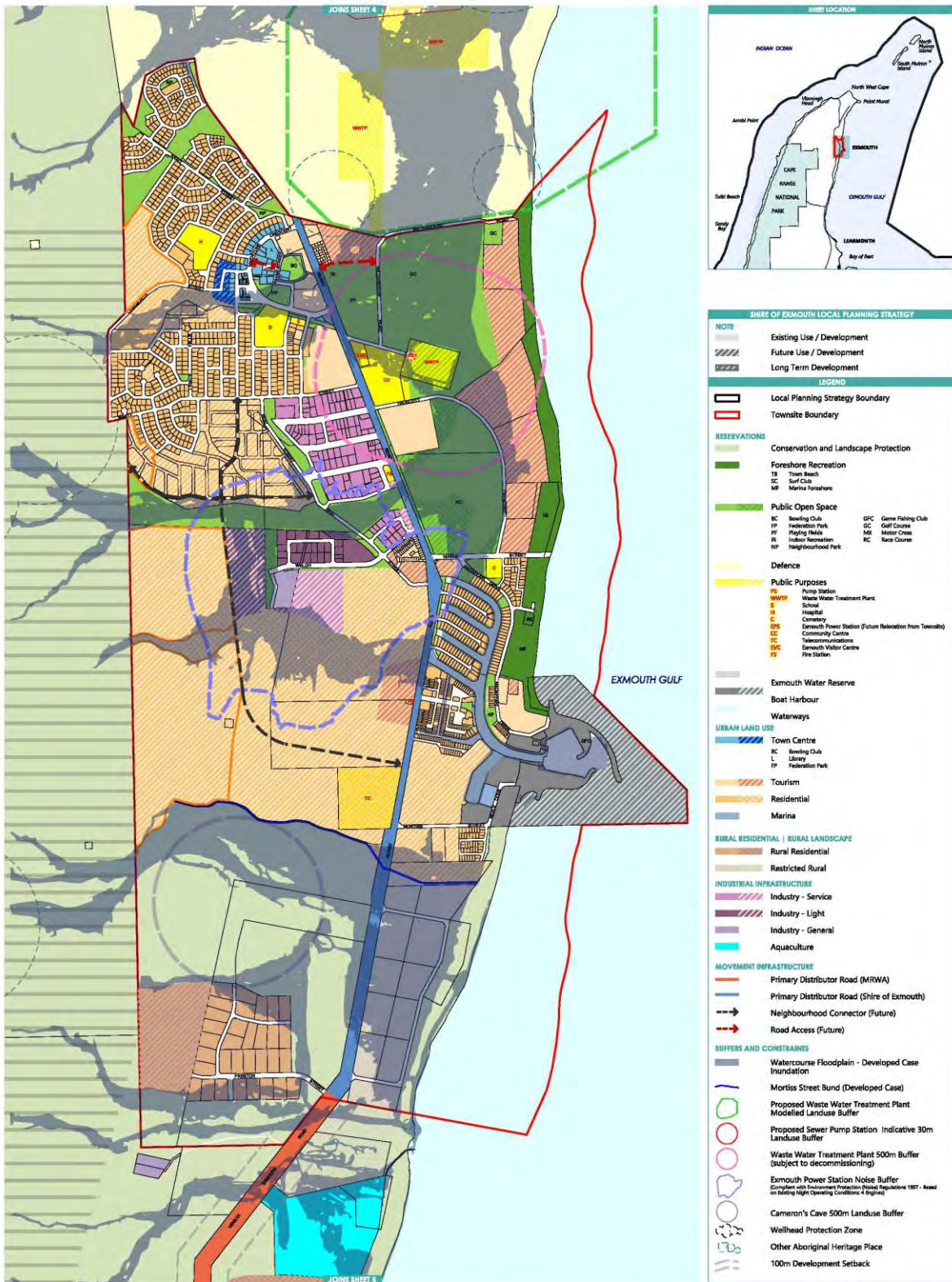
Part C

This section relates to the Shire of Exmouth Overflow Camping Grounds.

1. Where there are no vacancies available at all existing Caravan Parks within the Exmouth townsite boundary (as defined in attached map to this policy), including approved overflow sites within the licensed Caravan Parks, the Shire of Exmouth, at the discretion of the Chief Executive Officer, may authorise the operation of Overflow Camping Grounds at the following locations: -
 - Designated overflow bays east of Koobooroo Oval – under the supervision of Council's Ningaloo Visitor Centre staff and/or the authorized Camp Host;
 - Niblett Park under the supervision of Council's Ningaloo Visitor Centre staff and/or the authorized Camp Host;
 - And any additional areas at the discretion of the Chief Executive Officer including participating local community or sporting group facilities.
2. Overflow sites are to be identified for use and occupancy levels determined as approved by the Chief Executive Officer.

3. The maximum stay at the Exmouth Shire Council Emergency Overflow Camping facilities is to be a maximum of 14 consecutive days. Authorised camp ground hosts may stay longer than the maximum period at the Overflow Camping grounds. A camper is permitted to book for up to 7 consecutive days at the overflow only if it is believed that there are no available spaces for the required length of stay in the caravan parks during the 7 day period.
4. During the utilisation of the Koobooroo and Niblett oval overflow sites, the Council's Ningaloo Visitor Centre staff are to resolve any unforeseen problems arising except where a camp ground host has been appointed, in which case the camp ground host is responsible for day to day supervision and management of the facility. In relation to community/sporting group facilities approved for overflow operations the respective management committees of these groups and/or their appointed camp ground host are to resolve any unforeseen problems arising and are responsible for day to day supervision and management of the facility.
5. Fees for camping at the overflow facilities (Shire and participating local community and sporting groups) shall be determined in accordance with Council's Annual Schedule of Fees and Charges.
6. The Ningaloo Visitor Centre will be the booking agency for all Shire and community/sporting group overflow facilities and charge standard booking commissions on transactions at levels as approved in Council's Annual Schedule of Fees and Charges.
7. Dogs are permitted in the above overflow camping areas but must always be held on a leash and be under the control of a responsible person.
8. Additional locations may include local community and/or sporting groups that possess all relevant facilities, insurances and onsite management plan to manage an overflow site.
9. Use of clothes washing machines are prohibited at overflow sites where sullage disposal facilities are not provided. Patrons are to use the public laundry in the Central Business District or other approved accessible facility.

Attachment 1 - Exmouth Townsite Map – Local Planning Strategy (Townsite boundaries delineated by red border)



SHIRE OF EXMOUTH LOCAL PLANNING STRATEGY

NOTE

- Existing Use / Development
- Future Use / Development
- Long Term Development

LEGEND

- Local Planning Strategy Boundary
- Townsite Boundary

RESERVATIONS

- Conservation and Landscape Protection
- Foreshore Recreation
 - TB Town Beach
 - SC Surf Club
 - MF Marina Foreshore
- Public Open Space
 - BC Bowling Club
 - FP Federation Park
 - FF Playing Fields
 - IR Indoor Recreation
 - NP Neighbourhood Park
 - GFC Game Field Club
 - GC Golf Course
 - MC Motor Cross
 - RC Race Course
- Defence
- Public Purposes
 - PS Pump Station
 - WWTP Wastewater Treatment Plant
 - S School
 - H Hospital
 - C Cemetery
 - EPS Exmouth Power Station (Future Relocation from Townsite)
 - CC Community Centre
 - TC Telecommunications
 - EMC Exmouth Visitor Centre
 - FS Fire Station

EXMOUTH WATER RESERVE

- Boat Harbour
- Waterways

URBAN LAND USE

- Town Centre
 - BC Bowling Club
 - L Library
 - FP Federation Park
- Tourism
- Residential
- Marina

RURAL RESIDENTIAL | RURAL LANDSCAPE

- Rural Residential
- Restricted Rural

INDUSTRIAL INFRASTRUCTURE

- Industry - Service
- Industry - Light
- Industry - General
- Aquaculture

MOVEMENT INFRASTRUCTURE

- Primary Distributor Road (MRWA)
- Primary Distributor Road (Shire of Exmouth)
- Neighbourhood Connector (Future)
- Road Access (Future)

BUFFERS AND CONSTRAINTS

- Watercourse Floodplain - Developed Case Inundation
- Mortis Street Bund (Developed Case)
- Proposed Waste Water Treatment Plant Modelled Landuse Buffer
- Proposed Sewer Pump Station Indicative 30m Landuse Buffer
- Waste Water Treatment Plant 500m Buffer (subject to decommissioning)
- Exmouth Power Station Noise Buffer (Compliant with Environmental Protection (Noise) Regulations 1997 - Based on Existing High Operating Conditions - 4 English)
- Cameron's Cave 500m Landuse Buffer
- Wellhead Protection Zone
- Other Aboriginal Heritage Place
- 100m Development Setback

6.8 – Advertising Signs, Town Centre Public Space & Outdoor Eating Permits

Adoption		
Date	Meeting	Council Decision
15/11/12	OCM	07-1112-10.1.4
Review Details		
Date	Meeting	Council Decision
22/11/18	OCM	04-1118
27/06/19	OCM	05-0619
26/03/20	OCM	
Delegation		
No.	Title	

1. POLICY STATEMENT

The Shire of Exmouth encourages local businesses to partner in continually improving the presentation of Exmouth as the State's premier tourism town. In addition to its own efforts to enhance the visual amenity of the town the local government actively invites local businesses to create improved retail and hospitality vibrancy through this business-friendly advertising signage and trading permits policy.

This policy sets out the matters the local government will consider when assessing applications for advertising signs, town centre public space and outdoor eating space permits.

It has been prepared to support and be read in conjunction with Clause 4.31 of the Shire of Exmouth Local Planning Scheme No.4 (The Scheme). The Scheme requires the submission of an application for Development Approval only for non-exempt advertisements.

Local businesses are required to submit applications for the Town Centre Public Space and Outdoor Eating permits.

This policy is supported and should be read in conjunction with the individual guidelines for;

- Advertising Signage Guidelines
- Town Centre Public Space Permit Guidelines
- Outdoor Eating Guidelines
- Booking Temporary Banner Display Guidelines

2. POLICY OBJECTIVES

1. To assist local businesses create vibrancy, enhance amenity and maximize business opportunities whilst reinforce the positioning of Exmouth as a unique visitor destination.
2. To ensure that the display of advertising signs on properties complements the surrounding area without impacting on public safety and access.
3. To encourage local food businesses to create and manage quality outdoor dining areas without impacting on public safety or access.

4. To ensure consistent policy and clearly set out the requirements of the Shire of Exmouth for applicants making an application for advertising signage, use of town centre public space and outdoor eating areas.
5. To guide the design, materials and siting of advertising structures and signs in the local government area.
6. To provide improved opportunities and clear guidelines for local community and sporting groups to advertise events and activities.
7. To decrease bureaucratic procedures, restrictions and constraints, as well as legal and jargonistic guidelines.

3. DEFINITIONS

Unless otherwise defined, words and expressions in this policy are as defined in *Schedule 1* of the Shire of Exmouth Local Planning Scheme No.04. Definitions are included in respective supporting guideline documents.

4. GENERAL PROVISIONS

4.1 Advertising Signs

Businesses within the local government area are encouraged to create high quality advertising signage that complements the surrounding settings and reinforces the positioning of Exmouth as a tourism town. The [Advertising Signage Guidelines](#) detail what is permitted and ensure adherence to public safety and access.

4.2 Town Centre Public Space;

Commercial operators within the town centre are provided the opportunity to use the public space immediately in front of their respective tenancy. The "**Town Centre Public Space Permit**" encourages traders to use the public space immediately in front of their tenancy for advertising, merchandising or seating as detailed in the Shire's [Town Centre Public Space Permit Guidelines](#).

4.3 Outdoor Eating Permit;

Food businesses within the local government area that meet stated qualifying criteria are encouraged to create high quality outdoor dining areas in public spaces via the "**Outdoor Eating Permit**".

This policy endorses the [Outdoor Eating Guidelines](#), failure to comply with these guidelines will result in the permit being cancelled or enforcement action taken.

To operate an outdoor eating area the following criteria applies;

1. You are a registered food business with the Shire of Exmouth.
2. Have a tenancy fronting the public place where the outdoor dining will be situated.
3. Have clear and unobstructed access and views of the area.
4. All relevant fees have been paid in respect to the permit area.
5. Maintain Public Liability insurance of \$10 million dollars.
6. The Shire's Outdoor Eating Permit Guidelines are complied with.

4.4 Temporary Banner Display Advertising;

The local government offers dedicated banner display infrastructure at nominated high profile locations within the township for use primarily by local community and sporting groups for the short-term promotion of events and activities.

The use of dedicated banner infrastructure is managed by the local government's ***"Booking Banner Sites Guidelines"***.



Advertising Signage Guidelines

Version: 13 March 2020 DRAFT

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Introduction

The Shire of Exmouth encourages local businesses to create vibrancy, enhance amenity and maximise business opportunities whilst adhering to these tourism friendly advertising signage guidelines.

These Guidelines are set under the Shire of Exmouth’s Advertising Signs, Town Centre Public Space & Outdoor Eating Permits Policy.

Objectives

The objective of these guidelines is to ensure that the display of advertising signs on properties complements the surrounding area without impacting on public safety and access.

To achieve the above the Guidelines will give due regard to:

- The Shire of Exmouth’s Disability Access and Inclusion Plan July 2015.
- The Shire of Exmouth’s Strategic Community Plan – Exmouth 2030.
- Clause 4.31 of the Shire of Exmouth Local Planning Scheme No.4

Who do the Guidelines apply to?

The guidelines apply to:

- Advertising signs on all land zoned or reserved pursuant to the Shire of Exmouth Operative Local Planning Scheme.
- In accordance with Clause 61(1)(h) of the Planning and Development (Local Planning Schemes) Regulations 2015 development approval is not required for signs that are identified as exempted signs under Exemptions of this guideline or expressly comply with the General Provisions and Specific Requirements under General Provisions and Specific Requirements (Table 1) of this guideline.
- Where there is any inconsistency between this Advertising Signage policy and guidelines and the local government’s Structure Plans, Local Development Plans and Special Control Areas then the provisions within those documents shall prevail.
- Where a sign does not require development approval under this Policy and Guidelines it should be noted that a building permit may still be required in certain circumstances and is to be obtained separately from the local government’s Building Services. A building permit is to

document the methods of construction and how the sign is to be affixed to a building or the ground.

- Where a sign type is proposed that is not prescribed in the Policy it will be considered on its merits and assessed against the criteria outlined in Variations of this guideline.

General Provisions

1. Advertisements will not be approved on properties primarily used for residential purposes where the advertisement does not pertain to a relevant home based business unless otherwise provided for in this Policy Guideline.
2. Where a commercial activity (specifically excluding home based businesses) has been approved on land zoned Residential under the Shire's Local Planning Scheme, signage proposals shall be assessed against the criteria within Table 1 of this Guideline.
3. Advertisements shall be located such that traffic and pedestrian safety is not compromised.
4. Advertisements shall not contain any obscene or offensive information or illustration.
5. Advertisements shall not impede pedestrian or vehicle movements.
6. Advertisements associated with new commercial, industrial or mixed-use developments with multiple tenancies are to be accompanied with a wider signage strategy for the site.
7. The local government supports the tourism collaboration principle of local businesses cross promoting each other products and services. Third party advertising is permitted on public space within the town centre via permit, and all private land with the exception of land zoned Residential where General Provision 1. as detailed above prevails.
8. No advertising signs are permitted within the road reserve.
9. No advertising signs are permitted in public space without approval excluding the town centre public space permit areas and Shire temporary banner display locations.
10. Where signs are illuminated they will:
 - i. not cause a nuisance, by way of light spillage to abutting sites;
 - ii. not comprise flashing, intermittent or running lights, or change more than once in every 5-minute period;
 - iii. not interfere with or be likely to be confused with, traffic control signals;
 - iv. have any boxing or casing in which it is enclosed constructed of non-combustible material;
 - v. have its electrical installation constructed and maintained to the satisfaction of the relevant electricity supply authority;
 - vi. be maintained to operate as an illuminated sign; and
 - vii. not have a light of such intensity as to cause annoyance to the public.

11. Where the policy refers to a maximum area and the advertisement sign involved has more than one visible face the measurement identified is applicable to each face.

12. Street numbering to be clearly visible and incorporated into signage wherever possible.


Exempted Advertisements

The following signs are specifically exempt from the requirement to obtain development approval:

- (a) Signs implemented in accordance with legislated requirements;
- (b) Signs erected by a public authority or on its behalf for the primary purpose of public safety or information and/or the direction and control of people, animals or vehicles;
- (c) All advertisements erected, placed or displayed within buildings which cannot ordinarily be seen by a person outside of those buildings;
- (d) All classes of building, one (1) advertisement sign containing the name, number or address of the building, the purpose for which the building is used or the name or address of the managing agent thereof, with a maximum area of 0.2 square metres;
- (e) Home based business signs not exceeding 0.2m² in area;
- (f) Temporary (48 hours prior, removed within 48 hours after) erection or installation of electoral advertisements as provided in clause 61(1)(g) of the deemed provisions;
- (g) Temporary banner signs erected on dedicated Shire local community and sporting group banner sign infrastructure. Complete and submit local government's "Booking Temporary Banner Display" form required and adherence to guidelines.
- (h) Real Estate signs not exceeding 6m² in area in residential zoned areas (noting that greater allowances are permitted where 'Development Signs' are involved as per General Provisions of this guideline.
- (i) Real Estate signs not exceeding 12m² in commercial/industrial zoned areas (noting that greater allowances are permitted where 'Development Signs' are involved as per Specific Requirements of the guideline); and
- (j) Home Open for inspection signs.

SPECIFIC REQUIREMENTS


TABLE 1: ACCEPTABLE STANDARDS FOR VARIOUS SIGN TYPES

SIGN TYPE AND DEFINITION	DIAGRAM	REQUIREMENTS
<p>HOARDING (BILLBOARD) SIGN</p> <p><i>A detached or detachable structure other than a pylon or monolith sign, that is erected for the sole purpose of displaying a sign or signs and includes a poster panel, a wall panel or an illuminated panel but does not include a hoarding erected as a barrier or screen on a building site</i></p>		<ul style="list-style-type: none"> • Is limited to a maximum of one sign per lot. • Is not to exceed 10m² in area. • Is to be no less than 1.2m or greater than 2.5m above ground level. • Is not permitted within the Residential, Rural and Special Rural zone. • Is not to be erected in the area between any building and any street boundary of a lot except with the approval of the local government. • Is not permitted if there is a monolith sign or pylon sign on the same lot. • Is to be located wholly within the boundaries of the land.
<p>MONOLITH SIGN</p> <p><i>A sign that is not attached to a building or any other structure</i></p>		<ul style="list-style-type: none"> • Is limited to a maximum of one monolith sign per lot, unless it is a corner lot where one sign per lot frontage may be permitted.

and with its largest dimension being vertical. Such a sign may consist of a number of modules and is generally uniform in shape from ground level to the top of the sign.



- Is not permitted where there is an existing pylon sign or hoarding sign on the same lot.
- Where there is more than one business tenancy on the lot, the sign shall be designed to accommodate advertising requirements of all tenancies.
- Is to have a maximum depth of 0.5m.
- If the lot frontage is less than 71m, then a sign shall be limited to 7.5m in height and 2.5m in width.
- If the lot frontage is between 71m and 100m, then a sign shall be limited to 9m in height and 3m in width.
- If the lot frontage is above 101m, then a sign shall be limited to 10.5m in height and 3.5m in width.
- Is to be setback 1m from any crossover.
- Is to be located wholly within the lot boundary.
- Is to be no higher than 3m in height and 1.5m in width for commercial uses within a Residential zone.

		<ul style="list-style-type: none"> • Is to be located wholly within the boundaries of the land.
<p>PORTABLE SIGN</p> <p><i>A sign not permanently attached to the ground or to a structure, wall, fence or building and including but not limited to a sandwich board sign consisting of two sign boards attached to each other at the top or elsewhere by hinges or other means.</i></p>		<ul style="list-style-type: none"> • Is to be no higher than 1.2m above ground level. • Is not to exceed 2m² in area (total area where sign has a double side) with a maximum 1m² on any one side. • Is to be secured and stabilized, removed outside normal business hours or left appropriately secured. • Is to be located wholly within the boundaries of the land and not permitted within public space nor within the road reserve. • May be displayed by tenants obtaining and adhering to conditions of a Town Centre Public Space Permit.
<p>PRODUCT DISPLAY SIGN</p> <p><i>A product or object displayed for the purposes of advertisement or a sign which is applied or otherwise attached or placed on a vehicle.</i></p>		<ul style="list-style-type: none"> • Is limited to a maximum of one sign per lot. • Is located wholly within the boundaries of a lot. • Be placed so as not to cause any interference, whether directly or

For the purpose of the term a vehicle includes a car, truck, boat, trailer, caravan, machinery, and the like whether moveable or not.



indirectly, to vehicular traffic or pedestrians.

- Is to have no moving parts.
- Has a maximum vertical dimension or horizontal dimension of 2m.
- Is only permitted within Industrial zones (including Service Commercial zone).

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PYLON SIGN

A freestanding and elevated sign supported by one or more posts, which is not attached to a building.



- Is limited to a maximum of one pylon sign per lot, unless it is a corner lot where one sign per lot frontage may be permitted.
- Is not permitted where there is an existing monolith or hoarding sign on the same lot.
- Where there is more than one business tenancy on the lot, the sign shall be designed to accommodate advertising requirements of all tenancies.
- Is not permitted within a Residential zone.
- When a lot has an area up to 5000m² and one tenancy, a pylon sign shall be limited to 4m² in area, 6m in height and 2.5m in any dimension.
- When a lot has an area up to 5000m² and more than one tenancy, a pylon sign shall be limited to 5m² in area, 7.5m in height and 3m in any dimension.
- When a lot has an area over 5000m², a pylon sign shall be limited to 6m² in area, 9m in height and 3m in any dimension.

		<ul style="list-style-type: none"> • Is to be located wholly within the lot boundary. • Is to have a minimum clearance of 2.7m to ground level
<p>DEVELOPMENT SIGN</p> <p><i>A sign mounted on one or more support poles, erected on a lot with an approved subdivision or development, displaying information about the project such as its name, the plan of subdivision or development, its features, sales and real estate agency contact details.</i></p>		<ul style="list-style-type: none"> • Is to be limited to one sign on the site. • Is to be restricted to 6m² in area for single residential developments. • Is to be restricted to 12m² in area and a maximum dimension of 4m for multiple dwelling residential developments, commercial and industrial projects. • Is to be restricted to 20m² in area and a maximum dimension of 6m for larger developments or redevelopment projects involving shopping centres, office or other buildings exceeding 3 stories in height. • Is only to be in place for the duration of the construction works / development / transaction period.
<p>DISPLAY HOME SIGN</p> <p><i>A sign erected on a lot on which a display home has been erected</i></p>		<ul style="list-style-type: none"> • Is limited to one sign per display home.



