



# Minutes

## Ordinary Council Meeting

24 August 2023

Confirmation of Minutes

I hereby certify that the Minutes and Attachments of the Ordinary Council Meeting held on 24 August 2023 are a true and accurate record of the proceedings contained therein.

A handwritten signature in black ink, appearing to be 'Dalle', is written over a horizontal line.

Shire President

21/September/23

Date

## Disclaimer

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The advice and information contained herein are given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note that this agenda contains recommendations which have not yet been adopted by Council.

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**SNAPSHOT**

# Strategic Community Plan 2023-2033



**Your Choice. Our Future.**

**VISION**

A globally recognised community of guardians for our unique environment and culture as we pursue innovations for sustainable growth.

**GOALS**

The goals are organised in five strategic pillars: Social, Natural Environment, Built Environment, Economy, and Governance and Leadership.

## SOCIAL

Nurture a friendly, safe and inclusive community spirit.

- Improve local community and visitor experiences.
- Ensure a full suite of services to meet the needs of families and individuals at all ages and stages of life.
- Build community cohesion and connectedness.



## GOVERNANCE & LEADERSHIP

Foster open, transparent & accountable leadership, working collaboratively & in partnership with our community & stakeholders.

- Forward-thinking leadership for efficient & sustainable operations.
- Continued focus on transparent, accountable leadership & community & stakeholder engagement.
- Council & administration plan & lead with good governance.



## ECONOMY

Enhance a robust, resilient & diversified economy that champions innovation.

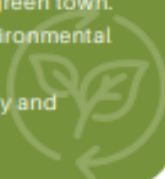
- Increase opportunities for smart and sustainable business ideas.
- Establish Exmouth as a vibrant, welcoming and environmentally aware destination.
- Promote Exmouth as a thriving economy based on its regional strength as a global environmental hotspot.



## NATURAL ENVIRONMENT

Embrace natural sensitivities and promote positive change.

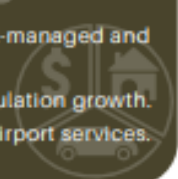
- Establish Exmouth as a clean and green town.
- Prepare Exmouth for changing environmental conditions.
- Increase awareness of sustainability and environmental issues.



## BUILT ENVIRONMENT

Enable sustainable development and infrastructure that meets the needs of the community, visitors and industry.

- Infrastructure and assets are well-managed and maintained.
- Plan and cater for increased population growth.
- Revitalisation and expansion of airport services.



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## 1. Declaration of Opening and Announcements

The Shire President declared the meeting open at 4.00 pm.

The Shire President acknowledged the Traditional Owners of the land on which we meet, and paid respect to Elders past, present, and emerging.

The Shire President advised the gallery in adhering to both the *Local Government Act 1995*, and the Shire of Exmouth Meeting Procedures Local Law 2015, it is an offence to record the proceedings of this meeting and asked the gallery to switch off any recording devices, including phones.

The Shire President advised the gallery the meeting will be recorded by the Executive Secretary to compile an accurate record of the minutes only; and the recording and will be erased once they are confirmed.

## 2. Attendance, Apologies and Approved Leave of Absence

Councillor D (Darlene) Allston	Shire President
Councillor J (Jackie) Brooks	Deputy Shire President
Councillor H (Heather) Lake	
Councillor D (David) Gillespie	
Councillor M (Matthew) Niikkula	
Mr Ben Lewis	Chief Executive Officer
Mr Chris McNamara	Deputy CEO/Community and Economic Growth
Mr Mike Richardson	Executive Manager Infrastructure Services
Mr Gollie Coetzee	Executive Manager Corporate Services
Ms Michelle Head	Minute Taker

Apologies Councillor M (Mark) Lucas

Leave of Absence Nil

## 3. Response to Previous Public Questions Taken on Notice

Nil

## 4. Public Question Time

Public question time was opened at 4.01 pm.

### Questions received from Pete West

1. What public research was engaged to determine that the permanent flying of A Foreign flag (USA Flag) would be appropriate for our local Govt Offices.

