



Ordinary Council Meeting
Agenda
26 July 2018

NOTICE OF MEETING

Notice is hereby given that the

Shire of Exmouth
Ordinary Council Meeting

will be held on
26 July 2018
Commencing at 4.00 pm
In the Mandu Mandu Function Room, Ningaloo Centre,
2Truscott Crescent, Exmouth

Cameron Woods
Chief Executive Officer

26 July 2018

Disclaimer

The advice and information contained herein is 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 this agenda contains recommendations which have not yet been adopted by Council.

No responsibility whatsoever is implied or accepted by the Shire of Exmouth for any act, omission, statement or intimation occurring during the Council/Committee meetings or during formal/informal conversations with staff. The Shire of Exmouth disclaims any liability for any loss whatsoever and however caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broader disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Exmouth during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Exmouth.

The Shire of Exmouth warns that anyone who has an application lodged with the Shire of Exmouth must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attached to the decision made by the Shire of Exmouth in respect of the application.

Disclosure of Interest Form
(Elected Members/Committee Members/Employees/Contractors)

Local Government Act 1995 (Section 5.65, 5.70 & 5.71)

To: Chief Executive Officer

- Ordinary Council Meeting held on _____
- Special Council Meeting held on _____
- Committee Meeting held on _____
- Other _____

Report No _____

Report Title _____

Name _____

- Elected Member Committee Employee Contractor

Type of Interest (**see overleaf for further information*)

- Proximity Financial Impartiality

Nature of Interest

Extent of Interest (if intending to seek Council approval to be involved with debate and/or vote)

Name: _____ Signed: _____ Date: _____

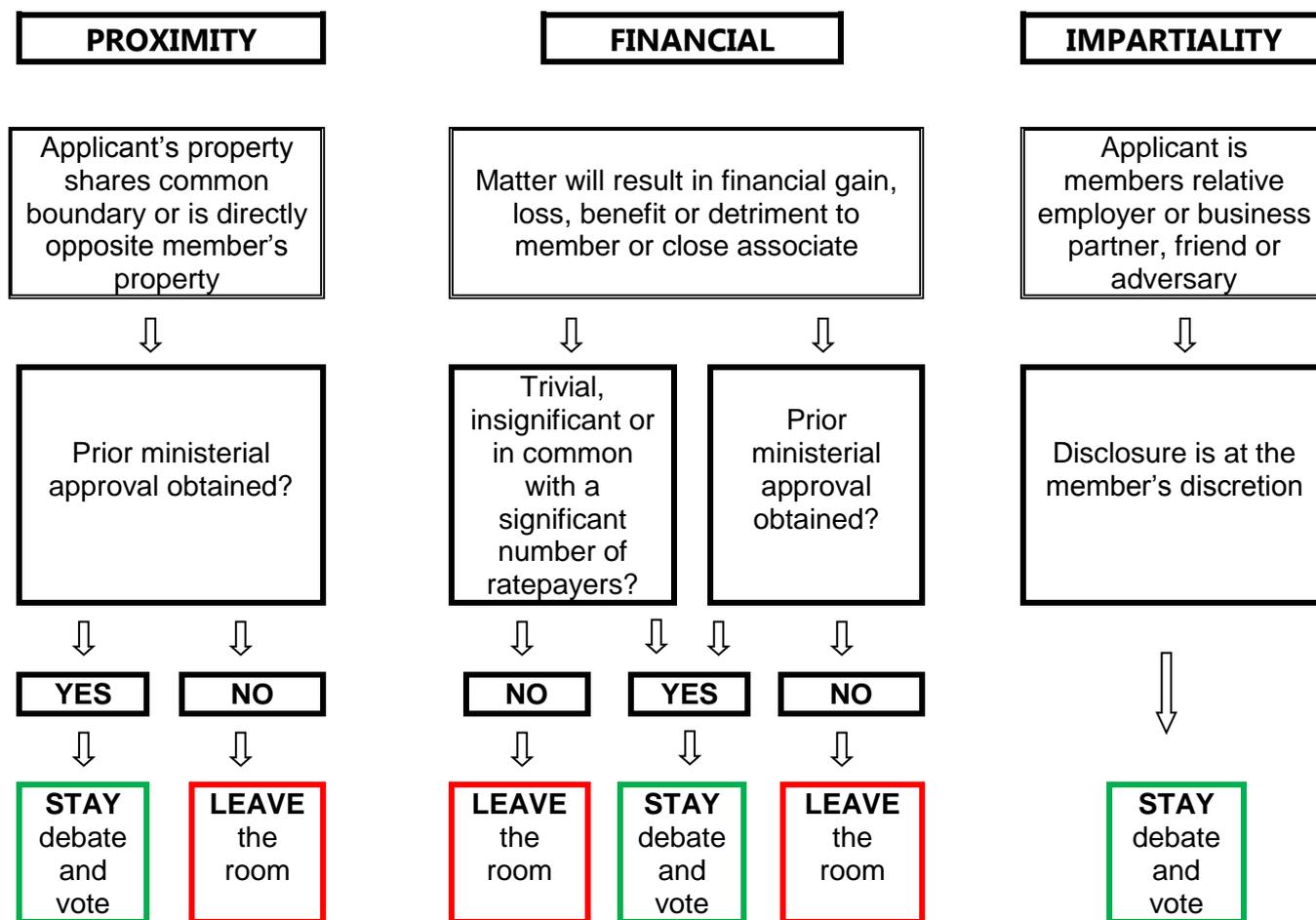
Note 1: For Ordinary meetings of Council, elected members and employees are requested to submit this completed form to the Chief Executive Officer prior to the meeting. Where this is not practicable, disclosure(s) must be given to the Chief Executive Officer prior to the matter being discussed.

Note 2: Employees or Contractors disclosing an interest in any matter apart from at meetings, where there is a conflict of interest including disclosures required by s5.71 are required to submit this form to the CEO as soon as practicable.