- Is not to exceed 2m² in area per display home.
- Is to be no higher than 4m above ground level.
- Is not to be illuminated after 9:00pm.
- Is to be removed on the cessation of the Display Home use.

CREATED ROOF SIGN

A sign which is affixed to the fascia or parapet, or forms part of a projection above the eaves or ceiling of the building and complements the architectural style of the building, but does not include a Roof Sign



- Is to be limited to one sign per tenancy on a lot.
- Is not to project more than 300mm from the portion of the building it is attached.
- Is not to be within 600mm of either end of the fascia, roof or parapet of the building.
- Maximum areas in accordance with the **Table A**.

Table A

Building Height	Area
<7.5m	3m ²
7.5m – 9m	4.9m ²
>9m	6m ²

PROJECTING SIGN

A sign attached to a projection (such as a verandah) or projects more than 300mm from a wall of the building below the eaves or ceiling height.



All Projecting Signs


- Is limited to one sign per tenancy on a lot other than any Projecting Signs which are attached to the fascia of a verandah.
- Is to have a minimum clearance of 2.4m to ground level.

Projecting Sign attached to verandah:

- Is not to project beyond the outer frame or surround of the fascia.

Projecting Sign underside of verandah:

- Is not to exceed 2.4m in length.
- Is not to weigh in excess of 50kg.
- Is not to be within 3m of another such sign attached to the underside of the same verandah.
- Is to be at right angles to the front street boundary except on a corner lot where the signs may be so placed to be visible from both streets.
- Is not to project beyond the outer frame or surround of the verandah.

		<p><u>Projecting Sign attached directly to a building:</u></p> <ul style="list-style-type: none"> • Is not to project more than 1m from the wall and not to exceed 4m² in area. • Is not to be placed within 2m of either end of the wall to which they are attached. • Is not to project above the top of the wall to which they are attached.
<p>ROOF SIGN</p> <p><i>A sign erected on or attached to the roof of a building.</i></p>		<ul style="list-style-type: none"> • Is not at any point to be closer than 4m to the ground. • Is not to extend laterally beyond the external walls of the building. • The maximum height of the sign shall be limited to 20% of the height of the building at the point where the sign is to be fixed, to a maximum height of 2.5m. • Is limited to one sign per building. • Is only permitted within Industrial zones.

TETHERED SIGNS

A sign which is suspended from or tethered to any structure, tree, pole (with or without supporting framework) or ground and made of paper, plastic, fabric or similar materials. The term includes lighter than air aerial devices, inflatables, bunting, banners, flags and kites.



Tethered Signs (not including inflatable devices):

- Is limited to a maximum of one sign per street frontage on any lot.
- Is to be wholly located within the boundaries of the lot.
- Is to have a maximum vertical dimension of 0.75m and a maximum area of 2m².
- Is not to be greater than 8 metres from ground level.
- Is not to be within 10m of a Pylon or Monolith sign.

Tethered Signs (including inflatable devices):

- Is limited to a maximum of one sign per lot.
- Not exceed 6m in diameter or 6m in height.
- Is to be erected for no more than 28 days in aggregate for any one calendar year.

WALL & FENCE SIGNS

A signboard or panel used for displaying a posted or painted message and affixed to or adjoining the wall of a business premises or erected on the forecourt of any business premises.



- Is not to exceed 25% of the area of each building façade or fence frontage.
- If placed over door openings, or projects from the wall in excess of 30mm, to have a minimum clearance of 2.7m.
- Is not to be within 600mm of either end of the wall to which it is attached.
- Is not to project above the top of the wall.

WINDOW SIGN

A sign affixed to either the interior or exterior of the glazed area of a window



Within the (Commercial) Centre Zones:

- is not to exceed 25% of the total area of all windows facing a street; and
- lettering height for the window is not to exceed 1m.

Variations

The Signs that do not comply with Table 1 above are generally deemed unacceptable unless it is established that a particular standard or provision in this guideline is unreasonable or undesirable in the particular circumstances of the case. In order for the local government to determine the merits in such instances a development application will need to be lodged identifying any exceptional circumstances involved and include justification against the following performance criteria that the signage proposal:

- (a) is clear, simple and concise;
- (b) is compatible with existing signage on the site and within the surrounding area and will not obscure existing signage on adjacent tenancies;
- (c) will not result in the creation of an unacceptable level of visual clutter within the area, to the detriment of visual amenity;
- (d) is appropriate to the locality and surrounding land uses, in terms of its size, location and design;
- (e) will not result in an adverse impact upon the character or historical significance of the surrounding area;
- (f) is designed to complement the architectural style and character of the building, site or area;
- (g) will not compromise traffic or pedestrian safety;
- (h) will not result in unacceptable light spill on to abutting sites;
- (i) will not pose a threat to public safety or health; and
- (j) does not contain obscene or offensive information or illustration.



Town Centre Public Space Permit Guidelines

Version: 2 March 2020 DRAFT

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Introduction

The Shire of Exmouth supports the development of the town centre as the primary focus for retail and hospitality services for local residents and visitors to Exmouth.

To sustain our tourist town into the future requires a healthy and vibrant commercial town centre.

Ensuring sustainable retail growth around a core town centre area has been highlighted as a key design element of the Shire's Exmouth Town Centre Revitalisation Plan (Hassell, 2012).

"The core will be the centre of action, the central meeting place and the area people are naturally drawn to. It will be the magnet of activity in Exmouth's town centre. The core must be tight – that is, it must contain a mix of activities in a defined and accessible area that allows for activation throughout the day and into the evening. Activities must therefore be appropriate to the core and build on each other – retail, entertainment, lifestyle, culture, dining and short stay functions are some activities appropriate to town cores. The built form within the core also must have an intensity and character that contains activity – in this way the core is defined, easily recognisable and the logical heart of Exmouth."

Source: Hassell Report "Defining the Core"

The **Town Centre Public Space Permit** is a tool to encourage town centre traders to create greater vibrancy, improve opportunities to extract visitor spend and reinforce the atmosphere of a popular holiday town destination.

The permit allows town centre traders to utilise the public space immediately in front of their tenancy for greater advertising, merchandising and/or seating opportunities.

The Public Space available for use will be clearly described through the use of "Delineation Markers" on the ground installed by the Shire.

The size of designated Public Space area may vary for each tenancy and will take into consideration pedestrian safety and access. The Public Space area must commence from the front of the tenancy boundary extending out to a distance no greater than 1200mm and across the length of the tenancy frontage.



These Guidelines are set under the Shire of Exmouth's Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law and the Advertising Signage, Town Centre Public Space Permit, and Outdoor Eating Permits Policy 6.8.

Objectives

The objective of these guidelines is to encourage traders with tenancies located within the town centre to better utilise their adjoining public space for commercial activity without impacting on public safety or access.

To achieve the above the Guidelines will give due regard to:

- The Shire of Exmouth's Disability Access and Inclusion Plan July 2015.
- The Shire of Exmouth's Strategic Community Plan – Exmouth 2030.
- Creating vibrancy and enhancing amenity through improved retail experiences.

Who do the Guidelines apply to?

The guidelines apply to:

- Commercial operators with tenancies within the town centre as defined under the Shire TPS4.

What is the application process?

To apply for a Town Centre Public Space permit you will need to complete and submit the appropriate application and have Public Liability Insurance for not less than \$10 million.

Prior to making the application you will need to ensure:

1. You are the owner or lessee of a commercial tenancy located within the town centre precinct.
2. Have a tenancy fronting the public place where the permit will be operating.
3. Have clear and unobstructed access and views of the area.

Submission Process

Please follow the following steps to submit your application:

1. Choose an appropriate site based on the parameters identified above.
2. Prepare site plans. Site plans can be hand drawn on graph paper but need to be neat and legible.
3. Submit application with payment of the application fee. When you submit your application please ensure it is accompanied by a copy of the Certificate of Currency for the Public Liability Insurance.

4. The Shire will assess the application and contact the applicant if additional information is required. Please note an application can take up 3 weeks to process.
5. A permit will be issued stating the dimensions of the approved space. Shire officers will install permanent guides on the ground that define the approved space.
6. It is the responsibility of the applicant to ensure the permit conditions are complied with.

Each application will be assessed on a case-by-case basis.

Are there any fees payable?

There is a fee and charge applicable when lodging the application of \$50.00. Once the application is approved there is an additional permit approval fee calculated at the rate of \$51.50m2 per annum payable in advance.

Permit Duration

Permits are valid for up to 3 years.

Conditions on Permit

The Shire may impose conditions on the permit where necessary. The conditions will be based on the requirements of the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law.

Cancellation of Permit

Cancellation of a Town Centre Public Space Permit by the permit holder will need to be via written notice. Once received the Shire will process the cancellation within 14 days.

Change of Ownership

Change of ownership can be notified in writing. Once received the Shire will process the change of ownership.

Definitions

Applicant

The business or representative of a business located within the town centre as defined by TPS4 formally applying to use the public space immediately in front of and abutting the applicant's tenancy.

Town Centre

The area zoned "Town Centre" as per Shire's Local Planning Strategy and described in Figures 1 and 2 attached to these guidelines.

Town Centre Public Space Permit

A permit, approved by the Shire that allow the use of the nominated area in a public place for retail, advertising or customer seating.

Permit Holder

The business or representative of the business that holds a Town Centre Public Space permit.

Development Application

A Development Application (DA) is a formal request for approval to change the use of a

premises from one activity or land use to another. This is a separate application and approval process to the town centre public space permit application.

Delineation Markers

Small flat disks fastened to the outer edge of the permit area, identifying the boundary of the area.

Public Place

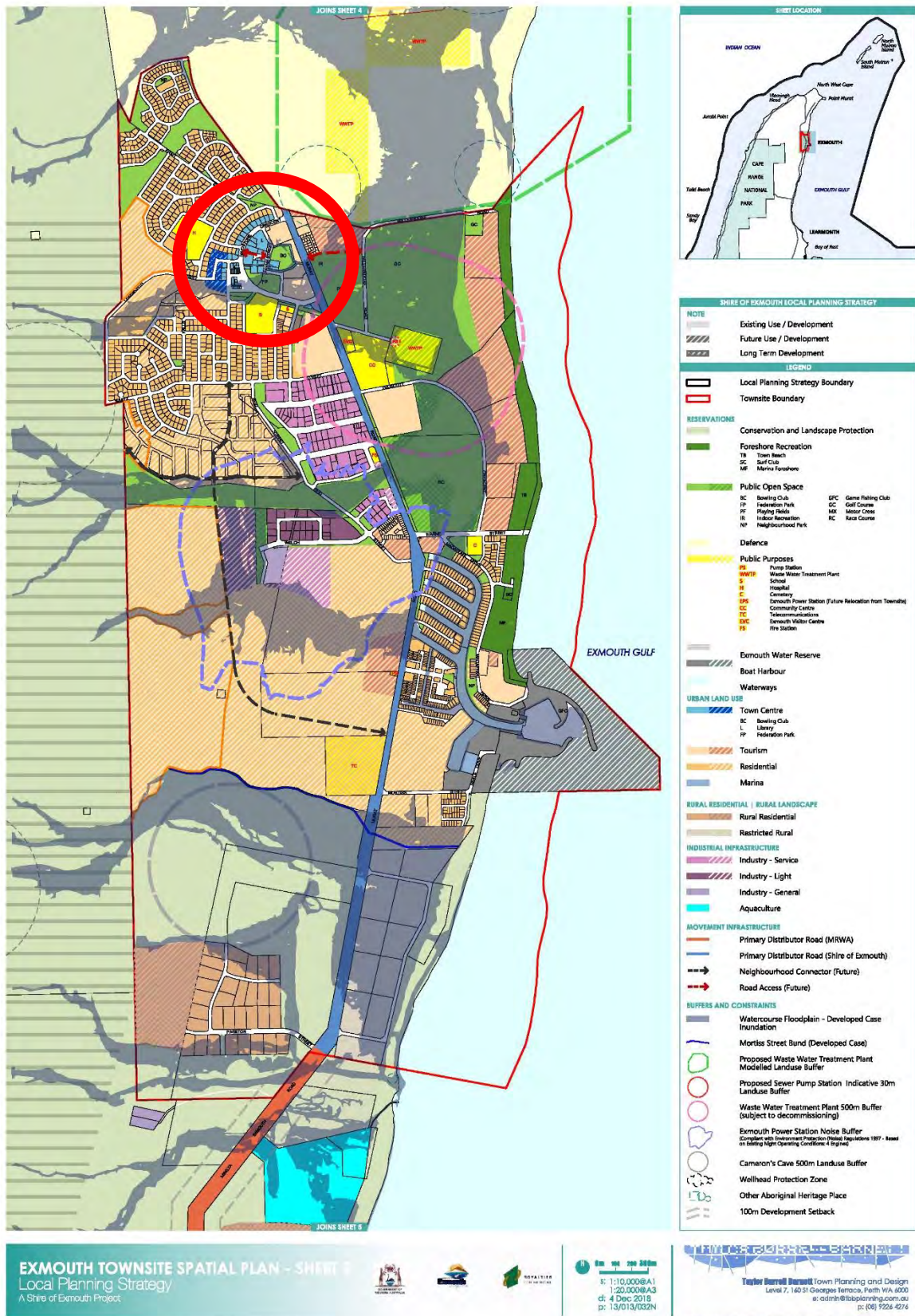
A public place is defined by the Shire of Exmouth's Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law as any thoroughfare or place which the public are allowed to use, whether or not the thoroughfare or place is on private property, but does not include –

- (a) Premises on private property from which trading is lawfully conducted under a written law;
- (b) Local government property;

Figure 1 – Town Centre zone (delineated in light blue) as per Town Planning Scheme 4.



Figure 2 – Town site plan with land use zonings described. Town Centre Public Space Permits apply only within “Town Centre” designations (light blue and highlighted with red circling below).





Outdoor Eating Permits Guidelines

Version: 3 March 2020 DRAFT

DRAFT

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Introduction

The Shire of Exmouth supports the use of suitable public spaces for the community to utilise as outdoor dining areas.

Outdoor dining creates vibrancy and encourages community connections. The climate in Exmouth is suited for the outdoor dining experience and the Shire encourages businesses to establish high quality outdoor dining areas.

Quality dining areas would:

- Contribute to the vibrancy of streets and other public places.
- Create diverse street activity.
- Attract residents, visitors and tourists to relax and spend time in the area.
- Supports local businesses by increasing trading opportunities for cafes, restaurants and bars.

These Guidelines are set under the Shire of Exmouth's Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law and Policy 6.8 Advertising Signage, Town Centre Public Space and Outdoor Eating Permits.

Objectives

The objective of these guidelines is to assist food businesses to create and manage quality outdoor dining areas without impacting on public safety or access.

To achieve the above the Guidelines will give due regard to:

- The Shire of Exmouth's Disability Access and Inclusion Plan July 2015.
- The Shire of Exmouth's Strategic Community Plan – Exmouth 2030.
- Creating vibrancy and enhancing amenity through high quality outdoor dining areas.
- Local Laws and associated Australian Standards applicable to outdoor dining areas.

Who do the Guidelines apply to?

The guidelines apply to:

- Outdoor dining areas on public land and Shire owned and leased land.
- Existing food businesses that have an outdoor eating permit.
- New applicants for outdoor dining permits.

Sanitary Provisions

The Shire of Exmouth is willing to take into consideration nearby public toilets when looking at seating numbers in the outdoor eating area. This will be assessed on a case by case basis and will depend on the distance and quantity of toilets available.

Internal eating/dining areas are limited to 20 or less people if there is no access to adequate toilet facilities. Likewise, the consumption of alcohol on outdoor eating areas will need to meet the requirements of Liquor Licencing.

What is the application process?

To apply for an outdoor eating permit, you will need to submit HealthOD001 Outdoor Eating Permit Application and have Public Liability Insurance for not less than \$10 million.

Prior to making the application you will need to ensure:

1. You are a registered food business with the Shire of Exmouth.
2. Have a tenancy fronting the public place where the outdoor dining will be situated.
3. Have clear and unobstructed access and views of the area.

Submission Process

Please follow the following steps to submit your application:

1. Choose an appropriate site based on the parameters identified above.
2. Prepare site plans. Site plans can be hand drawn on graph paper but need to be neat and legible.
3. Submit application with payment of the application fee. When you submit your application please ensure it is accompanied by:
 - Copy of the Certificate of Currency for the Public Liability Insurance.
 - A scaled plan showing the position of tables, chairs and structures.
 - A scaled plan specifying the proposed eating facility and the area incorporated within 10 metres beyond the boundary of the proposed eating area. Identify the location of all carriageways, footpaths, public facilities, public places, streets and street alignments.
 - Coloured photographs of the tables, chairs and other structures intended to be used.
4. The Shire will assess the application and contact the applicant if additional

information is required. Please note an application can take up 3 weeks to process.

5. A permit will be issued. It is the responsibility of the applicant to ensure the permit conditions are complied with.

Each application will be assessed on a case-by-case basis.

Are there any fees payable?

There are fees applicable when applying for a permit, transferring or reviewing a permit and with the usage of the permit area. The fees are set by Council and can be found at <https://www.exmouth.wa.gov.au/documents/budget-fees-and-charges>.

The fees are set to recover the costs associated with the use of public toilets, private usage of local government property and staff time.

Annual usage fees are pro rata from the 30 September each year. Failure to pay any relevant fee will result in the permit being cancelled.

Permit Duration

Permits are valid for three (3) years with an annual usage fee invoiced and payable by September.

Conditions on Permit

The Shire may impose conditions on the permit where necessary. The conditions will be based on the requirements of the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law.

Cancellation of Permit

Cancellation of an Outdoor Eating Permit by the permit holder will need to be via written notice. Once received the Shire will process the cancellation within 14 days.

Any fees paid in respect to the cancelled permit will be considered forfeited.

Change of Ownership

Change of ownership can be notified in writing. Once received the Shire will process the change of ownership and issue a new permit.

An approval for transfer of ownership does not involve the refund of fees from the Shire that have been paid by the former permit holder.

Compliance and Enforcement

Outdoor eating facilities are governed by the Shire of Exmouth's Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law, a copy of which can be viewed here <https://www.exmouth.wa.gov.au/documents/47/trading-in-thoroughfares-local-law>.

Failure to comply with the conditions of the permit, policy or Local Law will result in enforcement action.

The first initial response taken by the Shire will be a notice served on the permit holder advising them of what needs to be addressed and by when. Failure to abide by the notice may result in a fine and or the works being completed by the Shire at a cost to the permit holder. Major and repeated offences will result in the permit being cancelled.

Definitions

Applicant

The business or representative of a registered food business formally applying to operate an outdoor dining area in a public place, within the Shire of Exmouth.

Outdoor Eating Area Permit

A permit, approved by the Shire that allow the operation of an outdoor dining area in a public place within the municipality.

Permit Holder

The business or representative of the business that holds an outdoor eating area permit.

Development Application

A Development Application (DA) is a formal request for approval to change the use of a premises from one activity or land use to another. This is a separate application and approval process to the outdoor dining application.

Non-fixed items

Furniture and items that can be easily and quickly removed from the outdoor dining area are considered non-fixed. This includes tables and chairs.

Semi-fixed items

Furniture and items that are permanently fixed in the street and not easily removeable at short notice or at the end of trading each day. This includes glass screens.

Fixed items

Furniture and items that are permanently fixed in the street and not easily removeable at short notice or at the end of trading each day.

Registered Food Business

A food business registered under the Food Act 2008.

Delineation Markers

Small flat disks fastened to the outer edge of the outdoor eating permit area, identifying the boundary of the eating area.

Public Place

A public place is defined by the Shire of Exmouth's Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law as any thoroughfare or place which the public are allowed to use, whether or not the thoroughfare or place is on private property, but does not include –

- (a) Premises on private property from which trading is lawfully conducted under a written law;
- (b) Local government property;

Creating inviting public spaces

One of the key considerations is the creation of vibrant and accessible areas, the Shire of Exmouth feels the following design principles are key to outdoor eating areas:

Public Access and Movement

Allowing for uninterrupted paths of travel that are accessible to all users regardless of ability. The crowding of thoroughfares with items and obstacles should be avoided, ensuring the area is visually easy to understand and negotiate



Creating street character and identity

Outdoor eating areas can enhance the character of the area and provide a drawcard for the community and visitors to the area. This can be achieved by using art, colour and unique furniture, enhancing the area while meeting the requirements of the Guidelines.

Taking advantage of our climate

Whether taking advantage of the sunshine or providing a cool shady place for patrons to dine, Exmouth is fortunate enough to experience a climate highly suited to outdoor dining.



Connections

Creating a space where the community and visitors can connect, in a relaxed and welcoming setting. Providing an atmosphere that welcomes impromptu catch ups allowing people to slow down relax and linger.

Determining the Layout of Outdoor Eating Area

Outdoor eating areas need to be positioned to enhance the public space and not impede the flow of people. The Shire of Exmouth will determine the appropriateness with respect to the location for all outdoor eating area permit applications. It is important to recognise that not all locations are suitable for setting up an outdoor eating area.

Outdoor dining areas outside the boundary of the permit holder's frontage.

Applicants may apply for their outdoor eating permit to extend beyond their building frontage to a single adjacent neighbour.

The applicant must provide written permission from the business owner and building owner of the neighbouring premises and include it in their application. The written permission must include an acknowledgement that the extension of outdoor eating in front of the neighbouring premises will result in the area no longer being available for their use during outdoor dining trading hours.

If permission is withdrawn by the neighbouring building owner or business owner (current or future), the outdoor dining area must be removed. The permit holder must submit a revised outdoor dining area plan and withdrawal letter as part of this process.

Any liability issues which may arise and that are associated with the extended outdoor dining area are the responsibility of the permit holder.

Width of thoroughfares

A minimum of 1.8m clear area for pedestrian circulation is required for thoroughfares. The Shire of Exmouth reserves the right to vary the width to accommodate areas with heavy foot traffic.

Chairs can't be placed alongside thoroughfares if only the minimum width is met.

If an outdoor dining permit area has greater than 8m of continuous outdoor eating area or if the adjacent business also has an outdoor eating area that results in a combined distance greater than 8m a minimum 1.8m clear access way equally divided between the two areas will need to be provided to allow movement between the two areas.

An outdoor eating area located against buildings will need a minimum of 1.2m clearance for the principal pedestrian entrance of the building.

Setbacks from streets and intersections

A setback of 600mm is required from the front face of kerb to the outdoor dining area or pedestrian clearance. This will provide appropriate distance from vehicles using kerbside parking.

To ensure clear visibility is maintained at intersections a cleared area set from a 45° angle from the corner of the building to the kerb. In addition to this outdoor eating area furniture within 20m of the building corner may be no greater than 1100mm high and all barriers shall be visually permeable.

Outdoor eating permits are not permitted adjacent to disabled accessible parking.

Street Tree Setbacks

Street trees provide valuable shade and help to enhance public places. Any existing trees should be integrated into the outdoor eating area where possible.

No street trees can be relocated, trimmed or pruned, or modified in any way. A 500mm clearance from the outer edge of any tree trunk and outdoor eating area should always be maintained to protect the trunk and root system.

