



Ordinary Council Meeting
Agenda
22 March 2018

NOTICE OF MEETING

Notice is hereby given that the

Shire of Exmouth
Ordinary Council Meeting

will be held on
22 March 2018
Commencing at 4.00pm
In the Function Room at the
Ningaloo Centre, 2 Truscott Street Exmouth

Cameron Woods
Chief Executive Officer

22 March 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.

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Shire of Exmouth
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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: _____

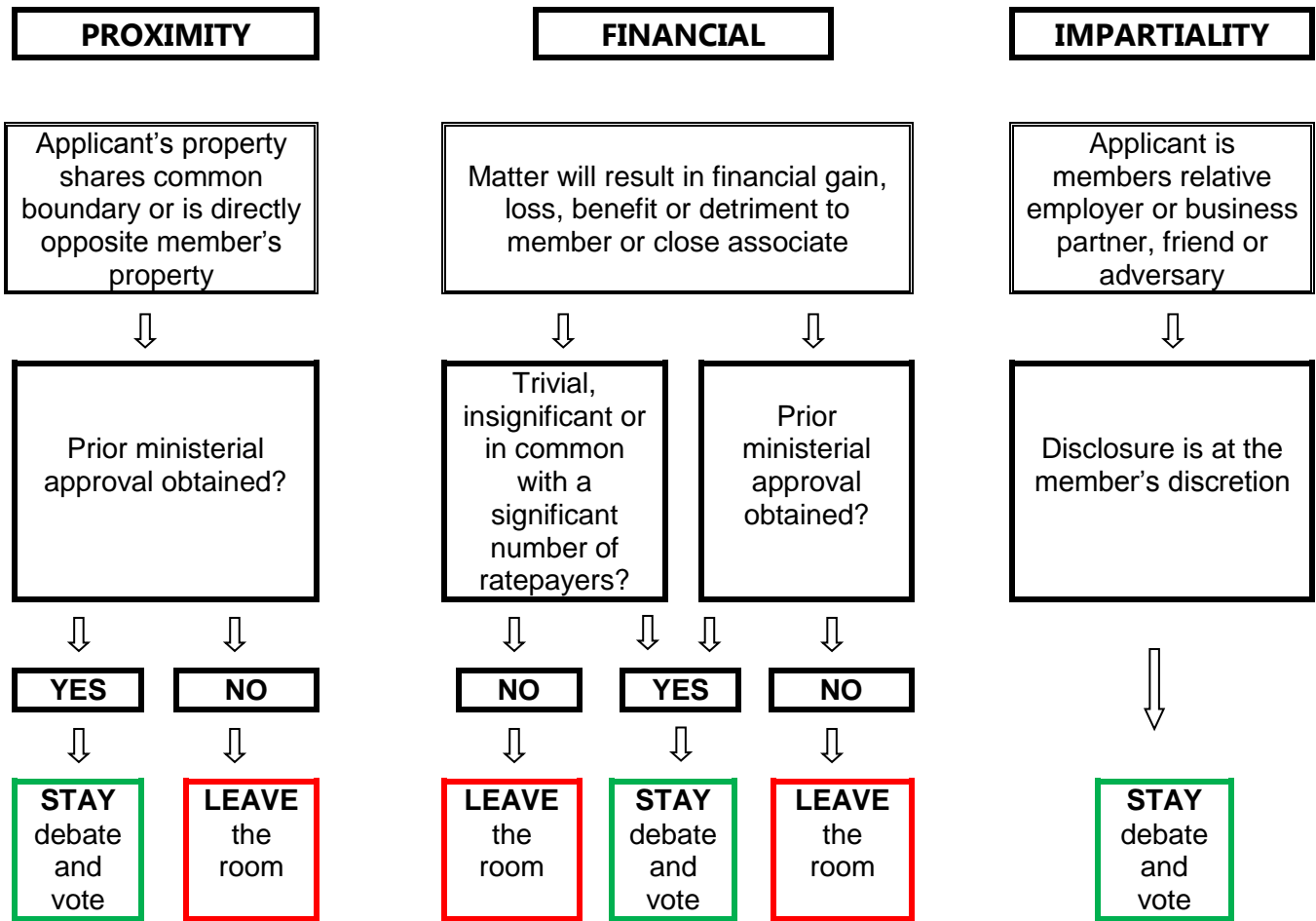
Note 1: For Ordinary meetings of Council, elected members and employees are requested to submit this completed form to the Chief Executive Officer prior to the meeting. Where this is not practicable, disclosure(s) must be given to the Chief Executive Officer prior to the matter being discussed.