#### *Response:*

*Council's decision to fly the American flag, is a symbol, to recognise the role that the US Navy presence and the American's citizens played in shaping our town and our traditions, and recognises the many legacies, received by our community. Whilst it may seem unusual, we still have Americans posted here, which have welcomed the acknowledgement. Our engagement with the Community Strategic plan, indicated that our community has a strong connection and desire to recognise our Traditional Owners as well as others that have helped shape our history.*

2. In the absence of a Flag Flying policy at the SOE. Would the Council consider consulting the Exmouth Community in the drafting the SOE Flag Flying Policy?

*Response:*

*There is no requirement for us to create policy around the flying of the flags. Council will administer flying of other flags, at certain times of the year, at its discretion.*

Questions received from Kristy Devereux

1. Can the Council please state when the next roadside clean-up is scheduled for the stretch of Minilya-Exmouth Road between the rubbish tip and the marina canals?
2. There was a program a while ago enforcing rubbish loads to be secured, is this still the case and what are the consequences for people who do not secure their loads? eg. are drivers fined on the spot when they are stopped at the tip office?

*Response:*

*The Shire acknowledges the litter build-up on this section of the road and has recently discussed clean-up options and is working towards coordinating something shortly.*

*From the litter that has collected on the roadside it appears that most of it has blown from vehicles with unsecured or poorly secured loads travelling to the landfill.*

*The Shire, with a Keep Australia Beautiful Grant, addressed this with a campaign from mid-2022 to mid-March 2023, when a number of free trailer nets were made available to Exmouth residents.*

*The Shire is relaunching another awareness campaign on its social media sites and waste site attendants have been educating landfill customers about the requirements to have their loads properly secured.*

*Repeat offenders are charged an extra fee in addition to their normal waste fee for an unsecured load.*

3. K plus S Saltworks is currently moving through the EPA approval process. The EPA is receiving public submissions until 4<sup>th</sup> September. Will the Shire of Exmouth and or the Council be sending a submission to the EPA regarding the potential impact and concerns about this project on behalf of our community?

*Response:*

*The natural environment, including the Exmouth Gulf, holds great significance to our community, and Council felt it imperative to recognise this in its latest Strategic Community Plan Review. As we acknowledge the value of the Exmouth Gulf and its role in our residents and visitors' lives, Council strongly encourages all community members to actively participate in the advertised public consultation process.*

*While the Council is able to provide input on the initial referral process by the EPA, advocating for a full public review of developments in or adjacent to the Shire of Exmouth, it can only actively support the active engagement of its community members in the process at this point in time; Council cannot make an informed decision and submission on behalf of the whole community and has not been invited by the EPA to do so. However, Council can re-advertise the imminent closing date of the submission process and has informed the EPA about previous findings and community sentiments in the past.*

Question by Phil Davies

*In relation to an email I sent earlier in the month regarding Rave parties at Pebble Beach and wondered how this was going.*

*Response:*

*It was noted there have been a couple of parties held further south near Learmonth Jetty, away from residents. Exmouth Police are continuing to monitor these parties and Shire Rangers continue to target illegal camping and rubbish.*

*Public question time closed at 4.07pm*

**5. Declarations of Interest**

Nil.

**6. Applications for Leave of Absence**

Nil.

**7. Confirmation of Minutes of Previous Meetings**

That the Minutes and associated attachments of the Ordinary Council Meeting held on 27 July 2023 and the Special Council Meeting held on the 1 August 2023 be confirmed as a true and correct record of proceedings.

<b>COUNCIL RESOLUTION</b>	<b>ITEM 7</b>
<b>Res No: 02-0823</b>	
<b>MOVED: Cr Lake</b>	
<b>SECONDED: Cr Niikkula</b>	
<b>That the Minutes and associated attachments of the Ordinary Council Meeting held on 27 July 2023 be confirmed as a true and correct record of proceedings.</b>	
<b>CARRIED 5/0</b>	
For: Cr Allston, Cr Brooks, Cr Gillespie, Cr Lake, Cr Niikkula	
<b>Res No: 03-0823</b>	
<b>MOVED: Cr Niikkula</b>	
<b>SECONDED: Cr Brooks</b>	
<b>That the Minutes and associated attachments of the Special Council Meeting held on the 1 August 2023 be confirmed as a true and correct record of proceedings.</b>	
<b>CARRIED 5/0</b>	
For: Cr Allston, Cr Brooks, Cr Gillespie, Cr Lake, Cr Niikkula	

**8. Announcements/ Reports of Elected Members**

Shire President Allston	30/07	ABC Interview: Sentinel Chicken Pen Upgrade.
	01/08	Chair of Local Emergency Management Committee. Review and adoption of 2023 Cyclone Preparation Booklet.
	03/08	Radio Interview: Ngaarda Media: Sentinel Chicken Pen Upgrade.