The Shire may require amendments to existing outdoor eating areas that conflict with new street trees planted.

Size of area

The size of the area needs to allow for a minimum of 1m² per person of available space.

Any large tables or structures may reduce the available area and decrease the quantity of people.

Determining the Design of an Outdoor Eating Area

The outdoor eating area should reflect the character of the area and complement the existing street environment. Existing infrastructure and landscaping should be integrated into the space where possible.

Furniture and Fixtures

The design of the furniture used for the outdoor eating area activity should be in keeping with the style and character of the host building and reflect the interior image of the business.

- Moveable items such as small pot plants or structures are not permitted as they can create obstructions of clear pedestrian pathways.
- Furniture should be consistent in type and style throughout the dining area and be easily cleaned and maintained.
- The Shire encourages businesses to select furniture and other items that are accessible for people of all sizes and abilities.
- Cheap moulded plastic chairs/tables and stools are not permitted.
- Tables and chairs should be portable so they can be moved or retracted from the outdoor eating area at the end of each trading day.
- All furniture and fixtures need to be maintained to ensure they are in a good condition safe for patrons to use.
- White table – tops and white chairs are not permitted in outdoor eating areas adjacent to public roads due to the possibility of glare.

Planter Boxes

Planter boxes can be used but are incorporated into the outdoor eating permit area. For example, the outside edge of a planter box must be within the outside edge of the permit area.

The planter boxes must be of durable material with no sharp corners or edges. The structural strength of planter boxes must be adequate to withstand vandalism and impact from pedestrians.

The plant species chosen must be hardy, low maintenance, non-flowering and reflect the character of the street. Any dead plants must be removed and replaced immediately.

Subsurface irrigation or wicking beds must be used. Overflow must not discharge into stormwater drainage, stain pavement or cause a safety hazard to pedestrians.

Delineation Markers

Delineation markers are little round discs placed onto the ground and are used to identify the permit area. The Shire will install delineation markers on all outdoor eating permits at the applicant's expense.

Advertising

Advertising should be kept to a minimum. The Shire doesn't support an excess of advertising in outdoor dining areas as it privatises the public space and adds visual clutter.

Advertising on furniture and structure may only bear the name of the associated establishment and/or the name of a commercial product sold within the premises. The total area must not exceed 10% of the area of furniture.

No alcohol or tobacco advertising is permitted within the permit area, this includes product pictures.

No A-frame signs are to be used in the permit area. A frame signs should be placed adjacent to the door, against the exterior wall of the shop.

Umbrellas

Market style umbrellas are encouraged for shade and shelter. A minimum height of 2.1m from ground level is required for umbrellas which must be fixed securely in place. Fixing mechanisms or footings must be designed to allow the reinstatement of the pavement following removal of the umbrella.

On extremely windy days umbrellas must remain removed or closed.

Umbrella canopy edges may extend a maximum of 300mm outside the allocated outdoor eating area on the side facing the footpath (except where adjacent to the kerb).

Permanent Structures

Permanent structures such as gazebos and shade structures will be considered depending on available space and style. They will only be considered in areas where shelter doesn't already exist.

The following principles apply to permanent structures:

- Structures must be of high-quality design, contemporary style, lightweight, and comprise of materials and finishes that reinforce the streetscape. Highly reflective surfaces are not permitted.
- A minimum vertical clearance of 2.5m above the ground and a maximum height of 3.5m, unless otherwise approved by Council.
- Posts and other elements must not obstruct pedestrian movement or the sight lines of motorists.

- Stormwater must be collected and discharged to the street water table to the satisfaction of Council.
- Structures must always be maintained in safe and good condition; and
- All structures will need building approval and be built to withstand cyclonic conditions.

Maintaining the Outdoor Eating Area

The outdoor eating area needs to be maintained in a clean, safe and tidy state always.

Exmouth is home to a wonderful array of bird life. Tables should be monitored and checked on a regular basis to ensure no remaining food is scavenged upon. The Shire recommends placing signage on tables advising patrons to not feed the birds.

Damaged, discoloured or weathered furniture must be replaced at the permits holder's expense.

The permit holder shall ensure that the area is kept clean and tidy. The permit holder is responsible for disposal of litter and cleaning of the permit area.

No debris or litter should be swept into the street gutter and or subsequently washed down the stormwater drainage system.

Decommissioning of an Outdoor Dining Area

In the event of the permit being cancelled or no longer required, the permit holder is responsible for:

- Fixing any damage and restoring the area to the satisfaction of the Shire of Exmouth.
- Removing any bolts or studs protruding from the pavement area and repairing the pavement to the same specifications as the surrounding paved area.
- Leaving the pavement in a clean condition.
- All replacement costs.

Failure to complete the above within 14 days of the permit ceasing will result in the Shire of Exmouth carrying out the works at the permit holder's expense.

DRAFT



Temporary Banner Display Guidelines

Version: 19 March 2020 DRAFT

DRAFT

Temporary Banner Display Guidelines

- Banners must only be displayed on nominated Shire banner display infrastructure.
- Banners must be constructed of heavy-duty material such as vinyl (no calico or sheeting will be accepted).
- Sponsor advertising including the name and/or logo must not exceed 25% of the total area of the banner.
- A photo image of the banner must be submitted to the Shire for approval.
- The permit holder must install and remove the banner as specified in the letter or email.
- Banners must be removed by 6pm on the final day of the display period, to ensure that other groups are not inconvenienced when they arrive to place their banners.
- The banner must be securely fastened.
- There is a maximum period of 3 weeks hire, after which you must re-apply.
- If using cable ties to secure a banner, all cable ties must be collected and removed from site.
- The banner must be immediately removed on a yellow cyclone alert.

Fees and Charges:

Non-profit rate	\$ 15.40 per week
Commercial community rate	\$ 46.20 per week

Confirmation of Bookings:

A booking confirmation letter will be emailed after the Shire has assessed a formal application and invoiced for payment. Cancellation after this time will result in the hirer being liable for cancellation charges.

The booking is not confirmed until invoice is paid and the confirmation letter has been sent by the Shire.

Shire staff will remove any banner displayed on a banner site that does not have Shire of Exmouth approval.

If a banner remains on a site after the expiry date, the hirer will be liable for additional fees.

Enquiries:

Enquires can be directed to Shire of Exmouth Customer Services on 08 99493000 or in person.

An application form to display a banner on a banner site must be completed by the applicant and approved by the Shire of Exmouth.

NB: Permits are issued at the discretion of Council. Council may grant a permit, refuse to issue a permit, or cancel a permit which has been issued.

Temporary Banner Display Application

Organisation Name:

Postal Address:

Telephone:

Mobile:

Contact Person:

Email:



Booked Banner Sites:	Maximum Size:	Dates:	Booking No.
Corner Payne & Maidstone			
Pool -panel left	2.5m x 1m		
Pool – panel middle	2.5m x 1m		
Pool – panel right	2.5m x 1m		
Corner Learmonth & Maidstone			
Bank - left	2.5m x 1m		
Bank - right	2.5m x 1m		

All banner applications must be submitted with the following documentation:

- Current \$5,000,000.00 Public Liability Insurance Yes
- Photo image of banner to be displayed Yes

I / we have read the guidelines and conditions and agree to abide by them.

I / we herewith indemnify The Shire of Exmouth against any liability, loss or damage resulting from the placement of the above banner.

Signed:

Date:

TBC – Itinerant Trading

Adoption		
Date	Meeting	Council Decision
26/03/2020	OCM	
Review Details		
Date	Meeting	Council Decision
Delegation		
No.	Title	

POLICY STATEMENT

The Shire of Exmouth encourages improved retail and hospitality vibrancy that reinforces the positioning of Exmouth as the State's premier tourism town.

The Shire values its local business community and recognises that there are business opportunities that can occur on a temporary basis. It is recognised that Itinerant Traders can:

1. Contribute to the vitality of the town,
2. Provide a safe, efficient and accessible food service at peak times to service increased customer demand beyond the supply capabilities and/or outside operating hours of permanent food outlets,
3. Provide products and services on a temporary basis not currently on offer,
4. Provide an opportunity for seasonal products to be provided, and
5. Activate a particular location or precinct that meets the objectives of the local government.

This Policy is a tool that will provide Council with a framework for the operation and management of itinerant traders within the Shire of Exmouth.

POLICY OBJECTIVES

The objectives of this policy are:

1. To facilitate the opportunities for itinerant traders that adds to the public enjoyment and use of the local government area, while not reducing safety or access to public land;
2. To ensure existing local businesses are not significantly disadvantaged through the approving of itinerant traders; and
3. To provide a consistent and coordinated process for the assessment of applications for itinerant traders within the municipality.

SCOPE

The Itinerant Traders Policy is applicable in instances where businesses and/or individuals seek to use public land to operate a business for financial gain where land is owned or controlled by the local government.

This Policy does not apply to the following:

1. Where a vendor is part of an event, carnival, market, fete or the like (this would require an event permit);
2. Where the activity is a one-off occurrence such as an opening or open day for a business/premises (this would require an event permit);

3. Trading from private property strictly under consent of the land owner (food permit still required if selling food and beverage products);
4. Community health mobile clinics and other government/community like uses; and
5. A 'produce stall' within private property.

DEFINITIONS

Approved Location - The Shire has identified locations from which an Itinerant Trader may trade with appropriate approvals. Trading from these locations may occur independently of a Council approved market, festival or event. The Approved Locations are described within this Policy and potential traders are to consider these locations in first instance.

Food Van - Any vehicle, caravan, trailer, table, stall or other similar structure for the purpose of selling or offering for sale any food and or drink (excluding alcoholic beverages).

Itinerant Trader – A person or persons, engaged in providing goods and/or services on a temporary basis.

Moveable Advertising Sign – Any moveable board, notice, structure, banner or similar device used for the purposes of notifying of a sale, soliciting sales or notifying people of the presence of an adjacent property where goods and services may be obtained. Includes A-Frame signs. This excludes commercial signage mounted on vehicles and/or trailers.

Public Place – Includes a reserve, public highway, mall, road street, bridge, footway, footpath, court, alley, passage or thoroughfare, notwithstanding that it may be formed on private property and any other place to which the public may resort.

GENERAL PROVISIONS

1. All itinerant traders are required to apply for the following permits;
 - Activities on Local Government Property, and
 - Food Business Registration Application (if food vendor).
2. Approvals to trade can be granted for periods ranging from 1 day up to 12 months with terms greater than 12 months to be considered via a licensing arrangement and requiring Council approval on a case by case basis.
3. All Itinerant Traders operating within the Shire must hold a public liability policy of insurance in respect of the activities being undertaken, providing cover for at least \$5,000,000.
4. No permanent signage may be erected. A Moveable Advertising Sign may only be displayed during the operating times of the business.
5. As per the local law permits will not be issued for itinerant trading within 300m of a competing static business (does not include other itinerant traders) at the same opening times and trading in predominantly similar products unless it is in association with an approved event. For clarity, types of food eg pizza, hamburgers, fish and chips are not considered similar products.
6. The trader is responsible for containment and removal of all waste arising from their operations. The site and surrounds must be maintained in a clean manner with all waste removed and legally disposed of.
7. Food Vans wishing to operate at specific locations on a more permanent approach greater than 12 months will be considered as per point 5.2 above. A license approach is to provide greater tenure with terms and conditions negotiated on a case by case basis. A licence approach will be subject to Policy 2.4 Leases and Licences however any itinerant trader licence will require and be subject to Council review and approval. Traders will still be required to secure all required trading permits.

APPLICATION PROCESS

- Applications are to be lodged with the Shire a minimum of 28 days prior to the proposed trading commencement date.
- Applications must be submitted on the form provided for this purpose and provide all information necessary for officers to determine whether or not to issue a permit and apply appropriate conditions to the permit.
- Shire may request additional information in support of the application.
- Incomplete applications or delays in providing additional information upon request, may result in delays in the application being processed. This includes failure to pay the required permit application fee or provide evidence of adequate public liability insurance.
- Trading may not commence until all required fees are paid in full and the permits are issued.

WHERE FOOD VANS MAY OPERATE

Approved Locations

Where a person wishes to operate as an Itinerant Trader in an approved location within a public place as identified in this policy. Locations outside of those described will generally not be permitted however additional locations can be approved by a decision of Council.

Itinerant Traders at Markets, Events and Festivals

Itinerant Traders may only operate at a Market, Event or Festival when they have received the prior consent of the organiser of the Market, Event or Festival. In seeking the prior consent, the Itinerant Trader should provide evidence of current public liability insurance and Food Act Registration (as appropriate).

APPROVED LOCATIONS

A. Federation Park



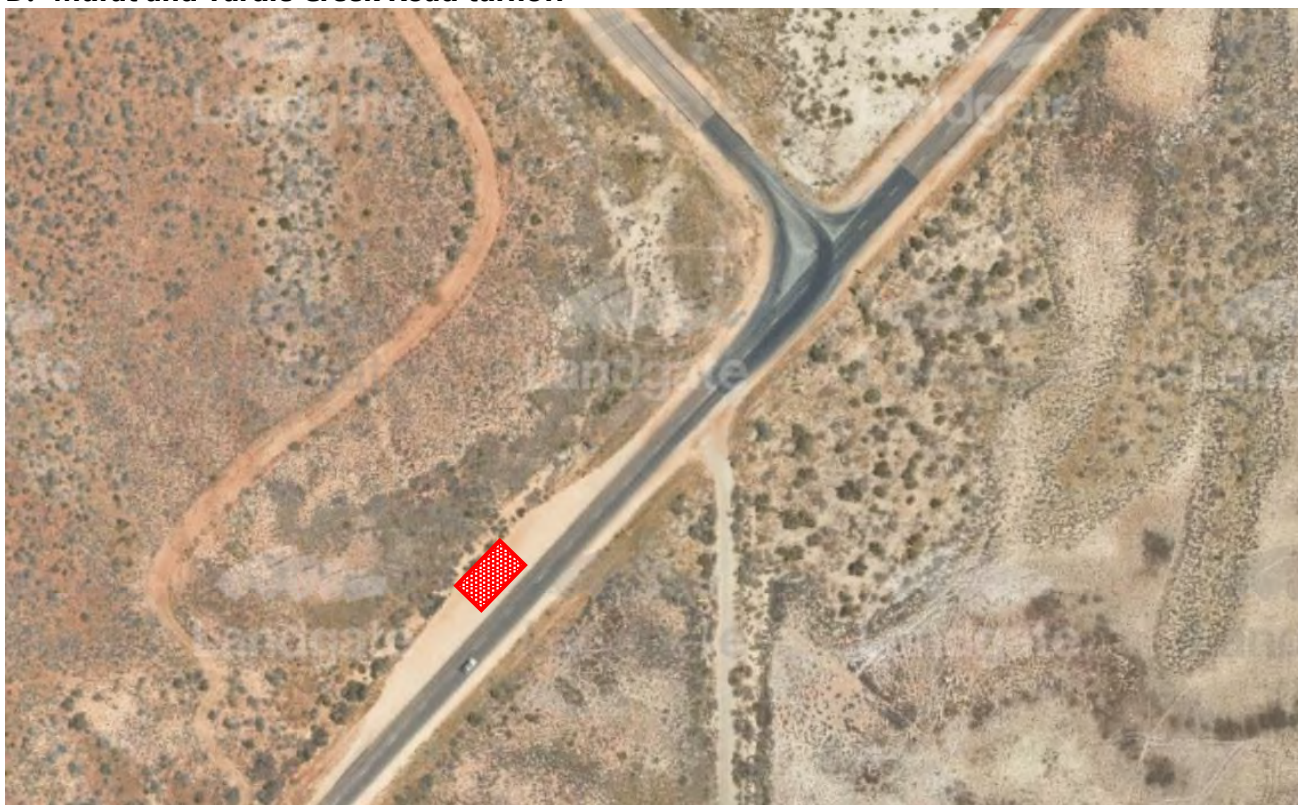
B. Town Beach



C. Payne Street



D. Murat and Yardie Creek Road turnoff



E. Tantabiddi Boat Ramp precinct



<h2 style="margin: 0;">5.5 – Temporary Accommodation (Caravans)</h2>
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Adoption		
Date	Meeting	Council Decision
17/05/12	OCM	08-0512-10.1.4
Review		
Date	Meeting	Council Decision
22/11/18	OCM	04-1118
26/03/20	OCM	
Delegation		
No.	Title	

POLICY

The purpose of this policy is to enable people to temporarily use caravan accommodation for short stays with relatives and friends.

PURPOSE

To provide guidance for the approval of camping as per the *Caravan Parks and Camping Ground Act 1995* and the *Caravan Parks and Camping Ground Regulations 1997*.

In each instance:

1. No approval will be granted within the Shire of Exmouth for persons to camp on any vacant land.
2. Application for approval must be made to the Shire of Exmouth by completing in full the Application to Camp Other Than in Caravan Parks & Camping Grounds.
3. Approval may be granted for a maximum of one camp per property at any one time. This does not prevent approval being granted for another camp provided the aggregate time does not exceed 3 months in any 12 month period.
4. Approval for greater than 3 months will need to be obtained from the Minister for Local Government and Regional Development. The Shire of Exmouth will not support applications made to the Minister to camp for in excess of 3 months other than in conjunction with the construction of a dwelling.
5. The dwelling of the premises subject of the application is to have toilet, ablution and laundry facilities, available for use by the person/people camping that comply with the Building Code of Australia, Council's Local Laws and Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974. Details of these services are required to be provided as part of the application.
6. The camp is to be located wholly on the property, and be at least 1 metre from the property boundary, at least 1 metre from any vehicle access areas and at least 6 metres from any road boundary.
7. Tents used for camping purposes must be located at the rear of the dwelling.
8. All caravans are to satisfy cyclone safety standards equivalent to those required for caravans in licensed facilities by clause 48 of schedule 7 of the *Caravan Parks and Camping Grounds Regulations 1997*. It

should be noted for a caravan to safely survive a cyclone it should be housed in a cyclone rated shed.

9. Approval, in writing, is to be obtained from owners of the property. Occupiers of adjacent properties will be consulted in relation to the application unless the applicant has done so and provided written responses with the application for consideration by the Shire.
10. The Shire of Exmouth reserves the right to withdraw the approval at any stage.

5.7 – Temporary Accommodation (Construction of a Dwelling)

Adoption		
Date	Meeting	Council Decision
26/03/2020	OCM	
Review		
Date	Meeting	Council Decision
Delegation		
No.	Title	

POLICY

The purpose of this policy is to enable people to temporarily use caravan accommodation whilst constructing a dwelling.

PURPOSE

To provide guidance for the approval of camping as per the *Caravan Parks and Camping Ground Act 1995* and the *Caravan Parks and Camping Ground Regulations 1997*.

In each instance:

1. Approval will not be granted for persons to camp on any land within the townsite and industrial area as defined in Local Town Planning Scheme 4, for the purposes of constructing a dwelling.
2. Application for approval must be made to the Shire of Exmouth Council by completing in full the Application to Camp Other Than in Caravan Parks & Camping Grounds.
3. Approval may be granted for a maximum of one camp per property at any one time.
4. The camp is to be located wholly on the property and be at least 1 metre from the property boundary, 1 metre from vehicle access areas and 6 metres from any road boundary.
5. All caravans are to satisfy cyclone safety standards equivalent to those required for caravans in licensed facilities by clause 48 of schedule 7 of the *Caravan Parks and Camping Grounds Regulations 1997*. It should be noted for a caravan to safely survive a cyclone it should be housed in a cyclone rated shed.
6. Approval, in writing, is to be obtained from owners of the property. Occupiers of adjacent properties will be consulted in relation to the application unless the applicant has done so and provided written responses with the application for consideration by the Shire.
7. The plans and specifications for the proposed residence, including details of waste water treatment/disposal must be approved, a building license issued and the concrete slab or equivalent works completed. An application to construct or install an Apparatus for the Treatment of Sewerage (eg septic system) must be approved and a Permit to Install an Apparatus for the Treatment of Sewerage issued.
8. The application for temporary accommodation shall include the following details.

- A plan of the temporary accommodation depicting the layout of the caravan and ablution facilities indicating the location of the following:
 - Water Closet
 - Shower
 - Wash Trough
 - Kitchen Sink
 - Hot water System
 - A drainage plan depicting how the fixtures and fittings are to be connected to the on site waste water treatment system or sewerage system.
 - A Programme of Works specifying progress target dates for the construction of the permanent dwelling including completion of the following milestones:- Floor; Wall Framing/Construction; Roof Framing and Cladding; Completion of required Wet Areas (ie kitchen, laundry and bathroom (or ensuite); and at least one bedroom to habitable standards.
9. Should Council give its consent to establish temporary accommodation it would be for an interim initially for a period of 6 to 9 months. A possible extension to no more than 12 consecutive months may be granted by the Chief Executive Officer, subject to satisfactory progress being maintained on the permanent dwelling. Note: 'Satisfactory progress' meaning progress in accordance target dates specified in the approved Programme of Works.
10. Should the progress of construction on the permanent dwelling not be meeting the approved target dates, the applicant shall provide a revised Programme of Works.
11. Subject to approval being granted by Council in writing, the applicant may proceed to:
- Assemble/locate the temporary accommodation in compliance with the conditions of approval.
 - Install the on-site sewerage treatment system or sewer connection in accordance with approved plans.
12. Upon completion of the above, the Council's Environmental Health Officer shall be contacted in order to arrange inspection of the temporary accommodation.
13. Upon all conditions being met, a certificate notice shall be issued permitting the temporary accommodation to be occupied.

From: Communications <communications@walga.asn.au>
Date: 19 February 2020 at 09:02:40 AWST
To: Cameron Woods <ceo@exmouth.wa.gov.au>
Subject: Local Government House Trust- Deed of Variation

Sent on behalf of WALGA CEO Nick Sloan

19 February 2020

Our Ref: NS/RM

Mr Cameron Woods
Chief Executive Officer
Shire of Exmouth

Dear Mr Woods,

Re: Local Government House Trust – Deed of Variation

I am writing to seek your Council's consent by formal resolution to a variation to the Trust Deed for the Local Government House Trust (The Trust).

Shire of Exmouth is a unit holder and beneficiary to the Local Government House Trust, holding 6 unit/s as advised in WALGA's recent Quarterly Report Q4 2019.

The Trust's Board of Management is seeking to vary the Trust Deed in order to assist the Trust's income tax exempt status. As stipulated by the Deed, the Trust requires consent of at least 75 per cent of all beneficiaries in order to execute this variation.

As a beneficiary, the Shire of Exmouth is requested to consent to the enclosed Deed of Variation supported by a resolution of Council; and to communicate this consent to us in writing. Please note, we are requesting consent for the Trustee to formally execute the attached Deed of Variation – your Local Government is not required to sign the enclosed document.

Further details on the particular Deed Variations and objectives to be achieved by this variation are outlined below.

Background on the Local Government House Trust

The Local Government House Trust ("The Trust") exists primarily to provide building accommodation for the Western Australian Local Government Association. Since January 2014, the Trust has provided WALGA with accommodation at 170 Railway Parade West Leederville.

