

SHIRE OF SHARK BAY MINUTES

13 December 2023

ORDINARY COUNCIL MEETING



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13 DECEMBER 2023



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The Shire of Shark Bay advises that no action should be taken on any application or item discussed at a Council meeting and should only rely on **WRITTEN ADVICE** of the outcome and any conditions attaching to the decision made by the Shire of Shark Bay.

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

The minutes of the Ordinary meeting of the Shark Bay Shire Council held in the Council Chamber at the Shark Bay Recreation Centre, Francis Street, Denham, on 13 December 2023 commencing at 3.04 pm.

TABLE OF CONTENTS

1.0	Declaration of Opening	4
2.0	Acknowledgement of Country	4
3.0	Record of Attendances / Apologies / Leave of Absence Granted	4
4.0	Response To Previous Public Questions On Notice	4
5.0	Public Question Time	4
6.0	Applications For Leave Of Absence	5
6.1	Application For Leave Of Absence – Councillor Smith	5
7.0	Petitions	7
8.0	Confirmation Of Minutes	7
8.1	Confirmation of the Minutes of the Ordinary Council meeting held on 29 November 2023	7
9.0	Announcements By The Chair	7
10.0	Finance Report	8
10.1	Schedule of Accounts Paid to be Received	8
11.0	Town Planning Report	20
11.1	Proposed Office and Ablutions - Lot 277 (132) Dampier Road, Denham	20
11.2	Proposed Solar Farm On A Portion Of Reserve 1686 (Adjacent To Reserve 49108) To Service Monkey Mia Dolphin Resort	27
11.3	Request For Boundary Re-Alignment Between Reserve 1686 And Reserve 49108, Monkey Mia	43
11.4	Proposed Independent Living Units – Lot 292 (23) Hughes Street, Denham	48
11.5	Proposed Dwelling and Outbuilding – Lot 11 (4) Terry Deschamps Way, Denham ..	61
12.0	Motions of Which Previous Notice Has Been Given	80
13.0	Questions by Members of Which Due Notice Has Been Given	80
14.0	Urgent Business Approved By The Person Presiding Or By Decision	80
14.1	Financial Reports To 30 November 2023	80
15.0	Matters Behind Closed Doors	105
15.1	Citizen Of The Year Awards 2024	105
15.2	Construction of the Denham Finger Jetty Request For Tender	106
16.0	Date And Time Of Next Meeting	107
17.0	Closure of Meeting	107

13 DECEMBER 2023

1.0 DECLARATION OF OPENING

The President declared the Ordinary Council meeting open at 3.04 pm.

2.0 ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Malgana People as the traditional custodians of the land and sea in and around the Shire of Shark Bay.

I pay my respects to their Elders past, present and emerging.

3.0 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE GRANTED

ATTENDANCES

Cr C Cowell	President
Cr P Stubberfield	Deputy President
Cr L Bellottie	
Cr E Fenny	
Cr G Ridgley	
Cr M Vankova	

Mr D Chapman	Chief Executive Officer
Mrs D Wilkes	Executive Manager Community Development
Ms M Fanali	Community Development Officer
Mrs R Mettam	Executive Assistant

APOLOGIES

Cr M Smith	Leave of Absence approved Item 6.1 of these minutes
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VISITORS

1 Visitor in the Gallery

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS ON NOTICE

There are no previous public questions on notice.

5.0 PUBLIC QUESTION TIME

The President opened public question time at 3.06 pm and as there were no questions put forward the President closed public question time at 3.06 pm.

13 DECEMBER 2023

6.0 APPLICATIONS FOR LEAVE OF ABSENCE

**6.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLOR SMITH
GV00020**

Author

Executive Assistant

Disclosure of Any Interest

Nil

Moved

Cr Fenny

Seconded

Cr Stubberfield

Council Resolution

Councillor Smith is granted leave of absence in accordance with Section 2.25 of the *Local Government Act 1995* for the Ordinary meeting of Council scheduled to be held on Wednesday 13 December 2023.

6/0 CARRIED

Background

Councillor Smith has applied for leave of absence from the ordinary meeting of Council scheduled for Wednesday 13 December 2023. The Council in accordance with Section 2.25 of the *Local Government Act 1995* as amended may by resolution grant leave of absence to a member.

Comment

Councillor Smith has advised the Chief Executive Officer, he will be unable to attend the Ordinary meeting of Council scheduled to be held on Wednesday 13 December 2023 and has requested leave of absence be granted by Council for this meeting.

I advised it would be prudent to seek Council's approval for the leave to ensure that obligations have been met in accordance with the Local Government Act.

The Council may consider not granting Councillor Smith leave of absence but must include the reasons for the refusal for not granting the leave in the resolution.

Legal Implications

***Local Government Act 1995* Section 2.25 Disqualification for Failure to Attend Meetings**

- (1) A council may, by resolution grant leave of absence to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the minister.
- (3) The granting of leave, or refusal to grant leave and reasons for that refusal, is to be recorded in the minutes for the meeting.
- (4) A member who is absent, without first obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council.

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

- (5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council –
- a) If no meeting of the council at which a quorum is present is actually held on that day; or
 - b) If the non attendance occurs while –
 - i. the member has ceased to act as a member after written notice has been given to the member under section 2.27(3) and before written notice has been given to the member under section 2.27(5)
 - ii. while proceedings in connection with the disqualification of the member have been commenced or are pending; or
 - iii. while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending

Policy Implications

There are no policy implications relative to this report.

Financial Implications

There are no financial implications relative to this report.

Strategic Implications

There are no strategic implications relative to this report.

Voting Requirements

Simple Majority Required

Signatures

Chief Executive Officer *D Chapman*

Date of Report 12 December 2023

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

7.0 PETITIONS

There were no petitions presented to the December 2023 Ordinary Council meeting.

8.0 CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 29 NOVEMBER 2023

Moved Cr Ridgley
Seconded Cr Vankova

Council Resolution

That the minutes of the Ordinary Council meeting held on 29 November 2023, as circulated to all Councillors, be confirmed as a true and accurate record.

6/0 CARRIED

9.0 ANNOUNCEMENTS BY THE CHAIR

Swearing in of the Shire of Shark Bay's Deputy President.

The Deputy President Cr Stubberfield read aloud at 3.08 pm and signed the Declaration of Office of Deputy President before the authorised person.

13 DECEMBER 2023

10.0 FINANCE REPORT

10.1 SCHEDULE OF ACCOUNTS PAID TO BE RECEIVED
CM00017

Author

Finance Officer / Accounts Payable

Disclosure of any Interest

Nil

Moved

Cr Fenny

Seconded

Cr Vankova

Council Resolution

That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$876,217.12 be accepted.

6/0 CARRIED

Comment

The schedules of accounts for payment covering -

Municipal fund credit card direct debits for the month of November 2023 totalling \$3,760.07.

Municipal fund account BPay for the month of November 2023 totalling \$439.96.

Municipal fund direct debits to Council for the month of November 2023 totalling \$24,467.72.

Municipal fund account electronic payment numbers MUNI 31728 to 31808 totalling \$678,473.28

Municipal fund account for November 2023 payroll totalling \$156,035.34.

Municipal fund Police Licensing for November 2023 transaction number 222329 totalling \$13,040.75 and

No Trust fund account cheque numbers were issued for November 2023 totalling \$0.

The schedule of accounts submitted to each member of Council on 8 December 2023 has been checked and are fully supported by vouchers and invoices. All vouchers and invoices have been duly certified as to the receipt of goods and services and the cost of goods and services received.

LEGAL IMPLICATIONS

Section 13.3 of the Local Government (Financial Management) Regulations 1996, requires that a list of payments be presented to Council monthly.

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The payments listed have been disbursed throughout the month.

STRATEGIC IMPLICATIONS

Outcome 1.2 To improve fiscal management practices and procedures and maximise operating revenue and social capital.

RISK MANAGEMENT

These payments have been paid and are subject to internal checks and appraisals and therefore are considered a low risk to council.

Voting Requirements

Simple Majority Required

Signature

Author

Chief Executive Officer

D Chapman

Date of Report

7 December 2023

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY – CREDIT CARD

PERIOD – NOVEMBER 2023

TOTAL \$3,760.07

EMCD

DATE	NAME	DESCRIPTION	AMOUNT
16/09/2023	CROWN PROMENADE PERTH	CATERING FOR CDO DURING STAY FOR COMMUNITY DEVELOPMENT CONFERENCE AND WASTE AND RECYCLE CONFERENCE	\$ 214.81
2/10/2023	SQ GREAT WATER FILTER	WATER FILTER FOR SHARK BAY DISCOVERY CENTRE	\$ 35.00
		TOTAL	\$ 249.81

EMFA

DATE	NAME	DESCRIPTION	AMOUNT
28/09/2023	STARLINK AUSTRALIA PTY	STARLINK INTERNET - TAMALA CAMP	\$ 139.00
28/09/2023	STARLINK AUSTRALIA PTY	STARLINK INTERNET - REFUSE SITE	\$ 139.00
28/09/2023	STARLINK AUSTRALIA PTY	STARLINK INTERNET - MOBILE UNIT – BUSH FIRE BRIGADE	\$ 174.00
		TOTAL	\$ 452.00

SFA

DATE	NAME	DESCRIPTION	AMOUNT
11/10/2023	AMAZON AU RETAIL	COFFEE BEANS FOR ADMINISTRATION OFFICE	\$ 40.00
13/10/2023	AMAZON AU RETAIL	COFFEE MACHINE FOR ADMINISTRATION OFFICE	\$ 769.00
		TOTAL	\$ 809.00

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

CEO			
DATE	NAME	DESCRIPTION	AMOUNT
15/09/2023	SHIRE OF SHARK BAY	MOTOR VEHICLE REGISTRATION FOR WORKS MANAGER VEHICLE (P209) AND SES TRAILER (SB3265)	\$ 347.25
19/09/2023	CROWN 88 NOODLE BAR	MEAL FOR CEO DURING STAY FOR WALGA CONFERENCE	\$ 65.95
20/09/2023	CROWN METROPOL PERTH	EXTRA CHARGE FOR MEALS CEO DURING STAY FOR WALGA CONFERENCE	\$ 117.99
26/09/2023	OFFICEWORKS	ROLL OF PAPER FOR PRINTER AT RECORDS ROOM	\$ 203.03
3/10/2023	REX AIRLINES	RETURN FLIGHTS FOR FINANCE OFFICER REVENUE TO ATTEND DOT TRAINING	\$ 989.79
4/10/2023	BELONG	BELONG INTERNET FOR RECREATION CENTRE DOOR ENTRY	\$ 15.00
4/10/2023	BELONG	BELONG INTERNET FOR DENHAM HALL DOOR ENTRY	\$ 15.00
5/10/2023	ZEN GCS	GIFT CARD FOR RANGER AS A FAREWELL PRESENT	\$ 414.25
6/10/2023	LOCAL GOVERNMENT	CUSTOMER COMPLAINTS RESOLUTION TRAINING COURSE FOR FINANCE AND ADMINISTRATION SUPERVISOR	\$ 945.00
6/10/2023	SHARK BAY CAFE	COFFEES FOR MEETING WITH DFES	\$ 11.00
9/10/2023	SHARK BAY BAKERY	MORNING TEA FOR ADMINISTRATION STAFF MEETING	\$ 70.00
13/10/2023	LOCAL GOVERNMENT	CREDIT FOR CANCELLED CUSTOMER COMPLAINTS RESOLUTION TRAINING COURSE FOR FINANCE AND ADMINISTRATION SUPERVISOR	-\$ 945.00
		TOTAL	\$ 2,249.26

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

**SHIRE OF SHARK BAY – MUNI
ELECTRONIC BPAY TRANSACTIONS
NOVEMBER 2023**

NAME	DATE	DESCRIPTION	AMOUNT
BPAY	10/11/2023	AWARE SUPER	94.49
BPAY	10/11/2023	GESB	345.47
		TOTAL	439.96

**SHIRE OF SHARK BAY – MUNI DIRECT DEBITS
NOVEMBER 2023**

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD17489.1	05/11/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-2133.26
DD17489.2	05/11/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	-487.50
DD17489.3	05/11/2023	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-313.11
DD17489.4	05/11/2023	AMP SUPER DIRECTIONS FUND	SUPERANNUATION CONTRIBUTIONS	-265.36
DD17489.5	05/11/2023	MLC SUPER FUND	PAYROLL DEDUCTIONS	-470.41
DD17489.6	05/11/2023	CRUELTY FREE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-210.46
DD17489.7	05/11/2023	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-497.02
DD17489.8	05/11/2023	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-501.17
DD17489.9	05/11/2023	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-4423.48
DD17491.1	21/11/2023	WATER CORPORATION - OSBORNE PARK	COMMUNITY STANDPIPE USAGE AND SERVICE FEE - OCTOBER 2023	-59.83
DD17492.1	21/11/2023	VIVA ENERGY AUSTRALIA	MONTHLY FUEL CARD ACCOUNT - OCTOBER 2023	-664.17
DD17493.1	07/11/2023	URL NETWORKS PTY LTD	SHIRE OFFICES TELEPHONE CHARGES - OCTOBER 2023	-87.22
DD17499.1	09/11/2023	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-107.80

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD17515.1	19/11/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-2412.30
DD17515.2	19/11/2023	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-843.22
DD17515.3	19/11/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	-487.50
DD17515.4	19/11/2023	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-313.11
DD17515.5	19/11/2023	AMP SUPER DIRECTIONS FUND	SUPERANNUATION CONTRIBUTIONS	-265.36
DD17515.6	19/11/2023	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-470.41
DD17515.7	19/11/2023	CRUELTY FREE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-242.53
DD17515.8	19/11/2023	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-522.90
DD17515.9	19/11/2023	NATIONAL MUTUAL RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	-470.41
DD17516.1	28/11/2023	EXETEL PTY LTD	SHIRE PROPERTIES INTERNET CHARGES - DECEMBER 2023	-382.35
DD17489.10	05/11/2023	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-152.23
DD17489.11	05/11/2023	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-355.79
DD17489.12	05/11/2023	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	-55.76
DD17489.13	05/11/2023	ASGARD ELEMENTS SUPER ACCOUNT	SUPERANNUATION CONTRIBUTIONS	-275.00
DD17489.14	05/11/2023	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	-896.85
DD17515.10	19/11/2023	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	-4688.09
DD17515.11	19/11/2023	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-364.21
DD17515.12	19/11/2023	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	-470.41
DD17515.13	19/11/2023	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	-14.87
DD17515.14	19/11/2023	CARE SUPER	SUPERANNUATION CONTRIBUTIONS	-288.63
DD17515.15	19/11/2023	ASGARD ELEMENTS SUPER ACCOUNT	SUPERANNUATION CONTRIBUTIONS	-275.00
			TOTAL	\$24,467.72

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

**SHIRE OF SHARK BAY – MUNI EFT
NOVEMBER 2023
EFT 31728 - 31808**

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT31728	08/11/2023	AUSTRALIA POST	MONTHLY POSTAL SERVICE - OCTOBER 2023	-201.80
EFT31729	08/11/2023	AIYANA JOAN CHRISTI WRIGHT	SBDC MERCHANDISE - RESIN SERVING BOARDS, HAIRBRUSH AND COASTERS	-640.00
EFT31730	08/11/2023	BOC LIMITED	MONTHLY CONTAINER RENTAL - OCTOBER 2023	-116.13
EFT31731	08/11/2023	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-247.50
EFT31732	08/11/2023	BEAVIS & SMITH CLEANING & CHEMICALS	MONTHLY CLEANING ACCOUNT - OCTOBER 2023	-21638.25
EFT31733	08/11/2023	SHARK BAY SUPERMARKET	MONTHLY SUPERMARKET ACCOUNT - OCTOBER 2023	-854.00
EFT31734	08/11/2023	FAR WEST ELECTRICAL	REMOVAL OF TIME CLOCK ON HOT WATER URN IN RECREATION CENTRE KITCHEN	-132.00
EFT31735	08/11/2023	HORIZON POWER	STREET LIGHTING - OCTOBER 2023	-4612.43
EFT31736	08/11/2023	DENHAM WA PTY LTD	MONTHLY SUPERMARKET ACCOUNT - OCTOBER 2023	-1918.13
EFT31737	08/11/2023	TEAM GLOBAL EXPRESS PTY LTD	MONTHLY FREIGHT ACCOUNT - OCTOBER 2023	-1067.06
EFT31738	08/11/2023	ITVISION	IT VISION ON DEMAND RECORDING ACCESS - ANNUAL SUBSCRIPTION 27 SEPTEMBER 2023 – 26 SEPTEMBER 2024	-1705.00
EFT31739	08/11/2023	GRAYT MAINTENANCE SOLUTIONS	MONTHLY RUBBISH TRUCK HIRE - OCTOBER 2023	-5399.96
EFT31740	08/11/2023	KICK SOLUTIONS	ADMINISTRATION TRAINEE BADGE INCLUDING DELIVERY	-40.00
EFT31741	08/11/2023	MARKET FORCE PTY LTD	ADVERTISEMENT FOR TENDER 2023/2024-02 - FINGER JETTY IN WEST AUSTRALIAN 11 OCTOBER 2023	-496.83
EFT31742	08/11/2023	MIDWEST COURIERS	FREIGHT - PICK UP TIMBER FROM M&B TRADE CENTRE INCLUDES FUEL LEVY	-50.60

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT31743	08/11/2023	MAHJAE PTY LTD T/A WHITNEY CONSULTING	GRANT ESSENTIALS WORKSHOP INCLUDING TRAVEL, ACCOMMODATION AND CAR HIRE	-3938.00
EFT31744	08/11/2023	XL2	MANAGED IT SERVICES	-330.00
EFT31745	08/11/2023	SHARK BAY STATE EMERGENCY SERVICE UNIT INC	2ND QUARTER LGGS 2023 / 2024	-14796.65
EFT31746	08/11/2023	SHARK BAY BAKERY	CATERING FOR CHILDRENS WEEK 23 AND 26 OCTOBER 2023 (GRANT FUNDED)	-659.60
EFT31747	08/11/2023	STATEWIDE BEARINGS	TIMKEN TAPERED BEARINGS FOR HPORTR SEMI-TRAILER (P155)	-1039.76
EFT31748	08/11/2023	SHARK BAY SKIPS PTY LTD	MONTHLY SKIP BIN LIFTS USELESS LOOP / SHARK BAY ROADS OCTOBER 2023 - ONCHARGEABLE TO MAINROADS AND DBCA	-4276.80
EFT31749	08/11/2023	SHARK BAY COMMUNITY RESOURCE CENTRE	SHARK BAY RECREATION CENTRE MANAGEMENT - OCTOBER 2023	-8208.75
EFT31750	08/11/2023	MOORE AUSTRALIA	CONTRACT FINANCIAL SERVICES TASKS - COMPILATION OF 2022/2023 ANNUAL FINANCIAL REPORT	-26180.00
EFT31751	08/11/2023	SHIRE OF CARNARVON	CONTRIBUTION TO THE COMMUNITY EMERGENCY SERVICES MANAGER (CESM) FOR 01 JULY TO 30 SEPTEMBER 2023	-5143.90
EFT31752	08/11/2023	SUN CITY BATTERIES	NEUTON POWER G31-1000 12V BATTERIES FOR FREIGHTLINER PRIME MOVER (P174)	-1098.00
EFT31753	08/11/2023	TOWN PLANNING INNOVATIONS	GENERAL PLANNING SERVICES - OCTOBER 2023	-3093.75
EFT31754	08/11/2023	TOTALLY WORKWEAR	DEPOT STAFF UNIFORMS	-7854.59
EFT31755	08/11/2023	WILLIAM BUCK AUDIT (WA) PTY LTD	AUDIT FEES FOR THE GRANT ACQUITTALS OF ROAD TO RECOVERY AND LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAMS 2022/2023	-6270.00
EFT31756	09/11/2023	LGISWA	SHIRE PROPERTY INSURANCE 30 JUNE 2023 TO 30 JUNE 2024 - 2ND INSTALMENT	-161541.65

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT31757	10/11/2023	WESTRAC EQUIPMENT PTY LTD	PURCHASE OF NEW CATERPILLAR MULTI WHEELED ROLLER (P216) INCLUDING LICENSING TO REPLACE P187	-168587.85
EFT31759	14/11/2023	AUSTRALIAN TAXATION OFFICE	PAYROLL DEDUCTIONS	-22992.00
EFT31760	15/11/2023	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-783.75
EFT31761	15/11/2023	CHERYL LORRAINE COWELL	RETURN OF ELECTION DEPOSIT 2023	-100.00
EFT31762	15/11/2023	BEAVIS & SMITH CLEANING & CHEMICALS	PENSIONER UNIT 4 - VACATE CLEAN, GAS BOTTLES FOR BARBECUES AT PUBLIC FACILITIES, TOILET PAPER FOR ADMINISTRATION OFFICE	-630.20
EFT31763	15/11/2023	ELGAS LIMITED	GAS BOTTLE FOR BUSH CREW	-217.42
EFT31764	15/11/2023	SHARK BAY FUEL FISHING AND CAMPING CENTRE	MONTHLY ACCOUNT - OCTOBER 2023	-90.00
EFT31765	15/11/2023	BARRY J GOOCH	CROSSOVER REIMBURSEMENT – 22 HUGHES ST	-1000.00
EFT31766	15/11/2023	REFUEL AUSTRALIA	CORRECTION TO POSTING PERIOD - MONTHLY FUEL & OILS ACCOUNT JUNE 2023	-13680.16
EFT31767	15/11/2023	THINK WATER GERALDTON	SCHEDULE 18 PVC T PIECES FOR FORESHORE GARDENS	-323.75
EFT31768	15/11/2023	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT - SUNCITY BATTERIES, SUPERIOR PAK	-404.90
EFT31769	15/11/2023	MIDWEST COURIERS	FREIGHT - BLOCKMASTERS, TOTALLY WORKWEAR AND TOTAL UNIFORMS	-1846.85
EFT31770	15/11/2023	SHARK BAY MARINE AND HARDWARE	MONTHLY HARDWARE ACCOUNT - OCTOBER 2023	-656.47
EFT31771	15/11/2023	MARK CORBETT SMITH	RETURN OF ELECTION DEPOSIT 2023	-100.00
EFT31772	15/11/2023	PUSH MOBILITY PTY LTD	MOBI-CHAIR, SANDCRUISER BEACH WHEELCHAIR, MOBI-MAT BEACH ACCESS MATTING AND MOBI ROLL'N STOW FOR DISABILITY BEACH/WATER ACCESS (LRCI)	-47454.00
EFT31773	15/11/2023	XL2	MANAGED IT SERVICES	-41.25
EFT31774	15/11/2023	PIETR JON STUBBERFIELD	RETURN OF ELECTION DEPOSIT 2023	-100.00
EFT31775	15/11/2023	MP ROGERS & ASSOCIATES	PROJECT MANAGEMENT CHARGES FOR DENHAM FINGER JETTY	-1709.12
EFT31776	15/11/2023	GREGORY LEON RIDGLEY	RETURN OF ELECTION DEPOSIT 2023	-100.00

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT31777	15/11/2023	LYONS ENTERPRISES-SHARK BAY CAR HIRE	MONTHLY CAR HIRE FOR VISITING MEDICAL STAFF INCLUDING FUEL - OCTOBER 2023	-1128.60
EFT31778	15/11/2023	SHARK BAY SUBBRANCH RSL	SPONSORSHIP FOR REMEMBRANCE DAY 2023	-500.00
EFT31779	15/11/2023	SHARK BAY COMMUNITY RESOURCE CENTRE	COMMUNITY ASSISTANCE GRANT FOR KINDY GYM EQUIPMENT AND CHRISTMAS PARTY - ROUND 1 2023/2024	-2447.50
EFT31780	15/11/2023	MOORE AUSTRALIA	NUTS AND BOLTS WORKSHOP 24 NOVEMBER 2023 FOR FINANCE OFFICER REVENUE AND GENERAL FINANCE ADMINISTRATION OFFICER	-1848.00
EFT31781	15/11/2023	THE BLOCK MAKERS	LIMESTONE BLOCKS FOR WALL REPLACEMENT AT EAST END OF FORESHORE	-1778.60
EFT31782	15/11/2023	TRUCKLINE PARTS CENTRE	GREASE SEALS INCLUDING FREIGHT FROM PERTH TO GERALDTON FOR HPORTR SEMI-TRAILER (P155)	-82.72
EFT31783	15/11/2023	WESTRAC EQUIPMENT PTY LTD	CUTTING EDGES, BOLTS AND NUTS FOR CATERPILLAR GRADER (P210)	-5234.24
EFT31784	15/11/2023	MARIE ANNE GAMBLE	RENT SUBSIDY FOR DENHAM DAY CARE EDUCATOR - 22 OCTOBER TO 18 NOVEMBER 2023 (4 WEEKS)	-2000.00
EFT31786	27/11/2023	WA HINO	SUPPLY OF NEW HINO 300 SERIES 817 4x4 TRUCK (P217) INCLUDING LICENSING - TRADE IN OF HINO 300 SERIES 817 CREW (P178)	-74285.75
EFT31787	30/11/2023	ABROLHOS COLLECTIVE	SBDC MERCHANDISE - TUMBLERS AND WINE GLASSES INCLUDING FREIGHT	-925.00
EFT31788	30/11/2023	SHARK BAY AVIATION	CHARTER FLIGHT TO CARNARVON RETURN FOR CEO, WORKS MANAGER AND SHIRE PRESIDENT FOR GASCOYNE REGIONAL ROAD GROUP AND WALGA ZONE MEETING	-975.00
EFT31789	30/11/2023	BUNNINGS BUILDING SUPPLIES PTY LTD	WHEEL OFFSET FLATFREE EASY ROLL FOR DEPOT	-134.59
EFT31790	30/11/2023	BOOLBARDIE COUNTRY CLUB INC	COMMUNITY ASSISTANCE GRANT - ROUND 1 2023/2024 BOOLBARDIE COUNTRY CLUB,	-2000.00