	05/08 John Darcy Initial Briefing: Exmouth’s Next water Source, Planning for Presentation to Councillors.
	07/08 Australian Institute Management: Developing Resilience and Mentoring Skills.
	11/08 ABC Radio Interview: (State News Editor) Councils Election Changes. Radio Interview: Ngaarda Media: Councils Election Changes.
	15/08 ABC Radio Interview: (Local) Councils Election Changes.
	16/08 Attendance at Nganhurra Thanardi Garrbu Aboriginal Corporation Board Meeting.
	22/08 Meet and Greet: Alana Horsham Director of Nursing/Health Service Manager.
	23/08 Western Australia Planning Commission Regional Visit: Tour of Exmouth. Western Australia Planning Commission Regional Visit: Stakeholder Dinner.
	24/08 Community Update: From the Shire Presidents Desk.
Councillor Brooks	16/08 Attendance at the DBCA hosted Understanding Behaviour to Make Change presentation by Dr Mark Boulet.
Councillor Gillespie	Nil
Councillor Lake	16/08 Attendance at the DBCA hosted Understanding Behaviour to Make Change presentation by Dr Mark Boulet.
Councillor Lucas	Nil
Councillor Niikkula	Nil

## 9. Announcements by the Presiding Person without Discussion

The Shire President read the following to the gallery:

*As the October 2023 elections draw near, it seems like a great time to review the past few years and reflect on what the Council has achieved and, as an elected member, what you, too, can be a part of.*

*We all know that the Total Solar Eclipse has been a large part of this time; however, the Council has still been working behind the scenes to progress strategies and work towards our community's future vision.*

*A new chapter of community life has begun in the Town Beach Precinct of Exmouth, as the public space underwent a complete revitalisation process prior to the Total Solar Eclipse. This exciting transformation includes the addition of refurbished shade structures and an inviting atmosphere,*



*creating a vibrant hub of activity for both residents and visitors. and the investment in these structures has proven to be a boon for the Exmouth community.*

*Locals and tourists alike have flocked to the Town Beach Precinct to enjoy all it has to offer, with free monthly community yoga classes, as well as salsa dance lessons, established within weeks of completion.*

*It has become a sought-after spot for itinerant traders, further enhancing the vibrancy of Exmouth. These traders have added a new level of excitement and variety to the area with their unique offerings and products. And if you've missed catching up with our local food vans this season, then you've certainly missed a great family night out by the water's edge, and I encourage you to check out the upcoming first Food Van Fiesta! one of many exciting new events in the next couple of months!*

*Community and Council collaborated closely to put Exmouth on the national and international media radar, resulting in an impressive achievement: With a staggering 3,836 online articles, which have been viewed over 115.1 million times, and a multitude of interviews, we generated a remarkable \$66.26 million worth of advertising, with a specific focus on promoting Exmouth as a top tourism town destination.*

*And to top it all off, Exmouth's outstanding achievements were recognised when it won the prestigious Gold award in the Australian-wide Top Tourism Town Awards in 2022. This remarkable feat is even more impressive considering Exmouth's competition on a national level. And I am proud to announce that we are currently defending this esteemed title, and the results of the 2023 national award winners will be announced on September 14. Together with our talented local creatives from Terra Australis, we eagerly await the opportunity to repeat our success and continue promoting Exmouth as a must-visit destination.*

*Working alongside the community, we actively engaged in a comprehensive review of the Strategic Community Plan, resulting in the development and adoption of a shared vision for the future. Our approach involved extensive community consultation, utilising various channels such as online surveys, workshops, and innovative online presentations and interactive forums—the first of its kind in Western Australian Local Government for such a Strategic Document. We ensured the active involvement of all stakeholders, including local businesses, State and regional agencies, as well as community members, enabling us to successfully create and adopt the 2023-2033 Community Strategic Plan and Corporate Business Plan. Your Choice. Our Future.*