The current trust deed commenced in 1993 and was amended in 2002 to reflect the merger of the metropolitan and country associations into WALGA. The current Trust Deed pronounces WALGA as Trustee and unit holders as Beneficiaries, with the Trustee holding property and associated monies "upon Trust" and in proportion to the units provided.

Commencement date of the current deed is 17 February 1993, with a vesting date 79 years from commencement - which means that the Trust ends in 2072.

The Trust is exempt from income tax on the basis of being a State / Territory Body (STB) pursuant to *Division 1AB of the Income Tax Assessment Act 1936*.

Trust Deed Variation

Trust Deed amendments set out in the Deed of Variation are based on legal advice and are intended to assist the Trust's income tax exempt status by strengthening the position that the Trust is a State / Territory Body (STB).

Legal advice identified that the Trustee's ability to retire and appoint a new Trustee might affect the Trust's classification as a State or Territory Body (STB). This view, while based upon highly technical grounds, is a risk nonetheless.

Subsequently the Deed of Variation aims to strengthen the position that the Trust is a STB through the following amendments:

1. removing the existing Trustee's power to retire and appoint a new Trustee (Clause 2.1 and 2.2 (22.3) of the Deed of Variation)
2. enabling the beneficiaries to appoint and remove a Trustee (Clause 2.2 (22.4) of the Deed of Variation), and
3. ensuring that the Board of Management is the 'governing body' of the Trust (Clause 2.3 of the Deed of Variation)

The three proposed amendments when applied to the relevant clauses inserted by the Deed of Variation dated 5 June 2002 will subsequently read as follows (proposed amendments shown in red text):

1. Variation 2.1 amends clause 22.1 to point to additional clause:

22.1 Any Trustee of the Trust may retire as Trustee of the Trust. ~~The Subject to clause 22.3, the~~ right to appoint any new or additional trustee or trustees of the Trust is hereby vested in the retiring or continuing trustee. A corporation or incorporated association may be appointed as Trustee of the Trust.

2. Variation 2.2 inserts two new clauses:

22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.

22.4 The Beneficiaries may at any time by Special Resolution:

(a) remove a Trustee from the office as Trustee of the Trust;
and

(b) appoint such new or additional Trustee.

3. Variation 2.3 insert a new clause 13A

13A Delegation to the Board of Management

Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities

and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do

such things as may be necessary to give effect to the exercise of a power, authority

or discretion by the Board of Management.

Comment

The first two amendments outlined above remove powers granted to the Trustee in the 2002 Deed Variation resulting from the merger to a single Association representing WA Local Governments. These amendments which previously facilitated the transfer of trusteeship to the then new Western Australian Local Government Association are removed, but with the clarification that any appointment must be with the consent of the beneficiaries.

The final amendment intends to confirm that power rests with the Board of Management. As the Board of Management comprises Local Governments, this satisfies the requirements of a STB for tax purposes. This amendment reflects the actual operation of the Trustee in implementing the decisions of the Board of Management whilst retaining sufficient operational discretion to place and renew investments and pay suppliers.

These amendments provide greater power to beneficiaries through the Board of Management, and as such it is anticipated they will be considered acceptable.

Thank you for your consideration of the above amendments we look forward to receiving formal consent to execute these changes via resolution of Council.

If you have any questions regarding the variations, please email Financial Controller Rick Murray at rmurray@walga.asn.au.

Yours sincerely,
Nick

Nick Sloan | Chief Executive Officer | WALGA

(p) (08) 9213 2025 | (m) 0408 941 792 | (e) nsloan@walga.asn.au

Our work regularly takes us across the State and as such WALGA would like to acknowledge the many traditional owners of the land on which we work throughout Western Australia. We pay our respects to their Elders, past, present and emerging.

This email is private and confidential. If you are not the intended recipient, please advise us by return email immediately, and delete the email and any attachments without using or disclosing the contents in any way. The views expressed in this email are those of the author, and do not represent those of the Association unless this is clearly indicated. You should scan this email and any attachments for viruses. The WA Local Government Association accepts no liability for any direct or indirect damage or loss resulting from the use of any attachments to this email.

Attachments

1. Deed of Variation – Copy for information only, this document does not require signing.
2. Clause 12 of Trust Deed 1994. (Excerpt)

Attachment 1

DEED OF VARIATION

LOCAL GOVERNMENT HOUSE TRUST



LAW

PERTH

11 Mounts Bay Road, Perth WA 6000

Telephone (08) 9429 2222 Facsimile: (08) 9429 2434

eylawperth@au.ey.com www.ey.com

Our Ref: 4WAL / 2004 7043

THIS DEED dated the _____ day of _____ 2019

BY

Attachment 1

WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION of Level 1, 170 Railway Parade, West Leederville in the State of Western Australia (the 'Trustee')

RECITALS

- A. By Deed of Trust undated but stamped 12 February 1980 ('Original Trust Deed') made between CHARLES WILSON TUCKEY, LYAL GORDON RICHARDSON, GORDON LAWRENCE KILPATRICK, HARRY STICKLAND and MAXWELL RAY FINLAYSON (the 'Original Trustees') and THE LOCAL GOVERNMENT ASSOCIATION OF WESTERN AUSTRALIA and the COUNTRY SHIRE COUNCILS ASSOCIATION (the 'Retired Trustees') the Original Trustees declared that they would hold the property therein referred to as the Headquarters and the monies therein referred to as the Trust Fund upon trust for the beneficiaries specified in the second schedule to the Original Deed upon the terms and conditions therein contained (the 'Original Trust').
- B. By Deed dated 2 October 1981 made between the Original Trustees and the Retired Trustees the Original Trustees retired and appointed the Retired Trustees as the trustees of the Original Trust in their place.
- C. By Deed dated 4 May 1994 (the 'New Deed') the Retired Trustees (in the New Deed referred to as THE LOCAL GOVERNMENT ASSOCIATION OF WESTERN AUSTRALIA (INC) and THE COUNTRY SHIRE COUNCILS' ASSOCIATION OF WESTERN AUSTRALIA (INC)) agreed that the proceeds from the sale of the Headquarters and the Trust Fund and the income thereof should be from 17 February 1993 held upon the terms and conditions set out in the New Deed (the 'Trust').
- D. By Deed of Variation dated 5 June 2002 the Retired Trustees varied the New Deed (collectively, the 'Trust Deed') to provide for a new Clause 22 which provides that any trustee of the Trust may retire as trustee of the Trust and appoint a new trustee to act as trustee of the Trust and that notwithstanding that the original number of trustees of the Trust was five where a corporation or incorporated association is appointed as trustee of the Trust then it shall not be obligatory to appoint more than one new trustee.
- E. By Deed dated 6 June 2002 made between the Retired Trustees and the Trustee, the Retired Trustees retired and appointed the Trustee as the trustee of the Trust.
- F. Clause 21.1 of the Trust Deed provides that the Trustees may at any time and from time to time (with the consent of not less than 75% of the Beneficiaries) by deed revoke add to or vary the trusts of the Trust Deed or declare (inter alia) any new or other powers, authorities or discretions concerning the management, control or investment of the Trust Fund upon the terms contained therein.
- G. The Trustee wishes to add to and vary the Trust Deed and declare (inter alia) new or other powers, authorities and discretions concerning the management, control or investment of the Trust Fund in accordance with the terms of this Deed.
- H. More than 75% of the Beneficiaries have consented in writing to the variations to the New Deed and the records relating to this consent will be placed with the original of this Deed.

NOW THIS DEED WITNESSES**1. DEFINITIONS AND INTERPRETATION****Attachment 1**

In this Deed, unless the context otherwise requires:

- 1.1 a word importing the singular includes the plural and vice versa, and a word of any gender includes other genders;
- 1.2 another grammatical form of a defined word or expression has a corresponding meaning;
- 1.3 a reference to a clause, paragraph, recital, schedule or annexure is to a clause, paragraph or recital of, or schedule or annexure to, this Deed, and a reference to this Deed includes any schedule or annexure;
- 1.4 a reference to a document or instrument includes the document or instrument as varied, novated, altered, supplemented or replaced from time to time;
- 1.5 a reference to a person includes a natural person, the estate of an individual, a partnership, body corporate, the trustee of a trust (in the trustee's capacity as trustee of the trust), association, governmental or local authority or agency or other entity;
- 1.6 a reference to a statute, ordinance, code or other law includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them;
- 1.7 the meaning of general words is not limited by specific examples introduced by 'including, for example' or similar expressions;
- 1.8 Recitals A to H inclusive form part of and are included in this Deed;
- 1.9 headings are for ease of reference and do not affect interpretation;
- 1.10 'Deed' means this deed;
- 1.11 unless specified otherwise, terms which are defined in the Trust Deed and used in this Deed bear the same meanings in this Deed which are ascribed to them in the Trust Deed; and
- 1.12 in the event of any inconsistency between the provisions of the Trust Deed and the provisions of this Deed, the provisions of this Deed will prevail.

2. OPERATIVE PART

The Trustee in exercise of the power given to the Trustee by clause 21.1 of the Trust Deed and with the consent of more than 75% of the Beneficiaries hereby adds to and varies the Trust Deed and declares (inter alia) the following new or other powers authorities and discretions concerning the management, control or investment of the Trust Fund as follows:

- 2.1 delete the word "The" appearing after the words "Any trustee of the Trust may retire as trustee of the Trust." in the existing clause 22.1 and replace it with the words "Subject to clause 22.3, the";

2.2 insert after clause 22.2 the following:

“22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.

22.4 The Beneficiaries may at any time by Special Resolution:

- (a) remove a Trustee from the office as trustee of the Trust; and
- (b) appoint such new or additional Trustee.

For the purposes of this clause 22.4, “Special Resolution” means a resolution passed or decision made by not less than 75% of the Beneficiaries.”

2.3 insert a new clause 13A as follows:

“13A **DELEGATION TO THE BOARD OF MANAGEMENT**

Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management.”

3. **SEVERABILITY**

3.1 If any provision of this Deed is found by a competent authority (including without limitation a Court) to be void or unenforceable, then such finding shall not affect the other provisions of this Deed.

3.2 If making a subsequent amendment to this Deed avoids any invalidity or unenforceability of any provision of this Deed, the parties may elect to make that amendment, which shall be deemed for all purposes to be effective immediately prior to the occurrence of that invalidity or unenforceability.

4. **FURTHER ASSURANCES**

All parties shall make, execute and do all acts, deeds, documents and things and sign all documents which may reasonably be required to give full effect to this Deed, and the Trustee shall bear the costs of observing, performing and complying with this clause.

5. **COSTS**

The Trustee shall bear and pay the costs of and incidental to the preparation, execution and stamping of this Deed.

6. **RATIFICATION AND CONFIRMATION**

In all other respects the terms of the Trust Deed are hereby ratified and confirmed.

7. **PROPER LAW**

This Deed shall be governed by the laws of the State of Western Australia and the parties submit to the jurisdiction of the Courts of the State of Western Australia.

Attachment 1

EXECUTED as a Deed

**THE COMMON SEAL of WESTERN)
AUSTRALIAN LOCAL GOVERNMENT)
ASSOCIATION is hereunto affixed in the)
presence of:)**

Signature of President

Signature of Chief Executive Officer

Name of President

Name of Chief Executive Officer

DRAFT

Attachment 2 Clause 12 of Trust Deed (Excerpt)

demands outgoings debts and liabilities incurred in respect of the Trust Fund.

10.2 The Trustees may subject to any law in force at the time in relation to this Deed so permitting accumulate all or any part of the income arisen or arising during an accounting period and such accumulation shall be dealt with as an accretion to the Trust Fund but so that the Trustees may at any time or times resort to all such accumulations and pay or apply the whole or any part or parts thereof as if they were income of the Trust Fund for the then current accounting period.

10.3 Subject to Clause 10.2 the Trustees may at any time at their discretion pay the whole or part of the income of the Trust Fund for any accounting period to the beneficiaries in proportion to the number of units of which they are respectively registered as holders at the last day of such accounting period.

11.0 ADVANCEMENT OF CAPITAL

The Trustees may at any time and from time to time set aside from the capital of the Trust Fund or raise therefrom any sum or sums of money and pay the same to the beneficiaries in proportion to the number of units in respect of which they are respectively registered at the date of each such payment for their own use and benefit. The payment of any such sum or sums of capital may be made in the same manner and subject to the same provisions as contained in Clause 10.3 in relation to the payment application or setting aside of any income of the Trust Fund.

12.0 POWERS OF INVESTMENT AND MANAGEMENT

The Trustees shall apply and invest the Trust Fund in any of the investments from time to time authorised by law for the investment of trust funds by trustees and in addition to and without limiting the powers authorities and discretions vested in the Trustees by law and notwithstanding the trusts hereinbefore declared shall have the following powers authorities and discretions which may be exercised by the Trustees at any time and from time to time in the

Attachment 2 Clause 12 of Trust Deed (Excerpt)

absolute and uncontrolled discretion of the Trustees in carrying out the trusts hereof:

- (a) to invest the Trust Fund and deal with manage transpose and realise the Trust Fund or any part thereof whether real or personal property with such powers in all respects as if the Trustees were the absolute owner thereof;
- (b) to purchase or otherwise acquire any investments for cash or otherwise and upon any terms and conditions and to make any such purchase or acquisition for a sum greater than the amount of the Trust Fund for the time being and to agree to pay for any such investments wholly or in part from any future moneys which may come into the Trustees' hands including dividends profits interest or other income payable in respect of any such investments;
- (c) to sell or otherwise dispose of any real or personal property or interest therein for the time being forming the whole or part of the Trust Fund by public auction tender or private treaty at such price or prices and whether for cash or on terms and generally upon any terms and conditions and to grant options for such sale or disposition as aforesaid;
- (d) (i) to borrow and raise moneys from; or
(ii) to secure by mortgage or otherwise howsoever the payment of or obligation to pay money to,

any person (including a beneficiary) upon any terms with or without security or interest;
- (e) to vary or transpose any investments and to vary the terms of or property comprised in any security;
- (f) to hold use purchase construct demolish maintain repair renovate reconstruct develop improve sell transfer convey surrender let lease exchange take and grant options or rights in alienate mortgage charge pledge reconvey release or discharge or otherwise deal with any real or personal

Attachment 2 Clause 12 of Trust Deed (Excerpt)

property PROVIDED THAT in the improvement or development of any part of the Trust Fund the Trustees shall not be bound by the limitation contained in Section 30(1)(c) of the Trustees Act and the Trustees shall not be bound to apply to any Court to exceed such limitation;

- (g) to pay out of the Trust Fund or the income thereof all costs charges and expenses of and incidental to the management of the Trust Fund or to the exercise of any power authority or discretion hereby or by law conferred on the Trustees or in carrying out or performing the trusts hereof which the Trustees may at any time incur including all taxes of whatever kind payable in respect of the Trust Fund and costs in any way connected with the preparation and execution of these presents;
- (h) to act as manager or to employ any persons (including a Trustee hereof or a unit holder) contractors managers solicitors accountants clerks workmen employees servants or agents to transact all or any business of whatever nature including the receipt and payment of money and to decide the remuneration to be allowed and paid and to pay all charges and expenses so incurred and to create or arrange any scheme or superannuation retirement benefit or pension for the benefit of any person so employed;
- (i) to partition or agree to the partition of or to subdivide or agree to the subdivision or strata title or agree to the strata-titling of any land or other property which or any interest in which may for the time being be subject to the trusts hereof and to pay any moneys by way of equality of partition;
- (j) to determine whether any real or personal property or any increase or decrease in amount number or value of any property or holdings of property or any profit loss receipt or payments from for or in connection with any real or personal property shall be treated as and credited or debited to capital or to income and generally to determine all matters as to which any doubt difficulty or question

- 13 -

Attachment 2 Clause 12 of Trust Deed (Excerpt)

may arise under or in relation to the execution of the trusts and powers of this Deed and every determination of the Trustees in relation to any of the matters aforesaid whether made upon a question formally or actually raised or implied in any of the acts or proceedings of the Trustees in relation to the Trust Fund shall bind all parties interested therein and shall not be objected to or questioned on any ground whatsoever;

- (k) to open accounts with any bank or building society and to operate by and in all usual ways any such accounts;
- (l) to give effectual receipts and discharges for any moneys received by or on behalf of the Trustees or otherwise relating to any of the acts matters and things provided for in these presents;
- (m) to provide and set aside out of the Trust Fund or the income thereof such sum of money as the Trustees shall consider is available or necessary for and to pay or apply the same in or towards the discharge or reduction of any encumbrance debt or other liability for the time being affecting the Trust Fund or any part thereof;
- (n) to let sub-let lease or sub-lease for any period (and including to any beneficiary) and at any rental any real or personal property comprised in the Trust Fund upon any terms conditions or covenants;
- (o) to purchase take on lease sub-lease assignment hire or otherwise acquire any estate or interest in any real or personal property for any price premium rental charge payment fee or other consideration and subject to any terms conditions and covenants;
- (p) to take such action as the Trustees shall think fit for the adequate protection of any part of the Trust Fund and to do all such other things as may be incidental to the exercise of any of the powers authorities and discretions hereby or by law conferred on the Trustees;

Attachment 2 Clause 12 of Trust Deed (Excerpt)

- (q) to take and act upon the opinion (given in writing) of a solicitor an attorney at law or counsel practising in any country where the Trust Fund or any part thereof may for the time being be or be proposed to be invested in relation to the interpretation or effect of these presents or any other document or statute or as to the administration of the trusts hereof without being liable to any of the beneficiaries in respect of any act done by the Trustees in accordance with such opinion PROVIDED THAT nothing in this provision shall prohibit or impede the Trustees from applying to any Court if it shall think fit or prohibit any unit holder from so doing;
- (r) to allow any beneficiary to occupy have custody of or use any part of the Trust Fund on any terms or conditions as to inventories repair replacement insurance outgoings or otherwise but the Trustees shall not be liable for any loss or damage which may occur to any such part of the Trust Fund during or by reason of any such occupation custody or use except insofar as such loss or damage shall be occasioned by the conscious and wilful default or neglect of the Trustees;
- (s) to permit any part of the Trust Fund to be held or registered in the name of any nominee of the Trustees and to deposit securities deeds and other documents belonging or related to the Trust Fund with any bank or solicitor;
- (t) in the event of any gift stamp or other duties fees or taxes becoming payable in any part of the world in respect of these presents or the Trust Fund or any part thereof in any circumstances to pay all or any part of such duties fees and taxes out of the Trust Fund notwithstanding that such duties fees or taxes or some part thereof are not or may not be recoverable from the Trust Fund by legal process;
- (u) to receive and accept any real or personal property by gift inter vivos or by Will or under the provisions of any other trust or otherwise from any other person as additions to the Trust Fund and to hold the same upon the trusts herein

Attachment 2 Clause 12 of Trust Deed (Excerpt)

set forth and to administer such additions under the provisions hereof;

- (v) at any time and from time to time to ascertain and fix the value of the Trust Fund in accordance with the provisions herein contained and for that purpose to engage such competent valuers or experts as the Trustees may select and the Trustees may cause the value so ascertained and fixed to be entered from time to time in a book kept for that purpose;
- (w) to appoint any date earlier than the Vesting Date to be the Vesting Date;
- (x) during an accounting period to nominate any date not more than 18 months after the date of commencement of the then current accounting period as the last day of that accounting period and thereafter the accounting period shall mean each succeeding 12 month period commencing on the day following such nominated date until the anniversary of such nominated date immediately preceding the Vesting Date and the period thereafter until the Vesting Date.

13.0 DELEGATION OF TRUSTEE POWERS

The Trustees if at any time they are more than one shall act jointly and may delegate the exercise of all or any of the powers authorities or discretions hereby or by law conferred on the Trustees:-

- (a) to the Board of Management constituted by clause 14.0 of this Deed, or
- (b) to any other person or persons,

and execute any power of attorney or other instrument necessary to effectuate such purpose.



Monthly Financial Report

For the period ended

February 2020

PO Box 21
2 Truscott Crescent
Exmouth
Western Australia 6707

Phone: (08) 9949 3000
Fax: (08) 9949 3050
Email: records@exmouth.wa.gov.au
Web: www.exmouth.wa.gov.au

ABN: 32 865 822 043

SHIRE OF EXMOUTH
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 29 February 2020

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 16 March 2020

Prepared by: Manager of 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 and to the extent they are not in-consistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has 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 14.

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.

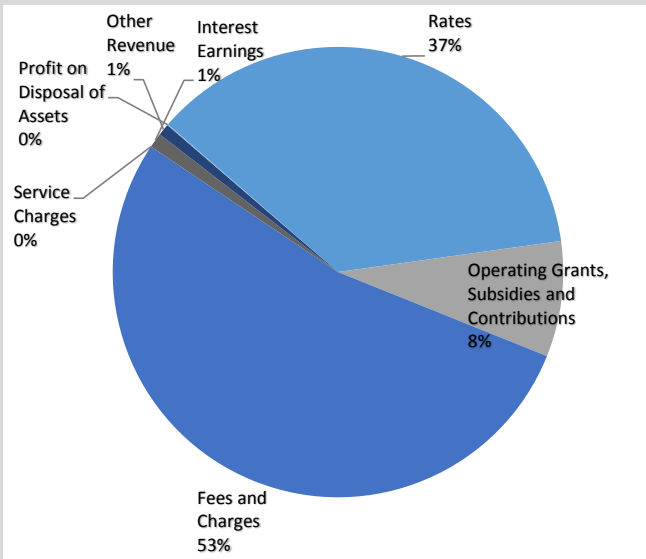
CRITICAL ACCOUNTING ESTIMATES

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.