OFFICE USE ONLY

CEO: _____ Signed: _____ Date: _____

* Declaring an Interest



Local Government Act 1995 - Extract

5.65 - Members' interests in matters to be discussed at meetings to be disclosed.

(1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest:

(a) in a written notice given to the CEO before the meeting; or (b) at the meeting immediately before the matter is discussed. (Penalties apply).

(2) It is a defence to a prosecution under this section if the member proves that he or she did not know:

(a) that he or she had an interest in the matter; or (b) that the matter in which he or she had an interest would be discussed at the meeting.

(3) This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).

5.70 - Employees to disclose interests relating to advice or reports.

(1) In this section: 'employee' includes a person who, under a contract for services with the local government, provides advice or a report on a matter.

(2) An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.

(3) An employee who discloses an interest under this section must, if required to do so by the council or committee, as the case may be, disclose the extent of the interest. (Penalties apply).

5.71 - Employees to disclose interests relating to delegated functions.

If, under Division 4, an employee has been delegated a power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and:

(a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and (b) in the case of any other employee, must disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter. (Penalties apply)

'Local Government (Administration) Regulations 1996 - Extract

In this clause and in accordance with Regulation 34C of the Local Government (Administration) Regulations 1996:

"Interest" means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

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SHIRE OF EXMOUTH

ORDINARY COUNCIL MEETING - AGENDA

Our Vision To be a prosperous and sustainable community living in harmony with our natural environment.

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

Our Strategic Objectives

- Diversify and grow our economy in a manner that provides year round employment opportunities
- To protect and value our unique natural and built environment as we grow our economy.
- To be a vibrant, passionate and safe community valuing our natural environment and unique heritage
- To provide open transparent, accountable leadership working in collaboration with our community.

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at **XX**

The Shire President acknowledged the aboriginal people both past and present, as the traditional custodians of the land on which we meet.

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 offense to record the proceedings of this meeting and asked the gallery to switch off any recording devices, including phones.

He advised the gallery the meeting will be recorded by the Executive Secretary for the purpose of compiling an accurate record of the minutes only; and the recording will be erased once they are confirmed.

2. RECORD OF ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE

Councillor M (Matthew) Niikkula	Shire President
Councillor G (Gary) Mounsey	Deputy Shire President
Councillor B (Ben) Dixon	
Councillor H (Heather) Lake	
Councillor M (Mark) Lucas	
Councillor G (Gavin) Penfold	
Mr C Woods	Chief Executive Officer
Mr K Woodward	Deputy Chief Executive Officer
Mr M Bird	Executive Manger Commercial and Community
Mr K Wilson	Executive Manager Corporate Services
Mrs M Head	Minute Clerk

GALLERY

APOLOGIES

LEAVE OF ABSENCE

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

The following question was taken on notice from the Ordinary Council Meeting held on the 28 June 2018 from Mr Ken Downes:

Question 1 received by Ken Downes

In 2001 when the Cape Wilderness Estate subdivision was completed I believe all the properties in the estate were zoned "Special Use". From that time up until the financial year ending 30/6/2014 my rate notices described the property as "Special Use" & rated accordingly. For the two financial years ending 30/6/2015 & 30/6/2016 the description on the rate notice was "Special Rural". I do not believe I was ever notified of a change in zoning & it does not appear to be shown as a text amendment to the Shire's Town Planning Scheme No. 3.

Then in 2016 I received a letter from the Shire advising that Shire was going to reduce the number of rating zones down to 6 & that my property would be amongst those being re-zoned. My rate notice for the year ending 30/6/2017 described my property as now being "General S" & accompanying that rate notice was an advice that amongst other things showed the previous zoning categories that had been amalgamated into the category "General S" but quite noticeably did not include "Special Use". By some error, omission, or design I contend that my property may still well be zoned "Special Use" & furthermore if a rate had not been struck for "Special Use" for the financial years from 2015 to 2018 inclusive would I be entitled to a full refund of my rates charged for those years?

A written response has been provided to Mr Ken Downes.

4. PUBLIC QUESTIONS TIME

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

Council Consideration Towards Public

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

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

5. DECLARATIONS OF INTEREST

6. APPLICATIONS FOR LEAVE OF ABSENCE

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

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

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

That the Minutes of the Ordinary Meeting of the Shire of Exmouth held on the 28 June 2018 be confirmed as a true and correct record of proceedings.

8. ANNOUNCEMENTS/REPORTS OF ELECTED MEMBERS

Date	Activity	Councillor					
		Cr Niikkula	Cr Mounsey	Cr Dixon	Cr Lake	Cr Lucas	Cr Penfold

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

11. MATTERS ARISING FROM COMMITTEES OF COUNCIL

12. REPORTS OF OFFICERS

DEVELOPMENT SERVICES

12.2.1 PROPOSED CHANGE OF USE – LOT 904 (13) PATTERSON WAY, EXMOUTH

File Reference:	A268; PA66/18
Responsible Officer:	Deputy Chief Executive Officer
Date of Report:	11 July 2018
Applicant/Proponent:	Matthew Niikkula
Disclosure of Interest:	Nil
Attachment(s):	1. Floor Plan & Elevations

PURPOSE

That Council consider granting conditional approval for a proposed change of use development application for a 'Recreation – Private' land use within a portion of the existing building (Exmouth Betta Home Living) on Lot 904 (13) Patterson Way, Exmouth subject to conditions.



Lot 904 (13) Patterson Way, Exmouth

BACKGROUND

The applicant is seeking to change the use of a mezzanine floor portion of the existing building at the property to a 'Recreation – Private' land use, for the purpose of a dance studio. The existing land use, being the Betta Home Living store is 'Showroom'.