*Connecting to this Plan, you might know that the Gnulli Native Title claim was determined in 2019; our Community Strategic Plan identified and demonstrated the community support for a Reconciliation Action Plan. The Council has taken the first steps to create engagement with Traditional Owners, with the aim to recognise this goal, and we look forward to the appointment of the working group in the near future.*

*Council and administration have also worked at strengthening stakeholder engagement with the Department of Defence, Regional Aviation, Traditional Owners including Yamatji Marlpa Aboriginal Corporation (YMAC) and Nganhurra Thanardi Garrbu Aboriginal Corporation (NTGAC), Department of Biodiversity, Conservation and Attractions (DBCA) and Department of Transport (DOT), Department of Water and Environmental Regulation (DWER), just to name a few.*

*We also have reviewed and contributed to the Universal Access and Inclusion Plan and the Exmouth Waste Resource Strategy and reviewed the Age Care Feasibility Study, all of which have been formally adopted or recognised.*

*The 2022 and 2023 budgets have been successfully adopted, aligning with the Corporate Business Plan and demonstrating responsible financial management. In order to achieve our financial goals, including funding transfers to reserves and infrastructure and maintenance projects. These initiatives are aimed at enhancing the overall liveability of our town for the benefit of our community members.*

*There has been progress on the Town Centre Redevelopment, work on our Recreational Masterplan has commenced, the Tourist Activation Strategy has been highlighted as a necessity and included in the budget for the current financial year, and the Shire of Exmouth Parking Strategy and Coastal Hazard Management Plan (CHRMAP) have reached ~~its~~ final stages of review.*

*We can look forward to a bright future with continued opportunities to advocate for our Infrastructure Priority List, including critical new land releases and urgent items, such as workforce accommodation, economic development and tourism activation, waste management infrastructure and intergenerational facilities, including an Aged Care Facility.*

*Would you like to be part of the team? Becoming an Elected Member can be rewarding and a great way to help contribute to and protect the things that make our community great. If you are interested, then join us for an information session on 30 August 2023 to find out more details and ask your questions.*

*Come be part of our bold new Council as we move forward together!*

## **10. Petitions/ Deputation/Presentations/ Submissions**

Nil

## **11. Matters Arising from Committees of Council**

Nil

## 12. Reports of Officers

### EXECUTIVE SERVICES

#### 12.1.1 ATTENDANCE TO THE AUSTRALIAN TOP TOURISM AWARDS 2023

File Reference	GV.CO.3
Reporting Officer	Chief Executive Officer
Responsible Officer	As above
Date of Report	11 August 2023
Applicant/Proponent	Nil
Disclosure of Interest	Nil
Attachment(s)	Nil

#### **Purpose**

1. That Council consider sending a representative to attend the 2023 Australian Top Tourism Awards.

#### **Background**

2. The Shire has received an invitation from Tourism Council Western Australian to attend the 2023 Australian Top Tourism Awards.
3. The Australian Top Tourism Town Awards focus the spotlight on the regions and crown the winners of Australia's best tourism towns. The Shire of Exmouth is a finalist in these awards which will be announced at an official lunch held at Parliament House in Canberra on Thursday September 14, 2023.
4. Representatives from the WA State Government are expected to be in attendance for the award presentation.

#### **Comment**

5. The Shire President has advised that she is unable to attend.
6. Last year, the Shire received positive feedback from Tourism WA and other industry representatives, including the Minister for Tourism, for sending a representative specifically to represent our town and receive the winning award.
7. From a reputational perspective It would be remiss of the Shire not to send a representative specifically.
8. The Deputy Shire President may attend the event in her capacity as the Chair / Deputy Chair of Australia's Coral Coast (ACC) as she did last year. However, from a timing perspective ACC won't meet at their next board meeting to make a decision regarding their representation until after the August Ordinary Council meeting.

#### **Consultation**

9. Shire President
10. Deputy Shire President

#### **Statutory Environment**

11. Nil

**Policy Implications**

12. Nil

**Financial Implications**

13. The anticipated cost for the trip for one attendee including travel and accommodation would be approximately \$3,500 which can be allocated to GL 2040109 – Elected Members travel and accommodation.