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
			UPGRADE OF FIRST AID EQUIPMENT AND DEFIBRILLATOR	
EFT31791	30/11/2023	BOB WADDELL & ASSOCIATES	CONTRACT RATES OFFICER CHARGES	-123.75
EFT31792	30/11/2023	BLACKWOODS ATKINS	VARIOUS SAFETY EQUIPMENT AND WORKSHOP CONSUMABLES FOR DEPOT	-738.00
EFT31793	30/11/2023	D. A. CHRISTIE PTY LTD	THREE BARBECUES, CABINETS AND SOLAR BATTERY KITS INCLUDING FREIGHT FOR LITTLE LAGOON (LRCI)	-30758.20
EFT31794	30/11/2023	DEPARTMENT OF BIODIVERSITY, CONSERVATION AND ATTRACTIONS	REFUND OF DENHAM HALL HIRE BOND AND KEY FOB BOND - VENUE HIRE 31 OCTOBER TO 03 NOVEMBER 2023	-400.00
EFT31795	30/11/2023	GERALDTON HYDRAULICS	HYDRAULIC HOSE FOR KOBELCO EXCAVATOR (PP127)	-693.00
EFT31796	30/11/2023	THINK WATER GERALDTON	20x HUNTER PGP ULTRA GEAR DRIVE SPRINKLERS FOR FORESHORE PARKS	-649.95
EFT31797	30/11/2023	HORIZON POWER	SHIRE PROPERTIES ELECTRICITY CHARGES - OCTOBER 2023	-6954.45
EFT31798	30/11/2023	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT - THINK WATER, JASON SIGNMAKERS AND CJD EQUIPMENT	-968.77
EFT31799	30/11/2023	LANDGATE (WA LAND INFORMATION AUTHORITY)	GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE NO G2023/09	-74.15
EFT31800	30/11/2023	MIDWEST FIRE PROTECTION SERVICE	BIANNUAL SERVICE OF FIRE EQUIPMENT – ALL SHIRE PROPERTIES	-2413.18
EFT31801	30/11/2023	NICHOLAS ROBERT THAKE	SBDC MERCHANDISE - PHOTOGRAPHY PRINTS	-2788.50
EFT31802	30/11/2023	OFFICEWORKS LTD	STATIONERY ORDER FOR DEPOT - NOVEMBER 2023	-46.95
EFT31803	30/11/2023	PURCHER INTERNATIONAL PTY LTD	EXPANSION VALVE ASSY FOR FREIGHTLINER PRIME MOVER (P174)	-87.71
EFT31804	30/11/2023	XL2	MONTHLY WORKSTATION MONITORING AND SUPPORT, WEBROOT ENDPOINT PROTECTION, BACKUP SERVICES, MANAGEMENT FOR VOIP	-2260.25

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
			PHONE SYSTEM AND COMPUTER LICENCES - DECEMBER 2023	
EFT31805	30/11/2023	BUCKINGHAM PEWTER	SBDC MERCHANDISE - DIRK HARTOG AND DE VLAMINGH PEWTER REPLICAS INCLUDING FREIGHT	-1913.67
EFT31806	30/11/2023	SOFIE ALICE HAYES (SOFIE SEYAH ILLUSTRATION)	SBDC MERCHANDISE - BLANKETS, SCARVES AND CALENDARS	-2475.00
EFT31807	30/11/2023	TELSTRA LIMITED	BUSH FIRE BRIGADE SATELLITE PHONES - 14 NOVEMBER TO 13 DECEMBER 2023	-91.05
EFT31808	30/11/2023	SHARK BAY WAR ON WASTE	COMMUNITY ASSISTANCE GRANT - ROUND 1 2023 / 2024 - SHARK BAY WAR ON WASTE, RECYCLING BLISTER PACKS	-1008.00
			TOTAL	\$678,473.28

**SHIRE OF SHARK BAY – MUNI
ELECTRONIC PAYROLL TRANSACTIONS
NOVEMBER 2023**

DATE	NAME	DESCRIPTION	AMOUNT
07/11/2023	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 5 NOVEMBER 2022	\$73,236.06
20/11/2023	PAYROLL	EMPLOYEE NET PAY FOR FORTNIGHT ENDING 19 NOVEMBER 2022	\$82,799.28
		TOTAL	\$156,035.34

**SHIRE OF SHARK BAY
NOVEMBER 2023
POLICE LICENSING TRANSACTION #222329**

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
222329	30/11/2023	COMMISSIONER OF POLICE	POLICE LICENSING NOVEMBER 2023	13,040.75
			TOTAL	13,040.75

13 DECEMBER 2023

11.0 TOWN PLANNING REPORT

11.1 PROPOSED OFFICE AND ABLUTIONS - LOT 277 (132) DAMPIER ROAD, DENHAM P4035

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Stubberfield
Seconded Cr Ridgley

Council Resolution

That Council:

- A. Approve the Development Application for an office and ablutions on Lot 277 (132) Dampier Road, Denham subject to the following conditions and footnotes:**
- 1. The plans lodged with the application shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer.**
 - 2. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into road reserve unless otherwise approved in writing by the Chief Executive Officer.**
 - 3. If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.**

Footnotes:

- (a) Please be advised that a separate Building Permit may be required. Please liaise with the City of Greater Geraldton who provide building services to the Shire of Shark Bay in regard to construction requirements.**
- 2. Note that Lot 277 is within a declared bushfire prone area, and support the planning application without a Bushfire Attack Level assessment for the following reasons:**

13 DECEMBER 2023

- (a) The proposal is incidental to the existing Horizon Power infrastructure and there is no real intensification of land use. The development replaces existing buildings on the lot.
- (b) A Bushfire Attack Level dictates any higher construction standards for habitable buildings only.

6/0 CARRIED

BACKGROUND

Lot 277 has an approximate area of 1.85 hectares and contains an existing power station.

A location plan is included below for ease of reference.

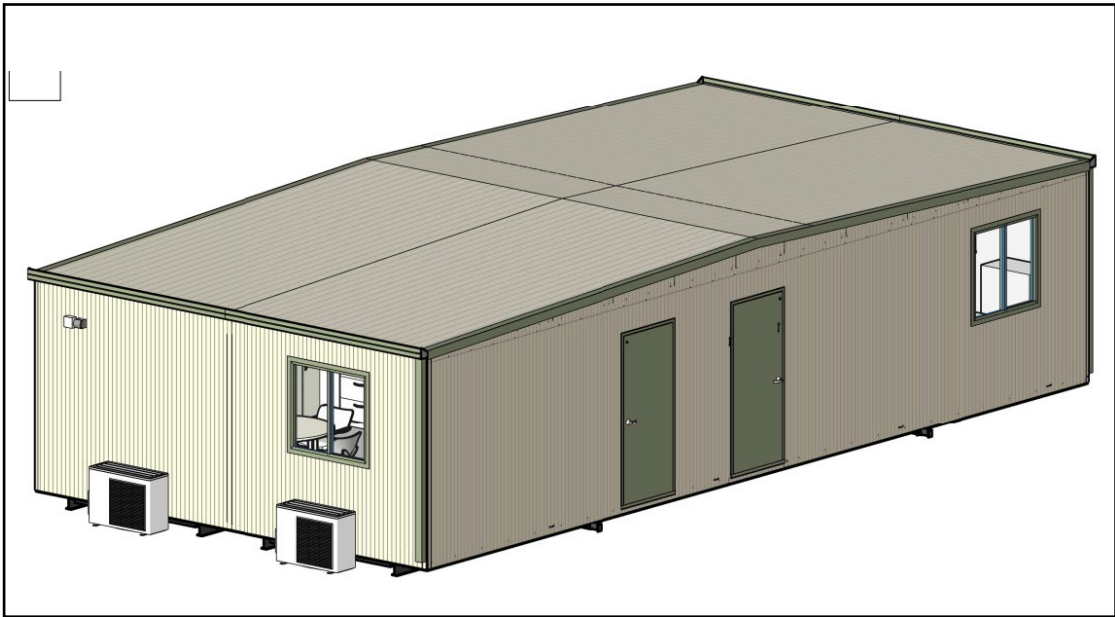


Above: Location Plan

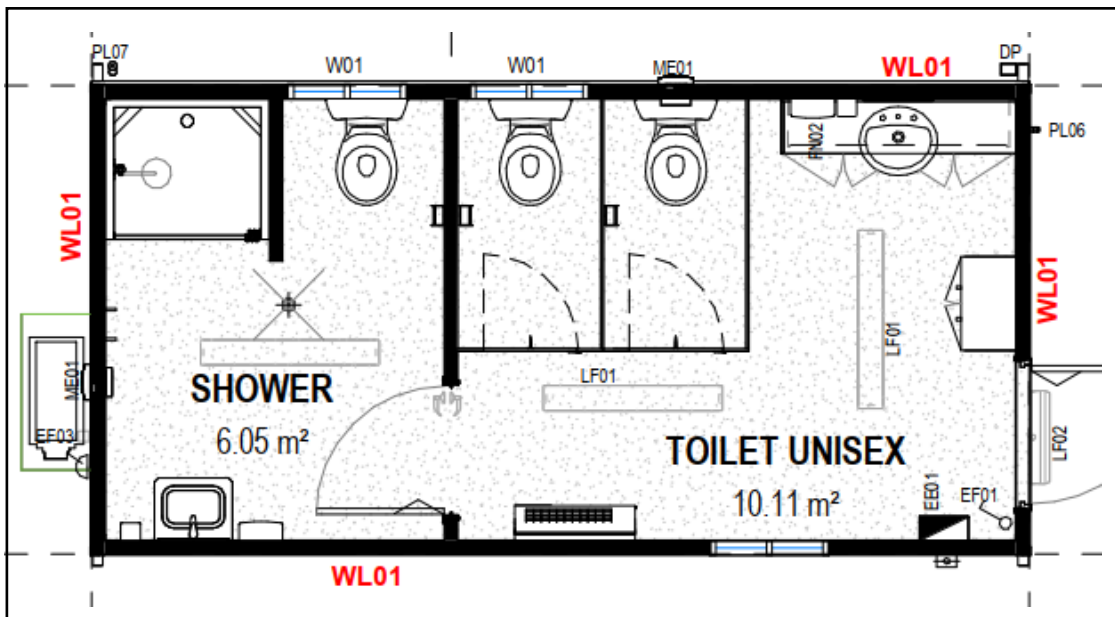
COMMENT

- *Description of Application*

The applicant has advised that there is an existing old, combined office/ablution building on site which is proposed to be replaced.

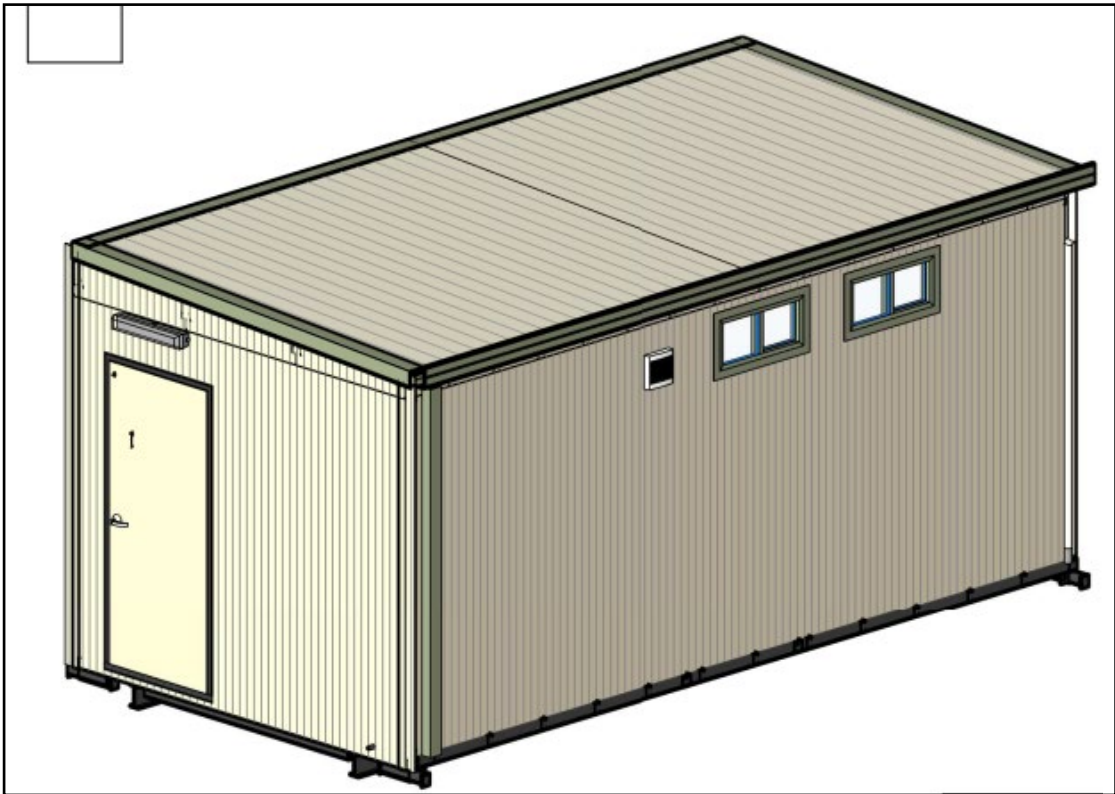


Above: Office Elevation Plan



Above: Ablutions Floor Plan

13 DECEMBER 2023



Above: Ablutions Elevation Plan

- **Zoning and Proposed Land Use / Works**

The lot is zoned 'General Industry' under the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme).

An 'office' is listed as an 'I' use in the General Industry zone under 'Table 1: Zoning Table' of the Scheme. The 'I' symbol '*means that the use is permitted if it is incidental, ancillary or subordinate to the predominate use of the land and it complies with all relevant development standards or requirements of this Scheme*'.

Planning approval is required for the proposed works.

- **Setbacks**

Under Clause 32.5 a 6 metre front and rear setback is required. Both buildings will be in excess of 26 – 30 metres to the east and south of Dampier Road.

- **State Planning Policy 3.7 – Planning for Bushfire Protection**

Under the 'deemed provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* Council is to have 'due regard' to any state planning policy. This essentially means Council has an obligation to give proper, genuine and realistic consideration to the requirements of 'State Planning Policy 3.7: Planning in Bushfire Prone Areas'.

13 DECEMBER 2023

The Shire has a mandatory obligation to consider State Planning Policy 3.7 when making a decision on any application where the lot is within a designated bushfire prone area.

Mapping identifying Bushfire Prone Areas is available through the Department of Fire and Emergency Services website. The lot is within the declared bushfire prone area (pink area).

Under the Policy all planning applications in Bushfire Prone Areas are to be accompanied by a Bushfire Attack Level assessment.

Despite the above, application of the Policy is to be pragmatically applied by the decision maker.

Town Planning Innovations is of the view that an exemption to State Planning Policy 3.7 should be applied given that:

- a) The use is ancillary to existing development and will not significantly increase bushfire risk; and
- b) A Bushfire Attack Level dictates any higher construction standards for habitable buildings only; and
- c) The development simply places existing older buildings on the lot.

It is recommended that Council support an exemption from a Bushfire Attack Level as part of the planning process.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 -

Clause 61(2)(b) exempts permitted uses from the need for planning approval, except where there is a works component.

Clause 67 outlines 'matters to be considered by Council' including and not limited to the aims and provisions of the Scheme, orderly and proper planning, any approved state policy, the compatibility of the development with its setting including to development on adjoining land, amenity, loading, access, traffic and any submissions received on a proposal.

Shire of Shark Bay Local Planning Scheme No 4 – Explained in the body of this report.

POLICY IMPLICATIONS

There are no policy implication relative to this report.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for planning advice.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

There are no known risks associated with the item.

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

Date of Report

5 December 2023

13 DECEMBER 2023

11.2 PROPOSED SOLAR FARM ON A PORTION OF RESERVE 1686 (ADJACENT TO RESERVE 49108) TO SERVICE MONKEY MIA DOLPHIN RESORT RES1686

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Fenny
Seconded Cr Bellottie

Council Resolution

That Council adjourn the meeting at 314pm to ask questions of Mr Chris Clifton from the RAC in regard to the Solar Farm item.

6/0 CARRIED

The President reconvened the Ordinary Council meeting at 3.30 pm.

Moved Cr Fenny
Seconded Cr Bellottie

Council Resolution

That Council:

1. **Note that the Shire of Shark Bay has a joint Management Order over Reserve 1686 with the Department of Biodiversity, Conservation and Attractions.**
2. **Note that as the solar farm is proposed on a crown land reserve, the planning application form has been signed by the Department of Planning, Lands and Heritage.**
3. **Note that the application is being advertised for public comment until 11 December 2023. At the time of writing this report one submission had been received.**
4. **Pursuant to Clause 82(1) and 82(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine the application for a renewable energy facility (solar farm) and ancillary equipment on Lot 555 (Reserve 1686) Monkey Mia Road, Denham.**
5. **Note that there is a separate Item No 11.3 in this agenda on a proposed boundary re-alignment between Reserve 1686 and Reserve 49108.**

6/0 CARRIED

13 DECEMBER 2023

BACKGROUND

- ***Context for Application***

RAC is the operator of the Monkey Mia Dolphin Resort in Monkey Mia.

The Monkey Mia Dolphin Resort offers a variety of accommodation options including self-contained villas and rooms, caravan sites, camping areas and dormitory style accommodation, as well as guest facilities including a restaurant and resort pools.

There is no reticulated power service to Monkey Mia Dolphin Resort due to its remote location.

The resort currently provides its own power (and power for the adjacent Monkey Mia Visitor Centre) through use of diesel generators which are located within a separate Reserve (49108), located to the south of Monkey Mia Road and approximately 500 metres south of Monkey Mia Dolphin Resort.

- ***Reserve 49108 and Reserve 1686 Management Orders***

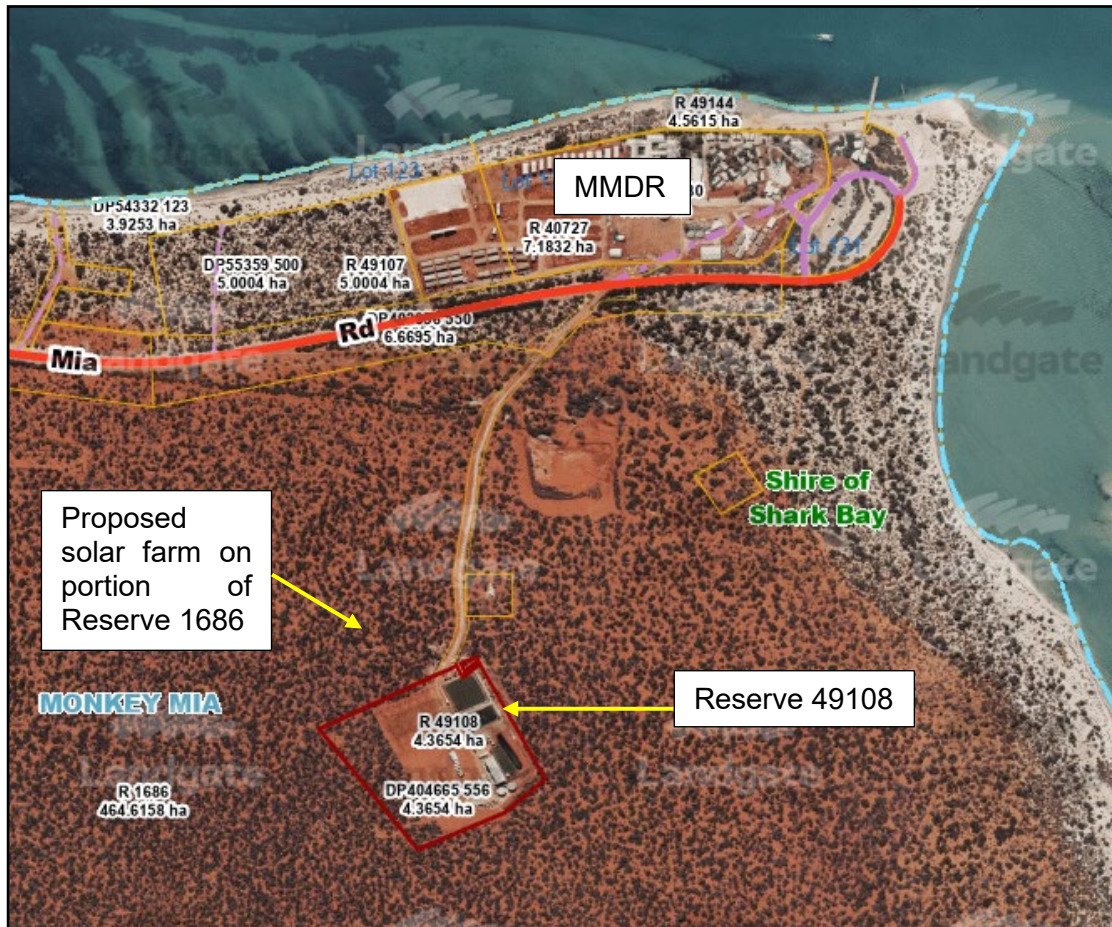
The Shire has a Management Order over Reserve 49108, and there is a lease arrangement that is assigned to RAC.

Reserve 49108, which contains existing infrastructure for the Monkey Mia Dolphin Resort, is a separate reserve surrounded by Reserve 1686.

The Shire has a joint Management Order over Reserve 1686 with the Department of Biodiversity, Conservation and Attractions.

A plan showing both reserve locations is included over page.

13 DECEMBER 2023



Above: Location Plan

COMMENT

• **Description of Proposal**

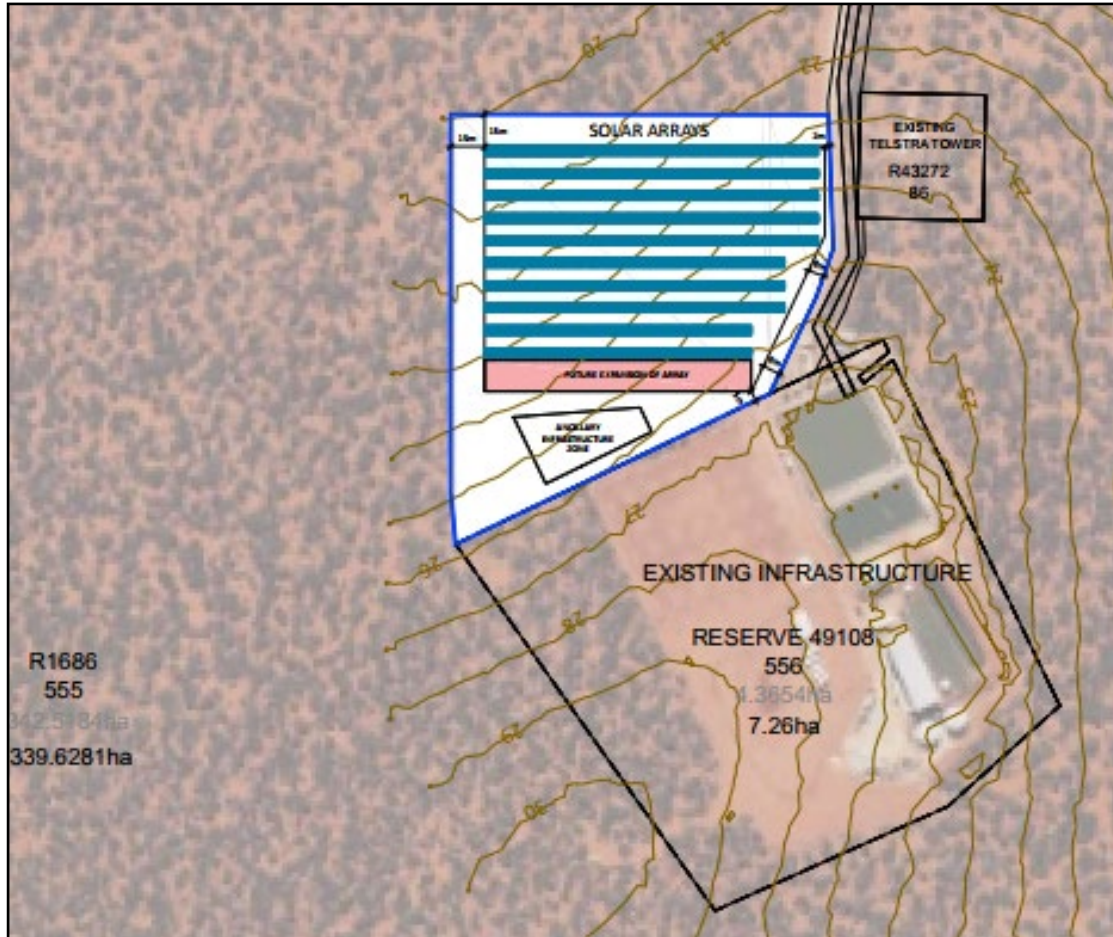
The applicant has advised as follows:

- a) Whilst the use of diesel generators for power to Monkey Mia Dolphin Resort has provided a reliable power source, RAC are seeking to implement a sustainable power source for the future for the resort in the form of solar farm.
- b) The introduction of a solar farm for generation of solar power for Monkey Mia Dolphin Resort aligns with the vision of RAC to 2030 being “A safer, sustainable and connected future for Western Australians”.
- c) With the introduction of the solar farm, it is intended that 90% of the power needs of Monkey Mia Dolphin Resort will be met by solar power, with the diesel generators likely only being used during peak demand periods or in the event of an emergency/back up.
- d) Reserve 49108 accommodates the diesel generators used for power for Monkey Mia Dolphin Resort, and the effluent treatment plant and water treatment plant for Monkey Mia Dolphin Resort. There is insufficient space within Reserve 49108 to accommodate the proposed solar farm.
- e) As the power infrastructure already exists to transport (diesel generated) power from Reserve 49108 to Monkey Mia Dolphin Resort, it is proposed to locate the

13 DECEMBER 2023

solar infrastructure near to the existing diesel power infrastructure on adjacent Reserve 1686.

The solar farm is proposed on a 2.89-hectare portion of Reserve 1686, immediately adjacent to Reserve 49108 – refer plan over page.



Above: Extract of Applicants' Site Plan

The solar array will consist of ten (10) rows of panels, with an area for ancillary infrastructure.