Previous development approvals at the property have included:

- **'Showroom' land use was granted by Council on 21 October 1999.**
- **270m² extension to the 'Showroom' land use was granted by Council in April 2004.**
- **'Showroom' extension granted by Council on 18 August 2005.**

The dance studio is currently trading as Bangarang Dance Studio and has one employee. The proposed hours of operation are:

Monday: Closed
Tuesday: 2.00pm – 7.00pm
Wednesday: 2.00pm – 7.00pm
Thursday: 6.00am – 9.00am and 2.00pm – 7.00pm
Friday: 2.00pm – 7.00pm
Saturday: 9.00am – 12.00pm

The application requires Council's determination for the following aspect of the proposal:

- 'Recreation – Private' is a use not listed within the Light Industrial zone by Town Planning Scheme No. 3 (TPS3) and therefore requires Council's determination of whether it is consistent with the objectives of the zone.

COMMENT

Shire of Exmouth Town Planning Scheme No.3 and adopted Draft Local Planning Scheme No.4

The property is zoned 'Light Industrial' by TPS3. The objectives of the zone are as follows:

5.7.1

- To provide for the needs of light and service industries, and showroom uses to support the community.*
- To achieve and maintain a high standard of presentation to Murat Road.*
- To ensure appropriate buffers are provided and maintained between the light industrial uses and adjacent uses, so as to avoid land use conflicts.*

The proposal is considered to fall within the definition of 'Recreation – Private' and use as follows:

Recreation – Private: means premises that are:

- Used for indoor and outdoor leisure, recreation of sport; and*
- Not usually open to the public without charge.*

'Recreation – Private' is a use not listed within the Light Industrial zone by TPS3. Therefore, Council may determine the proposal as follows:

3.2.4 *If the use of the land for a particular purpose is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the definition of one of the use categories the Council may:*

- (a) *Determine that the use is consistent with the objectives of the particular zone and is therefore permitted; or*
- (b) *Determine that the proposed use may be consistent with the objectives of the zone and thereafter follow the "SA" advertising procedures of clause 8.3 in considering an application for planning approval; or*
- (c) *Determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.*

Considering the above, under Council adopted Draft Local Planning Scheme No. 4 (LPS4), the zoning for the property will change to 'Service Commercial'. The objectives of the zone are as follows:

3.17.1

- (a) *To accommodate commercial activities which, because of the nature of the business, require good vehicular access and/or large sites.*
- (b) *To provide for a range of wholesale sales, showrooms, trade and services which, by reason of their scale, character, operational or land requirements, are not generally appropriate in, or cannot conveniently or economically be accommodated in, the central area, shops and offices or industrial zones.*
- (c) *Provide for residential living to enable business owners to live and work on the same premises; and*
- (d) *To achieve and maintain a high standard of presentation to all streets.*

Under LPS4, the 'Recreation – Private' land use definition is unchanged as under TPS3, being:

Recreation – Private: *means premises that are:*

- (a) *Used for indoor and outdoor leisure, recreation of sport; and*
- (b) *Not usually open to the public without charge.*

'Recreation –Private' is a Discretionary (D) land use in the Service Commercial zone. This means the use is not permitted unless the local government has exercised its discretion by granting development approval.

LPS4 can be given weight to assess the proposal against due to Deemed Provision No.67 of the Planning and Development (Local Planning Schemes) Regulations 2015. Specifically, Clause 67 (b) and (i) state:

67. Matters to be considered by local government

- (b) *The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving.*
- (i) *Any report of the review of the local planning scheme that has been published under the Planning and Development (Local Planning Schemes) Regulations 2015.*

The final adoption of LPS4 was adopted by Council in May 2018. It is currently being reviewed by the Department of Lands, Planning and Heritage for the Minister's approval and consequent gazettal. On this basis, the proposal is considered consistent with the objectives of the zone in LPS4 as it provides for a mix of land uses that cannot be located in the central area of the Exmouth townsite. The proposal is minimal in size and will therefore not conflict with the predominant uses of surrounding zones through any negative amenity impacts, such as noise. The dance studio will be located wholly within the existing building, and the mezzanine floor can be directly accessed through a side door, separate to the main access doors of the building, therefore not conflicting with the 'Showroom' land use. It is recommended that Council support the proposal and approval under Clause 3.2.4(a) above.

The existing 'Showroom' land use complies with all site and development requirements of TPS3 for the Light Industrial zone.

Under LPS4, 'Recreation – Private, Gymnasium' requires (1) space for every 10m² of Nett Lettable Area (NLA). Nett Lettable Area is the floor area of the structure measured to the internal surface of the walls. The mezzanine floor is 54.32m² of NLA, which therefore requires 5 car parking spaces. The existing 'Showroom' land use contains 11 car parking spaces of 2.7m x 5.5m and 6.0m manoeuvring area for 990m² NLA as required by TPS3 for the 'Showroom' use, which is inclusive of the subject mezzanine floor area. Therefore, the existing car parking on the subject property is considered sufficient for both the existing 'Showroom' land use and proposed 'Recreation-Private' land use.

The landscaping requirements of TPS3 and LPS4 have been considered. There is currently nil landscaping on the frontage of the lot, as the parking requirements and therefore the existing parking configuration, particularly the 6.0m manoeuvring area, does not allow space for any landscaping on the frontage of lot. The way in which the property has been developed and the length and width at the front of the building makes it difficult to provide landscaping. Therefore, landscaping has not been recommended to be conditioned.

Standard conditions of approval have been included in the Officer's Recommendation to achieve compliance with Council's planning framework.

State Planning Policy 3.7: Planning in Bushfire Prone Areas (SPP 3.7)

This lot is within a designated bushfire prone area as determined by the Department of Fire and Emergency Services. SPP 3.7 requires all development to comply with a maximum Bushfire Attack Level (BAL) of BAL 29 through the provision of a BAL Assessment and addressing Bushfire Protection Criteria contained in the Guidelines for Planning in Bushfire Prone Areas, read in conjunction with SPP 3.7.