**Risk Management**

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational The risk of not attending the award ceremony would potentially harm our reputation should we be successful in winning and there was no representation to accept the award.	Almost Certain	Moderate	Medium	Send representation to attend the award ceremony to promote our town and district and accept the award should we be successful.

**Risk Matrix**

Consequence \ Likelihood	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (5)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

**Alternate Options**

14. Council has the option to decline the offer and not send a representative to the 2023 Australian Top Tourism Awards.

**Strategic Alignment**

15. This item is relevant to the Council’s approved Strategic Community Plan and Corporate Business Plan 2023 – 2033.

Social	<p><b>Nurture a friendly, safe and inclusive community spirit</b></p> <p>1.1 Improve local community and visitor experiences.</p>
Natural Environment	<p><b>Embrace natural sensitivities and promote positive change</b></p> <p>2.1 Establish Exmouth as a clean and green town</p> <p>2.3 Increase awareness of sustainability and environmental issues</p>
Built Environment	<p><b>Enable sustainable development and infrastructure that meets the needs of the community, visitors and industry</b></p> <p>3.1 Infrastructure and assets are well-managed and maintained</p> <p>3.2 Plan and cater for increased population growth</p>
Economy	<p><b>Enhance a robust, resilient and diversified economy that champions innovation</b></p> <p>4.2 Establish Exmouth as a vibrant, welcoming and environmentally aware destination</p> <p>4.3 Promote Exmouth as a thriving economy based on its regional strength as a global environmental hotspot</p>

Governance &  
Leadership

**Foster open, transparent & accountable leadership, working collaboratively and in partnership with our community and stakeholders**

5.1 Forward-thinking leadership for efficient and sustainable operations

### Voting Requirements

16. Simple Majority

#### Officers Recommendation

Item 12.1.1

1. That Council resolves to send a Shire representative to attend the 2023 Australian Top Tourism Award lunch in Canberra on Thursday 14 September 2023.

#### COUNCIL RESOLUTION

ITEM 12.1.1

**Res No:** 04-0823

**MOVED:** Cr Brooks

**SECONDED:** Cr Lake

1. That Council resolves to send a Shire representative to attend the 2023 Australian Top Tourism Award lunch in Canberra on Thursday 14 September 2023.

**CARRIED 5/0**

For: Cr Allston, Cr Brooks, Cr Gillespie, Cr Lake, Cr Niikkula

## COMMUNITY AND ECONOMIC ENGAGEMENT

### 12.3.1 CSRFF APPLICATION (SMALL GRANT ROUND) – EXMOUTH TENNIS CLUB COURT UPGRADE

File Reference	GS.PR.1
Reporting Officer	Community Development Officer
Responsible Officer	Deputy CEO
Date of Report	10/08/2023
Applicant/Proponent	Exmouth Tennis Club
Disclosure of Interest	Nil
Attachment(s)	1. Letter of request from Exmouth Tennis Club

#### Purpose

1. To support an application to the Department of Local Government, Sport and Cultural Industries (DLGSC) under the Community Sporting and Recreation Facilities Fund (CSRFF) in the small grant round to upgrade the Tennis Courts and rank the application as priority ranking of 1 and rate it as "A - Well planned and needed by municipality".
2. To allocate funds from the community development reserve to meet the up to one-third contribution if the Exmouth Tennis Club is successful with the CSRFF funding application.

#### Background

3. DLGSC offers two small grant rounds per annum through the CSRFF program, with local governments and community groups being eligible applicants. Grants relate to projects and initiatives that increase opportunities for participation in physical activities through the upgrade or construction of sporting and recreation infrastructure.
4. Recent changes to the CSRFF now means that Small grants can be sought for projects with a total cost of up to \$500,000 and small grant rounds are eligible to receive funding to cover up to half of the project up to a limit of \$200,000.
5. CSRFF have several requirements including the stipulation that all applications must be approved by the Council that governs the geographic area in which the grant will be expended, and that minutes must be provided endorsing the project for application. Applications close 31 August 2023.
6. The Shire of Exmouth is currently undertaking a Sport and Recreation Masterplan that seeks to provide a long-term plan for sport and recreation infrastructure across the town to support the evolution and growth of the Town from both an economic perspective (improving inefficiencies in current infrastructure) but also to ensure the facilities and services can be provided to meet the ongoing needs of residents and visitors to the Town.
7. The purpose of the plan is to provide, maintain and improve its array of Shire owned and operated facilities and those operated by clubs and other community groups.
8. The plan is currently in draft form and has a long-term vision to relocate the courts and co-locate the clubrooms however this would not be a high priority and the current upgrades to the surface would be nearing the end of its life cycle.