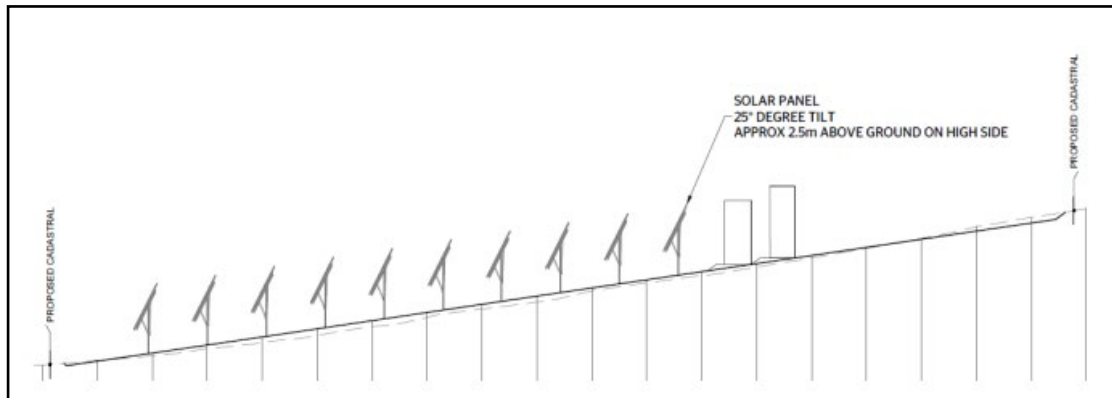
The applicant has advised that the layout is subject to finalisation in terms of the number of panels and the extent of the ancillary infrastructure, however, the design will be such that the panels and infrastructure will be a minimum of 15 metres from the eastern and northern proposed boundaries to the reserve.

Concurrent to this application, the applicant is seeking Council support for a boundary realignment between Reserve 49108 and Reserve 1686 – refer separate Item 11.3.

The length (east – west) of each of the rows of solar panels depends on the location. The northern most panels extend a length of 320 metres with the southernmost arrays will measure approximately 125 metres in length.

13 DECEMBER 2023

Each solar panel will be 2.5 metres in height and will be installed to form a long row of solar panels to create arrays. The solar panels will be stationary and are not designed to follow the sun – refer to the elevation overpage.



Above: Elevation

- **Ancillary Infrastructure**

The ancillary infrastructure includes transformers and cabinets associated with the solar infrastructure. This would include:

- Inverters and Ancillary Electrical Infrastructure: 4 enclosures approximately 12.2m (length) x 2.4m (width) x 2.6m (height) each.
- A substation being a metal box of 6m x 6m x 2m; and
- A battery Energy Storage System enclosure being 12m (length) x 5m (width) x 2.7m (height).

An example of a battery storage cabinet is included below.



13 DECEMBER 2023

- **Existing Access**

There is an existing gated access to Reserve 49108 and the proposed solar farm.



Above: Existing access to Reserve 49108 and the proposed solar farm.

- **Visual Impact**

The applicant and RAC held several meetings with Town Planning Innovations and the Shire Chief Executive Officer prior to lodgement of this application, and were requested to look at visual impact from the:

1. Monkey Mia Dolphin Resort
2. Monkey Mia Road
3. Monkey Mia Jetty
4. Wulyibidi Yaninyina trail/lookout.

The photomontages are included as Attachment 1. Town Planning Innovations has added the applicants comment on each view to the photomontage pdf document for ease of reference.

Town Planning Innovations is of the view that the sight line sections and photomontages demonstrate that the solar farm will not have a high visual impact. The solar farm will not be visible from several locations due to existing vegetation and the distance to Monkey Mia Road (and the beach).

Where the solar farm may be visible, there will only be glimpses of it through existing vegetation.

Clause 32.14 of the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme) deals with visual impact near the coast or along major tourist routes.

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

A summary of the scheme requirements with the applicants' comments is included in a table.

Clause 32.14	Applicants Comments
<p>The local government is to have regard to the visual impact of any land use or development proposal for land adjacent to the coast or major tourist routes and may require the following to be addressed as part of a development application or as conditions of development approval;</p>	
<p>(a) Increased setbacks.</p>	<p>The proposed solar facility is located approximately 350m from the nearest road being Monkey Mia Road and more than 500m from the coastline. Therefore, the setback to the proposal is considered to be acceptable.</p>
<p>(b) Screening landscaping.</p>	<p>The location of the proposed solar farm is such that it is located central to Reserve 1686 and is surrounded by vegetation and accordingly will not be visible from Monkey Mia Road, the Wulyibidi Yaninyina trail and lookout, Monkey Mia Dolphin Resort, Monkey Mia Conservation Park Visitor Centre or the Jetty.</p> <p>The photo montage images, and sight line sections indicate that glimpses of the proposal may be visible from various locations, but these will be distant views with intermediate vegetation between any viewpoints and the solar farm.</p> <p>It is expected that glimpses only may be seen at certain locations and at certain times of the day, when the panels may glint, with the panels then being visible through broken vegetation.</p> <p>Any viewpoints from the ocean that provide glimpses of the solar farm will also include clear sight lines of the mobile phone tower, Monkey Mia Dolphin Resort and the Visitor Centre.</p> <p>However, the existing vegetation will form a screen between the proposed solar farm and any viewpoints from which the glimpses of the solar farm may be seen such that the solar farm will not be prominent with only glimpses being visible. The existing vegetation in Reserve 1686 is considered</p>

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

	<p>to form an effective landscape screen.</p> <p><i>Town Planning Innovations Note: The photomontages are included as Attachment 1.</i></p>
<p>(c) The use of colours and materials that in the opinion of the local government will be sympathetic to the local amenity and landscape.</p>	<p>The solar panels will be black in colour and are not capable of being painted an alternative colour. The panels are located such that they will not be prominently visible from any locations as demonstrated in the photo montages, with only glimpses being seen from some limited locations. Therefore, the colour of the panels is not an important consideration in the context of this application.</p>
<p>(d) Siting of development to maximise view corridors to the ocean from public roads or places.</p>	<p>The location of the solar infrastructure is such that it will not impact upon any view corridors to the ocean from public roads or places as they are located on higher ground. The location of the solar facility will not impact views of the ocean as there is no development or public roads south of the site in order to view the ocean.</p>
<p>(e) Building design to be compatible with any natural setting in the immediate vicinity.</p>	<p>The design of the solar farm is such that it is designed taking into account the natural slope of the land. The solar facility will be screened by the existing vegetation and not prominent from any points on the land in the vicinity, with only glimpses being available for some locations. The design within a limited height of 2.5m is comparable to the height of the surrounding vegetation, thus the vegetation forms a screen, with the design/colour of the panels being dark in nature, being compatible with the surrounding setting.</p> <p><i>Town Planning Innovations Note: The proposed development is not a building, therefore Clause 32.14 doesn't strictly apply.</i></p>

Town Planning Innovations agrees with the applicants comments and considers the matters under Clause 32.14 have been addressed. The only exception may be that the solar panels have to be black, and that colour may not ordinarily be seen to be 'sympathetic to the local amenity and landscape'.

Notwithstanding the colour issue (which is minor), it is noted that Council (or the Chief Executive Officer under delegated authority) has broad discretion to vary any requirement of Clause 32.14 in accordance with Clause 34. This means that there is discretion to approve colours and materials that may not be construed as being 'sympathetic to the local amenity and landscape.'

13 DECEMBER 2023

In exercising discretion under Clause 34 the decision maker:

- a) May advertise any non-compliance where it may adversely affect any owners or occupiers in the locality (which it will not);
- b) May only approve the application under Clause 34 if approval of the proposed development would be appropriate having regard to normal planning considerations (such as visual impact and amenity).

Town Planning Innovations supports the black colour of the solar panels as a variation of Clause 32.14(c) in accordance with Clause 34 of the Shire of Shark Bay Local Planning Scheme No 4 having regard that:

- i. The colour options are restricted simply due to the nature of the development;
- ii. The development will not adversely affect any owners or occupiers in the locality;
- iii. Approval of the proposed development would be appropriate having regard to normal planning considerations that are set out in clause 67 of the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015;
- iv. The solar farm will have significant setbacks to Monkey Mia Road;
- v. There is existing natural vegetation which surrounds the development; and
- vi. The applicant has lodged detailed photomontages demonstrating there will not be any significant visual impact from nearby public beaches.

It is important to note that the development is proposed on part of a reserve that is a significant distance from Monkey Mia Road and the beach, so that distance, combined with existing vegetation, helps to mitigate the use of black for the solar panels.

- **World Heritage**

Reserve 49108 and Reserve 1686 are within a Special Control Area for the Shark Bay World Heritage Property under the Shire of Shark Bay Local Planning Scheme No 4 (the Scheme).

Under Clause 37.1(a) of the Scheme, applicants can be requested to provide a coastal setback report. It is not considered necessary for the proposed development simply due to the distance proposed to the coastline. A coastal report was not required as part of previous applications for infrastructure within Reserve 49108.

Under Clause 37.1 of the Scheme *'the local government may require applicants to provide information to adequately assess the visual compatibility of development with world heritage values and coastal environments including and not limited to photomontages, artists perspectives and where deemed necessary a visual impact assessment generally in accordance with the state planning Visual Landscape Planning Manual or other relevant guidelines.'*

As detailed in the body of this report the applicant has provided detailed photomontages.

- **Consultation**

Shire Administration has advertised the application for public comment through a Public Notice on the Shire website, and formal referrals to the Shark Bay World

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

Heritage Advisory Committee, the Department of Biodiversity, Conservation and Attractions and the Department of Water, Environment and Regulations.

Although advertising closes on the 11 December 2023, government agencies were requested to try and lodge submissions by the 4 December 2023, as a report would be prepared for the December 2023 Council meeting.

At the time of writing this report, one submission had been received from Department of Water, Environment and Regulations.

Summary of Submission	Town Planning Innovations Comment
<p>1. Department of Water, Environment and Regulations</p> <p>The Department has identified that the proposal has the potential for impact on local environment values. Department of Water, Environment and Regulations provides the following advice.</p> <p>The proponents acknowledge that clearing of native vegetation will be required to enable the construction of the solar facility.</p> <p>Under section 51C of the <i>Environmental Protection Act 1986</i>, clearing of native vegetation is an offence unless:</p> <ul style="list-style-type: none"> • it is undertaken under the authority of a clearing permit, • it is done after the person has received notice under Section 51DA(5) that a clearing permit is not required, • the clearing is subject to an exemption. <p>Given the location of the proposed clearing (in an Environmentally sensitive area) and the purpose of the clearing, the clearing will not be exempt.</p> <p>Where the Department has a statutory role, planning applications should be considered prior to the Department issuing any relevant permits, licenses and/or approvals.</p>	<p>Noted.</p> <p>The applicant has submitted a development application report that confirms they will lodge a separate application to Department of Water, Environment and Regulations, and that a clearing permit from Department of Water, Environment and Regulations is required.</p> <p>The application proposes to clear a 2.9 hectare area. A Flora and Vegetation Survey Report has been lodged as part of the proposal.</p> <p>It is understood that prior to any clearing permit being issued, the proponent must obtain local government planning approval.</p>

• **State Planning Policy 3.7 – Planning in Bushfire Prone Areas**

Under the ‘deemed provisions’ of the *Planning and Development (Local Planning Schemes) Regulations 2015* Council is to have ‘due regard’ to any state planning policy. This essentially means Council has an obligation to give proper, genuine and realistic consideration to the requirements of ‘State Planning Policy 3.7: Planning in Bushfire Prone Areas’ (State Planning Policy 3.7).

13 DECEMBER 2023

The Shire has a mandatory obligation to consider State Planning Policy 3.7 when making a decision on any application where the lot is within a designated bushfire prone area.

The Western Australian Planning Commission released State Planning Policy 3.7 and associated Guidelines for Planning in Bushfire Prone Areas ('the Guidelines') in December 2015. These documents (as amended) apply to all land identified as Bushfire Prone.

Mapping identifying Bushfire Prone Areas is available through the Department of Fire and Emergency Services website. Reserve 1686 is within a declared bushfire prone area.

Section 2.6 of the Guidelines for Planning in Bushfire Prone Areas, dated December 2021 states that '*decision-makers can apply exemptions from the requirements of SPP 3.7 and these Guidelines where there is no intensification of land-use, and/or the proposal is not increasing the bushfire threat.*'

Town Planning Innovations recommends that the application be determined without a Bushfire Attack Level assessment for the following reasons:

- The proposal will not result in an intensification of land use that entails employees staying on site for any significant periods of time. There will only be the occasional employee attending the solar farm for maintenance;
- The development is non habitable;
- The development simply builds on existing infrastructure in adjacent Reserve 49108 that already services the Monkey Mia Dolphin Resort, and
- No Bushfire Attack Level was required for previous infrastructure applications within Reserve 49108.

The applicant has advised that the solar farm has been designed to provide asset protection zones around the solar array in order to minimise the risk of damage to the facility in the event of a bushfire, and minimise the risk of spread of a bushfire from the facility to the surrounding vegetation.

LEGAL IMPLICATIONS

- ***Shire of Shark Bay Local Planning Scheme No 4***

Reserve 49108 containing the existing wastewater treatment plant for the Monkey Mia Dolphin Resort is a Local Scheme Reserve for 'Infrastructure Services'. It is shown in yellow hatch on the Scheme map.

The solar farm is proposed within a portion of Reserve 1686 which is a Local Scheme Reserve for 'Public Open Space'. It is shown in green hatch on the Scheme map.

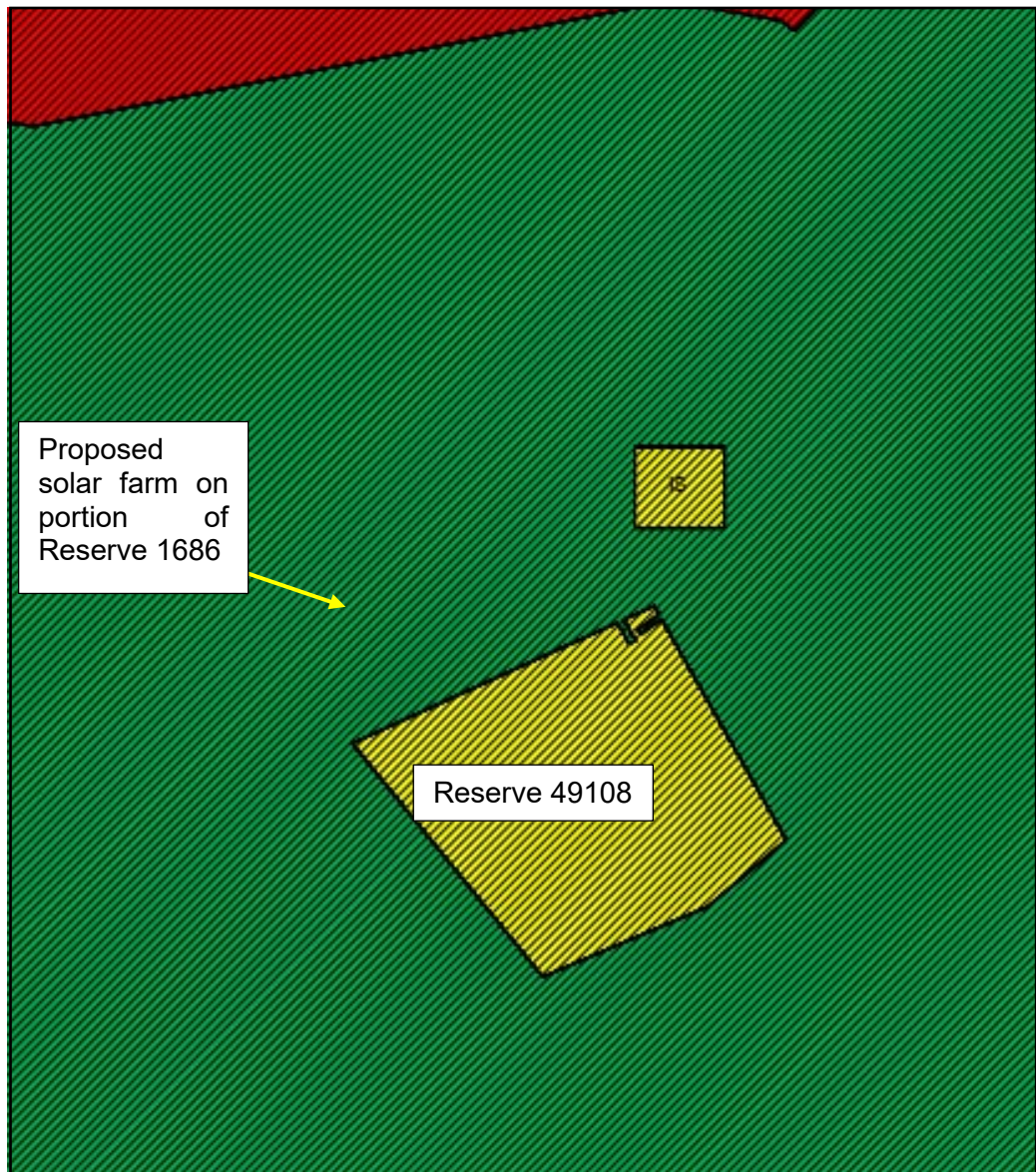
There are no prohibited land uses under the Scheme for Local Scheme Reserves, so Council has broad discretion to consider any land use in a local scheme reserve, including the proposed solar farm.

The relevant objectives of each local reserve are included in the table below:

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

Infrastructure Services	(i) Public Purposes which specifically provide for a range of essential infrastructure services.
Public Open Space:	<p>(i) To set aside areas for public open space, particularly those established under the <i>Planning and Development Act 2005</i> s.152.</p> <p>(ii) To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.</p> <p>(iii) Accommodate a wide range of development including and not limited to buildings, structures, landscaping, amenities, carparks, caravan parks, campsites, or other activities for the general enjoyment, relaxation, exercise, play or entertainment of the local community, visitors, tourists and the general public.</p>



Above: Extract of Scheme Map

13 DECEMBER 2023

Clause 32.14 deals with visual impact near the coast or along major tourist routes. It has been discussed in the body of this report under 'visual impact'.

Any of the requirements set out under Clause 32 (including Clause 32.14) can be varied by the local government under Clause 34.

In exercising discretion under Clause 34 the decision maker:

- a) May advertise any non-compliance where it may adversely affect any owners or occupiers in the locality (which it will not);
- b) May only approve the application under Clause 34 if approval of the proposed development would be appropriate, having regard to the matters that the local government is to have regard to in considering an application for development approval, as set out in clause 67 of the deemed provisions.

POLICY IMPLICATIONS

There are no Local Planning Policies relevant to this report.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Town Planning Innovations for planning advice.

STRATEGIC IMPLICATIONS

The potential expansion of Reserve 49108 can be earmarked as part of a review of the Shires Local Planning Strategy.

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

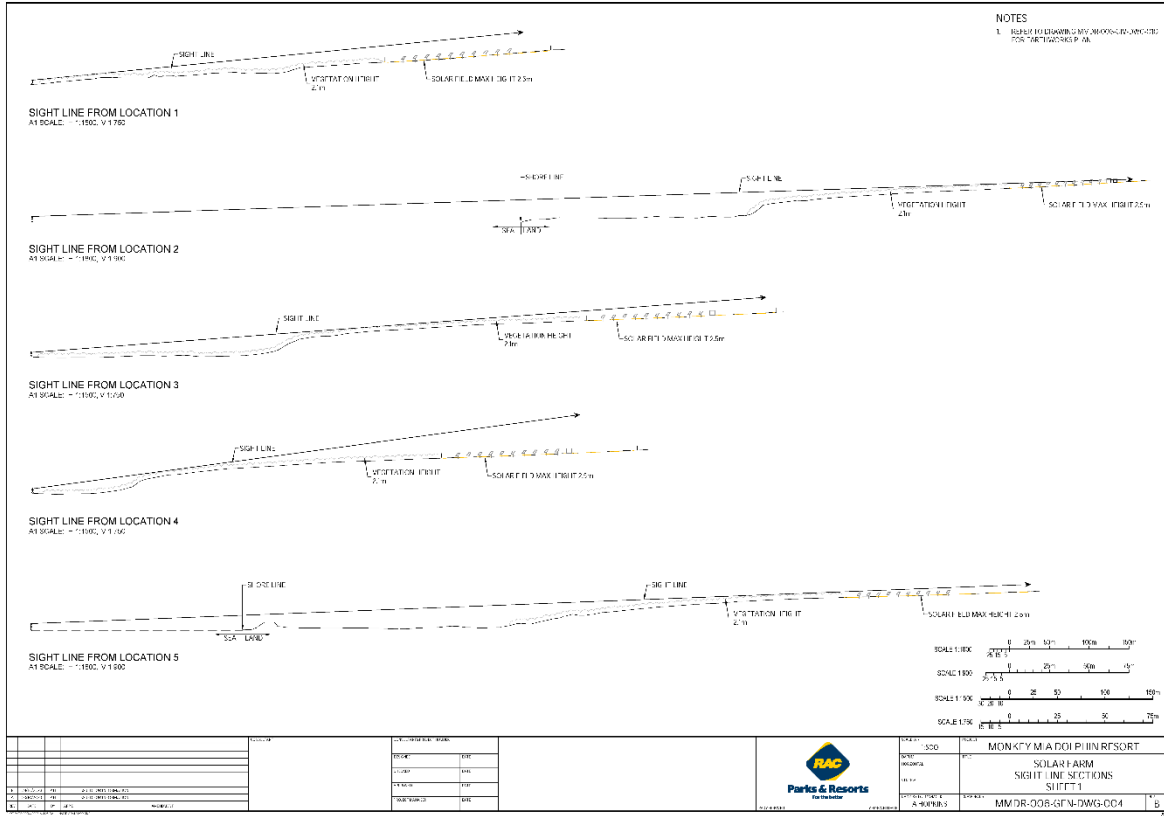
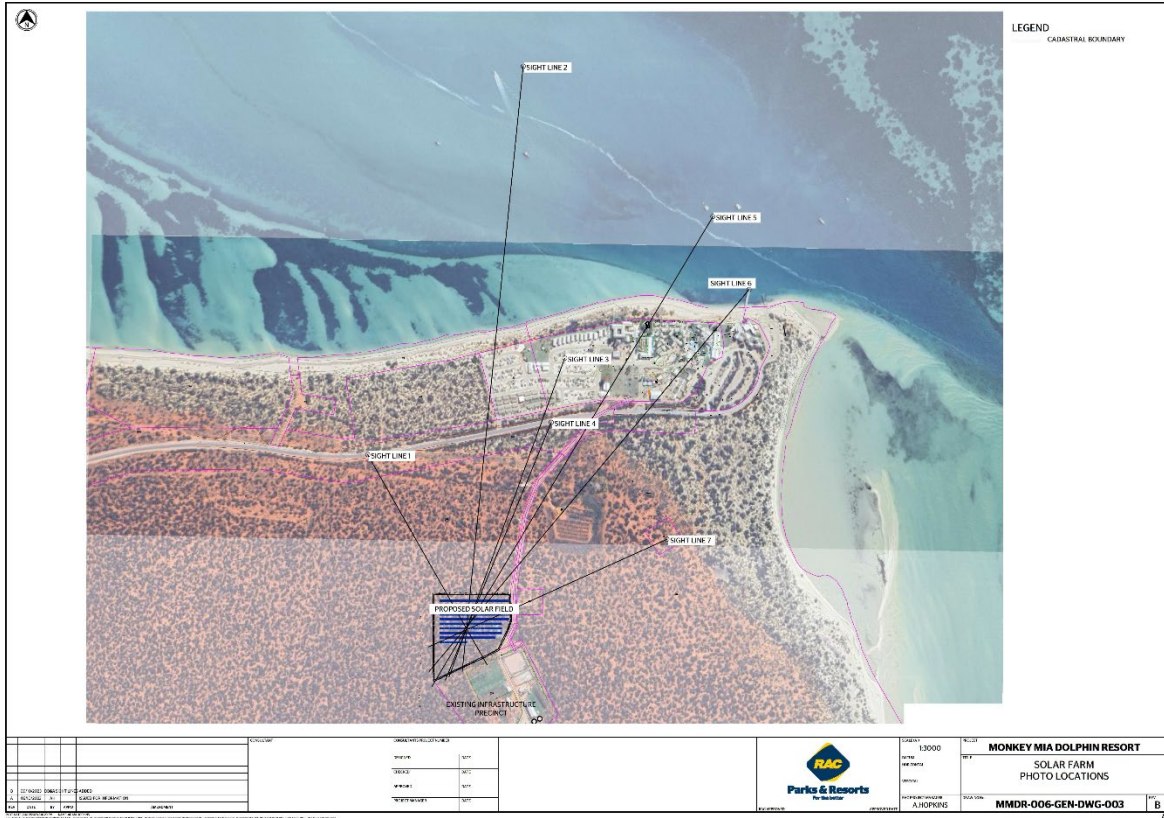
Date of Report