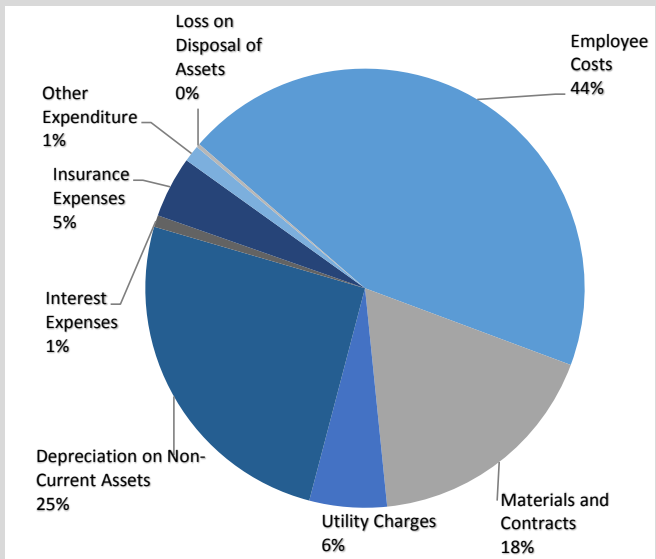
ROUNDING OFF FIGURES

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

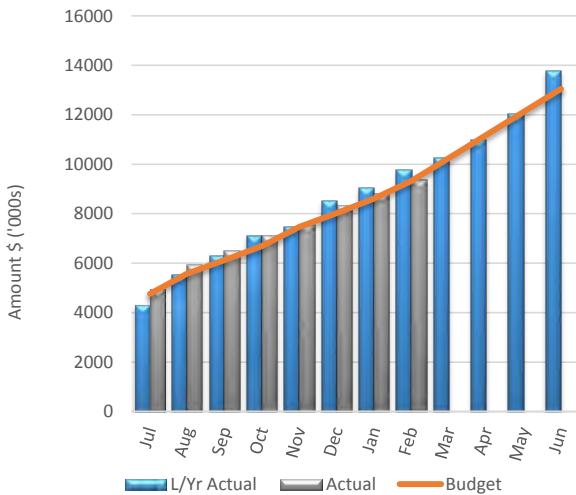
OPERATING REVENUE



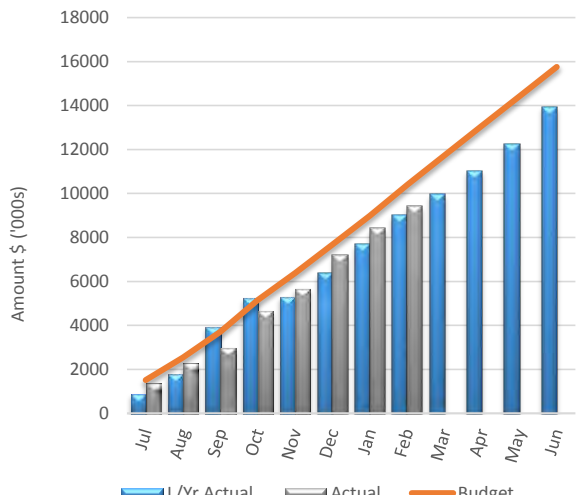
OPERATING EXPENSES



Operating Revenue -v-YTD Budget

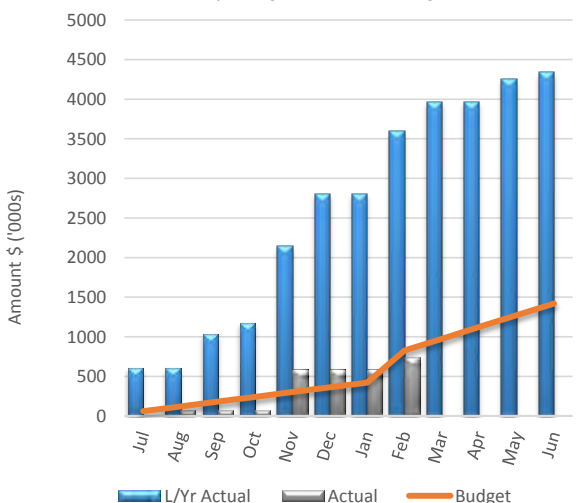


Operating Expenses -v-YTD Budget



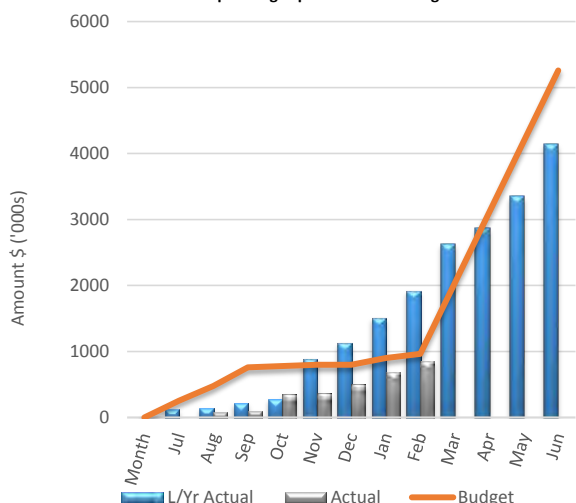
CAPITAL REVENUE

Non-Operating Revenue -v-YTD Budget



CAPITAL EXPENSES

Non-Operating Expenses -v-YTD Budget



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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 29 FEBRUARY 2020

STATUTORY REPORTING PROGRAMS

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

	ACTIVITIES
GOVERNANCE To provide a decision making process for the efficient allocation of resources.	Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.
GENERAL PURPOSE FUNDING To collect revenue to allow for the provision of services	The collection of rate revenue and the maintenance of valuation and rating records to support the collection process. General purpose government grant and interest revenue.
LAW, ORDER, PUBLIC SAFETY To provide services to help ensure a safer and environmentally conscious community.	The provision of bushfire control services, animal control and support for emergency services, as well as the maintenance and enforcement of local laws.
HEALTH To provide an operational framework for environmental and community health.	Maternal and infant health, preventative service and environmental health.
EDUCATION AND WELFARE To provide services to disadvantaged persons, the elderly, children and youth.	Maintenance of playgroup and senior citizens buildings.
HOUSING To provide housing to staff members.	Administration and operation of residential housing for council staff.
COMMUNITY AMENITIES To provide services required by the community.	Maintenance of rubbish service to residents and maintenance of sanitary landfill sites. Town planning and regional development, maintenance of cemeteries and other community amenities.
RECREATION AND CULTURE To establish and effectively manage infrastructure and resources which will help the social well being of the community.	Maintenance of public halls, centres, swimming pool, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library and radio re-broadcasting facilities.
TRANSPORT To provide safe, effective and efficient transport services to the community.	Construction and maintenance of roads, streets, footpaths, depots, cycleways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc. Administration and operation of airport and aerodrome.
ECONOMIC SERVICES The promotion of the district to increase economic activities and the provision of building control within the shire.	Tourism, area promotion and building control.
OTHER PROPERTY AND SERVICES To monitor and control Council's overheads operation accounts.	The provision of private works to the public and the maintenance of cost pools for plant operating, public works overheads and administration costs.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening Funding Surplus / (Deficit)	1(c)	\$ 3,017,153	3,716,619	\$ 3,716,619	\$ 3,716,619	\$ 0	0.00%	
Revenue from operating activities								
Governance		0	0	0	(159)	(159)	0.00%	
General Purpose Funding - Rates	7	3,387,225	3,397,225	3,397,225	3,393,765	(3,460)	(0.10%)	
General Purpose Funding - Other		1,157,151	2,053,151	843,416	777,081	(66,335)	(7.87%)	
Law, Order and Public Safety		16,020	24,720	16,448	24,546	8,098	49.23%	
Health		46,222	53,722	35,784	39,279	3,495	9.77%	
Education and Welfare		1,600	1,600	1,600	345	(1,255)	(78.44%)	
Housing		44,200	49,700	33,096	39,809	6,713	20.28%	
Community Amenities		1,242,442	1,329,242	1,174,859	1,153,572	(21,287)	(1.81%)	
Recreation and Culture		709,450	811,350	540,816	545,296	4,480	0.83%	
Transport		4,624,579	4,622,579	3,081,680	3,122,203	40,523	1.31%	
Economic Services		613,577	598,077	306,400	227,538	(78,862)	(25.74%)	▼
Other Property and Services		16,900	104,900	35,761	47,456	11,695	32.70%	▲
		11,859,366	13,046,266	9,467,085	9,370,731	(96,354)		
Expenditure from operating activities								
Governance		(780,925)	(791,925)	(530,496)	(553,184)	(22,688)	(4.28%)	
General Purpose Funding		(96,330)	(99,830)	(66,512)	(66,800)	(288)	(0.43%)	
Law, Order and Public Safety		(335,438)	(314,261)	(214,646)	(217,424)	(2,778)	(1.29%)	
Health		(301,351)	(313,351)	(209,358)	(158,767)	50,591	24.16%	▲
Education and Welfare		(69,998)	(71,498)	(51,848)	(53,452)	(1,604)	(3.09%)	
Housing		(87,547)	(87,547)	(67,063)	(90,956)	(23,893)	(35.63%)	▼
Community Amenities		(1,893,296)	(1,780,873)	(1,191,045)	(1,051,893)	139,152	11.68%	▲
Recreation and Culture		(4,853,077)	(5,173,724)	(3,517,727)	(3,058,529)	459,198	13.05%	▲
Transport		(5,476,930)	(5,878,708)	(3,777,604)	(3,305,135)	472,469	12.51%	▲
Economic Services		(1,326,842)	(1,237,195)	(677,184)	(543,448)	133,736	19.75%	▲
Other Property and Services		25,279	(6,721)	(14,059)	(302,465)	(288,406)	(2051.40%)	▼
		(15,196,455)	(15,755,633)	(10,317,542)	(9,402,052)	915,490		
Non-cash amounts excluded from operating activities	1(a)	3,196,907	3,718,806	2,372,192	2,409,941	37,749	1.59%	
Amount attributable to operating activities		(140,182)	1,009,439	1,521,735	2,378,620	856,885		
Investing Activities								
Proceeds from non-operating grants, subsidies and contributions	13(b)	722,332	1,417,832	827,069	745,560	(81,509)	(9.86%)	
Proceeds from disposal of assets	8	80,500	307,500	132,738	132,738	0	0.00%	
Purchase of property, plant and equipment	9	(4,173,270)	(5,259,270)	(962,680)	(849,935)	112,745	11.71%	▲
Amount attributable to investing activities		(3,370,438)	(3,533,938)	(2,874)	28,363	31,237		
Financing Activities								
Transfer from Reserves	11	1,329,300	1,803,500	0	0	0	0.00%	
Proceeds from community loans		0	23,000	15,250	7,750	(7,500)	(49.18%)	
Repayment of Debentures	10	(223,637)	(223,637)	(121,798)	(121,798)	0	0.00%	
Transfer to Reserves	11	(587,049)	(1,437,335)	(31,909)	(31,909)	0	0.00%	
Amount attributable to financing activities		518,614	165,528	(138,457)	(145,957)	(7,500)		
Closing Funding Surplus / (Deficit)	1(c)	25,147	1,357,648	5,097,023	5,977,646			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an 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 10.00% 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 29 FEBRUARY 2020

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 29 FEBRUARY 2020**

BY NATURE OR TYPE

	Ref Note	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening Funding Surplus / (Deficit)	1(c)	\$ 3,017,153	3,716,619	3,716,619	\$ 3,716,619	\$ 0	% 0.00%	
Revenue from operating activities								
Rates	7	3,387,225	3,397,225	3,397,225	3,393,764	(3,461)	(0.10%)	
Specified area rates	7	47,081	47,081	47,081	47,895	814	1.73%	
Operating grants, subsidies and contributions	13(a)	976,000	1,861,900	717,920	773,575	55,655	7.75%	▲
Fees and charges		7,165,610	7,365,810	5,088,715	4,970,365	(118,350)	(2.33%)	
Interest earnings		195,051	195,051	130,024	99,593	(30,431)	(23.40%)	
Other revenue		88,399	113,199	42,120	79,358	37,238	88.41%	▲
Profit on disposal of assets	8	0	66,000	44,000	6,181	(37,819)	(85.95%)	
		11,859,366	13,046,266	9,467,085	9,370,731	(96,354)	(1.02%)	
Expenditure from operating activities								
Employee costs		(6,713,128)	(6,525,728)	(4,267,928)	(4,164,643)	103,285	2.42%	▲
Materials and contracts		(3,664,652)	(3,759,429)	(2,436,764)	(1,664,860)	771,904	31.68%	▲
Utility charges		(799,314)	(829,914)	(548,493)	(535,462)	13,031	2.38%	▲
Depreciation on non-current assets		(2,905,447)	(3,615,447)	(2,409,960)	(2,390,943)	19,017	0.79%	▲
Interest expenses		(81,595)	(123,595)	(82,376)	(81,388)	988	1.20%	
Insurance expenses		(462,594)	(423,932)	(423,902)	(424,499)	(597)	(0.14%)	
Other expenditure		(437,779)	(468,229)	(138,760)	(115,077)	23,683	17.07%	▲
Loss on disposal of assets	8	(131,946)	(9,359)	(9,359)	(25,179)	(15,820)	(169.04%)	
		(15,196,455)	(15,755,633)	(10,317,542)	(9,402,051)	915,491	(8.87%)	▲
Non-cash amounts excluded from operating activities	1(a)	3,196,907	3,718,806	2,372,192	2,409,941	37,749	1.59%	▲
Amount attributable to operating activities		(140,182)	1,009,439	1,521,735	2,378,621	856,886		▲
Investing activities								
Non-operating grants, subsidies and contributions	13(b)	722,332	1,417,832	827,069	745,560	(81,509)	(9.86%)	
Proceeds from disposal of assets	8	80,500	307,500	132,738	132,738	0	0.00%	
Payments for property, plant and equipment	9	(4,173,270)	(5,259,270)	(962,680)	(849,935)	112,745	(11.71%)	▲
Amount attributable to investing activities		(3,370,438)	(3,533,938)	(2,874)	28,363	31,237		▲
Financing Activities								
Transfer from reserves	11	1,329,300	1,803,500	0	0	0	0.00%	
Proceeds from community loans		0	23,000	15,250	7,750	(7,500)	(49.18%)	
Repayment of debentures	10	(223,637)	(223,637)	(121,798)	(121,798)	0	0.00%	
Transfer to reserves	11	(587,049)	(1,437,335)	(31,909)	(31,909)	0	0.00%	
Amount attributable to financing activities		518,614	165,528	(138,457)	(145,957)	(7,500)		
Closing Funding Surplus / (Deficit)	1(c)	25,147	1,357,648	5,097,023	5,977,646			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual 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.

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities					
		\$	\$	\$	\$
Adjustments to operating activities					
Less: Profit on asset disposals		0	(66,000)	(44,000)	(6,181)
Movement in employee benefit provisions (non-current)		160,101	160,000		
Add: Loss on asset disposals		131,359	9,359	6,232	25,179
Add: Depreciation on assets		2,905,447	3,615,447	2,409,960	2,390,943
Total non-cash items excluded from operating activities		3,196,907	3,718,806	2,372,192	2,409,941

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 Jun 2019	This Year Opening 01 Jul 2019	This Time Last Year 01 Mar 2019	Year to Date 29 Feb 2020
Adjustments to net current assets					
Less: Reserves - restricted cash	10	(9,352,157)	(9,352,157)	(6,474,174)	(9,384,066)
Less: Community loans		(23,000)	(23,000)	(59,000)	(15,250)
Less: Land Held for Resale					(206,611)
Add: Borrowings	9	223,637	223,637	258,733	101,839
Add: Provisions - employee	11	958,906	958,906	779,782	959,226
Total adjustments to net current assets		(8,192,614)	(8,192,614)	(5,494,659)	(8,544,862)

(c) Net current assets used in the Statement of Financial Activity

Current assets					
Cash and cash equivalents	2	12,165,340	12,165,340	10,000,813	14,036,509
Rates receivables	3	328,807	328,807	2,870,196	814,587
Receivables	3	1,453,221	1,453,221	1,067,909	1,087,703
Other current assets	4	96,445	96,445	32,973	16,953
Less: Current liabilities					
Payables	5	(952,037)	(952,037)	(449,610)	(372,176)
Borrowings	9	(223,637)	(223,637)	(258,733)	(101,839)
Provisions	11	(958,906)	(958,906)	(779,782)	(959,226)
Less: Total adjustments to net current assets	1(c)	(8,192,614)	(8,192,614)	(5,494,659)	(8,544,862)
Closing Funding Surplus / (Deficit)		3,716,619	3,716,619	6,989,107	5,977,646

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. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**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 Actual materially.

The material variance adopted by Council for the 2019-20 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Community Amenities	(21,287)	(1.81%)	Timing	Timing of grants
Transport	40,523	1.31%	Timing	Increased revenue for airport operations.
Economic Services	(78,862)	(25.74%)	▼ Timing	Ningaloo Visitors Centre revenue below budget.
Other Property and Services	11,695	32.70%	▲ Permanent	Reimbursement for consultant expenditure and LGIS rebate.
Expenditure from operating activities				
Health	50,591	24.16%	▲ Timing	Reduced expenditure for sentinel and mosquito management program. Timing of relief EHO.
Housing	(23,893)	(35.63%)	▼ Timing	Overhead allocations under budget.
Community Amenities	139,152	11.68%	▲ Timing	Reduced maintenance and employee costs for sanitation, urban storm water and community
Recreation and Culture	459,198	13.05%	▲ Timing	Reduced maintenance and employee costs for foreshore, beach and boat ramps. Community programmes, events and Ningaloo Centre operations.
Transport	472,469	12.51%	▲ Timing	Aviation, road and footpath maintenance under budget.
Economic Services	133,736	19.75%	▲ Timing	Ningaloo Visitors Centre expenditure below budget due to timing of tourist season.
Other Property and Services	(288,406)	(2051.40%)	▼ Timing	Overhead allocations under budget.
Investing Activities				
Capital Acquisitions	112,745	11.71%	▲ Timing	Capital works program not commenced at time of reporting.

KEY INFORMATION

- ▲ increase in surplus
- ▼ decrease in surplus

Description	Classification	Unrestricted	Restricted	Trust	Total	Institution	Interest Rate	Maturity Date	
					YTD Actual				
		\$	\$	\$	\$				
Cash on hand									
Petty Cash and Floats	Cash and cash equivalents	5,048			5,048				
Municipal Fund	Cash and cash equivalents	4,647,394			4,647,394	Westpac		At Call	
Reserve Fund	Cash and cash equivalents	0	384,067		384,067	Westpac		At Call	
Trust Fund	Cash and cash equivalents	0		87,745	87,745	Westpac		At Call	
		0							
Reserve Investment - Term Deposit	Cash and cash equivalents	0	3,000,000		3,000,000	Westpac	1.61%	25-May-20	
Reserve Investment - Term Deposit	Cash and cash equivalents	0	4,000,000		4,000,000	Macquarie	1.60%	08-May-20	
Reserve Investment - Term Deposit	Cash and cash equivalents	0	2,000,000		2,000,000	AMP	1.75%	09-Apr-19	
Trust Investment - Term Deposit	Cash and cash equivalents	0		378,887	378,887	CBA	1.41%	10-Feb-20	
Total		4,652,442	9,384,067	466,632	14,503,141				
Comprising									
Cash and cash equivalents		4,652,442	9,384,067	466,632	14,503,141				
Financial assets at amortised cost		0	0	0	0				
		4,652,442	9,384,067	466,632	14,503,141				

KEY INFORMATION

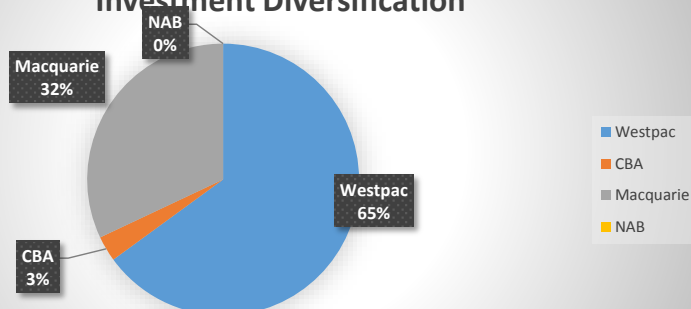
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to 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 net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.

Investment Diversification



Total Cash	Unrestricted
\$14.5 M	\$4.65 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 29 FEBRUARY 2020

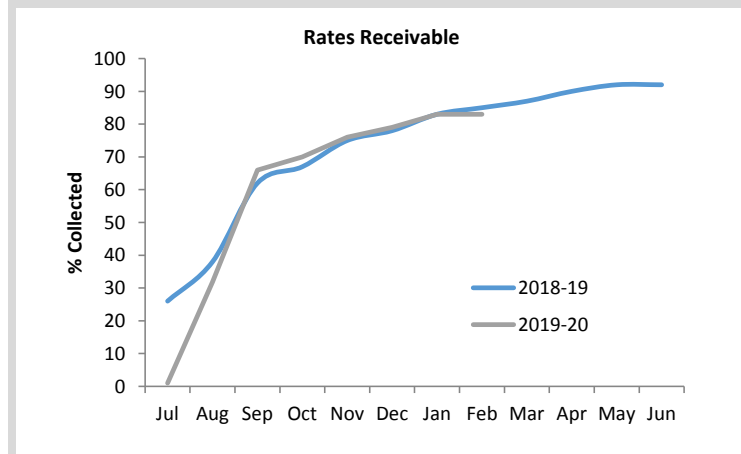
OPERATING ACTIVITIES
NOTE 4
RECEIVABLES

Rates Receivable	30 June 2019	29 Feb 20
	\$	\$
Opening Arrears Previous Years	302,096	328,807
Levied this year	4,401,647	4,542,982
Plus Interim Rates	(9,150)	(4,012)
Plus Back Rates	10,701	1,687
Less - Collections to date	(4,332,954)	(4,054,876)
Equals Current Outstanding	370,789	814,587
Less - Deferred Pensioners	(41,981)	(41,981)
Less - Credit Balances		(24,707)
Net Rates Collectable	328,807	747,899
% Collected	92.1%	83.3%

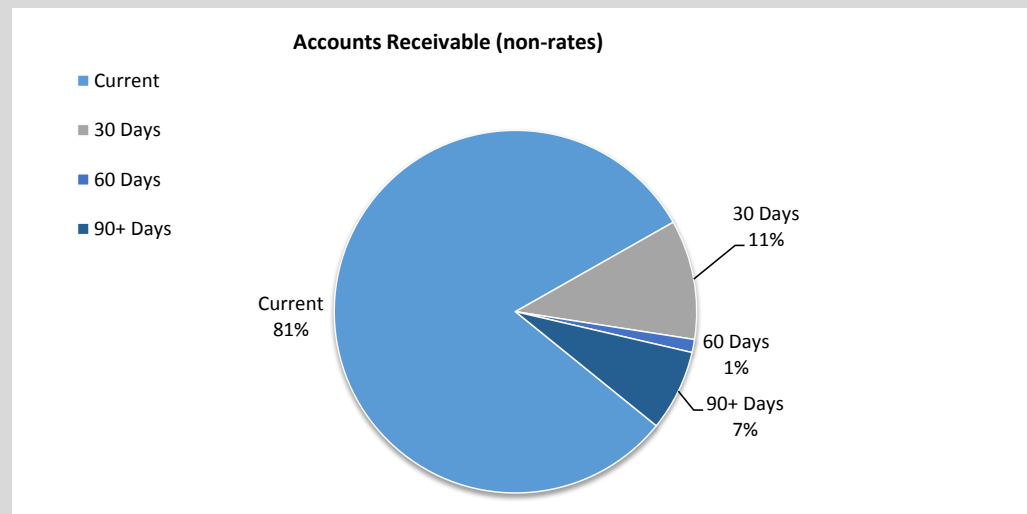
Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - General	(9,002)	846,929	111,546	12,196	75,437	1,037,105
Percentage	-0.9%	81.7%	10.8%	1.2%	7.3%	
Balance per Trial Balance						
Sundry receivable						1,037,105
GST receivable						35,348
Allowance for impairment of receivables						0
Community Loans						15,250
Other receivables [describe]						0
Total Receivables General Outstanding						1,087,703
Amounts shown above include GST (where applicable)						

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. 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.