**Comment**

9. The Exmouth Tennis Club wrote to the Shire of Exmouth on the 18 July 2023 (Attachment 1) to advise of their intent to apply for CSRFF small grant round to upgrade the tennis courts and seek funding from the shire for up to one third of total project costs.
10. The current courts have been damaged beyond repair by corellas and after consulting with sport surface specialists the club has been advised that a hardcourt surface would wear better and have reduced maintenance.
11. The Exmouth Tennis Club has recently had a change of committee and they are growing the membership of the Tennis players
12. The new committee is actively engaging with shire officers on a range of club development improvements and they have applied for a new lease.
13. The current court surface if left will not be fit for purpose by 2024 and the sport of Tennis will not be available in Exmouth.
14. It is recommended to give the Exmouth Tennis Club Court Upgrade project a priority ranking of 1 and rate it as "A - Well planned and needed by municipality".

**Consultation**

15. Craig Vinci, Acting Regional Manager, Mid-West-Gascoyne DLGSC
16. Tennis West
17. Shire of Exmouth
18. Otium Planning Group

**Statutory Environment**

19. Nil

**Policy Implications**

20. CEG003 (Community Sports and Recreation Facilities Funding (CSRFF) – Small Grants)

**Financial Implications**

21. Current Community Development Fund Reserve as of 11 August 2023 is \$936,500.00
22. One third contribution from the Shire of Exmouth for the five-court upgrade as per quote provided is \$37,660 ex GST

**Risk Management**

<b>Risk</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Analysis</b>	<b>Mitigation</b>
Performance The risk of the courts not be able to be used and Tennis unable to be played in Exmouth	Unlikely	Moderate	Moderate	Support the Tennis Club CSRFF application so court use can continue
Financial the Tennis Club unable to fund the court upgrades	Unlikely	Moderate	Moderate	Approve the funds from the shire Community Development Reserve
Reputational Should the Shire of Exmouth not support the CSRFF application there could be community complaints that we are not supporting our local clubs.	Possible	Insignificant	Low	Support the Tennis Club to upgrade its facilities

**Risk Matrix**

Consequence \ Likelihood	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (5)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

**Alternate Options**

- 23. Council not support the CSRFF application for funding.
- 24. Council support the court upgrades to two courts only.

**Strategic Alignment**

This item is relevant to the Council’s approved Strategic Community Plan and Corporate Business Plan 2023 – 2033.

Social	<p><b>Nurture a friendly, safe and inclusive community spirit</b></p> <p>1.1 Improve local community and visitor experiences.</p> <p>1.2 Ensure a full suite of services to meet the needs of families and individuals at all ages and stages of life</p> <p>1.3 Building Community cohesion and connectedness</p> <p>1.3.3 Empower local clubs and not-for-profit organisations to be self-sufficient</p>
Built Environment	<p><b>Enable sustainable development and infrastructure that meets the needs of the community, visitors and industry</b></p> <p>3.1 Infrastructure and assets are well-managed and maintained</p>
Governance & Leadership	<p><b>Foster open, transparent &amp; accountable leadership, working collaboratively and in partnership with our community and stakeholders</b></p> <p>5.1 Forward-thinking leadership for efficient and sustainable operations</p> <p>5.2 Continued focus on transparent, accountable leadership and community stakeholder engagement</p> <p>5.3 Council and administration plan and lead with good governance</p>