5 December 2023

MINUTES OF THE ORDINARY COUNCIL MEETING

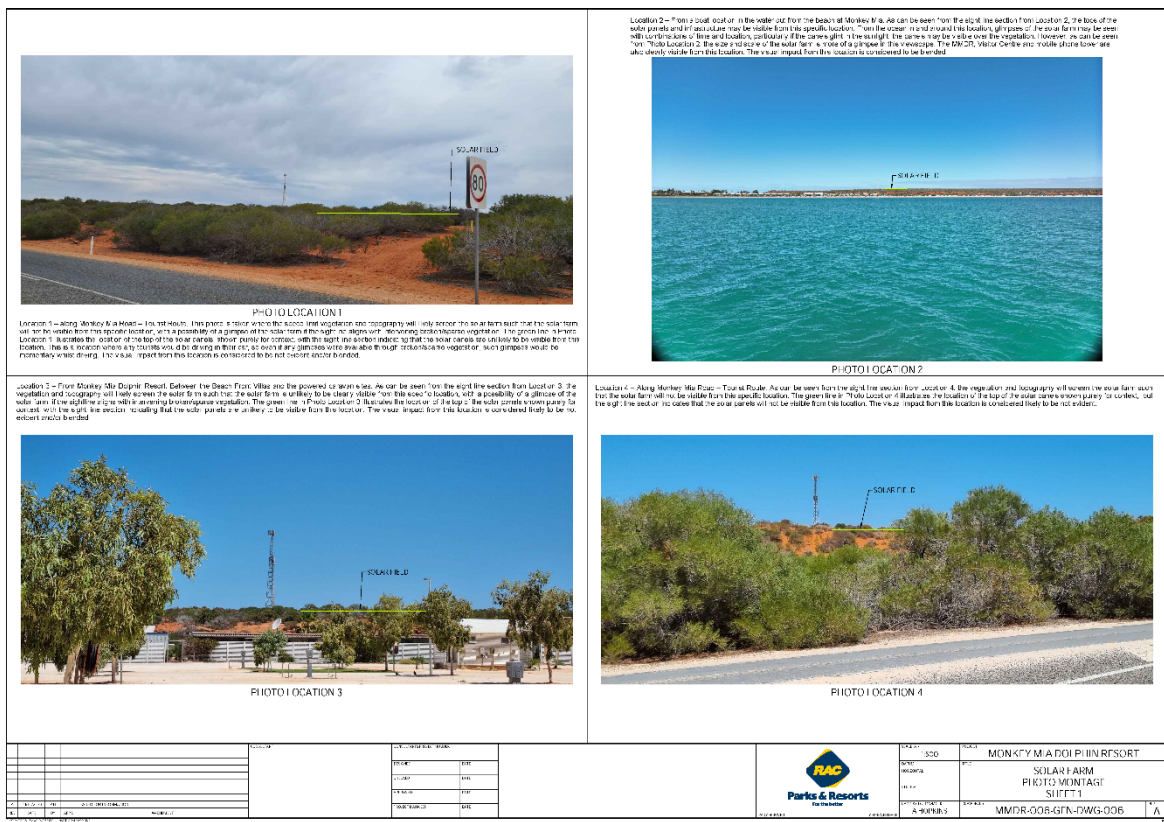
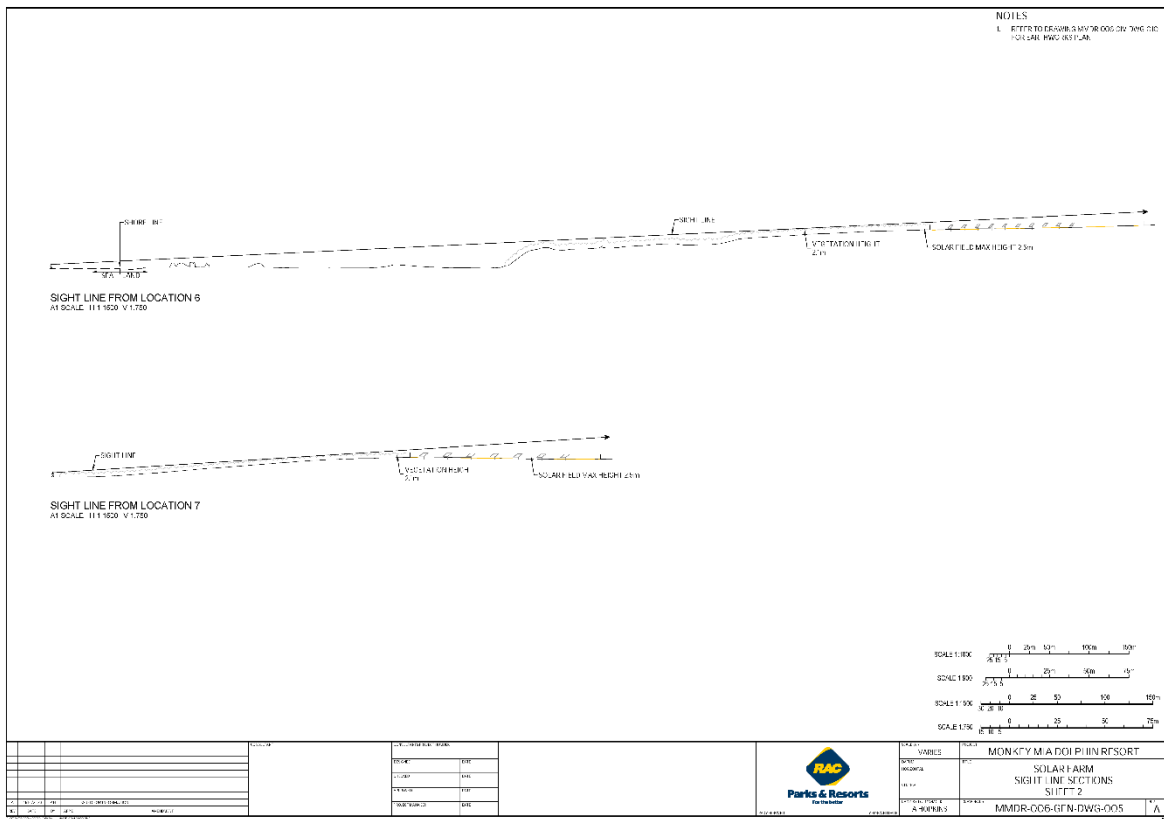
13 DECEMBER 2023

ATTACHMENT # 1



MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023



MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

Location 5 - From a boat, Location 5, the ocean wall from the beach at Monkey Mia, WA can be seen from the right line section from Location 5. The face of the solar panels and infrastructure may be visible from this specific location, through a clearing of low vegetation. From this location, a small wave, the location, glimmers. The solar farm may be seen with some shadows of the sea level, particularly the panels glimmers as high as the waves may be visible over the top of the vegetation. However, as can be seen from Photo Location 5, the distance of the solar farm is more of a light blue. The MMRP values on the wind turbine are also clearly visible from this location. The visual impact from this location is considered to be no avoid and/or screen.

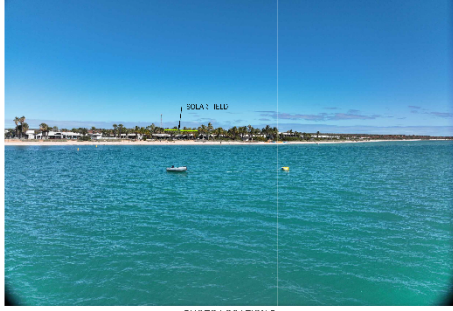


PHOTO LOCATION 5

Location 6 - From the pier at Monkey Mia, WA can be seen from the right line section from Location 6. The vegetation and topography will only screen the solar farm such that the solar farm will not be visible from this location, particularly on the view of the pier. The solar farm is visible from this location through the clearing of low vegetation. The solar farm may be seen with some shadows of the sea level, particularly the panels glimmers as high as the waves may be visible over the top of the vegetation. However, as can be seen from Photo Location 6, the distance of the solar farm is more of a light blue. The MMRP values on the wind turbine are also clearly visible from this location. The visual impact from this location is considered to be no avoid and/or screen.




PHOTO LOCATION 6

Location 7 - Windy at Monkey Mia, WA can be seen from the right line section from Location 7. The vegetation and topography will only screen the solar farm such that the solar farm will not be visible from this location, particularly on the view of the pier. The solar farm is visible from this location through the clearing of low vegetation. The solar farm may be seen with some shadows of the sea level, particularly the panels glimmers as high as the waves may be visible over the top of the vegetation. However, as can be seen from Photo Location 7, the distance of the solar farm is more of a light blue. The MMRP values on the wind turbine are also clearly visible from this location. The visual impact from this location is considered to be no avoid and/or screen.



PHOTO LOCATION 7

		MONKEY MIA DEVELOPMENT				350	MONKEY MIA DEVELOPMENT
		MONKEY MIA DEVELOPMENT					SOLAR FARM PHOTO MONTAGE
		MONKEY MIA DEVELOPMENT					SHEET 2
		MONKEY MIA DEVELOPMENT					MMDR-006-GRN-DWS-007

13 DECEMBER 2023

11.3 REQUEST FOR BOUNDARY RE-ALIGNMENT BETWEEN RESERVE 1686 AND RESERVE 49108, MONKEY MIA
RES 1686 / RES 49108

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Ridgley
Seconded Cr Vankova

Council Resolution

That Council:

1. **Note that the Shire of Shark Bay has a joint Management Order over Reserve 1686 with the Department of Biodiversity, Conservation and Attractions.**
2. **Resolve to support the proposed boundary realignment between Reserve 1686 and Reserve 49108 in Monkey Mia to accommodate a planned solar farm to service the Monkey Mia Dolphin Resort.**
3. **Authorise the Chief Executive Officer to write to the Department of Planning, Lands and Heritage to advise that -**
 - (a) **In accordance with Section 51 of the Land Administration Act 1997 the Minister is requested to expand the boundaries of Reserve 49108 by 2.9 hectares (through excision from Reserve 1686);**
 - (b) **The purpose of the expanded Reserve 49108 should remain as ‘power generation, effluent treatment and disposal, water treatment, resort infrastructure and related purposes’; and**
 - (c) **The Shire supports revisions being made as required to the Lease for any expanded Reserve 49108.**
4. **Note that there is a separate Item No 11.2 in this agenda on a proposed solar farm within a portion of Reserve 1686.**

6/0 CARRIED

Mr Chris Clifton left the Council Chamber at 3.33 pm.

BACKGROUND

- ***Context for Application***

RAC is the operator of the Monkey Mia Dolphin Resort in Monkey Mia.

13 DECEMBER 2023

The resort currently provides its own power (and power for the adjacent Monkey Mia Visitor Centre) through use of diesel generators which are located within a separate Reserve (49108), located to the south of Monkey Mia Road and approximately 500 metres south of Monkey Mia Dolphin Resort.

As the power infrastructure already exists to transport (diesel generated) power from Reserve 49108 to the Monkey Mia Dolphin Resort, RAC proposes a solar farm near to the existing diesel power infrastructure on a portion of Reserve 1686.

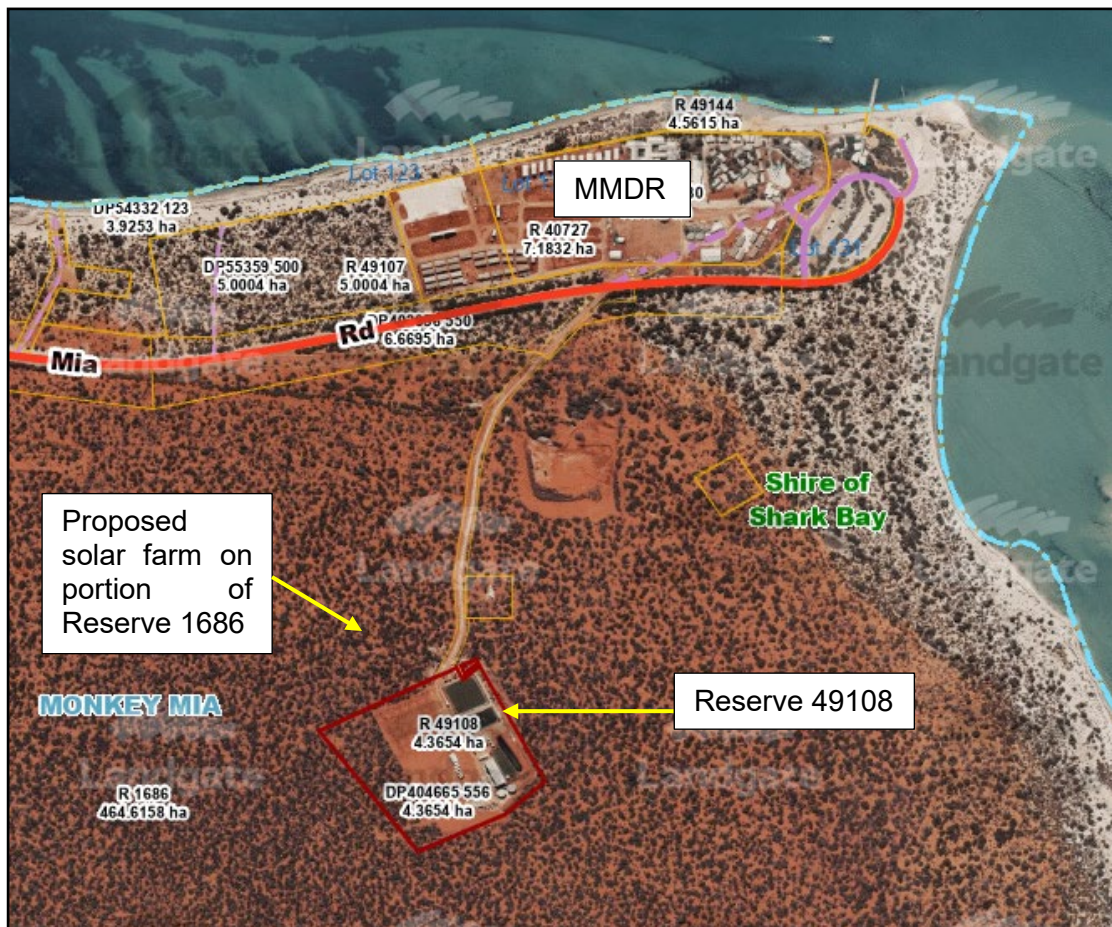
- **Reserve 49108 and Reserve 1686 Management Orders**

The Shire has a Management Order over Reserve 49108, and there is a lease arrangement that is assigned to RAC.

Reserve 49108, which contains existing infrastructure for the Monkey Mia Dolphin Resort, is a separate reserve surrounded by Reserve 1686.

The Shire has a joint Management Order over Reserve 1686 with the Department of Biodiversity, Conservation and Attractions.

A plan showing both reserve locations is included below.



Above: Location Plan

13 DECEMBER 2023

COMMENT

• **Description of Request**

The applicant has lodged a formal request seeking that:

1. The Shire of Shark Bay resolve to request that the Minister amend and realign the boundaries between Reserve 49108 and Reserve 1686; and
2. Advise the Minister and/or the Department of Planning Lands and Heritage that it supports modification to the existing lease to extend the lease boundary by 2.9 hectares.

The 2.9 hectare area would accommodate a proposed solar farm to service the Monkey Mia Dolphin Resort.



Above: Yellow hatched area proposed to be included in Reserve 49108 from Reserve 1686

The applicant has advised that the benefits of realigning the boundary between the reserves include:

- All infrastructure for the Monkey Mia Dolphin Resort would be located within one reserve;
- The proposed solar farm would be located within a reserve with a management purpose that is consistent with the intended purpose, being to provide infrastructure and more specifically a sustainable source of power to Monkey

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

Mia Dolphin Resort with a substantial reduction in greenhouse gas emissions.

The applicant has advised that the lease agreement between the Shire of Shark Bay and RAC will require modification given that the area of Reserve 49108 would increase.

The original lease, signed in April 2015 was in the name of Aspen Monkey Mia Pty Ltd, and a transfer of the lease to RAC was signed in September 2015.

The applicant has advised that the RAC will further engage with the Shire of Shark Bay, the Shire's solicitors and the Department of Planning, Lands and Heritage in regard to any modifications required to the existing lease.

Town Planning Innovations is of the understanding that the applicant is liaising separately with the Department of Biodiversity, Conservation and Attractions to seek their support for the boundary realignment.

LEGAL IMPLICATIONS

Land Administration Act 1997 – Under Section 51 the Minister (for Lands) may by order 'cancel, change the purpose of or amend the boundaries of, or the locations or lots comprising a reserve.'

Shire of Shark Bay Local Planning Scheme No 4 -

Reserve 49108 containing the existing wastewater treatment plant for the Monkey Mia Dolphin Resort is a Local Scheme Reserve for 'Infrastructure Services'.

The solar farm is proposed within a portion of Reserve 1686 which is a Local Scheme Reserve for 'Public Open Space'.

The relevant objectives of each local reserve are included in the table below:

Infrastructure Services	(i) Public Purposes which specifically provide for a range of essential infrastructure services.
Public Open Space:	(iv) To set aside areas for public open space, particularly those established under the <i>Planning and Development Act 2005</i> s.152. (v) To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage. (vi) Accommodate a wide range of development including and not limited to buildings, structures, landscaping, amenities, carparks, caravan parks, campsites, or other activities for the general enjoyment, relaxation, exercise, play or entertainment of the local community, visitors, tourists and the general public.

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

POLICY IMPLICATIONS

There are no Local Planning Policies relevant to this report.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Town Planning Innovations for planning advice.

STRATEGIC IMPLICATIONS

The potential expansion of Reserve 49108 can be earmarked as part of a review of the Shires Local Planning Strategy.

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

Date of Report

5 December 2023

13 DECEMBER 2023

11.4 PROPOSED INDEPENDENT LIVING UNITS – LOT 292 (23) HUGHES STREET, DENHAM P4107 TO P4119

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

NIL

Moved Cr Vankova

Seconded Cr Ridgley

Council Resolution

That Council:

- A. Note that Lot 292 (23) Hughes Street, Denham is located within a bushfire prone area and a Bushfire Attack Level assessment has to be lodged in support of the planning application to demonstrate compliance with ‘State Planning Policy 3.7 – Planning in Bushfire Prone Areas’.**
- B. Authorise the Chief Executive Officer to sign the planning application form noting that there is a reserve order to the Shire for this land.**
- C. Pursuant to Clause 82(1) and 82(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine the application for aged persons dwellings on Lot 292 (23) Hughes Street, Denham.**

6/0 CARRIED

BACKGROUND

• ***Existing Development***

The Shire manages 13 low cost long term rental accommodation units on Lot 292 to provide safe, secure, affordable and accessible accommodation for aged persons accommodation.

The units are designed for independent living, consisting of thirteen one-bedroom units with a communal BBQ facility.

All units are single bedroom with an ensuite bathroom, combined lounge, kitchen, laundry and front and rear porches.

The Shire is responsible for all building maintenance, lawns and keeping the properties in good condition and fit for the tenant/resident to live in as per their General Tenancy Agreement.

13 DECEMBER 2023



Photograph sourced from Shire website

- ***Project History***

In February 2017, Brighthouse were engaged by the Shire of Shark Bay to undertake a Business Case to build additional units at 23 Hughes Street (the Herald Denham Pensioner Units).

This Business Case was then used in 2021 to apply for funding under Round 1 of State Government's Social Housing Economic Recovery Program (SHERP). The Shire was unsuccessful in Round 1, but successfully secured funding under Round 2 of the program.

Once the grant agreement was executed, the Shire undertook a procurement process to build the new units, and Northern Aspect Construction were awarded the contract.

- ***Location and Ownership***

Lot 292 has an approximate area of 8908m². It is crown land owned by the State of WA, however there is a Reserve Document vesting the land to the Shire of Shark Bay for the designated purpose of 'aged persons homes' – Attachment 1.

An aerial location plan is included over page for ease of reference.

13 DECEMBER 2023



Above: Location Plan

COMMENT

• **Description of application**

The application proposes 12 new aged person dwellings to the north of existing development on the lot.

New pathway connections are proposed which will link each unit to the existing pathway entries connecting from Hughes Street.

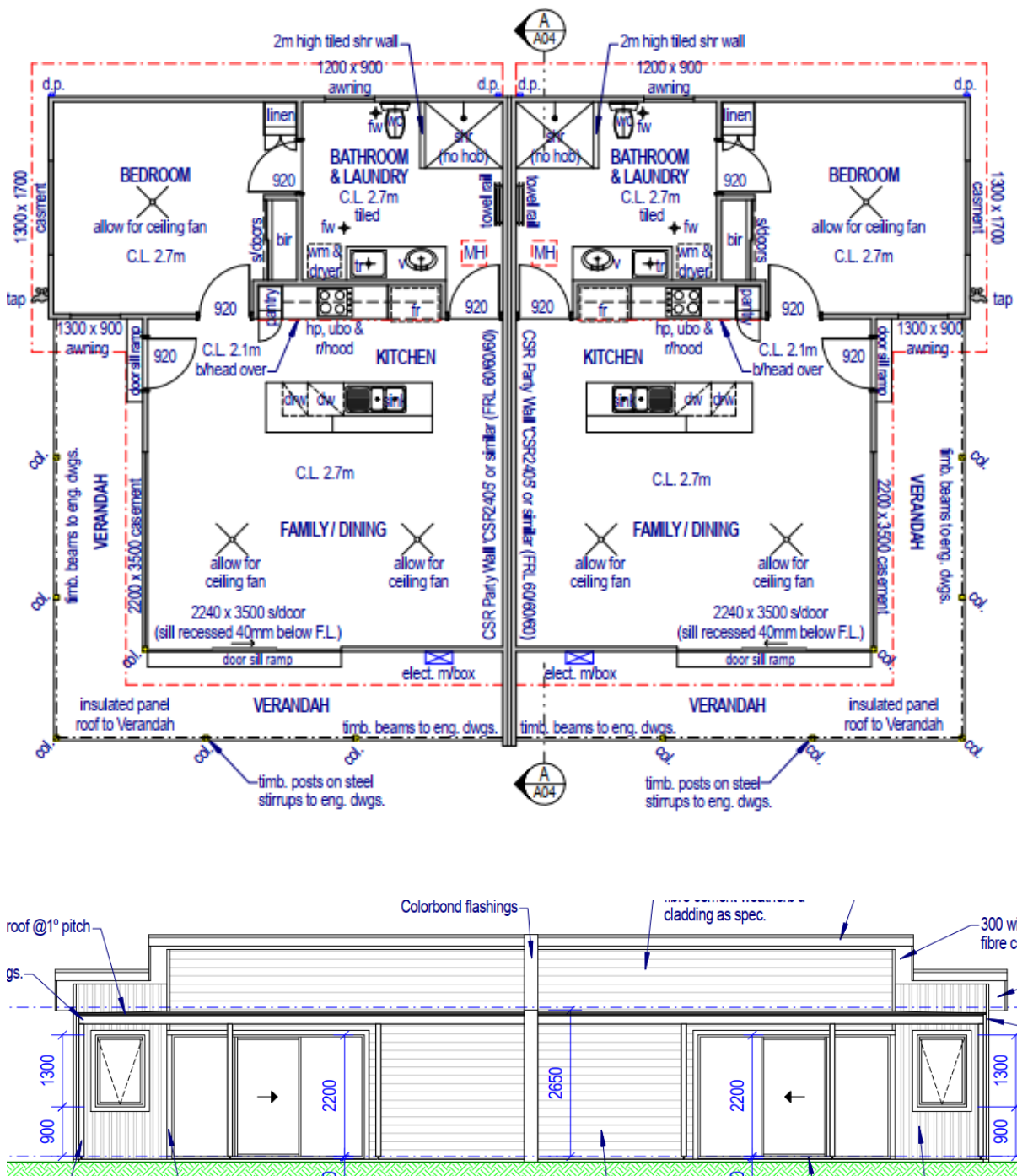
The units will be self-contained and have a single bedroom, with combined bathroom/laundry and open plan kitchen/family/dining room.

Plans are included over page for ease of reference.

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023





• **Zoning and Land Use Permissibility**

The lot is zoned 'Residential' with a density code of R30 under the Shire of Shark Bay Local Planning Scheme No 4 ('the Scheme').

Under the Scheme, Table 1 lists land uses in a table format with different symbols listed under different zones.

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

Each symbol has a different meaning and determines whether Council has discretion to consider a land use in the corresponding zone (ie if the land use is permitted, not permitted, discretionary or requires advertising).

Part of the planning assessment involves determining which land use definition from the Scheme ‘best fits’ the proposal.

The development proposes the construction of 12 grouped dwellings. The R Codes defined grouped dwellings essentially as more than one dwelling on a lot.

Grouped Dwellings are listed as an ‘D’ use in a Residential zone in the Zoning Table – refer extract below.

USE AND DEVELOPMENT CLASS	Commercial	Tourism	Residential	Urban Development	General Industry	Rural	Special use
	Grouped dwelling	A	A	D		X	X

The ‘D’ symbol means ‘means that the use is not permitted unless the local government has exercised its discretion by granting development approval’.

In other words, Council has discretion to approve the land use, however it does need planning approval.

- **Residential Design Codes**

Under the Residential Design Codes there are specific ‘Deemed to Comply’ requirements for grouped dwellings (ie more than one dwelling on a lot).

There are more specific requirements for the design of aged persons dwellings (for persons aged over 55) as detailed in the table over page.

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

Deemed to Comply Requirements 5.5.2 Aged or dependent person dwellings	Officer Comment
C2.1 Aged or dependent persons' dwellings for the housing of aged or dependent persons shall comply with the following:	
i. a maximum plot ratio area of 100m ² for any grouped dwellings	Complies. Each dwelling has a floor area of 73.23m ² .
ii. a minimum number of five dwellings within any single development	Complies.
iii. visitor's car parking spaces at the rate of one per four dwellings, with a minimum of one space;	Complies. Three informal carparking bays can be accommodated to the front of existing development.
iv. the first visitor's car space being a wheelchair accessible car parking space and a minimum width of 3.8m in accordance with AS4299, clause 3.7.1 (as amended);	Variation. No dedicated sealed disabled bay is shown on the site plan.
v. an outdoor living area in accordance with the requirements of clause 5.3.1 but reducing the area required by Table 1 by one-third;	Variation. An Outdoor Living Area of 24m ² is required under Table 1 for the R30 code. If this is reduced by one third the minimum Outdoor Living Area required is 16m ² . Each unit has been provided with 12m ² courtyard/outdoor living areas. Some are only 2 metres wide (eg Unit 4) and others are 2.5 metres wide (eg Unit 2 and 3) - refer plan over page. The decision maker can vary the outdoor living area requirements however must be satisfied that that it provides sufficient space for <i>"entertaining, leisure and connection to the outdoors that is:</i> <ul style="list-style-type: none"> • <i>of sufficient size and dimension to be functional and usable;</i> • <i>capable of use in conjunction with a primary living space of the dwelling;</i> • <i>sufficient in uncovered area to allow for winter sun and natural ventilation into the dwelling;</i> • <i>sufficient in uncovered area to provide for landscaping, including the planting of a tree(s); and</i> • <i>optimises use of the northern aspect of the site."</i>
vi. comply with all other provisions of Table 1 and Part 5 as relevant.	Complies with Table 1. Other sections of Part 5 are assessed below.