The Western Australian Planning Commission released Planning Bulletin 111/2016 Planning in Bushfire Prone Areas which provides further guidance on when SPP 3.7 should be applied. The Bulletin outlines that where developments do not:

- result in the intensification of development (or land use);
- result in an increase of residents or employees;
- involve the occupation of employees on site for any considerable amount of time; or
- result in an increase to the bushfire threat.

The application may be exempt from the provisions of SPP3.7. Pursuant to deemed provision 67 of the Planning and Development (Local Planning Scheme) Regulations 2015, state planning policies are to be given due regard to the extent that they are considered relevant. This development application conforms with the Scheme. Therefore, the proposal is not considered to increase any of the matters above as the activities are consistent with what is currently being conducted. As a result SPP3.7 is not considered relevant in this circumstance.

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

Deemed provision 67 of the Regulations states the matters to be considered by the local government in considering an application for development approval. The list of matters in deemed provision 67 is as follows:

67. Matters to be considered by local government

In considering an application for development approval the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application —

- (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*
- (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving;*
- (c) any approved State planning policy;*
- (d) any environmental protection policy approved under the Environmental Protection Act 1986 section 31(d);*
- (e) any policy of the Commission;*
- (f) any policy of the State;*
- (g) any local planning policy for the Scheme area;*
- (h) any structure plan, activity centre plan or local development plan that relates to the development;*
- (i) any report of the review of the local planning scheme that has been published under the Planning and Development (Local Planning Schemes) Regulations 2015;*
- (j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;*
- (k) the built heritage conservation of any place that is of cultural significance;*
- (l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;*
- (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) the amenity of the locality including the following —*
 - (i) environmental impacts of the development;*
 - (ii) the character of the locality;*

- (iii) social impacts of the development;*
- (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;*
- (p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;*
- (q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;*
- (r) the suitability of the land for the development taking into account the possible risk to human health or safety;*
- (s) the adequacy of —*
 - (i) the proposed means of access to and egress from the site; and*
 - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;*
- (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;*
- (u) the availability and adequacy for the development of the following —*
 - (i) public transport services;*
 - (ii) public utility services;*
 - (iii) storage, management and collection of waste;*
 - (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);*
 - (v) access by older people and people with disability;*
- (v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;*
- (w) the history of the site where the development is to be located;*
- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;*
- (y) any submissions received on the application;*
- (za) the comments or submissions received from any authority consulted under clause 66;*
- (zb) any other planning consideration the local government considers appropriate.*

Unless otherwise outlined in this report, the proposal is not considered to pose an issue in regard to any of the matters listed above.

CONSULTATION

Nil, however Council may require advertising in accordance with TPS3 under Clause 3.2.4(b) (see comment section above) in seeking comments regarding the proposal to determine whether it is consistent with the objectives of the zone. However, the proposal is not considered to adversely affect surrounding properties and LPS4 allows Council to exercise its discretion by granting development approval for the 'Recreation – Private' land use in the Service Commercial zone.

Therefore, it is not considered necessary to advertise the proposal and is recommended to be determined under Clause 3.2.4(a) of the Scheme.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Planning and development (Local Planning Schemes) Regulations 2015

Town Planning Scheme No.3

POLICY IMPLICATIONS

Draft Local Planning Scheme No.4

State Planning Policy No. 3.7 Planning in Bushfire Prone Areas

Policy 6.11 Parking

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2030 and Corporate Business Plan 2016-2020.

Economic: Diversify and grow our economy in a manner that provides year round employment opportunities

1.1 A diverse and environmentally aware local economy that can attract business investment and provide employment opportunities.

Social: To be a vibrant, passionate and safe community valuing our natural environment and unique heritage

3.1 Explore opportunities to deliver services and facilities that attract and retain people living in the Shire.

3.3 Champion self-supporting community clubs and associations.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

ITEM 12.2.1

That Council grants development approval for a proposed change of use application for a 'Recreation – Private' land use within a portion of Lot 904 (13) Patterson Way, Exmouth subject to the following conditions:

1. The use being carried out in accordance with the stamped approved plans (PA66/18), and the Shire of Exmouth Town Planning Scheme No.3 including any annotations detailed thereon by the Shire; and
2. If the development the subject of this approval is not substantially commenced within a period of 2 years from the date of the determination, the approval will lapse and be of no further effect.

Advice

- i. The approval granted us not to be construed as approval granted under the Building Act 2011, Building Regulations 2012 or any other relevant statutory approval.
- ii. No signage has been approved as part of this application. Signage may require additional development approval from the Shire. Non-exempt signage will require separate development approval.
- iii. The lot is located within a Bushfire Prone Area designated by an Order made by the Fire and Emergency Services Commissioner and may be subject to the requirement for a Bushfire Attack Level Assessment and corresponding additional building standards.
- iv. Any additional development or substantial variation from the stamped approved plans, will require separate development approval from the Shire.
- v. This approval is not an authority to ignore any constraint or additional requirement to development on the land, which may exist through contract or on title, such as an easement, encumbrance, restrictive covenant or any other limitation. It is the responsibility of the applicant and not the Shire to investigate any such constraints before commencing development.
- vi. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 20015 Part 14. An application must be made within 28 days of the determination.

COMMERCIAL AND COMMUNITY

12.3.1 CHC HELICOPTERS SUBLEASE WITHIN LEARMONTH TERMINAL

File Reference:	TT.LR.0
Responsible Officer:	Executive Manager Commercial and Community
Date of Report:	12 July 2018
Applicant/Proponent:	CHC Helicopter Services
Disclosure of Interest:	Nil
Attachment(s):	1. Confidential – Schedule of Lease Agreement Shire of Exmouth and CHC Helicopter Services

PURPOSE

This report recommends that Council approve to sublease an office to CHC Helicopters located within the fixed wing terminal at Learmonth Airport at Lot 102 on Plan 180508 and being the whole of the land comprised within Certificate of Title Volume 1392 Folio 461.