**Voting Requirements**

- 25. Absolute Majority

<b>Officers Recommendation</b>	<b>Item 12.3.1</b>
<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Provide Exmouth Tennis Club Court Upgrade project a priority ranking of 1;</li> <li>2. Rate the Exmouth Tennis Club Court Upgrade project as “A – Well planned and needed by municipality”;</li> <li>3. Approve the submission of an application under the Community Sporting &amp; Recreation Facilities Fund (Small Grant) seeking funding towards the Upgrade of the Exmouth Tennis Club Court Upgrade project.</li> <li>4. If the Tennis Club is successful with the CSRFF application, allocate up to \$37,660 ex GST from community development reserves as a maximum one third contribution for the Exmouth Tennis Club Court Upgrade project.</li> </ol>	



**COUNCIL RESOLUTION**

**ITEM 12.3.1**

**Res No: 05-0823**

**MOVED: Cr Brooks**

**SECONDED: Cr Gillespie**

**That Council:**

- 1. Provide Exmouth Tennis Club Court Upgrade project a priority ranking of 1;**
- 2. Rate the Exmouth Tennis Club Court Upgrade project as "A – Well planned and needed by municipality";**
- 3. Approve the submission of an application under the Community Sporting & Recreation Facilities Fund (Small Grant) seeking funding towards the Upgrade of the Exmouth Tennis Club Court Upgrade project.**
- 4. If the Tennis Club is successful with the CSRFF application, allocate up to \$37,660 ex GST from community development reserves as a maximum one third contribution for the Exmouth Tennis Club Court Upgrade project.**

**CARRIED by ABSOLUTE MAJORITY 5/0**

For: Cr Allston, Cr Brooks, Cr Gillespie, Cr Lake, Cr Niikkula

## CORPORATE SERVICES

### 12.4.1 FINANCIAL STATEMENT FOR PERIOD ENDING 31 JULY 2023

File Reference	FM.FI.0
Reporting Officer	Executive Manager Corporate Services
Responsible Officer	As above
Date of Report	17 July 2023
Applicant/Proponent	Nil
Disclosure of Interest	Nil
Attachment(s)	1. Monthly Financial Report as at 31 July 2023

#### Purpose

1. That Council accepts the financial report for the financial period ending 31 July 2023.

#### Background

2. The provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* Regulation 34 requires a statement of financial activity be presented at ordinary meeting of council within 2 months of the period end date (Attachment 1).

#### Comment

3. As at 31 July 2023, the operating revenue is below target by \$181,290 (3.04%). It mainly relates to the timing of the July aviation income.
4. Operating expenditure is under budget by \$349,605 (17.53%). Variances are due to the timing of maintenance, operational projects and our software licences. Employee costs are tracking under budget as a result of vacancies.
5. The capital expenditure program is under way and is tracking under budget. Council has expended \$41,449 of the proposed capital budget of \$10.5m. The timing and milestone requirements also impact our capital revenue which is tracking under budget.
6. Rate were levied on 31 July 2023. Rates collected as at 31 July 2023 were 1.1% compared to 0.5% for the same period last year.

#### Consultation

7. Nil

#### Statutory Environment

8. Section 6.4 of the *Local Government Act 1995* provides for the preparation of financial reports.
9. In accordance with *Local Government (Financial Management) Regulations 1996* Regulation 34 (5), a report must be compiled on variances greater than the materiality threshold adopted by Council of \$25,000 or 10% whichever is greater. As this report is composed at a nature/type level, variance commentary considers the most significant items that comprise the variance.

#### Policy Implications

10. Nil

#### Financial Implications

11. Nil

### Risk Management

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational – That Council does not receive the financial activity statements as required by S6.4 of the LG Act 1995.	Rare	Insignificant	Very Low	That Council receives the financial activity statements as required by legislation.

### Risk Matrix

Consequence Likelihood	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (5)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

### Alternate Options

12. Nil

### Strategic Alignment

13. This item is relevant to the Council's approved Strategic Community Plan and Corporate Business Plan 2023 – 2033.

Governance & Leadership	<p><b>Foster open, transparent &amp; accountable leadership, working collaboratively and in partnership with our community and stakeholders</b></p> <p>5.1 Forward-thinking leadership for efficient and sustainable operations</p> <p>5.2 Continued focus on transparent, accountable leadership and community stakeholder engagement</p> <p>5.3 Council and administration plan and lead with good governance</p>
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### Voting Requirements

14. Simple Majority

<b>Officers Recommendation</b>	<b>Item 12.4.1</b>
That Council RECEIVES the financial report for the financial period ending 31 July 2023.	