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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ORDINARY COUNCIL MEETING AGENDA

Our Vision

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

Our Purpose

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

Our Strategic Objectives

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

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

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 went onto advise 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

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

The following question was taken on notice from Mr Brian Mortiss at the latest Ordinary Council meeting in February.

Reid Street and Maley Street intersection is still not sealed after works completed. Not finished safely.

The Deputy Chief Executive Officer will provide the gallery with a response.

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 Special Council Meeting of the Shire of Exmouth held on the 7th March 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

11.1 AUDITED FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2017

File Reference:	FM.FI.1
Responsible Officer:	Executive Manager Corporate Services
Date of Report:	14 February 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	<ol style="list-style-type: none">1. Financial Report for the Year Ended 30 June 20172. Audit Report for the Year Ended 30 June 20173. Management Report for the Year Ended 30 June 2017

PURPOSE

To receive the 2017/18 Audited Financial Report and Management Report issued by Council's auditors, Moore Stephens for recommendation to the Council.

BACKGROUND

Following receipt of the audit report for the year ended 30 June 2017, the Audit Committee is required to consider any compliance issues raised in the Independent Audit Report and Management Report and recommend they be accepted by Council.

Moore Stephens, Council Auditors have completed their audit for the financial year ending 30 June 2017 and the Independent Audit Report and Management Report are attached.

COMMENT

The objective of the Management Report is to advise Council of any matters arising from the audit that are considered relevant to the Shire's operations.

The Independent Audit Report highlighted some instances of concern around the rates process and financial ratios which will be managed and monitored going forward.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 S6.4(3) & 5.54(1)

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.

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION**ITEM 11.1**

That the Audit Committee recommends to the Council that it:

1. Receives the 2016/2017 Annual Financial Report;
2. Receives the Audit Report for the year Ended 30 June 2017; and
3. Receives the Management Report the Year Ended 30 June 2017.

COMMITTEE'S RESOLUTION**ITEM 11.1**

That the Audit Committee recommends to the Council that it:

1. Receives the 2016/2017 Annual Financial Report;
2. Receives the Audit Report for the year Ended 30 June 2017; and
3. Receives the Management Report the Year Ended 30 June 2017.

11.2 2017 COMPLIANCE AUDIT RETURN

File Reference:	FM.AD.1
Responsible Officer:	Chief Executive Officer
Date of Report:	14 February 2018
Applicant/Proponent:	Department of Local Government
Disclosure of Interest:	Nil
Attachment(s):	1. 2017 Compliance Audit Return and Report

PURPOSE

The purpose of this report is for Council to consider the Compliance Audit Return (the Return) for the calendar year 1 January to 31 December 2017.

BACKGROUND

Each year the Department of Local Government requires Councils to conduct an annual assessment of their compliance with key components of the *Local Government Act 1995* (the Act) and associated Regulations.

The 2017 Return is to be provided to the Department by 31 March 2018.

94 questions are contained within the 2017 return. A copy of the reviewed Return and the independent consultant's report is attached at Attachment 1.

COMMENT

The 2017 Compliance Audit Return was undertaken by an independent consultant.

The audit has revealed the Shire to be compliant on all aspects of the Return except three (3).

These being;

Disclosures of Interest

- *Question 5 – Completion of the Primarily Return for designated employees within 3 months of their commencement.*

This related to four new employees. The returns have now been received. Procedures have been implemented to reduce future risk of non-compliance in this areas.

- *Question 7 – The Annual Return lodged by all employees by 31 August each year.*

This relates to one employee who did not submit the return by the due date but has since left the organisation.

Finance

- *Question 6 – Receipt of the Audit Report for 30 June 2017 by 31 December 2017.*

- This is due to the delay in commencing the Annual Financial Report process due to departure of former members of staff. All departmental approvals were obtained in advance for the delay in producing the Annual Financial Report and annual audit process.

CONSULTATION

Executive Managers

STATUTORY ENVIRONMENT

Pursuant to Regulations 14 & 15 of the *Local Government (Audit) Regulations 1996* requires the 2016 Compliance Audit Return to be completed and returned by the 31 March 2018.