BACKGROUND

CHC Helicopter Services (CHC) are an international air transport operation providing rotary wing services including offshore oil and gas transport and search and rescue services. CHC have recently increased their frequency of service to and from the Learmonth Airport and are seeking to lease a small office space to support this level of activity. The proposed lease area is approximately 9m² and located within the main Learmonth fixed wing terminal.

COMMENT

The main purpose for use of the office is to accommodate a CHC engineer who will be on site to service the CHC aircraft as required. The 9m² office space is located behind the main passenger check-in counter, is fully secured and is currently unused.

CHC staff possess all required air side access accreditations.

There is no existing sub meter to determine power usage for this leased area, however calculations have been determined based on similar leaseholders usage for basic power, lighting and limited use of a small air conditioner.

CONSULTATION

CHC Helicopter Services
Department of Defence

STATUTORY ENVIRONMENT

Local Government Act 1995, Part 3 Division 3 s. 3.58

POLICY IMPLICATIONS

The terms and conditions of the new lease agreement comply with Shire of Exmouth Policy Manual, Policy 2.4 Leases.

FINANCIAL IMPLICATIONS

As per Shire Policy 2.4 Leases;

- All costs associated with the development, execution and completion of the lease documentation will be met by the Lessee.
- All costs associated with the development and ongoing operations of the lease area will be met by the Lessee.

Annual Lease & Utilities Fee are in accordance with market commercial rate.

STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2030 and Corporate Business Plan 2016-2020.

Economic	<p><u>Diversify and grow our economy in a manner that provides year round employment opportunities</u></p> <p>1.1 A diverse and environmentally aware local economy that can attract business investment and provide employment opportunities</p> <p>1.3 Enable the provision of essential infrastructure that will support investment and diversify our economy.</p>
Environment	<p><u>To protect and value our unique natural and built environment as we grow our economy.</u></p> <p>2.3 Advocate and promote opportunities for the development of environmentally sustainable essential infrastructure and services</p>
Social	<p><u>To be a vibrant, passionate and safe community valuing our natural environment and unique heritage</u></p> <p>3.1 Explore opportunities to deliver services and facilities that attract and retain people living in the Shire.</p>

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

ITEM 12.3.1

That Council approve:

- 1 CHC Helicopter Services to sublease approximately 9m² office area, in the main fixed wing terminal at Learmonth Airport as per the terms and conditions listed in Lease Schedule marked confidential attachment 1 to this report.
- 2 Any sublease agreement to be subject to Department of Defence approval in accordance with the Shire's Head Lease.

12.3.2 LEASE – NINGALOO CENTRE CAFE

File Reference:	CP.AD.3
Land Description:	That part of the Ningaloo Centre identified as café on Lots 300 Deposited Plan 408720 Murat Road Exmouth.
Responsible Officer:	Executive Manager Commercial and Community
Date of Report:	12 July 2018
Applicant/Proponent:	Mr John Sullivan
Disclosure of Interest:	Nil
Attachment(s):	1. Confidential – Schedule of Lease Agreement Shire of Exmouth and Mr John Sullivan.

PURPOSE

This report recommends that Council approve to lease to John Sullivan in his nominated entity (to be advised) the space within the Ningaloo Centre identified as 'Cafe' and comprising an approximate area of 136m² including fixtures and fittings belonging to the Shire of Exmouth.

BACKGROUND

The requirement to lease floor space within the Ningaloo Centre has been known since the inception of the project. The associated Business Cases for the Ningaloo Centre Stage 1 - Planning, dated 18 January 2013 and the Shire of Exmouth Ningaloo Centre Business Case Stage 2 - Construction and Fitout, dated 15 May 2014 both highlighted the necessity to lease floor space associated with the financial sustainability of the Ningaloo Centre. This report relates only to the café space within the Ningaloo Centre.

In January 2018 the Shire of Exmouth invited Requests for Proposals (RFPs) from suitably experienced food and beverage operators for the operation of the café within the Ningaloo Centre. In addition to general advertising of this lease opportunity a direct mail approach was also undertaken to local Exmouth businesses, identified tourism food and beverage operator's state wide, national food and beverage franchise models, and a list of parties who had previously registered their interest. No compliant responses were received from this initial RFP process and a second RFP approach was implemented in March. This second RFP process generated some interest from potential lessees however an agreed approach could not be reached amongst interested parties.

In May the Shire was approached by the preferred lessee, suitable terms and conditions were negotiated and agreed subject to Council approval, and this lease approach is now for consideration of Council.

COMMENT

The Shire has undertaken two RFP approaches seeking a suitably experienced food and beverage operator for the café space within the Ningaloo Centre.

No minimum rental amounts were stipulated and both RFP processes invited potential lessees to nominate the preferred terms and conditions as a starting point for negotiations. These two RFP processes were unsuccessful in securing an appropriate lessee where Shire was not required to expend any further funds. As a "green-field" site, the lack of trading history for the café and more broadly the Ningaloo Centre is believed to have impeded the level of interest from potential food and beverage lessees.

The proposed lessee is an experienced, local food and beverage operator. The terms and conditions of the lease reflect the uncertain nature of the proposed business in the new location and have been negotiated to the satisfaction of both parties.

CONSULTATION

The café Request for Proposals were widely promoted by the Shire to established local businesses, state wide tourism food and beverage operators, and national food and beverage franchise operators.

If the proposed lease is approved by Council the Shire will provide local public notice of the intention to enter into the lease.

STATUTORY ENVIRONMENT

Local Government Act 1995, Part 3 Division 3 s. 3.58

POLICY IMPLICATIONS

The terms and conditions of the new lease agreement comply with Shire of Exmouth Policy Manual, Policy 2.4 Leases.