<b>COUNCIL RESOLUTION</b>	<b>ITEM 12.4.1</b>
<b>Res No:</b>	<b>06-0823</b>
<b>MOVED:</b>	<b>Cr Gillespie</b>
<b>SECONDED:</b>	<b>Cr Brooks</b>
<b>That Council RECEIVES the financial report for the financial period ending 31 July 2023.</b>	
<b>CARRIED 5/0</b>	
For: Cr Allston, Cr Brooks, Cr Gillespie, Cr Lake, Cr Niikkula	

## 12.4.2 LIST OF ACCOUNTS FOR PERIOD ENDING 31 JULY 2023

File Reference	FM.FI.0
Reporting Officer	Executive Manager Corporate Services
Responsible Officer	As above
Date of Report	14 August 2023
Applicant/Proponent	Nil
Disclosure of Interest	Nil
Attachment(s)	1. List of Accounts for period ending 31 July 2023

### Purpose

1. That Council receives payments made since the previous Ordinary Council Meeting.

### Background

2. *Local Government (Financial Management) Regulations 1996*, Regulation 13 (3) requires a list of payments is to be presented at the next ordinary meeting of council.
3. It has been customary practice that whilst being a leader in the community, we meet our terms of credit as established between suppliers and aspire to obtain discounts where practicable. Payments have been approved by authorised officers in accordance with agreed delegations and policy frameworks.

### Comment

4. Council has given delegated authority that allows the Chief Executive Officer to approve payments from Council's bank accounts either via cheque or through electronic lodgement (Attachment 1).

#### Payments

Municipal Fund totalling \$1,334,132.92  
Incorporating cheques, direct debits, electronic payments and credit cards.

Trust Fund totalling \$NIL  
Incorporating electronic payments.

Total Payments: \$1,334,132.92

### Consultation

5. Nil.

### Statutory Environment

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

### Policy Implications

7. CS001 (Procurement)
8. CS002 (Regional Price Preference Policy)
9. CS004 (Corporate Transaction Cards)
10. CS008 (Investments)
11. CS012 (Reserve Funds)

**Financial Implications**

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

**Risk Management**

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational – That Council does not receive the list of payments.	Rare	Insignificant	Very Low	That Council receives the list of payments as required by legislation.

**Risk Matrix**

Consequence \ Likelihood	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (5)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

**Alternate Options**

13. Nil

**Strategic Alignment**

14. This item is relevant to the Council’s approved Strategic Community Plan and Corporate Business Plan 2023 – 2033.

Governance & Leadership	<p><b>Foster open, transparent &amp; accountable leadership, working collaboratively and in partnership with our community and stakeholders</b></p> <p>5.1 Forward-thinking leadership for efficient and sustainable operations</p> <p>5.2 Continued focus on transparent, accountable leadership and community stakeholder engagement</p> <p>5.3 Council and administration plan and lead with good governance</p>
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**Voting Requirements**

15. Simple Majority

<b>Officers Recommendation</b>	<b>Item 12.4.2</b>
That Council receives the report of payments made from the Municipal and Trust bank accounts during the month of July 2023 (totalling \$1,334,132.92).	

<b>COUNCIL RESOLUTION</b>	<b>ITEM 12.4.2</b>
<b>Res No:</b>	<b>07-0823</b>
<b>MOVED:</b>	<b>Cr Niikkula</b>
<b>SECONDED:</b>	<b>Cr Gillespie</b>
<b>That Council receives the report of payments made from the Municipal and Trust bank accounts during the month of July 2023 (totalling \$1,334,132.92).</b>	
<b>CARRIED 5/0</b>	
For: Cr Allston, Cr Brooks, Cr Gillespie, Cr Lake, Cr Niikkula	

**13. Elected Members Motions of which Previous Notice has Been Given**

Nil.

**14. New Business of an Urgent nature introduced by Decision of Meeting**

Nil.

**15. Matters to be considered Behind Closed Doors**

Nil.

**16. Closure of Meeting**

The Shire President advised the next Ordinary Council Meeting is scheduled for 21 September 2023 and declared the meeting closed at 4.22pm.