Collected	Rates Due
83.3%	\$747,899



Debtors Due
\$1,087,703
Over 30 Days
19%
Over 90 Days
7.3%

Other Current Assets	Opening Balance 1 July 2019	Asset Increase	Asset Reduction	Closing Balance 29 Feb 2020
	\$	\$	\$	\$
Inventory				
Inventories - Stock on Hand	55,830	84,978	(123,855)	16,953
Total Other Current assets				16,953
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

CONTRACT ASSETS

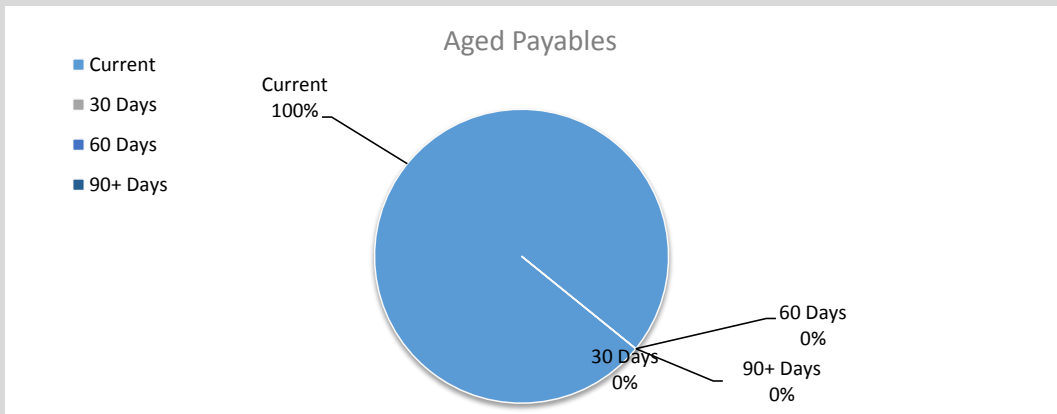
A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - General	0	45,917	0	0	0	45,917
Percentage	0%	100%	0%	0%	0%	
Balance per Trial Balance						
Sundry creditors						45,917
ATO liabilities						54,783
Bonds, Retentions & Advanced Payments						183,097
ESL Liability						88,379
Total Payables General Outstanding						372,176

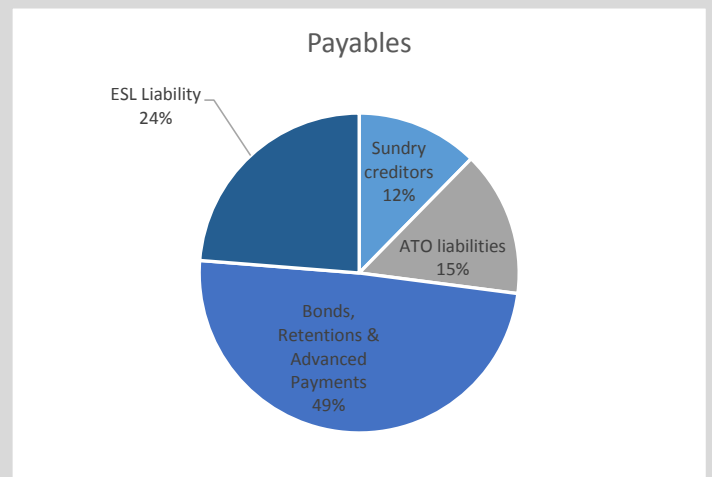
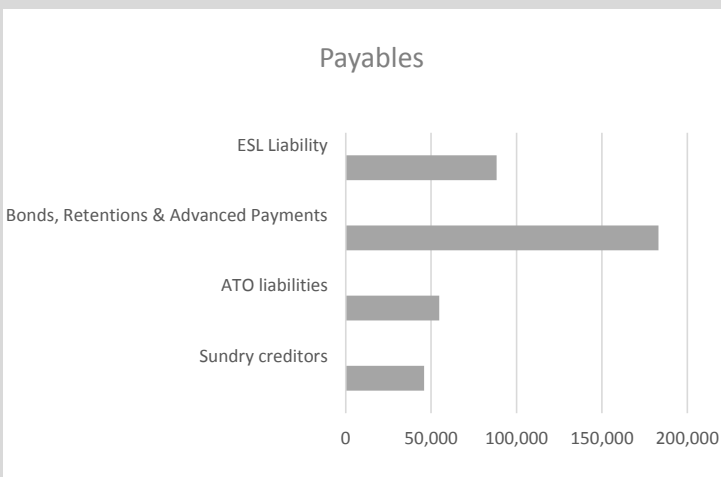
Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



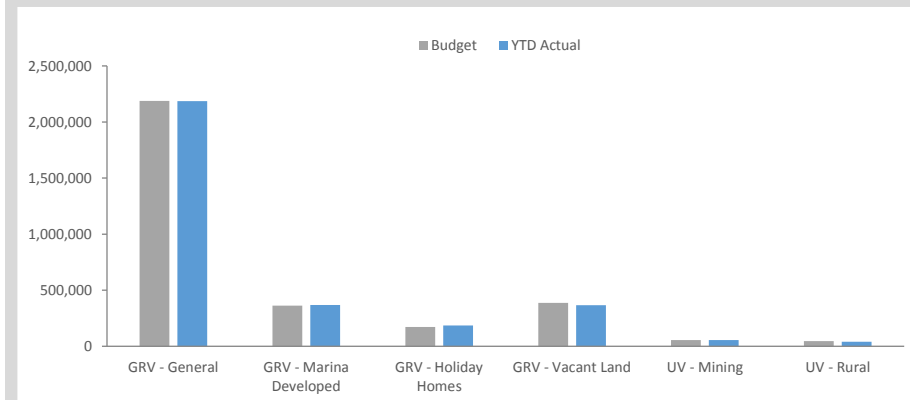
Creditors Due
\$372,176
Over 30 Days
0%
Over 90 Days
0%



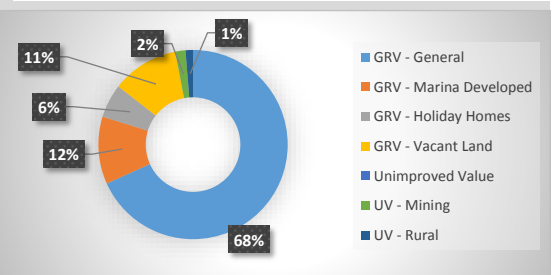
General Rate Revenue	Amended Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
Gross Rental Value											
GRV - General	0.075100	1,182	29,077,947	2,183,754	5,000	0	2,188,754	2,193,071	(6,008)	(328)	2,186,734
GRV - Marina Developed	0.101300	98	3,515,907	356,161	6,000	0	362,161	360,994	6,882	1,105	368,981
GRV - Holiday Homes	0.104100	62	1,643,460	171,084	1,000	0	172,084	183,719	916	0	184,635
GRV - Vacant Land	0.150100	245	2,557,848	383,933	3,000	0	386,933	364,382	2,453	(113)	366,722
Unimproved Value											
UV - Mining	0.159900	15	334,135	53,908	1,000	0	54,908	56,498	(230)	0	56,268
UV - Rural	0.080000	8	568,380	45,470	0	0	45,470	43,070	0	(2,350)	40,720
Sub-Total		1,610	37,697,677	3,194,310	16,000	0	3,210,310	3,201,734	4,012	(1,686)	3,204,060
Minimum Payment	Minimum \$										
Gross Rental Value											
GRV - General	930	84	842,002	78,120	0	0	78,120	78,120	0	0	78,120
GRV - Marina Developed	930	1	0	930	0	0	930	1,665	0	0	1,665
GRV - Holiday Homes	930	0	0	0	0	0	0	0	0	0	0
GRV - Vacant Land	735	142	476,176	104,370	0	0	104,370	106,425	0	0	106,425
Unimproved Value											
UV - Mining	230	12	8,925	2,760	0	0	2,760	2,760	0	0	2,760
UV - Rural	735	1	5,800	735	0	0	735	736	0	0	736
Sub-Total		240	1,332,903	186,915	0	0	186,915	189,706	0	0	189,706
Amount from General Rates							3,397,225				3,393,766
Total General Rates							3,397,225				3,393,766
Specified Area Rates	Rate in \$ (cents)										
GRV Marina	0.013100		3,609,199	46,471	0	0	46,471	47,359	535	0	47,894
Total Specified Area Rates			3,609,199	46,471	0	0	46,471	47,359	535	0	47,894
Total							3,443,696				3,441,660

KEY INFORMATION

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.

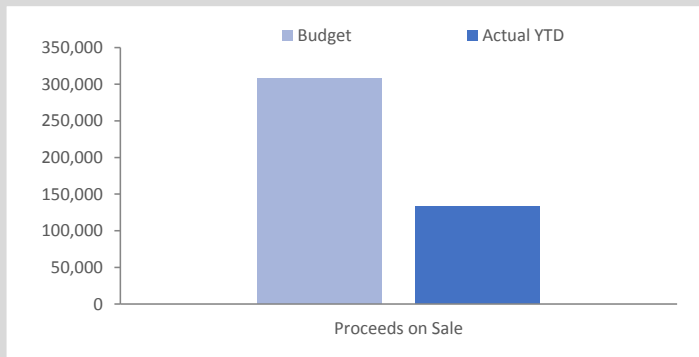


General Rates		
Budget	YTD Actual	%
\$3.4 M	\$3.39 M	1.00



Asset Ref.	Asset Description	Amended Budget				YTD Actual				
		Net Book		Proceeds	Profit	(Loss)	Net Book		Profit	(Loss)
		Value					Value			
		\$	\$	\$	\$	\$	\$	\$	\$	
Plant and equipment										
Transport										
	Kubota Mower (P045)	2,800	2,800	0	0		0	0	0	
	Fuso Canter (P054)	6,400	6,400	0	0	25,000	19,100	0	(5,900)	
	Mitsubishi Fuso (P076)	6,450	6,000	0	(450)	32,190	21,820	0	(10,370)	
	Ford Ranger Crew Cab (P005)	5,780	5,780	0	0	6,546	8,182	1,636	0	
	Toyota Hiace Bus (P064)	6,800	6,800	0	0			0	0	
	Toyota Hilux Dual Cab (P065)	5,499	4,590	0	(909)	15,000	14,091	0	(909)	
	Toyota Hilux Dual Cab (P069)	4,590	4,590	0	0	15,000	17,045	2,045	0	
	Toyota Hilux Dual Cab (P070)	6,800	6,800	0	0	15,000	16,818	1,818	0	
	Toyota Hilux (P073)	5,780	5,780	0	0	15,000	15,682	682	0	
	Holden Colorado (P096)	23,480	15,480	0	(8,000)	28,000	20,000	0	(8,000)	
	Holden Colorado (P097)	15,480	15,480	0	0			0	0	
Other property and services										
	Land Held for Resale	161,000	227,000	66,000	0			0	0	
		250,859	307,500	66,000	(9,359)	151,736	132,738	6,181	(25,179)	

KEY INFORMATION



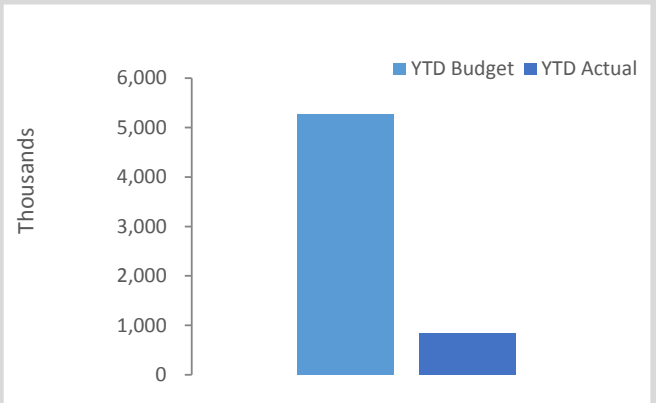
Proceeds on Sale		
Annual Budget	YTD Actual	%
\$307,500	\$132,738	43%

Capital Acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
Buildings - non-specialised - level 2	\$ 104,000	\$ 69,328	\$ 93,475	\$ 24,147
Buildings - specialised - level 3	1,846,100	124,328	80,694	(43,634)
Plant and equipment	1,298,000	448,984	404,495	(44,489)
Infrastructure - Roads	918,782	87,472	132,349	44,877
Infrastructure - Other	1,092,388	232,568	138,922	(93,646)
Capital Expenditure Totals	5,259,270	962,680	849,935	(112,745)
Capital Acquisitions Funded By:				
Capital grants and contributions	\$ 722,332	\$ 1,417,832	\$ 745,560	(672,272)
Other (Disposals & C/Fwd)	80,500	132,738	132,738	0
Cash Backed Reserves				
Aviation Reserve	121,500		0	0
Building Infrastructure Reserve	375,000		0	0
Land Acquisition & Disposal Reserve	425,000		0	0
Ningaloo Centre Reserve	75,000		0	0
Plant Reserve	807,000		0	0
Contribution - operations	2,652,938	(587,890)	(28,363)	559,527
Capital Funding Total	5,259,270	962,680	849,935	(112,745)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$5.26 M	\$0.85 M	16%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$0.72 M	\$0.75 M	103%

% of
Completion

	Account Description	Account Number	Amended			YTD Variance (Under)/Over
			Budget	YTD Budget	YTD Actual	
100%	Buildings - Non Specialised		104,000	69,328	93,475	
135%	Staff Housing Buildings - Painting/Flooring/Window Treatments	A125001	104,000	69,328	93,475	24,147
100%	Buildings - Specialised		1,846,100	124,328	80,694	
86%	Municipal Buildings - Old Admin, Library and Hall	A125006	825,000	17,000	14,577	(2,423)
35%	Ningaloo Centre (18/19)	A119003	20,000	13,328	(4,725)	(18,053)
	Ningaloo Centre - Solar Power and Aquarium Exhibits	A119004	761,500	0	56,261	56,261
	Recreation Hall - Paving and replace staircase	A125009	50,000	0	806	806
15%	Learmonth Building - Upgrade arrivals and lighting	A126800	141,000	94,000	13,775	(80,225)
	Depot - Relocate server and crib room	A125051	48,600	0	0	0
100%	Plant & Equipment		1,298,000	448,984	404,495	
	Waste Site Recycling Equipment	A101005	53,000	35,328	0	(35,328)
52%	Plant & Equipment	A123200	674,000	(115,672)	60,399	176,071
110%	Vehicle Replacement	A123201	268,000	178,664	196,112	17,448
	Swimming Pool Equipment (18/19)	A113001	0	0	0	0
	Water Truck (18/19)	A125105	0	0	0	0
40%	Learmonth Airport - Full Body Scanner	A126009	255,000	318,664	127,500	(191,164)
64%	Learmonth Airport - Towable Belt Loader	A126201	48,000	32,000	20,483	(11,517)
100%	Infrastructure - Roads		918,782	87,472	132,349	
	Beach Access Carpark Upgrades	A115150	10,000	6,664	0	(6,664)
	Yardie Creek Road - Road shoulder and seal edge works	A125203	147,300	0	86,331	86,331
54%	Murat Road - includes drainage works	A125209	304,050	60,808	32,757	(28,051)
	Road Sealing	A125213	267,432	0	0	0
	Street Lights	A124001	30,000	20,000	0	(20,000)
	Mortiss Street & Neale Cove Road upgrade (DOT)	A125210	0	0	13,261	13,261
	Learmonth Airport - Reseal carpark (18/19)	A126009	160,000	0	0	0
	Infrastructure - Other		1,092,388	232,568	138,922	
	Dog Pound - Relocation to Depot	A052002	15,000	10,000	0	(10,000)
	Irrigation Sewerage Ponds - Upgrade Chorination Plant	A101012	77,000	0	0	0
97%	Waste Water Treatment Ponds - Rehabilitation of old ponds	A101012	45,388	81,576	78,722	(2,854)
	Waste Site Weighbridge	A125304	0	0	17,684	17,684
	Waste Site Recycling Shed	A125021	15,000	0	0	0
	Ningaloo Centre - Disabled ramp and gardens	A119006	69,000	0	3,685	3,685
	Multi purpose bike facility	A112001	200,000	0	0	0
	Crevalle Way - Public Open Space	A114100	30,000	0	29,654	29,654
	Federation Park - Facility upgrade	A114101	60,000	0	1,525	1,525
	Town Mall - Digital signage	A117003	40,000	0	0	0
	Mildura Wreck - Interpretive	A125319	22,000	14,664	0	(14,664)
104%	Town Beach - Gazebo lighting	A115152	12,000	8,000	8,302	302
	Tantabiddi Boat Ramp - Solar lighting	A125315	10,000	6,664	0	(6,664)
	Bundegi Boat Ramp - Solar lighter and Toilet upgrade	A115107	45,000	30,000	0	(30,000)
68%	Footpaths/Kerbing - upgrade	A125321	100,000	66,664	45,082	(21,582)
	Footpaths - new	A121002	100,000	0	604	604
	Learmonth Airport - Landside remodelling and remedial work	A126009	50,000	0	0	0
	Learmonth Airport - Apron fuel mitigation treatment	A126009	0	0	(80,000)	(80,000)
	Learmonth Airport - Paid Parking Signage	A126009	13,000	0	0	0
	Learmonth Airport - RADS Masterplan	A126010	40,000	0	12,584	12,584
	Exmouth Aerodrome - Entrance gate, remedial work and fencing	A125331	30,000	0	0	0
	Exmouth Aerodrome - RADS Masterplan	A125330	47,000	0	0	0
	Water dispensing unit	A134201	50,000	0	0	0
141%	NBN changeover - Shire properties	A125149	22,000	15,000	21,080	6,080
88%	Grand Total		5,259,270	962,680	849,935	(112,745)

0.00

Repayments - Borrowings

Information on Borrowings Particulars	1 July 2019 \$	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Housing									
Loan 80 - Staff Dwellings	614,540	0	0	43,360	65,557	571,180	548,983	18,784	27,659
Community amenities									
Loan 81 - Rubbish Truck	251,868	0	0	40,731	81,953	211,137	169,915	3,035	5,579
Recreation and culture									
Loan 81 - Ningaloo Centre	893,498	0	0	27,743	55,948	865,755	837,550	14,877	29,292
Other property and services									
Loan 76 - 1 Bennett Street	239,053	0	0	9,964	20,179	229,089	218,874	6,024	11,797
	<u>1,998,959</u>	<u>0</u>	<u>0</u>	<u>121,798</u>	<u>223,637</u>	<u>1,877,161</u>	<u>1,775,322</u>	<u>42,720</u>	<u>74,327</u>
Total	1,998,959	0	0	121,798	223,637	1,877,161	1,775,322	42,720	74,327
Current borrowings	223,637					101,839			
Non-current borrowings	<u>1,775,322</u>					<u>1,775,322</u>			
	<u>1,998,959</u>					<u>1,877,161</u>			

All debenture repayments were financed by general purpose revenue.

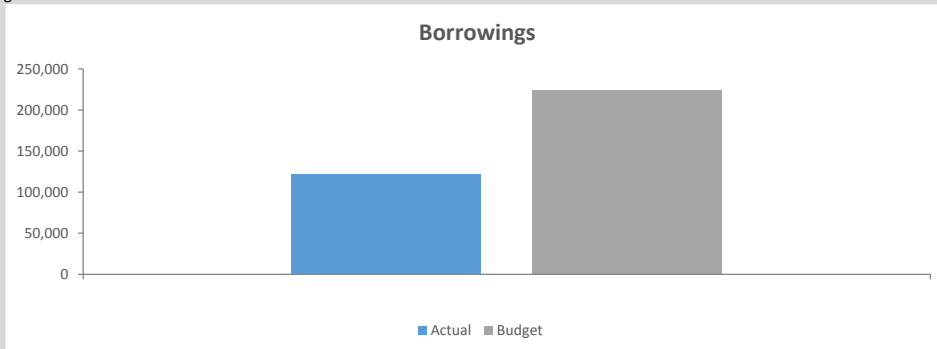
Unspent Borrowings

Particulars	Date Borrowed	Unspent	Borrowed	Expended	Unspent
		Balance 30-06-2019	During Year	During Year	Balance 29/02/2020
Loan 81 - Rubbish Truck	20/06/2017	\$ 410,000	\$ 0	\$ 0	\$ 410,000
		<u>410,000</u>	<u>0</u>	<u>0</u>	<u>410,000</u>

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.

Community loans are funded by the Community Interest Free 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.