FINANCIAL IMPLICATIONS

As per Shire Policy 2.4 Leases;

- All costs associated with the development, execution and completion of the lease documentation will be met by the Lessee.
- All costs associated with the development and ongoing operations of the lease area will be met by the Lessee.

The terms and conditions of the proposed lease reflects the above uncertainty whilst also ensuring that Council is not required to commit further funds to the café fitout and ongoing operation.

STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2030 and Corporate Business Plan 2016-2020.

Economic	<u>Diversify and grow our economy in a manner that provides year round employment opportunities</u>
	1.1 A diverse and environmentally aware local economy that can attract business investment and provide employment opportunities
	1.3 Enable the provision of essential infrastructure that will support investment and diversify our economy.

- Environment To protect and value our unique natural and built environment as we grow our economy.
2.3 Advocate and promote opportunities for the development of environmentally sustainable essential infrastructure and services
- Social To be a vibrant, passionate and safe community valuing our natural environment and unique heritage
3.1 Explore opportunities to deliver services and facilities that attract and retain people living in the Shire.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

ITEM 12.3.2

That Council approve:

1. John Sullivan in his nominated entity to lease the area identified as café of approximately 136m² in the main foyer area of the Ningaloo Centre as per the terms and conditions listed in Lease Schedule marked confidential attachment 1 to this report.
2. An additional alfresco area adjoining the café lease area of approximately 55sqm provided for use by the lessee via a non-exclusive licence agreement.

CORPORATE SERVICES

12.4.1 ADOPTION OF 2018/19 BUDGET

File Reference:	FM.BU. 18.19
Responsible Officer:	Executive Manager Corporate Services
Date of Report:	18 July 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	<ol style="list-style-type: none">1. 2018/19 Budget2. 2018/19 Fees & Charges Schedule

PURPOSE

The report recommends that Council adopt the 2018/19 Budget.

BACKGROUND

Council is required to prepare and adopt in the manner and form prescribed, its annual budget by no later than 31 August each year in accordance with Section 602 of the Local Government Act 1995.

COMMENT

The draft budget of 2018/19 presented for adoption reflects a small surplus of \$637.

The 2017/18 closing surplus of \$1,357,834 was achieved due to the early receipt of an instalment of the Financial Assistance Grant of \$982,735 in June 2018 from the Local Government Grants Commission, this will be carried forward to fund operations in 2018/19. The remaining surplus of \$375,098 was the net result of increased revenue and reduced expenditure from operations, this surplus has been transferred to reserves (Waste Management Reserve) as per Council resolution in March 2018.

It is considered that the 2018/19 budget is financially prudent with funds being allocated to Shire reserves for the future preservation of Shire assets which had been highlighted as a concern during the last audit and operational costs have been kept to a reasonable level in comparison to the 2017/18 budget. Conscious effort has been to inject much needed funds into the asset renewal and upgrade program which has been neglected over the past few budgets.

Revenue from operating activities has increased from 2017/18 mainly due to anticipated increases from operations at Learmonth airport and heliport fees and charges. Fees and charges for community activities have been increased slightly and following community group consultations the initial increase has been reduced to accommodate their concerns.

The overall objective of the rates and charges included in the 2018/19 budget is to provide for the net funding of Council's operational and capital activities after taking into account all other forms

of revenue. It is proposed that the rates included in the budget recommend the removal of the concession adopted for the 2106/17 budget and be subject to a 1% increase across all rateable properties.

The main features of the draft budget include:

- Removal of the rates concession and 1% increase across all rateable properties.
- Net transfer to reserves of \$177,024 leaving a balance in the reserve accounts of \$6.614M which had been increased by net movement in 2017/18 of \$408,946. The intent is to build Shire Reserves for the future preservation of Council assets.
- Existing borrowings will require principal and interest repayments of \$347,961.
- Salaries increased to accommodate a new Sport and Recreation Development Officer to support Community sporting groups, the full year costs of an Aquarist to maintain the Ningaloo aquarium and funding for a Trainee Aquarist to support the opportunities of local youth.
- Other employee cost including staff training, recruitment, relocation costs, travel and reimbursements have increased by a CPI factor of 2%.
- Funding for a review of the Shires waste management options.
- Funding for the increased costs of audit following the decision by the Department of Local Government to transfer the audit function to the Office of Auditor General.
- Capital works and acquisition program of \$5.122M with main items detailed below:
 - \$1,750m Murat Road, includes widening, intersection redesign, lighting, flood mitigation and shared bike/pedestrian path, funding from Main Roads Department
 - \$417K for Yardie Creek Road shoulder and seal edge works
 - \$192k general road sealing
 - \$80k footpath/kerbing renewal
 - \$30K street light renewal
 - \$295K for various projects at Learmonth Airport including Apron Extension, Arrivals upgrade, Carpark Ticketing machines, Fuel mitigation for runway.
 - \$120K for gravel sheeting and bitumen for Exmouth Aerodrome Runway.
 - \$420K for sustainability initiatives at Ningaloo Centre to be offset by grant funding.
 - \$717k for replacement of Shire plant and equipment including Excavator, new water truck and two replacement vehicles.
 - \$60k for new digital sign in town mall and a water dispensing unit at the old Visitor Centre Carpark
- Fees and Charges have been reviewed with the majority being increased by CPI with some struck at cost recovery.

Once Council adopt the 2018/18 Annual Budget, Council will communicate to the community through a variety of media channels, the projects and strategic outcomes that will be achieved as a result of the budget.

CONSULTATION

Shire of Exmouth ratepayers

STATUTORY ENVIRONMENT

Section 6.2 & 6.35 (5) Local Government Act 1995
Local Government Financial Management Regulations

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The budget outlines the financial plans for the Shire during 2018/19 and contains estimated revenue and expenditure which is monitored throughout the year with an estimated closing surplus of \$637

STRATEGIC IMPLICATIONS

- Leadership: 4 To provide open transparent, accountable leadership working in collaboration with our community.
- 4.1 *To provide proactive, collaborative and transparent leadership*
4.2 *A local government that is respected and accountable*

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

ITEM 12.4.1

That Council in accordance with Section 6.2(1) of the Local Government 1995, having considered any submissions received on the intended Differential Rates, Specified Area rate adopt the Budget for the financial year ending June 30 2019 as resolved below:

Differential General Rates.