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:
- 4 To work together as custodians of now and the future.
 - 4.1 *To be a collaborative community with the capacity to manage the current and future direction of Exmouth.*
 - 4.2 *A local government that is respected, professional, trustworthy and accountable.*
 - 4.3 *To be strong advocates representing the region's interests.*

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

ITEM 11.2

That the Audit Committee recommend that Council adopt the Statutory Compliance Audit Return for the Shire of Exmouth for the period 1 January 2017 to 31 December 2017.

COMMITTEE'S RESOLUTION

ITEM 11.2

That the Audit Committee recommend that Council:

1. Adopt the Statutory Compliance Audit Return for the Shire of Exmouth for the period 1 January 2017 to 31 December 2017; and
2. Note the recommendation on Page 3 of the of the Compliance Audit Return notes (Attachment 1), that each year in June, a workshop be held on the requirements of the Annual Financial returns to ensure awareness of the statutory requirements before the returns are circulated for attention and to avoid future breaches.

12. REPORTS OF OFFICERS

DEVELOPMENT SERVICES

12.2.1 NEW POLICY - CODE OF CONDUCT

File Reference:	CM.PO.6
Responsible Officer:	Deputy Chief Executive Officer
Date of Report:	8 February 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. Policy 1.27 - Code of Conduct

PURPOSE

The purpose of this report is to adopt new Council policy 1.27 - Code of Conduct, as stated in the *Local Government Act 1995* section 5.103 Codes of conduct;

- (1) *Every local government is to prepare or adopt a code of conduct to be observed by council members, committee members and employees.*

BACKGROUND

A code of conduct translates the principles of the *Code of Ethics* (personal integrity, relationships with others and accountability) and the Local Government (LG) Act into action and commitment for the Shire's Councillors and employees. It sets the minimum standard of behaviour expected from Councillors and employees when carrying out their daily duties. A code is also a practical tool to guide Councillors and employees' in accountable and ethical decision making that recognises the context in which the Shire operates and its integrity risks.

An effective code of conduct can build and sustain an ethical culture and contribute to the positive reputation of the wider public sector. It can 'set the tone' from the top, clearly articulating the Shire's commitment to the code and the requirement for Councillors and employees to comply.

COMMENT

The Shire's local government elected members and employees play an important role in the Exmouth community. This role includes the delivery of a diverse range of services from town planning, waste management and recreation facilities. While the roles of elected members and employees are different, both are essential to ensuring confidence in local government. Furthermore, officers, whether elected members, committee members or employees, must act – and be seen to act – with integrity. All have a responsibility to perform their duties in the public interest and make accountable and ethical decisions.

Codes of conduct communicate expected standards of conduct and integrity to all those in an organisation. Effective codes that are well communicated throughout the workplace contribute to building and sustaining a culture of integrity, and create a robust and transparent framework in which to operate, both of which are fundamental to good organisational performance and public confidence.

CONSULTATION

Public Sector Commission
Corruption and Crime Commission
Department of Local Government

STATUTORY ENVIRONMENT

Local Government Act 1995
Local Government (Administration) Regulations 1996
Local Government (Rules of Conduct) Regulation 2007
Shire of Exmouth Meeting Procedures Local Law 2015
Corruption and Crime Commission Act 2003
Criminal Code Act 1913
Public Sector Management Act 1994
Public Interest Disclosure Act 2003

POLICY IMPLICATIONS

Adoption of new Policy.

Compliance with Probity Audit undertaken by the Department of Local Government.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

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

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

ITEM 12.2.1

That Council adopt new Policy 1.27 Code of Conduct dated 22 February 2018 as detailed in Attachment 1.

CORPORATE SERVICES

12.4.1 FINANCIAL STATEMENTS FOR PERIOD ENDING 28 FEBRUARY 2018

File Reference:	FM.FL.0
Responsible Officer:	Executive Manager Corporate Services
Date of Report:	8 March 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Monthly Financial Report as at 28 February 2018

PURPOSE

This report recommends Council accepts the financial reports for the financial periods ending 28 February 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

Council has not resolved any variations to the 2017/18 Annual Budget since its adoption and any variations to year to date are to be addressed at the mid-year 2017/18 Budget Review.

The 2016/2017 financial audit has been completed. The net current asset position is \$962,707.