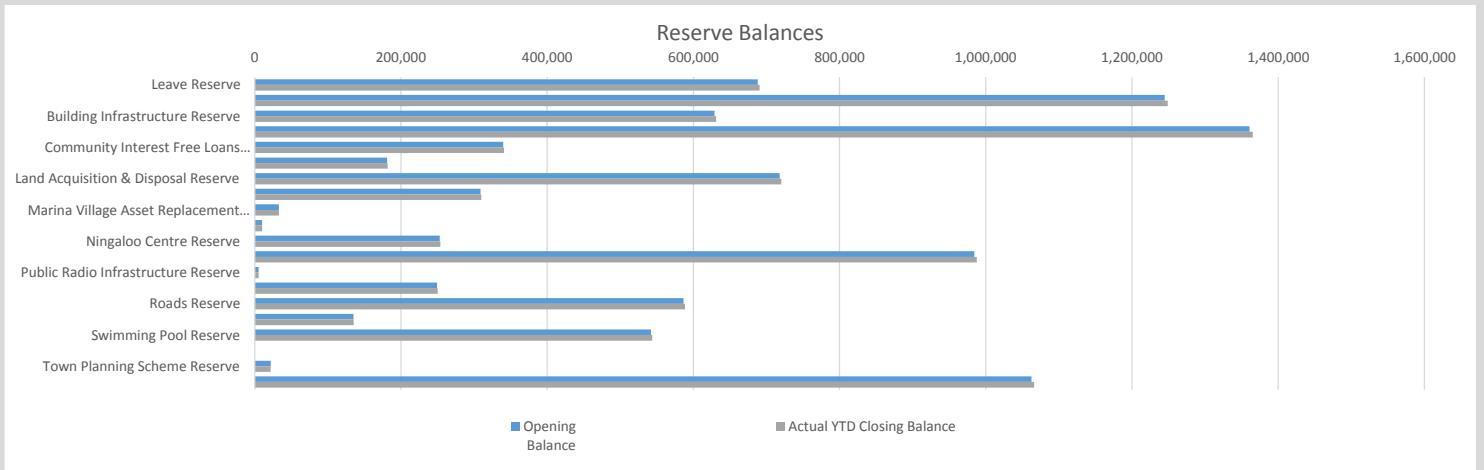


Principal Repayments	\$121,798
Interest Earned	\$99,593
Interest Expense	\$42,720
Reserves Bal	\$9.38 M
Loans Due	\$1.88 M

Cash Backed Reserve

Reserve Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	688,110	9,462	2,348	0	0	0	0	697,572	690,458
Aviation Reserve	1,244,600	17,988	4,247	0	0	(121,500)	0	1,141,088	1,248,847
Building Infrastructure Reserve	628,949	6,307	2,146	250,000	0	(375,000)	0	510,256	631,095
Community Development Reserve	1,360,721	27,281	4,643	200,000	0	0	0	1,588,002	1,365,364
Community Interest Free Loans Reserve	339,770	5,585	1,159	0	0	0	0	345,355	340,929
Insurance/Natural Disaster Reserve	181,056	3,013	618	0	0	0	0	184,069	181,674
Land Acquisition & Disposal Reserve	717,892	286	2,449	0	0	(425,000)	0	293,178	720,341
Marina Canal Reserve	308,782	5,139	1,054	0	0	0	0	313,921	309,836
Marina Village Asset Replacement Reserve	32,912	548	112	0	0	0	0	33,460	33,024
Mosquito Management Reserve	10,000	0	34	0	0	0	0	10,000	10,034
Ningaloo Centre Reserve	253,095	2,548	864	80,000	0	(75,000)	0	260,643	253,959
Plant Reserve	984,318	12,106	3,358	390,000	0	(807,000)	0	579,424	987,676
Public Radio Infrastructure Reserve	5,103	85	17	0	0	0	0	5,188	5,120
Rehabilitation Reserve	249,415	3,485	851	0	0	0	0	252,900	250,266
Roads Reserve	586,492	4,614	2,001	100,000	0	0	0	691,106	588,493
Shire Staff Housing Reserve	134,917	562	460	0	0	0	0	135,479	135,377
Swimming Pool Reserve	541,961	7,118	1,849	250,000	0	0	0	799,079	543,810
Tourism Development Reserve	0	0	0	50,000	0	0	0	50,000	0
Town Planning Scheme Reserve	21,621	348	74	0	0	0	0	21,969	21,695
Waste Management Reserve	1,062,443	10,860	3,625	0	0	0	0	1,073,303	1,066,068
	9,352,157	117,335	31,909	1,320,000	0	(1,803,500)	0	8,985,992	9,384,066

KEY INFORMATION



Other Current Liabilities	Note	Opening Balance 1 July 2019	Liability Increase	Liability Reduction	Closing Balance 29 Feb 2020
		\$	\$	\$	\$
Provisions					
Annual leave		496,084			496,084
Contract Liabilities					
Lease liability		0			0
Amounts shown above include GST (where applicable)					

A breakdown of contract liabilities and associated movements is provided on the following pages at 11(a) and 11(b)

KEY INFORMATION

PROVISIONS

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

EMPLOYEE BENEFITS

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 29 FEBRUARY 2020

NOTE 13(a)

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability					Unspent Operating Grants, Subsidies and Contributions Revenue					
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operating Grants and Subsidies											
General purpose funding											
Grants Commission - <i>General Purpose / Untied Road Grant</i>							690,000	920,000	900,000	1,820,000	641,247
Health											
Exmouth CLAG								0	5,000	5,000	5,011
Recreation and culture											
DSCI - Regional Every Club	8,320			8,320				0		0	
BHP - Sport & Rec Community Program	225,000			225,000				0		0	
DSR - Support Club Development Officer							0	40,000	(30,000)	10,000	10,000
State Library of WA								0	900	900	887
Meerilinga Young Childrens - Messy Play Day								0		0	1,000
Various Sponsors - Sports Award								0	10,000	10,000	
Transport											
Main Roads WA - Direct Grant								0		0	101,772
Economic services											
DPIRD - Tourism Program	30,000			30,000				0		0	
Other property and services											
ATO - Diesel Fuel Subsidy							10,664	16,000	0	16,000	11,657
	263,320	0	0	263,320	0	0	700,664	976,000	885,900	1,861,900	771,574
TOTALS	263,320	0	0	263,320	0	0	700,664	976,000	885,900	1,861,900	771,574

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 29 FEBRUARY 2020

NOTE 13(b)

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability					Non Operating Grants, Subsidies and Contributions Revenue					
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-Operating Grants and Subsidies											
Community amenities											
DWER - Recycling Program	67,300			67,300				0	77,000	77,000	77,168
Recreation and culture											
R4R - Ningaloo Centre							193,328	290,000		290,000	0
Woodside - Exmouth Bike Facility								0	150,000	150,000	0
Trust - Public Open Space								0	170,000	170,000	0
Transport											
MRWA - Murat Road SIF	240,000			240,000			0	0		0	0
MRWA - Murat Road							44,464	66,700		66,700	53,360
MRWA - Yardie Creek Road							65,464	98,200		98,200	92,600
RTR - Roads to Recovery Program							178,288	267,432		267,432	267,432
Regional Airport Security Screening Fund									255,000	255,000	255,000
RADS - Learmonth Airport Masterplan									20,000	20,000	0
RADS - Exmouth Aerodrome Masterplan									23,500	23,500	0
	307,300	0	0	307,300	0	0	481,544	722,332	695,500	1,417,832	745,560
Total Non-operating grants, subsidies and contributions	307,300	0	0	307,300	0	0	481,544	722,332	695,500	1,417,832	745,560

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**NOTE 14
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 1 July 2019	Amount Received	Amount Paid	Closing Balance 29 Feb 2020
	\$	\$	\$	\$
BCITF	1,589	9,608	(4,216)	6,981
BSL Levy	2,400	11,978	(11,170)	3,209
Cash in Lieu POS	378,887	924	0	379,811
Key Bonds	1,150	200	(1,350)	0
Hire Facility Bonds	8,350	5,950	(14,300)	0
Councillor Nomination Fees	0	480	(480)	0
Bond Deed Exmouth Marina Holdings	18,186	0	0	18,186
Donations for other Organisations	135	0	(135)	0
Exmouth Volunteer Fire & Rescue	50,828	0	0	50,828
Sundries	700	0	0	700
Unclaimed Monies	6,916	0	0	6,916
Lease, Licence & Contract Bonds	0	4,114	(4,114)	0
	469,143	33,255	(35,765)	466,633

MONTHLY LIST OF PAYMENTS - FEBRUARY 2020

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 13673-13678	\$	22,419.55
Direct Debits and EFT Payments EFT16434-EFT16628	\$	639,180.06
Credit Card Purchases	\$	5,421.06
Total Municipal Account	\$	667,020.67

Trust Account:

Cheque number	\$	-
EFT Payments	\$	-
Total Trust Account	\$	-

TOTAL PAYMENTS - FEBRUARY 2020 \$ **667,020.67**

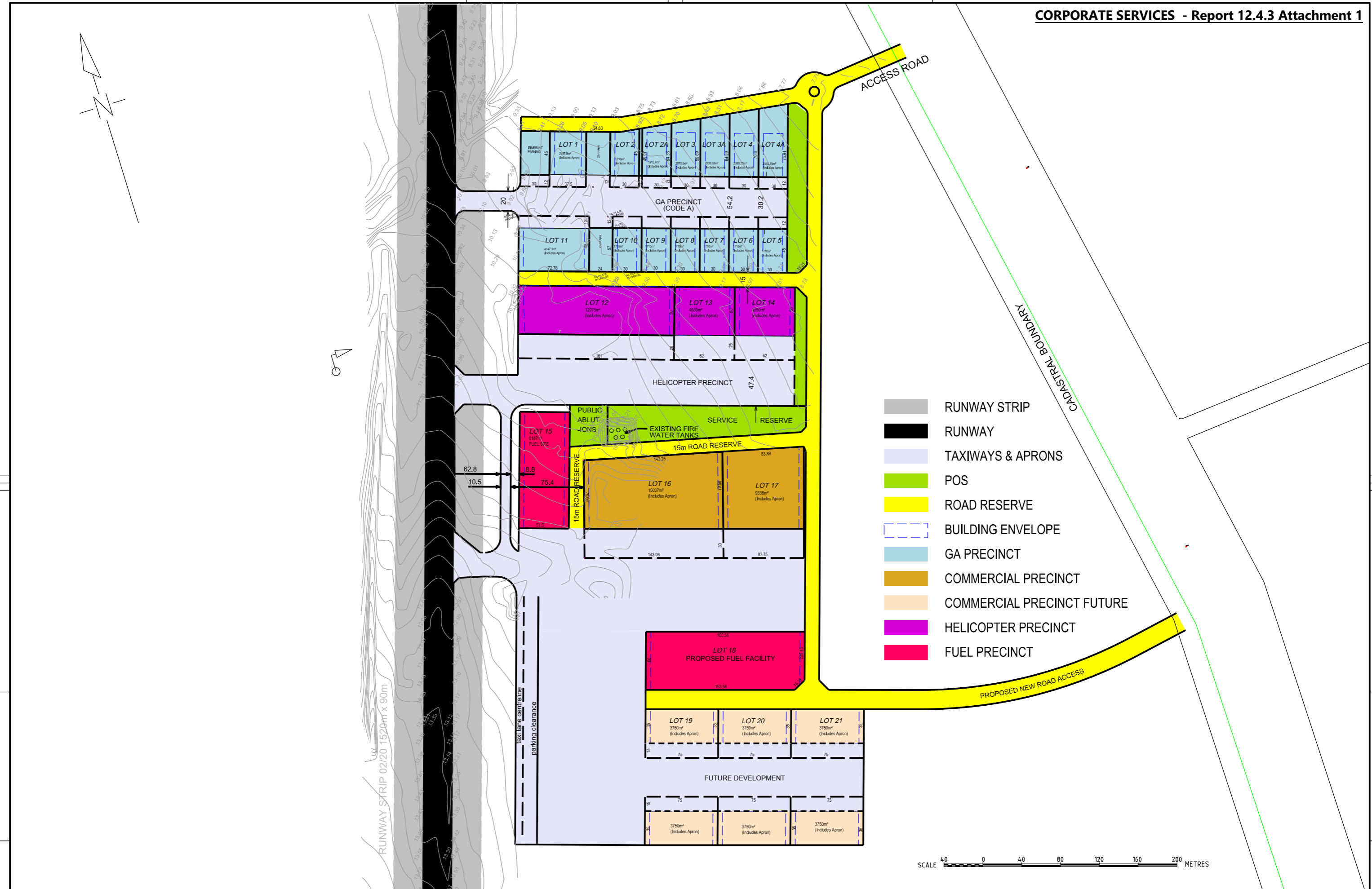
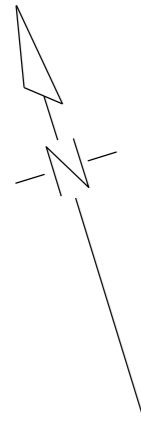
Reference	Date	Name	Description	Municipal Account	Trust Account
13673	10/02/2020	RATEPAYER	CROSSOVER CONTRIBUTION	\$ 500.00	
13674	10/02/2020	TELSTRA CORPORATION	UTILITIES	\$ 811.75	
13675	10/02/2020	WATER CORPORATION	UTILITIES	\$ 377.49	
13676	13/02/2020	RAC MONKEY MIA DOLPHIN RESORT	NINGALOO VISITOR CENTRE OPERATOR PAYMENT 27TH NOVEMBER TO 31ST DECEMBER 2019	\$ 3,075.30	
13677	25/02/2020	TELSTRA CORPORATION	UTILITIES	\$ 8,274.21	
13678	25/02/2020	WATER CORPORATION	UTILITIES	\$ 9,380.80	
			TOTAL CHEQUES	\$ 22,419.55	\$ -
DD5505.1	03/02/2020	WESTNET PTY LTD	UTILITIES	\$ 48.31	
DD5505.2	03/02/2020	HP FINANCIAL SERVICES	EQUIPMENT LEASE FEBRUARY 2020	\$ 4,367.00	
DD5505.3	03/02/2020	WESTPAC BANKING CORPORATION	BANK FEES	\$ 2,024.02	
DD5511.1	12/02/2020	SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 36,465.90	
DD5522.1	24/02/2020	MARIHKY TRUST T/A RAY WHITE EXMOUTH	STAFF RENT JAN 2020 25/30 DUGONG CLOSE	\$ 2,607.14	
DD5531.1	26/02/2020	SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 37,021.15	
DD5534.1	18/02/2020	WESTNET PTY LTD	UTILITIES	\$ 49.99	
			TOTAL DIRECT DEBIT PAYMENTS	\$ 82,583.51	\$ -
EFT16444	11/02/2020	AMPAC DEBT RECOVERY	DEBT RECOVERY COSTS	\$ 534.60	
EFT16445	11/02/2020	ATOM SUPPLY / GERALDTON INDUSTRIAL SUPPLIES	AVIATION PPE ORDER	\$ 460.06	
EFT16446	11/02/2020	AUSTRALIA POST	POSTAGE - AUSTRALIA POST PURCHASES FOR JANUARY 2020	\$ 764.38	
EFT16447	11/02/2020	AUSTRALIAN TAX OFFICE (PAYG)	PAYROLL DEDUCTIONS	\$ 48,220.00	
EFT16448	11/02/2020	AUTOPRO/NINGALOO CAR BOAT HIRE	TYRES X 5 FOR CANTER TRUCK EX7843	\$ 1,882.70	
EFT16449	11/02/2020	BCS INFRASTRUCTURE SUPPORT PTY LTD	QUARTERLY MAINTENANCE FOR BAGGAGE CAROUSEL SYSTEMS AT LEARMONTH AIRPORT	\$ 4,011.88	
EFT16450	11/02/2020	BLUE OCEAN PUBLICATIONS	PHOTOGRAPHY & INFORMATION FOR INTERPRETIVEDISPLAYS IN NDC	\$ 800.00	
EFT16451	11/02/2020	BOYA EQUIPMENT	THROTTLE CABLE FOR KUBOTA MOWER EX4841	\$ 74.83	
EFT16452	11/02/2020	BUNNINGS GROUP LIMITED	SHELVING AND FANS FOR NDC	\$ 732.89	
EFT16453	11/02/2020	CAMERON LANGRIDGE	STOCK FOR RESALE	\$ 578.40	
EFT16454	11/02/2020	CENTRAL REGIONAL TAFE	LIVE FOOD FOR AQUARIUM	\$ 1,393.70	
EFT16455	11/02/2020	CJ LORD BUILDING AND RENOVATION WA PTY LTD	CARPENTRY LABOUR FOR CONSTRUCTION OF REPTILE ENCLOSURES AT NDC	\$ 4,004.00	
EFT16456	11/02/2020	COMMON GROUND TRAILS PTY LTD	EXMOUTH MULTI PURPOSE BIKE FACILITY CLAIM 2	\$ 5,610.00	
EFT16457	11/02/2020	COVS AUTOMOTIVE MINING & INDUSTRIAL SUPPLIES-NAPA	HOSE CLAMPS FOR RUBISH TRUCK EX4574	\$ 397.76	
EFT16458	11/02/2020	DEPARTMENT OF DEFENCE - TREASURY AND BANKING	POTABLE WATER AT BUNDEGI ABLUTION BLOCK & FISH CLEANING STATION 1/10/2019 TO 2/01/2020 (75KL)	\$ 165.00	
EFT16459	11/02/2020	ERA CONTRACTORS	SUPPLY AND TRANSPORT (SYDNEY TO GERALDTON) BATTERIES FOR STAND ALONE POWER SYSTEM AT TIPSITE	\$ 23,181.59	
EFT16460	11/02/2020	EVENTS INDUSTRY ASSOCIATION(WA) INCORPORATED	EIA MEMBERSHIP 2020	\$ 500.00	
EFT16461	11/02/2020	EVERGLAZE PTY LTD	CHLORINATED RUBBER TUBE FOR SKATE PARK	\$ 884.07	
EFT16462	11/02/2020	EXMOUTH CAPE REAL ESTATE	CAPE STORAGE UNIT 59 RENT 15/02-14/03/2020	\$ 333.66	
EFT16463	11/02/2020	EXMOUTH DOG AGILITY GROUP INC	LABOUR FOR CATERING AT AUSTRALIA DAY 2020 EVENT	\$ 350.00	
EFT16464	11/02/2020	EXMOUTH ENGINEERING	MAGNETIC POOL LOCK FOR SKATE PARK	\$ 129.95	
EFT16465	11/02/2020	EXMOUTH FUEL SUPPLIES	UNLEADED FUEL PURCHASES JANUARY 2020	\$ 358.68	
EFT16466	11/02/2020	EXMOUTH GYMNASIAC CLUB	GRANT - MAJOR EVENT SPONSORSHIP	\$ 2,300.00	
EFT16467	11/02/2020	EXMOUTH HARDWARE & BUILDING SUPPLIES	GENERAL HARDWARE CONSUMABLE PURCHASES FOR JANUARY 2020	\$ 1,526.80	
EFT16468	11/02/2020	EXMOUTH HORSEMAN'S CLUB	CLUB DONATION	\$ 442.00	
EFT16469	11/02/2020	EXMOUTH INDUSTRIAL SERVICES	HYDRAULIC HOSES FOR RUBBISH TRUCK EX4574	\$ 209.46	
EFT16470	11/02/2020	EXMOUTH NEWSAGENCY & TOYWORLD	AVIATION STATIONERY PURCHASE JANUARY 2020	\$ 667.05	

Reference	Date	Name	Description	Municipal Account	Trust Account
EFT16471	11/02/2020	EXMOUTH WHOLESALERS	POOL KIOSK STOCK ORDER JANUARY 2020	\$ 804.32	
EFT16472	11/02/2020	EXSECE PTY LTD T/a EXMOUTH SERVICE CENTRE & TOWING	AIR COMPRESSOR & SNATCHING STRACP WITH SHACKLES FOR DEPOT	\$ 493.88	
EFT16473	11/02/2020	EXY PLUMBING & CONTRACTING	UNBLOCK SEPTAGE POND PIPES AT TIPSITE	\$ 6,077.31	
EFT16474	11/02/2020	FIRE SOLUTIONS AUSTRALIA PTY LTD	SERVICE OF CAF UNITS AT LEARMONTH HELIPORT	\$ 6,050.00	
EFT16475	11/02/2020	FUSION FABRICATION & MARINE	REPAIR HAND RAILS AT BUNDEGI BOAT RAMP	\$ 6,766.00	
EFT16476	11/02/2020	GASCOYNE OFFICE EQUIPMENT	RICHOH SERVICE AGREEMENT - DECEMBER 2019	\$ 1,349.99	
EFT16477	11/02/2020	GO GO ON HOLD PTY LTD	ON HOLD MESSAGE SERVICES - 6 MONTHS	\$ 455.40	
EFT16478	11/02/2020	GRAMA BAZITA TOTAL FIRE SOLUTIONS GRAMA BAZITA SERVICE & MAINTENANCE PTY	NINGALOO CENTRE MONTHLY MAINTENANCE FIRE & EMERGENCY SYSTEMS	\$ 1,347.88	
EFT16479	11/02/2020	HAMISH FELL CONSULTING	IT CONSULTATION - VEND AND ONLINE TICKETING ASSITANCE FOR NINGALOO VISITOR CENTRE	\$ 8,986.73	
EFT16480	11/02/2020	HEAVY AUTOMATICS PTY LTD	AUTOMATIC TRANSMISSION FLUID FOR RUBBISH TRUCK EX4574	\$ 874.50	
EFT16481	11/02/2020	HORIZON POWER - ACCOUNTS	UTILITIES	\$ 17,316.78	
EFT16482	11/02/2020	HT CLEANING SERVICES PTY LTD	CLEANING CONTRACT DEC 2019 NINGALOO CENTRE	\$ 13,868.14	
EFT16483	11/02/2020	IXOM OPERATIONS PTY LTD	CHLORINE GAS CYLINDERS 70KG	\$ 3,616.80	
EFT16485	11/02/2020	JH COMPUTER SERVICES	COMPUTER FORTERRESTRIAL GALLERY INTERPERATIVE DISPLAY	\$ 1,500.00	
EFT16486	11/02/2020	KAYFER DESIGNS	DRAWINGS FOR FEDERATION PARK STAGE & FOOTPATH MODIFICATIONS - PART 1	\$ 520.00	
EFT16487	11/02/2020	KCTT (KC TRAFFIC AND TRANSPORT PTY LTD)	ADVERTISING TENDER FOR MURAT ROAD DRAINAGE 1A IN WEST AUSTRALIAN NEWSPAPERS	\$ 5,175.06	
EFT16488	11/02/2020	LITTLEURCHIN PTY LTD	STOCK FOR RESALE NINGALOO VISITOR CENTRE	\$ 187.20	
EFT16489	11/02/2020	LOCAL GOVT RACING & CEMETERIES EMP UNION	PAYROLL DEDUCTIONS	\$ 19.40	
EFT16490	11/02/2020	MANTRA ON MURRAY	ACCOMMODATION 3 NIGHTS EMDS	\$ 531.00	
EFT16491	11/02/2020	MARIHKY TRUST T/A RAY WHITE EXMOUTH	ELECTRICITY USUAGE 22/11/19 - 21/01/20 25/30 DUGONG CL	\$ 273.44	
EFT16492	11/02/2020	MESSAGE4U PTY LTD	MESSAGE MEDIA BUNDLE 1/01/20-31/01/20	\$ 44.00	
EFT16493	11/02/2020	MUMBY'S AUTO ELECTRICAL AND AIR CONDITIONING	SUPPLY DEEP CYCLE BATTERIES AND CHARGERS FOR BACKUP AQUARIUM AERATION	\$ 1,388.05	
EFT16494	11/02/2020	NETWORK POWER SOLUTIONS PTY LTD	SUPPLY & INSTALL AIR CONDS TO AQUARIUM WORKSHOP - 2ND PROGRESS PAYMENT	\$ 5,152.00	
EFT16495	11/02/2020	NGT LOGISTICS PTY LTD	FREIGHT FOR SHELIVING FOR NINGALOO CENTRE	\$ 1,234.76	
EFT16496	11/02/2020	EMPLOYEE	REIMBURSEMENT OF NATIONAL POLICE CLEARANCE	\$ 55.10	
EFT16497	11/02/2020	NINGALOO WATER & ICE	15LT WATER BOTTLE DELIVERED TO DEPOT	\$ 60.00	
EFT16498	11/02/2020	NORCAPE TREE SERVICES	STREET TREE PRUNING PELLEW & PELIAS STREETS	\$ 5,797.00	
EFT16499	11/02/2020	NORWEST CRANE HIRE #2 PTY LTD	DRY HIRE OF REFUSE TRUCK 20/01/20-25/01/20	\$ 18,480.00	
EFT16500	11/02/2020	OCLC (UK) LTD	AMILIB ANNUAL MAINTENANCE - LIBRARY	\$ 1,986.92	
EFT16501	11/02/2020	OFFICEWORKS	STATIONERY ORDER JANUARY 2020 COMMERCIAL & COMMUNITY	\$ 3,314.52	
EFT16502	11/02/2020	EMPLOYEE	STAFF REIMBURSEMENT	\$ 879.99	
EFT16503	11/02/2020	ROY GRIPSKE & SONS PTY LTD	SPEED FEED HEAD FOR WHIPPER SNIPPERS	\$ 279.18	
EFT16504	11/02/2020	SCOPE BUSINESS IMAGING	JANUARY 2020 SERVICE FEES FOR PHOTOCOPIER	\$ 592.05	
EFT16505	11/02/2020	SIGNS PLUS	ASSTD STAFF NAME BADGES	\$ 47.10	
EFT16506	11/02/2020	SKYZALIMIT DESIGN PTY LTD	CHANGEROOMS FOR NVC	\$ 2,079.00	
EFT16507	11/02/2020	SPYKER BUSINESS SOLUTIONS	MONTHLY IT SUPPORT JOB - NOVEMBER 2019	\$ 7,305.33	
EFT16508	11/02/2020	SRB LEGAL	HR CONTRACT REVIEW ADVISE	\$ 803.00	
EFT16509	11/02/2020	EMPLOYEE	STAFF REIMBURSEMENT	\$ 70.00	
EFT16510	11/02/2020	SWAGS N WAGS	REPTILES FOR NEW EXHIBITS	\$ 8,206.00	
EFT16511	11/02/2020	Specialist News Pty Ltd WORKPLACE EXPRESS	WORKPLACE EXPRESS 12 MONTHS SUBSCRIPTION	\$ 1,199.00	
EFT16512	11/02/2020	T-QUIP	VARIOUS WHIPPER SNIPPER PARTS	\$ 167.14	
EFT16513	11/02/2020	TACKLE WORLD EXMOUTH (BLUE WATER)	OCTOBER AQUARIUM CONSUMABLES	\$ 518.73	
EFT16514	11/02/2020	TILQUA WEST	REPTILE LIGHTING AND HEATING EQUIPMENT FOR TERRESTRIAL GALLERY	\$ 4,786.10	
EFT16515	11/02/2020	TNT EXPRESS AUSTRALIA - ACCOUNTS	FREIGHT CHARGES JANUARY 20 - HEALTH	\$ 224.79	
EFT16516	11/02/2020	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES JANUARY 2020	\$ 541.37	
EFT16517	11/02/2020	TOTAL EDEN PTY LTD	RETIC SOLENOIDS	\$ 1,580.81	
EFT16518	11/02/2020	VIBRA AIR FILTER CLEANING	VARIOUS AIR FILTER CLEANING	\$ 1,078.66	
EFT16519	11/02/2020	VISIMAX	MICROCHIP SCANNER - ANIMAL CONTROL	\$ 371.30	
EFT16520	11/02/2020	Visual Contrast	LOGO DESIGN WORK FOR NINGALOO CENTRE	\$ 240.00	
EFT16521	11/02/2020	WA COUNTRY HEALTH SERVICE - MIDWEST	PRE-EMPLOYMENT MEDICAL	\$ 1,386.00	
EFT16522	11/02/2020	WORKWEAR GROUP PTY LTD	CORPORATE UNIFORM - LIBRARY STAFF	\$ 298.40	
EFT16523	13/02/2020	AQUATIC ADVENTURE EXMOUTH	NINGALOO CENTRE OPERATOR PAYMENTS 1/01/20-31/01/20	\$ 1,207.00	
EFT16524	13/02/2020	BAY LODGE	NINGALOO CENTRE OPERATOR PAYMENTS 1/01/20-31/01/20	\$ 221.00	
EFT16525	13/02/2020	BIRDS EYE VIEW NINGALOO	NINGALOO CENTRE OPERATOR PAYMENTS 1/01/20-31/01/20	\$ 296.65	
EFT16528	13/02/2020	CORAL BAY ECOTOURS	NINGALOO CENTRE OPERATOR PAYMENTS 1/01/20-31/01/20	\$ 3,587.00	