Impose a differential general rate on rateable land within the Municipality of Exmouth in accordance with Section 6.33 of the Local Government Act 1995 the following schedule of differential rates:

Rate Category	Rate in the Dollar \$	Minimum payment \$
GRV General	0.0722	910
GRV Marina Developed	0.0993	910
GRV Holiday Homes	0.1021	910
GRV Vacant Land	0.1217	910
UV Mining	0.1568	500
UV Rural	0.0784	700
GRV Specified Area Rate	0.01313	134

Rubbish Removal Charges

Set the following rubbish charges:

1. 1_Residential \$253.75 for the weekly removal of each 120 litre mobile garbage bin, one collection per week
2. Residential \$362 for the weekly removal of each 240 litre mobile garbage bin, one collection per week
3. Commercial \$362 for the weekly removal of each 240 litre mobile garbage bin, one collection per week

Due date for payment of Rates

Set the due date for the payment of rate instalments as follows:

- First Instalment – 3 September 2018
- Second Instalment 15 November 2018
- Third Instalment 21 January 2019
- Fourth Instalment 1 April 2019

Options for Payment of Rates

<u>Option 1</u>	Prompt Payment due no later than 4.30pm on 3 September 2018
<u>Option 2</u>	Two equal instalments <ul style="list-style-type: none"> • First Instalments due no later than 4.30pm on 3 September 2018 • Second instalment due no later than 4.30pm on 15 November 2018
<u>Option 3</u>	<ul style="list-style-type: none"> • First instalment due no later than 4.30pm on 3 September 2018 • Second instalment due no later than 4.30pm on 15 November 2018 • Third instalment due no later than 4.30pm on 21 January 2019 • Fourth instalment due no later than 4.30pm on 1 April 2019

Administration Charge on Instalments

Set an administration charge of \$14.50 per rate instalment notice where the instalment plan is selected.

Interest on Rate Instalments

Set as an additional charge by way of interest where the instalment plan is selected a rate of 5.5%.

Late Payment Interest Charge

Set an interest rate of 11% as a penalty interest for the late payment of rates and charges.

Reserve Funds

Create Reserve Funds and allocate funds to and from Reserve Funds for the financial year ending 30 June 2019 as specified in the Budget document.

Trust Fund Budget

Adopt the Trust Fund Budget for the financial year ending 30 June 2019.

Imposition of Fees and Charges

Adopt the Schedule of Fees and Charges for the Financial Year ending 30 June 2019.

Depreciation

Adopt the depreciation schedule as specified in the Budget document.

Material Variance

The 2018/19 Financial Statements presented to Council during the financial year for review and comparison to budget will indicate Variance Value (+) or minus (-) of 10% or \$10,000 whichever is greater.

Call Tenders

Authorise the CEO to call tenders for Goods and Services where there is a provision in the 2018/19 Budget with Council to determine the outcome of all tenders.

12.4.2 LIST OF ACCOUNTS FOR PERIOD ENDING 30 JUNE 2018

File Reference:	FM.FI.0
Responsible Officer:	Executive Manager Corporate Services
Date of Report:	12 July 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. List of Accounts for period ending 30 June 2018

PURPOSE

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

BACKGROUND

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

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.

June Payments

Municipal Fund totalling \$1,949,718.01
Incorporating cheques, direct debits, electronic payments and credit cards.

Trust Fund totalling \$5,566.04
Incorporating cheques and electronic payments.

Total June Payments: \$1,955,284.05

CONSULTATION

Nil

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Staff are required to ensure that they comply under Council Policy 2.10 – Purchasing Policy and 2.17 – Regional Price Preference Policy (where applicable) and that budget provision is available for any expenditure commitments.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2030 and Corporate Business Plan 2016-2020.

Leadership: To provide open transparent, accountable leadership working in collaboration with our community.

4.2 A local government that is respected and accountable.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION**ITEM 12.4.2**

That Council, pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* receives the report of payments made from the Municipal and Trust bank accounts during the month of June 2018 (*totalling \$1,955,284.05*).

12.4.3 FINANCIAL STATEMENTS FOR PERIOD ENDING 30 JUNE 2018

File Reference:	FM.FL.0
Responsible Officer:	Executive Manager Corporate Services
Date of Report:	18 June 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. Monthly Financial Report as at 30 June 2018

PURPOSE

This report recommends Council accepts the financial reports for the financial periods ending 30 June 2018.

BACKGROUND

The provisions of the *Local Government Act 1995* and associated Regulations require a monthly financial report is presented at an ordinary meeting within 2 months of the period end date.

COMMENT

The final outcome for 2017/2018 is a cash operating surplus of \$1,357,834 which includes \$982,735 for the advance payment of Financial Assistance Grants. This will be carried forward to fund operations in 2018/2019 and has been considered as part of the budget.

The remaining surplus of \$375,098 will be transferred to Reserves as per Council Resolution in March 2018. Council will have to advise which Reserves funds are to be allocated.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Sections 6.4 of the *Local Government Act 1995* provides for the preparation of financial reports.

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

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2011-2021 and Corporate Business Plan 2016-2020.

Leadership: To provide open transparent, accountable leadership working in collaboration with our community.

4.2 A local government that is respected and accountable.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION**ITEM 12.4.3**

That Council receives the Financial Report for the financial periods ending 30 June 2018.

12.4.4 CORPORATE BUSINESS PLAN

File Reference:	FM.FC.0
Responsible Officer:	Chief Executive Officer
Date of Report:	11 July 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. Corporate Business Plan 2018 - 2022

PURPOSE

That Council adopt the Corporate Business Plan 2018-2022.