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.

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION**ITEM 12.4.1**

That Council receives the Financial Report for the financial periods ending 28 February 2018.

12.4.2 LIST OF ACCOUNTS FOR PERIOD ENDING 28 FEBRUARY 2018

File Reference:	FM.FI.0
Responsible Officer:	Executive Manager Corporate Services
Date of Report:	8 March 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	List of Accounts for period ending 28 February 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.

February Payments

Municipal Fund	totalling \$451,321.08
	Incorporating cheques, direct debits and electronic payments.
Trust Fund	totalling \$0.

Total February Payments: \$451,321.08

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 2011-2021 and Corporate Business Plan 2016-2020.

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION**ITEM 12.4.2**

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 February 2018 (*totalling \$451,321.08*).

12.4.3 2017/2018 MID-YEAR BUDGET REVIEW

File Reference:	FM.BU.17.18
Responsible Officer:	Executive Manager Corporate Services
Date of Report:	9 March 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. Mid-Year Budget Review Report

PURPOSE

Council adopt this 2017/18 Mid-Year Budget Review prepared as at 31 January with budget amendments required.

BACKGROUND

A review of budget projections as at 31 January was conducted and a comparison of the year to date actuals with the adopted budget has established whether Council are continuing meeting its budget commitments, Using materiality levels of \$10,000 or 10% against each of the accounts has identified some timing differences as well as some projects being delayed and cancelled or postponed until next year.

COMMENT

The original budget projected to deliver a small surplus of \$4,188 which included expenditure allocations for the new Ningaloo Centre operations which were considered as fair estimates due to the unknown quantum that are involved especially in relation to ongoing utilities costs and staffing arrangements and third party tenancy commencement dates. The budget also included amounts for the acquisition of \$7.2m of assets and the disposal of \$247, 559 of assets.

It was also agreed by Council that there was to be no increase in rates for the 2017/18 financial year.

At the time of adopting the 2017/18 budget the Carried Forward surplus from 2016/17 was \$942,995 however, the audited financial statements was amended this to \$962,707 which primarily relates to early payment of the 1st quarter 2017/18 Financial Assistance Grants in the 2016/17 financial year.

The budgeted closing position for the 2017/18 will increase from a surplus of \$4,188 to a forecast surplus of \$915,625 and it is anticipated as future expenditure and revenue expectations are refined and additional information is received this surplus may move.

Listed below is a summary of identified major revenue and expenditure expectations:

General Purpose Funding

- Grants Commission Funding over budgeted by \$33,343.
- The 17/18 rates processing was undertaken by contract at additional cost of \$11,500.
- The depreciation expense was increased over budget due to revaluation of land and building by \$13,400.

Governance

- Savings in employee costs and training of \$21,000.
- Reduction in administration overheads and depreciation expense of \$40,000.

Law, Order and Public Safety

- Increase in dog registration fees and impounding fees of \$7,000.
- Increase of ESL grant of \$10,000.
- Increase in depreciation expense of \$27,000 due to revaluation of land and buildings.

Staff Housing

- Increase in rental receipts of \$13,000 with reduction in operating costs of \$30,000.

Community Amenities

- Reduction in use of tip by customers resulting in reduced revenue of \$12,000.
- Reduction in employee costs due to resignation of Executive Manager.
- Depreciation costs increase due to revaluation of \$13,000.

Health

- Reduction in Analytical fees revenue of \$7,000 with and a reduction in expenses of \$3,000.
- Reduction of Pest Control/Chicken Bleed program \$25,000.
- Increase in depreciation expense of \$28,000 due to asset revaluation.

Recreation and Culture

- Reduction in Ningaloo revenue projections due to delay in tenancy of \$80,000 and Exhibition revenue of \$86,000.
- Swimming pool entrance fee revenue down by \$7,000.
- Revised expenditure budget in Foreshore, Beaches and Boat ramps down by \$52,000.
- Increase in depreciation expense by \$309,000 with the majority (\$218,000) for Ningaloo Centre.

Transport

- Increase employee costs \$19,000.
- Reduction in profit on sale of excavator \$11,000.
- The Ningaloo access road be postponed to 2018/19 \$47,698.
- Increased fees revenue at Learmonth Airport of \$406,000.
- Reduction in fees at Exmouth Aerodrome of \$21,000.
- Increase in depreciation expense of \$264,000 due to asset revaluation.