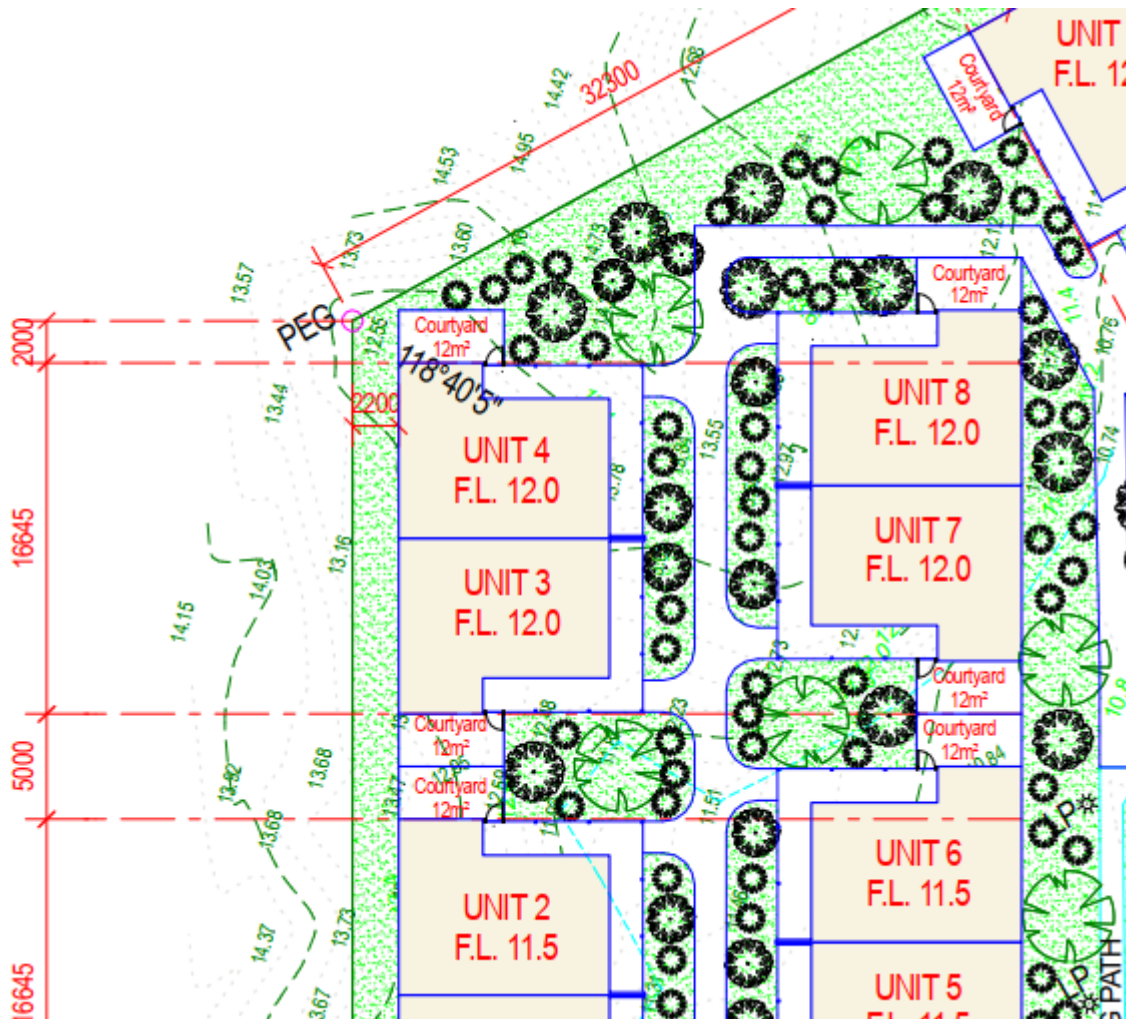
MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

<p>C2.2 All ground floor units, with a preference for all dwellings, to incorporate, as a minimum, the following:</p> <ul style="list-style-type: none"> i. an accessible path of travel from the street frontage, car parking area or drop-off point in accordance with the requirements of AS4299 clause 3.3.2 (as amended); and ii. level entry to the front entry door with preferably all external doors having level entries (diagrams, figure C1 of AS4299 (as amended)). 	<p>There is an accessible pathway connection from the front of the lot.</p> <p>There are ramped sills to each front entry door.</p>
<p>C2.3 All dwellings to incorporate, as a minimum, the following:</p> <ul style="list-style-type: none"> i. all external and internal doors to provide a minimum 820mm clear opening. (AS4299 clause 4.3.3 [as amended]) ii. internal corridors to be a minimum 1,000mm wide, width to be increased to a minimum of 1,200mm in corridors with openings on side walls. iii. a visitable toilet (AS4299, clause 1.4.12 [as amended]), preferably located within a bathroom; and iv. toilet and toilet approach doors shall have a minimum 250mm nib wall on the door handle side of the door and provision for the installation of grab rails in accordance with AS4299, clause 4.4.4 (h) (as amended) 	<p>Double sliding doors are provided as the main entry.</p> <p>There are no internal corridors.</p> <p>Complies.</p> <p>Grab rails on nib walls are shown on the detailed bathroom plan.</p>

13 DECEMBER 2023

Plan with example outdoor living areas (courtyards) shown below.



- **Crossover (Hughes Street)**

Based on current information there does not appear to be any formal crossovers to Hughes Street.

As Council has consistently required holiday houses and new development to provide formal crossovers, Town Planning Innovations recommends that the Shire consider crossover installation as part of this project or as part of future budget allocations.

- **Relevant State Planning Policies and Guidelines –Bushfire Prone Areas**

Under the ‘deemed provisions’ of the *Planning and Development (Local Planning Schemes) Regulations 2015* Council is to have ‘due regard’ to any state planning policy. This essentially means Council has an obligation to give proper, genuine and realistic consideration to the requirements of ‘State Planning Policy 3.7: Planning in Bushfire Prone Areas’.

13 DECEMBER 2023

The Shire has a mandatory obligation to consider State Planning Policy 3.7 when making a decision on any application where the lot is within a designated bushfire prone area.

The Western Australian Planning Commission released State Planning Policy 3.7 and associated Guidelines for Planning in Bushfire Prone Areas ('the Guidelines') in December 2015. These documents apply to all land identified as Bushfire Prone.

Mapping identifying Bushfire Prone Areas is available through the Department of Fire and Emergency Services website. Lot 292 is within the declared bushfire prone area.

Under Clause 5.4 of the Guidelines all planning applications in Bushfire Prone Areas are to be accompanied by a Bushfire Attack Level assessment. This is especially important for aged persons dwellings as they will accommodate vulnerable members of the community.

Town Planning Innovations does not recommend that the application be determined until a Bushfire Attack Level assessment is provided, to ensure that the dwellings meet a Bushfire Attack Level-29 or less and are not within Bushfire Attack Level-40 or Flame Zone.

It is understood that Bushfire Attack Level Assessment will be prepared prior to lodgement of a separate Building Permit.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 -

Clause 67 outlines 'matters to be considered by Council' including and not limited to the aims and provisions of the Scheme, orderly and proper planning, any approved state policy, the compatibility of the development with its setting including to development on adjoining land, amenity, loading, access, traffic and any submissions received on a proposal.

Shire of Shark Bay Local Planning Scheme No 4 – Partially explained in the body of this report.

Clause 25 'R-Codes' states as follows:

- (1) The R-Codes, modified as set out in clause 26, are to be read as part of this Scheme.
- (2) The local government —
 - (a) must make a copy of the R-Codes available for public inspection during business hours at the offices of the local government; and
 - (b) may publish a copy of the R-Codes on the website of the local government.
- (3) The coding of land for the purposes of the R-Codes is shown by the coding number superimposed on a particular area contained within the boundaries of the area shown on the Scheme Map.
- (4) The R-Codes apply to an area if the area has a coding number superimposed on it in accordance with subclause (3).

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

POLICY IMPLICATIONS

There are no Local Planning Policy implications associated with this report.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for planning advice.

STRATEGIC IMPLICATIONS

There are no known strategic implications associated with this report.

RISK MANAGEMENT

This is a low risk item to Council

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

Date of Report

5 December 2023

13 DECEMBER 2023

ATTACHMENT # 1

L 878
RESERVE DOCUMENT
 WESTERN AUSTRALIA
 Land Act 1933 as amended

Executive Council
 Western Australia

LOCAL AUTHORITY 8 0 4

4871

Department File No. 45/991 (707) Minute No.

The Council respectfully advises His Excellency the Governor to

1. issue Orders in Council, under Section 34B(1) of the Land Act 1933, revoking:-

~~Reserve No. 26551 in the Minister of Water Supply, Sewerage and Drainage for the designated purpose of "Irrigation".
 (DOLA File 1998/79)~~

(b) the Order in Council gazetted on 22 April 1988 vesting Reserve No. 24426 (Denham Lot 292) in the Shire of Shark Bay for the designated purpose of "Aged Persons Homes". (DOLA File 254/956)

~~2. approve, under Section 27 of the Land Act 1933, the cancellation of:-~~

(a) Reserve No. 41788 (Swan Location 11553) "Use and Requirements of the Minister for Works". (DOLA File 1813/973)

(b) Reserve No. 207 (Geraldton Town Lot 566) and "Wesleyan Methodist Churches and Glebes". (DOLA File 2384/75)

(c) Reserve No. 39485 (Cockburn Sound Location 2835) "Use and Requirements of the Shire of Serpentine - Jarrahdale". (DOLA File 3361/68)

(d) Reserve No. 34519 (Armadale Lot 7) "Car Park". (DOLA File 1701/76)

(e) Reserve No. 25018 (Plantagenet Location 6121) "Drain". (DOLA File 2862/55)

(f) Reserve No. 30596 (Canning Location 2320) "Drain". (DOLA File 3131/381)

NOTICE GAZETTED
 - 1 NOV 1991

[Signature]
 MINISTER FOR LANDS

[Signature]
 Acting Premier

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

5616

GOVERNMENT GAZETTE, WA [1 November 1991

DOLA File: 1190/984.

Reserve No. 41930 (Swan Location 11609) vested in the City of Wanneroo for the designated purpose of "Public Recreation".

DOLA File: 2230/991.

Reserve No. 41910 (Northcliffe Lot 165) vested in the Shire of Manjimup for the designated purpose of "Aged Persons Homes" with power, subject to the approval in writing of the Minister for Lands to each and every lease or assignment of lease being first obtained, to lease the whole or any portion thereof for any term not exceeding twenty one (21) years from the date of the lease.

DOLA File: 560/969.

Reserve No. 41922 (Kent Location 1986) vested in the Australian Telecommunications Commission for the designated purpose of "CAX Site".

Local Authority—Shire of Kent.

DOLA File: 1288/971.

Reserve No. 32613 (Swan Location 11569) vested in the Shire of Kalamunda for the designated purpose of "Public Recreation".

DOLA File: 1790/991.

Reserve No. 41881 (Canning Location 3757) vested in the City of Gosnells for the designated purpose of "Public Recreation".

DOLA File: 2510/966.

Reserve No. 28855 (Plantagenet Locations 7087, 7143 and 7695) vested in the Shire of Albany for the designated purpose of "Public Recreation".

DOLA File: 1870/991.

Reserve No. 41903 (Swan Locations 11615 and 11618) vested in the City of Wanneroo for the designated purpose of "Public Recreation".

DOLA File: 1305/991.

Reserve No. 41884 (Hay Location 2369) vested in the Shire of Denmark for the designated purpose of "Public Recreation".

DOLA File: 1771/991.

Reserve No. 41900 (Swan Location 11614) vested in the City of Nedlands for the designated purpose of "Public Recreation".

DOLA File: 1703/67.

Reserve No. 28760 (Kalbarri Lot 155) vested in the Government Employees Housing Authority for the designated purpose of "Housing (Government Employees Housing Authority)".

Local Authority—Shire of Northampton.

DOLA File: 660/71.

Reserve No. 30949 (Kalbarri Lot 196) vested in the Government Housing Authority for the designated purpose of "Housing (Government Employees Housing Authority)".

Local Authority—Shire of Northampton.

DOLA File: 3606/968.

Reserve No. 29831 (Kalbarri Lot 197) vested in the Government Housing Authority for the designated purpose of "Housing (Government Employees Housing Authority)".

DOLA File: 254/956.

Reserve No. 24426 (Denham Lot 292) vested in the Shire of Shark Bay for the designated purpose of "Aged Persons Homes".

"This Order in Council recognises the Joint Venture Agreement dated 5 July 1991 between the Shire of Shark Bay and State Housing Commission (Homeswest) and continued and future use of the reserve for its designated purpose will be subject to the terms, covenants and conditions contained in that Agreement".

DOLA File: 1990/79.

Reserve No. 36551 (King Location 563) vested in the Water Authority of Western Australia for the designated purpose of "Irrigation".

Local Authority—Shire of Wyndham-East Kimberley.

DOLA File: 4346/14.

Reserve No. 15864 (Dalwallinu Lot 102) vested in the Shire of Dalwallinu for the designated purpose of "Sanitary Site".

DOLA File: 1429/936.

Reserve No. 21652 (Wiluna Lot 1482) vested in the State Energy Commission of Western Australia for the designated purpose of "Electricity Power Station Site".

Local Authority—Shire of Wiluna.

13 DECEMBER 2023

11.5 PROPOSED DWELLING AND OUTBUILDING – LOT 11 (4) TERRY DESCHAMPS WAY, DENHAM P4194

AUTHOR

Liz Bushby, Town Planning Innovations

DISCLOSURE OF ANY INTEREST

Nil

Moved Cr Vankova
Seconded Cr Fenny

Council Resolution

That Council:

1. **Note that the application is being advertised for public comment. Advertising closes on the 14 December 2023.**
2. **Pursuant to Clause 82(1) and 82(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine the application for a single house and outbuilding on Lot 11 (4) Terry Deschamps Way, Denham.**

6/0 CARRIED

BACKGROUND

• ***Outline Development Plan***

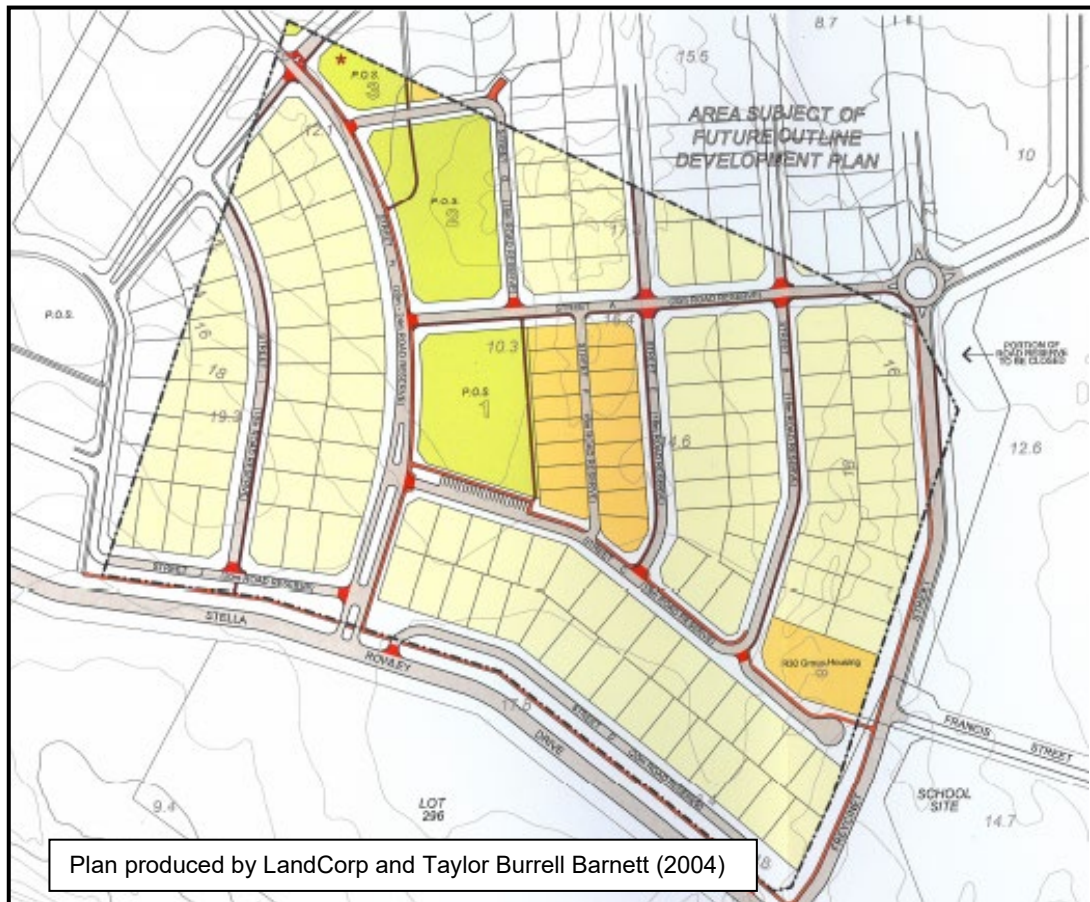
Lot 11 forms part of an area known as 'Denham Estate' which is land that was originally subdivided by LandCorp. Development WA is now the State Governments central development agency and is responsible for the sale of land in Denham Estate.

There is an Outline Development Plan for the area and the existing Denham Estate subdivision proceeded as Stage 1.

As part of the subdivision, Design Guidelines for Denham Estate were prepared by Taylor Burrell Barnett (planning consultants) and were commissioned by LandCorp.

The Design Guidelines state that '*Stage 1 comprises 45 single residential lots with a Residential Code of R15 and one group housing lot with a R Code of R30.*'

13 DECEMBER 2023



Compliance with the Guidelines is assessed by Zuideveld Marchant Hur architects on behalf of Development WA.

The Design Guidelines require owners or their agent to submit an Application for Design Guidelines Approval including all appropriate drawings, plans with a completed 'Design Guidelines Checklist' to the architects for assessment before lodging any planning and / or building permit application to the Shire.

Zuideveld Marchant Hur architects have assessed the plans for Lot 11 and deemed them compliant with the Design Guidelines. They do not assess the plans against the requirements of the Residential Design Codes.

Planning approval is required for any variation to the Residential Design Codes irrespective of compliance with the Design Guidelines.

- **Location**

Lot 11 has an area of approximately 711m² and is located near the intersection of Terry Deschamps Way and Mitchell Rise.

A location plan is included over page.



Above: Location Plan. Aerial may not be current.

COMMENT

• **Description of application**

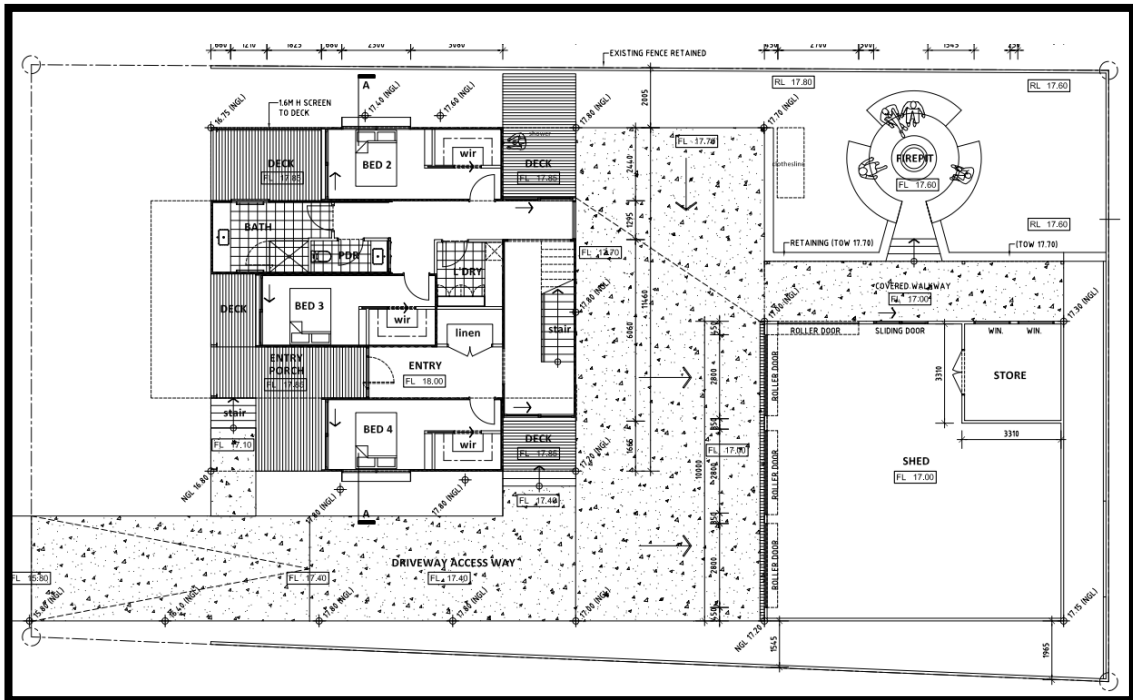
The applicant proposes a two-storey single house, an outbuilding and associated retaining walls on Lot 11.

Parts of the proposed house will be made out of brand new sea containers. Any visible external walls of the sea containers will be clad in a shale grey colorbond material.

Having regard for the architectural details of the house design, that all sea containers will be new, and that any exposed external walls of the sea containers will be clad with new colorbond material, Town Planning Innovations is of the view that the dwelling will present of a quality equal to any new purpose built dwelling.

It should be noted that the lot slopes downwards at the front towards Terry Deschamps Way, and some excavation is proposed for the outbuilding location.

A site plan is included overpage.



A complete set of plans are included as Attachment 1.

- **Zoning and Density Code**

The lot is zoned 'Residential' with a density code of R15 under the Shire of Shark Bay Local Planning Scheme No 4 ('the Scheme').

The R15 density code under the Scheme was based on the approved Outline Development Plan for this area.

The R15 density code dictates the site requirements that apply under the Residential Design Codes.

- **Residential Design Codes – general site requirements (single house)**

Under the Residential Design Codes (R-Codes) there are specific 'Deemed to Comply' requirements for single dwellings.

Applicants can apply for variations, which have to be assessed against alternative 'design principles' and be advertised for public comment.

The proposed dwelling complies with the site open space, vehicular access, street surveillance, and parking requirements of the R-Codes.

The application entails variations to the following R-Code requirements:

- A 600mm retaining wall along a portion of the rear lot boundary;
- A side setback variation for the north side of the house; and
- Building height for the house; and
- Variations of the maximum wall height for the outbuilding; and

- Variation of the maximum permitted floor area for the outbuilding.

The variations are discussed in more detail individually in this report.

- **Residential Design Codes – Retaining Walls**

The Residential Design Codes permit retaining walls on lot boundaries (behind the front setback) where they do not exceed 0.5m above or below Natural Ground Level.

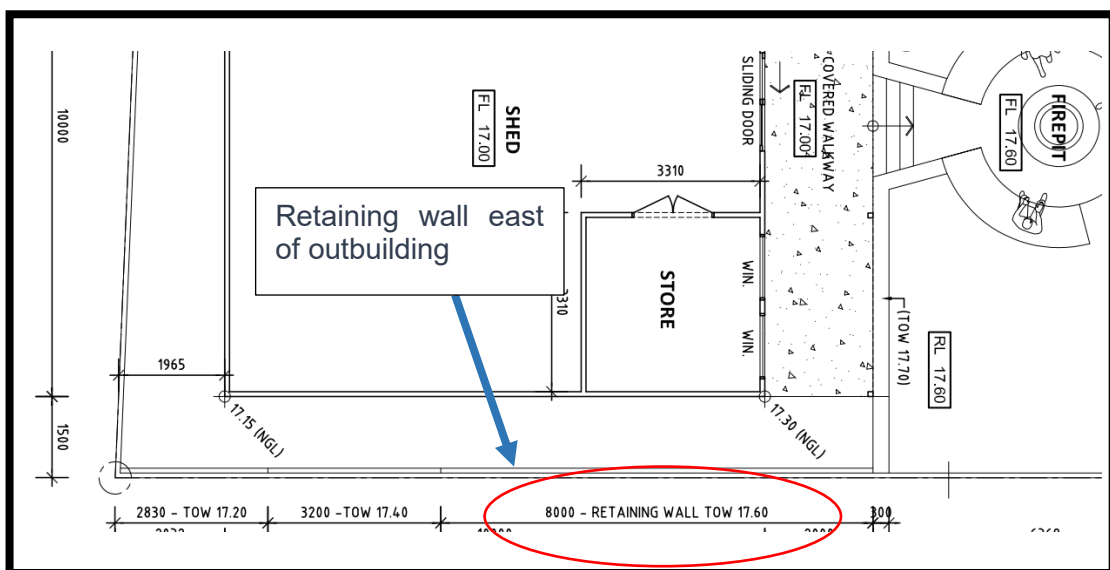
The R-Codes have a table that outlines minimum setbacks for retaining walls based on the height as follows:

Height of site works and/or retaining walls	Required minimum setback
0.5m or less	0m
1m	1m
1.5m	1.5m
2m	2m
2.5m	2.5m
3m	3m

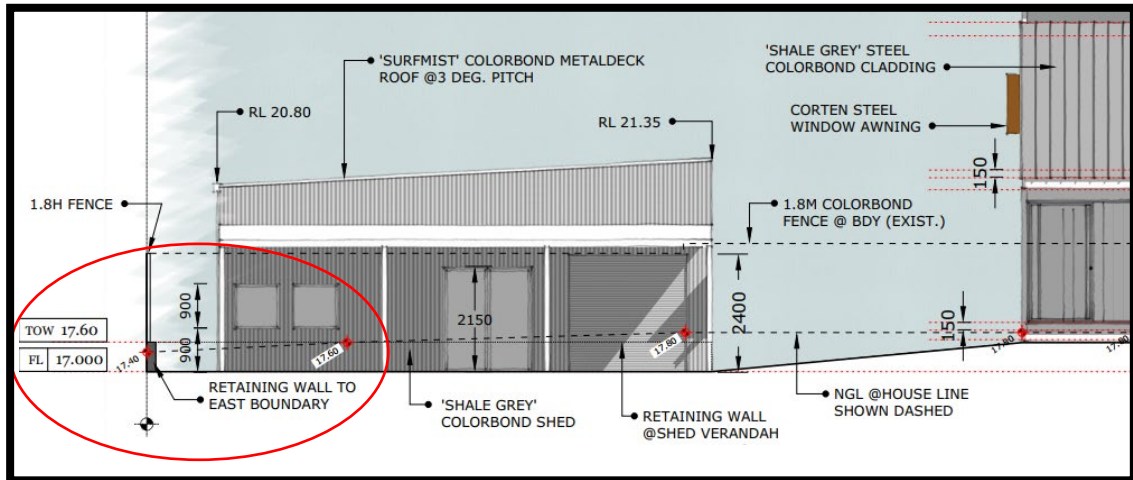
Above: R Code setback table

The R-Codes require the assessment to ‘take the nearest higher value for all height and length calculations’.