BACKGROUND

On 26 August 2010, the Minister for Local Government introduced regulations to establish new requirements for local governments in Western Australia for Integrated Planning and Reporting (IPR). Councils are to develop and adopt a Corporate Business Plan, supported and informed by resourcing and delivery strategies.

COMMENT

The Corporate Business Plan has been created as a practical statement of how Council aims to achieve community objectives, as articulated in the Strategic Community Plan. The Corporate Business Plan has a clear assignment of responsibility, timeframe of projects and key measures for activities. Progress against actions is measured and will be reported in our annual report to the Council and the community, providing a clear and transparent understanding of meeting our sustainable challenges.

The Corporate Business Plan is council's core strategic document for a 4 year period, commencing from 2018 to 2022. This Plan activates the Strategic Community Plan and integrates with other informing strategies including Long Term Financial Plan and Workforce Plan.

CONSULTATION

CEO

Executive Managers

Councillors

STATUTORY ENVIRONMENT

Local Government Act 1995 Part 5 Division 5, s 5.56

Local Government (Administration) Regulations 1996 Part 5, Division 3, r19DA

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This item is relevant to the Councils approved Strategic Community Plan 2030 and Corporate Business Plan 2016-2020.

Leadership: To provide open transparent, accountable leadership working in collaboration with our community.

4.1 To provide proactive, collaborative and transparent leadership

4.2 A local government that is respected and accountable.

4.3 To be a champion for our community

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION**ITEM 12.4.4**

That Council adopt the Corporate Business Plan 2018-2022.

ITEMS FOR INFORMATION ONLY

12.5.1 ITEMS FOR INFORMATION ONLY

PURPOSE

To advise Council of the information items for February 2018 as listed below.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION

ITEM 12.5.1

That Council note the following information items:

Register of Documents Stamped with the Shire of Exmouth Common Seal

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

DATE	DOCUMENT
18/06/18	Surrender of Lease – Lot 73 on Deposited Plan 211885 – Norwest Airworks

Concessions on Fees for Council Facilities

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

NAME	REASON	AMOUNT (exc GST)
Exmouth Cultural Arts Centre Inc	Show on the Go - Loose Ends' Function - Room hire 5/06/2018.	\$211.75
Exmouth Netball Association	2 x day junior netball clinic 19-20 May.	\$86.00

Building Decisions Issued

A summary of the building licence and building certificate applications and approvals made under Delegation pursuant to the *Building Act 2011* up to 30 June 2018

App #	Date Received	Lot	Property Address	Description	Decision	Decision Date
17/111	28/11/17	47	3 Searaven Crescent	Fence	Approved	11/07/18
18/18	12/03/18	437	37 Fitzhardinge Street	Verandah Upgrade	Approved	20/03/18
18/19	15/03/18	8	106 Madaffari Drive	Dwelling	Approved	19/03/18
18/26	19/04/18	277	24 Christie Street	Carport	Approved	16/05/18
18/44	29/05/18	973	18 Schmidt Way	Demolition of Building	Cancelled	13/06/18
18/46	19/06/18	3001	R28153 19 Payne Street	New Construction Vehicle Storage Shed	Approved	25/06/18
18/47	27/06/18	148	57 Snapper Loop	Carport	Approved	10/07/18

Planning Decisions Issued

A summary of the planning decisions issued under delegation up to 30 June 2018.

App #	Date Received	Lot	Property Address	Description	Decision	Decision Date
PA70/16	13/06/16	2	Yardie Creek Road	Additional Camping Sites	ON HOLD - Pending information from Applicant	
PA112/16	25/08/16	1586 & 1587	164 Lyndon Location	Nature Based Park - Exmouth Gulf Pastoral Station	ON HOLD - Pending information from Applicant	
PA44/17	28/02/17	831	7 Pelias Street	Storage Unit	ON HOLD - Pending information from Applicant	
PA45/17	28/02/17	141	7 Dugong Close	Dwelling	Processing – Pending Information from Applicant	
PA12/18	30/01/18	43	11 Searaven Crescent	Single Dwelling	Pending	
PA35/18	27/03/18	789	5 Jones Place	Single Dwelling and outbuilding	Approved	25/06/18
PA54/18	8/05/18	1148	39 Welch Street	Workshop addition - Patio	Approved	28/06/18
PA55/18	8/05/18	148	57 Snapper Loop	Carport	Approved	27/06/18
PA62/18	8/05/18		Bills Way Exmouth - Bundegi	Bundegi Beach Shack – Restaurant/Café and Shop	Approved	28/06/18
PA65/18	8/06/18	198	Yardie Creek Road	Caravan Park Additions	Pending	
PA66/18	8/06/18	904	13 Patterson Way	Change of Use	Processing	

PA67/18	19/06/18	1481	Neale Cove	Shed within existing supply base	Processing
PA69/18	25/06/18	63	6 Fyfe Street	Outbuilding	Processing
PA70/18	25/06/18	13	116 Madaffari Drive	Residential Two Storey Dwelling	Processing

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

App	Date Received	Description	Date Issued
PA64/18	8/06/18	Cape Hideaway Clothing Sale	5/07/18
PA68/18	20/06/18	Dance Concert at Federation Park	29/06/18
PA71/18	25/06/18	Sand Castle Competition at Town Beach	10/07/18

OFFICER'S RECOMMENDATION

ITEM 12.5.1

That Council note the following information items:

- Register of Documents Stamped with the Shire of Exmouth Common Seal;
- Concessions on Fees for Council Facilities for 30 June 2018;
- Building Decisions Issued up to 30 June 2018; and
- Planning Decisions Issued up to 30 June 2018.

- 13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 14 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**
- 15 MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS**
- 16 CLOSURE OF MEETING**