Reference	Date	Name	Description	Municipal Account	Trust Account
EFT16529	13/02/2020	DEPARTMENT OF BIODIVERSITY, CONSERVATION AND ATTRACTIONS - EXMOUTH	NINGALOO CENTRE OPERATOR PAYMENT FOR 1/01/20 TO 31/01/20	\$ 7,012.50	
EFT16530	13/02/2020	DIVE NINGALOO	NINGALOO VISITOR CENTRE OPERATOR PAYMENT 27TH NOVEMBER TO 31ST DECEMBER 2019	\$ 14,917.50	
EFT16531	13/02/2020	EXMOUTH ADVENTURE COMPANY	NINGALOO CENTRE OPERATOR PAYMENTS FOR 1/01/20 TO 31/01/20	\$ 1,280.10	
EFT16532	13/02/2020	EXMOUTH BUS CHARTERS	NINGALOO CENTRE OPERATOR PAYMENTS FOR 1/01/20 TO 31/01/20	\$ 208.25	
EFT16533	13/02/2020	EXMOUTH ESCAPE RESORT	NINGALOO VISITOR CENTRE OPERATOR PAYMENT 27TH NOVEMBER TO 31ST DECEMBER 2019	\$ 956.25	
EFT16534	13/02/2020	MARIHKY TRUST T/A RAY WHITE EXMOUTH	NINGALOO CENTRE OPERATOR PAYMENTS 1/01/20-31/01/20	\$ 578.68	
EFT16535	13/02/2020	NINGALOO CARAVAN & HOLIDAY RESORT	NINGALOO CENTRE OPERATOR PAYMENTS FOR 1/01/20 TO 31/01/20	\$ 875.35	
EFT16536	13/02/2020	NINGALOO CORAL BAY - BAYVIEW	NINGALOO CENTRE OPERATOR PAYMENTS FOR 1/01/20 TO 31/01/20	\$ 2,717.45	
EFT16537	13/02/2020	NINGALOO CORAL BAY BACKPACKERS	NINGALOO CENTRE OPERATOR PAYMENTS FOR 1/01/20 TO 31/01/20	\$ 272.00	
EFT16538	13/02/2020	NINGALOO ECOLOGY CRUISES (GLASS BOTTOM BOAT)	NINGALOO CENTRE OPERATOR PAYMENTS FOR 1/01/20 TO 31/01/20	\$ 2,558.50	
EFT16539	13/02/2020	NINGALOO LODGE EXMOUTH	NINGALOO CENTRE OPERATOR PAYMENTS FOR 1/01/20 TO 31/01/20	\$ 603.50	
EFT16540	13/02/2020	NINGALOO MARINE INTERACTIONS	NINGALOO CENTRE OPERATOR PAYMENTS FOR 1/01/20 TO 31/01/20	\$ 578.00	
EFT16541	13/02/2020	NINGALOO REEF DIVE	NINGALOO CENTRE OPERATOR PAYMENT FOR 1/01/20 TO 31/01/20	\$ 1,921.00	
EFT16542	13/02/2020	NINGALOO REEF TO RANGE TOURS	NINGALOO CENTRE OPERATOR PAYMENT FOR 1/01/20 TO 31/01/20	\$ 1,504.50	
EFT16543	13/02/2020	NORWEST AIR WORKS	NINGALOO CENTRE OPERATOR PAYMENT FOR 1/01/20 TO 31/01/20	\$ 467.50	
EFT16544	13/02/2020	POTSHOT RESORT HOTEL -	NINGALOO CENTRE OPERATOR PAYMENT FOR 1/01/20 TO 31/01/20	\$ 1,122.00	
EFT16545	13/02/2020	SHIRE OF EXMOUTH	COMMISSIONS FOR NINGALOO CENTRE OPERATOR PAYMENTS 27/11/19-31/12/19	\$ 16,085.57	
EFT16546	13/02/2020	YARDIE CREEK BOAT TOURS	NINGALOO CENTRE OPERATOR PAYMENT FOR 1/01/20 TO 31/01/20	\$ 280.50	
EFT16548	18/02/2020	AUSTRALIAN TAX OFFICE (PAYG)	PAYROLL DEDUCTIONS	\$ 43,646.00	
EFT16549	18/02/2020	AUSTRALIAN TAXATION OFFICE	BAS - JANUARY 2020	\$ 22,173.00	
EFT16550	18/02/2020	LOCAL GOVT RACING & CEMETERIES EMP UNION	PAYROLL DEDUCTIONS	\$ 19.40	
EFT16551	22/02/2020	WESTERN AUSTRALIAN TREASURY CORP.	LOAN NO. 180 INTEREST PAYMENT - CONSTRUCT 2 STAFF DWELLINGS SNAPPER LOOP	\$ 7,768.00	
EFT16552	24/02/2020	ATOM SUPPLY / GERALDTON INDUSTRIAL SUPPLIES	HOSES FOR RUBISH TRUCK EX4574	\$ 1,311.43	
EFT16553	24/02/2020	AUTOPRO/NINGALOO CAR BOAT HIRE	ROOF RACKS FOR HILUX	\$ 679.90	
EFT16554	24/02/2020	AVIS AUSTRALIA	CAR HIRE FOR MANAGER NINGALOO CENTRE	\$ 3,545.48	
EFT16555	24/02/2020	BLACKWOODS (J.BLACKWOOD & SON PTY LTD)	WORKSHOP CONSUMABLES DEPOT - JAN 20	\$ 302.41	
EFT16556	24/02/2020	BLUE OCEAN PUBLICATIONS	BOOKS FOR RESALE FOR NINGALOO VISITOR CENTRE	\$ 1,839.00	
EFT16557	24/02/2020	BOYA EQUIPMENT	KUBOTA F3690-A OUT FRONT MOWER	\$ 25,919.70	
EFT16558	24/02/2020	CAMERON LANGRIDGE	PRINTS FOR RESALE	\$ 580.60	
EFT16559	24/02/2020	CARNARVON PEST CONTROL	PEST CONTROL FOR OLD SHIRE BUILDING	\$ 2,882.00	
EFT16560	24/02/2020	CJ LORD BUILDING AND RENOVATION WA PTY LTD	STRUCTURAL ROOF REPORT AT HELIPORT ROOF	\$ 396.00	
EFT16561	24/02/2020	COVS AUTOMOTIVE MINING & INDUSTRIAL SUPPLIES-NAPA	PARTS FOR LANDCRUISER 3010EX	\$ 445.05	
EFT16562	24/02/2020	CUSTOMER	BOND RETURN REC CENTRE HIRE	\$ 500.00	
EFT16563	24/02/2020	EMPLOYEE	REIMBURSEMENT PRE-EMPLOYMENT CHECKS	\$ 115.00	
EFT16564	24/02/2020	DEPARTMENT OF BIODIVERSITY, CONSERVATION AND ATTRACTIONS - EXMOUTH	PART PAYMENT OF CALLICO BAG INITIATIVE	\$ 405.00	
EFT16565	24/02/2020	DEPARTMENT OF TRANSPORT	DISCLOSURE OF INFORMATION FEE JANUARY 2020	\$ 10.20	
EFT16566	24/02/2020	ERA CONTRACTORS	INSTALL BATTERIES AT TIP SITE	\$ 2,761.63	
EFT16567	24/02/2020	EXMOUTH AUTOMOTIVE AND BOATING SERVICES	PARTS	\$ 54.00	
EFT16568	24/02/2020	EXMOUTH BITUMEN SERVICES CRAIG REGAN	INSTALL SHELTERS AT LEARMONTH AIRPORT	\$ 9,248.41	
EFT16569	24/02/2020	EXMOUTH CHRISTIAN FELLOWSHIP	GRANT DONATION	\$ 500.00	
EFT16570	24/02/2020	EXMOUTH DISTRICT HIGH SCHOOL	POWER COMMUNITY COURTS DEC 2019 - JAN 20	\$ 326.37	
EFT16571	24/02/2020	EXMOUTH ENGINEERING	FENCING BRACKETS	\$ 110.10	
EFT16572	24/02/2020	EXMOUTH FREIGHT SERVICES	UNLOAD GENERATOR AT LEARMONTH AIRPORT	\$ 588.50	
EFT16573	24/02/2020	EXMOUTH HARDWARE & BUILDING SUPPLIES	HARDWARE CONSUMABLES AQUARIUM JANUARY 2020	\$ 2,360.30	
EFT16574	24/02/2020	EXMOUTH KART CLUB	2020 MAJOR EVENTS SPONSORSHIP	\$ 1,570.00	
EFT16575	24/02/2020	EXMOUTH WHOLESALERS	AVIATION CONSUMABLES FEB 2020	\$ 2,812.55	
EFT16576	24/02/2020	EXMOUTH YACHT CLUB	COMMUNITY GRANT AUSTRALIA DAY EVENT	\$ 1,500.00	
EFT16577	24/02/2020	EXY PLUMBING & CONTRACTING	PLUMBING WORKS AT SENIOR CITZENS CENTRE	\$ 2,672.01	
EFT16578	24/02/2020	FIRE SOLUTIONS AUSTRALIA PTY LTD	PARTS FOR CAFS UNIT AT LEARMONTH AIRPORT	\$ 550.00	
EFT16579	24/02/2020	FUSION FABRICATION & MARINE	REPAIRS TO MARLIN STYLE STREET LIGHTS	\$ 464.00	
EFT16580	24/02/2020	GALVINS PLUMBING SUPPLIES	POTABLE WATER TUBE	\$ 565.62	
EFT16581	24/02/2020	GLASS CO WA PTY LTD	SHOWER SCREEN 20 DAVIDSON ST	\$ 414.25	
EFT16582	24/02/2020	GRAMA BAZITA TOTAL FIRE SOLUTIONS GRAMA BAZITA SERVICE & MAINTENANCE PTY	NINGALOO CENTRE FIRE SERVICE	\$ 444.31	
EFT16583	24/02/2020	HT CLEANING SERVICES PTY LTD	NINGALOO CENTRE CLEANING CONTRACT FEBRUARY 2020	\$ 12,886.20	
EFT16584	24/02/2020	INTEGRITY COACH LINES	NINGALOO VISITOR CENTRE OPERATOR PAYMENTS JANUARY 2020	\$ 451.60	

Reference	Date	Name	Description	Municipal Account	Trust Account
EFT16585	24/02/2020	IT VISION	ALTUS INSPECTIONS SOFTWARE FOR ENVIROMENT HEALTH	\$ 8,241.83	
EFT16586	24/02/2020	INSTANT RACKING	SHELVING FOR NINGALOO VISITOR CENTRE	\$ 2,991.00	
EFT16587	24/02/2020	JASON SIGNMAKERS	'NO RUBBISH' SIGN	\$ 443.47	
EFT16588	24/02/2020	JH COMPUTER SERVICES	REPLACE PROJECT REMOTE FOR BUNDEGI BOARD ROOM	\$ 100.00	
EFT16589	24/02/2020	JOSHUA KEEN	GECKOS	\$ 1,700.00	
EFT16590	24/02/2020	EMPLOYEE	MOBILE PHONE REIMBURSEMENT JULY 2019 - FEB 2020	\$ 240.00	
EFT16591	24/02/2020	KLEENIT PTY LTD	PUBLIE AMENITIES CLEANING CONTRACT	\$ 8,792.30	
EFT16592	24/02/2020	LANDGATE	ONLINE TRANSACTIONS JANUARY 2020	\$ 78.60	
EFT16593	24/02/2020	LANDMARK ENGINEERING	BENCH FOR SMOKING AREA AT LEARMONTH HELIPORT	\$ 326.70	
EFT16594	24/02/2020	LWT SYSTEMS	VIDEO CONFERENCING UNIT FOR BUNDEGI BOARD ROOM	\$ 1,540.00	
EFT16595	24/02/2020	METROCOUNT	BATTERY PACKS FOR ROADPODS	\$ 66.00	
EFT16596	24/02/2020	MUMBY'S AUTO ELECTRICAL AND AIR CONDITIONING	REPAIRS EX3320 CAT GRADER	\$ 1,708.00	
EFT16597	24/02/2020	McLEODS BARRISTERS AND SOLICITORS	LEGAL ADVICE	\$ 1,529.53	
EFT16598	24/02/2020	NETWORK POWER SOLUTIONS PTY LTD	AIR CONDITIONERS FOR 20 DAVIDSON ST 1ST PAYMENT	\$ 4,210.00	
EFT16599	24/02/2020	NGT LOGISTICS PTY LTD	FREIGHT COST NINGALOO CENTRE REPTILE EQUIPMENT	\$ 92.81	
EFT16600	24/02/2020	NINGALOO COOKING STUDIO	LUNCH CATERING BUNDEGI BOARD ROOM - EXMOUTH ALCOHOL AND OTHER DRUG MANAGEMENT PLAN COMMITTEE MEETING 11	\$ 415.00	
EFT16601	24/02/2020	NINGALOO HARVEST IGA	CONSUMABLES DEC 2019	\$ 33.56	
EFT16602	24/02/2020	NINGALOO VISITOR CENTRE	PURCHASE STOCK AS @ 26TH NOVEMBER 2019	\$ 13,289.80	
EFT16603	24/02/2020	NINGALOO WATER & ICE	WATER	\$ 48.00	
EFT16604	24/02/2020	NORWEST CRANE HIRE #2 PTY LTD	HIRE REFUSE TRUCK 27/01/20-1/02/20	\$ 6,536.20	
EFT16605	24/02/2020	OFFICEWORKS	STATIONERY ORDER FOR FEBRUARY 2020	\$ 1,044.59	
EFT16606	24/02/2020	PERITUS TECHNOLOGY PTY LTD	LEARMONTH AIRPORT PARKING TICKET CREDIT CARD READER SOFTWARE CHARGE JAN 20	\$ 131.23	
EFT16607	24/02/2020	EMPLOYEE	REIMBURSEMENT	\$ 61.25	
EFT16608	24/02/2020	QUICKSHADE AUSTRALIA	TWO MARQUEES WITH SHIRE LOGO	\$ 6,628.00	
EFT16609	24/02/2020	R&L COURIERS	FREIGHT CHARGES JANUARY 2020	\$ 169.40	
EFT16610	24/02/2020	RANGE TO REEF PAINTING SERVICES	PAINTING & OILING AT NINGALOO CENTRE	\$ 2,134.00	
EFT16611	24/02/2020	EMPLOYEE	MOBILE PHONE REIMBURSEMENT FEB 20	\$ 35.00	
EFT16612	24/02/2020	EMPLOYEE	MOBILE PHONE ALLOWANCE OCTBER 2019 - JAN 2020	\$ 140.00	
EFT16613	24/02/2020	SASCHA UNGER T/AS SASCHA PHOTOGRAPHY	POSTCARDS	\$ 907.50	
EFT16614	24/02/2020	SCENT AUSTRALIA PTY LTD	MONTHLY AMBIENT SCENTING FOR NINGALOO CENTRE FEB 20	\$ 143.00	
EFT16615	24/02/2020	SEEK LIMITED	SEEK ADVERTISING 'INFORMATION MANAGMENT OFFICER'	\$ 489.50	
EFT16616	24/02/2020	SIGMA CHEMICALS	POOL SUPPLIES	\$ 17.51	
EFT16617	24/02/2020	SPECIALISED CAREER SOLUTIONS	ON-SITE TRAINING CERTIFICATE II AVIATION AT LEARMONTH AIRPORT	\$ 13,996.69	
EFT16618	24/02/2020	TACKLE WORLD EXMOUTH (BLUE WATER)	POOL CONSUMABLES	\$ 67.49	
EFT16619	24/02/2020	THE BBQ FATHER (STONEFORD PTY LTD)	REFUND OF DOUBLE PAYMENT	\$ 645.00	
EFT16620	24/02/2020	EMPLOYEE	STAFF REIMBURSEMENT	\$ 468.06	
EFT16621	24/02/2020	TOTALLY WORKWEAR MIDLAND	STAFF UNIFORMS AVIAITON	\$ 5,416.22	
EFT16622	24/02/2020	VISUAL CONTRAST	PHOTOGRAPHY	\$ 1,200.00	
EFT16623	24/02/2020	WA COUNTRY HEALTH SERVICE - MIDWEST	PRE-EMPLOYMENT MEDICAL	\$ 198.00	
EFT16624	24/02/2020	WALGA	FISH ID WEBSITE	\$ 2,590.00	
EFT16625	24/02/2020	WESFARMERS KLEENHEAT GAS PTY LTD	ANNUAL CYLINDER SERVICE CHARGES - SHIRE PROPERTIES	\$ 792.00	
EFT16626	24/02/2020	WORKWEAR GROUP PTY LTD	STAFF UNIFORMS	\$ 386.40	
EFT16628	27/02/2020	CORAL BAY CHARTERS & GLASS BOTTOM BOATS	NINGALOO VISITOR CENTRE OPERATOR PAYMENT 27TH NOVEMBER TO 31ST DECEMBER 2019	\$ 7,590.50	
				TOTAL EFT PAYMENTS	\$ 556,596.55
					\$ -
	29/01/2020	QANTAS AIRWAYS	AIRFARES	\$ 505.60	
	08/02/2020	SURVEY MONKEY	IT SUBSCRIPTION	\$ 1,223.64	
	16/02/2020	13CABS	TAXI FARE	\$ 44.10	
	17/02/2020	77 SOCIAL	MEAL ALLOWANCE	\$ 16.00	
	22/02/2020	HILTON PERTH	ACCOMODATION	\$ 213.86	
			TOTAL CREDIT CARD CEO	\$ 2,003.20	
				\$	
				\$	
	27/01/2020	MAILCHIMP	IT SUBSCRIPTION	\$ 83.74	
	05/02/2020	QANTAS AIRWAYS	AIRFARES	\$ 505.60	
	07/02/2020	WANEWSDTI	ADVERTISING	\$ 84.00	

Reference	Date	Name	Description	Municipal Account	Trust Account
	09/02/2020	BOOKING.COM	IT SUBSCRIPTIONS	\$ 395.25	
	09/02/2020	REZDY	IT SUBSCRIPTION	\$ 273.90	
	11/02/2020	SEC PUBLIC LIBRARIES	SUBSCRIPTIONS	\$ 170.00	
	12/02/2020	ALUMINIUM SPECIALTIES	NINGALOO CENTRE TERRESTRIAL DISPLAY	\$ 221.25	
	14/02/2020	QANTAS AIRWAYS	AIRFARES	\$ 505.60	
	13/02/2020	CANVA	IT SUBSCRIPTIONS	\$ 1.03	
	18/02/2020	HOOTSUITE INC	IT SUBSCRIPTIONS	\$ 530.24	
	24/02/2020	AQUA BLUE DISTRIBUTORS	AQUARIUM CONSUMABLES	\$ 314.87	
			TOTAL CREDIT CARD EMCC	\$ 3,085.48	
	17/02/2020	WHALERS RESTAURANT	STAFF RECOGNITION	\$ 206.98	
			TOTAL CREDIT CARD EMCS	\$ 206.98	
	21/02/2020	AST AUSTRALIA PTY LTD	UTILITES	\$ 125.40	
			TOTAL CREDIT CARD EMDS	\$ 125.40	
				TOTAL CREDIT CARD PURCHASES	\$ 5,421.06
				TOTAL PAYMENTS - FEBRUARY 2020	\$ 667,020.67
					\$ -



- RUNWAY STRIP
- RUNWAY
- TAXIWAYS & APRONS
- POS
- ROAD RESERVE
- BUILDING ENVELOPE
- GA PRECINCT
- COMMERCIAL PRECINCT
- COMMERCIAL PRECINCT FUTURE
- HELICOPTER PRECINCT
- FUEL PRECINCT