A retaining wall is proposed along a portion of the rear east lot boundary. It is proposed to be 14 metres long and will have a staggered height ranging from 0.05m to 0.6m at the highest point (circled in red).



The rear retaining wall is best illustrated in the east elevation below:



Although part of the retaining wall is only marginally above 0.5m, it technically is required to be setback 1 metre under R-Codes (because the higher value of 1 metre is applied under the setback table).

TPI is supportive of the rear retaining wall as:

- It allows the proposed outbuilding to be constructed at a lower finished floor level to help mitigate visual impact on neighbours;
- It assists to deal with level differences between Lot 11 and the property to the rear;
- It is consistent with an alternative design principle under the R-Codes as it respects the natural ground level at the lot boundary and as viewed from the street.
- It results in land that can effectively be used for the benefit of residents and does not detrimentally affect adjoining properties.

No retaining is proposed on the north boundary. Some low internal retaining is proposed to a fire pit area, however it is only 0.10m above Natural Ground Level.

A 1.8 metre dividing fence is proposed above the rear retaining wall which will provide the rear lot with privacy protection.

- Residential Design Codes – Side setback**

Side setbacks are calculated based on wall length, wall height and whether the wall has a major opening. The higher and longer the wall, the greater the permitted setback.

The side setback requirements are higher where the wall has a major opening.

The north wall setback, if calculated without a major opening, would only be 1.7 metres.

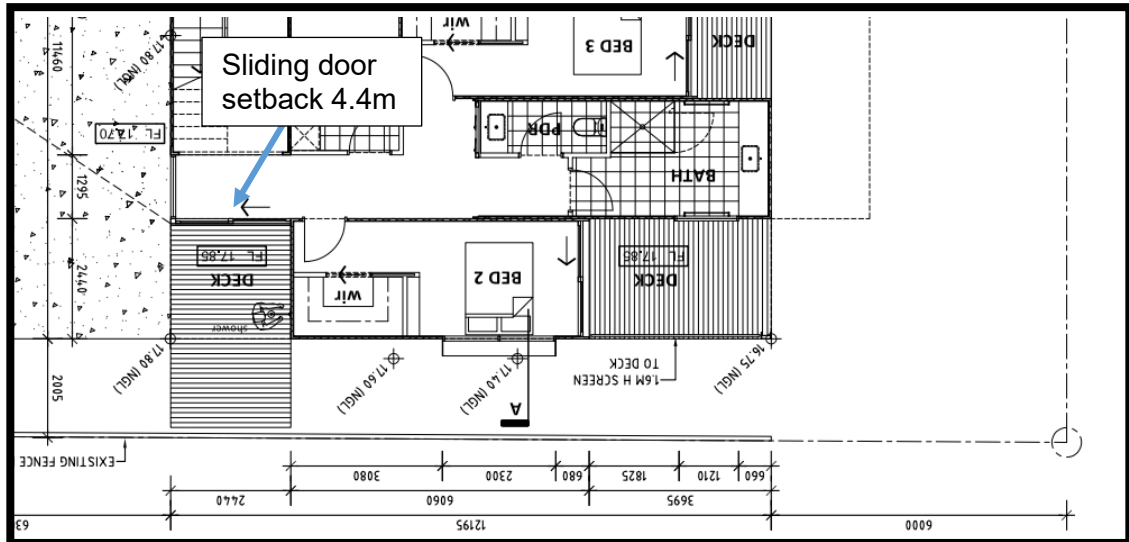
Because the north wall includes a sliding door, the setbacks have to be calculated based on that wall having a major opening.

MINUTES OF THE ORDINARY COUNCIL MEETING

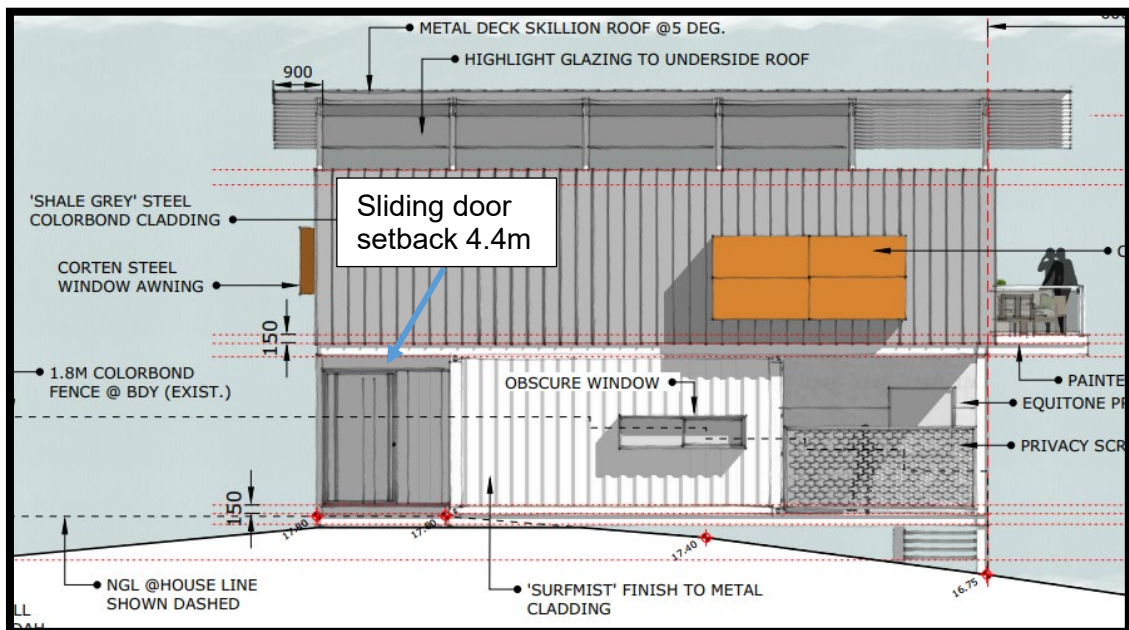
13 DECEMBER 2023

The R-Codes require a 4.2 metre setback for the north side wall of the proposed dwelling. The setback requirement is high because the wall includes a major opening, being sliding door to a side deck.

The sliding door is setback 4.4 metres from the north boundary, however the minimum setback is applied to the entire wall length.



Above: Site Plan showing sliding door (major opening) on the north facing wall



Above: North Elevation

A portion of the wall (including the sliding door) is setback 4.4 metres, however the balance of the north wall entails a side setback variation as it is setback 2 metres in lieu of 4.2 metres.

It should be noted that the north wall includes a highlight window, screening to the upper storey bedroom window and screening to a side/front deck to address privacy.

13 DECEMBER 2023

There is discretion to vary the side setback where the setback:

- Reduces building bulk on adjoining properties;
- Provides adequate direct sun and ventilation to the building and open spaces on the site and adjoining properties; and
- Minimises the extent of overlooking and resultant loss of privacy on adjoining properties.

Town Planning Innovations is generally supportive of the side setback variation, especially as the side sliding door meets the minimum setback, and the windows/deck on the balance of the north wall are screened to address privacy.

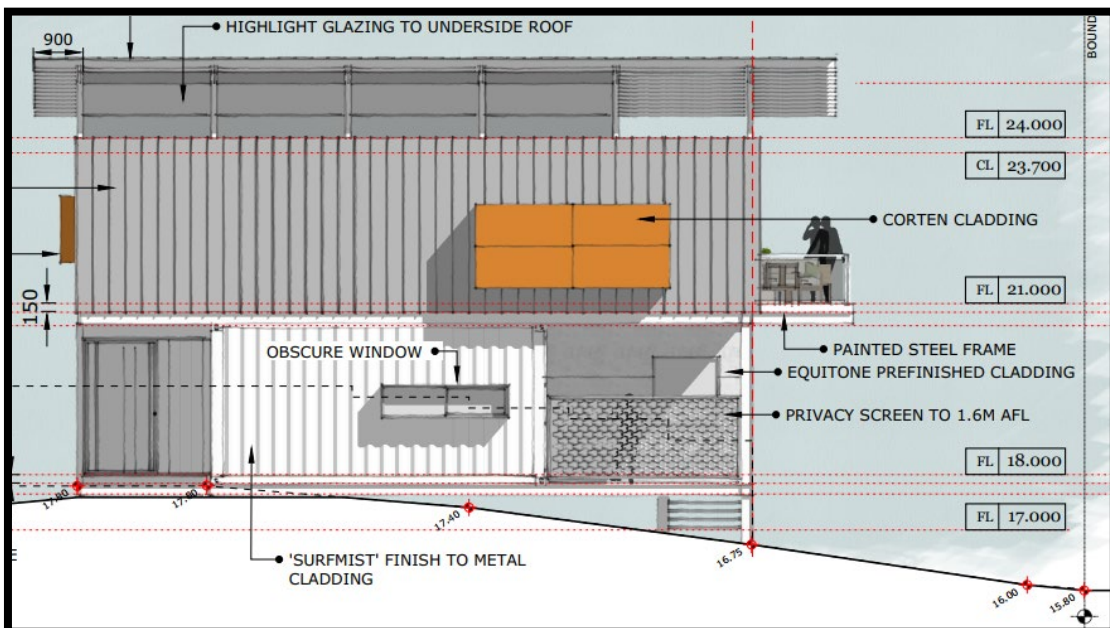
• **Residential Design Codes – Building Height**

The R-Codes permit a maximum building height of 8 metres for a skillion roof.

As building height is measured from natural ground level, the heights as viewed from the south elevation range between 8.5 metres to 8.8 metres.

The heights as viewed from the north boundary range from 7.9 metres to 8.8 metres.

The main building height variation applies to the front part of the proposed dwelling where the lot slopes down towards Terry Deschamps Way – refer elevation below showing the slope of natural ground level.



Above: North Elevation

The applicant has advised that:

- (a) The variation sought to the building height is a direct result of the significantly sloping site. The Natural Ground Level falls away towards the street significantly and the intention of the design was to disturb the natural dune topography and flora as little as possible, creating a minimal cut and fill in.
- (b) In order to satisfy *Design Principle 5.1.6 P6 Building Height* under the R Codes, particular attention has been paid to maintaining generous boundary setbacks to

13 DECEMBER 2023

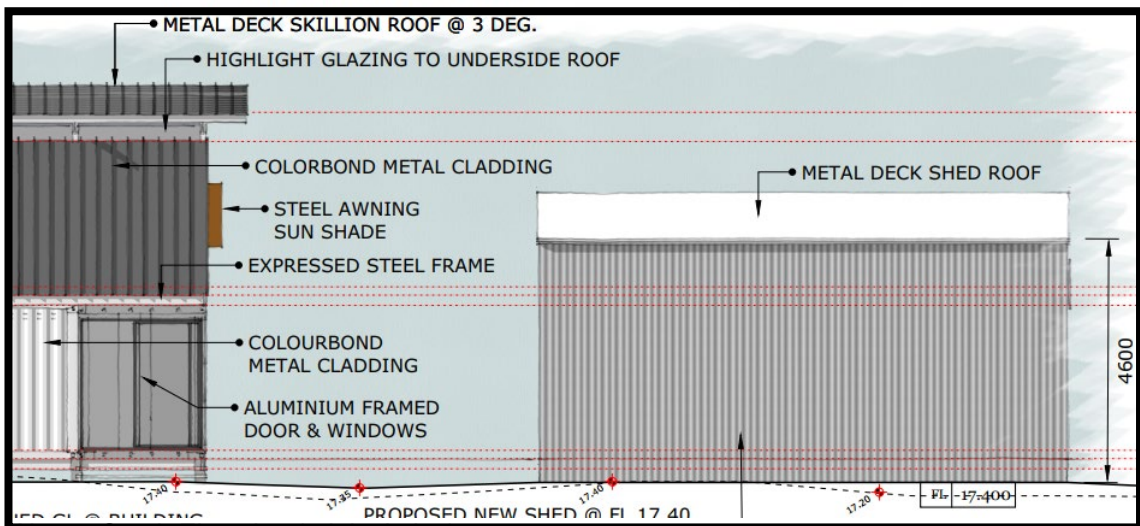
the house and articulating the form to ensure adequate access to direct sun into buildings and appurtenant open spaces. Generous daylight is also provided to all habitable rooms, along with maintaining good access to views of significance to both the subject house and its neighbouring lots.

Town Planning Innovations supports the applicants' comments. If they cut into the site to reduce the building height, there would be greater need for additional retaining and site works.

• **Residential Design Codes – Outbuilding**

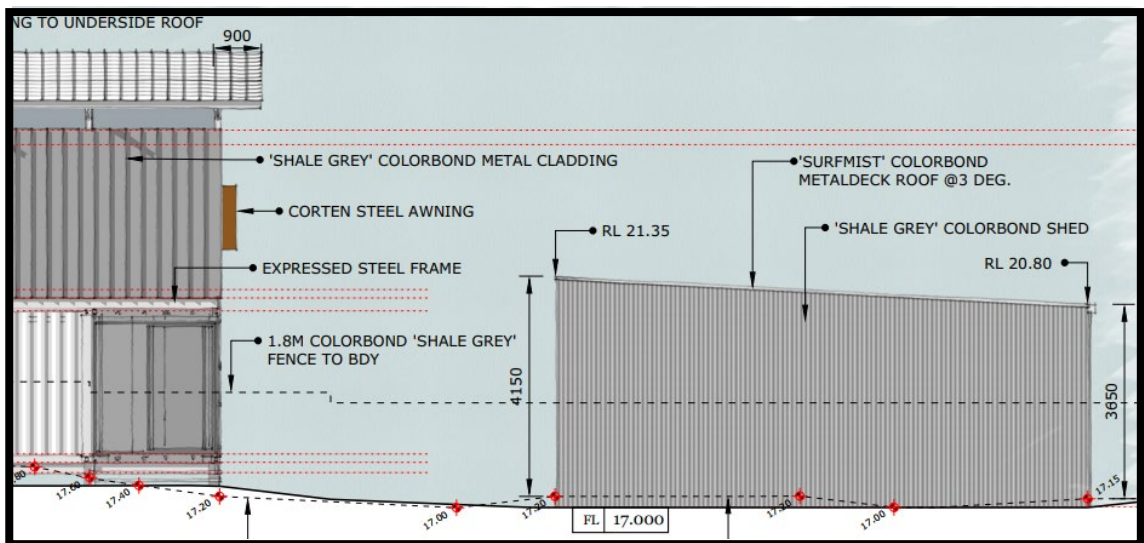
Under the Residential Design Codes there are specific 'Deemed to Comply' requirements for outbuildings.

When the application was originally lodged the applicant proposed an outbuilding that had a 4.6 metre wall height and 5.48 metre ridge height – refer to original plan below.



Above: South Elevation (original plan)

Town Planning Innovations advised the applicant that the heights were unlikely to be supported. The applicant has subsequently reduced the heights, whilst taking into account the size of the owners boat.

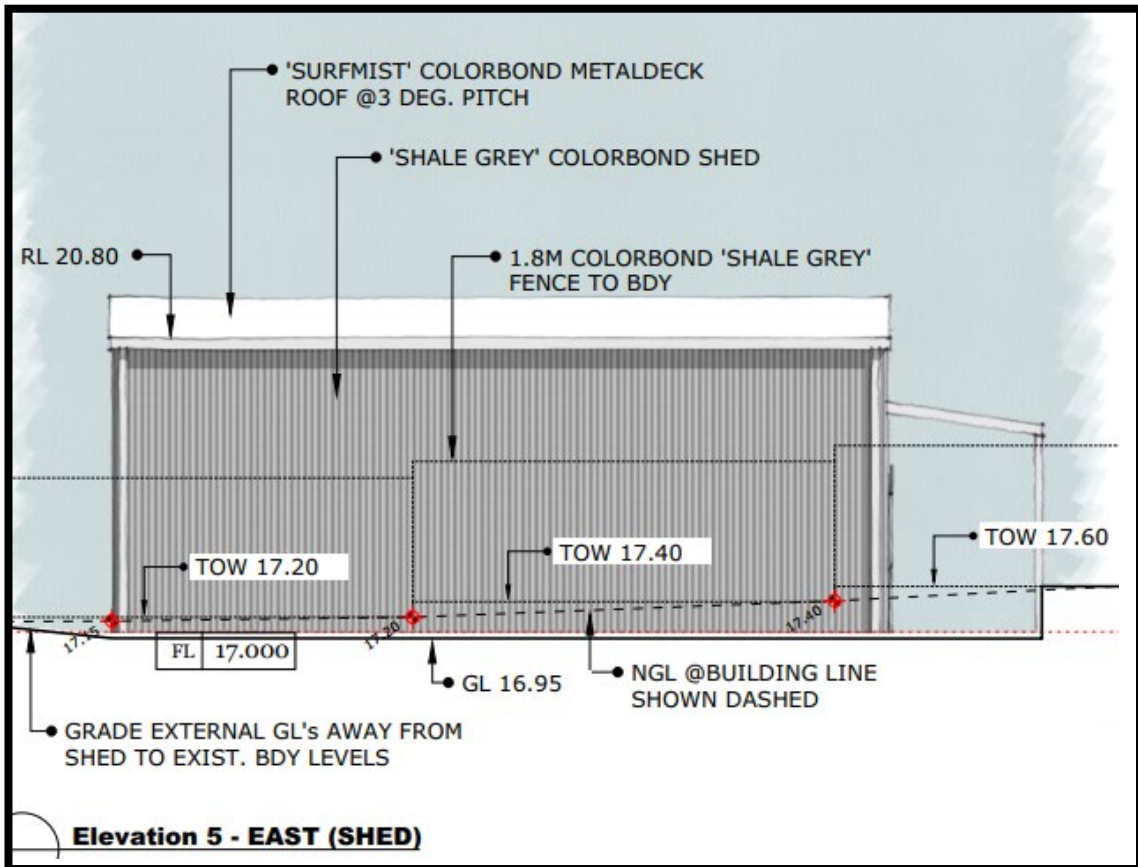


Above: South Elevation (current plan)

13 DECEMBER 2023

The roof height has been reduced from 5.48 metres to 4.15 metres, and the wall height has been reduced from 4.6 metres to 3.65 metres.

In addition, some excavation is proposed which means that the finished floor level of the outbuilding (17.0) will be one metre lower than the finished floor level of the dwelling (18.0).



Above: East/ Rear Elevation

The proposed outbuilding entails variations to the Residential Design Codes as detailed below:

Clause 5.4.3 C3 B 'deemed to comply' criteria / Outbuildings that:	Officer Comment (Town Planning Innovations)
(i) individually or collectively does not exceed 60sqm in area or 10 percent in aggregate of the site area, whichever is the lesser	Variation. A floor area of 100m ² is proposed.
(ii) setback in accordance with Table 2a.	Complies. A 1.5 metre setback is required and proposed to the south and east lot boundaries.
(iii) does not exceed a wall height of 2.4 metres	Variation. A wall height of 3.65 to 4.15 metres is proposed.

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

	The wall height ranges as a skillion roof is proposed.
(iv) does not exceed a ridge height of 4.2 metres	Complies.
(vi) not located within the primary or secondary street setback area; and	Complies.
vi) do not reduce the open space and outdoor living area requirements in table 1.	Complies.

The application proposes variations to the 'Deemed to Comply' requirements therefore the Shire has to determine if the outbuilding complies with the 'Design Principle' (5.4.3 P3) of the Codes which is:

“Outbuildings that do not detract from the streetscape or the visual amenity of residents of neighbouring properties”.

The applicant has advised as follows in support of the outbuilding:

- The outbuilding has been designed to complement the main dwelling in material and built form and demonstrates compliance with the design principle P3 in that it does not detract from the streetscape or the visual amenity of neighbouring properties. It is set well back from both lot boundaries and presents no adverse visual impact to either.
- The shed sits to the rear of the block to minimize its visibility from the street and extends behind the house so only a portion is visible from Deschamps Way. In addition, it has been lowered 1m below the finished floor level of the proposed house to further reduce its visibility from both the street and adjacent properties.
- As the block slopes up and away from the street, the rear location and lower floor level of the shed means that it is partially obscured by the raised crest of the driveway when viewed from Deschamps Way.
- The neighbouring rear (east) block slopes up away and from the shed which means the visual amenity of the neighbour is not adversely affected. By cutting into the site and retaining the boundary along this eastern boundary, the design consciously lowers and minimises the visual impact of shed to the neighbours.
- External finishes – the shed is to be made of Colourbond steel in matching colour to the house (Dulux 'Shale Grey'), to compliment and integrate the material palette of both buildings.
- The colour of the shed will also compliment the adjacent new Colourbond fence which will be diminish the visual impact further.
- The roof form of the shed has also been designed to present the lowest wall heights to the neighbouring properties. The setbacks for these walls

13 DECEMBER 2023

comply with the R-Codes.

- A significant design consideration has been the requirement to safely house a large boat and caravan in the shed:
 - The wall and ridge heights have been set to an absolute minimum to accommodate both vehicles.
 - Any reduction in the heights of the shed would render it redundant for its required purpose.
 - To avoid storing the boat and caravan in the open, exposed to the elements and potentially creating poorer visual amenity within the streetscape, a secure shed is clearly the preferred option.

The applicant has advised that the revised outbuilding heights take into account the size of the owners boat which is depicted below.



• **Relevant Decisions on Outbuildings**

Each streetscape has different characteristics which need to be taken into account as part of specific assessments.

The following table outlines the sizes of approved outbuildings in Denham townsite. Some outbuildings with comparable heights that have been approved are highlighted in blue in the table below.

Address	Wall Height	Ridge Height	Floor Area	Council meeting date
Lot 36 (5) Dirk Place Denham	4	4.6	54m ²	February 2017
Lot 182 (4) Fletcher Court, Denham	4.2	4.2	88m ²	Delegated authority after general report to Council in May 2015
Lot 83 (47) Hartog Crescent, Denham	4	4.611	94m ²	Delegated authority after general report to Council in March 2015

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

Lot 154 (7) Sunter Place Denham	3.7	4.2	88.07m ²	December 2015
Lot 249 (4) Talbot Street, Denham	3.425	4.232	78m ²	June 2015
Lot 210 (10) Edwards Street, Denham	3.5	4.088	36.3m ²	July 2014
Lot 294 (33) Hughes Street, Denham (abuts childcare centre and church)	3.6	5	90m ²	September 2014
Lot 191 (Strata Lot 2 – 71A) Brockman Street, Denham	2.7	3.571	58.5m ²	August 2024
Lot 200 (39) Capewell Drive, Denham (alteration and extension of existing outbuilding)	2.7-2.9	3.504	54m ²	February 2024
Lot 264 (Unit 2) Mead Street, Denham	3	4.2	68m ²	August 2024
Lot 85 (43) Hartog Crescent, Denham	4.5	5.029	54m ²	April 2012
Lot 216 (5) Poland Road, Denham	4.1	4.95	80m ²	July 2012
Lot 39 (4) Sellenger Heights, Denham	4.2	4.9	89.9m ²	Refused February 2018
Lot 39 (4) Sellenger Heights, Denham (Revised plans lodged after refusal issued in February 2018)	3.45 metres to 3.845 metres	3.845 metres	77m ²	February 2019
Lot 223 (10) Fry Court Denham	2.6 metres to 2.8 metres.	4.2	129m ²	Delegated authority after general report to Council in March 2019
Lot 4 (145) Knight Terrace, Denham	3 metres	4.7	73.73m ²	March 2020
Lot 159 (37) Durlacher Street, Denham	3.6 metres	4.31 metres	29.6m ² is proposed and the existing outbuilding is 44.4m ² .	August 2020
Lot 224 (9) Leeds Court, Denham	3.7 metres	4.16 metres	96m ² in addition to a 54m ² existing outbuilding.	September 2020
Lot 61 (8) Hartog Crescent, Denham	2.7 metres	4.065 metres	60m ²	December 2020
Lot 148 (71) Durlacher Street, Denham	2.7 metres	3.22 metres	60m ²	December 2020
Lot 105 (9) Oakley Ridge, Denham	3 metres	3.8 metres	72m ²	February 2021
Lot 160 (22) Capewell Drive, Denham	3.5 metres	4.11 metres	56m ²	March 2021
Lot 226 (24) Fry Court, Denham	3.981 to 4.41 metres	4.41 metres	84m ²	Refused May 2021

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

Lot 226 (24) Fry Court, Denham	4.086 to 4.319 metres	4.4 metres	75.6m ²	Refused July 2021
Lot 31 (13) Mitchell Rise, Denham	3.588 metres	4.2 metres	65m ²	Delegated authority after general report to Council in April 2021
Lot 226 (24) Fry Court, Denham	4.086m to 4.319 metres	4.4 metres	84m ²	October 2022
Lot 156 (1) Sunter Place, Denham	3.5	4.8	51.3m ²	Refused March 2022
Lot 203 (131) Knight Terrace, Denham	4.1	4.4	73.5m ²	September 2023

The last outbuilding approved in Denham Estate Knight Terrace in 2021 had a comparable maximum roof height to this proposed outbuilding (4.2 metres).

The most recent relevant Council decision was approval for an outbuilding for 131 Knight Terrace in September 2023, and that outbuilding had a higher roof height than proposed for Lot 11. It also had a comparable wall height at 4.1 metres, compared with the wall height between 3.6 to 4.2 metres for the Lot 11 outbuilding.

Having regard for existing Council decisions, the proposed outbuilding size is considered reasonable.

Town Planning Innovations also notes that the applicant has sought a compromise by redesigning the outbuilding, and ensuring it is proposed on a lower part of the lot.

- **State Planning Policy 3.7 – Planning for Bushfire Protection**

Under the ‘deemed provisions’ of the *Planning and Development (Local Planning Schemes) Regulations 2015* Council is to have ‘due regard’ to any state planning policy. This essentially means Council has an obligation to give proper, genuine and realistic consideration to the requirements of ‘State Planning Policy 3.7: Planning in Bushfire Prone Areas’.

Mapping identifying Bushfire Prone Areas is available through the Department of Fire and Emergency Services website.