Economic Services

- Savings of \$147,000 due to reduction of contributions to Visitor Centre.
- Increase in depreciation of \$87,000 due to asset revaluation.

CONSULTATION

All Executive Managers and CEO were involved in the budget review.

STATUTORY ENVIRONMENT

Local Government (Financial) Regulations 33A

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The adopted budget surplus position is \$915,626.

The Moore Stephens audit report for the 2016/17 Financial Statement, signed on 28 February 2018 states that the Shires ratios are declining and the Council making effort to make effort to improve the sustainability of the Shire. This in fact means surpluses should put directed into reserves for the preservation of assets

STRATEGIC IMPLICATIONS

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

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

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION**ITEM 12.4.3**

That Council authorises:

1. Resolves to adopt the 2017/18 Budget Review as provided in Attachment 1 resulting a net budget surplus of \$915,626 as a result of the movement in revenue and expenditure accounts by program.
2. That end year surplus be directed into reserves for the preservation of assets.

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
08/02/18	Lease Agreement – Portion of the Ningaloo Centre to Community Housing (x3). Council decision 07-1017

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 Yacht Club	Australia Day Event – Use and collection of 6 x bins for event at Yacht Club @ \$6.50 per collection	\$39.00
Frack Free Exmouth	Hire of Board Room at Ningaloo Centre 10/2/2018 to hold a Community Meeting/Workshop regarding hydraulic fracture simulation.	\$40.00
Exmouth PCYC	Hire of Function Room/West 26/2/2018 for a Public Meeting regarding establishing a Little Athletics competition.	\$60.00

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 6 March 2018.

App #	Date Received	Lot	Property Address	Description	Decision	Decision Date
17/111	28/11/17	47	3 Searaven Crescent	Fence	Pending	
17/113	6/12/17	73	43 Kennedy Street	Steel framed carport	Pending	
18/3	12/01/18	315	27 Gnulli Court	New Dwelling	Pending	
18/05	6/02/18	53	7 Inggarda Lane	Dwelling	Approved	2/03/18
18/12	07/02/18	1277	2 Seawolf Circle	Side Fence	Pending	

Planning Decisions Issued

A summary of the planning decisions issued under delegation up to 31 January 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	
PA171/17	8/12/17	434	88 Madaffari Drive	Change of Use	Approved	8/02/18
PA173/17	14/12/17	53	7 Inggarda Lane	Proposed Dwelling	Approved	8/02/18
PA174/17	20/12/17	378	28 Corella Court	New Dwelling	Pending	
PA02/18	5/01/18	8	106 Madaffari Drive	New Dwelling	Approved	16/02/18
PA05/18	10/01/18	308	Lot 308 Minilya Road	Alteration and Addition to Residence	Approved	20/02/18
PA07/18	15/01/18	1359	9 Redfin Court	Change of Use	Pending	
PA10/18	19/01/18	501	Lot 501 Lefroy Street	Strata Subdivision	Pending	
PA12/18	30/01/18	43	11 Searaven Crescent	Single Dwelling	Pending	
PA13/18	2/02/18	500	1 Nimitz Street	Holiday Caravan	Pending	
PA15/18	9/02/18	1112	Murat Road Exmouth	Carport and Patio	Pending	
PA17/18	4/02/18	459	10 Osprey Way	Gazebo	Pending	
PA19/18	2/02/18	315	27 Gnulli Court	Single Dwelling	Pending	

PA21/18	21/02/18	475	7 Osprey Way	Carport Extension and Balcony Extension	Pending
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Permits Issued Under the *Local Government Act 1995*, Local Government Property Local Law.

App	Date Received	Description	Date Issued
PA110/17	03/07/17	Portable Sign	Processing
PA140/17	11/09/17	Juice Place	Processing
PA147/17	26/09/17	Concert at Federation Park	26/10/17
PA11/18	24/01/18	Cookie Dough Fundraiser	1/02/18
PA20/18	22/02/18	Mobile Food Van – Soft Ball Tournament	2/03/18
PA27/18	6/03/18	Mobile Food Van – Tantabiddi Boat Ramp	Processing

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 February 2018;
- Building Decisions Issued up to 31 January 2018; and
- Planning Decisions Issued up to 31 January 2018.

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