The subject lot is within the declared bushfire prone area. A Bushfire Attack Level assessment is not required as part of the planning process as the lot has an area less than 1100m².

A Bushfire Attack Level Assessment will be required as part of the separate Building Permit stage.

- **Consultation**

The application is being advertised for public comment. Delegated authority to the Shire Chief Executive Officer is recommended as:

1. There will not be another Council meeting until February 2024;

13 DECEMBER 2023

2. The Shires planning consultant will be on leave after Christmas for most of January 2024.

LEGAL IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015 -

Clause 67 outlines 'matters to be considered by Council' including and not limited to the aims and provisions of the Scheme, orderly and proper planning, any approved state policy, the compatibility of the development with its setting including to development on adjoining land, amenity, loading, access, traffic and any submissions received on a proposal.

Shire of Shark Bay Local Planning Scheme No 4 – Partially explained in the body of this report.

Clause 25 'R-Codes' states as follows:

- (2) The R-Codes, modified as set out in clause 26, are to be read as part of this Scheme.
- (2) The local government —
 - (a) must make a copy of the R-Codes available for public inspection during business hours at the offices of the local government; and
 - (b) may publish a copy of the R-Codes on the website of the local government.
- (3) The coding of land for the purposes of the R-Codes is shown by the coding number superimposed on a particular area contained within the boundaries of the area shown on the Scheme Map.
- (4) The R-Codes apply to an area if the area has a coding number superimposed on it in accordance with subclause (3).

As parts of the dwelling are proposed to be constructed out of sea containers it could be construed as a 'repurposed dwelling' defined in the Scheme as '*means a building or structure not previously used as a single house, which has been repurposed for use as a dwelling.*'

Clause 32.9 states that 'in determining an application for a Repurposed Dwelling or Second Hand Dwelling, the local government will have regard to the following matters:

- (a) The objectives of the relevant zone;
- (b) The ability of the built form including roof pitch, eaves, colours, material and architectural details to complement the expected character of the locality;
- (c) The potential for negative visual impact or conflict with any established streetscape and character of the locality;
- (d) Any proposed upgrading, alterations and additions which will enhance the elevations and architectural detail of proposed development;
- (e) Potential glare from reflective materials;

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

- (f) The potential for existing or proposed landscaping and vegetation to mitigate visual impacts of the development;
- (g) Landscape protection and landscape characteristics of the locality.

POLICY IMPLICATIONS

There are no policy implications relative to this report.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for planning advice.

STRATEGIC IMPLICATIONS

There are no strategic implications relative to this report.

RISK MANAGEMENT

This is a low risk item to Council.

VOTING REQUIREMENTS

Simple Majority Required

SIGNATURES

Author

L Bushby

Chief Executive Officer

D Chapman

Date of Report

5 December 2023

ATTACHMENT # 1

MAXLINE 340



Kuitpo Residence | Architect - Max Pritchard Gunner Architects | Builder - Fairweather Davies | COLORBOND® Steel Windspray®

Colorbond



1. Kuitpo Residence COLORBOND® Steel Windspray®

Perfect for both walling & roofing, the patented, free span technology of the MaxLine 340 unique installation system allows self spanning up to 1300mm without the need for marine ply.

With a 326mm pan width and a 68mm rib height, the MaxLine 340 is the widest flat pan profile on the market that does not require an unsightly stiffener. Able to go down to a 1 degree pitch, the MaxLine 340 is the ideal choice for specifiers looking for an economical & stylish solution for any project.

Get the European flat pan zinc & copper look without the expense thanks to Revolution Roofing's new & exclusive flat pan, needle rib roofing & cladding profile. Plus, as there are no stiffeners with the new MaxLine 340, the chance of unsightly oil canning is significantly reduced.



2. Chisholm Catholic College COLORBOND® Steel Deep Ocean®

1.
Architect - Max Pritchard Gunner Architects
Builder - Fairweather Davies

2.
Architect - Bruce Callow
Builder - Coast Projects
Contractor - Westoz Roofing

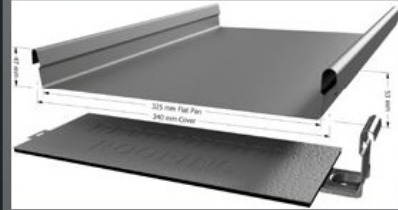


3. St Clair Apartments COLORBOND® Steel Monument®

3. Builder - AV Jennings
Contractor - Koala Roofing

MAXLINE 340 BENEFITS

- Concealed fix flat genuine 826mm wide pan profile.
- Self spanning up to 1800mm.
- Unique installation system with no substrate required.
- Strong narrow 'needle' rib line.
- Available in the full COLORBOND® Steel range including Metallic, Ultra, Cordite Grey and the NEW Exclusive Stealth Matte Finish COLORBOND® Steel.
- Mansard Application and Canterbury Prickle.



4. Petaluma Celler Door COLORBOND® Steel Monument®

4. Architect - Grieva Gillett D Imitty Andersen Architects
Builder - Harrod & Wills
Contractor - Allen Roofing

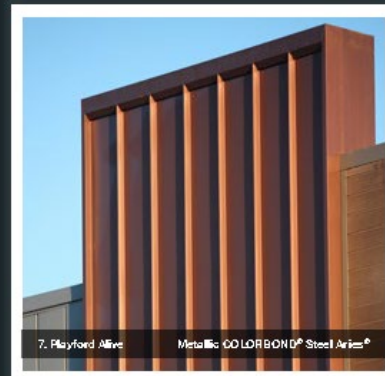


5. Resthaven HQ COLORBOND® Steel Monument®

5. Building Designer - Brown Falconer
Builder - BADGE Construction
Contractor - Impact Cladding



6. Medindie Residence COLORBOND® Steel Wallaby®



7. Playford Alive Metallic COLORBOND® Steel Arise®

6. Architect - Walter Brooke & Associates
Builder - Samuel James Homes
Contractor - Redwood Park Plumbing

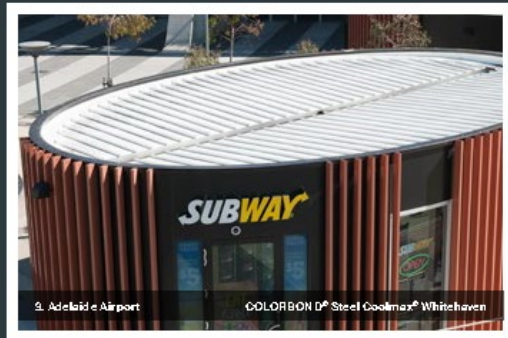
7. Architect - Brown Falconer
Builder - SARAH Construction
Contractor - ZinTech Cladding

MINUTES OF THE ORDINARY COUNCIL MEETING

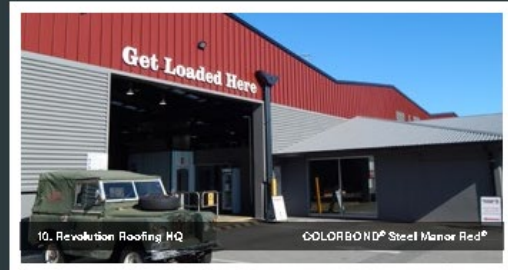
13 DECEMBER 2023



8. GP Practice COLORBOND® Steel Monument®



9. Adelaide Airport COLORBOND® Steel Coolmax® Whitehaven



10. Revolution Roofing HQ COLORBOND® Steel Manor Red®

8. Architect - BGK Context
Builder - Shape
Contractor - ZincTech Cladding

9. Architect - GHD Woodhead
Builder - Shape
Contractor - Impact Cladding

10. Architect - Max Pritelhard Gummer Architects
Builder - Eagle Constructions
Contractor - Roofmax



Carine High School | Architect - Colland Hodge Preston | Builder - Cockram Constructions | Contractor - WestOz Roofing COLORBOND® Steel Metallic Facade®

Colorbond



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6-17 Taminga Street
P: 9362 0911 F: 9362 0922

MILE END DISPLAY CENTRE SA
176 Railway Terrace
P: 9362 0955

LONSDALE SA
14 Breda Street
P: 8198 0646 F: 8198 1341

OSBORNE PARK WA
65b Hector Street
P: 9217 9011 F: 9204 6664

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www.revolutionroofing.com.au



13 DECEMBER 2023

12.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There are no motions of which previous notice have been given for the December 2023 Ordinary Council meeting.

13.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

There are no questions by members of which due notice have been given for the December 2023 Ordinary Council meeting.

14.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Moved Cr Fenny
Seconded Cr Ridgley

Council Resolution

That Council accept the tabling of urgent business items as follows:

14.1 Monthly Financial Reports to 30 November 2023

15.1 Confidential Item – Citizen of the Year Awards 2024

15.2 Construction of the Denham Finger Jetty Request For Tender

6/0 CARRIED

14.1 FINANCIAL REPORTS TO 30 NOVEMBER 2023
CM00017

Author
Chief Executive Officer

Disclosure of Any Interest
Nil

Moved Cr Fenny
Seconded Cr Vankova

Council Resolution

That the monthly financial report to 30 November 2023 as attached be received.
6/0 CARRIED

Comment

As per the requirements of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government Accounting (Financial Management) Regulations 1996*, the following monthly financial reports to **30 November 2023** are attached.

13 DECEMBER 2023

VARIANCE ANALYSIS

Operating Revenue - Actual Operating Revenue as of 30 November 2023 was \$156,840 higher than the year-to-date budget. At present, operating revenue is inflated by profit on asset disposals, currently reflecting \$144,908 over budget, on finalisation of the annual financials (annual final audit) this amount will be processed in the asset register and will be recognised in the profit or loss on disposal.

An increase in Other Revenue year to date of \$54,208, specifically Community Development Program Employer Incentive Funding, Visitor Centre booking commission and diesel fuel rebate.

It should be noted that revenue from grants, subsidies and contributions is under budget by \$81,742 primarily due to a \$130,000 contract liability relative to the Department of Planning Lands and Heritage planning strategy review grant.

Operating Expenditure - Actual Operating Expenditure as of 30 November 2023 is less than the year-to-date budget by \$965,320. This is substantially due to budgeted depreciation yet to be finalised of \$788,733 and an overall underspend in year-to-date actual operating expenditure compared to budget including materials and contracts \$149,830, utility charges \$13,297, and employee costs \$73,452.

Capital Revenue - Capital Revenue is \$734,911 less than year to date budget due to Social Housing Economic Recovery Package Community Housing Project and Denham Finger Jetty grant income not yet received.

Capital Expenditure - Capital Expenditure is consequently \$1,545,235 less than year to date budget. This is broken up between payments for property, plant and equipment \$1,206,381, specifically capital works on staff housing, Social Housing Economic Recovery Package Community Housing Project, road sweeper and pensioner units capital work, and payments for construction and infrastructure \$338,584, specifically seawall upgrade, and Regional Road Group and Roads to Recovery.

LEGAL IMPLICATIONS

Section 34 of the Local Government (Financial Management) Regulations 1996, requires a financial report to be submitted to Council monthly.

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The financial report shows the financial position of the Shire. Strategies built into the budget to closely manage expenditure remain in place.

STRATEGIC IMPLICATIONS

Strategy 7.2 – Provide appropriate services to the community in a professional and efficient manner.

7.2.2 – Maintain accountability and financial responsibility in accordance with Long Term Financial Plan.

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

RISK MANAGEMENT

The financial report reports on the current financial status, and this is currently viewed as a low risk to Council.

Voting Requirements

Simple Majority Required

Signature

Author

D Chapman

Date of Report

12 December 2023

13 DECEMBER 2023

SHIRE OF SHARK BAY
MONTHLY FINANCIAL REPORT
(Containing the required statement of financial activity and statement of financial position)
For the period ended 30 November 2023

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Statement of Financial Activity	2
Statement of Financial Position	3
Note 1 Basis of Preparation	4
Note 2 Statement of Financial Activity Information	5
Note 3 Explanation of Material Variances	6

Please refer to the compilation report

| 1

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

**SHIRE OF SHARK BAY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

	Adopted Budget Estimates	YTD Budget Estimates	YTD Actual	Variance* \$	Variance* %	Var.
Note	(a) \$	(b) \$	(c) \$	(c) - (b) \$	((c) - (b))/(b) %	
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	1,488,455	1,488,455	1,476,967	(11,488)	(0.77%)	▼
Rates excluding general rates	113,772	113,772	123,547	9,775	8.59%	▲
Grants, subsidies and contributions	770,438	509,954	428,212	(81,742)	(16.03%)	▼
Fees and charges	1,717,150	734,815	779,209	44,394	6.04%	▲
Interest revenue	117,250	46,735	43,520	(3,215)	(6.88%)	▼
Other revenue	141,189	63,538	117,746	54,208	85.32%	▲
Profit on asset disposals	24,483	14,819	159,727	144,908	977.85%	▲
	4,372,737	2,972,088	3,128,928	156,840	5.28%	
Expenditure from operating activities						
Employee costs	(2,803,877)	(1,070,649)	(997,197)	73,452	6.86%	▲
Materials and contracts	(2,317,521)	(794,023)	(644,193)	149,830	18.87%	▲
Utility charges	(179,775)	(77,230)	(63,933)	13,297	17.22%	▲
Depreciation	(1,881,680)	(788,733)	0	788,733	100.00%	▲
Finance costs	(20,139)	(4,637)	(4,637)	0	0.00%	▼
Insurance	(242,362)	(192,115)	(261,163)	(69,048)	(35.94%)	▼
Other expenditure	(229,781)	(114,726)	(105,670)	9,056	7.89%	▲
Loss on asset disposals	(145,336)	0	0	0	0.00%	▼
	(7,820,471)	(3,042,113)	(2,076,793)	965,320	31.73%	
Non-cash amounts excluded from operating activities	2(b) 2,002,533	773,914	(158,786)	(932,700)	(120.52%)	▼
Amount attributable to operating activities	(1,445,201)	703,889	893,349	189,460	26.92%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	8,069,996	1,125,701	390,790	(734,911)	(65.28%)	▼
Proceeds from disposal of assets	327,000	159,727	159,727	0	0.00%	▼
	8,396,996	1,285,428	550,517	(734,911)	(57.17%)	
Outflows from investing activities						
Payments for property, plant and equipment	(5,245,985)	(1,587,349)	(380,968)	1,206,381	76.00%	▲
Payments for construction of infrastructure	(4,553,570)	(802,446)	(463,592)	338,854	42.23%	▲
	(9,799,555)	(2,389,795)	(844,560)	1,545,235	64.66%	
Amount attributable to investing activities	(1,402,559)	(1,104,367)	(294,043)	810,324	73.37%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Transfer from reserves	1,189,340	0	0	0	0.00%	▼
	1,189,340	0	0	0	0.00%	
Outflows from financing activities						
Repayment of borrowings	(34,324)	(17,067)	(17,067)	0	0.00%	▼
Transfer to reserves	(1,115,884)	(23,693)	(23,693)	0	0.00%	▼
	(1,150,208)	(40,760)	(40,760)	0	0.00%	
Amount attributable to financing activities	39,132	(40,760)	(40,760)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 2,808,628	2,808,628	2,967,522	158,894	5.66%	▲
Amount attributable to operating activities	(1,445,201)	703,889	893,349	189,460	26.92%	▲
Amount attributable to investing activities	(1,402,559)	(1,104,367)	(294,043)	810,324	73.37%	▲
Amount attributable to financing activities	39,132	(40,760)	(40,760)	0	0.00%	▼
Surplus or deficit after imposition of general rates	2(a) 0	2,367,390	3,526,068	1,158,678	48.94%	▲

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

* Refer to Note 3 for an explanation of the reasons for the variance.

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

Please refer to the compilation report

| 2

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

**SHIRE OF SHARK BAY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

	Actual 30 June 2023	Actual as at 30 November 2023
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	12,103,541	11,469,929
Trade and other receivables	146,630	705,319
Inventories	129,762	129,762
Other assets	40,645	33,406
TOTAL CURRENT ASSETS	12,420,578	12,338,416
NON-CURRENT ASSETS		
Trade and other receivables	11,217	11,217
Other financial assets	40,745	40,745
Property, plant and equipment	28,741,170	29,122,139
Infrastructure	71,946,339	72,409,930
TOTAL NON-CURRENT ASSETS	100,739,471	101,584,031
TOTAL ASSETS	113,160,049	113,922,447
CURRENT LIABILITIES		
Trade and other payables	1,075,865	96,029
Other liabilities	3,277,741	3,599,603
Borrowings	34,324	86,535
Employee related provisions	288,217	282,731
TOTAL CURRENT LIABILITIES	4,676,147	4,064,898
NON-CURRENT LIABILITIES		
Borrowings	667,174	597,896
Employee related provisions	43,110	43,110
TOTAL NON-CURRENT LIABILITIES	710,284	641,006
TOTAL LIABILITIES	5,386,431	4,705,904
NET ASSETS	107,773,618	109,216,543
EQUITY		
Retained surplus	39,744,832	39,539,340
Reserve accounts	5,010,342	5,034,035
Revaluation surplus	63,018,444	64,643,168
TOTAL EQUITY	107,773,618	109,216,543

This statement is to be read in conjunction with the accompanying notes.

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 NOVEMBER 2023

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Matters of non-compliance with Basis of Preparation

The following matters on non-compliance with the basis of preparation have not been correct.

1. Depreciation has not been raised during the current financial year.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

Judgements and estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land, buildings and infrastructure

SIGNIFICANT ACCOUNTING POLICIES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 08 December 2023

Please refer to the compilation report

| 4

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Net current assets used in the Statement of Financial Activity	Note	Adopted	Actual	Actual
		Budget Opening 1 July 2023	as at 30 June 2023	as at 30 Nov 2023
Current assets		\$	\$	\$
Cash and cash equivalents		11,663,686	12,103,541	11,469,929
Trade and other receivables		142,412	146,630	705,319
Inventories		140,182	129,762	129,762
Other assets		40,645	40,645	33,406
		11,986,925	12,420,578	12,338,416
Less: current liabilities				
Trade and other payables		(500,313)	(1,075,865)	(96,029)
Other liabilities		(3,384,911)	(3,277,741)	(3,599,603)
Borrowings		(34,324)	(34,324)	(86,535)
Employee related provisions		(282,731)	(288,217)	(282,731)
		(4,202,279)	(4,676,147)	(4,064,898)
Net current assets		7,784,646	7,744,431	8,273,518
Less: Total adjustments to net current assets	2(c)	(4,976,018)	(4,776,909)	(4,747,450)
Closing funding surplus / (deficit)		2,808,628	2,967,522	3,526,068

(b) Non-cash amounts excluded from operating activities

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

Non-cash amounts excluded from operating activities	Adopted Budget Estimates 30 June 2024	YTD Budget Estimates (a)	YTD Actual (b)
	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	(24,483)	(14,819)	(159,727)
Add: Movement in liabilities associated with restricted cash	0	0	941
Add: Loss on asset disposals	145,336	0	0
Add: Depreciation	1,881,680	788,733	0
Total non-cash amounts excluded from operating activities	2,002,533	773,914	(158,786)

(c) Current assets and liabilities excluded from budgeted deficiency

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

Adjustments to net current assets	Adopted Budget Opening 1 July 2023	Actual as at 30 June 2023	Actual as at 30 Nov 2023
	\$	\$	\$
Less: Reserve accounts	(5,010,342)	(5,010,342)	(5,034,035)
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of borrowings	34,324	34,324	86,535
- Current portion of employee benefit provisions held in reserve	0	199,109	200,050
Total adjustments to net current assets	(4,976,018)	(4,776,909)	(4,747,450)

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Please refer to the compilation report

| 5

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 NOVEMBER 2023

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2023-24 year is \$5,000 or 5.00% whichever is the greater.

Description	Var. \$ \$	Var. % %	
Revenue from operating activities			
General rates	(11,488)	(0.77%)	▼
Timing of rate modelling for the budget valuations.			
Rates excluding general rates	9,775	8.59%	▲
Interim rating for GRV Residential.			
Grants, subsidies and contributions	(81,742)	(16.03%)	▼
Grant - Regional North Local Government contract liability. Coburn Resources Education Contribution.			
Balance of FAGS grants funding received.			
Fees and charges	44,394	6.04%	▲
Refuse site fees, development applications, entrance fees SBDC, merchandise sales, camping fees, caravan park leases and private works actual income higher than YTD budget.			
MRWA Monkey Mia and MRWA Shark Bay roads, DOT Marina Facility Agreement actual income less than YTD budget.			
Interest revenue	(3,215)	(6.88%)	▼
Interest earnings are higher than the YTD budget profiled at 5/12th of the annual budget.			
Other revenue	54,208	85.32%	▲
CDP Employer Incentive Funding, Visitor Centre booking commission, merchandise sales and diesel fuel rebate actual income higher than YTD budget.			
Profit on asset disposals	144,908	977.85%	▲
Disposal of vehicles to be processed in the asset register.			
Expenditure from operating activities			
Employee costs	73,452	6.86%	▲
Most YTD budgets are profiled as 4/12th of the annual budget.			
Admin salaries and wages, insurance workers compensation, Useless Loop road maintenance.			
Materials and contracts	149,830	18.87%	▲
Most YTD budgets are profiled as 5/12th of the annual budget.			
Salaries and wages SBDC, Useless Loop Road maintenance higher than YTD budget.			
Salries and wages admin, BRING Centre Maintenance, maintenance - Country Roads and town streets lower than YTD budget.			
Utility charges	13,297	17.22%	▲
YTD budgets are profiled as 5/12th of the annual budget.			
Depreciation	788,733	100.00%	▲
Depreciation to be processed.			
Insurance	(69,048)	(35.94%)	▼
Insurance general and workers compensation insurance.			
Insurance fees paid by instalments.			
Other expenditure	9,056	7.89%	▲
Conference expenses members, Emergency Management Consultant, Crossovers. Council assistance Program.			
Non-cash amounts excluded from operating activities	(932,700)	(120.52%)	▼
Depreciation to be processed.			
Proceeds on asset disposal.			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(734,911)	(65.28%)	▼
SHERP Community Housing Project, Beach Emergency Numbers Signage, Finger Jetty grants not yet received.			
Outflows from investing activities			
Payments for property, plant and equipment	1,206,381	76.00%	▲
Capital Works Staff Housing. SHERP - Community Housing Project. Road sweeper. Pensioner Units Capital Works. Dual Cab Truck 5T. Dual Cab Ute - Country.			
Payments for construction of infrastructure	338,854	42.23%	▲
Seawall Upgrade. Beach Emergency Numbers Signage. Town Oval and Recreation Reticulation/Resurfacing. BBQ, Replacment Little Lagoon - (LRCL). RRG. Roads To Recovery - R2R.			
Surplus or deficit at the start of the financial year	158,894	5.66%	▲
Refer to note 2(a) for detail of differences.			
Surplus or deficit after imposition of general rates	1,158,678	48.94%	▲
Due to variances described above			

Please refer to the compilation report

| 6

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
TABLE OF CONTENTS

1	Key Information	2
2	Key Information - Graphical	3
3	Cash and Financial Assets	4
4	Reserve Accounts	5
5	Capital Acquisitions	6
6	Disposal of Assets	8
7	Receivables	9
8	Other Current Assets	10
9	Payables	11
10	Rate Revenue	12
11	Borrowings	13
12	Other Current Liabilities	14
13	Grants and contributions	15
14	Capital grants and contributions	16

Please refer to the compilation report

| 1

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.81 M	\$2.81 M	\$2.97 M	\$0.16 M
Closing	\$0.00 M	\$2.37 M	\$3.53 M	\$1.16 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables		Receivables		
	\$11.47 M	% of total	\$0.10 M	% Outstanding	\$0.22 M	% Collected	
Unrestricted Cash	\$6.44 M	56.1%	Trade Payables	\$0.05 M	Rates Receivable	\$0.49 M	70.2%
Restricted Cash	\$5.03 M	43.9%	0 to 30 Days	100.0%	Trade Receivable	\$0.22 M	% Outstanding
			Over 30 Days	0.0%	Over 30 Days		9.1%
			Over 90 Days	0.0%	Over 90 Days		0.9%

Refer to 3 - Cash and Financial Assets Refer to 9 - Payables Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.45 M)	\$0.70 M	\$0.89 M	\$0.19 M

Refer to Statement of Financial Activity

Rates Revenue			Grants and Contributions			Fees and Charges		
YTD Actual	\$1.60 M	% Variance	YTD Actual	\$0.43 M	% Variance	YTD Actual	\$0.78 M	% Variance
YTD Budget	\$1.60 M	(0.1%)	YTD Budget	\$0.51 M	(16.0%)	YTD Budget	\$0.73 M	6.0%

Refer to 10 - Rate Revenue Refer to 13 - Grants and Contributions Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.40 M)	(\$1.10 M)	(\$0.29 M)	\$0.81 M

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	\$0.16 M	%	YTD Actual	\$0.46 M	% Spent	YTD Actual	\$0.39 M	% Received
Adopted Budget	\$0.33 M	(51.2%)	Adopted Budget	\$4.55 M	(89.8%)	Adopted Budget	\$8.07 M	(95.2%)

Refer to 6 - Disposal of Assets Refer to 5 - Capital Acquisitions Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.04 M	(\$0.04 M)	(\$0.04 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings		Reserves	
Principal repayments	(\$0.02 M)	Reserves balance	\$5.03 M
Interest expense	(\$0.00 M)	Interest earned	\$0.02 M
Principal due	\$0.68 M		

Refer to 11 - Borrowings Refer to 4 - Cash Reserves

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

Please refer to the compilation report

| 2

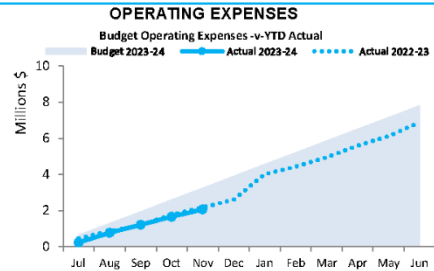
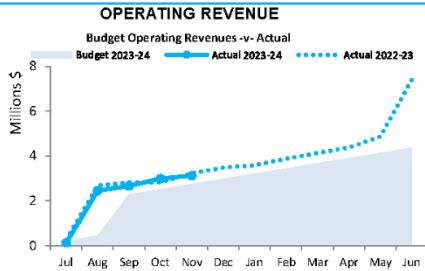
MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

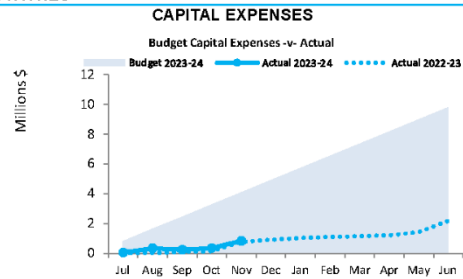
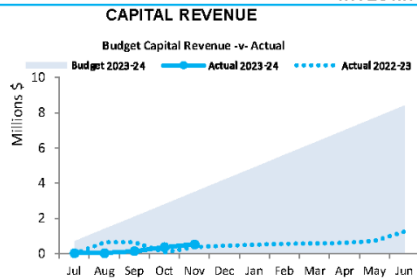
SHIRE OF SHARK BAY SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 30 NOVEMBER 2023

2 KEY INFORMATION - GRAPHICAL

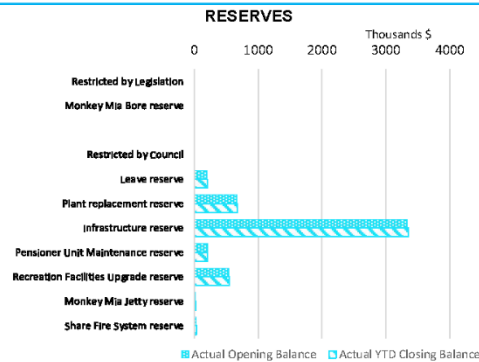
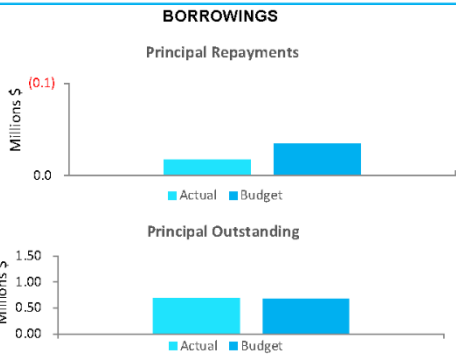
OPERATING ACTIVITIES



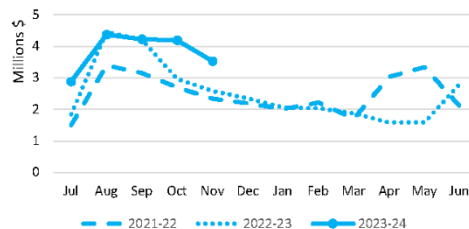
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

Please refer to the compilation report

| 3

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash Float	Cash and cash equivalents	900	0	900		Not applicable	Not applicable	NA
Municipal Fund Bank	Cash and cash equivalents	1,628,348	0	1,628,348		Bankwest	Variable	NA
Municipal Telenet Saver Account	Cash and cash equivalents	1,873,683	0	1,873,683		Bankwest	Variable	NA
SHERP Telenet Saver Account	Cash and cash equivalents	979	0	979		Not available	Not available	NA
Municipal Term Deposit	Cash and cash equivalents	1,000,000	0	1,000,000		Not available	Not available	NA
FESA Grant TD	Cash and cash equivalents	1,931,984	0	1,931,984		Not available	Not available	NA
Reserve Telenet Saver 0454	Cash and cash equivalents	0	2,033,856	2,033,856		Not available	Not available	NA
Reserve Bank Account	Cash and cash equivalents	0	179	179		Bankwest	Variable	NA
Reserve Term Deposit	Cash and cash equivalents	0	2,000,000	2,000,000		Not available	Not available	NA
Reserve Term Deposit	Cash and cash equivalents	0	1,000,000	1,000,000		Not available	Not available	NA
Total		6,435,894	5,034,035	11,469,929	0			
Comprising								
Cash and cash equivalents		6,435,894	5,034,035	11,469,929	0			
		6,435,894	5,034,035	11,469,929	0			

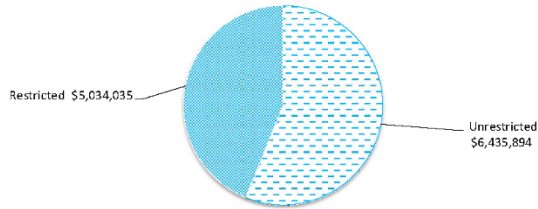
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

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

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

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



Please refer to the compilation report

| 4

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

4 RESERVE ACCOUNTS

Reserve name	Budget	Budget	Budget	Budget	Budget	Actual	Actual	Actual	Actual	Actual
	Opening	Interest	Transfers	Transfers	Closing	Opening	Interest	Transfers	Transfers	YTD
	Balance	Eamed	In (+)	Out (-)	Balance	Balance	Eamed	In (+)	s Out (-)	Closing
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Legislation										
Monkey Mia Bore reserve	0	0	15,200	0	15,200	0	0	0	0	0
Restricted by Council										
Leave reserve	199,109	0	3,300	0	202,409	199,109	941	0	0	200,050
Plant replacement reserve	671,374	0	392,000	(501,785)	561,589	671,374	3,175	0	0	674,549
Infrastructure reserve	3,336,123	0	643,534	(577,555)	3,402,102	3,336,123	15,776	0	0	3,351,899
Pensioner Unit Maintenance reserve	207,868	0	53,000	(60,000)	200,868	207,868	983	0	0	208,851
Recreation Facilities Upgrade reserve	543,114	0	8,000	(50,000)	501,114	543,114	2,568	0	0	545,682
Monkey Mia Jetty reserve	22,560	0	350	0	22,910	22,560	107	0	0	22,667
Share Fire System reserve	30,194	0	500	0	30,694	30,194	143	0	0	30,337
	5,010,342	0	1,115,884	(1,189,340)	4,936,886	5,010,342	23,693	0	0	5,034,035

Please refer to the compilation report

| 5

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	4,360,200	1,277,120	465	(1,276,655)
Furniture & Office Equip.	30,000	0	0	0
Plant, Equip. & Vehicles	828,785	283,229	378,561	95,332
Heritage Assets	27,000	27,000	1,942	(25,058)
Acquisition of property, plant and equipment	5,245,985	1,587,349	380,968	(1,206,381)
Roads (Non Town)	528,117	0	81,559	81,559
Footpaths	163,120	100,000	96,840	(3,160)
Town Streets	597,350	237,350	4,346	(233,004)
Public Facilities	3,264,983	465,096	280,847	(184,249)
Acquisition of infrastructure	4,553,570	802,446	463,592	(338,854)
Total capital acquisitions	9,799,555	2,389,795	844,560	(1,545,235)
Capital Acquisitions Funded By:				
Capital grants and contributions	8,069,996	1,125,701	390,790	(734,911)
Other (disposals & C/Fwd)	327,000	159,727	159,727	0
Reserve accounts				
Plant replacement reserve	501,785	0	0	0
Infrastructure reserve	577,555	0	0	0
Pensioner Unit Maintenance reserve	60,000	0	0	0
Recreation Facilities Upgrade reserve	50,000	0	0	0
Contribution - operations	213,219	1,104,367	294,043	(810,324)
Capital funding total	9,799,555	2,389,795	844,560	(1,545,235)

KEY INFORMATION

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

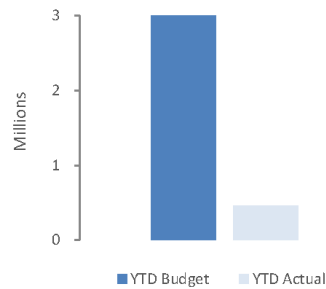
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



Please refer to the compilation report

| 6

MINUTES OF THE ORDINARY COUNCIL MEETING

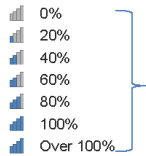
13 DECEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total
Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

		Current Budget	Adopted Year to Date Budget	Year to Date Actual	Variance (Under)/Over
Capital Expenditure					
Furniture & Office Equip.					
	05204975 Office Furniture & Equipment	30,000	0	0	0
	Furniture & Office Equip. Total	30,000	0	0	0
Plant , Equip. & Vehicles					
	05205335 CEO Vehicle Replacement	61,193	61,193	61,193	(0)
	45205346 Town Gardener's Ute	50,000	0	0	0
	45205475 Major Plant Items - Capital	20,000	4,444	(7,159)	(11,603)
	45205506 Prime Mover	250,000	0	0	0
	45205510 Dual Cab Truck 5T	105,000	105,000	122,090	17,090
	45205512 Multi Tyred Rubber Roller	180,000	0	202,437	202,437
	45205515 Rangers Vehicle	50,000	0	0	0
	45205516 Dual Cab Ute - Country	52,592	52,592	0	(52,592)
	45205518 Road Sweeper	60,000	60,000	0	(60,000)
	Plant , Equip. & Vehicles Total	828,785	283,229	378,561	95,332
Buildings					
	09128000 Capital Works Staff Housing	52,000	21,660	0	(21,660)
	25104775 SHERP - Community Housing Project	4,118,200	1,235,460	240	(1,235,220)
	25104785 Pensioner Units Capital Works	60,000	20,000	0	(20,000)
	35104702 Denham Town Hall Capital Works	80,000	0	0	0
	35304736 Sport and Recreation Buildings Capital Works	50,000	0	0	0
	36004998 SBDC Airconditioner Upgrade	0	0	225	225
	Buildings Total	4,360,200	1,277,120	465	(1,276,655)
Public Facilities					
	30405593 Cemetery Upgrade	5,500	0	0	0
	30445150 Carpark Capital Works	10,000	0	0	0
	35205538 Hard Shade Structures - Playgrounds	63,129	0	0	0
	35205539 Disability Beach/Water Access and Equipment	50,000	0	47,495	47,495
	35205540 CCTV Upgrades	50,000	0	0	0
	35205541 Seawall Upgrade - Capital Works	2,146,649	434,649	17,520	(417,129)
	35205542 Beach Emergency Numbers Signage - Capital Expenditure	11,230	11,230	0	(11,230)
	35302284 Little Lagoon Upgrades, Gazebo, Bollards and Signage	5,000	0	0	0
	35305511 Town Oval and Recreation Reticulation/Resurfacing	203,000	0	158,350	158,350
	35305512 Access Bicycle and Walking Paths - Recreation Precinct	30,000	0	0	0
	35305586 Parks & Gardens Capital Exp	12,000	0	547	547
	45156790 Electronic Road Closed Sign - Useless Loop Road	30,000	0	0	0
	45156791 LRCI Phase 4 - Unallocated Capital Projects	229,258	0	0	0
	45505558 Denham Finger Jetty - Foreshore	419,217	19,217	19,311	94
	35305302 CCTV Installation - Recreation	0	0	6,465	6,465
	35312163 Limestone Wall Replacemnet - East End CP (LRCI)	0	0	3,196	3,196
	35605502 BBQ Replacment Little Lagoon - (LRCI)	0	0	27,962	27,962
	Public Facilities Total	3,264,983	465,096	280,847	(184,249)
Heritage Assets					
	35605182 Heritage Stables Refurbishment	27,000	27,000	1,942	(25,058)
	Heritage Assets Total	27,000	27,000	1,942	(25,058)
Footpaths					
	45145250 Town Footpaths - Dual Use Path Construction	163,120	100,000	96,840	(3,160)
	Footpaths Total	163,120	100,000	96,840	(3,160)
Town Streets					
	45156690 Roads To Recovery - R2R	597,350	237,350	4,346	(233,004)
	Town Streets Total	597,350	237,350	4,346	(233,004)
Roads (Non Town)					
	45165670 Regional Roads Group - RRG	528,117	0	81,559	81,559
	Roads (Non Town) Total	528,117	0	81,559	81,559
	Grand Total	9,799,555	2,389,795	844,559	(1,545,236)

Please refer to the compilation report

17

MINUTES OF THE ORDINARY COUNCIL MEETING

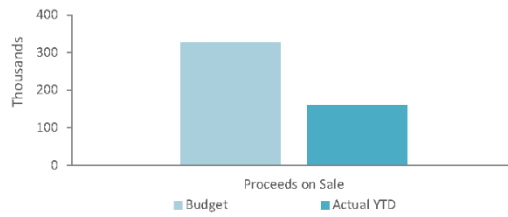
13 DECEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Plant and equipment	400,000	254,664	0	(145,336)	0	50,000	50,000	0
	Plant and equipment	47,853	72,336	24,483	0	0	54,545	54,545	0
	Plant and equipment	0	0	0	0	0	55,182	55,182	0
		447,853	327,000	24,483	(145,336)	0	159,727	159,727	0



Please refer to the compilation report

| 8

MINUTES OF THE ORDINARY COUNCIL MEETING

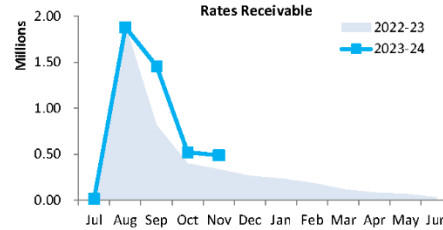
13 DECEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable	30 Jun 2023	30 Nov 2023
	\$	\$
Opening arrears previous years	34,985	31,192
Levied this year	1,915,923	1,600,514
Less - collections to date	(1,919,716)	(1,145,319)
Gross rates collectable	31,192	486,387
Net rates collectable	31,192	486,387
% Collected	98.4%	70.2%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(321)	167,422	11,232	2,995	1,587	172,915
Percentage	(0.2%)	91.0%	6.5%	1.7%	0.9%	
Balance per trial balance						172,915
Trade receivables						
Other receivables						46,017
Total receivables general outstanding						218,932

Amounts shown above include GST (where applicable)

KEY INFORMATION

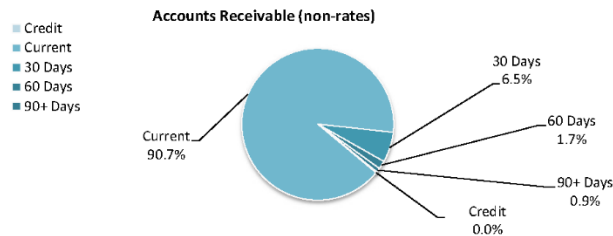
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



Please refer to the compilation report

| 9

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 30 Nov 2023
	\$	\$	\$	\$
Other current assets				
Inventory				
Stock on hand	129,762	0	0	129,762
Other assets				
Prepayments	6,067	0	(6,067)	0
Accrued income	34,578	0	(1,172)	33,406
Total other current assets	170,407	0	(7,239)	163,168

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

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

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

Please refer to the compilation report

| 10

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

OPERATING ACTIVITIES

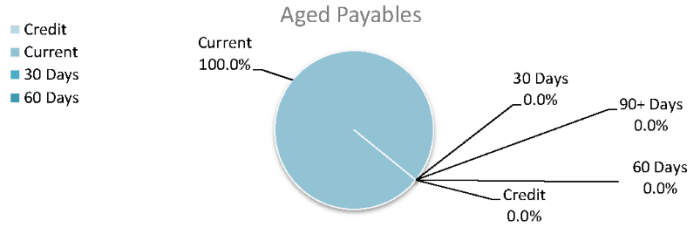
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	46,949	0	0	0	46,949
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors						46,949
Other payables						7,608
Esl Liability						373
Bond Liability						33,495
Prepaid Rates						7,604
Total payables general outstanding						96,029

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



Please refer to the compilation report

| 11

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

OPERATING ACTIVITIES

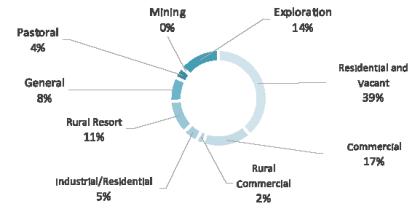
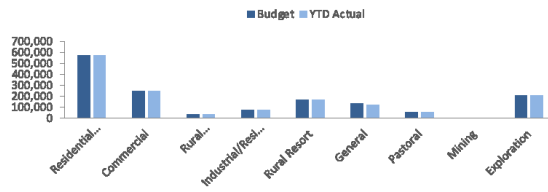
10 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	YTD Actual	Total
	\$	Properties	Value	Revenue	Interim	Revenue	Revenue	Interim	Revenue
				\$	\$	\$	\$	\$	\$
Gross rental value									
Residential and Vacant	0.1022	394	5,575,693	570,056	0	570,056	571,465	0	571,465
Commercial	0.1051	41	233,198	245,141	0	245,141	245,141	0	245,141
Rural Commercial	0.1063	5	341,522	36,290	0	36,290	36,290	0	36,290
Industrial/Residential	0.1131	47	648,097	73,324	0	73,324	74,795	0	74,795
Rural Resort	0.1122	2	1,474,654	165,400	0	165,400	165,400	0	165,400
Unimproved value									
General	0.1455	7	922,203	134,180	0	134,180	122,262	0	122,262
Pastoral	0.0996	11	544,677	54,274	0	54,274	54,274	0	54,274
Mining	0.1985	1	9,350	1,856	0	1,856	2,024	0	2,024
Exploration	0.1908	13	1,089,739	207,934	0	207,934	205,316	0	205,316
Sub-Total		521	10,839,133	1,488,455	0	1,488,455	1,476,967	0	1,476,967
Minimum payment									
Minimum Payment \$									
Gross rental value									
Residential and Vacant	866	92	295,702	79,672	0	79,672	78,806	9,005	87,811
Commercial	866	17	90,069	14,722	0	14,722	14,722	0	14,722
Industrial/Residential	866	3	20,036	2,588	0	2,588	1,732	0	1,732
Unimproved value									
General	659	6	9,863	3,954	0	3,954	3,954	0	3,954
Pastoral	910	1	769	910	0	910	910	0	910
Mining	910	2	5,839	1,820	0	1,820	1,820	0	1,820
Sub-total		121	422,278	103,676	0	103,676	101,944	9,005	110,949
Concession							(4,904)		(2,401)
Total general rates						1,587,227			1,585,515
Specified area rates									
Rate in \$									
Monkey Mia Bore Replacement	0.010630		1,411,050	15,000	0	15,000	14,999	0	14,999
Total specified area rates			1,411,050	15,000	0	15,000	14,999	0	14,999
Total						1,602,227			1,600,514

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



Please refer to the compilation report

| 12

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

FINANCING ACTIVITIES

11 BORROWINGS

Repayments - borrowings

Information on borrowings	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Particulars		\$	\$	\$	\$	\$	\$	\$	\$	
Town Oval Bore	58	701,499	0	0	(17,067)	(34,324)	684,432	667,175	(4,637)	(20,139)
Total		701,499	0	0	(17,067)	(34,324)	684,432	667,175	(4,637)	(20,139)
Current borrowings		34,324					86,535			
Non-current borrowings		667,175					597,897			
		701,499					684,432			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

Please refer to the compilation report

| 13

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2023 \$	Liability Increase \$	Liability Reduction \$	Closing Balance 30 Nov 2023 \$
Other liabilities					
Contract liabilities		193,018	118,284	(85,603)	225,700
Capital grant/contributions liabilities		3,084,723	572,801	(283,620)	3,373,903
Total other liabilities		3,277,741	691,085	(369,223)	3,599,603
Employee Related Provisions					
Provision for annual leave		147,458	0	0	147,458
Provision for long service leave		140,759	0	(5,486)	135,273
Total Provisions		288,217	0	(5,486)	282,731
Total other current liabilities		3,565,958	691,085	(374,709)	3,882,334

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 14

KEY INFORMATION

Provisions

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

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

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

Please refer to the compilation report

| 14

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

OPERATING ACTIVITIES

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability 1 July 2023	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Nov 2023	Current Liability 30 Nov 2023	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies								
FESA Grant - Operating Bush Fire Brigade	1,819	5,840	(4,745)	2,914	2,914	11,655	5,828	3,536
Grant FESA - SES	0	11,738	(11,738)	0	0	53,806	26,904	26,903
Planning & Strategy - Regional North LG	130,000	0	0	130,000	130,000	130,000	130,000	0
Coburn Resources Education Contribution	5,000	0	0	5,000	5,000	5,000	5,000	0
Road Preservation Grant	0	0	0	0	0	141,902	141,902	141,902
Useless Loop Road - Mtce	0	0	0	0	0	330,000	132,000	132,000
Community Development	0	206	0	206	206	1,000	1,000	794
DoC - Day Care Provider Accommodation Subsidy	24,000	0	(10,000)	14,000	14,000	25,000	10,415	10,000
Every Club - Gaming & Wagering Commission	7,200	0	(3,620)	3,580	3,580	7,200	1,800	3,620
Lotterywest - Beats in the Bay	20,000	0	(20,000)	0	0	20,000	20,000	20,000
Horizon - Beats in the Bay	5,000	0	(5,000)	0	0	5,000	5,000	5,000
RAC Monkey Mia Resort - Beats in the Bay	0	5,000	(5,000)	0	0	5,000	5,000	5,000
Strandline Resources - Beats in the Bay	0	5,000	(5,000)	0	0	5,000	5,000	5,000
High Grade Mechanical - Beats in the Bay	0	20,000	(20,000)	0	0	20,000	20,000	20,000
Grants Commission - General	0	0	0	0	0	0	0	43,174
Grants Commission - Roads	0	0	0	0	0	0	0	7,318
Preparing Australian Communities - ERE	0	0	0	0	0	0	0	3,302
Gascoyne Devel Commission - Beats in the Bay	0	500	(500)	0	0	0	0	500
	193,019	48,284	(85,603)	155,700	155,700	760,563	509,849	428,049
Contributions								
Donations - HMAS Sydney Exhibit	0	0	0	0	0	250	105	163
Contribution to Road Maintenance - Pipeline	0	0	0	0	0	9,625	0	0
Caravan Park Leases Mun	0	70,000	0	70,000	70,000	0	0	0
	0	70,000	0	70,000	70,000	9,875	105	163
TOTALS	193,019	118,284	(85,603)	225,700	225,700	770,438	509,954	428,212

Please refer to the compilation report

| 15

MINUTES OF THE ORDINARY COUNCIL MEETING

13 DECEMBER 2023

SHIRE OF SHARK BAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2023

INVESTING ACTIVITIES

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget	YTD	YTD Revenue
	1 July 2023		(As revenue)	30 Nov 2023	30 Nov 2023	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
Grant - SHERP Community Housing Project	823,640	0	0	823,640	823,640	4,118,200	823,640	0
Grant - Seawall Revelement Capital Projects	1,931,984	0	(17,520)	1,914,464	1,914,464	2,146,649	100,000	17,520
Grant - Beach Emergency Numbers Signage	0	12,353	0	12,353	12,353	11,230	11,230	0
Roads To Recovery Grant - Cap	0	0	0	0	0	297,245	0	107,170
RRG Grants - Capital Projects	0	150,492	(48,605)	101,887	101,887	352,078	140,831	48,605
Local Road and Community Infrastructure Program Grant	329,098	409,956	(217,495)	521,559	521,559	830,191	50,000	217,495
Grant - Finger Jetty	0	0	0	0	0	314,403	0	0
	3,084,722	572,801	(283,620)	3,373,903	3,373,903	8,069,996	1,125,701	390,790

Please refer to the compilation report

| 16

13 DECEMBER 2023

15.0 MATTERS BEHIND CLOSED DOORS

Moved Cr Fenny
Seconded Cr Vankova

Council Resolution

That the meeting be closed to members of the public in accordance with section 5.23(2) of the *Local Government Act 1995* for Council to discuss matters of a confidential nature.

6/0 CARRIED

15.1 CITIZEN OF THE YEAR AWARDS 2024
CR00001

AUTHOR

Community Development Officer

DISCLOSURE OF ANY INTEREST

Nil

Community Development officer Ms Michelle Fanali left the Council Chamber at 4.02 pm.

Moved Cr Fenny
Seconded Cr Bellottie

Council Resolution

That Council consider the Officers Recommendation contained within the body of the confidential report.

6/0 CARRIED

Moved Cr Stubberfield
Seconded Cr Fenny

Council Resolution

That Council suspend Standing Orders, clause 9.5 Limitation on number of speeches to be suspended at 4.04 pm to discuss the nominations within the item.

6/0 CARRIED

Moved Cr Fenny
Seconded Cr Bellottie

Council Resolution

That Council reinstate Standing Orders at 4.29 pm.

6/0 CARRIED

13 DECEMBER 2023

Moved Cr Fenny
Seconded Cr Bellottie

Officers Recommendation

1. Council endorse the following individuals or groups for each category of the Shark Bay Citizen of the Year Awards 2024:
 - a) Shark Bay Citizen of the Year is presented to Janet Court
 - b) Shark Bay Citizen of the Year (Youth) is presented to Belle Sellenger
 - c) Shark Bay Citizen of the Year (Senior) is presented to George Livesey and Sherry Baker
 - d) Shark Bay Active Citizen Award (for a community group and/or event) is presented to the Christmas Lolly Run

Council resolution be EMBARGOED until the 26 January 2024.

6/0 CARRIED

- 15.2 CONSTRUCTION OF THE DENHAM FINGER JETTY REQUEST FOR TENDER
CM000755 - TE2023/2024-02 / RC00003

AUTHOR
CHIEF EXECUTIVE OFFICER

DISCLOSURE OF ANY INTEREST
Nil

Moved Cr Fenny
Seconded Cr Ridgley

Council Resolution

That Council consider the Officer's Recommendation contained within the body of the confidential report.

6/0 CARRIED

Moved Cr Fenny
Seconded Cr Stubberfield

Council Resolution

That Council:

1. Accept the recommendation to award Request for Tender TE 2023/2024-02 the Construction of the Denham Finger Jetty, to SMC Marine Western Australia Pty Ltd; and
2. Authorises the Chief Executive Officer to enter a contract with SMC Marine Western Australia Pty Ltd for the Construction of the Denham Finger Jetty.

6/0 CARRIED

13 DECEMBER 2023

Moved Cr Stubberfield
Seconded Cr Ridgley

Council Resolution

That the meeting be reopened to the members of the public.

6/0 CARRIED

16.0 DATE AND TIME OF NEXT MEETING

The next Ordinary meeting of the Shark Bay Shire Council will be held on the 28 February 2024, commencing at 1.00 pm.

17.0 CLOSURE OF MEETING

As there was no further business, the President closed the December 2023 Ordinary Council meeting at 4.38 pm.